



Town Report of Norwich, Vermont

Fiscal Year 2004
July 1, 2003, to June 30, 2004

Peter and Keenie Richardson

Early in December 2004 Peter and Keenie Richardson left Norwich to retire in Exeter, New Hampshire, after 19 years' residence here. They moved here in 1985 from Weston, Massachusetts, and immediately became involved in town affairs in



remarkably diverse projects. A long-time interest in hiking and preservation of public-access lands led Peter to help acquire and set aside land for the Appalachian Trail. More recently he served on the Norwich Class Four Roads Committee to identify those that should be reclassified as trails.

In 1988 Peter was a charter member of the Connecticut River Advisory Commission, set up to advise the governor on the management of the watershed. Also in 1988, he was appointed by the Selectboard to the Zoning Board of Adjustment, on which he served for 12 years, for several years as chair. One of Peter's special interests has been the Norwich Fire Department, which he joined about 1990. He completed Firefighter 1 training by 1995, and worked up to the position of captain. A particular achievement of his was designing and helping install dry hydrants outside the Fire District, for which he developed a formula for assessing the adequacy of year-round supply — a requirement for federal funding.

Keenie (Corinne) Richardson was on the Selectboard in Weston, Massachusetts, before she and Peter came to Norwich in 1985. Her interest in town affairs led her to serve for nine years (1990-1998) on the Norwich Selectboard. Her special focus on



communication — keeping people informed and involved — led her to the revitalization of the *Norwich Happenings* as a bimonthly publication in 1996. She served on the editorial committee for many years, writing articles and reporting the Selectboard's activities.

She was liaison to the Norwich Police Department, and particularly active in long-term planning and capital financing for the town. She was also a leader in getting the sewage line sleeve added under the new Ledyard Bridge to Hanover. A "people person," Keenie was always ready to listen to people's views, comments or troubles. While deacon of the Norwich Congregational Church, Keenie inspired the foundation of the Norwich Interfaith Council, a group of nine faith communities that worship together at Thanksgiving and meet as needed to tackle special problems. She played a key role in starting the ongoing book club at the Norwich Library. She was always ready to help with specific tasks, such as serving on Norwich's Affordable Housing Committee, where her knowledge of the town and its people was particularly valuable.

Norwich will certainly miss this dynamic duo as they transfer their energies and activities to Exeter. Luckily, it's not far away, so we hope to see them often.

Cover photo of the Norwich Historical Society's Lewis House on Main Street by Chad Finer.

Annual Reports

of the
Town of Norwich, Vermont

Fiscal Year
July 1, 2003, to June 30, 2004

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**TOWN OF NORWICH, VERMONT, AND
NORWICH TOWN SCHOOL DISTRICT
WARNING OF ANNUAL MEETING, MARCH 1, 2005**

The legal voters of the Town of Norwich, Vermont, and the Norwich Town School District are hereby notified and warned to meet in Tracy Memorial Hall, Norwich, Vermont, at 7:30 p.m. on Monday, February 28, 2005, to transact business not requiring a vote by Australian ballot. Voting for Town Officers and for all articles on the Warning will be by Australian ballot. The polls will be open Tuesday, March 1, 2005, from 7:00 a.m. to 7:00 p.m.

This meeting is called to determine if the Town will:

Article 1. Elect a Moderator of the Town and School District meeting for one year.

Article 2. Elect Town and School District Officers for terms starting in 2005.

Article 3. Hear and act on the reports of the Officers of the Town and Town School District.

Article 4. Authorize the Board of School Directors to make available school facilities and equipment for specified public purposes if those purposes appear to be in the best interest of the residents of the District, due consideration being given to efficient, economical and appropriate use of the facilities and equipment in accordance with the provisions of 16 VSA § 562(11).

Article 5. 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 in accordance with the provisions of 16 VSA § 562(9).

Article 6. Shall the voters of the Norwich Town School District determine and fix the salaries of the School Board members in the sum of \$500 each per year in accordance with the provisions of 16 VSA § 562(5)?

Article 7. Under the authority of VSA § 2804, shall the voters of the Norwich Town School District appropriate up to \$25,000.00, or such lesser amount as the board may feel prudent, to be deposited in the District's Reserve Fund for Special Education; said amount to be drawn from any fiscal year 2005 general fund surplus, subject to the anticipated application of the fund balance to the 2006 operating budget?

Article 8. Under the authority of VSA § 2804, shall the voters of the Norwich Town School District appropriate up to \$25,000.00, or such lesser amount as the board may feel prudent, to be deposited in the District's Reserve Fund for repairs and capital maintenance; said amount to be drawn from any fiscal year 2005 general fund surplus, subject to the anticipated application of the fund balance to the 2006 operating budget?

Article 9. Shall the voters of the Norwich Town School District appropriate \$4,081,909, necessary for the support of its school for the year beginning July 1, 2005, and ending June 30, 2006?

Article 10. Transact any other business that may legally come before the annual meeting of the Norwich Town School Board.

Article 11. Approve a gross spending General Town Budget of \$3,299,728 plus unanticipated state and federal grants and gifts consistent with budgeted programs for the period July 1, 2005, to June 30, 2006.

Article 12. Appropriate \$125,000 for the operating expenses of the Norwich Public Library Association.

Article 13. Appropriate \$2,000 to ACORN (AIDS Community Resource Network).

Article 14. Appropriate \$7,311 to Advance Transit.

Article 15. Appropriate \$1,284 to Family Place.

Article 16. Appropriate \$2,500 to Headrest.

Article 17. Appropriate \$529 to SEVCA (Southeastern Vermont Community Action).

Article 18. Appropriate \$5,300 to the White River Council on Aging.

Article 19. Appropriate \$1,000 to Windsor County Partners.

Article 20. Appropriate \$2,500 to WISE (Women's Information Services).

Article 21. Appropriate \$6,000 to Youth-in-Action.

Article 22. Appropriate \$9,200 to the Cemetery Commission under 18 VSA § 5361 to supplement the interest from the Perpetual Care Trust Fund for maintenance of the Town Cemeteries.

Article 23. Appropriate \$2,500 to the Upper Valley Trails Alliance.

Article 24. Appropriate \$3,000 to the Cemetery Commission for headstone restoration.

Article 25. Appropriate \$1,906 to Windsor County Court Diversion Program.

Article 26. Vote to appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to the Norwich Historical Society and Community Center in support of the Capital Campaign to acquire the Lewis House. Norwich Historical Society will designate \$20,000 for building and \$5,000 for general operations and community programming.

Article 27. Shall the voters of the Town of Norwich appropriate \$45,000 to create a revolving fund to initiate contracts to acquire land suitable for affordable housing? This money will be returned to the General Fund at the end of three years.

Article 28. Shall the voters of the Town of Norwich appropriate up to \$20,970 or such lesser amount that may be available from prior year undesignated fund balance to pay the Town's share of a FEMA Grant Culvert Project (Main Street and Turnpike Road)?

Article 29. Require that taxes be paid in U.S. funds in two installments. The first installment will be due on or before August 12, 2005, and the balance will be due on or before February 10, 2006. An official United States Post Office postmark/cancellation (not a postage machine date) will determine the payment date for all mailed payments. Interest on overdue taxes will be charged at 1% per month for the first three months and 1 1/2% per month thereafter. All delinquent taxes will be subject to an 8% collection fee in accordance with Vermont Statutes after February 10, 2006. All taxes, interest and collection fees will be paid into the Town Treasury.

Article 30. Shall the voters authorize the Town Auditors to provide the voters and residents with a notice of availability of the Town Report, at least 30 days prior to the annual meeting, through postcards mailed to legal voters, until the voters rescind such authority.

Article 31. (ADVISORY) "Shall the voters adopt the following Resolution? The Town of Norwich (1) calls on the Legislature to investigate and discuss Vermont's role in the governance of its National Guard, and to set up a commission to study how Guard deployments affect readiness to perform its mission here in Vermont; (2) requests the Congressional Delegation to work to restore a proper balance between the powers of the States and that of the federal government over state National Guard units; and (3) implores the president and the Congress to take steps to withdraw American troops from Iraq, consistently with the mandate of international humanitarian law."

Article 32. (ADVISORY) "Shall the voters of the Town of Norwich advise the Selectboard, the School Board, the Governor and our State Legislators of the following: Whereas the rising cost of health insurance is placing an increasingly unsupportable burden on town and school budgets, the voters of the Town of Norwich call upon the Selectboard, the School Board, the Governor and our State Legislators to support and actively work for

the creation of a UNIVERSAL AND COMPREHENSIVE HEALTH INSURANCE SYSTEM, which is publicly financed and accountable to the citizens of Vermont, and which will reduce costs by eliminating most current administrative expenses?"

Article 33. Transact any other business that may legally come before the annual Norwich Town Meeting.

Norwich Selectboard

Liz Blum
Jack Candon
Alison M. May
Ben Ptashnik
Suzanne Stofflet

Norwich School Board

Margaret Cheney
Linda Gray
Deb Kaplan
Mary Sachsse
Geoffrey Vitt

CANDIDATES FOR OFFICE

March 1, 2005

Moderator (1 year)

Warren Thayer

Town Clerk (3 years)

Bonnie J. Munday

Treasurer (3 years)

Liz Blum
Cheryl A. Lindberg

**Dresden-Norwich School Director
(3 years)**

Linda C. Gray

**Dresden-Norwich School Director
(3 years)**

Geoffrey Vitt

Lister (3 years)

Dennis M. Kaufman

Selectman (3 years)

Edwin Childs
Douglas W. Hoffman

Selectman (2 years)

Gerard Chapdelaine

Auditor (3 years)

Henry Scheier

Auditor (1-year unexpired term)

Susan Dunbar Blum
Karen G. Kayen

Finance Committee (3 years)

Irv Thomae

Trustee of Trust Funds (3 years)

Nancy Beck Hoggson
Marie Elise Young

VOTER INFORMATION

Registration: To be eligible to vote in this election, people must register to vote and applications to the checklist must be received by the Town Clerk by noon on Tuesday, February 22, 2005.

Absentee Ballots: All requests for absentee voter ballots must be made prior to 4:30 p.m. on Monday, February 28, 2005. There are three ways to vote by absentee ballot:

1. Voters may vote in person in the Town Clerk's Office.
2. Ballots may be delivered by teams of Justices of the Peace to voters who are absent due to illness or physical disability. The Town Clerk must receive notice no later than three days in advance.
3. Ballots may be mailed to absent voters if a valid application has been filed with the Town Clerk.

Curbside Voting: Election officials are permitted "to carry a ballot to a handicapped or elderly person in order to permit that person to mark his ballot while in a motor vehicle adjacent to the polling place."

Tracy Hall is handicapped accessible. Any person needing additional assistance should contact the Town Clerk at least four days before Town Meeting.

Annual Reports

of the
Town of Norwich, Vermont

Fiscal Year
July 1, 2003, to June 30, 2004

Part I: Town of Norwich, Vermont

TOWN OFFICERS AND COMMITTEES FOR 2004

ELECTED OFFICIALS

Selectboard

Elizabeth Blum, Chair	2005
Suzanne Stofflet	2005
Jack Candon	2006
Alison May	2006
Ben Ptashnik	2007

Town Clerk

Bonnie J. Munday	2005
Carolyn Clogston, Assistant	

Town Treasurer

Cheryl A. Lindberg	2005
Neil Fulton, Assistant	

Agent to Prosecute & Defend Suits

Frank Olmstead	2005
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Auditors (Town)

Susan Dunbar Blum	2005
Henry Scheier, Chair	2005
William Bender	2007

Cemetery Commissioners

Bonnie Munday	2005
Fred Smith Jr.	2006
Fred Spaulding, Chair	2007
Virginia Close	2008
Earl Thompson	2009

Fence Viewer (vacant)

Finance Committee

Irving Thomae, Chair	2005
Deborah Hall	2006
Paul Tierney	2007

Grand Juror

Robert J. McLaughry	2005
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Justices of the Peace

Terry Appleby	2006
Susan Dunbar Blum	2006
Gerard Chapdelaine	2006
Joyce Childs	2006
Ernie Ciccotelli	2006
Nancy Dean	2006
Nancy Hoggson	2006
John Lamperti	2006
Sarah Drew Reeves	2006
Fred Smith Jr.	2006
Irving Thomae	2006
Kim Wood-Hoffman	2006

Listers

Dennis Kaufman, Chair	2005
Gerard Chapdelaine	2006
Richard Blackwell	2007

Stephen R. Wheelock, Assessor

Moderator

Peter Richardson (resigned)	2005
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Norwich School Directors

Linda Gray	2005
Geoffrey Vitt	2005
Mary Sachsse, Chair	2006
Deborah Kaplan	2006
Margaret Cheney	2007

Surveyor of Wood & Lumber (vacant)

Trustee of Public Funds

Mary Irene Moore	2005
Barbara Merrill	2006
Cheryl Lindberg	2007

Weigher of Coal (vacant)

APPOINTED OFFICIALS

Town Manager, serves also as

Collector of Delinquent Taxes,

Emergency Management Director

and Solid Waste Coordinator

Dennis Pavlicek (resigned)	
Stephen J. Soares (as of 10/1/04)	
Tina Moses, Assistant (resigned)	
Nancy Kramer, Assistant	

Affordable Housing

Creigh Moffatt, Chair	
Beth Barrett, Tim Dougherty,	
Ralph Hybels, Paul Manganiello,	
Keenie Richardson (resigned),	
Phil Singer	

Bugbee Senior Center Rep. (vacant)

Conservation Commission

George Clark	2005
Frank Olmstead	2005
Elisabeth Russell	2005
Lee Michelides	2006
Peter Silberfarb	2006
Nick Krembs, Chair	2007
Warren Thayer	2007
David Hubbard	2008
William Pierce	2008

Corridor Enhancement Committee

Jeff Goodrich, Chair	
Marilyn Brown, Bill Flynn,	
Jamie Hess, Charlie Hodgdon,	
David Sargent, Cleta Wheeler	

Development Review Board

Shep Butler	2005
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Ernie Ciccotelli	2005	Police Chief	
Chris Katucki	2005	Stephen Soares (resigned)	
Erica Barnes (resigned)	2006	Douglas Robinson	
Nancy Dean	2006	Recreation Council	
John Lawe	2006	Doug Kennedy, President	2005
Stanley Teeter	2007	Alex King (resigned)	2005
Watt Alexander, Chair	2007	John Trautlein	2005
Robert Gere, Alternate	2005	Leslie Baker-Brown	2006
Eric Freits, Alternate	2006	Mary Bender	2006
Lucy Gibson, Alternate	2007	Kathy Menard	2006
Emergency Management Coord.		Kate Robinson	2006
Charlie Hodgdon	2005	Ann Greenwald	2007
Energy Committee		Kate Halsey	2007
Alan Berolzheimer, Chair		Bernard Haskell	2007
Ames Byrd, Edward Childs, Jamie Hess,		Hugh Huizenga	2007
Dan King, Mark Laser, Gary Winslow		Eric Sachsse	2007
Finance Officer		Jill Kearney, Director	
Roberta Robinson		John Girard, Marion Cross Liaison	
Nicole Griffin, Assistant		Hank Tenney, Hanover Rec. Liaison	
Fire Chief		Senior Action Council	
Jack Fraser		Martha Drake, Chair	
Fire Warden		Theda Brigham, Paula Harris,	
Jay Whitehair		Jeanne Hatch, Mary Irene Moore,	
Green Up Day Coordinator		Bill Osgood, Mary Rassias	
Tina Moses (resigned)		Sewer Committee	
GUWSMD Representative		Lynn McGrew, Chair	
Dennis Pavlicek (resigned)		Dan French (resigned), Jeff Goodrich,	
Stephen J. Soares		Glennis Gold, Bob Haynes,	
Health Officer		Douglas Hoffman, Brian Livingston,	
John Lawe, M.D.	2006	Stuart Richards, Dean Seibert, Bob White	
Bonnie Munday, Deputy		Town Service Officer	
Highway Administrator		Linda Cook	2005
Andy Hodgdon		Transportation Committee	
Milt Frye Nature Area Committee		Lucy Gibson, Chair	
Warren Thayer (Chair), George Clark,		Bob Chamberlin, Ed Janeway,	
Heather Cook, Karen Kniffen,		John Lawe, Sharon Racusin,	
Clayton Simmers, Lindsay Putnam,		Bruce Tuthill	
Wendy Thompson		Tree Warden	
Planning Commission		Jake Blum	2005
Christopher Ashley (resigned)	2005	Upper Valley Lake Sunapee Regional	
Warren Loomis	2005	Planning Commission Rep.	
Dean Seibert	2005	(terminated 6-30-04)	
Jonathan Vincent (resigned)	2005	Neil Fulton	
Adele Fulton (resigned)	2006	Two Rivers Ottaquechee Regional	
Alison McRee	2006	Planning Commission Rep.	
Stuart L. Richards	2006	Nancy Hoggson	
Douglas Hoffman	2007	Watershed Land Management	
Daniel Johnson, Chair	2007	Council	
Jack Harned	2008	Susan McCoy, Chair	
Jeffrey Mathias	2008	Clay Adams, John Currier	
Lynn McGrew	2008	Zoning Administrator	
		Phil Dechert	

**MINUTES OF ANNUAL TOWN MEETING
and NORWICH TOWN SCHOOL DISTRICT MEETING
MARCH 1, 2004**

Moderator Peter Richardson opened the meeting at 7:30 p.m. and invited our local representatives to speak. Special awards: Suzanne Stofflet presented an award commemorating Bob Huke. Jack Candon presented an award to Earl Thompson. Elizabeth Blum presented an award to Virginia Close. Linda Cook presented an award to Emily Bensen. Nancy Hoggson presented an award to Linda Cook. Peter Welch, Jim Masland and Anne Seibert spoke about current legislative issues.

Article 1. *Elect a Moderator of the Town and School District meeting for one year.* No discussion. (See ballot results, page 13)

Article 2. *Elect Town and School District Officers for terms starting in 2004.* No discussion. (See ballot results, page 13)

Article 3. *Hear and act on the reports of the Officers of the Town and Town School District.* No discussion.

Article 4. *Approve a gross spending General Town Budget of \$2,947,206 plus unanticipated state and federal grants and gifts consistent with budgeted programs for the period July 1, 2004, to June 30, 2005.* Elizabeth Blum explained the handout she prepared regarding the budget process to the group. Dennis Pavlicek highlighted the significant increases in the budget. Irving Thomae said he believes the town should begin to look at a five-year budgeting process. (Yes, 1,082; No, 241)

Article 5. *Shall bonds of the Town of Norwich, in an amount not to exceed \$315,000, be issued for the purpose of acquiring public highway equipment, to be paid over a term not to exceed five (5) years?* Dennis Pavlicek said the bond rate for five years would range from 1.04 percent to a high of 2.28 percent. Andy Hodgdon explained why the highway department needs the equipment. (Yes, 1,075; No, 240)

Article 6. *Appropriate \$2,000 to ACORN (AIDS Community Resource Network).* No discussion. (Yes, 1,050; No, 262)

Article 7. *Appropriate \$4,891 to Advance Transit.* No discussion. (Yes, 1,204; No, 142)

Article 8. *Appropriate \$1,284 to Family Place.* No discussion. (Yes, 1,144; No, 181)

Article 9. *Appropriate \$2,500 to Headrest.* No discussion. (Yes, 1,101; No, 207)

Article 10. *Appropriate \$25,000 to the Norwich Historical Society to help with costs associated with the acquisition of the Lewis House and efforts to make the property a viable Community Center. Approximately \$6,000 of this amount is to be devoted to ongoing operation and upkeep, and necessary repairs.* Bill Aldrich gave the background of the article request by the Historical Society. (Yes, 1,050; No, 285)

Article 11. *Appropriate \$118,000 for the operating expenses of the Norwich Public Library Association.* Bob Pitiger explained the long-range plan for the Library. Nelson Kasfir asked why they were asking for a 45 percent increase. Henry Scheier asked what percentage of the total budget the town pays. Pitiger said 39. (Yes, 1,150; No, 198)

Article 12. *Appropriate \$529 to SEVCA (Southeastern Vermont Community Action).* No discussion. (Yes, 1,004; No, 283)

Article 13. *Appropriate \$2,500 to the Upper Valley Trails Alliance.* Elisabeth Russell said the organization is new. It was formed so that all trail users in the Upper Valley would have the opportunity to meet and discuss common issues. (Yes, 974; No, 331)

Article 14. *Appropriate \$5,300 to the White River Council on Aging.* No discussion. (Yes, 1,083; No, 213)

Article 15. *Appropriate \$1,906 to Windsor County Court Diversion Program Inc.* No discussion. (Yes, 1,030; No, 251)

Article 16. *Appropriate \$1,000 to Windsor County Partners.* Nancy Dean said Windsor County Partners matches adult volunteers as mentors to teenage children. (Yes, 925; No, 315)

Article 17. *Appropriate \$2,500 to WISE (Women's Information Services).* No discussion. (Yes, 1,065; No, 243)

Article 18. *Appropriate \$6,000 to Youth-in-Action.* No discussion. (Yes, 1,014; No, 283)

Article 19. *Appropriate \$9,200 to the Cemetery Commission under 18 VSA § 5361 to supplement the interest from the Perpetual Care Trust Fund for maintenance of the Town Cemeteries.* Polly Johnson asked what it covers and why the interest levels are so low. (Yes, 999; No, 287)

Article 20. *Appropriate \$5,000 to the Union Village Cemetery Association for headstone restoration at the Union Village Cemetery.* No discussion. (Yes, 871; No, 389)

Article 21. *Require that taxes be paid in U.S. funds in two installments. The first installment will be due on or before September 3, 2004, and the balance will be due on or before February 11, 2005. An official United States Post Office postmark/cancellation (not a postage machine date) will determine the payment date for all mailed payments. Interest on overdue taxes will be charged at 1 percent per month for the first three months and 1 1/2 percent per month thereafter. All delinquent taxes will be subject to an 8 percent collection fee in accordance with Vermont Statutes after February 11, 2005. All taxes, interest and collection fees will be paid into the Town Treasury.* Dennis Pavlicek explained why the date needs to be changed. (Yes, 1,201; No, 88)

Article 22. *Transact any other business that may legally come before the annual Norwich Town Meeting.* Henry Scheier thanked all of those who helped put together the town report. Elsie Sniffen thanked Cathy Girard for her many years of service to the Senior Housing Corporation.

Margaret Cheney McNally reminded that the town will be voting on the eight Dresden articles as well tomorrow. Mary Sachsse thanked Ken Greenbaum for his many years of service to the town. She also introduced Rob Edson as principal of Marion Cross School and thanked Paul Foster for his years of work as a board director.

Article 23. *To authorize the Board of School Directors to make available school facilities and equipment for specified public purposes if those purposes appear to be in the best interest of the residents of the District, due consideration being given to efficient, economical, and appropriate use of the facilities and equipment in accordance with the provisions of 16 VSA § 562(11).* Paul Foster said this is a standard article on the warning each year. (Yes, 1,246; No, 65)

Article 24. *To 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 in accordance with the provisions of 16 VSA § 562(9).* Paul Foster again said this is a standard article each year. (Yes, 1,019; No, 237)

Article 25. *Shall the voters of the Norwich Town School District determine and fix*

the salaries of the School Board members in the sum of \$500 each per year in accordance with the provisions of 16 VSA § 562(5)? Paul Foster said this is roughly the average for the area. (Yes, 1,112; No, 170)

Article 26. *Shall the voters of the Norwich Town School District appropriate up to \$25,000.00, or such lesser amount that may be available, to be deposited in the District's Reserve Fund for Special Education; said \$25,000, or such lesser amount, to be appropriated from any fiscal year 2004 general fund surplus?* Geoffrey Vitt said it is a contingency fund in the event of an extraordinary special ed situation. (Yes, 972; No, 309)

Article 27. *Shall the voters of the Norwich Town School District appropriate up to \$25,000.00, or such lesser amount that may be available, to be deposited in the District's Reserve Fund for repairs and capital improvements; said \$25,000, or such lesser amount, to be appropriated from any fiscal year 2004 General Fund surplus?* Geoffrey Vitt said this is similar to the above as it is a safety net for unusual repair issues. (Yes, 962; No, 299)

Article 28. *Shall the voters of the Norwich Town School District, pursuant to the provisions of 24 VSA § 2804, create a Reserve Fund for the purpose of receiving state school construction aid in the estimated amount of \$3,404,801.00, to be deposited in said fund and expended for the purpose of tax rate stabilization directly related to the cost of capital and building improvement projects?* Geoffrey Vitt explained the reasoning behind this article. (Yes, 1,035; No, 210)

Article 29. *Shall the voters of the Norwich Town School District exempt the Norwich School District from the requirement of 16 VSA § 1265, that it operate school breakfast and school lunch programs for the 2004-2005 school year?* (The District does not currently offer a breakfast or lunch program.) Mary Sachsse said this is another standard article and did pass last year. (Yes, 983; No, 307)

Article 30. *Shall the voters of the Norwich Town School District, pursuant to the provisions of Act 68, Sec. 68, of the 2003 session, vote to rescind the District's action approved at the May 13, 2003, Special School District meeting to remove spending, including capital debt service, for school construction costs from the District's calculation of its local education spending under Title 16, Chapter 133, said rescission to take effect beginning with FY 2005?* Mary Sachsse explained the need for the rescission. Irv Thomae explained why Act 144 needed to be rescinded. (Yes, 886; No, 212)

Article 31. *Shall the voters of the Norwich Town School District appropriate \$3,884,737, necessary for the support of its school for the year beginning July 1, 2004, and ending June 30, 2005?* Margaret McNally began the explanation of the school board portion of the budget. Linda Gray explained the tax relief we will see on the school side this year. (Yes, 892; No, 409)

Article 32. *Transact any other business that may legally come before the annual meeting of the Norwich Town School Board.* No discussion.

Motion made to adjourn the meeting at 10:30. Motion passed.

Respectfully submitted,

Bonnie J. Munday, Norwich Town Clerk

BALLOT RESULTS

Article 3, March 2, 2004

Moderator	Peter Richardson	82
Dresden-Norwich School Director	Margaret Cheney McNally	1,056
Norwich School Director (2 years)	Deborah Kaplan	979
Lister (3 years)	Richard H. Blacklow	403
	Scott Hancock	357
Selectman (3 years)	Ben Ptashnik	719
	Neil R. Fulton	631
Selectman (2 years)	Alison M. May	691
	Nancy Hoggson	655
Auditor	Bill Bender	965
Grand Juror	write-in not sufficient to elect	
Finance Committee (3 years)	Paul P. Tierney	928
Agent to Prosecute & Defend Suits	write-in not sufficient to elect	
Cemetery Commissioner	Earl Thompson	48
Trustee of Public Funds	Cheryl A. Lindberg	1,029

TOWN TREASURER'S REPORT

The Town Treasurer's statutory duties include: paying orders authorized by the Selectboard, Norwich School Board or Norwich Cemetery Commissioners; investing moneys with the approval of the legislative body; appointing an assistant treasurer; being a member of the Norwich Board of Abatement; issuing a delinquent tax warrant; and, in our town, being a member of the Norwich and Dresden Finance Committees. The Town Manager and the Town Treasurer work together to assure that the financial responsibilities of the town are met.

The General Fund of the town ended the year with a deficit of \$149,611. Exhibit C of the Independent Auditor's Report identifies the categories that were over or under budget for the year. The budgeted deficit of \$165,000 reflected the amount to be utilized from the prior year's fund balance toward the reduction of the tax rate for 2004. The revenue sources of Licenses & Permits, Interest and Delinquent Tax P&I were under budget. However, all other revenue sources contributed to revenues being over budget at year-end, thus reducing the actual deficit. Expenditures were about \$79,000 over budget, after deducting an additional \$98,460 in grant expenditures due to additional grant revenues received in 2004. In accordance with GAAP, this deficit becomes \$137,487 — see Exhibit B of the Independent Auditor's Report.

As the fiscal year ended, the Selectboard began another search for a Town Manager. I enthusiastically approach the opportunity to work with Stephen Soares, who was appointed to that position. I thank the residents of Norwich for your continued involvement in town government during this past year to assure our values and goals are realized.

Cheryl A. Lindberg, Town Treasurer (649-1678)

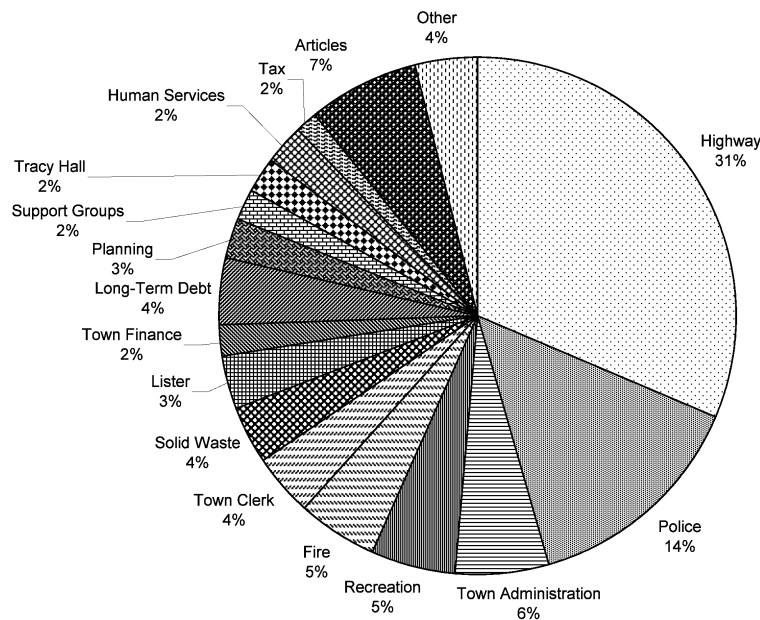
NORWICH FINANCE COMMITTEE BUDGET STATEMENT

The Finance Committee unanimously supports the proposed town budget, which results in an increase in the town tax rate of 15.6 percent. However, the committee's support is contingent upon its recommendation that the Selectboard and Town Manager begin a process of departmental review to identify for each town department the level of service and cost appropriate for the town, with the initial review of the Police Department and the Norwich Listers' department to be completed before the commencement of the next year's budgeting process. The committee is concerned that the pattern of continued annual increases in the town budget well in excess of inflation cannot be sustained over the long run.

The committee notes also that, whereas in the past the town was able to draw on a substantial reserve that had built up over time to moderate the tax increases resulting from budget increases, that reserve has now been depleted. Given ongoing health care cost increases and the requirements of the Highway Department due to increasingly heavy usage of our roads, the town will find it challenging to strike a balance between meeting the needs of the town and keeping taxes under control.

Irv Thomae (Chair), Bill Bender, Susan Blum, Deborah Hall, Cheryl Lindberg, Henry Scheier, Paul Tierney

Proposed Norwich Town Budget



Prepared by Norwich Town Auditors

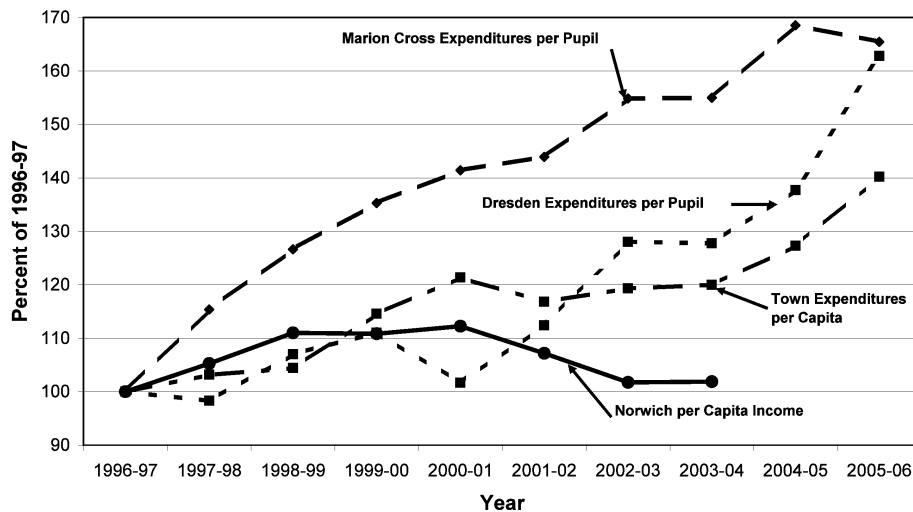
PROPERTY TAX RELIEF

The “income sensitivity” provision of Vermont school-funding law gives moderate-income residents an income-based alternative to school taxes based on residential property value. If “household income” is less than \$75,000, school tax on the home can be adjusted to a percentage of that income. For a family that qualifies, the net school tax for 2005-06 is lower than it was for 2003-04, regardless of reappraisal and CLA.

If you believe you qualify, don’t forget to file for this relief.

Growth in Norwich Income and Expenditures

Adjusted for Inflation: 1996 = 100



It appears that income per capita in Norwich, after adjusting for inflation, has been nearly constant over the period from 1996 to 2003. This information comes from tax returns filed by Norwich residents.

Per-pupil cost for schools and per-capita cost for town expenditures, all adjusted for inflation, have increased over the same period. The 2005-06 numbers are based upon the budgets to be voted on at Town Meeting.

Since the passage in 1996 of Act 60, Vermont’s educational funding law, per-pupil expenditures as presented on this graph have almost exactly predicted the tax rate from 1996 to 2004. There was a one-time drop in the school tax rate in 2004-05 with the passage of Act 68.

Prepared by Norwich Town Auditors

TOWN OF NORWICH AND NORWICH SCHOOL DISTRICT

GROSS EXPENDITURES SUMMARY

	FY 2004 Budget	FY 2004 Actual	FY 2005 Budget	FY 2006 Proposed
Town (including Articles)	\$ 2,866,558	\$ 3,044,097	\$ 3,134,816	\$ 3,539,758
Marion Cross School	3,526,934	3,554,204	3,884,737	4,081,909
Dresden Appropriation	4,949,290	4,941,924	5,112,999	5,616,830
Act 60/68 Adjustment	2,405,680	2,197,550	(33,096)	1,042,837
Total Expenditures	\$ 13,748,462	\$ 13,737,775	\$ 12,099,456	\$ 14,281,334

TOTAL TAX RATE (Per \$100 of Assessed Value)

	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual*	FY 2006 Projected**
Town Rate without Articles	\$ 0.522	\$ 0.555	\$ 0.3740	\$ 0.4298
Town Rate for Articles	0.058	0.035	0.0321	0.0400
Local Agreement Rate	0.002	0.002	0.0016	0.0017
Total Town Rate	0.582	0.592	0.4077	0.4714
Combined School Rates	2.852	2.952		
Homestead			1.4417	\$ 1.6247
Non-residential			1.2612	\$ 1.3954
Total Tax Rate	\$ 3.432	\$ 3.542		
Homestead			\$ 1.8494	\$ 2.0961
Non-residential			\$ 1.6689	\$ 1.8668

Notes

* The FY2004 Town Grand List was \$339,041,736. As a result of a townwide reappraisal the FY2005 Grand List was \$582,335,023. Because of this the FY2004 and FY2005 tax rates are not directly comparable.

** Assumes an estimated Town Grand List on April 1, 2005, of \$600,000,000.

Under the school funding system there are two different tax rates: one for homestead property and one for non-residential property.

A homestead is the principal dwelling owned and occupied by a resident individual as the individual's domicile. A homestead includes the entire parcel of land surrounding the dwelling, determined without regard to any road that intersects that land.

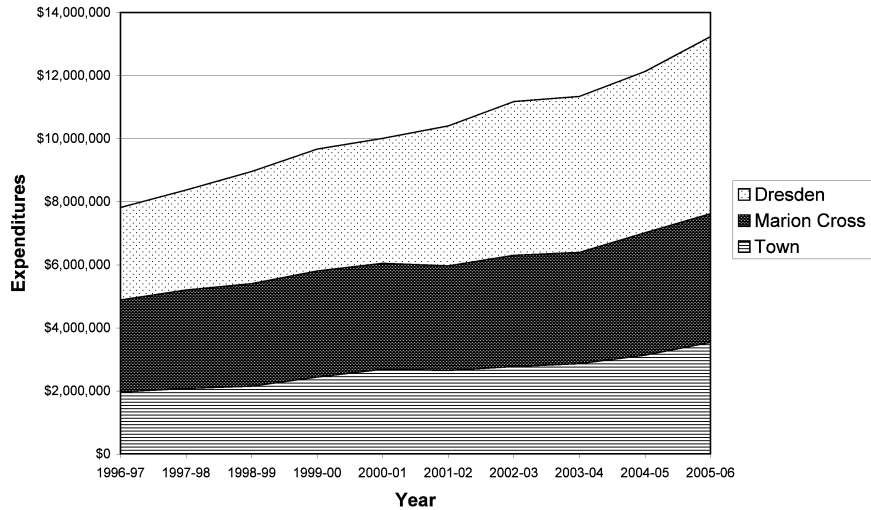
All non-homestead property is classified as non-residential.

