

**Part I**  
Town of Norwich

# Norwich Town Officers & Committees for 2008

## Elected Officials

### Selectboard

Gerard Chapdelaine, Chair . . . . .2009  
Alison May . . . . .2009  
Suzanne Lupien, Vice-Chair . . . . .2010  
Sarah Nunan, . . . . .2010  
Ed Childs . . . . .2011

### Town Clerk

Bonnie Munday . . . . .2009  
Carolyn Clogston, Assistant

### Town Treasurer

Cheryl Lindberg . . . . .2009  
Marie Elise Young, Assistant

### Agent to Prosecute

Frank Olmstead . . . . .2009

### Auditors

Fred Crawford . . . . .2009  
Karen Kayen, Chair . . . . .2009

### Cemetery Commission

Earl Thompson . . . . .2009  
Robert Parker . . . . .2010  
Ed Janeway . . . . .2011  
Fred Spaulding, Chair . . . . .2012  
Fred Smith . . . . .2013

### Fence Viewer

Watt Alexander  
Liz Russell

### Finance Committee

Al Converse . . . . .2009  
Stephen Flanders . . . . .2009  
Stephen Lajoie . . . . .2009

### Grand Juror

Demo Sofranas . . . . .2009

### Justices of the Peace

Brooke Adler . . . . .2011  
Susan Dunbar Blum . . . . .2011  
Dominica Borg . . . . .2011  
Joyce Childs . . . . .2011  
Ernie Ciccotelli . . . . .2011  
Nancy Dean . . . . .2011  
Robert Gere . . . . .2011  
Nancy Hoggson . . . . .2011  
Donald Kreis . . . . .2011  
Fred Smith, Jr . . . . .2011  
Demo Sofranas . . . . .2011

## Listers

Jean Essex . . . . .2009  
Richard Blacklow . . . . .2010  
Dennis Kaufman . . . . .2011

## Moderator

Warren Thayer . . . . .2009

## Norwich School Board

Jim Mackall . . . . .2009  
Mary Sachsse . . . . .2009  
Carey Callaghan, Chair . . . . .2010  
Linda Addante, Vice-Chair . . . . .2011  
Geoffrey Vitt . . . . .2011

## Trustees of Trust Funds

Marie Elise Young . . . . .2009  
Barbara Merrill . . . . .2009  
Cheryl Lindberg . . . . .2010

## Appointed Officials

### Town Manager

(serves also as Collector of Delinquent Taxes,  
Emergency Management Director and Solid  
Waste Coordinator)  
Peter Webster  
Nancy Kramer, Assistant

### Affordable Housing

Beth Barrett  
Mary Ann Hankel, Co-Chair  
Nancy Hoggson  
Ralph Hybels  
Paul Manganiello  
Creigh Moffatt, Co-Chair  
Kathleen Shepherd

### Bugbee Senior Center Representatives

Martha Drake, Paula Harris

### Conservation Commission

Liz Blum . . . . .2009  
Craig Layne, Chair . . . . .2009  
Frank Olmstead . . . . .2009  
Lee Michaelides . . . . .2010  
Peter Silberfarb . . . . .2010  
Brian Kunz . . . . .2011  
Daniel Goulet . . . . .2011  
David Hubbard . . . . .2012  
William Pierce . . . . .2012

**Development Review Board**

- Nancy Dean .....2009
- John Lawe, Chair .....2009
- George Loveland .....2010
- Stanley Teeter .....2010
- Ernie Ciccotelli .....2011
- Mindy Penny .....2011
- Folger Tuggle .....2011
- Eric Friets, alternate .....2009
- Arline Rotman, alternate .....2010
- Christopher Ashley, alternate ... .2011

**Emergency Management Coordinator**

Jennie Hubbard

**Energy Committee**

- Alan Berolzheimer, Chair
- Ames Byrd
- Jamie Hess
- Dan King
- Mark Laser
- Gary Winslow