AMOUNTS TO BE RAISED BY TAXES

	FY 2004 Actual	FY 2005 Estimated	FY 2006 Projected	FY05-FY06 % Increase
Town	\$ 2,031,977	\$ 2,341,715	\$ 2,828,674	20.8%
Combined School	\$ 9,995,966	8,118,839	9,382,414	15.6%
Total taxes to be raised	\$ 12,027,943	\$ 10,460,554	\$ 12,211,088	16.7%

Norwich Town and School Expenditures

Gross Budgeted Expenditures as Proposed to Voters



Prepared by Norwich Town Auditors

NORWICH SCHOOL DISTRICT

2005-06 School Year

Estimated Tax Rate Calculation

Item	2004-05	2005-06	Change	Percentage Change
1 Marion Cross School	\$3,884,737	\$4,081,909		
2 plus Dresden Assessment	5,094,544	5,616,830		
3 less Revenues and Fund Balance	785,697	1,316,444		
4 equals Education Spending	\$8,193,584	\$8,382,295	\$188,711	2.30
5 Estimated Equalized Pupils	718.64	697.24	(21.40)	-2.98
6 Adjusted ES/Eq Pupil				
line 4 divided by line 5	\$11,402	\$12,022	\$620	5.44
7 Base Amount	\$6,800	\$6,975	\$175	2.57
8 District Spending Adjustment				
line 6 divided by line 7	167.669%	172.360%		2.80
9 Equalized Homestead Tax				
\$1.05/\$1.02 times line 8	\$1.7605	\$1.7581	(\$0.0024)	-0.14
10 Common Level of Appraisal (CLA)	122.11%	108.21%		-11.38
11 Estimated Nominal Tax Rate				
line 9 divided by line 10	\$1.4417	\$1.6247	\$0.1830	12.69
12 Income Sensitivity Percentage	3.19%	3.19%		0.00
13 Non-Residential Tax Rate	\$1.54	\$1.51	(\$0.03)	-1.95
14 Divide by CLA	122.11%	108.21%		-11.38
15 Nominal Non-Residential Tax Rate				
line 13 divided by line 14	\$1.2612	\$1.3954	\$0.1342	10.64

Note: Tax rate info preliminary and subject to state legislative changes.

TOWN OF NORWICH REVENUE BUDGET REPORT - FY 2005

	FY 2004 BUDGET	FY2004 ACTUAL	FY 2005 BUDGET	FY 2006 PROPOSED	FY 2006 % CHANGE
REVENUES					
Payment from Reduction in Undesignated Fund Balance	\$ 163,000	\$ 163,000	\$ 150,000	\$ -	
TAX REVENUES					
Town Property Tax	\$ 1,836,401	\$ 1,901,301	\$ 2,026,031	\$ 2,538,519	
TOTAL TAX REVENUES	\$ 1,836,401	\$ 1,901,301	\$ 2,026,031	\$ 2,538,519	25.30%
PERMIT & LICENSE FEES					
Building Permit	\$ 13,500	\$ 13,823	\$ 12,000	\$ 13,500	
Liquor Permit	450	400	450	450	
Fish & Game License	13,000	11,462	11,000	10,575	
Animal License	4,000	3,292	4,000	3,500	
Other License/Permit	925	790	500	800	
TOTAL PERMITS & LICENSES FEES	\$ 31,875	\$ 29,767	\$ 27,950	\$ 28,825	3.13%
INTERGOVERNMENTAL REVENUES					
VT Highway Gas Tax	\$ 142,156	\$ 142,184	\$ 142,156	\$ 148,764	
Current Use	92,921	104,344	104,344	61,000	
PILT Payments	-	16,759	-	16,759	
Act 68 1/8 of 1% Education Tax	-	-	-	10,200	
Other Intergovernmental	4,000	6,179	4,000	6,180	
TOTAL INTERGOVERNMENTAL REVENUES	\$ 239,077	\$ 269,466	\$ 250,500	\$ 242,903	-3.03%
GRANT REVENUES					
ACT 60 Homestead Determination	\$ 1,582	\$ -	\$ 1,600	-	
ACT 60 Reappraisal	\$ 11,025	\$ 11,081	\$ 11,025	\$ 11,081	
FEMA Mitigation Grant	-	-	-	-	
Highway Bridge	30,000	82,002	30,000	30,900	
Highway Paving Grant	20,000	-	-	20,000	
Dry Hydrant Grant	-	-	-	-	
Solid Waste Grant	4,000	-	5,000	-	
Planning Grant	12,000	5,795	8,000	13,400	
Conservation Comm Grant	10,400	2,290	5,000	18,200	
Preservation Grant	-	108,453	-	-	
US Dept of Justice Viol Grant	-	867	-	-	
Local Law Enforcement Grant	2,210	-	2,400	-	
C.O.P.& Grant	25,000	6,733	-	-	
TOTAL GRANT REVENUES	\$ 136,287	\$ 217,221	\$ 63,025	\$ 93,581	48.48%

	FY 2004 BUDGET	FY2004 ACTUAL	FY 2005 BUDGET	FY 05/06 PROPOSED	FY 05/06 % CHANGE
SERVICE FEES					
Solid Waste Disposal	\$ 62,000	\$ 48,576	\$ 70,000	\$ 60,500	
Recreation Program	130,000	140,326	165,000	162,000	
Town Clerk	40,000	50,131	45,000	45,000	
Record Restoration	5,500	7,402	7,000	4,000	
Hartford Landfill Coupon	12,000	9,669	12,000	12,000	
Tracy Hall Rental	6,000	6,051	6,000	7,500	
Special Police Duty Services	2,500	1,084	2,000	2,500	
Transfer Station Sticker	-	2,981	-	-	
Police Alarm & Report	700	1,547	500	700	
Photocopying & Miscellaneous	800	1,158	2,000	1,200	
TOTAL SERVICE FEES	\$ 288,500	\$ 268,976	\$ 309,500	\$ 296,200	-4.30%
PUBLIC SAFETY REVENUES					
Traffic Fines	\$ 19,000	\$ 24,348	\$ 40,000	\$ 35,000	
Parking Fines	300	138	300	1,000	
Dog Fine	-	-	-	500	
TOTAL PUBLIC SAFETY REVENUES	\$ 19,300	\$ 24,486	\$ 40,300	\$ 36,500	-9.43%
OTHER TOWN REVENUES					
Interest Earned From Banks	\$ 25,000	\$ 15,073	\$ 20,000	\$ 15,000	
Collection Fee on Delinquent Taxes	22,000	15,047	25,000	15,000	
Interest on Taxes	14,000	18,702	18,000	18,000	
Dresden School District Field	8,200	8,200	8,200	8,200	
Market Recycling	4,000	1,619	1,000	1,000	
Town Report	2,000	2,069	2,200	2,000	
Town Department	1,000	3,690	5,500	4,000	
TOTAL OTHER TOWN REVENUES	\$ 96,200	\$ 64,399	\$ 99,900	\$ 83,200	-20.90%
TOTAL TOWN REVENUES	\$ 2,747,640	\$ 2,940,567	\$ 2,947,206	\$ 3,239,728	11.90%
Property Tax Needed for Other Monetary Articles	118,918	118,918	187,610	240,030	27.94%
TOTAL TOWN REVENUES WITH ARTICLES	\$ 2,866,558	\$ 3,059,485	\$ 3,134,816	\$ 3,479,758	12.97%

TOWN OF NORWICH EXPENDITURE BUDGET REPORT - FY 05/06

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 PROPOSED	FY 2006 % Change
EXPENDITURES					
TOWN ADMINISTRATION					
Selectboard Stipend	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	
Town Manager Salary	63,000	65,482	64,701	67,431	
Treasurer Stipend	1,500	1,500	1,500	1,500	
Administrative Assistant Wage	31,708	34,497	35,075	34,000	
Employee Incentive Pay	-	-	-	14,000	
Payroll Tax	7,551	8,057	7,931	8,066	
Vt Retirement System	4,735	5,076	4,813	5,072	
Health Insurance	10,100	11,100	12,110	27,336	
S/L/T Disability Insurance	1,100	1,515	1,500	1,722	
Professional Services	25,000	13,499	22,500	23,500	
Committee	1,000	381	800	800	
Landscape/Inlay Park	2,000	3,125	5,500	4,000	
Office Telephone	1,500	1,186	1,500	-	
Town Manager Cell Phone/Pager	700	1,108	700	900	
Postage	500	289	500	-	
Printing	300	-	100	100	
Advertising	1,000	4,168	800	800	
Mileage	1,800	1,856	1,800	-	
Town Manager Vehicle				4,600	
Office Supplies	1,000	916	1,100	1,200	
Office Equipment	1,000	1,498	1,000	1,000	
Computer Hardware				3,000	
Computer Maintenance				4,000	
Dues/Meetings/Travel	1,700	1,934	3,500	2,000	
Designated Fund- Long Term Facility Study	5,000	5,000	-	-	
Miscellaneous	1,000	1,085	1,000	1,000	
Total Town Administration Expenditures	\$ 165,408	\$ 165,778	\$ 170,937	\$ 208,534	21.99%

**BOARD OF CIVIL AUTHORITY/
BOARD OF ABATEMENT**

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2003 BUDGET	FY 2006 PROPOSED	FY 2006 % Change
B.C.A./B.O.A. Wages	\$ 500	\$ 213	\$ 2,500	\$ 700	
B.C.A. Recording Secretary	200	-	1,500	950	
B.O.A. Recording Secretary	100			-	
Payroll Tax	62	16	15	27	
Postage	150	28	350	-	
Office Supplies	30	-	75	50	
Dues/fees/Subscriptions	100	-	100	100	
Total B.C.A./B.O.A. Expenditures	\$ 1,102	\$ 257	\$ 4,540	\$ 1,827	-59.76%

STATUTORY MEETINGS

Election Officials Wages	\$ 500	\$ 513	\$ 700	\$ 425	
Payroll Tax	38	39	54	33	
Postage	200	152	200	-	
Advertising	100	548	175	175	
Printing	2,000	752	2,000	1,800	
Voting Machines	-	-	200	200	
Programming	1,800	1,309	3,000	1,800	
Voting Booths	-	-	660	120	
Office Supplies	75	153	100	100	
Total Statutory Meetings Expenditures	\$ 4,713	\$ 3,465	\$ 7,089	\$ 4,623	-34.36%

TOWN CLERK

Town Clerk Salary	\$ 36,050	\$ 35,522	\$ 37,023	\$ 38,319	
Assistant Town Clerk Wages	21,177	20,799	22,962	23,935	
Payroll Tax	4,378	4,354	4,588	4,762	
Health Insurance	20,121	22,867	24,771	27,976	
ST/LT Disability Insurance	500	579	600	651	
Vt Man Employees Retirement	2,461	2,836	3,000	3,113	
Fish & Wildlife License	11,500	10,881	10,000	10,000	
Animal License	1,000	776	600	2,100	
Vital Records	800	620	600	600	
Hardford Landfill Coupon	12,000	12,209	14,000	12,800	
Record Restoration	7,000	7,000	14,000	4,000	

TOWN OF NORWICH EXPENDITURE BUDGET REPORT - FY 05/06

	FY 2004	FY 2004	FY 2004	FY 2005	FY 2006	FY 2006
	BUDGET	ACTUAL	BUDGET	BUDGET	PROPOSED	% Change
TOWN CLERK CONT.						
Contract Labor	200	-	-	-	-	-
Telephone	1,100	925	950	-	-	-
Advertising	200	78	325	200	200	-
Office Supplies	2,800	3,142	3,200	3,200	3,300	3%
Office Equipment	500	743	500	500	500	0%
Software	500	245	300	300	300	0%
Dues/Mtg/Subscriptions	300	414	350	325	325	-7%
Designated Fund Equipment	4,000	4,000	4,000	1,000	1,000	-75%
Total Town Clerk Expenditures	\$ 126,987	\$ 127,989	\$ 141,750	\$ 133,861	\$ 133,861	-5.56%
AUDIT/FINANCE COMMITTEE						
Independent Audit	\$ 8,000	\$ 8,270	\$ 7,500	\$ 7,500	\$ 7,500	6%
Town Report	7,150	5,342	6,750	6,000	6,000	-16%
Postage	-	16	500	-	-	-
Advertising	300	-	-	100	100	33%
Dues, Mtgs, Subscriptions	-	-	-	-	-	-
Total Audit Expenditures	\$ 15,450	\$ 13,628	\$ 14,750	\$ 13,800	\$ 13,800	-6.10%
FINANCE DEPARTMENT						
Finance Officer Wage	\$ 36,050	\$ 36,268	\$ 37,023	\$ 38,319	\$ 38,319	3%
Finance Assistant Wage	15,450	9,852	15,867	15,867	15,867	-35%
Office Assistant Wage	-	3,535	4,046	4,145	4,145	28%
Payroll Tax	3,940	-	-	-	-	-
Health Insurance	10,000	533	600	651	651	3%
ST/LT Disability, Life Insurance	600	1,772	1,851	1,916	1,916	22%
Vt Min Employee Retirement	1,803	443	1,000	4,000	4,000	122%
Professional Services	3,500	431	1,000	-	-	-35%
Telephone	1,200	290	300	300	300	-25%
Advertising	300	700	700	300	300	-50%
Printing	700	129	700	1,500	1,500	114%
Office Supplies	1,500	1,664	1,500	1,500	1,500	0%
Office Equipment	800	497	800	800	800	-25%

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 PROPOSED	FY 2006 % Change
Software	1,500	1,325	1,500	1,500	
Dues, Mfags, Subscriptions	500	450	800	200	
Mileage	-	45	-	-	
Total Town Finance Expenditures	\$ 77,942	\$ 57,229	\$ 66,987	\$ 69,498	3.75%
GENERAL ADMINISTRATION (ALL DEPARTMENTS)*					
Postage	\$ 3,000	\$ 3,857	\$ 3,000	\$ 6,900	*
Photocopying	2,200	1,742	2,800	2,800	
Office Supplies	1,000	783	1,500	1,000	
Computer Maintenance	12,000	5,347	4,500	Reallocated to Town Admin.	
Computer Hardware	-	8,978	5,000	Reallocated to Town Admin.	
Telephone	900	768	1,000	11,400	*
Designated Fund - Equipment	2,000	2,000	2,000	-	
Total General Admin Expenditures	\$ 21,100	\$ 23,985	\$ 19,800	\$ 22,100	11.63%
LESTER DEPT					
Lester Wages/Stepond	\$ 15,000	\$ 15,000	\$ 25,000	\$ 28,300	
Lester Clerk Wags	13,114	11,016	14,000	12,500	
Amscor Wags	30,900	31,256	40,973	32,843	
Payroll Tax	4,520	3,937	6,118	5,634	
Health Insurance	6,300	5,920	7,872	6,834	
Professional Services	-	899	-	-	
Tax Mapping	1,500	792	3,300	3,500	
Software	1,500	2,029	2,300	4,000	
Telephone	1,200	1,251	1,200	-	
Postage	630	541	500	-	
Advertising	100	-	150	100	
Printing	100	543	275	300	
Travel	830	839	750	700	
Office Supplies	1,500	2,428	1,525	1,500	
Office Equipment	-	734	1,000	1,500	
Dues, Mfags, Subscriptions	875	537	875	600	
Designated Fund - Act 60 Reappraisal	20,000	20,000	-	11,081	
Designated Fund - Reappraisal	-	-	-	6,000	
Total Lester Dept Expenditures	\$ 98,179	\$ 97,725	\$ 108,838	\$ 115,394	9.65%

TOWN OF NORWICH EXPENDITURE BUDGET REPORT - FY 05/06

	FY 2004	FY 2004	FY 2005	FY 2006	FY 2006
	BUDGET	ACTUAL	BUDGET	PROPOSED	% Change
PLANNING					
Planning Administrator Salary	\$ 37,615	\$ 39,225	\$ 39,820	\$ 41,218	
Office Assistant	\$ -	\$ 329	\$ -	2,875	
Payroll Tax	2,878	3,026	3,046	3,373	
Health Insurance	12,570	13,839	15,084	17,041	
STLT Disability/Life Insurance	600	634	700	700	
Vt Man Employee Retirement	1,881	1,947	1,991	2,061	
Professional Services	1,000	824	1,000	1,000	
Mapping	1,000	223	1,000	1,000	
Grant	12,000	4,350	8,000	13,400	
Contract Labor	1,200	300	800	-	
Telephone	1,000	639	1,000	-	
Postage	275	145	150	-	
Advertising	330	65	100	100	
Printing	600	-	300	300	
Travel	330	629	450	500	
Office Supplies	700	737	650	650	
Office Equipment	500	1,236	1,200	2,500	
Town Plan	-	-	-	4,000	
Dues, Mfgs, Subscriptions	400	203	400	600	
Total Planning Expenditures	\$ 74,918	\$ 68,576	\$ 75,701	\$ 91,318	20.63%
DEVELOPMENT REVIEW BOARD					
Postage	\$ 50	\$ 126	\$ 200	\$ -	
Advertising	100	219	250	250	
Dues, Mfgs, Subscriptions	-	-	500	500	
Total DRB Expenditures	\$ 150	\$ 346	\$ 950	\$ 750	-21.05%
RECREATION DEPARTMENT					
Recreation Director Salary	\$ 32,445	\$ 33,440	\$ 33,891	\$ 36,303	
Summer Rec Program Wage	15,000	12,231	15,000	15,000	
Quotidian Wage	400	297	411	400	
Payroll Tax	3,932	3,872	3,772	4,606	

RECREATION DEPT. (CONT.)

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 PROPOSED	FY 2006 % Change
Health Insurance	12,570	13,839	13,094	17,041	
ST/LT Disability/Life Insurance	400	530	600	616	
VI Man Retirement System	1,642	1,672	1,715	1,815	
Instructional Program	55,200	74,415	70,000	75,000	
Referees & Umpires	1,100	999	1,100	1,100	
Advertising	30	-	30	30	
Equipment	3,500	-	3,500	3,500	
Repairs & Maintenance	500	-	500	500	
Tee Shirt/Hat	2,900	1,724	2,900	2,900	
Tournament Entry Fee	600	335	600	450	
Lawnmowing	700	846	-	-	
Huntley Meadow Field Wage	1,200	6,349	8,185	8,500	
Field Care	4,500	1,085	4,800	5,600	
Postage	600	339	650	-	
Printing	2,500	2,250	1,900	2,300	
Dues, Mngs, Subscription	650	876	650	900	
Site Work	400	-	400	400	
Norwich Pool	600	359	600	600	
Hanover Recreation Program	1,400	1,420	1,000	1,000	
Recreation Supplies	500	395	500	500	
Special Events	350	475	450	450	
Telephones	550	794	700	-	
Uniforms	400	519	200	200	
Water	350	159	350	350	
Coaching Books/Videos	200	196	200	200	
Pay Telephone	650	-	-	-	
Portable Toilet Rental	400	395	450	450	
Office Supplies	350	154	350	350	
Office Equipment	-	906	-	-	
Designated Fund - Tennis Court	1,600	1,600	1,600	1,800	
Designated Fund - Dam/Pool	5,000	5,000	5,000	5,500	
Total Recreation Dept Expenditures	\$ 164,139	\$ 167,699	\$ 177,118	\$ 187,901	6.13%

TOWN OF NORWICH EXPENDITURE BUDGET REPORT - FY 05/06

	FY 2004	FY 2004	FY 2004	FY 2006	FY 2006
	BUDGET	ACTUAL	BUDGET	PROPOSED	% Change
TRACY HALL					
Custodial Wages	\$ 17,239	\$ 21,979	\$ 18,691	\$ 24,045	
Custodial Overtime Wages	500	739	514	2,000	
Floor Covering Wages	1,200	1,237	1,500	-	
Payroll Tax	1,450	1,896	1,584	1,992	
Health Insurance	9,436	10,379	11,320	12,781	
ST/ALT Disability/Life Insur	300	304	325	442	
Vt Man Employee Retirement	948	1,043	1,292	1,307	
Repairs & Maintenance	5,000	7,066	9,000	5,000	
Building Supplies	2,500	2,486	2,500	2,700	
Water	500	717	500	550	
Custodial Paper	100	47	100	80	
Electricity	8,500	9,348	9,500	9,850	
Heating	5,000	5,706	5,500	6,000	
Alarm Monitoring	400	433	400	400	
Office Supplies	-	61	-	-	
Custodial Mileage	400	421	500	500	
Pay Telephone	650	911	650	900	
Elevator Service Contract	2,900	2,947	2,900	3,500	
Bandstand Electrical	215	213	210	225	
Designated Fund - Repairs	2,000	2,000	2,000	3,000	
Total Tracy Hall Expenditures	\$ 59,238	\$ 69,984	\$ 68,986	\$ 78,373	9.11%
POLICE DEPARTMENT					
Custodial Wages	\$ 6,180	\$ 3,842	\$ 5,135	\$ 4,243	
Payroll Tax	473	232	393	325	
Health Insurance	3,145	3,460	3,774	4,260	
ST/ALT Disability/Life Insur	100	102	110	72	
Supplies	-	34	-	-	
Repairs & Maintenance	1,200	2,348	1,500	1,500	
Supplies	1,000	207	1,000	500	
Water	200	121	200	200	
Electricity	2,000	2,226	2,800	2,800	

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 PROPOSED	FY 2006 % Change
Mowing	200	201	200	200	
Heating Oil	750	575	850	850	
Designated Fund - Police Facilities	2,000	2,000	2,000	2,000	
Police Chief Salary	59,050	59,518	62,000	54,600	
Police Officer Wages	143,842	131,417	147,596	152,000	
Police Overtime Wages	13,000	17,546	16,120	15,000	
Police Part-time Officer Wages	5,150	20,075	5,163	5,000	
Police Dept Admin Wages	31,193	30,688	32,441	33,280	
Special Duty Wages	2,000	1,987	2,000	2,000	
Special Events Wages	1,900	-	-	-	
Crowding Guard Wages	10,500	10,065	10,500	10,815	
Payroll Tax	20,398	20,850	21,100	20,861	
Health Insurance	62,737	69,123	75,300	88,432	
ST/LT Disability/Life Insur	3,125	3,641	3,600	3,508	
Vt Min Employee Retirement	15,056	14,107	15,542	14,960	
Local Law Enforcement Grant	2,280	1,080	2,280	-	
Recruiting	500	-	300	-	
Training	4,000	1,410	2,800	3,000	
Professional Services	1,000	306	500	500	
Contracted Services	500	-	-	-	
Animal Control	800	1,847	1,000	1,500	
Administrative Telephones	4,700	4,565	5,000	-	
Police Union Negotiations	4,000	33	-	-	
Emergency/Radio Telephones	1,000	862	1,000	1,000	
Portable/Mobile Radio	-	1,402	-	-	
Radio Maintenance	1,500	203	1,500	1,500	
Dispatch Service	30,000	22,967	30,750	31,520	
Kids & Cops Program	1,500	1,669	1,500	-	
Postage	500	392	600	-	
Advertising	500	-	500	500	
Community Relations	1,000	457	1,000	1,000	

TOWN OF NORWICH EXPENDITURE BUDGET REPORT - FY 03/06

	FY 2004		FY 2004		FY 2005		FY 2006		FY 2006	
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	ACTUAL	PROPOSED	% Change
POLICE DEPT. (CONT.)										
Printing	250	-	250	-	250	-	-	-	-	
Permits and Ammunition	1,000	927	1,000	927	1,000	927	800	800	800	
Bulleted Radiant Vests	1,000	1,734	1,000	1,734	1,000	1,000	1,000	1,000	1,000	
Police Mileage	800	208	600	208	600	600	350	350	350	
Photography	250	173	250	173	250	250	200	200	200	
Office Supplies	1,500	1,841	2,000	1,841	2,000	2,000	2,000	2,000	2,000	
Vt Incident Based Rptg System	7,000	2,325	5,210	2,325	5,210	5,210	3,500	3,500	3,500	
Office Equipment	2,500	1,330	2,000	1,330	2,000	2,000	1,500	1,500	1,500	
Dues, Mfrs, Subscriptions	1,000	443	600	443	600	600	600	600	600	
Police Cruiser Gasoline/Oil	4,000	4,809	5,000	4,809	5,000	5,000	5,500	5,500	5,500	
Police Uniform Cleaning	800	518	600	518	600	600	1,000	1,000	1,000	
Police Uniforms/Equipment	6,000	4,097	4,500	4,097	4,500	4,500	4,500	4,500	4,500	
Press Incentive	-	511	-	511	-	-	600	600	600	
Police Cruiser Video Equip	500	639	2,000	639	2,000	2,000	1,000	1,000	1,000	
Police Cruiser Supplies	1,000	337	1,000	337	1,000	1,000	1,000	1,000	1,000	
Police Cruiser Maintenance	6,000	6,373	6,000	6,373	6,000	6,000	6,000	6,000	6,000	
Designated Pond-Special Equipment	5,500	5,500	1,000	5,500	1,000	1,000	7,000	7,000	7,000	
PD Accreditation Program	-	-	250	-	250	250	1,500	1,500	1,500	
Designated Pond - Vehicles	13,000	13,000	13,000	13,000	13,000	13,000	5,000	5,000	5,000	
Total Police Dept Expenditures	\$ 491,879	\$ 476,448	\$ 506,714	\$ 476,448	\$ 506,714	\$ 501,196	\$ 501,196	\$ 501,196	\$ 501,196	-1.89%
FIRE/FAST DEPARTMENT										
Custodial Wages	\$ 644	\$ 254	\$ 616	\$ 254	\$ 616	\$ 612	\$ 612	\$ 612	\$ 612	
Payroll Tax	49	19	47	19	47	47	47	47	47	
Repairs	1,000	2,011	2,000	2,011	2,000	2,000	2,000	2,000	2,000	
Supplies	200	289	300	289	300	300	300	300	300	
Water	250	345	300	345	300	300	350	350	350	
Electricity	1,100	1,265	1,500	1,265	1,500	1,500	1,500	1,500	1,500	
Heating	2,200	1,906	2,100	1,906	2,100	2,100	2,300	2,300	2,300	
Firehouse Telephones	500	745	500	745	500	500	-	-	-	
Fire Station Alarm Monitoring	300	743	300	743	300	300	300	300	300	
Firefighter Wages	9,270	16,423	21,805	16,423	21,805	21,805	32,640	32,640	32,640	
Firefighter Drill Wages	3,600	3,220	3,600	3,220	3,600	3,600	4,350	4,350	4,350	
Fire Dept Office Wages	1,813	1,813	1,862	1,813	1,862	1,862	1,927	1,927	1,927	

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 PROPOSED	FY 2006 % Change
Fire Dept Payroll Tax	1,123	1,896	2,086	2,977	
FAST Wage	-	-	7,703	7,837	
FAST Payroll Tax	-	-	589	601	
FAST Training	2,500	1,445	2,500	2,000	
Firefighter Education	1,500	44	1,500	1,500	
FAST Insurance	750	434	-	-	
Firefighter Casualty Insurance	400	490	7,000	5,600	
Radio Repairs/RMS Support	4,000	1,038	4,000	3,740	
Hydrant Rental	6,000	6,000	6,000	8,955	
OSHA Compliance	2,750	953	2,500	2,500	
Dispatch Service	6,000	1,246	6,150	6,304	
Postage	100	10	100	-	
Fire Department Office Supplies	200	144	200	200	
FAST Dues, Mags Subscriptions	500	-	500	250	
Dues, Mags, Subscriptions	200	190	200	200	
Firetruck Gas & Oil	800	2,256	800	1,250	
Firetruck Maintenance	7,500	6,101	7,500	7,500	
Tools & Equipment	15,000	28,811	15,000	15,000	
FAST Tools & Equipment	19,000	6,209	8,000	7,000	
Firetruck Storage	1,200	-	1,200	1,800	
Designated Fund - Training Facility	7,500	7,500	7,500	-	
Designated Fund - Vehicles	45,000	45,000	55,000	57,500	
Total Fire Department Expenditures	\$ 143,980	\$ 139,239	\$ 170,948	\$ 179,060	4.74%
EMERGENCY MANAGEMENT					
Administrative					
Emergency Generator Maint	\$ 1,000	\$ 633	\$ 100	\$ 500	
Emergency Generator Fuel	500	5,387	1,400	1,250	
Emergency Grant OPRM1	-	-	-	600	
Emergency Grant OPRM1	-	68,523	-	-	
Emergency Grant OPRM2	-	20,280	-	-	
Emergency Generator Install	-	37,414	-	-	
Emergency Radio Project	-	2,950	-	1,000	
Total Emergency Mgmt Expenditures	\$ 1,500	\$ 135,187	\$ 1,500	\$ 3,250	123.33%

TOWN OF NORWICH EXPENDITURE BUDGET REPORT - FY 05/06

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2003 BUDGET	FY 2003 PROPOSED	FY 2006 % Change
TREE WARDEN					
Tree Purchases/ Cutting/Removal	\$ 11,000	\$ 15,842	\$ 12,000	\$ 12,000	
Total Tree Warden Expenditures	\$ 11,000	\$ 15,842	\$ 12,000	\$ 12,000	0.00%
SOLID WASTE DEPARTMENT					
Transfer Station Wage	\$ 26,710	\$ 30,543	\$ 27,729	\$ 31,880	
Payroll Tax	2,049	2,333	2,121	2,439	
State of Vermont Franchise Tax	3,300	3,919	3,600	4,200	
State of Vermont Grant	1,000	-	1,000	-	
Education	100	-	-	100	
Transfer Station Site Work	500	455	800	-	
Recycled Materials Disposal	20,000	26,805	26,000	28,000	
Trash Disposal	52,000	55,398	46,000	57,000	
Telephone	700	374	700	-	
Electricity	300	769	450	800	
Heating	190	634	250	600	
Transfer Station Supplies	1,400	1,244	1,400	1,250	
Office Supplies	-	-	100	-	
Postage	-	-	25	-	
Printing	300	-	200	300	
Greenup Day Donation	200	-	250	200	
Advertising	50	-	100	50	
Repairs & Maintenance	2,000	797	2,200	1,600	
Equipment Invoication	100	136	100	150	
Small Tools & Equipment	100	-	200	100	
Designated Fund - Facility & Ground Improvements	4,000	4,000	4,000	-	
Total Solid Waste Dept Expenditures	\$ 115,269	\$ 127,487	\$ 117,225	\$ 128,669	9.76%
HIGHWAY DEPARTMENT					
Road Foreman Wages				\$ 56,931	
Overtime Wages				33,169	
Road Crew Wages				188,778	

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2003 BUDGET	FY 2006 PROPOSED	FY 2006 % Change
	\$ 125,948	\$ 114,516	\$ 129,341	-	
Winter Highway Wages	130,320	118,418	134,044	-	
Summer Highway Wages	34,000	22,029	34,000	34,500	
Winter Purchased Services	90,500	105,870	121,000	136,150	
Summer Purchased Services	29,000	42,017	36,000	49,000	
Winter Road Sand	136,000	129,001	171,500	186,200	
Summer Road Supplies	55,000	51,211	56,000	67,000	
Winter Road Salt/Chemical	19,620	17,818	20,150	21,334	
Payroll Tax	61,700	69,311	74,370	81,703	
Health Insurance	3,200	3,609	3,500	4,091	
STMLT Disability/Life Insurance	12,823	11,349	13,170	13,704	
Vt Min Employees Retirement	2,000	4,650	3,000	3,100	
Small Tools	17,000	13,453	18,000	19,000	
Gas & Oil	10,500	10,674	10,500	11,000	
Street Light Electricity	10,000	30,059	10,000	10,000	
Special Highway Projects	30,000	82,002	30,000	30,900	
Bridge Grant	20,000	-	-	20,000	
Paving Grant	14,000	24,440	16,000	19,400	
Garage Operating	600	50	600	600	
Education/Training	-	-	-	2,500	
OSHA Compliance	500	-	500	500	
Office Equipment	500	472	500	500	
Office Supplies	-	-	4,900	-	
Highway Equipment Debt Service	5,000	5,000	5,000	20,000	
Designated Fund - VT Rte 132 & Bridge Grants	50,000	50,000	55,000	100,000	
Designated Fund - Vehicles	30,000	30,000	30,000	-	
Designated Fund - Facilities	888,411	938,049	997,082	1,110,182	11.34%
Total Highway Dept Expenditures					
CONSERVATION COMMISSION					
Postage	270	-	320	-	
Printing	325	68	350	350	
Memberships, Subscriptions	225	-	300	300	
Confer/workshop Registration	100	-	100	100	

TOWN OF NORWICH EXPENDITURE BUDGET REPORT - FY 05/06

	FY 2004	FY 2004	FY 2005	FY 2006	FY 2006
	BUDGET	ACTUAL	BUDGET	PROPOSED	% Change
CONSERVATION COMMISSION (CONT.)					
Speakers	400	338	1,000	500	
Natural Resources Inven Plan	350	-	2,350	2,350	
Education	450	960	450	-	
Trails & Greenways	-	309	1,050	1,050	
Water Quality Monitoring	-	656	-	-	
Greenways	900	-	900	900	
Norwich Special Places	100	-	100	100	
Publicity	-	351	-	1,000	
Glac Mountain Repairs	-	697	1,000	2,000	
Donations	-	1,000	-	-	
Grant	10,400	1,025	5,000	18,200	
Total Conservation Commission Expenditures	\$ 13,520	\$ 5,483	\$ 13,010	\$ 26,900	106.76%
HUMAN SERVICES					
Ambulance Contract	40,500	41,219	42,930	69,499	
Unpaid Ambulance Bill	3,000	1,807	2,500	2,500	
VT/NIH Visiting Nurse	11,325	11,325	11,631	12,216	
Health Care & Rehabil Services of SB VT	3,093	3,093	3,093	3,093	
Total Human Services Expenditures	\$ 57,918	\$ 57,444	\$ 60,154	\$ 87,308	45.14%
TOWN APPROPRIATIONS					
Norwich Senior Action Council	500	500	500	500	
Norwich Happenings	3,000	3,000	3,000	3,000	
Norwich Olds Home Days Committee	1,000	1,000	1,000	1,000	
Norwich Property Mowing	-	-	-	-	
Norwich American Legion	1,500	1,500	1,500	1,500	
Total Town Appropriations	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	0.00%
SUPPORT GROUPS					
Employment Practices Insur	2,200	2,415	2,450	3,007	
Property & Casualty Insurance	29,000	24,990	26,000	36,150	
Public Official's Lib Insurance	2,400	2,267	2,100	2,600	

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 PROPOSED	FY 2006 % Change
Insurance Deductible Liab	1,000	-	1,000	1,000	
Regional Planning Commission	2,906	2,906	3,916	3,916	
VT League of Cities & Towns Mktg/Ex	2,624	2,624	2,837	3,159	
GVU Solid Waste Mgmt District Assess	19,492	19,492	19,492	19,492	
Upper Valley Transportation Management	-	-	1,063	1,063	
Total Support Groups Expenditures	\$ 59,623	\$ 54,694	\$ 58,858	\$ 70,413	19.63%
TAXES					
Windham County Tax Assessment	\$ 49,188	\$ 49,187	\$ 47,306	\$ 56,755	
Norwich Tax Abatements	-	18,746	-	-	
Norwich Tax Adjustments	-	3,157	-	-	
Total Tax Expenditures	\$ 49,188	\$ 71,790	\$ 47,306	\$ 56,755	19.97%
EMPLOYEE BENEFITS					
Unemp Insur Rate Assmt	\$ 1,500	\$ 999	\$ 1,000	\$ 530	
Worker's Compensation	27,500	41,064	27,000	48,000	
Total Benefits Expenditures	\$ 29,000	\$ 42,063	\$ 28,000	\$ 48,530	73.32%
LONG-TERM DEBT					
Highway Equipment Principal Payment	\$ -	\$ -	\$ -	\$ 65,000	
Highway Equipment Debt Interest	-	-	-	8,006	
Tracy Hall Bond Principal Payment	45,000	45,000	45,000	45,000	
Debt Interest	31,490	14,423	28,934	26,331	
Total Long-Term Debt Expenditures	\$ 76,490	\$ 59,423	\$ 73,934	\$ 144,337	94.22% Projected Tax Rate*
Total Town Expenditures-Article 11	\$ 2,747,640	\$ 2,925,181	\$ 2,947,206	\$ 3,299,728	11.96% \$0.4298

* The projected tax rate is based on an estimate of what the Grand List will be on April 1, 2005

TOWN OF NORWICH EXPENDITURE BUDGET REPORT - FY 05/06

	FY 2004 BUDGET	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 PROPOSED	FY 2006 % Change	Projected Tax Rate*
OTHER MONETARY ARTICLES						<u>\$0.0208</u>
Article 12-Norwich Public Library	\$ 80,000	\$ 80,000	\$ 118,000	\$ 123,000		0.0003
Article 13-ACORN	2,000	2,000	2,000	2,000		0.0012
Article 14-Advance Transit	4,762	4,762	4,891	7,311		0.0002
Article 15-The Family Place	1,250	1,284	1,284	1,284		0.0004
Article 16-Headstart	2,500	2,500	2,500	2,500		0.0001
Article 17-SEVCA	515	515	529	529		0.0009
Article 18-White River Council on Aging	5,300	5,300	5,300	5,300		0.0002
Article 19-Windor County Partners	750	750	1,000	1,000		0.0004
Article 20-WIRE	2,541	2,500	2,500	2,500		0.0010
Article 21-Youth-in-Action	1,100	1,100	6,000	6,000		0.0015
Article 22-Cemetery Appropriation	9,200	9,200	9,200	9,200		0.0004
Article 23-Upper Valley Trails Alliance	-	-	2,500	2,500		0.0005
Article 24-Cemetery Restoration	3,000	3,000	-	3,000		0.0003
Article 25-Windor City Court Diversion Prog	-	-	1,906	1,906		0.0042
Article 26-Norwich Historical Society	-	-	25,000	25,000		0.0075
Article 27-Affordable Housing Fund	-	-	-	45,000		
Prior Years-Union Village Cemetery	5,000	5,000	5,000	-		
Total Other Monetary Articles	\$ 118,918	\$ 118,911	\$ 187,610	\$ 240,030	27.94%	\$0.0400
Total Town Expenditures with Articles	\$ 2,856,588	\$ 3,044,892	\$ 3,134,816	\$ 3,539,788	12.92%	\$0.4714
Article 9-Norwich School District K-6	\$ 3,126,934	\$ 3,354,204	\$ 3,884,737	\$ 4,081,909		
Norwich Share/Dresden School District 7-12	4,949,290	4,941,924	5,112,999	5,616,830		
Cornish School District Appropriations	8,476,224	8,496,128	8,997,736	9,698,739		
Total Town Expenditures with Schools	\$ 11,542,782	\$ 11,548,230	\$ 12,132,552	\$ 13,238,497	9.12%	

* The projected tax rates are based on an estimate of what the Grand List will be on April 1, 2005

Note: The actual numbers for this internal management report may vary from the auditor's report, which begins on page 37, due to the application of Generally Accepted Accounting Principles

* The projected tax rates are based on an estimate of what the Grand List will be on April 1, 2005

Note: The actual numbers for this internal management report may vary from the auditor's report, which begins on page 37, due to the application of Generally Accepted Accounting Principles

DESIGNATED FUNDS

Fund Name	Balance 7/1/2003	Interest Income	FY 03/04 Additions	FY 03/04 Expense	Description	Balance 6/30/2004	FY 04/05 Additions	FY 05/06 Proposed Additions
Curriculum Enhancement	\$ 62,811	\$ 654	\$ -	\$ 1,178	Curriculum	\$ 62,286	\$ -	\$ -
Fire Equipment	57,113	820	45,000	-		102,933	55,000	57,500
Fire Training Facility	2,516	70	7,500	-		10,086	7,500	-
General Administration	10,752	85	2,000	4,000	Copier	8,837	2,000	-
Highway Equipment	650	298	50,000	9,748	Auction Ship., Truck Rep.	41,201	55,000	100,000
Highway Garage	184,080	1,000	30,000	151,237	Salt Shed, Gas Pumps	63,843	50,000	-
Police Cruiser	15,852	99	13,000	28,932	Cruiser	0	15,000	5,000
Police Special Equip.	37	34	5,500	-		5,571	1,000	7,000
Police Station	6,626	72	2,000	2,230	Shed, Security System	6,468	2,000	2,000
Roads 152 Reserve	5,033	79	5,000	-		10,112	5,000	20,000
Solid Waste	4,037	64	4,000	-		8,101	4,000	-
Tennis Courts	1,610	25	1,600	-		3,236	1,600	1,800
Town Clerk Equipment	4,026	12	4,052	8,100	Vault Shelving	-	4,000	1,000
Town Reappraisal	85,095	558	20,000	87,954	Contributions	17,678	-	17,081
Town Pool Fund	29	30	5,000	-		5,029	5,000	5,500
Tracy Hall	7,275	83	2,000	-		9,358	2,000	3,000
Total	\$ 447,523	\$ 3,903	\$ 196,662	\$ 203,578		\$ 354,770	\$ 209,100	\$ 219,981

TOWN OF NORWICH - TRUST FUNDS - 6/30/04

<u>Balances</u>	<u>July 1, 2003</u>	<u>June 30, 2004</u>
Perpetual Care	\$ 107,067.08	\$ 107,951.10
Sales of Cemetery Lots	58,202.52	61,205.67
New Boston Cemetery	762.13	762.13
Beaver Meadow Cemetery	53.93	53.93
Minister Gospel Lease Land	600.00	600.00
School Lease Land	465.00	465.00
Emma Hatch	900.00	900.00
Union Village Cemetery Association	2,775.00	-
WCTU Fountain	841.53	855.69
Land Management Council	2,309.49	2,331.92
Main Street Flags	273.57	265.65
Total	<u>\$ 174,250.25</u>	<u>\$ 175,391.09</u>

RECONCILIATION STATEMENT

Balance - July 1, 2003		\$ 174,250.25
Less: 6/30/03 payment of interest		(1,980.77)
Additions:		
Interest on Cemetery Funds	2,710.56	
Sale of Cemetery Lots	4,900.00	
Interest on Land Management Council Funds	22.43	
Interest for Main Street Flag Fund	1.07	
Sub-total		7,634.06
Payments:		
Norwich Cemetery Commissioners-Interest on PC	1,742.86	
Union Village Cemetery Association-Interest & Princ	1,710.60	
Norwich Cemetery Commissioners-Cornermarkers	1,000.00	
Bank service charge - reversed in July 04	50.00	
Main Street Flags - Repairs & Maintenance	8.99	
Sub-total		(4,512.45)
Balance - June 30, 2004		<u>\$ 175,391.09</u>

INVESTMENTS

Perpetual Care Maximizer Account, .449%, Mascoma Savings Bank	\$ 587.85
Sale of Lots, Maximizer Account, .449%, Mascoma Savings Bank	705.67
Perpetual Care, Certificate of Deposit, 1.5%, 10/1/04 Charter One Bank	25,000.00
Perpetual Care Certificate of Deposit, 1.7%, Mascoma Savings Bank	86,000.00
Sale of Lots, Certificate of Deposit, 1.7%, Mascoma Savings Bank	60,500.00
Land Management Council, Public Funds Acct, .99%, Charter One Bank	2,331.92
Main Street Flags Savings Account, .499%, Mascoma Savings Bank	\$ 265.65
Total Investments	<u>\$ 175,391.09</u>

Trustees: Cheryl A. Lindberg, Mary I. Moore, Barbara C. Merrill

Town of Norwich Financial Statements
June 30, 2004

TOWN AUDITORS' REPORT

Once again, the entire report of our independent auditor, Sullivan, Powers & Company, is printed in the Town Report on the following pages.

We have reviewed this report and determined that it represents a fair presentation of the finances of the Town of Norwich.

Henry Scheier (Chair), Bill Bender and Susan Dunbar Blum

Sullivan, Powers & Co.
CERTIFIED PUBLIC ACCOUNTANTS

77 Barre Street
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Montpelier, VT 05601
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A PROFESSIONAL CORPORATION

James H. Powers, CPA
Fred Duplessis, CPA
Kathy Blackburn, CPA
Richard J. Brigham, CPA
Chad A. Hewitt, CPA

Independent Auditor's Report

Selectboard
Town of Norwich
Norwich, Vermont 05055

We have audited the accompanying general purpose financial statements of the Town of Norwich, Vermont as of and for the year ended June 30, 2004. These general purpose financial statements are the responsibility of the Town of Norwich, Vermont's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Town did not adopt Governmental Accounting Standards Board (GASB) Statement No.'s 34, 37 and 38 as required by generally accepted accounting principles (GAAP). These statements would significantly change the accounting and reporting structure of the Town if adopted. These changes include the presentation of government-wide financial statements, reporting major funds, reporting of governmental capital assets, increased detail in the notes to the financial statements, and reporting the governmental activities on the full accrual basis of accounting.

Because of the effects of the matters discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Town of Norwich, Vermont, as of June 30, 2004 or the changes in its financial position for the year then ended.

Sullivan Powers and Company

August 26, 2004
Montpelier, Vermont
Vt Lic. #92-000180

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

TOWN OF NORWICH, VERMONT
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2004

	Governmental Fund Types			Fiduciary Fund Types		Account Group		Total (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Projects Funds	Trust Funds	General Long-Term			
					Debt			
<u>ASSETS</u>								
Cash - Note 2	\$ 726,560	\$ 148,674	\$ 121,606	\$ 177,184	\$	0	\$	\$ 1,174,024
Receivables - Note 3	140,475	0	0	0		0		140,475
Prepaid Expenses	413	0	0	0		0		413
Inventory	260	0	0	0		0		260
Due From Other Funds	0	0	240,947	0		0		240,947
Amount to be Provided for Retirement of General Long-Term Debt	0	0	0	0		0		0
TOTAL ASSETS	<u>\$ 867,708</u>	<u>\$ 148,674</u>	<u>\$ 362,553</u>	<u>\$ 177,184</u>		<u>\$ 545,931</u>		<u>\$ 2,102,050</u>
<u>LIABILITIES AND FUND EQUITY</u>								
Liabilities:								
Accounts Payable	\$ 93,395	\$ 1,509	\$ 7,774	\$	\$	0	\$	102,678
Payroll and Other Related Accruals	32,391	0	0	0		0		32,391
Due to Other Funds	240,938	0	9	0		0		240,947
Deferred Revenue - Note 4	136,444	0	0	0		0		136,444
Compensated Absences - Note 5	0	0	0	0		50,931		50,931
Bond Payable - Note 6	0	0	0	0		495,000		495,000
Total Liabilities	<u>503,168</u>	<u>1,509</u>	<u>7,783</u>	<u>0</u>		<u>545,931</u>		<u>1,058,391</u>
Fund Equity:								
Fund Balances:								
Restricted - Note 7	23,843	0	0	177,184		0		201,027
Unrestricted: Designated - Note 8	151,576	147,165	354,770	0		0		653,511
Unrestricted: Undesignated	189,121	0	0	0		0		189,121
Total Fund Equity	<u>364,540</u>	<u>147,165</u>	<u>354,770</u>	<u>177,184</u>		<u>0</u>		<u>1,043,659</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 867,708</u>	<u>\$ 148,674</u>	<u>\$ 362,553</u>	<u>\$ 177,184</u>		<u>\$ 545,931</u>		<u>\$ 2,102,050</u>

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

TOWN OF NORWICH, VERMONT
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
 FOR THE YEAR ENDED JUNE 30, 2004

	Governmental Fund Types			Fiduciary Fund Types	Total (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Projects Funds	Expendable Trust Funds	
Revenues:					
Property Tax Revenue	\$ 2,020,219	\$ 0	\$ 0	\$ 0	\$ 2,020,219
Intergovernmental Revenue	486,687	0	0	0	486,687
Investment Income	15,073	2,241	3,964	23	21,301
Penalties and Interest on Delinquent Taxes	33,749	0	0	0	33,749
Permit and License Fees	29,767	0	0	0	29,767
Charges for Services	295,031	0	0	0	295,031
Other Revenue	13,959	6,593	0	0	20,552
Total Revenues	<u>2,894,485</u>	<u>8,834</u>	<u>3,964</u>	<u>23</u>	<u>2,907,306</u>
Expenditures:					
General Government	787,129	0	0	9	787,138
Highways and Streets	939,998	0	0	0	939,998
Public Safety	741,453	0	0	0	741,453
Recreation	167,700	0	0	0	167,700
Cemetery	0	20,110	0	0	20,110
Solid Waste	127,407	0	0	0	127,407
Capital Projects	0	0	293,379	0	293,379
Debt Service:					
Principal	45,000	0	0	0	45,000
Interest	14,423	0	0	0	14,423
Total Expenditures	<u>2,823,110</u>	<u>20,110</u>	<u>293,379</u>	<u>9</u>	<u>3,136,608</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>71,375</u>	<u>(11,276)</u>	<u>(289,415)</u>	<u>14</u>	<u>(229,302)</u>
Other Financing Sources/(Uses):					
Operating Transfers In	0	13,200	196,662	0	209,862
Operating Transfers Out	(208,862)	0	0	0	(208,862)
Total Other Financing Sources/(Uses)	<u>(208,862)</u>	<u>13,200</u>	<u>196,662</u>	<u>0</u>	<u>1,000</u>
Excess/(Deficiency) of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses	<u>(137,487)</u>	<u>1,924</u>	<u>(92,753)</u>	<u>14</u>	<u>(228,302)</u>
Fund Balance - July 1, 2003	<u>502,027</u>	<u>145,241</u>	<u>447,523</u>	<u>2,583</u>	<u>1,097,374</u>
Fund Balance - June 30, 2004	<u>\$ 364,540</u>	<u>\$ 147,165</u>	<u>\$ 354,770</u>	<u>\$ 2,597</u>	<u>\$ 869,072</u>

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

TOWN OF NORWICH, VERMONT
STATEMENT OF REVENUES AND EXPENDITURES
BUDGET (NON-GAAP BUDGETARY BASIS) AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2004

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Property Taxes	\$ 1,955,319	\$ 2,020,219	\$ 64,900
State Tax Revenue	92,921	107,234	14,313
Penalty and Interest on Delinquent Taxes	36,000	33,749	(2,251)
Licenses and Permits	31,250	29,767	(1,483)
Intergovernmental Revenue	158,763	173,313	14,550
Public Service Fees	264,125	270,545	6,420
Grant Revenue	107,680	206,140	98,460
Public Safety Fees	19,300	24,486	5,186
Investment Income	25,000	15,073	(9,927)
Other Revenue	11,200	13,959	2,759
Total Revenues	<u>2,701,558</u>	<u>2,894,485</u>	<u>192,927</u>
Expenditures:			
Town Administration	165,694	165,770	(76)
Boards of Civil Authority and Abatement	1,162	256	906
Statutory Meetings	4,713	3,465	1,248
Town Clerk	126,987	127,988	(1,001)
Audit	15,450	13,628	1,822
Finance Department	77,943	57,274	20,669
General Administration	21,100	23,505	(2,405)
Listers	98,179	97,725	454
Planning	74,919	68,576	6,343
Zoning Board of Adjustment	150	346	(196)
Recreation Department	160,139	167,700	(7,561)
Tracy Hall	59,258	69,954	(10,696)
Police Department and Station	491,079	476,449	14,630
Fire Department and Station	142,949	139,239	3,710
Emergency Management	1,500	135,186	(133,686)
Tree Warden	11,000	15,842	(4,842)
Solid Waste Department	115,269	127,407	(12,138)
Conservation	13,520	5,403	8,117
Highway Department and Garage	888,411	938,048	(49,637)
Debt Service	76,490	59,423	17,067
Town Appropriations	124,918	124,919	(1)
Support Group Expenditures	59,622	54,694	4,928
Human Services	57,918	57,444	474
Taxes and Interest	49,188	71,791	(22,603)
Unemployment and Worker's Compensation			
Insurance	29,000	42,064	(13,064)
Total Expenditures - Note 9	<u>2,866,558</u>	<u>3,044,096</u>	<u>(177,538)</u>
Excess/(Deficiency) of Revenues Over			
Expenditures - Notes 10 and 11	\$ (165,000)	\$ (149,611)	\$ 15,389
The accompanying notes are an integral part of this financial statement.			

Exhibit D

TOWN OF NORWICH, VERMONT
 COMBINED STATEMENT OF REVENUES, EXPENSES AND
 CHANGES IN FUND BALANCES
 ALL NONEXPENDABLE TRUST FUNDS
 FOR THE YEAR ENDED JUNE 30, 2004

Revenues:	
Investment Income	\$ 2,710
Cemetery Lot Sales	<u>4,900</u>
Total Revenues	<u>7,610</u>
Expenses:	
Cemetery Expenses	<u>1,682</u>
Total Expenses	<u>1,682</u>
Excess of Revenues Over Expenses	<u>5,928</u>
Other Financing Sources/(Uses):	
Operating Transfers Out	<u>(1,000)</u>
Total Other Financing Sources/(Uses)	<u>(1,000)</u>
Excess of Revenues and Other Financing Sources Over Expenses and Other Financing Uses	4,928
Fund Balance - July 1, 2003	<u>169,659</u>
Fund Balance - June 30, 2004	<u><u>\$ 174,587</u></u>

Exhibit E

TOWN OF NORWICH, VERMONT
 COMBINED STATEMENT OF CASH FLOWS
 ALL NONEXPENDABLE TRUST FUNDS
 FOR THE YEAR ENDED JUNE 30, 2004

Increase in Cash:	
Cash Flows from Operating Activities:	
Excess of Revenues Over Expenses	\$ 4,928
Add/Deduct: Items Providing/(Using) Cash or Not Requiring/(Providing) Cash:	
(Decrease) in Accounts Payable	(28)
(Decrease) in Due to General Fund	<u>(1,981)</u>
Net Cash Provided by Operating Activities	<u>2,919</u>
Cash Flow from Non-Capital Financing Activities:	<u>0</u>
Cash Flows from Capital and Related Financing Activities:	<u>0</u>
Cash Flows from Investing Activities:	<u>0</u>
Net Increase in Cash	2,919
Cash - July 1, 2003	<u>171,668</u>
Cash - June 30, 2004	<u><u>\$ 174,587</u></u>

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

TOWN OF NORWICH, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

The Town of Norwich, Vermont, (herein the "Town") was formed in 1761 and operates under a Town Manager form of government and provides the following services: public safety (police and fire), highways and streets, solid waste, recreation, public improvements, planning, zoning, and general administrative services.

The Town, for financial statement purposes, includes all of the funds and account groups relevant to the operations of the Town. The financial statements presented herein do not include agencies which have been formed under applicable state laws or separate and distinct units of government apart from the Town.

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Town did not adopt Governmental Accounting Standards Board (GASB) Statement No.'s 34, 37 and 38 as required by generally accepted accounting principles (GAAP). These statements would significantly change the accounting and reporting structure of the Town if adopted. These changes include the presentation of government-wide financial statements, reporting on major funds, utilization of the direct method on the cash flow statement, reporting of governmental capital assets, increased detail in the notes to the financial statements, and reporting the governmental activities on the full accrual basis of accounting.

A. REPORTING ENTITY

The criteria of oversight responsibility, special financing relationships and scope of public service was used in determining the agencies or entities which comprise the Town for financial reporting purposes. Oversight responsibility is determined by the extent of financial interdependency, control over the selection of the governing authority and management, ability to significantly influence operations and accountability for fiscal matters. Based on these criteria, there are no agencies or entities which should be combined with the financial statements of the Town.

B. FUND ACCOUNTING

The accounts of the Town are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue and expenditures or expenses, as appropriate. Town resources are allocated to and accounted for in individual funds based upon the purposes for which they are spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into two (2) fund types and five (5) fund categories, as follows.

GOVERNMENTAL FUNDS

General Fund - The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust, or major capital projects) that are legally restricted to or designated for expenditures for specified purposes.

Capital Projects Funds - Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital assets or facilities (other than those financed by Proprietary Funds or Trust Funds).

FIDUCIARY FUNDS

Trust Funds - Trust and Agency Funds are used to account for assets held by the Town in a trustee capacity for individuals, other governments and/or other funds.

Expendable Trust Funds - These account for assets of which both principal and interest may be expended.

TOWN OF NORWICH, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

Nonexpendable Trust Funds - These account for assets of which the principal may not be expended.

C. FIXED ASSETS AND LONG-TERM LIABILITIES

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All Governmental Funds and Expendable Trust Funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balances (net current assets) are considered a measure of "available spendable resources". Governmental Fund operating statements present increases (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Fixed assets used in Governmental Fund type operations (general fixed assets), should be accounted for in the General Fixed Assets Account Group and expensed when purchased.

The Town does not maintain the historical cost information needed for the establishment of a General Fixed Assets Account Group.

Because of their spending measurement focus, expenditure recognition for Governmental Fund types is limited to exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as Governmental Fund type expenditures or fund liabilities. They are reported as liabilities in the General Long-Term Debt Account Group.

Long-term liabilities expected to be financed from Governmental Funds are also accounted for in the General Long-Term Debt Account Group, not in the Governmental Funds.

An Account Group is not a "fund". It is concerned only with the measurement of financial position. It is not involved with results of operations.

D. BASIS OF ACCOUNTING

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

All Governmental Funds and Expendable Trust Funds are accounted for using the modified accrual basis of accounting. Their revenue is recognized when it becomes measurable and available as net current assets. The term "available" is limited to collections within sixty (60) days after the fiscal year. The amount uncollected within that time period is accounted for as deferred revenue. Expenditures are generally recognized when the related fund liability is incurred. The exception to this general rule is to recognize principal and interest on general long-term debt when paid.

All Nonexpendable Trust Funds are accounted for using the accrual basis of accounting. Revenue is recognized when earned and expenses are recognized when incurred.

E. ENCUMBRANCE ACCOUNTING

The Town uses the encumbrance method of accounting. Under this method, commitments, such as purchase orders and other contracts, in addition to expenditures made or accrued, are recorded. Since encumbrances are not considered expenses for generally accepted accounting principles, there are differences between budgetary accounting amounts and the GAAP basis amounts. The budget-based information reflects expenditures based on liabilities incurred and encumbrances outstanding, whereas, the actual (GAAP basis) financial statements do not include amounts encumbered at the end of the fiscal year.

TOWN OF NORWICH, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

F. OPERATING BUDGET

The operating budget is approved at Town meeting and the Selectboard sets the tax rate based on the grand list and approved expenditure budget less estimated non-property tax revenues.

G. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the Town.

H. ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS

The Town provides an allowance for uncollectible accounts for the estimated losses that will be incurred in the collection of all receivables. The estimated losses are based on the judgment of management and a review of the current status of existing receivables. The Town believes all receivables are collectible, therefore, there is no allowance necessary.

I. FUND BALANCES

Fund Balances are classified in three separate categories. The categories, and their general meanings, are as follows:

Restricted - Indicates amounts that are not appropriable or are legally segregated for a specific purpose.

Unrestricted - Designated - Indicates that portion of fund equity for which the Town has made tentative plans.

Unrestricted - Undesignated - Indicates that portion of fund equity which is available for appropriation and expenditure in future periods.

J. USE OF ESTIMATES

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

K. OPERATING TRANSFERS

Operating transfers are legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

L. SHORT-TERM INTERFUND RECEIVABLES/PAYABLES

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the balance sheet. These interfund balances have not been eliminated in the aggregation of this data. Short-term interfund loans are classified as interfund receivables/payables.

M. TOTAL COLUMNS ON COMBINED STATEMENTS - OVERVIEW

Total Columns on the Combined Statements - Overview - are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns does not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation as interfund eliminations have not been made in the aggregation of this data.

TOWN OF NORWICH, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

Note 2: CASH

The cash received by the Town is placed in the custody of the Town Treasurer who is elected. The cash deposits in the Town accounts at June 30, 2004 consisted of the following:

	<u>Book Balance</u>	<u>Bank Balance</u>
Insured - FDIC	200,803	\$ 204,222
Uninsured, Collateralized - Secured by U.S. Government Securities of Federal Agency Issued Mortgage Backed Securities Held by the Bank's Trust Department with a Security Interest Granted to the Town	972,721	979,103
Cash on Hand	<u>500</u>	<u>N/A</u>
Total	<u>\$1,174,024</u>	<u>\$1,183,325</u>

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

Note 3: RECEIVABLES

Receivables at June 30, 2004 consist of the following:

	<u>General Fund</u>
Delinquent Taxes	\$ 92,341
Interest on Delinquent Taxes	8,430
Penalties in Delinquent Taxes	7,388
Miscellaneous	7,364
Grants	<u>24,952</u>
Total	<u>\$140,475</u>

Note 4: DEFERRED REVENUE

Deferred Revenue in the General Fund consists of \$77,000 of delinquent taxes and penalty and interest on those taxes that was not collected within sixty (60) days after year-end as these would not be available to liquidate current liabilities and \$46,900 of recreation fees, \$10,544 of property taxes and \$2,000 of grant income received in advance for fiscal year 2005. Total Deferred Revenue in the General Fund is \$136,444.

TOWN OF NORWICH, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

Note 5: COMPENSATED ABSENCES

It is the policy of the Town to permit employees to accumulate earned but unused vacation benefits up to thirty (30) days as well as compensatory time and unused holidays. No liability is reported for unpaid accumulated sick leave because it is not a vested benefit. Amounts not expected to be liquidated with expendable available financial resources are reported in the General Long-Term Debt Account Group. No expenditure is reported for these amounts until paid. At June 30, 2004, the Town had the following vested benefits earned by their employees:

Vested Vacation Payable	\$36,710
Vested Compensatory Time Payable	13,257
Vested Holiday Time Payable	<u>964</u>
Total Compensated Absences	<u>\$50,931</u>

Note 6: BOND PAYABLE

The following is a summary of changes in the bond payable for the year ended June 30, 2004:

	Beginning Balance <u>July 1, 2003</u>	<u>Additions</u>	<u>Deletions</u>	Ending Balance <u>June 30, 2004</u>
Bond Payable – Vermont Municipal Bond Bank, Tracy Hall Renovations, \$45,000 Due Annually on December 1 through 2014, Various Interest Rates, Currently at 5.733%, Interest Due Semi- Annually on June 1 and December 1	\$ <u>540,000</u>	\$ <u>0</u>	\$ <u>45,000</u>	\$ <u>495,000</u>
Total Bond Payable	\$ <u>540,000</u>	\$ <u>0</u>	\$ <u>45,000</u>	\$ <u>495,000</u>

Maturities are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2005	\$ 45,000	\$ 28,933	\$ 73,933
2006	45,000	26,331	71,331
2007	45,000	23,684	68,684
2008	45,000	20,991	65,991
2009	45,000	18,265	63,265
2010-2014	225,000	49,647	274,647
2015	<u>45,000</u>	<u>1,436</u>	<u>46,436</u>
Total	\$ <u>495,000</u>	\$ <u>169,287</u>	\$ <u>664,287</u>

TOWN OF NORWICH, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

Note 7: RESTRICTED FUND BALANCES

Restricted fund balances at June 30, 2004 are as follows:

General Fund:

Restricted for Prepaid Expenses and Inventory	\$ 673
Restricted for Encumbrances	<u>23,170</u>
Total General Fund	<u>23,843</u>

Fiduciary Funds:

Restricted for Land Management by Donation	2,331
Restricted for Main Street Flags by Donation	266
Restricted for Perpetual Care by Agreement	113,381
Restricted for Cemetery Lots by Agreement	<u>61,206</u>

Total Fiduciary Funds 177,184

Total Restricted Fund Balances \$201,027

Note 8: DESIGNATED FUND BALANCES

Designated fund balances at June 30, 2004 are as follows:

General Fund:

Designated to Reduce Property Taxes in Fiscal Year 2005	150,000
Designated for Police Department	<u>1,576</u>
Total General Fund	<u>151,576</u>

Special Revenue Funds:

Designated for Conservation Commission	95,313
Designated for Recreation	41,995
Designated for Cemetery Perpetual Care	<u>9,857</u>
Total Special Revenue Funds	<u>147,165</u>

Capital Projects Funds:

Fire Equipment	\$102,933
Highway Equipment	41,201
Highway Garage	63,842
Solid Waste Equipment	8,101
Police Station	6,468
Police Cruiser/Special Equipment	5,571
Reappraisal	17,679
Tracy Hall	9,358
General Administration	8,837
Corridor Enhancement	62,287
Recreation Dam	5,059
Recreation Tennis	3,236
Route 132	10,112
Fire Training	<u>10,086</u>
Total Capital Projects Funds	<u>354,770</u>
Total Designated Fund Balances	<u>\$653,511</u>

TOWN OF NORWICH, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

Note 9: EXCESS OF EXPENDITURES OVER APPROPRIATIONS

For the year ended June 30, 2004, expenditures exceeded appropriations in the General Fund by \$177,538. These were funded by excess revenues and available fund balance.

Note 10: BUDGETED USE OF FUND BALANCE

The Town elected to utilize \$165,000 of the prior year's fund balance in the General Fund. This is reflected as a budgeted deficiency of revenues over expenditures in Exhibit C.

Note 11: RECONCILIATION OF BUDGETARY STATEMENTS

The "budget versus actual" statements of the General Fund have been prepared utilizing encumbrance accounting to conform to the budget. Therefore, to conform with Generally Accepted Accounting Principles (GAAP), certain adjustments are necessary. The following are the adjustments which reconcile the budgetary statement with the GAAP basis statement:

Excess/(Deficiency) of Revenues Over Expenditures –	
Budgetary Basis - Exhibit C	\$ (149,611)
Adjustments:	
Encumbrances - June 30, 2004	23,170
Encumbrances - June 30, 2003	<u>(11,046)</u>
Excess/(Deficiency) of Revenues Over	
Expenditures - GAAP Basis - Exhibit B	<u>\$ (137,487)</u>

Note 12: RETIREMENT PLANS

All eligible employees of the Town are covered under the State of Vermont Municipal Employees' Retirement Plan. The system requires that both the Town and employees contribute to the Plan which provides retirement, disability and death benefits. The Town has elected to participate in three (3) plans; Plan B, Plan C and Plan DC which require all eligible employees to contribute, 4.5%, 9% and 5%, respectively of gross wages while the Town contributes 5%, 6%, and 5% respectively.

The Town pays all costs accrued each year for the plan. The premise of Plan B and Plan C is to provide a retirement plan covering municipal employees at a uniform state-wide contribution rate based upon an actuarial valuation of all State of Vermont municipal employees. Activity in this plan is done in the aggregate, not by municipality. Due to the nature of this pension plan, net assets available for benefits as well as the present value of vested and nonvested plan benefits by municipality are not determinable. The premise of Plan DC, a defined contribution plan, is to allow employees to have a choice in investing their retirement assets. Each employee will receive the value of their account upon retirement. Total payroll for the year was \$938,084 while covered payroll was \$761,151. Pension expense for the year was \$39,850. Additional information regarding the State of Vermont Municipal Employees' Retirement Plans is available upon request from the State of Vermont.

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

TOWN OF NORWICH, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

Note 13: PROPERTY TAXES

Property taxes are levied by mid-July and are due in two (2) installments in mid-August and mid-February. All unpaid taxes become delinquent after the February due date. Interest is assessed at 1% per month for the first three (3) months and 1.5% thereafter and an 8% penalty is assessed when the taxes become delinquent. The Town bills and collects its own property taxes as well as school taxes for the State. For the year ended June 30, 2004, the tax rate is as follows:

Town	\$.590
Local Agreement Rate	.002
School – State Education	1.440
School - Local Share	<u>1.510</u>
Total	<u>\$3.542</u>

Note 14: RISK MANAGEMENT

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

In addition, the Town is a member of the Vermont League of Cities and Towns Health Trust. The Health Trust is a nonprofit corporation formed to provide health insurance and wellness programs for Vermont municipalities and is owned by the participating members. The agreement does not permit the Health Trust to make additional assessments to its members.

The Town is also a member of the Vermont League of Cities and Towns Unemployment Insurance Trust. The Unemployment Trust is a nonprofit corporation formed to provide unemployment coverage for Vermont municipalities and is owned by the participating members. The agreement does not permit the Unemployment Trust to make additional assessments to its members.

Note 15: RELATED PARTY TRANSACTION

The Town of Norwich has maintained its primary bank account with Mascoma Savings Bank for many years. The Town Treasurer is an employee of the bank.

Note 16: SUBSEQUENT EVENT

On July 8, 2004, the Town obtained \$315,000 from the Vermont Municipal Bond Bank for the purchase of three (3) pieces of highway equipment. Principal payments of \$65,000 will be due annually on December 1 through 2007 and \$60,000 will be due annually on December 1, 2008 through 2009. Interest, at various rates, is due semi-annually on June 1 and December 1. Interest is currently at 1.87%.

On July 1, 2004, the Town obtained an operating line of credit at the Mascoma Savings Bank for \$500,000. Interest is at 2.75% and is due on or before June 30, 2005.

Annual Reports

of the
Town of Norwich, Vermont

Fiscal Year
July 1, 2003, to June 30, 2004

Part II: Town Boards, Commissions,
Committees and Departments

SELECTBOARD

In September 2003 the Selectboard created a committee to study the feasibility of a public sewer system in Norwich. After adopting a charge, the Selectboard appointed a nine-member committee, including all who applied.

In October the Selectboard reviewed the second and third group of Class 4 roads for possible reclassification or discontinuation, as presented by the Class 4 Road Committee. The board reclassified from Class 4 to trails: a portion of Dutton Hill East, Dutton Hill West, and Parkhurst Spur. Class 4 spurs discontinued were: Tigertown Spur South and Fisher-Platto Road.

In January 2004 the Selectboard, after lengthy discussions with members of the public, voted to leave the Upper Valley Lake Sunapee Regional Planning Commission and join the Two Rivers-Ottawquechee Regional Commission. The Secretary of Commerce granted approval on January 19. The change took effect on July 1, 2004.

In May Dennis Pavlicek, our first Town Manager, who had been here for 1 1/2 years, submitted his resignation and we began a search, working with the Vermont League of Cities and Towns, for a new Town Manager. We appointed Police Chief Soares as Acting Town Manager. The Selectboard appointed a five-member search committee, which reviewed over 60 resumes before recommending a final "short list" to us. After many interviews with candidates, we agreed that Chief Soares should be our next Town Manager, and appointed him to the position, effective October 1, 2004.

In June the Selectboard made revisions to Norwich's Class 4 Road Policy. In addition, after months of discussion and with the assistance of Acting Town Manager Soares, we adopted a town parking ordinance that allows reasonable fines for parking enforcement.

Liz Blum (Chair), Jack Candon, Alison May, Ben Ptashnik, Suzanne Stofflet

TOWN MANAGER AND COLLECTOR OF DELINQUENT TAXES

Whereas I was in the Town Manager's seat for only the last month of fiscal 2004, this submission represents only that brief period. Norwich's former (and first) Town Manager, Dennis J. Pavlicek, left the Norwich Town Manager position in the early days of June 2004 after serving approximately 18 months. I was appointed as Acting Town Manager on June 4, 2004. During my "short" one-month tenure as Acting Town Manager, I was exposed to some of the multitude of issues a Town Manager is expected to address. Frankly, I quickly developed a new respect for all town managers. I also saw town government from a new perspective, one greatly expanded from that of police chief. I had an opportunity to work more closely with all Tracy Hall staff and to recognize the very many talents of staff and department heads.

I take this opportunity to say thank you to Tina Moses, assistant to the Town Manager, the Selectboard, town staff and also to the various town committees and other boards who helped me get through my month as Acting Town Manager.