**Finance Officer**

- Roberta Robinson
- Alison McRee, Assistant

**Fire Chief**

Stephen Leinoff

**Fire Warden**

Nancy LaRowe (*resigned*)

**GUV Solid Waste Man. District**

- Brion McMullan .....2009
- Peter Webster, Alternate .....2009

**Health Officer**

- John Lawe, MD .....2009
- Bonnie Munday, Deputy .....2010

**Milton Frye Nature Area Committee**

- George Clark
- Karen Kniffin
- Lindsay Putnam
- Clayton Simmers
- Warren Thayer, Chair
- Wendy Thompson

**Planning Commission**

- Ralph Hybels .....2009
- Jaye Pershing Johnson .....2009
- Richard Stucker .....2010
- Tom Gray .....2011
- Daniel Johnson, Chair .....2011
- Brooke Adler .....2012
- Jeff Goodrich .....2012

**Police Chief**

Douglas Robinson

**Public Works Director**

Andy Hodgdon

**Recreation Council**

- Kris Strohbehn .....2009
- Lisa Adams .....2009
- Lars Blackmore, Vice-President . .2009
- Kristin Brown .....2009
- Stuart Close .....2009
- Ann Greenwald, President .....2010
- Bernard Haskell .....2010
- Hugh Huizenga .....2010
- Aimee Goodwin .....2011
- Bill Miles .....2011
- Chris Healy .....2011
- David Bibeau .....2011

**Senior Action Council**

- Theda Brigham
- Martha Drake, Chair
- Paula Harris, Secretary
- Mary Irene Moore
- Bill Osgood
- Mary Rassias

**Town Service Officer**

Suzanne Lupien .....2009

**Transportation Committee**

- Roberta Alexander
- Bob Chamberlin
- Lucy Gibson, Co-Chair
- Linda Gray
- Ann Greenwald
- Beth Haney
- Jamie Hess
- Ed Janeway
- John Lawe
- Sharon Racusin, Co-Chair
- Alice Worth

**Tree Warden**

Jake Blum

**Two Rivers-Ottauquechee RC Rep.**

Nancy Hoggson .....2009

**Watershed Land Management Council**

- John Currier .....2009
- Clay Adams, Chair .....2010
- Susan McCoy .....2008
- 2011

**Zoning Administrator**

Phil Dechert

**Minutes of Annual Meeting, March 4, 2008  
Town of Norwich, Vermont and  
Norwich Town School District**

The meeting was called to order at 7:05pm by Moderator Warren Thayer. Thayer thanked Jack Candon for his years of service on the Selectboard. Ed Childs thanked the Selectboard members for their service over the last year.

**Article 1.** *Elect a Moderator of the Town and School District meeting for one year.* No discussion.

**Article 2.** *Elect Town and School District Officers for terms starting in 2008.* No discussion.

**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 \$3,880,754 plus unanticipated state and federal grants and gifts consistent with budgeted programs for the period July 1, 2008 to June 30, 2009.* Town Manager Stephen Soares spoke to this article, stating that the net increase to this budget is 2%. Health care for employees is \$297,000. Designated funds for Emergency Management is up, for a communication design study to find the best system that will benefit Norwich. The Police Department is up \$29,648, of which \$25,000 is for a new cruiser. Department of Public Works is up to keep pace with the rising cost of petroleum products. There will be a new position for mowing and plowing. This department has not had a new position in over twenty years. The COLA for this year is 4%. Support and ambulance services are up, due to claims and a shift from Hanover. Departments that showed a decrease or no change are the Town Clerk, Listers, and Recreation.

Soares thanked the Selectboard and staff, especially the Department of Public Works, for getting us through the five to six storms we have had so far this year.