As Town Manager, it is my responsibility to also act as the Collector of Delinquent Taxes. Taxes become delinquent if unpaid after the second payment, due in February. A warrant is issued by the treasurer authorizing the collection of delinquent taxes along with an 8-percent penalty and 1-percent interest per month for the first three months and 1.5-percent interest thereafter. A policy outlines the collection process, which includes payment applications, payment plans and tax sale procedures, if necessary.

Stephen J. Soares, Town Manager (649-0127)

Tax Year Summary for 2003 - 2004

Tax commitment:	\$12,027,942.90
Taxes collected during FY:	\$11,959,254.99
Taxes outstanding at close of FY:	\$68,687.91

Delinquent Tax Report

7/1/2003 balance:	\$ 75,229.95
Delinquent taxes:	<u>\$196,767.58</u>
Subtotal:	\$271,997.53
Less taxes collected & abatements:	<u>\$179,656.39</u>
Balance - June 30, 2004	\$92,341.14

Taxes delinquent for FY 03/04	\$68,687.91
Taxes delinquent previous years	<u>\$23,653.23</u>
Total	\$92,341.14

Delinquent taxes as of December 31, 2004: \$35,651.94

TOWN CLERK

The Town Clerk's Office is open Monday through Wednesday and Friday from 8:30 a.m. to 4:30 p.m.; Thursday from 8:30 a.m. to 7:00 p.m. We handle all of the recording in town, such as Land Records that date back to the mid-1700s. This year we have recorded approximately 7,032 pages in our Land Records and have filled more than 10 volumes. We also record vital statistics such as births, deaths, marriages and civil unions (see the next page) that occur in the Town of Norwich. The Vital Records also date back to the mid-1700s.

This year I was able to restore the old survey and highway maps of the Town. A lot of these maps date back to the early 1900s and were in much need of repair.

In addition to maintaining the records for the Town, we are responsible for the licensing of pets. We license dogs and wolf-hybrids. We are no longer licensing cats. This year we licensed approximately 600 animals. Please remember to license your pet on or before April 1st of each year. As of July 1, 2004, rabies vaccines have now been approved for a three-year period rather than the two-year period; you might want to check with your veterinarian and see if your current rabies certificate can be adjusted. We will need a current rabies certificate if we do not have one on file. Another service we provide is registration renewals for motor vehicles. This includes snowmobiles and boats. There is an additional fee of \$3.00 for the Town to provide this service.

This was our first year offering the service of issuing passports, and we have issued 13 for the year of 2003-2004. We are able to provide the service of obtaining a passport as well as being able to help with the renewal of passports. There is a fee of \$30.00 for the execution as well as the passport fees.

Our office is also responsible for conducting elections. If you are not yet a registered voter and would like to be, please stop by and fill out an application, so that your name can be added to the Norwich Voter Checklist. If you have any interest in helping at the polls during elections, please contact me at 649-1419.

If you have any questions or need help, please do not hesitate to ask.

Bonnie J. Munday, Town Clerk (649-1419)

Vital Records for 2004

As recorded by the Town Clerk's Office January 1 to December 31, 2004

Births

Daniel Joseph Bender
Alix Sheldon Livingston
Avery Margaret Swett

Eric Theodore Tysinger
Bria Nicole Phillips Whitehair

Deaths

Virginie M. Berg
Charles H. Bippart, M.D.
Richard W. Davis
Larisa Goldenberg
Avis M. Head
Robert E. Huke
Jeffrey J.W. Julian

Ulysses J. Lupie Jr.
Jenifer Ratliff
Edward B. Seaton
Walter H. Stockmayer
Alice C. Wright
Gussie Vinikoor

Marriages

Groom

Matthew Edward Roser
Jie Zhang
Christopher Daniel Scovotti
Joel Gilbert Monture
Sang Su Yun
Adam Wilson Fiore
Robert William Jensen
Richard Hugh Branch
Timothy Andrew Dorion
Douglas John Lantz
David Edward Turkington
Joseph Michael Hall
Robert C. Chen
Benjamin Jacob Silberfarb
Terrence Peter McDonnell
Bryan J. Bagley
Douglas Martin Henry
John Anthony Sposato
Patrick Amos Greer
Joshua Zechariah Stevens
David John Heimes
Charles Lawrence Gregory
Benjamin Solomon
Irving W. Tuttle
Joe Chelsea Guest
Henry Worth Parker
Carter Merritt Takacs
Jeffrey Barcalo Reed
Britton Rodman Mann
Jonathan Gilford Straight
Kevin David Arista
Terry William Johnson

Bride

Jessica Jean Goris
Ziji Wu
Paula Plekon
Linda Lee Griggs
Amy Russell
Stacey Ann Nitschelm
Leslie Ann Cohen
Anne Evans Briggs
Sandra Kay Logue
Amy Logan
Jessica Joy Buster
Diana Unjung Choi
Jennifer Jee-Young Park
Diane Cooper Riley
Kathryn Ann Acker
Wendy Kay Fraser
Cheri Anna Fraser
Elizabeth Brooke Spencer
Elizabeth Putman Ripley
Sheena Lynn Belyea
Heather Tucker Carleton
Jessica Agnes King
Kathleen Marie DelGrosso
Rebecca G. Nussdorfer
Amy Trei Roth
Mary-Margaret Andrews
Kristin Snyder Nowak
Elizabeth Shaw Perry
Julianne Humphrey Anderson
Maria Manuela Egues
Molly Elizabeth Hershey
Janet Loraine Simon Villar

Civil Unions

Alison Michele Ayres
Fernando Chang-Muy
Philip Clarence French
Lisa A. Szczepaniak

Amanda Lynn Ishmael
Leonard Rieser
Mark Alan Barnes
Debra A. Fournier

AFFORDABLE HOUSING COMMITTEE

The Norwich Affordable Housing Committee is charged with recommending actions necessary to ensure that a continuum of housing stock is available in Norwich. Members of the committee met with the Town Planning Commission, the Selectboard, the Upper Valley Housing Coalition, Norwich Special Places, school board members and administrators and local legislators to encourage maintaining affordable housing in existing structures. The committee made recommendations to the Planning Commission to ensure that the new zoning regulations promote affordable housing as defined in the Affordable Housing Committee Report of 2002, available in the Norwich Public Library. The committee has pursued every realistic location for adding some new mixed housing to Norwich, including school, town and other properties. We have also pursued partnering with other town and local entities and individuals to pool finances and resources to add to the affordable housing stock. The committee reported that the cost of land in Norwich and the lack of suitable public-owned land are the most formidable hurdles to overcome. Unless funding can be established to assist initial contract negotiations on a property, addressing the dearth of housing that is affordable in perpetuity in Norwich will remain a daunting task.

Members of the committee learn, and participate in educating others, about the need for, barriers to and availability (or lack) of affordable housing in Norwich and throughout the Upper Valley. We welcome residents and other interested citizens to our meetings.

Creigh Moffatt, Chair (649-5533)

AUDITORS

The town's three elected auditors are statutory officials whose principal responsibility is to prepare the annual Town Report for residents. The auditors meet with the independent accountants to review the town's annual financial statements and the independent accountants' management letter, which includes their suggestions for improving financial controls and operating procedures. The auditors regularly attend Selectboard meetings to observe and advise, and also prepare monthly reconciliations of the town's various bank accounts. Each auditor is elected to a three-year term of office, and the terms are staggered. As a result of past decisions, each auditor serves as a member of both the Norwich and Dresden Finance Committees.

Henry Scheier, Chair (649-1387)

BOARDS OF ABATEMENT AND CIVIL AUTHORITY

The Board of Abatement, composed of the Justices of the Peace, the Selectboard, Town Clerk and Town Treasurer, heard three requests for abatement of taxes and/or interest and penalties in FY 2004. The reasons for such requests vary from the loss of some of the property assessed to loss of income. Not all requests were granted, as in cases where the board determined that penalties and interest were incurred through the appellant's lack of diligence.

The Board of Civil Authority is a combination of the Justices of the Peace, the Selectboard and the Town Clerk. It had an easy year, with no hearings on appeals from decisions of the Board of Listers. The board anticipates that 2004-2005 will be quite different because of the town-wide reappraisal.

Nancy Dean, Chair (649-1324)

CEMETERY COMMISSION

Last year's report noted that ongoing attention would be paid to the possibilities for expansion of Hillside Cemetery, the town's largest. Land elsewhere, which is conveniently located, is difficult to find. We shall continue to look for solutions. In the meantime, at Hillside, some changes are being made.

A portion on the lower left (east) was cleared several years ago, and drainage installed, allowing for its use for cremation burials at less than usual depth. Plans since developed have included a professional survey with soil evaluation and test excavations to determine the approximate water table. As a result, the portion of land on the lower left side of the hill is being further developed, stumps removed, etc., and with more drainage work. Both types of burial will be possible. Moreover, cremation burials will not be limited to a particular area but will be interspersed throughout the cemetery wherever the property size and conditions allow.

The usual maintenance, such as mowing, was done at Hillside and at the older Fairview Cemetery, where stones have been cleaned.

A list of general rules and regulations, and information about purchase of lots is available at the Town Clerk's Office (649-1419).

As was the case last year, both the Woodworth Fund and Perpetual Care have produced less money. Please support our budget.

Fred Spaulding, Chair (649-1121)

CONSERVATION COMMISSION

Our activities in support of natural resource conservation were numerous and varied.

A water-quality sampling program along Blood Brook was expanded with support from the state and the Norwich Women's Club. With help of the Town Manager, we continued to participate in deliberations on the Bragg Hill Road plan for utility poles. In cooperation with Norwich Special Places, we helped to prepare and publicize an informal plan for open space priorities.

In our educational workshop series, public programs were presented on the topics of bird migration and hiking the Long Trail. Educational workshop field trips were provided for the public on the themes of vernal pools and birds and butterflies. A special program on Class IV roads and trails was held at the request of the Upper Valley Conservation Network. We also arranged for a series of exhibits in the Post Office.

Planning continued for a new multi-use trail on Fire District Parcel #5 and, with assistance from the Student Conservation Association in preparing an application, grant funding was received from the Vermont Trails and Recreation Program to cover part of the construction cost. Partnering with the Upper Valley Trails Alliance, we sponsored a trail-building workshop led by the Student Conservation Association. The Trails Alliance also helped us sponsor workshops with the Appalachian Trail Council and the Upper Valley Land Trust. We arranged for the Vermont Youth Corps to build a new bridge over Charles Brown Brook. An adopt-a-trail program was initiated to facilitate better maintenance of town trails. An effort was made to remove invasive plants along part of the Ballard Trail.

Nick Krembs, Chair (649-1048)

CORRIDOR ENHANCEMENT COMMITTEE

The Norwich Corridor Enhancement Committee, with the assistance of the consulting team of Robert White Landscape Architects & Planners and SVE Associates, has completed the plans and contract documents for the Phase 1 corridor improvements between Ledyard Bridge and Tracy Hall.

The project includes sidewalk improvements, bicycle lanes and improved pedestrian access, pavement re-striping and median widening to reduce traffic lanes, landscaping and improved signage. The project will enhance and define the gateway to Norwich by changing the scale of the roadway from an interstate exit to a connection between two villages, provide for traffic calming and improve aesthetics.

Efforts during the last year have primarily focused on obtaining project approval from the Vermont Agency of Transportation in order to proceed with construction of the first phase of the project. The committee hopes to solicit bids for construction in 2005 in order to initiate construction of Phase 1 in the summer.

The committee continues to plan for many other issues along the corridor, including improved pedestrian and bicycle use, a shared-use path, improvements to the I-91 northbound off ramp, the River Road/Route 10A intersection, signage, lighting and the landscape. The committee will continue to work on implementing the improvements described in the corridor master plan, which was compiled from community input during four public workshops.

Jeff Goodrich, chair of the committee, has been leading the corridor enhancement project for many years and was recently deployed with the National Guard.

Neil R. Fulton, Interim Chair (649-8498)

DEVELOPMENT REVIEW BOARD

This is the first annual report of the Norwich Development Review Board, created to succeed the former Zoning Board of Adjustment and assume the permitting authority of the Planning Commission.

It has been a busy year both in terms of increased permitting activity and in procedural changes to improve the overall operation of the permitting side of land use regulation in town. Our written decisions are public documents available from the Zoning Administrator's office (649-1204). Procedural changes include revised rules of procedure to clarify party status; implementation of a case manager system by which individual DRB members now draft and circulate draft Notices of Decision; and efforts to improve communication between the DRB and our sister bodies, the Planning and Conservation Commissions.

Thus far, it appears the transition to a DRB is working as planned, and the resulting separation of planning and permitting authority between the Planning Commission and DRB should benefit the town and residents for years to come. One example worth noting: DRB hearings, and the parties to those hearings, have been largely insulated from the significant controversies that have affected the Planning Commission this past year. It is difficult to imagine how those hearings could have been maintained under the former ZBA/PC structure.

Watt Alexander, Chair (649-3144)

EMERGENCY MANAGEMENT

Emergency Management's responsibility is to prepare for disasters and to coordinate responses to situations that may demand extraordinary action. Historically, floods, various kinds of storms, fires and hazardous material spills have been a concern. Terrorism now joins the list. Day-to-day preparations occur within each town department, with training and material stockpiling overseen by the department head and Town Manager. Plans exist for activation of an Emergency Operations Center, with various scenarios and responses to them, outlined within the plan. Cooperation with state and federal organizations, as well as private businesses, is part of our action plan. Town Manager Stephen J. Soares is by statute the Director of Emergency Management. He is assisted by Fire Chief Jack Fraser and all other department heads in the event of a major emergency.

An example of emergency management at work occurred in 2004 when a storm caused a large tree to fall across the south end of Main Street, taking down power lines and cutting off power to much of the town. Norwich police and fire personnel provided traffic control; Green Mountain Power responded with several crews; the Vermont Agency of Transportation cleared the road; and the Fire Department responded to two reports of fire or smoke in the area. Our new emergency generators at the fire/police complex and Tracy Hall provided power, and meetings at both locations were able to proceed. Plans for emergency power at the highway garage are being developed.

Charles Hodgdon, Coordinator (649-1659)

ENERGY COMMITTEE

During fiscal year 2003-04 the Norwich Energy Committee conducted these activities:

- Consulted with Road Commissioner Andy Hodgdon on his use of biodiesel in town vehicles during the winter. Donated two 55-gallon drums of biodiesel for pilot project.
- Presented information about the health, energy and environmental benefits of biodiesel to the Norwich School Board. Arranged for a test of B20 blend (80 percent petroleum, 20 percent biodiesel) in a school bus.
- Began developing a proposal for installation of photovoltaic panels at the Marion Cross School.
- Initiated discussion with Green Mountain Power about reducing electricity consumption of town streetlights.
- Participated in an energy audit of The Family Place; conducted four residential energy audits.
- Occasional information/outreach table: in front of the Post Office (four times), Lebanon Opera House, The Haven, Upper Valley Housing Coalition talk at Dartmouth. Distributed materials on global warming, compact lighting, biodiesel, electricity consumption and home energy-saving tips.
- Presentations on energy issues to Vermont Earth Institute and Stevens High School in Claremont.
- Sponsored Bike-to-School Day for Marion Cross School students in September and May (about 100 to 125 participants each time).

For information, contact me or Ames Byrd at 649-3905, <ames.byrd@valley.net>.

Alan Berolzheimer, Chair (649-2857; <bercress@sover.net>)

FINANCE COMMITTEE

The seven-member Norwich Finance Committee, composed of the three elected auditors, three elected committee members and the Town Treasurer, has advisory responsibilities in the creation of annual budgets for both the town and the Norwich School District. Together with a like number from Hanover, it constitutes the finance committee for the Dresden School District, with similar budget oversight duties. Both committees meet most frequently in December and January, when all three budgets are being prepared for submission to Town Meeting in March. The Norwich Finance Committee's mission is to help provide fiscal restraint and discipline, and to increase public understanding of issues affecting local taxation. Interested members of the public are welcome at all committee meetings and frequently contribute to discussions. The committee reminds residents that any homeowner with household income below certain limits (generally \$75,000 to \$80,000) gets a prebate check from the state tax department, reducing net school tax on the residence to about 3 percent of household income (25 percent less than under Act 60). The committee urges eligible homeowners to apply using the forms included in the state income tax booklet, and offers free assistance to anyone with questions about the program.

Irv Thomae, Chair (649-5617)

FINANCE OFFICE

The Finance Office has now completed its second year of operation since the Town of Norwich adopted the Town Manager form of government. We continue to perform all accounting functions for the town, including current and delinquent tax collection, payroll and accounts payable and financial reporting to all departments.

Property taxes are a major focus of this office. We provide information to real estate and legal professionals and help citizens with their tax questions. Total taxes billed for 2003-04, after adjustments, were \$12,027,943, with delinquent taxes as of June 30 of \$68,688. The 2004 tax year is the first year that citizens are required to file the Declaration of Vermont Homestead (Form HS-131) with the State of Vermont declaring residency status. A few landowners have been remiss in filing in a timely fashion and have received not only an amended bill but a penalty of 1 percent of the education taxes.

We remind everyone to make sure they file their form HS-131 annually by April 15 either in paper form or by going to <www.vermont.gov> and using the link on the home page.

Roberta Robinson, Finance Officer (649-0122)

FIRE DEPARTMENT

The Norwich Fire Department's primary responsibility is to provide fire protection, rescue and emergency medical services to the Town of Norwich. Additionally, the department responds to hazardous materials incidents and terrorist incidents, assists in the search for lost persons, provides mutual aid to surrounding towns and responds to weather-related disasters. We have had a 46-percent increase in fire/rescue calls in the last four years. We have had 12 regular fire/rescue training, 11 regular emergency medical training and 18 special training drills this year to maintain operational competency and meet state and federal requirements for mandatory training.

In addition, a number of members attended training courses on specialty subjects. This has involved more than 1,800 person-hours of training. The FAST Squad is licensed at the EMT-Intermediate level and is equipped at the EMT-Basic level. Four members completed Firefighter I training this year. We currently have 31 active members, with 13 members trained at the Firefighter I level, one at the Firefighter II level, one at the Fire Officer I level, 18 at the EMT-B level and two at the EMT-I level. Three members are currently waiting for training at the Firefighter I level.

We have received improved communications equipment, allowing us to communicate with police during an incident. We also have received new and improved fire and rescue tools through federal grant programs. We have improved scene accountability equipment, contributing to increased firefighter safety.

Future plans include participating in a study of future needs for fire/police facilities, continuing to improve and expand rural water supply capabilities and establishing a fire training facility. A new fire/rescue pumper has been ordered to replace an aging 1981 pumper (Engine 4), with a delivery date scheduled for the first quarter of 2005. A grant has been received for a washer-extractor to facilitate proper washing and decontamination of fire turn-out gear and EMT personal protective clothing to meet OSHA and NFPA standards. Our most pressing need is to recruit and train new members. Our most precious assets are our current members trained and dedicated to an admirable 24/7 response to Norwich fire, rescue and medical calls.

Jack Fraser* (Fire Chief), Neil R. Fulton***, Deputy Fire Chief

Fire Report								
Type	96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04
Structure	8	6	11	7	11	10	9	8
Auto	14	12	17	16	18	20	33	32
Wildfire	5	5	5	2	5	5	1	5
CO Detector	3	5	0	1	2	1	2	3
False Call	13	10	15	9	14	10	19	16
Mutual Aid	5	3	4	6	3	8	4	13
Other	10	4	4	12	15	11	17	22
Arson ¹	1	0	0	0	0	1	0	1
Medical						15	79	93
Total	58	45	56	53	68	80	164	192

¹ Not included in total

2003-04 Firefighters

Mark Anderson*, Mary Anderson*, Gregory Auch**, Jake Blum***, Charlene Bradley**, Phil Brunelle***, James C. Cook*** (Assistant Chief), James L. Cook***, Linda Cook* (Captain), Matthew Davis***, Marie D'Amato***, Susan Dunbar Blum***, James Faughnan*, Matt Herbert**, Douglas Hoffman**, Kim Wood Hoffman**, Regina Hubbard***, Faith Knapp**, Nancy LaRowe*, John Lawe**, Peter McCormack*, Bonnie Munday**, Peter Richardson*, Pete Schwab* (Lieutenant), Lloyd Tebbetts* (Assistant Chief), Chris Thayer***, Warren Thayer*, Andy Vinopal*** (Captain), Jay Whitehair*** (Lieutenant)

*Fire, **FAST, ***Fire/FAST

FIRE WARDEN

The Norwich Forest Fire Warden regulates open burning within the town by monitoring local and regional fire conditions, overseeing the issue of burning permits, inspecting problem sites and enforcing state forest fire laws. The fire warden manages wildland fire crews and equipment and anticipates need for outside assistance while ensuring all expenditures are necessary and reasonable. When applicable, the fire warden submits payrolls and reports to the Vermont Department of Forests, Parks and Recreation for reimbursement of suppression costs.

Over 50 percent of the acreage burned in the state of Vermont last year (approximately 95.5 acres) was kindled accidentally by people burning debris. Norwich had two such fires and one caused by careless smoking. All Norwich wildfires combined burned about 1 acre before being suppressed. Two hundred fifty-four fire permits were written this year. No Vermont Fire Prevention tickets were issued.

When conditions allow, burn permits may be picked up at the Town Clerk's office during normal business hours. Please be sure to plan ahead for holidays and weekends. When requested, I will issue permits from my residence but I am often hard to catch up with. For your convenience, and to be assured you have your permit when needed, please visit Town Hall first. Before you kindle an open-air fire please read your permit carefully!

Jay Whitehair, Norwich Forest Fire Warden (649-1897)

HEALTH OFFICER

The Norwich Health Officer is responsible for enforcement of the Vermont Rental Housing Code. Among its many standards, this code specifies that rental housing units must have clean, running hot and cold water, must be structurally sound, must be free of pests and must have adequate heating in the winter. A number of complaints are investigated each year. Most problems are quickly resolved with the landlords' cooperation.

Another statutory duty of the health officer is investigating reports of animal cruelty as well as sanitary disposal of animal carcasses.

West Nile virus seems to be moving to the western states, and New England has reported only small numbers of dead infected birds and human cases. But next year could be different, and everyone should use insect repellent when out of doors, especially mornings and evenings. Although rabies is currently less prevalent, it will return, and wild animals that are behaving oddly should be given a wide berth. Call if you have questions about possible rabies exposure.

This year we welcome Bonnie Munday (Norwich Town Clerk) as Norwich Deputy Health Officer. We can be reached through the Town Clerk (649-1419), the Town Manager (649-0127) or at home (649-1585).

John E. Lawe, M.D., Norwich Health Officer

HIGHWAY DEPARTMENT

The Norwich Highway Department continues to strive to meet the needs and demands of a growing and active community. The increase in commuter traffic through our town causes increased wear and tear on our roads. In the future, maintenance will have to be stepped up to meet this need. Our goal is to provide safe and convenient roadways throughout the year. Toward that goal, we have completed several important projects during the past year. A total rehab of Bridge 10 was completed on Turnpike Road to address safety issues. Partial funding for the project was obtained through the Vermont AOT Bridge Grant Program. The Highway Department addressed a long-standing erosion problem at the upper end of Main Street. Included in this project were the rehab of the box culvert that runs along Main Street at this location and the installation of W-type steel guardrail. The project was partially funded through a federal grant.

The following roads were repaved this summer: Willey Hill, Hawk Pine and the final section of Beaver Meadow Road to the Sharon town line. A half-inch of shim was applied to Turnpike Road, from the New Boston intersection to where it turns to gravel. An inch of top will be applied to this road during the 2005 paving season.

I have received many inquiries from residents about repaving certain streets and roads. The Highway Department paves as much each year as the budget allows. The heavier traveled roads receive top priority in the paving schedule. We take into consideration residents' concerns and are striving to catch up on repaving all problem areas.

We continue with our extensive culvert replacement program, with 15 new culvert installations during the summer of 2004. We have completed 68 new culvert installations in the past three years and have completed all of the related ditching.

I would like to thank the residents of Norwich for their patience and understanding through the inconveniences caused on the road by our summer construction projects. I would also like to commend the Highway Department staff for their continued dedication to the department and Town of Norwich.

Andy Hodgdon, Highway Administrator (649-2209)

Road Crew: Allen Rowell, Neal Rich, John Thorp, Gary Durkee and Robert Hodge

LISTERS

The 2004 Norwich Grand List was the result of a town-wide reappraisal, the first since 1989. It also coincided with the first year of new Vermont education funding laws. These new laws, Act 68 and Act 76, require that the State of Vermont now calculate the education tax rates that every town will use to bill its homestead (owner-occupied) and non-residential (all others) property taxpayers. In the past the state told each town how much education tax to collect and the towns would then set their own tax rates. The new law calculates these rates based on a town's Common Level of Appraisal (CLA), which is the ratio of assessed value to sales price and the local school district's spending per pupil. The more accurate the CLA, the lower our education tax rates will be.

In order to maintain equity and accuracy and to reflect changing market conditions, the Norwich Listers have begun a program of continuing reappraisal. This process will result in town-wide reappraisal on a revolving four-year schedule, so that every property would be inspected at least once during this cycle. The 2005 Vermont Legislature is considering a bill (House Bill #1) that would mandate town-wide reappraisals every three to five years for every town. To implement a continuing reappraisal, each year the Norwich Listers and Norwich Assessor will (1) inspect and value all construction and material changes to all improved properties; (2) inspect all properties that have sold or are for sale; and (3) inspect a random sampling of properties in all neighborhoods. It should be noted that these inspections might not result in a change of appraisal, but will provide the Norwich Listers and Norwich Assessor with the data necessary to update all property records.

At the end of the four-year cycle all properties in Norwich will be updated to reflect 100 percent of fair-market value. While this will substantially increase this office's workload, it will result in the lowest possible and fairest education tax rates for all.

Dennis Kaufman, Chair (649-1116)

GRAND LIST

2004 Homestead Grand List	420,860,524
2004 Non-Residential Grand List	12,646,099
Total 2004 Education Grand List	53,506,623
One percent (1%) of Total Grand List.....	5,350,666

Real Estate Exemptions by Vote

Norwich Fire District.....	4000
Beaver Meadow Chapel Association.....	109,200
Root District Game Club.....	24,900
University Grange Inc. # 34.....	53,500

Real Estate Exemptions by Agreement

Norwich Housing Corporation.....	146,600
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Real Estate Exemptions by Statute

Veterans, Statutory (3).....	0000
Child Care Center, Inc.....	08,900
Montshire Museum of Science.....	540,100
Norwich Historical Society.....	470,400
Norwich Nursery School.....	52,700
The Family Place.....	56,600
Sands Taylor and Wood Company (Vermont Public Radio).....	50,000
Andrew C. & Margaret R. Sigler Foundation.....	1,93,800
Total, Real Estate Exemptions	923,500

Breakdown of Grand List

R-1 - Residence with under 6A of Land (745).....	26,410,725
R-2 - Residence with 6A of land or over (455).....	24,168,698
MH - Mobile Home with or without land (22).....	2,54,330
C - Commercial Properties (52).....	8,970,000
CA - Commercial Apartments (6).....	5,78,600
UE - Utilities Electric (4).....	538,300
UO - Utilities Other (1).....	600
F - Farms (4).....	12,671
Other (46).....	182,300
M - Miscellaneous (176).....	9,136,399
Cable (Education Grand List only).....	46,000

Land Use Appraisal Program

Number of parcels enrolled in program.....	26
Number of acres in program.....	11659
Exempt value of enrolled property.....	15,041,234

Municipal Grand List as of:

31 December 2002.....	33006,393
31 December 2003.....	33041,736
31 December 2004..... Town-wide reappraisal	\$582,335,023

MILTON FRYE NATURE AREA COMMITTEE

The town nature area is a 35-acre tract next to the Marion Cross School. Given its central location near the downtown and the school, its trails receive considerable use by hikers and by teachers and their students. Countless informal outdoor education classes are held on the property throughout the school year.

During the past year the committee worked with different organizations to fulfill its mission as steward of the property — protecting it while maximizing its use as an educational and recreational resource. This spring the Upper Valley Land Trust visited and assessed the area, and found its management to be in order.

The committee finished laying out a new Outer Loop Trail, designed to protect animal habitats while making the trail less steep and easier to use by both hikers and cross-country skiers. The Selectboard gave preliminary approval to the new route, and our work on site began. We were hampered somewhat in our efforts by an unknown and unauthorized trail builder, who repeatedly cut his/her own trail and even installed signs for it.

The year's activities included a mushroom walk with Faith Hunt, a field trip with Alcott Smith to learn about animal tracks, a public bird walk (and three bird walks for third-graders) led by George Clark, and a trails work day. Buckthorn, Japanese barberry, Norway maple and honeysuckle continue to be a problem. Please contact the committee to volunteer to help control invasive species!

Warren Thayer, Chair (649-3737)

PLANNING COMMISSION

In this report year, we continued review of zoning regulations with assistance from our professional consultant, Brian Shupe, and review of permitted and conditional uses in all districts, and new and mixed-use districts as recommended in the Town Plan. A full draft of the new zoning regulations was completed in June (end of the town fiscal year and time of this report). We also began work on the new Town Plan, last revised and adopted in 2001.

Hearings were held regarding five subdivision applications and review of three boundary line adjustments. Following establishment of the Development Review Board (DRB), all hearings of such matters are now held before the DRB.

The commission applied for and received an \$8,000 Municipal Planning Grant for planning higher density mixed-use districts. Work on this is part of the new Town Plan.

Appreciation for service goes to replaced and resigning members Chip Ashley, Ed Childs, Adele Fulton, Ralph Hybels, Rob Titus and Jonathan Vincent. We welcomed three new members, Jack Harned, Lynn McGrew and Stuart Richards.

The commission meets every other Wednesday from 6:30 p.m. until 10 p.m. We welcome residents and other interested citizens to all of our meetings.

Daniel Johnson, Chair (649-5533)

POLICE DEPARTMENT

Since transferring to the Norwich Police Department from Hartford in January 2002, I can recall only a brief period when Norwich was not seeking to hire full-time personnel. Traditionally, staff turnover has been considered a part of doing business in Norwich. Fortunately, the Norwich Police Department is currently at full staffing with well-trained officers and, although no guarantee exists, our department has a stable work force with applicants on a waiting list. The Norwich Police Department strives to maintain the quality of life our residents have come to expect through policing that prioritizes responsiveness. The department investigated 115 traffic accidents this past fiscal year. The number of motor vehicle crashes emphasizes the need to continue traffic violation enforcement as a priority. Traffic enforcement initiated by officers also resulted in the arrests of five people who had active court-ordered arrest warrants, and several motorists were arrested for driving under the influence of alcohol or driving with a suspended license. Officers conducted more than 1,500 property checks and a myriad of order maintenance calls as well as emergency responses. Chief Stephen J. Soares has accepted the job of Norwich Town Manager. It is my understanding that he will appoint his successor after discussions with the Selectboard. I take this opportunity to thank my colleagues who worked extra hours and shifts to cover for Officer Roger Berry, who was incapacitated for the better part of a year due to an injury sustained on the job. I also wish to thank the members of the community who helped us with their support.

Douglas A. Robinson, Acting Chief (649-1460)

Roster: Anita Ferry (Administrative Assistant), Sgt. Michael R. McGee, Ofc. Robert Brittner, Ofc. Roger Berry, Ofc. Dean Fullerton, Ofc. Connie Gagnon, Ofc. Jim Lancot, Ofc. Scott Moody, Ofc. Cheri Saltis

Norwich Police Department Statistics 2003-2004

911 Hangup.....	35	Motor Vehicle Complaint.....	54
APO Service.....	2	Noise Disturbance.....	8
ATV Incident.....	6	Parking Problem.....	65
Abandoned Vehicle.....	1	Phone Problem.....	3
Accidents.....	115	Property Check.....	1,609
Agency Assist.....	123	Property Damage.....	4
Alarm.....	106	Restraining Order.....	2
Alcohol Offense.....	2	Runaway Juvenile.....	1
Animal Complaint.....	84	Safety Hazard.....	1
Assault.....	2	Snowmobile.....	1
Bad Check.....	22	Stalking.....	2
Burglary.....	7	Suspicious.....	108
Childbirth.....	1	Theft.....	24
Citizen Assist.....	52	Threatening.....	3
Citizen Dispute.....	25	Traffic Citation.....	578
Custodial Interference.....	1	Traffic Hazard.....	14
Dead Body.....	4	Traffic Stop - Other.....	142
DLS.....	1	Traffic Warning.....	387
Drugs.....	4	Traffic Warning Verbal.....	446
DUI.....	6	Trespassing.....	18
Embezzlement.....	1	Unlawful Mischief.....	6
Family Fight.....	7	Unsecure Premises.....	4
Fireworks.....	2	Utility Problem.....	1
Found Property.....	12	Vandalism.....	17
Fraud.....	3	Vehicle Unlock.....	39
Juvenile Problem.....	10	VIN.....	355
Littering.....	5	Wanted Person.....	5
Lost Property.....	8	Welfare.....	25
Missing Person.....	2	Total.....	4,571

RECREATION DEPARTMENT

The Norwich Recreation Department offers a wide variety of recreational and instructional activities to Norwich residents from preschool-age children through adults. We often work with the school, PTO, Norwich police and Norwich Inn in organizing community events to help foster and maintain spirit within the Town of Norwich.

We provide lifeguards during summer afternoons at the pool. We also maintain the swimming pool and its grounds, the tennis courts and its playground area, and arrange for the upkeep, mowing and lining of Huntley and Barrett meadows. Our Recreation Council members and many other wonderful volunteer residents and philanthropic local businesses help us run a large percentage of our programs/events and we thank them graciously for their time and irreplaceable involvement.

Looking toward the future, we plan to increase the usable playing area at Huntley Meadow by leveling the southeast end and adding one more field next spring. A fund-raising effort begun by Bruce (Buff) McLaughry has allowed us to move forward with this project without any burden on taxpayers, and we thank all who have contributed. Coordinating with the Highway Department and Town Manager, we are also looking at improving our parking area. This winter we plan to set a trial ski track at Huntley for residents' enjoyment. Look for a set of stone stairs and a curved railing to grace the connection from the lower parking area at Huntley down to the fields next spring. We thank the Norwich Women's Club for providing some of the funds for this project.

Jill Kearney, Director (649-3040)

Recreation Council: Doug Kennedy (President), Kathy Menard (Secretary), Mary Sachsse (Norwich School Board liaison), Mary Bender, Leslie Baker-Brown, Ann Greenwald, Kate Halsey, Bernard Haskell, Hugh Huizenga, Kate Robinson, Eric Sachsse and John Trautlein (retired in 2004: Marilyn Brown, Bob Chamberlin and Alex King)

SENIOR ACTION COUNCIL

The main purpose of the Norwich Senior Action Council is to coordinate with the Bugbee Center in White River Junction on the Home-Delivered Meals program. A group of volunteers picks up cooked meals at the Bugbee Center and delivers them in Norwich from Monday through Friday each week. Currently there are six meal delivery recipients.

Other volunteers work each workday in the Common Room of Norwich Senior Housing from 11 a.m. until noon to answer the phone in case of questions or emergencies. Other volunteers take people to medical appointments. The Senior Action Council answers questions about senior needs.

The council buys subscriptions to the *Valley News* and the *Connecticut Valley Spectator* for the residents of Norwich Senior Housing.

Martha Drake, Chair (649-1301)

SEWER STUDY COMMITTEE

In August 2003 the Selectboard appointed a group of 11 Norwich residents to, once again, study, investigate the need for, and examine the implications of installing a municipal sewer system in Norwich. This committee has been asked to evaluate the present system (private owner-installed and -maintained septic systems) from an environmental standpoint; to explore the cost and feasibility of building a municipal system for Norwich; and to determine which portions of town could be served by such a system. We have also been charged with the task of consulting with the towns of Hartford and Hanover about the possibility and cost of connecting sewer lines from Norwich to their sewage treatment plants, and also researching alternative in-ground systems that could be installed to serve specific areas of town or new business or housing clusters. Lastly, we are to attempt to evaluate the effect of any of these alternatives on development and the quality of life in the town.

The committee as a whole has met at least monthly, and sub-committees that have been dealing with specific issues have been meeting more frequently. We have met with numerous State of Vermont Agency of Natural Resources officials, representatives of various towns, and professional engineers and planners; viewed alternative systems; and held community information meetings.

The committee welcomes input from the community and invites public attendance and comment at our meetings.

Lynn S. McGrew, Chair (649-5163)

TRANSFER STATION

We had another great year at the Transfer Station. Earl Duff and I painted all the sheds in July. We are now selling trash cards at the Transfer Station by check only. Transfer Station staff are Judy Trussell, lead attendant, Ron Trussell, John Wight and Earl Duff.

We would like to remind everyone that the Transfer Station operates Wednesday and Saturday from 8 a.m. to 4:45 p.m. We are always looking for new ideas or comments on how to make the Transfer Station better and more efficient. Please contact the Town Manager's office if you have any questions, comments, suggestions or concerns. Thanks for your help!

Judy Trussell, Lead Attendant

TRANSPORTATION COMMITTEE

The Norwich Transportation Committee has been charged with finding ways by which Norwich can reduce its reliance on driving automobiles for meeting our transportation needs, and increasing the use of public transportation, biking and walking.

We have been meeting since winter of 2003, and have been collecting information on topics such as commuting patterns, growth in traffic crossing the Ledyard Bridge and the Advance Transit service. We are coordinating with other groups in the area with similar goals, including the Upper Valley Transportation Management Association, and "Way to Go." We have also been exploring options to develop small park-and-ride lots in the Town of Norwich to make it easier to use Advance Transit service.

Lucy Gibson, Chair (649-5738)

TREE WARDEN

The Tree Warden is primarily responsible for managing and clearing dead and diseased trees from the town right of way. This year we focused our work on projects in town, including Carpenter Street, Jones Circle, Hazen Street, Main Street, Hopson Road, Elm Street and Firehouse Lane. Working closely with Andy Hodgdon and the Town Highway Department, we continued to improve our proactive approach of trimming and improving the treescape on roads of Norwich each year. We also removed an extremely large Silver Maple that was damaged during a windstorm. Before the damage, I had measured this tree for inclusion on the lists of Vermont's Oldest Trees, and the circumference of the trunk measured 16 feet, 4 inches. The loss of this tree reminded all of the neighbors of how much value trees add to our environment.

We continued to develop our project to make excess hardwood cut in Norwich available to needy people in the Upper Valley. Helpful volunteers delivered fuel to many people, enabling them to get through a tough winter. Andy Hodgdon and his crew helped tremendously in hauling wood up to our site off Beaver Meadow Road. Killdeer Farm donated the use of its dump truck. Many landowners generously donated wood this year and helped push our total to 15 cords. We continue to work with LISTEN and SEVCA to identify people who need the fuel. We need volunteers to help cut, split and deliver the wood and need help coordinating these activities. If you can help with this, have wood to contribute or need to report tree problems, please contact me at any time.

Jake Blum, Tree Warden (649-2994)

WATERSHED LAND MANAGEMENT COUNCIL

The Watershed Land Management Council (LMC) is charged "to develop and administer a plan for the recreational and educational use of the watershed (Fire District) land, and to promulgate regulations to govern the uses as well as the necessary maintenance and management of the land." The council consists of three voting members and three non-voting members.

There is a long-term sustainable forestry plan for the property that has been adopted by the LMC. In accordance with this plan, selective thinning and cutting has been completed along the northwest side of Beaver Meadow Road between the road and Charles Brown Brook. Selective cutting was begun in Parcel 5 as well, on the northeast side of Beaver Meadow Road. The Norwich Trails Committee has been given a grant to develop and build a multi-use trail system in the parcel. This is a collaborative community project involving the LMC, the Student Conservation Association, the Upper Valley Trails Alliance, the Norwich Recreation Department, VINS, students at Marion Cross School and other interested community members. We appreciate the contribution of the students from Marion Cross, who conducted a natural and historical resource inventory that will be used to guide final trail location as well as create an interpretive trail guide. We thank the Norwich Women's Club for the donation of funds toward this project.

After many years of outstanding service on the LMC, Al Converse has stepped down. We thank Al for his wisdom and leadership in guiding the LMC all these years, and look forward to seeing him on the Converse Loop of the Ballard Trail.

Susan McCoy, Chair (649-3736)

ZONING & PLANNING OFFICE

Development in Norwich, as measured by nine permit applications for new homes, was more than last year but less than in previous years. Subdivision applications picked up again, with nine new lots created. Based on the records since the close of the fiscal year, activity is picking up.

The Norwich Zoning Administrator/Planning Coordinator's primary responsibility is the administration and enforcement of the zoning, subdivision and septic regulations, which includes advising landowners and their representatives on issues relating to these regulations. Responsibilities also include working with the Planning Commission as clerk and planning coordinator, maintaining the Norwich Geographic Information System (GIS) and overseeing the E911 Locatable Address System. Additionally, I provide staff support to the Development Review Board (formerly the Zoning Board of Adjustment) and the Corridor Enhancement Committee.

Grants awarded this year include an \$8,000 Municipal Planning Grant from the Department of Housing and Community Affairs for technical assistance for planning mixed-use districts.

Specific information on zoning, subdivision and septic permit requirements for the Town of Norwich are listed on the inside back cover of this report. If you have any questions regarding zoning, septic permit regulations, GIS or street addressing, please call or stop in.

Phil Dechert, Zoning Administrator/Planning Coordinator (649-1204)

Permit Activity FY 2004

Development Review Board		Zoning Permits	
(Planning Commission and Board of Adjustment through October 2003)		New Homes	9
Subdivisions 5 (9 new lots)		Replacement Homes	3
Site Plan Reviews 4		Home Occupations	1
Planned Residential Development 1		Building Additions	26
Variances 2		Accessory Structures	26
Conditional Use 2		Commercial Additions	1
		Boundary Line Adjustments	6
		Agricultural Buildings	4
Septic Permits			
Full System 17			
Partial System 10			

Annual Reports

of the
Town of Norwich, Vermont

Fiscal Year
July 1, 2003, to June 30, 2004

Part III: Other Agencies & Organizations

ACORN
(AIDS COMMUNITY RESOURCE NETWORK)

In FY 2004 ACORN provided comprehensive case management services — including education and counseling, assistance in accessing medical treatment, respite care and referrals — to 51 individuals infected with HIV and 135 affected family members and partners in the 94 municipalities throughout Orange/Windsor counties in Vermont and Sullivan/Grafton counties in New Hampshire. ACORN dispersed \$38,500 in financial assistance, including \$7,000 in nutritional support, \$6,400 to support and maintain secure living environments and \$5,000 on transportation to medical treatment and support services.

During the past year 48 individuals received free HIV testing and about 100 hours of HIV education and safer sex counseling. About 1,200 incarcerated men and women in Vermont correctional facilities received more than 3,000 hours of basic HIV education and risk-reduction information. ACORN established a nonprofit organization, The Upper Valley Men's Project, to provide programs and social services for gay, bisexual and transgender men; the website is <www.uvmp.net>. Toward the close of FY 2004 ACORN began planning to expand programs to include people infected and affected by hepatitis C, the leading blood-borne viral pandemic throughout the world.

This past year ACORN mourned the passing of three individuals who died from AIDS and hepatitis C-related illnesses. One of these was a mother of three children; the youngest died of AIDS-related illness at the age of 7 and her surviving husband and children (ages 10 and 14) are HIV-infected. ACORN staff has helped the family with recreational outings, respite care and financial assistance.

We can be contacted by e-mail at <acorn@valley.net> or by telephone at (603) 448-8887.

Thomas Mock, Executive Director (603-448-8887)

ADVANCE TRANSIT

Advance Transit Inc. is a bi-state regional nonprofit public transportation system headquartered in Wilder. Our services include regularly scheduled fixed-route service, park-and-ride shuttles and the Upper Valley Rideshare carpool matching service.

Fare-free service is provided due to additional sponsorship from Dartmouth College, DHMC, the Town of Hanover and the City of Lebanon. The free service has attracted many new riders. Last year we reported that passenger boardings had risen 52 percent over the previous two years. Ridership increased an additional 21 percent — to 7,311 passenger boardings — from FY 2003 to FY 2004.

Information on routes and schedules, as well as the Upper Valley Rideshare program, can be obtained at the town offices and many other locations or by phone from 8 a.m. to 4:30 p.m. Monday through Friday. Call 295-1824 or visit our website at <www.advancetransit.com>.

It is our pleasure to serve you and to help meet your transportation needs. Thank you for your continued support.

Van Chesnut, Executive Director

AMERICAN LEGION LYMAN F. PELL POST #8

The American Legion is a national veterans' organization that serves to promote an individual obligation to community, state and nation.

Eighty-five years ago, in September 1919, the U.S. Congress granted the Legion a national charter. The first national convention was held in Minneapolis, where a permanent constitution was adopted and officers were elected to head the organization. Post #8 was founded in 1929, 10 years after the national charter was received from Congress.

We have sponsored the Norwich Cub Scouts since 1952. We supplement our income with cribbage every Thursday from 7 to 9:30 p.m. Games are open to the public for a fee of \$3 per person. We also rent out the Legion Hall at \$10 per hour.

On May 30, 2004, Earl Thompson, representing the Legion of the State of Vermont and a paid-up-for-life member of Lyman F. Pell Post #8, was sent down to Washington, D.C., with his daughter, Barbara, to participate in the dedication of the National World War II Memorial.

Norbert Whitman, Commander
Earl Thompson, Adjutant (649-1322)

THE FAMILY PLACE

The Family Place supports the positive growth and development of all parents by offering services that encourage families to build upon their strengths. The Family Place Parent Child Center serves 22 towns in Vermont as well as numerous New Hampshire towns in the Upper Valley. We are committed to promoting the healthy growth and development of families with children from newborn to age 5. Some of our programs now serve clients through the age of 17.

We provide parent education, playgroups, parenting skills and family support services through home- and center-based programs. Some highlights in FY'04:

- Our Child Care Subsidy Program helped finance child care for 1,084 individuals from area towns.
- Our Home Visiting Programs served 896 individuals.
- We offered four playgroups in area towns for a total of 694 participants.
- Our Family Fun Events attracted 592 parents and children.
- Our Parent Education Program served 490 individuals with parenting information and informational workshops.
- Through the efforts of Toys for Tots and the generous donations from local organizations and individuals we were able to offer Holiday Assistance to 466 individuals.
- Our on-site Child Advocacy Center serves children up to age 17 and we now have an on-site therapist, qualified to treat sexual abuse victims. A total of 80 children received services.
- There were 326 telephone calls for information and referral service as well as numerous walk-ins looking for assistance. We also provide a web site to assist individuals seeking information.
- Our lending library of more than 475 books and videos is popular with adults and children alike.

A total of 195 individuals in Norwich received services from The Family Place, many as often as weekly.

Elaine Guenet, Executive Director (649-3268)

GREATER UPPER VALLEY SOLID WASTE MANAGEMENT DISTRICT

Norwich is a charter member of the Greater Upper Valley Solid Waste Management District, which was created in 1990 for the express purpose of managing waste generated within its member municipalities. The district provided direct service to Norwich in FY 2004 while also planning for the member towns' long-term waste management needs, including continued planning and development of the North Hartland landfill. The district achieved a significant milestone in 2004 by fully permitting the publicly owned solid waste landfill as envisioned by Vermont's Act 78 solid waste law.

Direct services to Norwich and its residents included:

- Providing technical assistance to the town for improvements and cost savings at the transfer station/recycling center, including membership in the Northeast Resource Recovery Association.
- Recycling and disposal of hard-to-manage materials at the transfer station, including fluorescent light bulbs, car batteries, computers or electrical components, waste motor oil, tires, packing peanuts and obsolete propane tanks.

Ninety-eight Norwich residents participated in district-sponsored events, including computer recycling, household hazardous waste collection events, compost bin sales and bulky trash, tire and scrap metal collections.

We welcome your suggestions on ways to improve our services. District events for the upcoming collection season will be available at Town Meeting, at all Town Clerks' offices, and the district office at 296-3688 or on the web at <www.guvswd.org>.

Fred Moody, Executive Director (296-3688)

HEADREST

We can not thank you enough for your continued support in the fight against substance abuse. The monies that you contribute are used to fund several programs that serve the residents of Norwich along with many other residents of the State of Vermont. Our crisis hotline, crisis teenline and the National Hopeline — 1-800-Suicide — are manned 24 hours a day, seven days a week. Headrest is one of 70 national call-in sites for 1-800-Suicide and we are accredited by the American Association of Suicideology, whose headquarters are in Washington, D.C.

Last year we received a total of 12,000-plus calls on our crisis hotlines. This service is funded solely by local towns and cities (such as Norwich), the United Way of the Upper Valley, the United Way of Sullivan County and private donations. Our crisis hotline has been in operation for 33 years — that's more than 12,000 consecutive 24-hour days of service to the Upper Valley.

Our records show 67 calls were received in FY 2004 from individuals who identified themselves as Norwich residents and, based on current trends, we would expect the calls received from the Town of Norwich residents will exceed 100 in future.

Substance abuse has been identified as one of the leading public health issues that we are facing locally and nationally. Studies show that, nationally, deaths directly related to drug use have more than doubled since the early 1980s. The Centers for Disease Control and Prevention found in a 1995 study that, "Alcohol is a major factor in the leading causes of youth death — accidents, homicides and suicide."

Michael Cryans, Executive Director (603-448-4872)

HEALTH CARE AND REHABILITATION SERVICES OF SOUTHEASTERN VERMONT

In the year ending June 30, 2004, our agency provided a comprehensive range of community-based services to 5,059 residents of Windsor and Windham counties. The services available include:

- Outpatient Mental Health Services: Highly trained therapists, social workers and psychiatrists to help individuals and families cope with stress and anxiety; also walk-in clinics for any resident with an urgent need to see a mental health counselor;
- Alcohol and Drug Treatment Services: Assessment, inpatient referral, outreach, outpatient treatment and aftercare to aid the recovery from chemical dependency and its effects;
- Community Rehabilitation and Treatment Program: Services for adults suffering from a mental illness so serious that it interferes with their capacity to function in the community; help and information to family members and clients to regain stability and learn how to manage their mental illness, either in a hospital setting or as outpatients;
- Community Services Division: Services to people with developmental disabilities and their families;
- The Alternatives Program: A short-term alternative to hospitalization, it provides crisis stabilization, respite and support to clients with psychiatric disabilities or to any adult experiencing an acute mental health crisis; transitional residence for those stepping down from an inpatient setting;
- Emergency Services: Specially trained mental health professionals are available 24 hours a day for emergencies. Anyone may use this service when a crisis arises, including individuals of any age, family and friends of an individual in crisis, hospitals and nursing homes, police, schools, clergy, businesses and other community agencies.

George Karabakakis, Director (295-3031)

MONTSHIRE MUSEUM OF SCIENCE

The Montshire Museum of Science is a nonprofit, community owned and operated institution serving Norwich and surrounding communities since 1976. In recognition of our home community, Montshire is pleased to provide a variety of benefits exclusively to Norwich residents, including free admission to the museum for Marion Cross School classes between September 1 and April 15. Last year the Montshire provided two summer program scholarships to Norwich residents, and donated 160 complimentary passes to the Family Place and 50 passes to the Fresh Air Fund for use by Norwich host families. The Norwich School District and its colleagues in the SAU 70 District are provided use of the Montshire's conference room for their monthly administrative meetings. Other Norwich nonprofit organizations, including the Upper Valley Trails Alliance, benefited from free use of the Montshire's Community Room. More than 350 Norwich individuals or families are members of the museum and many other residents take advantage of the Montshire's proximity by attending regularly. As one of the more popular attractions in northern New England, Montshire also generates important tourist revenues that benefit Norwich businesses.

David Goudy, Director (649-2200)

NORWICH HAPPENINGS

Norwich Happenings is a town newsletter that appears three times a year. In addition, we publish a page in the *Norwich Times* four times a year for town committees and officers to report on their activities.

In each issue of the newsletter, members of the *Happenings* committee write about issues affecting Norwich — from development to taxes to pressures on the small-town nature of our community. We also publish a town calendar, requests for volunteer help from organizations in town, and profiles of people and institutions that affect life here. The town funds that support *Happenings* go entirely to printing and postage costs.

Norwich Happenings is edited by Rob Gurwitt. Committee members are: Ken Cadow, Theresa D'Orsi, Vicky Fish, Steve Gorman, Tom Gray, Lee Michaelides and Warren Thayer.

Rob Gurwitt, Editor (649-2766)

NORWICH HISTORICAL SOCIETY

Since moving to the Lewis House on the corner of Main and Elm Streets, we have increased our hours, hired an administrative coordinator and provided a meeting place for the community while continuing our mission to preserve Norwich's history.

We are pleased that many nonprofit groups have chosen to hold meetings at the Lewis House: Upper Valley Land Trust, Norwich Women's Club, Student Conservation Association and the Norwich Lions Club.

In addition, we are working closely with the Marion Cross School and planning ongoing programs for the students so they can experience Norwich's history firsthand. This summer's exhibition in the south parlor featured a series of remarkable drawings from the Marion Cross third grade class. These drawings of historic Norwich homes and other familiar places, such as Dan & Whit's, traveled to Tunbridge, Vermont, to be part of our display at the Vermont History Expo.

With more room for exhibits at the Lewis House, the wonderful quilt done by the Norwich Women's Club to celebrate Norwich's bicentennial was on display for most of the summer.

Because of the support from the Town of Norwich, as well as our generous neighbors and friends, we have painted the outside of the house, replaced the old roof and returned the shutters to the building. In addition, the old fence has been carefully replicated and replaced. Thanks to Norwich University alumni, the memory of founder Alden Partridge has been honored with the installation of a plaque acknowledging the extensive hikes he took with his cadets when the university was located here in Norwich. The plaque is located on the corner of Elm and Main Streets on the Appalachian Trail.

We are currently in the midst of a major capital campaign with an ambitious goal of \$825,000, and we have raised \$228,000 to date. Once we have reached our goal, we will be able to pay off our mortgage, increase the Historical Society's endowment, and renovate the barn for a community center for use by all of Norwich.

William M. Aldrich, President (649-0124; <nhs@tpk.net>)

NORWICH LIONS CLUB

The Norwich Lions Club celebrated its 50th anniversary on June 4, 2004, with a celebration that was attended by more than 100 present and past Lions, spouses and guests. Charter member Jim Southworth was awarded a Melvin Jones Scholarship in recognition of his past and present contributions to the club.

Lions International is a worldwide organization with clubs in more than 180 nations worldwide. With a motto of "We Serve," Lions are dedicated to helping "neighbors in need." Over the years the Norwich Lions Club has provided community service and donations to many local charitable organizations, including the Red Logan Health Clinic, the Austine Green Mountain Lions Club, the Haven, Norwich Library, Boy Scouts and many others. In addition, we maintain a "mailbox" on Main Street for the collection of used eyeglasses. Our largest fundraiser since 1989 has been operation of the Norwich Fair from a site adjacent to the Farmers Market on Route 5 South. That event has raised close to \$500,000 for the Norwich Lions Club and about 50 other nonprofit groups in support of their various programs and causes.

We lost two long-time hardworking members during the last year, Bob Huke and Ed Seaton. We thank their spouses, Ellie and Grace, for sharing them with us over the years.

Norwich Lions meet on the first and third Tuesdays of the month in the Norwich Public Library Community Room. We invite guest speakers to discuss topics of community interest and tend to have lively meetings. If you have interest in learning more about Lionism, we would enjoy your attendance at one of our meetings. If you are interested in joining, please contact Jay Van Arman at 649-1723.

Ed Childs, King Lion (649-1614)

NORWICH PUBLIC LIBRARY

Once again the Norwich Public Library had a fabulous year! We offer adult and children's books, audiobooks, video/DVDs and periodicals. Public Internet access is now available via four computer terminals and a laptop that can be used in the library, including wi-fi. Twenty-four groups use our Community Room (offered free of charge for local organizations) on a regular basis. Our programming has continued to grow again this year, with 212 programs (for both kids and adults). Attendance at the programs also increased, for a total of 4,403 adults, teens and children. This year we had eight exhibits by local artists. Our outreach program made 52 visits to patrons who couldn't come to us. Our inter-library loan program increased by 10 percent, from 476 books to 529. Our circulation grew, with a 15-percent increase from 48,289 to 55,369 titles, as did our list of patrons, with an 11-percent increase from 3,154 to 3,499 patrons. This brought the total of Norwich residents holding a library card up to 72 percent. Through purchase and donation we added 2,600 new items to our shelves.

Thanks to the hard work and generosity of our increasingly active Friends Organization, we were able to fully air-condition the library during the summer. An anonymous patron has donated money to fund an after-school monitor position. The Norwich Women's Club made possible the new lighting of our sign.

Lucinda H. Walker, Director (649-1184)

Board of Trustees: Dawn Carey, president; Gene Lyons, vice president; Mike Woods, treasurer; Nancy Osgood, secretary; Dan DeMars; David Emerson; Bob Pitiger; Barry Rotman; Jan Scheiner; Sonia Swierczynski; Stephen Tate; Anne Goodrich (ex-officio)

NORWICH SPECIAL PLACES

Norwich Special Places (NSP) is an all-volunteer conservation group. Its purpose is to conserve special places of high natural and/or social value to the Town of Norwich; to respond quickly to conservation opportunities; and to be proactive, so that conservation opportunities can be anticipated rather than lost.

NSP is run by an 11-member board of directors and supported by an advisory council of about 100 members. The Upper Valley Land Trust enables NSP to focus on conservation projects by providing guidance and maintaining financial records and 501(3)(c) certification.

The natural resources that NSP seeks to conserve include, but are not limited to: water resources, prime agricultural land, forestland, flood plains and unique or fragile biological sites. Social resources include properties of special historic, archeological or educational interest, and those with scenic or recreational value. NSP complements town boards and works cooperatively with them and other community organizations.

NSP and the Norwich Conservation Commission recently finalized an informal open space plan for the Town of Norwich that will help identify and guide priority conservation efforts. A copy of this plan may be viewed at the town website: <www.norwich.vt.us> (follow links to Conservation Commission), or by calling one of the contacts below.

For more information, please contact Elizabeth Adams, organizational co-chair (649-8635), or Jonathan Frishtick, projects co-chair (649-2514).

Elizabeth Adams, Organizational Co-chair (649-8635)

NORWICH WOMEN'S CLUB

The Norwich Women's Club (NWC) had its origin in 1907 as the Women's Literary Club of Norwich. Our purpose is to generate, promote and support cultural, educational, civic and charitable aspects of life in Norwich.

The Fall and Spring Nearly New Sales are clothing consignment sales organized by the NWC. The sales benefit the Norwich Women's Club Scholarship Fund, which awards scholarships to Norwich residents for post-secondary education. Norwich residents have received more than \$475,000 in grants since the sales began in 1963. This past year we granted \$34,000 to 21 students.

Floribunda, our popular spring flower show, benefits community projects. We fund activities that will enhance the town and benefit its residents. Some NWC projects include: benches and equipment at Huntley Meadows, band concerts, a sign for the Norwich Library, restoration of the gazebo on the Norwich Green and the visiting authors program at Marion Cross School. We also provide the plants for the flower beds on the triangle at Tracy Hall and publish the Norwich Phone Directory. This past year we distributed \$12,000 for 21 projects.

Suggestions for new projects are welcome. Requests must be made before May 1 each year.

Membership is open to all area women who would like to play a part in making Norwich a better community for all who live here. For further information, write to P.O. Box 191 in Norwich or call me.

Mindy Penny, President (649-2169)

SOUTHEASTERN VERMONT COMMUNITY ACTION

Southeastern Vermont Community Action is an anti-poverty, community-based, nonprofit organization serving Windham and Windsor counties since 1965.

Our mission is to work collaboratively to alleviate hardships, foster sustainable self-sufficiency, strengthen our communities and eliminate the root causes of poverty. SEVCA has a variety of programs and services to meet this end. They include Head Start, weatherization, emergency services (such as fuel and utility assistance, food, shelter), crisis intervention, parent education, micro-business development, individual development accounts and four thrift stores.

In the community of Norwich we provided the following services during FY'04:

Weatherization — 2 homes at \$20,020

Micro-business development — 5 individuals at \$824 each

Family services (outreach) — 6 families; 41 services

Fuel/utility assistance — \$1,650

Community support through town funding helps to build a strong partnership. The combination of federal, state, private and town funds allows us not only to maintain but to increase and improve service.

We thank the residents of Norwich for their ongoing support.

Stephen Geller, Executive Director (722-4575)

TWO RIVERS-OTTAUQUECHEE REGIONAL COMMISSION

During 2004 TRORC provided technical expertise and resources for municipal officials as well as advocated for members' needs with the state legislature and with state and federal agencies. Major accomplishments for this past year included:

Regional and local transportation planning — We wrote many transportation enhancement grants and assisted our towns in procuring design engineers, processing requisitions for payment and organizing public meetings for local input. TRORC also assisted communities as they worked their way through the environmental permitting process on transportation projects and conducted many traffic counts, speed limit studies and intersection analyses.

Local technical assistance — We provided advice and support to all town officials on grant writing and administration, assistance on town plan revisions, ordinance development, GIS mapping, transportation planning and Act 250 development review.

Emergency planning activities — The emergency management planning program continued to be funded by FEMA and the Department of Homeland Security. Projects focused on all-hazards planning associated with natural and man-made disasters. Our staff helped write and coordinate many of the first-responder grants for safety equipment received by our towns.

Economic development planning — The commission continued working on a \$200,000 Environmental Protection Agency grant to assess the level of contamination on many sites throughout our region. Once the level of contamination is known, the commission helps towns locate funding sources for clean-up. An additional \$200,000 was received by TRORC this year to help those communities with properties contaminated by petroleum products.

Peter G. Gregory, Executive Director (457-3188)

UPPER VALLEY COMMUNITY GRANGE #581

The Grange continues to maintain its purpose of “Improvement of Self and Community.” We are pleased to cooperate with other organizations and individuals who seek the advancement of education and the moral welfare and happiness of mankind.

Our Grange building on Main Street serves as a meeting place for young people in Junior Grange, for Cub Scouts and for young local gymnasts. On several occasions the State Young People have used our hall for meetings and public pancake breakfasts. We continue to furnish a Webster’s Dictionary to each member of the third grade in our local schools. When the Senior Housing Committee needs extra tables and chairs or a larger place to gather, the Grange is happy to be called upon to help. Other groups and individuals find us helpful to their cause, be it as a place for their music group to practice, to hold a sale for the benefit of cancer cures or for a family gathering.

This past year we presented William Aldrich, president of the Norwich Historical Society, with the Community Citizen Award. We commend him for his dedication to making the society an improvement and benefit to our town.

With our monthly public breakfast and our continued effort to revitalize our outward appearance, we continually strive to make our Grange Hall an attractive and welcome place for ourselves and our community. For more information, please contact Upper Valley Grange Master Misty Hilliker at 295-1289 or Secretary Clyde Berry at 295-2091.

Hazel Hickson (649-1739)

UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

UVLSRPC has provided a mechanism for Upper Valley communities to collaborate on issues of common concern and work together toward balanced growth since 1963. This past year UVLSRPC’s Vermont communities were incorporated into Two Rivers-Ottawaquechee Regional Commission (TRORC). For communities in both states, some creative approaches to regional planning will be required. During the year UVLSRPC:

- Began exploring options for continuing to address some of the Upper Valley’s transportation, economic development, housing and watershed management needs across the region’s state line;
- Continued to participate in comprehensive economic development planning in both Vermont and New Hampshire;
- Assisted 14 communities with updates of their master plans or capital improvement programs or amendments to local land use regulations and floodplain ordinances, and completed hazard mitigation plans for 11 communities;
- Organized four hazardous waste collections;
- Reviewed all Act 250 applications to ensure that area concerns were addressed;
- Conducted informational programs and training for local officials on topics such as low-impact development, solid waste, community water supplies and small shared septic systems; and
- Developed a new website — <www.uvlsrc.org> — to improve our ability to share information on planning issues and events.

We have appreciated the high level of participation and support we have received from Norwich, and look forward to coordinating with TRORC to serve the needs of the Upper Valley in the coming year.

Tara E. Bamford, Executive Director (603-448-1680)

UPPER VALLEY LAND TRUST

The Upper Valley Land Trust (UVLT) is nonprofit organization dedicated to helping the people of the Upper Valley permanently protect the land they care about most — working farms and forestland, water resources, wildlife habitat, scenic lands and recreational areas. Since 1985 UVLT has conserved 280 parcels, 30 of them in Norwich. UVLT is guided by local conservation priorities and works with individuals, neighborhood groups, organizations and towns that choose to protect land in perpetuity under legally binding conservation easements. UVLT maintains an active stewardship program to monitor and defend these easements. UVLT is a member-supported organization with more than 1,200 contributing households. Its staff of 13 is assisted by more than 100 volunteers. In Norwich during the past year the UVLT:

- Conserved the Tidman property on Bragg Hill, adjoining other UVLT-protected lands as well as the Bill Ballard Trail;
- Assisted Liz Russell in improving a network of public cross-country ski trails on her conserved Cossingham Road property;
- Provided support and assistance to Norwich Special Places as the group developed its open space plan;
- Provided assistance to seven landowners considering conservation options;
- Sponsored a series of workshops in which Norwich Conservation Commission members and Norwich Special Places board members participated;
- Worked on the town's behalf to resolve an easement encroachment on town-owned conserved land.

For more information contact me or visit UVLT's website at <www.uvlt.org>.

Kate Villars, Community Relations Director (603-643-6626)

UPPER VALLEY RIVER SUBCOMMITTEE OF THE CONNECTICUT RIVER JOINT COMMISSIONS

The Connecticut River Joint Commissions (CRJC) is a nexus for communication involving the Connecticut River and its valley and watershed, linking the states of New Hampshire and Vermont, the federal government, local government and citizens. Both commissions are advisory and have no regulatory powers. Each state appoints 15 commissioners to the CRJC, integrating a wide and representative diversity. The CRJC has established five local subcommittees to ensure local participation and leadership. Each town may have two regular, official subcommittee members. The goals of the CRJC are to “guide growth and development in the Connecticut River Valley.” All Norwich citizens who have an association with the Connecticut River or its tributaries — be it recreation, water supply or scenic values — are benefited by the CRJC.

Currently the subcommittees are updating their respective river management plans, focusing upon water quality and recreation in our area. We have also considered ways to guide a number of riverfront development projects, including the Dresden Rowing Club facility, to minimize negative effects upon the river, riverbank stability, shoreline habitat and water quality.

John Lawe and Peter Richardson are the Connecticut River Commissioners.

Jeffrey D. Mathias, Norwich Representative (649-3927)

UPPER VALLEY TRAILS ALLIANCE

The Upper Valley Trails Alliance (UVTA) is a coalition of trail supporters and users that seeks to protect, enhance and maintain trails throughout the Upper Valley. Accomplishments during 2003-04 include:

- Conducting a trails education and stewardship program, funded by the Wellborn Ecology Fund and in partnership with the Norwich Trails Committee and the Norwich Land Management Council, to increase the number and skill level of volunteers available to assist with trail projects in the community. Result: The Trails Committee doubled its number of members, bringing new energy and skills to maintaining trails in town.
- Engaging sixth-grade students at the Marion Cross School in a natural/historical resource survey to guide the layout of a new trail on Norwich Fire District Land, in partnership with the Community Mapping Program at the VINS.
- Hosting a Geographic Positioning Systems (GPS) Day in Norwich to introduce people to GPS technology while gathering precise data on trail locations for a planned Geographic Information Systems database of Upper Valley trails.

Future plans are shaped by receipt of a grant from the Robert Wood Johnson Foundation for the project, Upper Valley Trails for Life, which will promote healthy lifestyles among area residents through the use of trails. Two major objectives are to initiate prescription walking programs at Dartmouth-Hitchcock Medical Center and other medical practices to educate people about the health benefits of physical activity, and to publish a guide to trails and walking routes in Norwich and other communities.

For more information, contact me or visit <www.uvtrails.org>.

Wally Elton, Executive Director (649-9075; <trails@valley.net>)

VERMONT DEPARTMENT OF HEALTH

The Vermont Department of Health works to protect and improve the health of all citizens. The department works with local, state and federal agencies to assure a rapid and effective response to bioterrorism and other public health threats or emergencies.

Special Supplemental Food & Nutrition Program for Women, Infants and Children (WIC): In 2003 15 women, infants and young children living in Norwich received health and nutrition screening, education and nutritious foods through this program.

Reportable Disease Investigations: The department investigates all reportable cases of infectious disease, strives to determine their source and recommends measures to control spread of disease. In 2003 Windsor County had 126 cases of disease investigated.

Vaccine-Preventable Diseases: In 2003 the Vermont Department of Health distributed more than \$244,777 worth of vaccine to health care providers in the White River Junction district.

Food and Lodging Inspections: Inspections include a 44-item review to evaluate food storage, preparation and handling, as well as to identify potential risks. Of the five establishments in the Norwich area, there were seven inspections in 2003. For the most recent inspection scores and results in your area, go to <www.healthyvermonters.info>.

Town Health Officer Program: THOs work on a variety of environmental and health issues and respond to public health concerns as varied as animal bites, West Nile virus, rental code complaints and septic systems. For FY 2004 the department assisted the Norwich Health Officer and residents with seven inquiries.

For more information, call the White River Junction office at 295-8820.

VERMONT LEAGUE OF CITIES AND TOWNS

Founded in 1967, the Vermont League of Cities and Towns (VLCT) is a nonprofit, nonpartisan organization that serves Vermont's municipal officials. The league provides: information and other resources to municipal officials so that they can deliver excellent service to their citizens, and to the public so that it can better understand local government; support for legislation that strengthens local government; and comprehensive insurance coverage for municipalities.

VLCT's Municipal Assistance Center provides legal, consulting and education services. The center fields toll-free telephone inquiries from municipal officials, maintains a clearinghouse of model ordinances and bylaws and sponsors workshops on current issues affecting local government. In FY'04 VLCT responded to 5,771 telephone and electronic inquiries for assistance from municipal officials and conducted 14 workshops attracting more than 1,200 municipal attendees.

VLCT also offers handbooks written for local officials who need a "plain English" guide to complex state and federal laws. In FY'04 more than 600 handbooks were distributed to municipal officials.

Speaking with one voice on behalf of many Vermont municipalities, VLCT also educates state and federal officials about the impact of their actions on local governments and informs them of municipal needs and concerns. At the federal level, VLCT represents Vermont municipal interests in Congress and federal agencies through its membership in the National League of Cities and work with Vermont's congressional delegation.

Steven E. Jeffrey, Executive Director (800-649-7915)

VISITING NURSE ASSOCIATION & HOSPICE OF VERMONT AND NEW HAMPSHIRE

The Visiting Nurse Association (VNA) and Hospice provides a comprehensive range of care, requisitioned by hospital staff and physicians, for everyone in need, regardless of ability to pay. Needs can vary dramatically from month to month and year to year. The VNA is committed to providing medically necessary, skilled home-health services to uninsured and under-insured individuals.

Town funding enables clients to remain independent and at home as they receive skilled clinical care during times of injury, recovery from surgery or accidents, or disability, whether for short-term or chronic illness. The VNA provides emotional support plus pain and symptom management during terminal illness, and support for family members as well. The VNA also provides community wellness programs and assistance to young families at risk; clients range from mothers and fathers who learn more about parenting skills and children's dietary needs to infants and young children with chronic illness who require long-term support and care.

The VNA provided the following services during FY 2004, for a total of 1,327 visits: skilled nursing, 444 visits; physical therapy, 190; speech therapy, 19; occupational therapy, 102; medical social worker, 2; home health aide, 215; homemaker, 76; Hospice and private duty, 279. The VNA served: 7 patient families through Hospice; 4 children through the Maternal Child Health Program; 65 through clinic attendance; and 3 families, 2 dads (in the Fatherhood Program) and 10 individuals through family support services, which included 18 home visits.

Susan H. Larman, President and CEO (295-2604)

WHITE RIVER COUNCIL ON AGING/BUGBEE SENIOR CENTER

The Bugbee Senior Center is a community focal point and a vital social institution. We are an essential link in the aging network, offering a broad range of services and activities, as well as access to many other community resources. Our focus is on the older adult as a total person, recognizing their diverse needs and implementing a quality program that promotes independence.