The communication study for the Town will test sites in Norwich for communications for emergency services. When the results are in we should know how to proceed. (Yes, 1,187; No, 220)

**Article 5.** *Be it resolved, shall the Town of Norwich enter into an Interlocal Contract with other municipalities, under Title 24 of the Vermont Statutes Annotated Section 4901, for the purpose of establishing an universal, open-access, financially self-sustaining broadband communications system to provide communications services, including high-speed Internet, telephone and cable television, to the residents, businesses, and institutions of these towns?* Stan Williams spoke to this article, stating citizen concerns with the inadequate Internet service for communities. He said this would be an inter-local contract. It would give universal service for every home and business, and would provide open access. It would be financially self-sustaining and would not increase taxes. (Yes, 1,339; No, 108)

**Article 6.** *Shall the voters of the Town of Norwich increase the General Fund budget by Forty-Five Thousand Thirty-Three Dollars (\$45,033) for Highway Department paving to be paid for by a FEMA grant reimbursement?* The Finance Committee supports this article saying that this is a housekeeping article. The Town would seek reimbursement from FEMA in 2009 but we need to do the work in 2008. (Yes, 1,478; No, 152)

**Article 7.** *Shall the voters of the Town of Norwich approve the expenditure of Seventy-Two Thousand Two Hundred Sixty-Six Dollars (\$72,266) for the purchase and installation of a vehicle exhaust system for the Norwich Fire Department?* Lisa Talmadge (firefighter) spoke to this article, citing long-term health risks for people working in an area with an inadequate ventilation system. (Yes, 1,065; No, 500)

**Article 8.** *Shall the voters of the Town of Norwich extend for three years (i.e. June 30, 2011) the appropriation approved at Town Meeting on March 1, 2005 that read as follows: "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.”? Mary Ann Hankel spoke to this article, stating that this is an extension of the article which was voted and approved three years ago. This article is not asking for any new funds. The Finance Committee approves this article. (Yes, 1,223; No, 379)

**Article 9.** *Shall the voters of the Town of Norwich authorize the use of Thirty-Two Thousand Dollars (\$32,000) as originally appropriated in the FY07 budget, from the Town’s Undesignated Fund to complete work on the Kendall Station Road project, such funds to be available upon passage of this article?* The Finance Committee supports this article, saying the money was approved in 2006 and the money has been in a designated fund. This will clear up a murky title issue regarding Kendall Station Road. This will be a re-approval so the money can be spent. (Yes, 975; No, 458)

Karen Kayen stated that the Finance Committee voted 5-1 to support the overall budget, and articles 6, 7, 8, and 9 were supported unanimously. She thanked Irv Thomae, Henry Scheier, and Paul Tierney for their service to the Town. They are not seeking reelection this year.

**Article 10.** *Shall the voters of the Town of Norwich appropriate \$500 to the Senior Action Council?* No discussion. (Yes, 1,396; No, 195)

**Article 11.** *Shall the voters of the Town of Norwich appropriate \$1,500 to the Norwich American Legion?* No discussion. (Yes, 1,165; No, 392)

**Article 12.** *Shall the voters of the Town of Norwich appropriate \$154,395 for the operating expenses of the Norwich Public Library Association?* Dawn Carey thanked the many people, and the Friends of the Norwich Library for their support. The Library has 40 volunteers now working. Carey also thanked Phil Brunelle, Jake Blum and Linda Cook from the Norwich Fire Department for responding when the Library fire alarm went off. Lucinda Walker, Librarian, echoed Carey with her thanks to the Friends of the Norwich Public Library. Walker stated that the Library continues to grow and the Community Room is usually booked 28 out of 30 days a month. (Yes, 1,512; No, 141)

**Article 13.** *Shall the voters of the Town of Norwich appropriate \$2,000 to ACORN (A Community Resource Network)?* No discussion. (Yes, 1,224; No, 350)

**Article 14.** *Shall the voters of the Town of Norwich appropriate \$9,082 to Advance Transit?* Sharon Racusin thanked townspeople for their support of Advanced Transit. Racusin stated that ridership is up 30%. Over the last five years ridership has risen 50%. There are now three Green Buses with ten more to come. Most of the funding comes from the towns that use them and from DHMC. (Yes, 1,501; No, 150)

**Article 15.** *Shall the voters of the Town of Norwich appropriate \$1,294 to The Family Place?* Mary Sachsse spoke to this article, stating that as a former board member she feels the Family Place helps keep families strong and children safe. (Yes, 1,368; No, 241)

**Article 16.** *Shall the voters of the Town of Norwich appropriate \$2,500 to Headrest?* No discussion. (Yes, 1,272; No, 264)

**Article 17.** *Shall the voters of the Town of Norwich appropriate \$1,750 to SEVCA (Southeastern Vermont Community Action)?* Susie Wallis announced that a SEVCA store has opened up in Wilder. (Yes, 1,199; No, 343)

**Article 18.** *Shall the voters of the Town of Norwich appropriate \$5,300 to the White River Council on Aging?* No discussion. Yes, 1,269; No, 287)

**Article 19.** *Shall the voters of the Town of Norwich appropriate \$1,000 to Windsor County Partners?* Nancy Dean spoke to this article, saying the organization was founded in 1974 with Norwich and White River people, to mentor kids with adults. Children can call their Senior Partners anytime. (Yes, 1,131; No, 380)

- Article 20.** *Shall the voters of the Town of Norwich appropriate \$2,500 to WISE (Women's Information Service)?* No discussion. (Yes, 1,304; No, 294)
- Article 21.** *Shall the voters of the Town of Norwich appropriate \$6,000 to Youth-In-Action?* Jessica Eakin stated that there are volunteer opportunities for Hanover High School Students, and students can learn what it is to be a volunteer and a good citizen. Youth-In-Action is starting its 25th year. (Yes, 1,249; No, 326)
- Article 22.** *Shall the voters of the Town of Norwich appropriate \$15,000 to the Cemetery Commission under 18 VSA § 5361 to supplement the interest from the Perpetual Care Trust Fund for maintenance of the Town Cemeteries?* Robert Parker spoke to this article, saying that \$5,000 of this would go to care of the grounds for seven of the Town cemeteries. Webster & Donovan, a local company, did three and one half acres of the Hillside Cemetery expansion. This was done for less than \$93,000. In the spring they will be planting grass and mapping out lots. For the first time, they will be mapping out cremation lots. (Yes, 1,317; No, 249)
- Article 23.** *Shall the voters of the Town of Norwich appropriate \$2,000 to the Upper Valley Trails Alliance?* Hope Rennie spoke to this article, saying that one of the new programs started is "Project Passport." These programs get kids and their parents outside and having fun. As they earn points they can win prizes. (Yes, 1,296; No, 310)
- Article 24.** *Shall the voters of the Town of Norwich appropriate \$1,906 to the Valley Court Diversion Program?* This is a community-based alternative to youth and adult offenders. It requires offenders to work out a contract, and on completion of the contract the case is sealed. Two years of good behavior, and the case is expunged. This year there were 174 adults and 92 youths, 12 of whom were Norwich Residents. This number is down from the 16 to 35 people in the past. (Yes, 1,305; No, 266)
- Article 25.** *Shall the voters of the Town of Norwich appropriate \$8,000 to the Norwich Historical Society and Community Center to assist with general operations?* Nancy Osgood would love to have the support this year. This is the same amount as the last two years. This money, with gifts and contributions, goes toward the operating expenses for the Historical Society. They thank us for all of the support. (Yes, 1,201; No, 392)
- Article 26.** *Shall the voters of the Town of Norwich appropriate \$13,070 to the Visiting Nurse Association & Hospice of VT and NH in support of various programs?* Jim Wooster, who is a member of the Board, thanks the Town for its support. This money offers health care services to people in their own home, regardless of whether or not they can pay. (Yes, 1,470; No, 151)
- Article 27.** *Shall the voters of the Town of Norwich appropriate \$3,093 to the Health Care and Rehabilitation Services of Southeast Vermont in support of community services provided to Norwich?* Ed Piper thanks the Town for its support. This service helps families and children, including people suffering with mental illness or distress. They also work with the Court Diversion program. (Yes, 1,393; No, 197)
- Article 28.** *Shall the voters of the Town of Norwich appropriate \$1,344 to The Child Care Center for a one-year income-sensitive scholarship?* Reeve Williams stated this is an income-sensitive scholarship that is divided up between several families to enable their children to attend the programs. (Yes, 1,339; No, 295)
- Article 29.** *Shall the voters of the Town of Norwich appropriate \$500 to the Green Mountain RSVP & Volunteer Center of Windsor County to develop opportunities for people age 55 and older to positively impact the quality of life in the community through volunteer service?* No discussion. (Yes, 1,292; No, 300)