During FY 2004 we provided center and home-delivered meals, transportation, advocacy, paralegal services, primary case management, housing assistance, information and referral, nutrition screening and education, health clinics, volunteer opportunities, informational monthly newsletters, support groups and recreational opportunities.

We provided services to 138 Norwich residents over the age of 60; 29 Norwich residents joined us for lunch 556 times. The Bugbee Senior Center provided 1,830 home-delivered meals to homebound or convalescing residents of Norwich. Advocacy or paralegal services were provided by appointment at the center or individuals' homes. We sent 1,488 copies of our newsletter (the *Bugbee Bulletin*) to 124 individuals in Norwich. Additionally, we provided 622 one-way trips to Norwich residents on our van or with volunteers.

The Bugbee Senior Center at 262 North Main St., White River Junction, welcomes all Norwich residents to learn more about our services. We welcome visits during weekdays, 8:30 a.m. to 4:30 p.m.

Kathleen W. Avery, Executive Director (295-9068)

WINDSOR COUNTY COURT DIVERSION

Windsor County Court Diversion (WCCD) is a citizen-run, locally controlled organization offering alternatives to conventional court-based prosecution for offenders charged with civil offenses, misdemeanors or certain felony crimes. In Vermont both juveniles and adults are eligible. The majority of clients served are between the ages of 15 and 25.

The three main goals of the diversion program are: (1) obtaining restitution for victims of crime; (2) holding offenders accountable for their conduct and helping them avoid future criminal conduct; and (3) making amends to the wider community harmed by the offense. The availability of diversion reduces pressure on an overtaxed court system, saving Vermont taxpayers an estimated \$7.5 million annually. It also provides a highly effective intervention. One measure of our recent success is that the recidivism rate has declined from 15 to less than 6 percent. Offenders who successfully complete diversion and avoid legal trouble for two years can have their criminal records sealed, which preserves chances for future employment or financial aid for higher education.

During FY 2004 a total of 35 Norwich residents completed diversion programs. Of these, seven were charged with criminal misdemeanors (three of which were drug-related) and 28 were minors charged with possession of alcohol.

For more information, Norwich residents are encouraged to contact me at the number below. More information about diversion and other community justice programs can be found at our website, <www.courtdiversion.org>.

Paul Haskell, Executive Director (281-5060)

WINDSOR COUNTY PARTNERS

Our youth mentoring program — Mentors for Youths — celebrated its 30th anniversary this year. The Vermont Commission on National and Community Service recognized our milestone with a Governor's Award for Outstanding Community Service. We continued to provide at-risk youth with positive, healthy and supportive adult role models who help improve our youth's self-esteem, direction and leadership potential.

Last year we supported 32 mentoring partnerships for children ages 10 to 17 throughout Windsor County; we served four Norwich residents. Our corps of committed Senior Partner volunteers spent more than 3,780 hours with these children, providing them with guidance, models of healthy behavior, and fun and wholesome activities and opportunities.

We also sponsored 13 activities allowing all of our partnerships to get together and share a fun and cost-free activity. Each activity contained an anti-substance abuse component and fostered a congenial and fun-filled atmosphere completely devoid of violence, alcohol, tobacco or other drugs. Partners especially enjoyed singing holiday carols to nursing home residents, climbing at The Wall, a pool and pizza party, and our 30th anniversary celebration picnic.

Our adult volunteers initially commit to meet for about three hours each week for a year with a child of the same gender. Many mentoring relationships last three or more years. All of our services are free of charge to the volunteers, children and families we serve.

For more information or to volunteer, please contact me at (802) 674-5101, (800) 491-5101 or <windsorcountypartners@adelphia.net>.

Mary Beth Heiskell, Executive Director (674-5101)

WISE (WOMEN'S INFORMATION SERVICE)

WISE provides domestic and sexual violence programs and an emergency shelter for victims of sexual or domestic violence and their children with the aim of making the Upper Valley a safer place for families to live. Our Community Education and Youth Outreach Program raises community understanding by working with local area service providers and educating youth — including training for students and staff in Dresden School District — about healthy relationships.

WISE provides a full range of services to Norwich residents through the Domestic Violence and Sexual Violence Programs, including 24-hour crisis line, medical advocacy, legal advocacy, emergency shelter, supportive services, information and referral, support groups, children's group and transitional housing. In FY'04 WISE provided services to 663 new clients. We provided emergency shelter to 19 women and 15 children. We sponsored nine families in transitional housing. WISE advocates responded to 71 calls from the DHMC Emergency Department and Alice Peck Day Hospital. We provided support and services to 16 Norwich residents, including 15 victims of domestic violence and one victim of sexual assault.

We welcome inquiries from Norwich residents about our programs and services; reach me at <peggy.oneil@wiseoftheuppervalley.org> or at the number below. Our office is at 79 Hanover St., Lebanon, NH 03766.

Peggy O'Neil, Executive Director (603-448-5922)

YOUTH-IN-ACTION

Youth-In-Action Inc. (YIA) is a nonprofit organization whose mission is to involve high school age students in meaningful community service. Our program had an enrollment of more than 270 students this past school year. One-third of those students were Norwich residents.

YIA contributed more than 3,000 hours of service through our own projects and volunteering for local charities, agencies, private citizens and organizations. We work with area Lions Clubs, LISTEN, recycling efforts, charity walks and senior citizen housing, etc. Through our service to local agencies we serve the needs of Norwich residents by improving the quality of life in the Upper Valley. We have helped seniors in Norwich with yard work and chores in their homes. Our student volunteers have helped at the Norwich Library, Old Home Day and Norwich Fair. We provide a unique opportunity for Norwich adults to interact with high school students in areas of community service.

YIA provides healthy outlets for the high school age youth, and works with them in the areas of character and citizenship. YIA students are recommended for community service awards and scholarships and many are given recommendations and references for college and future employment opportunities.

As our number of participants remains high, the expenses we incur in running the program also remain high. Your support is very valuable to our program.

Kathy Geraghty, Director (603-643-4313)

Annual Reports

of the
Town of Norwich, Vermont

January 1 - December 31, 2004

Part IV: Norwich Fire District

NORWICH FIRE DISTRICT

Prudential Committee	Term Expires
Cleta P. Wheeler.....	2006
Melvin Biggs.....	2007
Jonathan Vincent, Chair.....	2008

Administration

Cheryl A. Lindberg, Treasurer.....	2006
Anne French, Clerk.....	2006
Tammy Kitzmiller, Auditor	2006
John C. Candon, Moderator	2006
Brion McMullan.....	District Administrator
Sam Eaton, Bob Edmands.....	Staff

Office Hours

The office is located at 316 Main Street and is open 8 a.m. to 4:30 p.m. Monday through Friday. To ensure that someone is in the office, please call 649-3474 in advance. The office is not handicapped accessible; please call and we will make suitable arrangements.

NORWICH FIRE DISTRICT 2005 ANNUAL MEETING WARNING

The Annual Meeting of the Norwich Fire District will be held in Tracy Memorial Hall Multi-Purpose Room on Tuesday, January 18, 2005, at 7:30 p.m. to transact the following business:

Article 1. To approve the 2004 Annual Meeting Minutes and the 2004 Special Bond Meeting Minutes.

Article 2. To hear and act upon the reports of the Officers of the District.

Article 3. To see if the Fire District will raise and appropriate the amount set forth in the budget proposed by the Prudential Committee for necessary expenses.

Article 4. To authorize the Treasurer to collect District taxes and assess late payment fees for delinquent taxes.

Article 5. To elect all Fire District officers as may be required by law.

Article 6. To transact any other business that may legally come before this meeting.

Persons residing within the limits of the Fire District who are voters in Town Meeting shall be voters in the Fire District Meeting. Title 20 VSA, Pt 7, Ch. 171, §2484.

It is the policy of the Norwich Fire District to make public meetings accessible to all. If you have any special needs, please make them known to the Norwich Fire District at 649-5424 at least 24 hours before the meeting.

If the number of voters attending the Annual Meeting exceeds the capacity of the Tracy Hall Multi-purpose Room the meeting will be moved to the Multi-purpose Room at Marion Cross School.

Anne French, Clerk

ANNUAL REPORT OF THE PRUDENTIAL COMMITTEE OF THE NORWICH FIRE DISTRICT

The Fire District ends this year with a small deficit, due largely to lower water use during a wet summer. For 2005 we are again projecting a small deficit, recognizing that some costs can be postponed if revenues are lower than planned.

The major item undertaken by the Fire District this year has been the engineering and design of replacement pipe for the unlined 1922 cast iron pipe still remaining on Cliff, Hazen, Elm and Main Streets and on Hopson Road. Design work was also undertaken for replacing the two-inch iron pipe feeding Jones Circle. It had been hoped that this work might be completed in time to go to bid in the fall of 2004, but Provan & Lorber, the engineering firm selected, is still working with the State of Vermont to obtain the necessary permits. We expect these to be awarded in the near future, with the work going out to bid in January 2005 for construction later in the year.

Meanwhile, repairs and improvements continue at the Fire District building on Beaver Meadow Road near the site of the old reservoir. Brion McMullan and Sam Eaton have done much of the work themselves, saving the district money. We all owe a debt of thanks to Langlois Electric and J&B Plumbing and Heating for their assistance with this project. When completed, this work will turn the old building into a functioning Operations Center, with heat, insulation and storage areas for tools and supplies.

Also during 2004 the reservoir was cleaned and inspected, in compliance with the Water Supply Regulations of the State of Vermont. The work was done by divers from Liquid Engineering, who vacuumed the bottom of the tank and inspected it for cracks and erosion. The process was filmed for recording purposes. The divers found the tanks in very good condition, with very little sediment at the bottom. They also discovered a pen which had been dropped accidentally by Sam Eaton, and which remained upright on the bottom (and still works). This cleaning and inspection is required every five years.

During 2004 the Prudential Committee transferred ownership of the New Boston Road Transfer Station property to the Town of Norwich. This was done in accordance with the vote taken at the 2004 Annual Meeting of the Fire District. New regulations taking effect during 2005 will require a small groundwater-based water system, such as the Fire District's, to disinfect and to monitor disinfection byproducts in the distribution system. For many years the district has kept a traceable amount of disinfectant in the distribution system, so we comply with the new regulations.

Finally, the Fire District and the Prudential Committee welcome Stephen Soares in his new position as Town Manager. The town and district have cooperated together in the past on several projects that benefited both residents of the district and the rest of the town, and we look forward to more such cooperative ventures in the future.

Jonathan Vincent, Prudential Committee Chair

TREASURER'S REPORT

The General Fund of the Norwich Fire District ended the year 12/31/04 with a \$3,742 surplus against a budgeted deficit of \$2,353. This surplus is a result of actual revenues being on budget while actual expenditures were under budget by about \$6,000. My analysis excludes \$3,000 in revenues and \$3,000 in expenditures because these are offsetting items that will flow through the Fire District General Fund when the Land Management Council receives and expends money for the Watershed Land. Since those funds were not received, no expenditure occurred. These amounts have been budgeted again for 2005. With the town-wide reappraisal completed in 2004, the Fire District tax rate dropped from \$0.082 to \$0.047. There is no budgeted tax rate increase for 2005.

The Water Fund of the Norwich Fire District ended 2004 with a deficit of \$4,245 compared to a budgeted deficit of \$6,171. Actual revenues were about \$9,500 lower than budgeted revenues and expenditures were approximately \$11,500 lower than budget. The 2005 proposed budget reflects a deficit of \$8,884. No changes are planned for water rates during 2005. A 3-percent COLA has been budgeted for employees.

The Water Reserve Fund expended funds on the ongoing improvements to the building at 417 Beaver Meadow Road. Authorization to borrow \$30,000 through the State of Vermont Revolving Loan Fund occurred on September 9, 2003. Of the \$24,135.00 project amount, \$21,388.40 was borrowed during 2004. These funds were used to design the replacement of the oldest water mains in the system. No outlays of Water Reserve Fund monies are proposed at this time.

The Sidewalk Reserve Fund did not expend any funds during 2004. There are not any plans for sidewalk work during 2005.

Cheryl A. Lindberg, Treasurer

Delinquent Taxes as of December 31, 2004

Alan & Judy Kavasch	2004	\$	91.39
	2003		304.61
	2002		<u>338.77</u>
			<u>\$734.77</u>

NORWICH FIRE DISTRICT AUDITOR'S REPORT

I find that the Norwich Fire District financial accounts appear to be a fair representation of Fire District funds for the year ending December 31, 2004.

January 17, 2005

Tamar Kitzmiller, Auditor

NORWICH FIRE DISTRICT
Revenue, Expenditure and Budget Reports - All Funds
December 31, 2004

	GENERAL FUND			WATER FUND		
	2004 BUDGET	2004 ACTUAL	2005 PROPOSED	2004 BUDGET	2004 ACTUAL	2005 PROPOSED
REVENUES						
Taxes	\$ 67,250	\$ 67,361	\$ 67,250	\$ -	\$ -	\$ -
Watered Land	3,000	-	3,000	-	-	-
Water Fees	-	-	-	117,300	113,128	116,700
Pipe Protection Assessment	-	-	-	32,415	32,000	26,475
Interest/Penalty	1,050	1,140	950	200	198	200
Miscellaneous	-	-	-	6,000	1,025	3,000
OTHER FINANCING						
Interfund Transfer	-	-	-	-	-	-
Total Revenue & Financing	\$ 71,300	\$ 68,541	\$ 71,200	\$ 155,915	\$ 146,351	\$ 156,375
EXPENDITURES						
Administrative	33,705	28,756	30,090	53,400	48,336	55,699
Operations	26,415	26,000	28,975	71,070	62,948	71,944
Maintenance	3,500	-	3,500	8,100	8,781	8,100
Debt Principal/Interest	4,033	4,033	4,033	14,516	14,516	14,516
Reserve Fund Transfer	6,000	6,000	6,000	15,000	15,000	15,000
Total Expenditures	\$ 73,653	\$ 64,789	\$ 72,598	\$ 162,086	\$ 139,586	\$ 165,259
Surplus/(Deficit)	(2,353)	3,742	(1,398)	(6,171)	(4,245)	(9,884)
Due To/From Other Fund	-	-	-	-	2,749	-
Beginning Cash	50,267	50,267	54,009	42,916	40,167	38,671
Ending Cash	\$ 47,914	\$ 54,009	\$ 52,611	\$ 36,745	\$ 38,671	\$ 29,787

NORWICH FIRE DISTRICT
Revenue, Expenditure and Budget Reports - All Funds
December 31, 2004

	WATER RESERVE FUND			SIDEWALK RESERVE FUND		
	2004	2004	2005	2004	2004	2005
	BUDGET	ACTUAL	PROPOSED	BUDGET	ACTUAL	PROPOSED
REVENUES						
New Water Connection(s)		\$ 500	\$ -		\$ -	\$ -
Interest	1,300	1,399	1,400		51	75
Miscellaneous	-	-	-		-	-
OTHER FINANCING						
Interfund Transfer	15,000	15,000	15,000		6,000	6,000
Total Revenues & Financing	\$ 16,300	\$ 16,899	\$ 16,400	\$ 6,000	\$ 6,051	\$ 6,075
EXPENDITURES						
Administrative	-	-	-		-	-
Operations	-	-	-		-	-
Maintenance	-	-	-		-	-
Capital Project	-	12,749	10,000		-	-
Capital Equipment	-	-	-		-	-
Total Expenditures	\$ -	\$ 12,749	\$ 10,000	\$ -	\$ -	\$ -
Surplus/(Deficit)	16,300	4,150	6,400	6,000	6,051	6,075
Beginning Cash	93,126	93,126	97,276	3,241	3,241	9,292
Ending Cash	\$ 109,426	\$ 97,276	\$ 103,676	\$ 9,241	\$ 9,292	\$ 15,367

Annual Reports

of the
Town of Norwich, Vermont

Fiscal Year
July 1, 2003, to June 30, 2004

Part V: Norwich School District

NORWICH SCHOOL DISTRICT

School Board	Term Expires
Linda Gray.....	2005
Geoffrey J. Vitt.....	2005
Deborah Kaplan.....	2006
Mary Sachsse, Chair.....	2006
Margaret Cheney.....	2007
Administration	
Wayne F. Gersen.....	Superintendent of Schools
John P. Aubin.....	Assistant Superintendent/Business and Personnel
Jane S. Weissmann.....	Assistant Superintendent/Special Services
Robert Edson.....	Principal, Marion W. Cross School

The Norwich School District provides education for students in grades K-6 at the Marion W. Cross School. Norwich students attend grades 7-12 in the Dresden School District in Hanover, New Hampshire. Annual Norwich School District financial requirements are proposed by the Norwich School Board at the Norwich School District Annual Meeting. The expenditures approved represent the Norwich school impact for taxpayers in Norwich. All property tax revenue for schools (Norwich and Dresden) received by the town is retained by the Norwich School District as provided by the State of Vermont and the Interstate School Compact. Funds not used for current expenses by the two districts are invested by the Norwich School District.

SUPERINTENDENT'S REPORT

As Superintendent of SAU 70 in New Hampshire, I serve the students, parents and taxpayers of Norwich, Vermont, and Hanover, New Hampshire. I help the Dresden, Norwich and Hanover boards develop and monitor their budgets and help assure that the curriculum and instruction in the district schools is rigorous and challenging. One of my most important responsibilities is to help the boards formulate annual and long-range goals and then develop action plans that help the boards achieve their goals.

For the coming year, 2004-05, all of the SAU boards share a common budget goal: They plan to contain costs and allow program expansion only if it can be offset by spending cuts elsewhere. The Norwich board is especially concerned about this issue for two reasons. First, the Norwich board wants to avoid the penalties that would affect taxpayers if their budget and enrollment results in per-pupil costs exceed the per-pupil spending caps that are part of Act 68. Second, the Norwich board recognizes that because of the recent revaluation in town, property taxes are likely to increase dramatically this year after last year's marked decline. As noted in Norwich School Board Chairperson Mary Sachsse's report, the Norwich board struggled to achieve this goal, and ultimately developed a budget that retains the strong educational program at Marion Cross School within the spending guidelines inherent in Act 68.

For FY 2004-05 all of the SAU boards also share a common curriculum goal: They want to continue the implementation of the SAU Curriculum Model they adopted in 1997. This model assures that the curriculum used in all four SAU schools is aligned, coherent and prepares its students for the future. Marion Cross Principal Rob Edson's report offers some concrete examples of how this is affecting the students in Norwich.

To varying degrees all of the SAU boards set goals that dealt with planning for the future and continuous improvement. By all traditional measures, SAU 70 schools are high performing. Like the boards of directors of all high-performing organizations, the SAU 70 boards want to be certain that *their* schools are constantly striving to improve themselves and, like boards of directors, they seek input and advice from their customers. I urge you to communicate with board members, sharing success stories and visions for the future as well as concerns and problems of the past.

I have served as superintendent in four different districts in four different states, and I can say unequivocally that this is the best place I've worked. SAU 70 is a wonderful district full of students who are eager to learn and teachers who are dedicated, open-minded and caring. Leading SAU 70 is challenging and rewarding. I look forward to serving the schools and meeting you in the years ahead.

Wayne F. Gersen, Superintendent of Schools (603-643-6050)

MARION CROSS SCHOOL PRINCIPAL'S REPORT

Mission Statement: The MCS community values a tradition of educational excellence and is committed to nurturing the whole child in a climate of respect.

Perhaps the most significant highlight of the past year is the formation and adoption of a mission statement and philosophy for the Marion Cross School. More than 100 teachers, parents and community members participated in 15 different focus groups to accomplish this task. The full text of the philosophy is accessible through the school's website (<www.marioncross.org>) and is also posted outside the main office. Thank you to everyone who helped make this possible.

We ended the 2003-04 school year with 308 students and began the 2004-05 year with 305. Enrollment projections currently show that we will begin a slight increase over the next few years.

Our curriculum focus continues to be on the areas of writing and mathematics. Ruth Hall has created a series of 15 writing workshops that several of our teachers have been attending. We have also implemented a series of writing assessments that are helping our teachers identify the strengths and weaknesses of our instructional program. In a similar vein, we have begun a series of mathematical computation assessments to gauge the strength of our instructional program in that area. Both of these programs are imbedded into the academic routine and are not external tests administered by the State of Vermont. We are very excited about the potential value of this information, as we always look to improve the educational experience at MCS. Nearly all of our available time for teachers to work together has been devoted to these two areas. The Local Action Plan is posted on the school's website and contains information relating to these initiatives.

Our faculty continues to work with their colleagues in Hanover on our K-12 curriculum. The professional dialogue that occurs will support a smooth transition as Norwich and Hanover students join together in the middle school.

On a personal note, I am very happy to have completed my first full year here in Norwich, and I feel I have learned a great deal about the community and the students here. As year two approaches, I expect to find myself better able to anticipate what is about to happen now that I have been through it all once! I look forward to the future and imagine highlights that are yet to come. Thank you all for your welcome and support.

Rob Edson, Principal

NORWICH SCHOOL BOARD REPORT

In 2003-04 the Norwich school board concentrated on planning for the future, educationally and fiscally. After years of turnover in the principal's office, the presence of a committed, energetic principal, Rob Edson, and stabilizing enrollment numbers enabled the Board and administration to undertake two important processes. Through the creation of the Marion Cross School Philosophy and Mission Statement and the systematic review of the educational program and staffing levels in "specials" areas (subjects taught by non-classroom teachers), we assessed our past and laid the groundwork for the future. The creation of the MCS philosophy, as Rob Edson's report details, was the centerpiece of the 2003-04 school year. Those who participated in the process felt that the open, probing and wide-ranging discussions that led to the philosophy and mission statement were as valuable as the document itself. The board and administration are committed to conducting such community-wide discussions regularly. At regular school board meetings throughout 2003-04, we reviewed the "specials": art, music, library, physical education, French, technology, guidance and health. For each subject area, faculty presented information about components of the educational program and how the MCS program fits within our K-12 system. Board discussions followed and included staffing history, state standards and the potential impact of possible changes to the program. Our objectives were to define the MCS program in these areas and to establish a baseline understanding of the relationship between enrollment, staffing and program. As we look ahead, with the help of Assistant Superintendent for Business John Aubin and the support of the town finance committee, the board is considering long-term models to predict trends in enrollment, spending and taxes.

Marion Cross School enrollment is expected to increase slightly from 304 in 2004-05 to an estimated 319 in 2005-06. The proposed 2005-06 budget calls for a 5.08-percent increase in spending; the increase is primarily attributable to increasing medical insurance costs and special education costs. In terms of controllable spending, there is very little change from the previous year's budget. Despite increasing enrollment at MCS, the budget calls for a 0.2 FTE reduction in music staff; despite a probable increase in fourth-grade sections, no additional staffing in French is proposed. These decisions were based on the 2003-04 "specials" program review. The Norwich Finance Committee voted 4-2 to support the proposed 2005-06 budget. K-12 enrollment continues to decline; our K-12 per-pupil spending (adjusted equalized spending per equalized pupil) is up 5.4 percent from the previous year. As anticipated, following a significant decline in Norwich's tax rate last year, we expect a 12.7-percent increase in the education tax rate for this year. The fluctuation in tax rates despite relatively stable per-pupil spending is the result of the town-wide reappraisal and the mechanics of Act 68.

Act 68, while too complex to summarize here, continues Vermont's reliance on property taxes (while preserving Act 60's income sensitivity provisions) and still calculates taxes on a per-pupil basis. Spending and enrollment, used to calculate per-pupil figures, are two of the factors in calculating the tax rate. Changes in property values and town assessments, various calculations set by the legislature, and statewide education spending trends are the other key factors. Act 68 includes an "excess spending" provision. Any per-pupil spending that is more than 130-percent above statewide average spending is double taxed. For 2005-06, we stayed below the

penalty level. In 2006-07, the penalty threshold will drop to 125 percent. We predict that avoiding the penalty will be very challenging. With the creativity and dedication of school administration, faculty, board, parents and Norwich citizens, we will search for ways to maintain educational excellence for our children while striving for more manageable tax rates.

The classrooms and hallways of the Marion Cross School are vibrant places filled with engaged students. If you have not been in the school for a while, please stop by the front office and visit or attend a student performance. Our school is a wonderful place. Thanks to the dedicated teachers, school staff, administrators, volunteers and fellow board members for working so hard to provide each child in our district with an excellent educational experience. Thanks also to Principal Rob Edson and to Kenneth Greenbaum, who retired in July 2004, and his successor, Superintendent Wayne Gersen, for their smooth transition and dedication to education in our district. Finally, thanks to the parents and the taxpayers of Norwich; your support is essential to our town's children.

Mary Sachsse, Chair (649-1982)

NORWICH FINANCE COMMITTEE BUDGET STATEMENT

A majority of the Norwich Finance Committee supports the Norwich School Board's proposed budget for FY 2006 (i.e., the 2005-06 school year). After several years of declining enrollment, the Marion Cross School expects a net increase of 15 students next fall, so the budget before us in March includes funding for one additional teacher. This same funding had been budgeted for the current year, but the additional teacher was not hired when the anticipated enrollment increase failed to materialize. The committee commends the administration for continuing to adjust non-classroom teacher levels, as a result of the year-long review of special subjects undertaken by the school board.

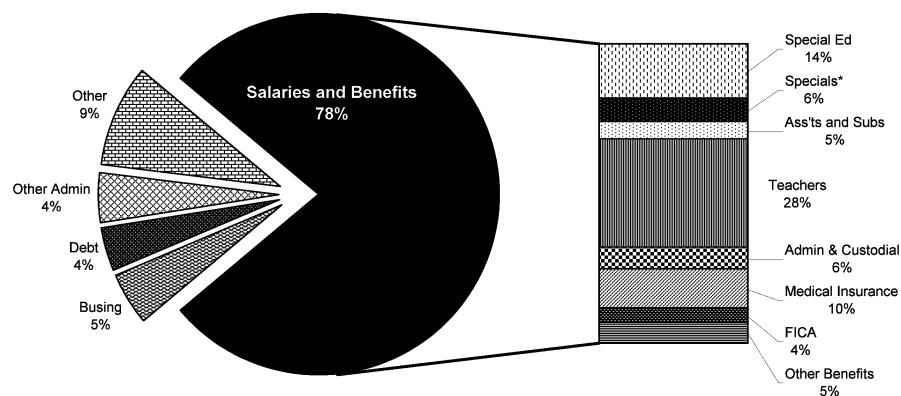
The FY 2006 budget shows an increase of 5.1 percent over the prior year's budget, resulting primarily from continuing increases in medical insurance costs and a large increase in special education tuition, of which at least 55 percent will be reimbursed by the state. Coupled with projected expenditures, this increase in special education revenues and a sizeable surplus from the existing year result in an increase in net education spending for Norwich and Dresden combined of 2.3 percent and a projected education tax rate increase for Norwich residents of 12.7 percent. Because of Act 68 changes, however, FY 2006 school tax bills for most residential properties will still be lower than in FY 2004 under Act 60.

The committee is disappointed that "education spending per equalized pupil" in the budget could not be brought in under the goal set by the Norwich School Board of 125 percent of the state average, but pleased that combined Norwich and Dresden budgets resulted in a level of 128.5 percent, comfortably under this year's Act 68 excess spending penalty level of 130 percent.

We continue to encourage the assistant superintendent for business's efforts to create multi-year projections of costs. This effort will become increasingly important as the school budget comes under more pressure as district-wide student enrollment continues to decline.

Irv Thomae (Chair), Bill Bender, Susan Blum, Deborah Hall, Cheryl Lindberg, Henry Scheier, Paul Tierney

Proposed Marion Cross Budget



Prepared by Norwich Town Auditors

* Technology, guidance, health and library only

INDEPENDENT AUDITOR'S REPORT

To the Members of the School District
Norwich School District
Norwich, Vermont

We have audited the accompanying financial statements of the Norwich School District, as of and for the year ended June 30, 2004. These financial statements are the responsibility of the Norwich School District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

Management has chosen not to implement Governmental Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements — and Management's Discussion and Analysis — for State and Local Governments. Therefore, these financial statements are presented following the principles that were in effect prior to GASB Statement No. 34. Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities and business-type activities, if applicable. The financial statements presented do not contain separate statements for governmental, proprietary (if applicable) and fiduciary funds types, nor are major and non-major funds separately identified and classified. The financial statements presented report expendable and non-expendable trust funds, which should be reported as special revenue and permanent funds under the new reporting model. The financial statements also present a general long-term debt account group, which should not be reported as such, but the information contained therein should be included in the government-wide financial statements were they presented. Also, the financial statements do not contain any information on capital assets because the government has not maintained historical cost records of such assets. Management has not presented a management's discussion and analysis as required. The amounts that would be reported in the missing statements and required supplementary information, and the effects of reclassifying and properly reporting the information presented are not reasonably determined.

In our opinion, because of the effects of the matters discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Norwich School District as of June 30, 2004, or the changes in its financial position or its cash flows, where applicable, for the year then ended.

Plodzik & Sanderson
Professional Association
September 1, 2004

Exhibit A

RIVERVIEW SCHOOL DISTRICT
Condensed Balance Sheet - All Fund Types and Account Groups
June 30, 2004

	Governmental Fund Types		Fiduciary Fund Types		Account Groups			Total
	General	Special	Trust And Agency	General	Fixed Assets	Long-Term Debt	(Miscellaneous)	
Assets and Other Debits								
Assets								
Cash and Equivalents	49,582	0	94,300	0	143,424		0	272,309
Receivables		2,664	-		-			2,664
Accounts Receivable	84,017	4,771	-		-			88,788
Intergovernmental	268	-	-		-			268
Interest Receivable	6,440	-	-		-			6,440
Prepaid Agency	-	-	-		-			-
Other Debits	-	-	-		-			-
Amount to be Provided for Retirement of General Long-Term Debt						861,700		861,700
Total Assets and Other Debits	139,307	861,735	143,424	0	143,424	861,700	0	1,145,189
Liabilities and Equity								
Liabilities								
Accounts Payable	32,112	3,334	-		-			35,446
Accrued Payroll and Benefits	6,323	-	-		-			6,323
Intergovernmental Payable		2,040	-		-			2,040
Interest Payable		268	-		-			268
General Obligation Bonds/Notes Payable						790,000		790,000
Capital Leases Payable						7,400		7,400
Compensated Absence Payable						4,300		4,300
Total Liabilities	38,435	5,632	-	-	-	801,700	-	845,767
Equity								
Fund Balances								
Reserved for Encumbrances	1,921	-	-		164,424			1,921
Reserved for Special Purposes					-			164,424
Unassigned		36,106	-		-			36,106
Designated for Special Purposes		-	-		-			-
Undesignated	101,951	-	-		-			101,951
Total Equity	103,872	36,106	143,424	-	143,424	-	-	391,826
Total Liabilities and Equity	139,307	861,735	143,424	0	143,424	801,700	0	1,145,189

Exhibit B

NORWICH SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
All Governmental Fund Types and Expendable Trust Funds
For the fiscal year ended June 30, 2004

	<u>Governmental Fund Types</u>		<u>Fiduciary</u> <u>Fund Type</u> <u>Expendable</u> <u>Trust</u>	<u>Totals</u>
	<u>General</u>	<u>Special</u> <u>Revenue</u>		
Revenues				
School District Assessment	\$3,479,775			\$3,479,775
Other Local	1,685,559	17,812	1,468	1,704,839
State	4,947,365			4,947,365
Federal		162,812		162,812
Total Revenues	10,112,699	180,624	1,468	10,294,791
Expenditures				
<u>Current</u>				
Instruction	1,751,518	154,003		1,905,521
<u>Supporting Services</u>				
Student	104,083			104,083
Instructional staff	118,669	16,952		135,621
General administration	13,342			13,342
Executive administration	129,422			129,422
School administration	803,561			803,561
Oper/maint. of plant	266,215			266,215
Student transportation	189,001			189,001
Non-instructional services		9,574		9,574
Facilities acquisition/const.	19,338		29,750	49,088
Debt service	171,385			171,385
Total Expenditures	3,566,534	180,529	29,750	3,776,813
<u>Excess (deficiency) of revenues</u> <u>and other sources over (under)</u> <u>expenditures/other uses</u>	<u>6,546,165</u>	<u>95</u>	<u>(28,282)</u>	<u>6,517,978</u>
<u>Other financing sources (uses)</u>				
Intergovernmental transfers	(6,579,814)			(6,579,814)
Interfund transfers in			50,000	50,000
Interfund transfers out	(50,000)			(50,000)
<u>Total other financing sources</u> <u>and uses</u>	<u>(6,629,814)</u>		<u>50,000</u>	<u>(6,579,814)</u>
<u>Net change in fund balances</u>	<u>(83,649)</u>	<u>95</u>	<u>21,718</u>	<u>(61,836)</u>
<u>Fund balances - July 1</u>	<u>187,521</u>	<u>56,011</u>	<u>146,706</u>	<u>390,238</u>
Fund balances - June 30	\$103,872	\$56,106	\$168,424	\$328,402

Exhibit C

NORWICH SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Budgetary Basis) - General Fund
For the fiscal year ended June 30, 2004

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues			
School district assessment	\$3,479,775	\$3,479,775	
Other local	1,683,561	1,685,559	1,998
State	4,907,374	4,947,365	39,991
Total Revenues	10,070,710	10,112,699	41,989
Expenditures			
<u>Current</u>			
Instruction	1,749,236	1,743,685	5,551
<u>Supporting services</u>			
Student	105,534	101,090	4,444
Instructional staff	129,760	118,669	11,091
General administration	17,050	13,342	3,708
Executive administration	129,422	129,422	
School administration	774,769	803,561	(28,792)
Operation/maintenance of plant	218,433	216,069	2,364
Student transportation	185,335	189,001	(3,666)
Facilities acquisition/construction	21,010	19,338	1,672
Debt service	171,385	171,385	
Total Expenditures	3,501,934	3,505,562	(3,628)
<u>Excess (deficiency) of revenues and other sources over (under) expenditures</u>	6,568,776	6,607,137	45,617
<u>Other financing sources (uses)</u>			
Intergovernmental transfers	(6,579,814)	(6,579,814)	
Interfund transfers out	(25,000)	(50,000)	(25,000)
<u>Total other financing sources and uses</u>	<u>(6,604,814)</u>	<u>(6,629,814)</u>	<u>(25,000)</u>
<u>Net change in fund balances</u>	<u>(\$36,038)</u>	<u>(22,677)</u>	<u>\$20,617</u>
<u>Unreserved fund balances (deficits) - July 1</u>		124,628	
<u>Unreserved fund balances (deficits) - June 30</u>		<u>\$101,951</u>	

NORWICH SCHOOL DISTRICT Proposed Revenue Budget 2005-06 School Year	2003-04 Actual	2004-05 Adopted	2004-05 Revised	2004-05 Anticipated	2005-06 Proposed
GENERAL FUND					
Local Revenue					
Property Taxes	3,479,775	8,154,330	0	0	0
Property Tax for Ed Fund	1,641,061	0	0	0	0
Tuition from Patron	19,520	0	0	0	0
Interest Income	15,094	24,500	24,500	14,993	15,000
Insurance Refunds/Dividends	4,348	4,000	4,000	4,000	4,000
Rental of District Property	5,220	5,500	5,500	5,225	5,250
Miscellaneous Income	304	250	250	220	250
<i>subtotal local sources</i>	5,165,322	8,188,580	34,250	24,438	24,500
State Revenue					
Homestead Tax Liability	4,217,363	0	5,984,842	5,984,842	8,382,295
From State Ed Fund	0	0	11,140	11,140	0
Non Residential Tax Liability	0	0	2,155,953	2,155,953	0
Vocational Center Grant	0	39,255	39,255	41,649	42,719
Transportation Grant	75,831	83,316	84,655	84,655	86,315
Cap Debt Holdharmless	22,158	0	0	0	0
Special Education Block Grant	221,689	223,506	223,506	223,506	231,545
Special Ed Exp Reimb	363,478	317,264	317,264	317,264	403,613
Extraordinary Reimb	44,158	50,400	50,400	50,400	104,400
Early Essential Education Grant	17,690	26,960	26,960	26,960	29,616
Transfr from Vt Const Aid Fund	0	0	0	0	124,736
Prior Yr Adjust	0	0	0	89,360	0
<i>subtotal state sources</i>	4,962,367	740,701	8,893,975	8,985,729	9,405,239
GENERAL FUND TOTAL	10,127,689	8,929,280	8,928,225	9,010,167	9,429,739

Summary:

Appropriation Total	3,554,204	8,979,281	8,979,281		9,698,739
from Prior Year Fund Balance	124,424	50,000	50,000	103,093	269,000
from Other Income		774,951	776,290		1,047,444
From Property Tax		8,154,330	8,152,991		8,382,295

In accordance with VSA Title 16 § 563 an audit of the 2003-04 accounts of the Norwich School District was conducted by Plodzik & Sanderson CPA, of Concord, New Hampshire. A copy of the audit is available for review at the Treasurer's Office, Norwich, Vermont, and at the Superintendent's Office, Hanover, New Hampshire.

NORWICH SCHOOL DISTRICT		2004-05	2004-05	2005-06
Proposed Budget	2003-04	Revised	Anticipated	Proposed
2005-06 School Year	Actual	Budget	Actual	Budget
REGULAR INSTRUCTION				
Teacher Salaries - Instructional	1,025,886	1,141,826	1,060,721	1,146,059
Ed Asst Salaries - Instructional	105,975	114,356	102,416	116,288
Substitutes	8,556	9,000	9,000	10,000
Tutors - Remedial, Homebound, ESL	52,706	72,846	61,117	62,906
Sabbatical Salary	0	0	0	0
Contract Service	860	2,800	2,783	1,300
Copier Expenses	2,674	15,000	12,402	15,000
Vocational Center Tuition	0	39,255	41,649	42,719
Instructional Supplies	21,992	27,300	26,583	25,300
Textbooks	6,099	7,400	6,850	6,400
Equipment	2,604	2,700	2,615	2,700
Publishing & Enrichment Programs	5,361	10,600	11,668	10,600
<i>subtotal</i>	1,232,714	1,443,083	1,337,803	1,439,272
TECHNOLOGY				
Technology Salaries	47,758	51,361	51,350	54,541
Training/telecomm chgs/mat'ls/dues	13,339	11,740	10,297	11,500
Equipment/hardware/software/repairs	17,153	22,160	21,575	21,000
<i>subtotal</i>	78,249	85,261	83,222	87,041
SPECIAL EDUCATION				
Teacher Salaries - Spec Ed	196,074	203,527	205,254	218,643
Ed Asst Salaries - Spec Ed	108,420	104,945	126,573	97,154
Special Ed Tutors	0	500	500	500
Contracted Spec Ed Services	80,890	94,550	98,714	98,450
Special Ed Tuition	63,946	47,000	124,934	174,000
Transfer to Special Ed Reserve Fund	0	0	0	0
Other Spec Ed Expenses	8,089	8,050	9,947	10,250
<i>subtotal</i>	457,419	458,572	565,921	598,997
GUIDANCE TOTAL	58,459	60,873	60,836	62,982
HEALTH TOTAL	43,826	48,829	48,148	51,837
STAFF & CURRIC DEVELOP	43,915	68,210	65,942	67,200
LIBRARY TOTAL	73,529	75,526	75,587	77,540
DISTRICT ADMINISTRATION				
Other District Admin Expenses	13,342	20,975	18,944	18,825
SAU Central Office Assessment	129,422	140,728	140,728	140,919
<i>subtotal</i>	142,764	161,703	159,672	159,744

NORWICH SCHOOL DISTRICT		2004-05	2004-05	2005-06
Proposed Budget	2003-04	Revised	Anticipated	Proposed
2005-06 School Year	Actual	Budget	Actual	Budget
SCHOOL ADMINISTRATION				
Principal's Salary	79,913	81,329	81,329	85,327
Secretary/Ed Asst Salaries	44,679	53,599	44,157	45,549
Administrative Team	13,133	13,811	13,811	14,489
Postage, Printing, Office Supplies	1,694	2,850	2,071	2,350
Telephone	4,231	6,000	4,337	5,000
Other School Adm Expenses	8,671	6,800	8,321	6,500
subtotal	152,320	164,389	154,026	159,215
EMPLOYEE BENEFITS				
Medical Insurance	324,277	346,095	352,084	406,560
Dental Insurance	11,244	11,950	11,454	11,250
Life & Disability Insurance	17,726	19,843	15,253	14,842
Workers Compensation Insurance	13,241	13,988	14,731	13,568
Flex Plan Fees	713	1,000	711	800
Annuities	52,346	67,860	62,921	70,743
Retirement	11,616	11,298	11,594	10,745
FICA	148,568	163,512	156,633	163,947
Unemployment Comp	330	335	3,990	4,085
Retiree Benefits	70,664	75,308	73,115	74,470
subtotal	650,724	711,189	702,486	771,010
CUSTODIAL/MAINTENANCE				
Maintenance	12,287	12,630	10,641	13,150
Custodial Salaries	84,112	86,874	83,132	84,498
Contracted Maintenance Services	35,520	44,200	39,679	45,700
Property/Liability Insurance	14,222	15,000	13,496	15,000
Electricity	29,069	33,000	29,500	30,500
Heat	14,986	15,000	14,000	22,000
Water	775	2,400	1,666	2,300
Other Plant Operation Expense	7,667	10,250	9,816	11,450
Grounds Maintenance	16,923	14,460	15,260	14,060
subtotal	215,562	233,814	217,190	238,658
Pupil Transportation	189,001	191,636	185,456	195,362
Site & Building Improvements	19,338	15,600	13,706	12,500
Debt Service	171,385	166,052	166,052	160,551
Transfer to Capital Reserve Fund	25,000	0	0	0
GRAND TOTAL	3,554,204	3,884,737	3,836,048	4,081,909

Annual Reports

of the
Town of Norwich, Vermont

Fiscal Year
July 1, 2003, to June 30, 2004

Part VI: Dresden School District

DRESDEN SCHOOL DISTRICT

School Board	Term Expires
Robert Bruce (one-year appointment).....	2005
Nancy A. Carter.....	2005
Dennis Goodman.....	2005
Linda Gray.....	2005
Anne S. Segal.....	2005
Geoffrey Vitt.....	2005
John Chamberlin, Vice-chair.....	2006
Deborah Kaplan (non-voting, Norwich).....	2006
Lawrence Pilchman.....	2006
Mary Sachsse.....	2006
Kari Asmus.....	2007
Margaret Cheney, Chair.....	2007

District Officers

Deborah M. Carter, Clerk.....	2005
Thomas C. Csatari, Moderator.....	2005
Joan C. Collison, Treasurer	2005
Judson Pierson, Auditor.....	2005
Peter J. Murdza Jr., Auditor.....	2006
Mark Lindberg, Auditor.....	2007

Administration

Wayne F. Gersen.....	Superintendent of Schools
John P. Aubin.....	Assistant Superintendent/Business
Jane S. Weissmann.....	Assistant Superintendent/Special Services
Deborah W. Gillespie.....	Principal, Hanover High School
Ron Eberhardt.....	Dean of Students, Hanover High School
Susan B. Finer.....	Principal, Frances C. Richmond School

The 12-member Dresden School Board consists of five Norwich School Board members and seven Hanover School Board members. The fifth member from the Norwich board is a non-voting member of the Dresden board. The chair and vice-chair of the Dresden School Board must represent different communities.

The Dresden Finance Committee consists of 14 members. Norwich is represented by the three Norwich Finance Committee members, the three Norwich Auditors and the Norwich Town Treasurer. Hanover is represented by seven appointed Hanover Town Finance Committee members, including one member from the Hanover School Board and one member from the Hanover Board of Selectmen.

Annual Dresden School District financial requirements are proposed by the Dresden School Board to Norwich and Hanover voters at the Dresden School District Annual Meeting. Of the expenditures approved, Norwich contributes to the Dresden School District a proportionate amount relative to the number of Norwich students enrolled in the Dresden schools. The Norwich portion represents the Dresden school tax impact on taxpayers in Norwich.

**WARRANT FOR ANNUAL MEETING OF THE
DRESDEN SCHOOL DISTRICT**

Hanover, New Hampshire

Norwich, Vermont

Note: The following warrant articles apply to the operation of the Dresden School District, which includes the operation of the Frances C. Richmond School and Hanover High School, grades 7 to 12, and sixth-grade students from Hanover who are tuitioned to the Richmond School by the Hanover School District.

The legal voters of the Norwich (Vermont) School District and the legal voters of the Hanover (New Hampshire) School District are hereby notified and warned that the two phases of the Annual School District Meeting will be held as follows:

Discussion Phase: Saturday, February 26, 2005, at 1:00 p.m., at the Hanover High School Gymnasium in Hanover, New Hampshire.

Voting Phase: Tuesday, March 1, 2005, from 7:00 a.m. to 7:00 p.m. in the Richmond School Gymnasium in Hanover, New Hampshire (for Hanover voters), and in Tracy Hall in Norwich, Vermont (for Norwich voters).

During the discussion phase, the voters shall have the opportunity to discuss the following warrant articles and to transact any other business that may legally be acted on during the discussion phase under Article 9.

All voting on warrant articles 1 through 8 shall be conducted by secret written ballot during the voting phase, as provided in the Dresden School District procedures for Australian ballot.

Article 1. To elect by written ballot for one-year terms a Moderator, a Clerk, and a Treasurer; and an auditor for a three-year term.

Article 2. Shall the District raise and appropriate \$25,000 to be placed in the expendable trust fund known as the School Building Maintenance Fund.

Article 3. Shall the District raise and appropriate the sum of \$25,000 to establish a contingency fund to meet the cost of unanticipated expenses that may arise during the year?

Article 4. Shall the District determine and fix the salaries of School District officers as follows: School Board members \$700 per member; School District Treasurer \$2,100; School District Clerk \$150; and School District Moderator \$150 in accordance with Article V-A of the NH/VT Interstate School Compact, and further to raise and appropriate the amount of Ten Thousand, One Hundred Dollars (\$10,100) to fund these salaries?

Article 5. Shall the District approve the transfer to the Town of Hanover of the title to a strip of land about 180 feet long and 18 feet wide (at its widest point) along Hovey Lane at the west end of the high school soccer field for right-of-way purposes and thereby allow the District to use the strip of land for parking without violating the prohibition in Section 210.1B.(2) of the Zoning Ordinance against parking in the front yard setback?

Article 6. Shall the District vote to approve the cost items in the three-year collective bargaining agreement reached between the Dresden School Board and the Hanover Support Staff, NEA-NH, which calls for the following increases in support staff salaries and benefits:

Year	Estimated Increase
2005-2006	\$ 80,033
2006-2007	\$103,227
2007-2008	\$111,527

and further, shall the District raise and appropriate the sum of Eighty Thousand, Thirty-three Dollars (\$80,033), such sum representing the estimated increase in support staff

salaries and benefits for the 2005-06 fiscal year brought about by this collective bargaining agreement?

Note 1. The sum necessary to pay the so-called status quo salaries and benefits for support staff if this article is defeated is included in the operating budget in Article 8.

Note 2. A favorable vote on this article shall be considered the approval of the cost items in all three years of the proposed collective bargaining agreement.

Article 7. Shall the name Hanover High School be changed, beginning with the 2006-07 academic year, to Dresden High School? (Submitted by petition article. The vote is non-binding.)

Article 8. Shall the District raise and appropriate the amount of Eighteen Million, Five Hundred Seventy-nine Thousand, Three Hundred Seventy-five Dollars (\$18,579,375), for the support of schools, for the payment of salaries for the teachers and other school employees, school district officials and agents, and for the payment of the statutory obligations of the District for the 2005-06 fiscal year? This sum does not include the sums appropriated in any of the preceding articles.

Article 9. To transact any other business that may legally come before this meeting. Given under our hands and the seal of the District this 2nd day of February, 2005.

Dresden School Board

Kari Asmus
Robert R. Bruce
Nancy A. Carter
John Chamberlin, Vice Chair
Margaret Cheney, Chair
Dennis C. Goodman, Secretary

Linda C. Gray,
Lawrence D. Pilchman, M.D.
Mary Sachsse
Anne S. Segal
Geoffrey J. Vitt

Deborah M. Carter, Clerk
Dresden School District

**SCHOOL ADMINISTRATIVE UNIT # 70
REPORT OF ADMINISTRATIVE ASSESSMENTS**

District Assessments	2004-05		2005-06	
	Percent	Amount	Percent	Amount
Dresden	55.07%	529,214	59.43%	567,249
Hanover	30.29%	291,036	25.81%	246,309
Norwich	14.64%	140,729	14.76%	140,919
Total	100.00%	960,979	100.00%	954,477
Revenues from Other Sources		43,130		61,090
SAU # 70 Operating Budget		1,004,108		1,015,567

**MINUTES OF THE DRESDEN SCHOOL DISTRICT ANNUAL MEETING
HANOVER HIGH SCHOOL GYMNASIUM
FEBRUARY 26 AND MARCH 2, 2004**

Moderator Thomas Csatari called the meeting to order at 7:30 p.m. on Thursday, February 26, 2004. Present were school board members Kari Asmus, Nancy Carter, John Cassidy, John Chamberlin, Steven Grant, Linda Gray, Margaret McNally, Lawrence Pilchman, Mary Sachsse, Anne Segal and Geoffrey Vitt; administrators Kenneth Greenbaum, John Aubin, Jane Weissmann, Deborah Gillespie, Susan Finer, Jonathan Brush and Michael Jackson; school district attorney Cathryn Nunlist; and approximately 45 members of the public.

Moderator Csatari read the Warning and noted that the Warrant was duly posted in both states, in New Hampshire by Steve Grant and in Vermont by Linda Gray, and that the returns of service were duly notarized. Mr. Csatari called the public's attention to a correction to the Annual Report, saying that the missing number on page 43 should be "1/2" in item "e." He then recognized Dresden School Board Chair Margaret McNally, who introduced the members of the Dresden School Board and Superintendent Greenbaum, who recognized members of the administration and legal counsel.

Moderator Csatari reviewed the structure of the Dresden School District and district meeting process, explaining that this is the discussion phase of the meeting, and the voting phase will take place on Tuesday, March 2, from 7:00 a.m. until 7:00 p.m. in Tracy Hall in Norwich and Richmond Gymnasium in Hanover. After Mr. Csatari reviewed the guidelines for the meeting, the business of the meeting then followed.

Article 1. *To elect by written ballot for one-year terms a moderator, a clerk and a treasurer; and an auditor for a three-year term.* Moderator Csatari read the names of the candidate for each position. No public comment was offered. (Elected: moderator, Thomas Csatari; clerk, Deborah Carter; treasurer, Joan Collison; district auditor, Mark Lindberg)

Article 2. *Shall the District raise and appropriate up to \$25,000 to be placed in the expendable trust fund known as the School Building Maintenance Fund, with such amount to be funded from the June 30, 2004, undesignated fund balance (surplus)?* Nancy Carter reported the June 30, 2003, audited balance as \$197,126. She said that there have been no general maintenance expenditures from the fund this year. Public comment centered around a general question concerning the Auditor's Report. Assistant Superintendent John Aubin explained that the district is in the process of revamping the accounting system in order to meet the new standards of GASB 34, which, it was noted in the Auditor's Report, had not been met in the 2002-03 school year. (Yes, 1,373; No, 438)

Article 3. *Shall the District raise and appropriate the sum of \$25,000 to establish a contingency fund to meet the cost of unanticipated expenses that may arise during the year?* Larry Pilchman said the purpose of this contingency fund is to meet any unexpected costs to the District that might occur during the year and that all unexpended funds are returned to fund equity. No funds were expended in the 2002-03 school year. No public comments were offered. (Yes, 1,302; No, 510)

Article 4. *Shall the District determine and fix the salaries of School District officers as follows: school board members, \$400 per member; school district treasurer, \$2,100; school district clerk, \$150; and school district moderator, \$150, in accordance with Article V-A of the NH/VT Interstate School Compact, and further to raise and appropriate the amount of Six Thousand Eight Hundred Dollars (\$6,800) to fund these salaries?* Steve Grant said that this article provides compensation for school district officers. No public comments were offered. (Yes, 1,506; No, 290)

Article 5. *Shall the District vote to rescind Section L.(8) of the Articles of Agreement as approved by the 2003 School District Meeting, but not implemented? Section L.(8) reads as follows: "There is hereby established the Dresden Trustees of Trust Funds, which shall consist of the three Hanover Trustees of Trust Funds. The Dresden Trustees of Trust Funds shall have custody of and investment responsibility for all trust funds created or received by the Dresden School District, and shall have the same powers and duties and be subject to the same requirements with respect to those trust funds as the Hanover Trustees of Trust Funds have with respect to the trust funds of the Hanover School District."* Mary Sachsse explained that under Vermont State Law, school boards act as trustees for District funds. New Hampshire law requires that a separate entity oversee District funds. Since the Dresden Compact does not address this issue, last year voters were asked to amend the Articles of Agreement to establish Dresden Trustees of Trust Funds to oversee district investments. Following that vote, however, the district was informed by the Hanover Trustees of Trust Funds that overseeing Dresden's investments does not fall within their purview, and therefore the district needed to return to past practice whereby the board oversees Dresden's investments. Ms. Sachsse said that voters are being asked to support this article which will rescind last year's vote. No public comments were offered. (Yes, 1,254; No, 316)

Article 6. *Shall the District vote to amend, effective beginning in the 2004-2005 school year, the existing 20-year tuition contract (1994-1995 to 2013-2014), between the Hanover and Dresden School Districts governing the education of Hanover sixth-grade students by the Dresden School District at the Richmond Middle School so that: (1) the annual tuition surcharge to cover Hanover's share of Dresden's debt service will be the amount of debt service attributable to the construction of the new Richmond Middle School reduced by the RMS percentage (by estimate about 39 percent of the total project) of all the payments received from the Town of Hanover and by the RMS percentage of 50 percent of the payments received from Dartmouth College and further prorated for the percentage of Richmond School students who are Hanover sixth-grade students (currently about 23 percent); (2) the term of the tuition contract is extended for 10 years until 2023-2024; and (3) the Hanover School District is given an option to further extend the tuition contract for up to an additional 20 years by giving notice not later than the 2020-2021 school year? All of the above is set forth in the document titled "2004 Amendment to the Tuition Contract between the Hanover and Dresden School Districts" as distributed at the discussion phase of the annual meeting and posted with the warrant.* John Chamberlin explained that the purpose of this article is to correct an error in the way in which the Hanover portion of the formula is computed. He said that the Finance Committee struggled for many months, finally arriving at the new formula. Mr. Chamberlin then reviewed the breakdown of the tuition numbers and tax impacts. Henry Scheier, chair of the Dresden Finance Committee, commented on behalf of the Finance Committee, and several members of the public asked clarifying questions. (Yes, 1,365; No, 310)

Article 7. *Shall the district vote to approve the cost items in the three-year collective bargaining agreement reached between the Dresden School Board and the Hanover Education Association, NEA-NH, which calls for the following increases in teacher salaries and benefits:*

<i>Year</i>	<i>Estimated Increase</i>
2004-2005	\$364,868
2005-2006	\$357,855
2006-2007	\$369,456

and further, shall the district raise and appropriate the sum of Three Hundred, Sixty-Four Thousand Eight Hundred Sixty-Eight Dollars (\$364,868), such sum representing the estimat -

ed increase in teacher salaries and benefits for the 2003-04 fiscal year brought about by this collective bargaining agreement?

Note 1. *The sum necessary to pay the so-called status quo salaries and benefits for teachers if this article is defeated is included in the operating budget in Article 8.*

Note 2. *A favorable vote on this article shall be considered the approval of the cost items in all three years of the proposed collective bargaining agreement.*

John Chamberlin presented the article by reviewing the proposed teachers' contract cost items. This agreement includes a 3.5-percent increase to the base salary for 2004-05 and amounts necessary to level the various steps in the pay schedule. In years 2005-06 and 2006-07, the increase will be the NE CPI plus 1 percent with a linkage to the increase in the health insurance costs. If the health insurance increases by more than 15 percent, the salary increase will be reduced by 1/8 percent per each 1-percent increase in the health insurance costs (not to exceed a 1-percent salary reduction). Another change agreed upon was an increase in the insurance co-payment. Teachers would now pay a 20-percent co-pay under this agreement. Mr. Chamberlin said that the result of the agreement for 2004-05 is an average 5.02-percent increase in salary and step for a total of \$162,426. Nick Harvey, chair of the Hanover Finance Committee and speaking on behalf of the Finance Committee, detailed the reasons why the Finance Committee does not support this article. Several members of the public expressed concern about the percentage of increase, the need for supportive/quality faculty, merit raises versus step/track raises and various other negotiated benefits. A typographical error in this warrant article was brought to the attention of the board and public. The year 2003-04 in the paragraph following the estimated increases should read 2004-05. (Yes, 918; No, 867)

Article 8. *Shall the District raise and appropriate the amount of Seventeen Million, One Hundred Forty-Nine Thousand, Three Hundred Fifty-Nine Dollars (\$17,149,359), for the support of schools, for the payment of salaries for the teachers and other school employees, school district officials and agents, and for the payment of the statutory obligations of the District for the 2004-2005 fiscal year? This sum does not include the sums voted in any of the preceding articles.* John Cassidy presented an overview of the budget, which included a review of the budget process, budget guidelines, expenditure summary, significant changes to the budget, revenue sources and tax impacts. This amount represents a 26.95-percent increase budget to budget in gross expenditures, and a 1.31-percent increase budget to budget in net expenditures. Henry Scheier then spoke to the concerns of the Dresden Finance Committee. He reported that the Finance Committee voted 8-3 not to support the budget article and referred voters to the Finance Committee Report printed in the Annual Report. A few members of the public expressed their concerns and asked clarifying questions. (Yes, 1,032; No, 776)

Article 9. *To transact any other business that may legally come before this meeting.* Dresden School Board Chair Margaret McNally read a testimonial to Superintendent Ken Greenbaum, praising him for his outstanding work and thanking him on behalf of the District. Alison May suggested that, with the many changes about to occur with the construction projects, this would be a good time to consider changing the name of Hanover High School to Dresden High School, and asked the board to consider a warrant article to that effect for next year's district meeting.

Moderator Csatri thanked everyone and declared the meeting adjourned at 10:13 p.m.

I hereby certify this to be a true and accurate report of the proceedings of the meeting of February 26, 2004, and results of voting held on March 2, 2004.

Respectfully submitted,

Deborah M. Carter, District Clerk

**MINUTES OF THE DRESDEN SCHOOL DISTRICT SPECIAL MEETING
HANOVER HIGH SCHOOL GYMNASIUM - MAY 26 AND MAY 27, 2004**

Moderator Thomas Csatari called the meeting to order at 7:03 p.m. on Wednesday, May 26, 2004. Present were school board members Kari Asmus, Nancy Carter, John Chamberlin, Margaret Cheney, Dennis Goodman, Linda Gray, Deborah Kaplan, Lawrence Pilchman, Anne Segal and Geoffrey Vitt; administrators Kenneth Greenbaum, John Aubin, Jane Weissmann, Susan Finer, Bruce Williams and Janice Lavoie; school district attorney David Bradley; and approximately 200 members of the public.

Moderator Csatari read the Warning and noted that the Warrant was duly posted in both states, New Hampshire and Vermont, and that the returns of service were duly notarized. Mr. Csatari then recognized Dresden School Board Chair Margaret Cheney, who introduced the members of the Dresden School Board and Superintendent Greenbaum; he, in turn, recognized members of the administration and legal counsel.

Moderator Csatari reviewed the structure of the Dresden School District and District meeting process, explaining that this is the discussion phase of the meeting, and the voting phase will take place on Thursday, May 27, from 7:00 a.m. until 7:00 p.m. in Tracy Hall in Norwich and Richmond Gymnasium in Hanover.

After Mr. Csatari reviewed the guidelines for the meeting, the business of the meeting followed. Mr. Csatari read each article.

Article 1. *Shall the District vote to approve the cost items in the two-year collective bargaining agreement reached between the Dresden School Board and the Hanover Education Association, NEA-NH, which calls for the following increases in teacher salaries and benefits:*

<i>Year</i>	<i>Estimated Increase</i>
<i>2004-2005</i>	<i>\$319,258</i>
<i>2005-2006</i>	<i>\$325,430</i>

and further, shall the district raise and appropriate the sum of Three Hundred Nineteen Thousand, Two Hundred Fifty-Eight Dollars (\$319,258), such sum representing the estimated increase in teacher salaries and benefits for the 2004-05 fiscal year brought about by this collective bargaining agreement?

Note 1. *A favorable vote on this article shall be considered the approval of the cost items in both years of the proposed collective bargaining agreement.*

Assistant Superintendent for Business John Aubin and board member Anne Segal presented this article. Mr. Aubin presented an overview of the teachers' settlement and a comparison between the former settlement and the new agreement. Along with specific changes, he spoke about the tax impacts and salary rates. Ms. Segal presented the consumer price index comparisons, the teacher base increases as compiled by the N.H. School Boards Association and the settlements in other N.H. school districts. Henry Scheier, speaking as chair of the Dresden Finance Committee, outlined the reasons why the Finance Committee voted 5-2 not to support Article 1. Members of the public asked clarifying questions and expressed view points both in favor and against passage of the article. (Yes, 826; No, 588)

Article 2: *Shall the district vote to rescind the vote to raise and appropriate the sum of Three Hundred Sixty-Four Thousand, Eight Hundred Sixty-Eight Dollars (\$364,868) under Article 7 of the Warrant for the 2004 Annual District meeting, said amount representing Dresden's portion of the cost items in the collective bargaining agreement which was approved by Dresden voters, but which could not be implemented because it was not approved by Hanover voters?* Mr. Aubin presented Article 2, speaking to the reasons for rescinding this article, citing the need to clarify the ambiguity. Originally this amount was to fund a portion of the

teachers' contract. Since the contract was defeated, Mr. Aubin said it was necessary to rescind this vote, otherwise residents will be taxed on this appropriation. No public comment was offered. (Yes, 1,114; No, 263)

Moderator Csatari thanked everyone and declared the meeting adjourned at 8:30 p.m.

I hereby certify this to be a true and accurate report of the proceedings of the meeting of May 26, 2004 and results of voting held on May 27, 2004.

Respectfully submitted,

Deborah M. Carter, District Clerk

MINUTES OF THE DRESDEN SCHOOL DISTRICT SPECIAL MEETING HANOVER HIGH SCHOOL GYMNASIUM - OCTOBER 18 AND 19, 2004

Moderator Thomas Csatari called the meeting to order at 7:02 p.m. on Monday, October 18, 2004. Present were school board members Nancy Carter, John Chamberlin, Margaret Cheney, Dennis Goodman, Linda Gray, Deborah Kaplan, Lawrence Pilchman, Mary Sachsse, Anne Segal and Geoffrey Vitt; administrators Wayne Gersen, John Aubin, Deborah Gillespie, Susan Finer and Rob Edson; school district attorney David Bradley; approximately 45 members of the public; and approximately 40 high school social studies students.

Moderator Csatari read the Waming and noted that the Warrant was duly posted in both states, New Hampshire and Vermont, and that the returns of service were duly notarized. Mr. Csatari then recognized Dresden School Board Chair Margaret Cheney, who introduced the members of the Dresden School Board and Superintendent Gersen, who recognized members of the administration and legal counsel.

Moderator Csatari reviewed the structure of the Dresden School District and district meeting process, explaining that this is the discussion phase of the meeting, and the voting phase will take place on Tuesday, October 19, from 7:00 a.m. until 7:00 p.m. in Tracy Hall in Norwich and Richmond Gymnasium in Hanover.

After Mr. Csatari reviewed the guidelines for the meeting, the business of the meeting followed. Mr. Csatari read the article.

Article 1. Shall the District raise and appropriate the sum of Five Million, Five Hundred Thousand Dollars (\$5,500,000), in addition to the amount raised and appropriated in May 2003, for the construction and equipping of a new Richmond Middle School and the renovation of, and additions to Hanover High School; authorize the issuance of not more than Five Million, Five Hundred Thousand Dollars (\$5,500,000) of bonds or notes in accordance with the provisions of the NH-VT Interstate School Compact (Article VII); and authorize the school board to issue and negotiate such bonds or notes and to determine the rate of interest thereon?

Superintendent Gersen presented an overview of the article, saying that district voters voted in May 2003 to approve the construction of a new middle school and renovation of the high school; however, because of unanticipated costs for steel, poor soils, asbestos removal and a low contingency, the district does not have sufficient funds to complete the project as designed and approved. He said the Dresden board is asking voters for an additional \$5.5 million to complete this project. Members of the public then followed up with questions focusing on the consequences of defeating the article. (Yes, 1,393; No, 1,184)

Moderator Csatari thanked everyone and declared the meeting adjourned at 9:30 p.m.

I hereby certify this to be a true and accurate report of the proceedings of the meeting of October 18, 2004, and results of voting held on October 19, 2004.

Respectfully submitted,

Deborah M. Carter, District Clerk

DRESDEN SCHOOL BOARD REPORT

In 2004 the Dresden School Board continued its focus on school facilities. The previous year Norwich and Hanover voters had passed a \$38.5 million bond to fund the construction of a new Richmond Middle School on Lyme Road and the renovation and expansion of Hanover High School on its current Lebanon Street campus. However, the board learned in early 2004 that the amount approved would not be enough to complete the planned construction, due primarily to the sharply escalating cost of steel and other building materials worldwide. On October 19, 2004, the board asked voters to approve a supplemental bond, this one for up to \$5.5 million, to complete the construction as planned. It was approved by a vote of 1,393 in favor and 1,184 opposed.

When voters approved the plans for school construction in 2003, they did not pass Article 3, which would have raised \$5,378,959 to develop fields and other athletic facilities on the district's Route 5 property in Norwich and on the high school campus. In April 2004 the board returned to voters with a scaled-back fields proposal, this one for \$4,557,884. It, too, failed to pass, with 1,496 opposed and 1,366 in favor. Since then the board has initiated several procedures to address the shortage of high school athletic fields: (1) asked officials in the two towns for volunteer labor and other help to create a playing area on the school district's Route 5 property in Norwich at minimal cost to taxpayers; (2) sent a questionnaire to all Dresden households to solicit community opinion on how best to address the long-term field shortage; and (3) formed a new Athletic Fields Committee to use this and other information to prepare a final plan for voter approval.

The good news is that construction of the new middle school began in May, and that the school will open on schedule in the fall of 2005. Once the old Richmond School is vacated, work will begin on Hanover High School. Parts of the middle school will be demolished to make way for a new gymnasium, but the original 1924 building will be renovated to include SAU offices and the high school art program and special education classes. Renovation of the entire high school is expected to be completed by the fall of 2007.

In 2005-06 enrollment at Hanover High School is expected to decrease slightly from the current 753 students to 746 (including 79 tuition students). At Richmond Middle School 2005-06 enrollment will continue to decline from this year's 410 to 393 students, before beginning an increase the following year.

In April 2004 Hanover High School received its reaccreditation report from the New England Association of Schools and Colleges. In accrediting the school for 10 years, the maximum term possible, the commission praised the school's curriculum, academic environment, staff and overall climate. It expressed concern with the school's health and safety deficiencies (soon to be solved by the upcoming renovation) and with the continuing loss of athletic playing fields.

The Dresden School Board has a difficult challenge: to keep tax rates as low as possible while offering the same excellent educational program. We have maintained our policy of not expanding offerings without identifying matching reductions. However, the 2005-06 budget is expected to increase by about 6.8 percent, from last year's \$17,500,417 to about \$18,700,000. Combined with decreased revenue, this may result in a tax increase of about 8 percent in Norwich and about 6 percent in Hanover. The main reasons for the increase are scheduled raises in salaries and benefits, increases in special education needs and costs associated with school construction and the separa-

tion of the middle school from the high school — debt service payments, for example, and the need for more nursing and maintenance staff.

In the midst of these challenges, the Dresden School District welcomed Wayne Gersen as its new superintendent in July 2004. We thank him for his first year of hard work and for his vision for the future of the district. As always, the board appreciates the continued support of the taxpayers of Norwich and Hanover, as well as the countless hours devoted by principals Deborah Gillespie and Susan Finer and their staffs on behalf of the district's children.

Margaret Cheney, Chair (649-3039)

COMPARATIVE YEARLY ENROLLMENTS

For October 1 of each year

Year	Marion Cross School							Total
	K	1	2	3	4	5	6	
1994	54	59	65	59	74	85	62	458
1995	66	59	66	67	60	71	89	478
1996	60	70	63	69	70	59	71	462
1997	32	61	68	59	66	73	62	421
1998	35	39	62	67	61	66	69	393
1999	34	36	38	63	71	61	67	370
2000	30	43	37	39	60	71	62	342
2001	28	41	44	38	38	62	75	326
2002	41	39	44	50	36	42	63	315
2003	38	48	45	41	54	38	44	308
2004	30	41	49	46	45	53	41	305

Year	Norwich Students in Dresden School District						Total
	7	8	9	10	11	12	
1994	67	55	57	53	40	42	314
1995	54	66	53	57	51	41	322
1996	89	54	61	55	52	53	364
1997	73	90	62	58	57	53	393
1998	68	73	88	63	53	53	398
1999	76	65	67	83	59	55	405
2000	75	75	74	67	87	60	438
2001	68	75	72	77	63	81	437
2002	73	66	70	71	75	57	412
2003	62	76	68	69	67	74	416
2004	47	62	79	61	65	69	383

Year	All Dresden School District Students						Total
	7	8	9	10	11	12	
1994	154	138	167	166	160	158	943
1995	151	150	177	171	159	152	960
1996	188	152	186	171	163	153	1,013
1997	170	188	191	172	162	156	1,039
1998	151	172	207	192	158	160	1,040
1999	175	162	207	196	190	160	1,090
2000	179	175	182	204	194	189	1,123
2001	170	180	191	191	189	190	1,111
2002	182	167	190	193	187	185	1,104
2003	166	189	186	190	184	189	1,110

HANOVER HIGH SCHOOL PRINCIPAL'S REPORT

It is the mission of Hanover High School to be an active learning community that provides broad academic and co-curricular programs. We engage students' minds, heart, and voices so that they become educated, caring and responsible adults.

- Opening: We opened this year with 759 students. Our ninth grade of 220 students is the largest we've seen. However, overall enrollment has been steady for the past several years.
- Accreditation: We received our accreditation report from the New England Association of Schools and College (NEASC) last spring. The majority of the report was very complimentary, but the two-year process of intensive self-study and a thorough review by the NEASC Visiting Committee helped identify areas for improvement and growth.
- Renovation: We are excited about our upcoming renovation. There are several school committees working to make the renovation process go as smoothly as possible and to make next year our most successful school year ever. This spring we will be offering presentations to students and parents explaining exactly how we will organize the renovation process.
- Recognitions: HHS was one of two New Hampshire schools nominated for the No Child Left Behind (NCLB) Blue Ribbon Schools Award. This nomination was based on our 10th-grade state assessment scores, but we continue to find that, by any measure, we have outstanding students.

Deb Gillespie, Principal

FRANCES C. RICHMOND MIDDLE SCHOOL PRINCIPAL'S REPORT

The 2005-2006 year will be a particularly exciting one for the Richmond School as we move from Lebanon Street to our new building on Lyme Road. We have been busy planning for the packing and moving while continuing to teach and learn right here. We know that we can only plan so far and that when we are actually in the new building, we will learn to use it to enhance our work and student learning in ways we can't anticipate.

Winter is always a special time at the Richmond School, as we teach an integrated curriculum unit at each grade level. Regular classes are suspended for one to three days while our students think about one overarching topic related to their studies. January will see the culmination of the sixth-grade integrated unit on learning and the brain, "The Mind That's Mine." Norwich and Hanover sixth-graders come together at the Richmond School for a keynote speaker and workshops given by local experts on brain research, following separate studies in each school's sixth grade. In February both seventh and eighth grade have their integrated units. In early February seventh-graders have day-long activities on "The Body That's Mine," a day that teaches both physical and mental health issues. The culminating activity for this integrated study will be the Health Fair in mid-April. Just before February vacation eighth-graders have a three-day Renaissance Festival, with workshops here and at Dartmouth College enhancing their study of the Renaissance. This year we will add a visit to the new pipe organ at the United Church of Christ in Hanover. All three of these integrated units are made possible by the tremendous resources and generosity of our community.