**Article 30.** *Require that taxes be paid in U.S. funds in two installments. The first installment will be due and accepted at the Town of Norwich Finance Office on or before 4:30pm August 15, 2008 and the balance will be due at the same location on or before 4:30pm February 13, 2009. Property tax adjustments from the State of Vermont will be applied to tax installments in order. 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 13, 2009. All taxes, interest and collection fees will be paid into the Town Treasury. No discussion. (Yes, 1,452; No, 123)*

**Article 31.** *Transact any other business that may legally come before the annual Norwich Town Meeting. Dennis Kaufman, Lister, talked about the grieving process. All properties are assessed as of April 1st in any given year. The Listers publish a list the first week of June. Two weeks later, if a change in an assessment has occurred, the taxpayer will receive a notice, and for two weeks afterwards, grievances will be heard. Anyone can grieve their assessment; just remember to write a letter to the Listers.*

Kaufman thanked Jack Candon for all he has done for the Town.

Suzanne Lupien stated there is a need for help with Meals on Wheels.

**Article 32.** *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). Geoffrey Vitt spoke to this article, stating that every year we need to have the authority to borrow money if needed. (Yes, 1,305; No, 242)*

**Article 33.** *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)? Linda Gray spoke to this, stating this is not much of a cost to the taxpayers, and is a token pay for Board members' time. (Yes, 1,424; No, 164)*

**Article 34.** *Shall the voters of the Norwich Town School District appropriate \$30,000.00, to be deposited in the District's Reserve Fund for Special Education? Geoffrey Vitt spoke to this article, saying that this is usually on the ballot. During bad times the District may have to draw upon it. The District is trying to build the reserve fund since the tax rate has gone down. (Yes, 1,282; No, 316)*

**Article 35.** *Shall the voters of the Norwich Town School District appropriate \$30,000.00, to be deposited in the District's Reserve Fund for Repairs and Capital Maintenance? Stan Williams said that this is the same sort of reserve fund for buildings and grounds. Williams stated that he has enjoyed being on the School Board. (Yes, 1,275; No, 303)*

**Article 36.** *Shall the voters of the Norwich Town School District appropriate \$4,922,258, necessary for the support of its school for the year beginning July 1, 2008, and ending June 30, 2009? The estimated tax rate is anticipated to drop to \$1.4579/hundred. The Marion Cross budget is up 5%. Regular education teacher salaries are increasing 4% by contract. Medical insurance is up \$12,000. Building improvements are up 1.47%. Single paned windows have been changed to double panes. After a thermal study, the school fixed some of the areas that showed heat leakage.*

The Dresden assessment is down 3.95%. The SAU70 assessment has an increase of 0.66 %. There was a presentation on tax rates, pupil estimates, and a comparison to other small Vermont Towns. Karen Kayen of the Norwich Finance Committee stated that the Finance Committee voted 5-0, with one person absent, to support this budget. She thanked the School Board for keeping the spending under the penalty rate. (Yes, 1,246; No, 379)

Irv Thomae spoke about income sensitivity and urged people to look into this.