The RMS staff has spent a great deal of time planning for the new building and the move, but especially how we might reinvent ourselves when we get there. All staff are on one of six transition committees: scheduling and teaming, food, school culture and publications, physical environment, staff responsibilities and emergency planning. I expect we will keep what has been so great about the Richmond School and add new activities and start new traditions. We are grateful to this community for the new building and support of our program.

Susan Finer, Principal

DRESDEN FINANCE COMMITTEE BUDGET STATEMENT

The Dresden Finance Committee (DFC) voted 7 to 4 to support the proposed 2005-06 budget of the Dresden School Board (DSB) at a public meeting on January 24, 2005. The DSB had previously set guidelines calling for level funding in accounts that are controllable while maintaining the high-quality educational experience that the community has come to expect. It must be noted that the greatest share of the budget does not fit into the easily controllable category, however. This includes governmental mandates and contractual obligations — primarily employee compensation.

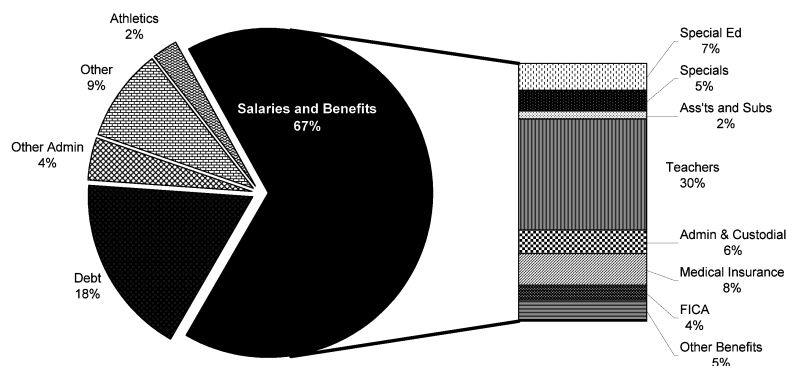
The majority on the DFC supports the budget, as these guidelines represent somewhat more strict fiscal principles than seen in recent years. Furthermore, the DFC appreciates the significant effort on the part of the DSB, the SAU administrators and the school principals, teachers and staff to meet these guidelines. It is notable that the final budget has a reasonable budget-to-budget change that meets the expressed guidelines.

The expectation that all elements that constitute the budget will be evaluated in the appropriate context, however, significantly affected support of the budget. The belief of the DFC is that delivering a high-quality education can and should be undertaken with the utmost regard for its financial impact. One example of this process is a collaborative effort by members of the DFC, the DSB and the SAU administrators to examine quality education efforts both internally and in other school districts. Crucial to this effort is going to be the desire of the community to express both its support for the school system and the degree to which the current financial trajectory should be reevaluated.

A minority on the DFC expressed the very strong concern that the budget has reached a point where diminishing returns are observed on a perceived surplus tax burden when compared with similar communities or with regards to potential cost reductions that might be achieved with alternative methods. The concern is that by making the assumption that the educational program is to be maintained, then any meaningful examination of the budget is hampered. The perception is that the Dresden school district taxpayers are potentially unnecessarily supporting a needlessly burdensome educational system.

In summary, the DFC calls on the DSB, the SAU administrators, the staff of the schools and, crucially, the community to continue the discussion of the issues raised by this budget. Athos J. Rassias (Chair), Bill Bender, Susan Blum, John Chamberlin, Peter Christie, Deborah Hall, Philip Harrison, John Hochreiter, Cheryl Lindberg, Mado Macdonald, Dick Podolec, Henry Scheier, Irv Thomae, Paul Tierney

Proposed Dresden Budget



Prepared by Norwich Town Auditors

INDEPENDENT AUDITORS' REPORT

To the Members of the School District
Dresden School District
Hanover, New Hampshire

We have audited the accompanying financial statements of the Dresden School District as of and for the year ended June 30, 2004, as listed in the Table of Contents. These financial statements are the responsibility of the Dresden School District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

Management has chosen not to implement Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statement — and Management's Discussion and Analysis — for State and Local Governments*. Therefore, these financial statements are presented following the principles that were in effect prior to GASB Statement No. 34. Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities and business-type activities. The financial statements presented do not contain separate statements for governmental, proprietary, if applicable, and fiduciary fund types, nor are major and non-major funds separately identified and classified. The financial statements presented report expendable and nonexpendable trust funds, which should be reported as special revenue and permanent funds under the new reporting model. The financial statements also present a general long-term debt account group, which should not be reported as such, but the information contained therein should be included in the government-wide financial statements along with applicable depreciation, were they presented. Also, the financial statements do not contain any information on capital assets because the government has not maintained historical cost records of such assets. Management has not presented management's discussion and analysis as required. The amounts that would be reported in the missing statements are required supplementary information, and the effects of reclassifying and properly reporting the information presented are not reasonably determined.

In our opinion, because of the effects of the matters discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Dresden School District as of June 30, 2004, or the changes in its financial position or its cash flows, where applicable, for the year then ended.

Plodzik & Sanderson
Professional Association
September 1, 2004

DRESDEN SCHOOL DISTRICT
Combined Balance Sheet - All Fund Types and Account Groups
June 30, 2004

Exhibit A

	Governmental Fund Types				Fiduciary Fund Type Trust & Agency	Totals	
	General	Special Revenue	Capital Projects			General Long-Term Debt	(Meaning Only)
Assets and Other Debits							
<u>Assets</u>							
Cash and Equivalents	\$600	\$137,028			\$299,352		\$836,980
Investments	630		36,309,775		46,212		36,356,617
Receivables							
Accounts	30,819	267					31,086
Accrued Interest			437,900				437,900
Intergovernmental		4,443			16,969		21,412
Interfund Receivable	543,383				45,597		588,980
Prepaid Items	17,438						17,438
Other debits:							
Amount to be provided for retirement of general long-term debt						38,401,577	38,401,577
Total Assets and Other Debit	592,870	341,738	36,747,675		408,130	38,401,577	76,491,998
Liabilities and Equity							
<u>Liabilities</u>							
Accounts payable	89,485	134	25,511				115,130
Accrued payroll and benefits	29,074						29,074
Contracts payable			918,911				918,911
Refundable payable			68,721				68,721
Interfund payable	45,597	18,785	524,598				588,980
Due to student groups					166,935		166,935
General obligation bonds payable						38,270,788	38,270,788
Capital leases payable						71,381	71,381
Compensated absences payable						59,208	59,208
Total Liabilities	164,156	18,919	1,537,741		166,935	38,401,577	40,289,348
<u>Equity</u>							
Fund balances							
Reserved for encumbrances	126,943		4,351,208				4,478,151
Reserved for endowments					12,290		12,290
Reserved for special purposes			30,858,726		228,925		31,087,651
Unassigned							
Undesignated for spec. purposes		322,819					322,819
Undesignated	301,771						301,771
Total Equity	428,714	322,819	31,209,934		241,175		36,202,642
Total Liabilities and Equity	\$ 592,870	\$341,738	\$36,747,675		\$408,130	\$38,401,577	\$76,491,998

DRESDEN SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
All Governmental Fund Types
For the fiscal year ended June 30, 2004

	<u>Governmental Fund Types</u>			<u>Fiduciary Fund Type</u>	<u>Totals</u>
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Expendable Trusts</u>	<u>(Memo. Only)</u>
Revenues					
School district assessment	\$9,318,342				\$9,318,342
Other local	1,959,263	451,274	1,149,176	2,077	3,561,790
State	2,452,449	17,100			2,469,549
Federal	1,243	98,404			99,647
Total Revenues	13,731,297	566,778	1,149,176	2,077	15,449,328
Expenditures					
<u>Current</u>					
Instruction	7,376,928	227,526			7,604,454
<u>Supporting services</u>					
Student	572,117				572,117
Instructional staff	462,560				462,560
General administration	66,566				66,566
Executive administration	484,923				484,923
School administration	3,362,519				3,362,519
Operation/maint of plant	900,904				900,904
Student transportation	113,426				113,426
Non-instructional services		413,236			413,236
Facilities acquisition/const.	85,682		2,862,841		2,948,523
Debt service	101,427		854,559		955,986
Total Expenditures	13,527,052	640,762	3,717,400		17,885,214
<u>Excess (deficiency) of revenues and other sources over(under) expenditures and other uses</u>					
	<u>204,245</u>	<u>(73,984)</u>	<u>(2,568,224)</u>	<u>2,077</u>	<u>(2,435,886)</u>
<u>Other financing sources (uses)</u>					
Proceeds of gen. oblig. debt		37,775,000		37,775,000	
Interfund transfers in		27,192		25,000	52,192
Interfund transfers out	<u>(52,192)</u>				<u>(52,192)</u>
<u>Net change in fund balances</u>	<u>152,053</u>	<u>(46,792)</u>	<u>35,206,776</u>	<u>27,077</u>	<u>35,339,114</u>
<u>Fund balances - July 1</u>	<u>276,661</u>	<u>369,611</u>	<u>3,158</u>	<u>197,129</u>	<u>846,559</u>
<u>Fund balances - June 30</u>	<u>\$428,714</u>	<u>\$322,819</u>	<u>\$35,209,934</u>	<u>\$224,206</u>	<u>\$36,185,673</u>

DRESDEN SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Budgetary Basis) - General Fund
For the fiscal year ended June 30, 2004

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues			
School district assessment	\$9,318,342	\$9,318,342	
Other local	1,886,901	1,959,263	72,362
State	2,417,715	2,411,340	(6,375)
Federal	1,100	1,243	143
Total Revenues	13,624,058	13,690,188	66,130
Expenditures			
<u>Current</u>			
Instruction	7,526,204	7,319,454	206,750
<u>Supporting services</u>			
Student	583,988	569,425	14,563
Instructional staff	491,378	458,947	32,431
General administration	72,350	66,566	5,784
Executive administration	484,923	484,923	
School administration	3,474,820	3,360,535	114,285
Operation/maint of plant	932,389	901,654	30,735
Student transportation	119,425	113,426	5,999
Facilities acquisition/const.	34,840	157,554	(122,714)
Debt service	101,427	101,427	
Total Expenditures	13,821,744	13,533,911	287,833
<u>Other financing uses</u>			
Operating transfers out	25,000	25,000	
<u>Excess (deficiency) of revenues and</u>			
<u>other over(under) expenditures</u>	(197,686)	156,277	353,963
<u>Other financing uses</u>			
Interfund transfers out	(25,000)	(52,192)	(27,192)
<u>Net change in fund balances</u>	<u>(\$222,686)</u>	104,085	<u>\$326,771</u>
<u>Unreserved fund balances - July 1</u>		197,686	
<u>Unreserved fund balances - June 30</u>		<u>(\$301,771)</u>	

**DRESDEN SCHOOL DISTRICT
Revenue Budget Report**

	2003-04 Actual	2004-05 Revised	2004-05 Anticipated	2005-06 Proposed
Local Sources				
District Assmt - Hanover	6,763,537	6,564,946	6,564,946	7,516,990
District Assmt - Norwich	4,941,924	5,008,270	5,008,270	5,616,830
subtotal	11,705,461	11,573,216	11,573,216	13,133,820
Tuition				
Parents	56,563	75,000	93,207	66,010
In-State LEA	615,381	875,000	905,781	718,166
Out-of-State LEA	273,301	200,000	179,726	318,949
Hanover 6th Gr Curr Yr	881,651	1,469,047	1,469,047	1,451,108
Hanover 6th Gr Prior Yr	0	43,348	43,348	(45,668)
Sp Ed Excess Cost Recov	84,812	70,000	60,000	85,000
subtotal	1,911,708	2,732,395	2,751,108	2,593,565
Other Local Sources				
Interest Income	8,394	8,000	7,630	8,000
Gate Receipts	4,590	5,000	4,500	5,000
Rent	14,492	13,750	13,685	13,750
From Hanover Town	0	100,000	100,000	100,000
From Dartmouth College	0	1,940,000	1,940,000	1,940,000
Insurance Refunds	19,977	20,000	19,500	20,000
Miscellaneous	(1)	250	91	250
subtotal	47,450	2,087,000	2,085,406	2,087,000
State Sources				
Building Aid - NH	3,596	804,190	804,190	778,523
Voc Transportation - Vt	0	5,000	5,000	5,000
Voc Tuition - NH	20,384	20,000	18,493	20,000
Voc Transportation - NH	241	250	785	500
subtotal	24,220	829,440	828,468	804,023
Federal Sources				
Indirect Cost - Grants	102	0	0	0
Medicaid	0	0	0	0
Agriculture Grant	1,244	1,100	1,100	1,100
subtotal	1,346	1,100	1,100	1,100
General Fund Rev. Total	13,690,186	17,223,151	17,239,298	18,619,508

from Prior Year's Fund

Balance 197,686 277,266 277,266 75,000

Total Revenues and from Fund Balance 13,887,871 17,500,417 17,516,564 18,694,508

DRESDEN SCHOOL DISTRICT
Expenditure Budget Report

	2003-04 Actual	2004-05 Revised Budget	2004-05 Anticipated Actual	2005-06 Proposed Budget
DISTRICT WIDE				
District Admin Expenses	66,566	59,300	71,716	69,000
Contingency	0	25,000	0	25,000
SAU Assessment	484,923	529,214	529,214	567,249
Operation & Maint of Plant	241,174	262,841	263,818	270,085
Building Improvement	136,809	0	4,972	0
Debt Service	101,427	3,045,933	3,045,933	3,342,513
Other District Wide Expense	925	1,200	994	1,500
Transfr to Maint Ex Trst Fnd	25,000	0	0	0
Transfr to Food Serv Fund	24,814	0	0	0
DISTRICT WIDE TOTAL	1,081,637	3,923,488	3,916,646	4,275,347
RICHMOND MIDDLE SCHOOL				
Regular Instruction				
Teacher Salaries	2,028,918	2,054,355	2,016,439	1,961,525
Ed Asst Salaries	96,900	71,405	99,296	110,075
Substitutes	31,862	35,000	35,000	35,000
Tutors	21,332	22,600	22,600	24,200
Sabbatical	0	0	0	0
Contract Service	3,932	7,150	6,919	7,150
Copier Expenses	20,078	19,000	23,314	20,000
Instructional Supplies	53,106	61,090	60,108	58,413
Textbooks	31,537	33,225	32,287	27,340
Instructional Equipment	8,277	9,060	8,980	13,700
Other Instructional Expense	550	1,625	1,100	1,125
<i>subtotal</i>	2,296,492	2,314,510	2,306,042	2,258,528
Coord Vol/Com Relations	11,948	20,925	9,064	10,311
Technology	36,756	38,720	38,560	42,770
Special Education				
Teacher/Psych Salaries	280,616	296,822	310,243	312,651
Ed Asst Salaries	157,466	195,938	248,920	257,385
Spec Ed Tutors	0	1,000	1,000	1,000
Contr Sp Ed Svcs	(7,871)	8,400	10,881	12,550
Spec Ed Transportation	0	3,000	7,116	4,500
Books, Supplies, Equipment	2,288	4,225	4,381	8,800
<i>subtotal</i>	432,499	509,385	582,541	596,886
Co-Curricular Program				
Co-curricular Salaries	13,589	14,624	12,907	19,188
Co-curricular Prog. Exp	4,766	6,235	6,143	6,235
<i>subtotal</i>	18,356	20,859	19,050	25,423
Guidance				
Guidance Counselors	152,372	163,862	163,777	163,777
Ed Assts	3,044	6,500	6,500	6,500
Other Guidance Expenses	709	700	700	700
<i>subtotal</i>	156,125	171,062	170,977	170,977

DRESDEN SCHOOL DISTRICT
Expenditure Budget Report

	2003-04 Actual	2004-05 Revised Budget	2004-05 Anticipated Actual	2005-06 Proposed Budget
DISTRICT WIDE				
RICHMOND CONT.				
Health Services Total	24,430	26,056	24,776	57,854
Staff & Curriculum Development				
Curriculum Development	2,415	2,200	2,069	2,200
Staff Development	55,761	88,900	75,095	81,600
<i>subtotal</i>	58,176	91,100	77,164	83,800
Library				
Librarian/Ed Assts	83,583	83,343	87,139	89,039
Eq Maint	1,655	2,065	2,045	2,065
Bks, Mag, & Software	947	28,370	27,130	29,350
Supplies, Repairs, Eq, etc	41,626	12,400	12,354	10,180
<i>subtotal</i>	127,811	126,178	128,668	130,634
School Administration				
Administrative Salaries	139,319	159,572	154,329	164,621
Telephone	5,591	7,500	4,897	6,500
Post, Print, Office Supplies	12,790	16,700	14,391	16,700
Graduation Expenses	1,682	2,000	2,000	2,000
Equipment	0	0	0	0
Other School Admin. Expenses	6,689	13,350	10,485	11,850
<i>subtotal</i>	166,070	199,122	186,102	201,671
Employee Benefits				
Medical Insurance	520,948	567,073	598,558	629,508
Dental Insurance	24,347	24,880	30,490	30,770
Life & Disability Insur	24,534	28,046	22,267	29,574
Workers' Compensation	9,217	14,609	14,927	16,100
Annuities	100,008	95,513	100,508	100,071
Retirement	62,005	62,827	71,455	93,842
FICA	234,547	250,313	256,533	262,465
Retiree Benefits	52,494	86,799	62,483	82,638
Other Employee Benefits	3,435	3,455	3,232	3,721
<i>subtotal</i>	1,031,535	1,133,515	1,160,454	1,248,689
Custodial Expense				
Maintenance	13,146	30,590	30,183	22,066
Custodial Salaries	140,201	143,713	146,217	186,288
Water & Sewer	3,478	5,000	3,575	5,400
Property/Liability Insurance	15,063	17,000	17,803	18,000
Paper & Cleaning Supplies	11,708	13,700	12,127	13,000
Electricity	35,626	38,350	42,331	75,000
Heat	22,097	24,000	28,000	24,000
Other Custodial/Building Expe	3,461	5,850	5,766	7,450
<i>subtotal</i>	244,782	278,203	286,001	351,204
Grounds and Vehicles				
Trash Removal	4,324	5,600	3,594	4,500
Grounds Contract	8,250	8,237	8,411	9,200
Other Grounds Expense	275	1,000	991	1,000
<i>subtotal</i>	12,849	14,837	12,996	14,700

DRESDEN SCHOOL DISTRICT
Expenditure Budget Report

	2003-04 Actual	2004-05 Revised Budget	2004-05 Anticipated Actual	2005-06 Proposed Budget
DISTRICT WIDE				
RICHMOND CONT.				
Other Uses of Funds				
Field Trips	4,569	11,350	11,309	12,350
Site & Building Improvements	(3,537)	1,000	1,000	1,000
<i>subtotal</i>	1,032	12,350	12,309	13,350
RICHMOND TOTAL	4,618,859	4,956,822	5,014,704	5,206,797
HANOVER HIGH SCHOOL				
Regular Instruction				
Teacher Salaries - Instruct	3,054,967	3,213,731	3,239,627	3,401,906
Ed Assistants	135,099	153,311	128,997	160,987
Substitutes	27,891	28,500	28,500	28,500
Tutors	13,645	24,560	25,691	24,000
Teacher Salaries - Sabbatical	0	41,287	20,676	0
Contracted Services	12,892	19,575	19,301	18,850
Copier Expenses	34,390	43,415	39,289	43,830
Instructional Supplies	69,417	73,580	72,799	73,875
Textbooks	40,378	55,920	55,521	53,670
Instructional Equipment	21,925	20,470	20,202	18,945
Other Instructional Expense	5,301	3,420	5,646	5,580
<i>subtotal</i>	3,415,905	3,677,769	3,656,250	3,830,143
Technology	55,752	58,450	57,976	58,040
Special Education				
Teacher/Psych Salaries	357,096	388,013	421,446	403,129
Ed Asst Salaries - Spec Ed	150,407	160,642	161,516	201,628
Special Ed Tutors	1,153	1,000	33,533	26,824
Contracted Spec Ed Services	67,396	135,950	178,155	145,350
Tuition	0	0	0	0
Special Ed Transportation	18,661	23,000	28,540	17,000
Books, Supplies, Equipment	10,950	11,015	10,745	13,060
<i>subtotal</i>	605,663	719,620	833,934	806,991
Vocational Education				
Voc Ed Tuition	48,890	70,000	38,632	60,000
Athletics				
Coaches	141,920	142,000	152,000	157,320
Athletic Administration	87,466	94,932	95,022	103,353
Game Operating Costs	66,791	58,610	58,566	60,600
Facility Rental	0	1,400	1,000	1,400
Athletic Equipment	43,023	47,195	49,520	46,540
Other Athletic Expenses	13,395	14,595	13,526	15,000
Athletic Trips	93,097	89,000	100,660	107,780
from Athl User Fee Fund				(25,000)
<i>subtotal</i>	445,692	447,732	470,294	466,993
Co-Curricular Program				
Co-curricular Salaries	38,980	38,600	40,317	39,054
Co-curricular Program Expenses	7,500	9,800	9,800	9,800
<i>subtotal</i>	46,480	48,400	50,117	48,854

DRESDEN SCHOOL DISTRICT
Expenditure Budget Report

	2003-04 Actual	2004-05 Revised Budget	2004-05 Anticipated Actual	2005-06 Proposed Budget
DISTRICT WIDE				
HANOVER HIGH CONT.				
Guidance				
Guidance Counselors	295,231	318,132	330,233	337,389
Registrar, Ed Asst	55,635	57,467	58,010	68,953
Other Guidance Expenses	7,043	7,935	7,341	8,380
<i>subtotal</i>	357,909	383,534	395,584	414,722
Health Services Total	30,962	33,996	32,652	50,775
Staff & Curriculum Development				
Curriculum Development	2,871	3,000	3,000	3,000
Staff Development	86,676	117,275	111,788	109,375
Dresden Plan	6,199	6,200	5,408	6,200
<i>subtotal</i>	95,746	126,475	120,195	118,575
Library				
Librarian/Ed Assts	116,015	120,267	134,589	114,539
Library Equipment	7,474	6,700	5,961	6,700
Books & Magazines	47,137	41,530	46,846	47,490
Supplies, Repairs, etc	6,587	14,960	8,548	9,150
<i>subtotal</i>	177,214	183,457	195,944	177,879
School Administration				
Salaries Administrative	398,815	409,570	406,548	400,791
Secretary/Ed Asst Salaries	139,977	156,557	148,388	161,334
Telephone	15,995	17,500	15,180	16,500
Post, Print, Office Supplies	27,330	28,700	27,992	29,700
Graduation Expenses	3,615	8,800	8,777	8,800
Equipment	0	0	0	0
NEASC Evaluation	16,825	400	400	400
Other Admin Expenses	9,636	17,010	14,078	14,260
<i>subtotal</i>	612,192	638,537	621,363	631,785
Employee Benefits				
Medical Insurance	652,982	780,076	761,920	865,637
Dental Insurance	36,191	38,350	42,472	45,914
Life & Disability	39,669	44,906	33,995	48,004
Workers' Compensation	12,530	23,631	23,685	25,763
Annuities	130,913	164,231	178,737	182,130
Retirement	86,024	101,772	104,759	152,093
Retiree Benefits	150,253	142,931	125,362	184,398
FICA	389,668	417,210	431,485	449,755
Other Employee Benefits	6,455	6,419	6,638	6,549
<i>subtotal</i>	1,504,684	1,719,526	1,709,051	1,960,243

DRESDEN SCHOOL DISTRICT
Expenditure Budget Report

	2003-04 Actual	2004-05 Revised Budget	2004-05 Anticipated Actual	2005-06 Proposed Budget
DISTRICT WIDE				
HANOVER HIGH CONT.				
Operation & Maintenance of Plant				
Maintenance	55,988	54,870	55,085	63,104
Custodial Salaries	162,696	182,841	177,716	231,785
Water & Sewer	10,094	12,900	10,100	10,500
Property/Liability Insurance	28,500	25,000	24,830	28,000
Paper & Cleaning Supplies	20,437	21,480	21,179	24,200
Electricity	45,090	47,900	54,849	60,000
Heat	39,276	51,000	34,000	51,000
Other Custodial/Building Expei	7,158	10,025	9,863	10,525
<i>subtotal</i>	369,239	406,016	387,621	479,114
Grounds & Vehicles				
Trash Removal	10,893	10,650	10,153	12,000
Grounds Contract	65,706	66,700	66,952	66,700
Other Grounds Expense	2,141	2,900	2,886	2,100
Vehicles, etc	0	100	100	100
<i>subtotal</i>	78,739	80,350	80,091	80,900
Other Uses of Funds				
Transportation - Voc Ed	9,108	11,000	9,927	10,000
Field Trips	6,653	11,245	11,203	10,850
Site & Building Improvements	24,281	4,000	23,667	6,500
<i>subtotal</i>	40,042	26,245	44,797	27,350
HIGH SCHOOL TOTAL	7,885,109	8,620,107	8,694,502	9,212,364
DRESDEN TOTAL	13,585,605	17,500,417	17,625,852	18,694,508

**HANOVER HIGH SCHOOL
CLASS OF 2004**

- Acker, Devan W.
- Addante, Rocco Anthony **
- Ahern, Patrick B.
- Ahles, Benjamin C. **
- Albert, Marion D.
- Altobelli, Matthew R.
- Arbogast, Olivia W.
- Auten, Walt F.
- Bagley, Jake W.P.
- Bailey, BenJamin R.
- Bailey-Turner, Matrika J.
- Barrett, Anne B.
- Bartels, Sarah E.
- Benjamin, Julia
- Birdsey, Kevin A.
- Birnie, Elisabeth A.
- Blake, Peta E.
- Blanchflower, Kathryn S. *
- Bradigan, Zachary D.
- Brentrup, Gregory J. *
- Brown, Douglas R.S. **
- Brown, Eric J.
- Buck, Lauren E.
- Bullock, Emma J. *
- Castro, Kira
- Caverio, Tomas
- Cheung, Christopher
- Cheung, King Hung
- Childs, Benjamin E. **
- Chobanian, Andrew S.
- Chu, Samantha J.
- Clattenburg, Eben *
- Coffey, Jennifer M.
- Cogsdill, Tracy A.
- Cohen, Sawyer I. **
- Collins, Brendan T.
- Connelly, Christopher
- Currie, Caroline R. **
- Daly, Rachel G.
- Demas, Elizabeth
- Desaulniers, Christine M.
- Dodge, Michael E.
- Dollar, Daniel F.
- Donnelly, Kyla Z. *
- Downey, Jessica A.
- Drake, Robin Gates
- Drinane, Rachel E.
- Drysdale, Carol H. **
- Egner, Christopher
- Einstein, Elizabeth
- Erickson, Stephanie J. **
- Ernstoff, Alexi S. *
- Fabricant, Saskia I.C.
- Farnham, Brian J.
- Farr, Corey L.
- Fawcett, Laura G.
- Fenley, John J.
- Finigan, Susanna E.
- Fitchet, Margaret **
- Fitzgerald, John D.
- Flynn, Meghan M. *
- Formella, John M. *
- Foster, Maxwell E.
- Freihofer, William
- Gambone, Nicholas S.
- Gardner, Evan T.
- Ginty, Emma S.
- Gray, Alicia
- Gray, Virginia R. *
- Greene, Garrett
- Griffin, Daniel W. *
- Griggs, Abbie E.
- Grossman, Stefanie R.
- Hall, Ryan C.
- Halsey, Stephen T.
- Hamel, Nikolai J.
- Hampton, Wesley M.
- Hanna, Tyler W.
- Harland, Brian M.
- Harper, Sean M.
- Haynes, Courtney E.
- Haynes, Grant
- Haynes, Thomas P.
- Head, Jeffrey J.
- Henderson-Frost, William
- Higgins, Julian A.
- Hoge, Carl D.
- Hopkins, Max S. *
- Hott, Jenna Lee
- Howell, Nathan
- Jastrzembski, Benjamin G.
- Johnson, Matthew P.
- Johnson, Michael
- Keeney, Richard M.
- Kenrney, Hannah A. **
- Kenton, Nathaniel T.
- Kerrigan, James E. *
- Kewer, Mitchell R.

- Kilham, Austin *
- Kim, Sharon D.
- King, Sean G.
- King, Stephen P.
- Kispert, David
- Lally, Jenna
- Latchaw, John P.
- Laub, Dylan M.
 - Lawton, Mina
 - Layton, Erica J.
 - LeMay, Larissa L.
 - Leskovar, Daniel
 - Licari, Natalia
 - Lincoln, Nolan C.
 - Little, William H. **
 - Lubin, Amos B.
 - Luthra, Aruna
 - Mackinnon, Barclay E.
 - Magers, John J.
 - Mason, Laurel
 - Massey, Maria-Juliet
 - Mastanduno, Michael A.
 - Maurer, Adam C.
 - McManamy, Kathryn M.
 - Megerle, Anna-Friedericke (1)
 - Merker, Samuel A.
 - Meyer, Rustom L. **
 - Mills, Miles T.
 - Moffatt, Asha
 - Molloy, Kevin P.
 - Morris, Michael **
 - Morse, R. Alexander
 - Nichol, Michael R.
 - Officer, Phillip C.
 - Olson, Erik S.
 - Orndorff, Jarret E.
 - Palmer, Bonnie E.
 - Parker, Suzanne Q.
 - Pelli, Jonas E.
 - Perkins, Matthew C.
 - Philips, Lindsay B.
 - Pina-Walde, Ernesto Matthias
 - Plamondon, Hayley C.
 - Poulson, Jennifer M. *
 - Predmore, Lauren E.
 - Prendergast, Niall T. **
 - Preston, Gregory T.
 - Priestley, Aaron M.
 - Quackenbush, Lydia R.
 - Ramus, Daniel L.
 - Riegert, Trista M.
 - Riehl, Jillian A.
 - Rigas, Timothy J.
 - Rudolf, Audrey
 - Sala, Natalia
 - Saler, Nathan M.
 - Sargent, Benjamin B.
 - Severinghaus, Jonathan C.
 - Severs, David L.
 - Shirley, Allison K. **
 - Simpson, Anthony J.
 - Simpson, Jessica M.
 - Small, Patrick
 - Smith, Hillary R.
 - Spaulding, Michael
 - Starostina, Daria M.
 - Stuart, Craig
 - Swett, Nichole E.
 - Taylor, Susanna L.
 - Tebbetts, Michael C.
 - Toker, Jeffrey B.
 - Traendly, Brooks L.
 - Usle, Justin
 - Varela, Gabrielle A.
 - Vieira, Ginger J.
 - Vieira, Peter L.
 - Walz, Hillary M.
 - Ward, Jenifer M.
 - Ware, Ashley S.
 - Weaver, Eleanor **
 - Weir, Abigail H. **
 - Welch, Andrew M.
 - Werbel-Sanborn, Samuel A.
 - White, Leander
 - Wilson, Amy J.
 - Winny, Annalies
 - Wozmak, Tyler William
 - Yarborough, Samuel J.
 - Yoshikawa, Eric R.
 - Yoshikawa, James
 - Norwich resident
 - * magna cum laude
 - ** maxima cum laude
 - (1) international student

TELEPHONE CONTACTS

Emergency only: Ambulance, Fire, Police.....	911
Non-emergency	
Ambulance.....	(6) 643-3610
Fire.....	649-1133
Police.....	649-1460
Game Warden.....	(8) 234-9933
Town Garage.....	642 209
Recreation Council.....	643040
Web Page.....	w www.norwich.vt.us>

OFFICE HOURS/CONTACTS

Finance Office, 8:30 a.m. to 4:30 p.m. weekdays.....	69 -0122
Fire District, 8:30 to 4:30 p.m. weekdays (appt. recommended).....	649 -3474
Listers, 1:30-4:30 p.m. Tues. and Thurs., 8:30-11:30 a.m. Wed.....	649-1116
Norwich Public Library.....	649-1184
1-8 p.m. Mon.; 10 a.m. to 5:30 p.m. Tues., Wed., Fri.;	
10 a.m. to 8 p.m. Thurs.; 10 a.m. to 3 p.m. Sat.	
Recreation Director, 8:30 a.m. to 4:30 p.m. weekdays.....	649 -3040
Town Clerk.....	644 419
8:30 a.m. to 4:30 p.m. Mon., Tues., Wed., Fri.; 8:30 a.m. to 7 pm Thurs.	
Town Manager/Selectboard.....	640 127
8:30 a.m. to 4:30 p.m. weekdays (appt. recommended)	
Town Treasurer, by appointment.....	641 678
Transfer Station & Recycling Center, 8 a.m. to 4:45 p.m. Wed. and Sat.....	649-1192
Zoning Admin./Planning Coordinator, 8:30 a.m. to 4:30 p.m. weekdays.....	649-1204

MEETING SCHEDULES

(at Tracy Hall unless otherwise noted)

Affordable Housing (at Norwich Public Library).....	3rd Monday at 7 p.m.
Conservation Commission.....	1st Tuesday at 7 p.m.
Development Review Board.....	1st and 3rd Thursday at 7 p.m.
Dresden School Board.....	1st Tuesday at 7:30 p.m.
Energy Committee.....	1st Thursday at 7 p.m.
Finance Committee.....	2nd Tuesday at 8 a.m.
Fire Department Training (at Fire Department).....	2nd Monday at 6:30 p.m.
Drill Night.....	3rd Monday at 6:30 p.m.
FAST Squad Training.....	1st Monday at 6:30 p.m.
Norwich School Board.....	1st Wednesday at 7:30 p.m.
Norwich Public Library Board of Trustees (at library).....	4th Monday at 7 p.m.
Planning Commission.....	1st Wednesday at 7 p.m.
Prudential Committee/Fire District (at 316 Main St.).....	3rd Monday at 5:30 p.m.
Recreation Council.....	2nd Wednesday at 7:30 p.m.
Selectboard.....	2nd and 4th Wednesday at 6:30 p.m.
Sewer Committee.....	variable
Trails Committee (at Norwich Historical Society).....	1st Wednesday at 7 p.m.
Transportation Committee.....	3rd Monday at 7:30 p.m.
Upper Valley Trails Alliance.....	1st Wednesday at 7:30 p.m.

GENERAL INFORMATION

Access from Highways: A written permit is required for any access from a property to state-aid roads and all town roads. If you wish to create a driveway or access to property from these roads, you must obtain a permit. A permit is also required if the use of a private road is changed, e.g., logging road changed to a residential driveway. Permit applications are available from the Norwich Town Clerk and should be submitted to the Norwich Zoning Administrator.

Zoning and Building Permits: No building construction or land development may commence, and no land or structure may be devoted to a new or changed use within the town without a permit issued by the Norwich Zoning Administrator. Any business carried on within the home requires either a Home Occupation Permit or a conditional-use approval by the Development Review Board (DRB). All subdivisions require approval from the DRB.

On-site Sewage Disposal Systems: New or replacement sewage disposal systems require a permit issued by the Norwich Sewage Officer (Norwich Zoning Administrator) based on an approved design prior to construction of the system. Construction, modification or expansion of any structure requiring a new or expanded sewage disposal system may not commence until a sewage disposal permit has been issued. New or replacement sewage disposal systems must be inspected by the Norwich Sewage Officer or a qualified consultant during construction as specified in the ordinance and the permit. Repairs or modifications to existing sewage disposal systems may require a Minor Permit.

Solid Waste Disposal: Use of the Town Transfer Station and Recycling Center is limited to Norwich residents. A windshield sticker, which costs \$1, may be obtained at the Town Clerk's office. You pay a per-bag fee for all trash that cannot be recycled. Fees are \$3 per ticket purchased at the Transfer Station (by check only) and \$25 for a card of 10 purchased at the Town Clerk's office.

Permits for the landfill in Hartford, Vermont, are available at the Town Clerk's office, together with the rules and coupons necessary for payment. Coupons cost \$3.25 each, \$32.50 for a card of 10, and windshield stickers are \$15.

Pet Licenses: All dogs and wolf hybrids must be licensed annually on or before April 1 of each year. A current rabies vaccination certificate must be presented before an animal can be licensed. Regular license fees are \$7 for a neutered male or spayed female, \$11 for others. A statutory fine of one-half of the license fee will be charged for dogs licensed after April 1.

Copies of all ordinances are available or on file at the Town Clerk's office.

The Norwich Auditors thank Theresa D'Orsi, Neil Fulton, Deirdre Goodrich, Dennis Kaufman and Jean Lawe for their contributions to the preparation of this Town Report.