**Article 37.** *Transact any other business that may legally come before the annual meeting of the Norwich Town School Board. There was no discussion.*

Meeting adjourned at 9:20pm.

*Respectfully submitted, Bonnie J. Munday, Norwich Town Clerk*

### **Ballot Results**

*Articles 1 & 2, March 4, 2008*

Moderator (1 year) . . . . .	Warren Thayer . . . . .	1,387
Town Clerk (3 years) . . . . .	Bonnie Munday . . . . .	1,505
Treasurer (3 years) . . . . .	Cheryl A Lindberg . . . . .	1,387
Dresden-Norwich School Director (3 years) . . . . .	Linda Addante . . . . .	.978
	Jim Mackall . . . . .	.433
Dresden-Norwich School Director (3 years) . . . . .	Geoffrey Vitt . . . . .	1,255
Norwich School Director (2 years) . . . . .	Rebecca French . . . . .	1,010
Lister (3 years) . . . . .	Dennis Kaufman . . . . .	1,164
Selectman (3 years) . . . . .	Edwin Childs . . . . .	.821
	Sharon Racusin . . . . .	.790
Selectman (2 years) . . . . .	Sarah H Nunan . . . . .	1,378
Auditor (3 years) . . . . .	<i>write-in not sufficient to elect</i>	
Auditor (2 years) . . . . .	<i>write-in not sufficient to elect</i>	
Grand Juror . . . . .	<i>write-in not sufficient to elect</i>	
Finance Committee (3 years) . . . . .	<i>write-in not sufficient to elect</i>	
Finance Committee (2 years) . . . . .	<i>write-in not sufficient to elect</i>	
Agent to Prosecute & Defend Suits (1 year) . . . . .	<i>write-in not sufficient to elect</i>	
Cemetery Commissioner (5 years) . . . . .	Fred Smith, jr . . . . .	1,327
Trustee of Trust Funds (3 years) . . . . .	<i>write-in not sufficient to elect</i>	



**Minutes of June 23, 2008  
Town of Norwich, Vermont  
Special Town Meeting**

Moderator Warren Thayer called the meeting to order at 7:30pm. He then recused himself so that it would not appear that there is a conflict due to the fact that he was on the committee for the study of the manager position. Dennis Kaufman made a motion, seconded by Terry Boone, to nominate Frank Olmstead to moderate this meeting. Motion passed on a voice vote.

**Article 1.** *Will the town vote to take advantage of the provisions of chapter 37 of Title 24 of the Vermont Statutes Annotated, and authorize the selectmen to employ a town manager?* Warren Thayer stated that he was on the 2007 Town Governance Committee. They had a 3% response from a survey they put out. Out of 67 responses, 52 were in favor of the manager form of government. Also, the committee had meetings open to the public but very few people attended.

Sharon Racusin said that the complexities of government have changed over the last ten years, and over that time we have looked at three different forms of government, and the manager form of government was chosen. She stated that it was unrealistic to think the Selectboard could manage the Town.

Liz Blum reminded people that it was not the Selectboard that chose this form of government, but that the voters chose this in 2002.

Dean Seibert has watched the budget for forty-three years. Back then the budget was \$235,000 for the town, with three Selectboard members. The budget has increased sixteen times this amount and we have five Selectboard members. Due to the increasing complexities in government he supports the town manager form of government.

Norman Miller spoke, saying that he polled 12 employees and 11 out of 12 support the manager form of government. He feels that the Selectboard should be the policy makers and overseers of the town.

Rob Gurwitt was on the Town Governance committee in 2001 and recommends the manager form of government. At that time the recommendation was for a manager rather than a town administrator due to the scope of statutory authority. An administrator can be given all of the authority of a manager, and the Selectboard can just as easily remove this authority.

Alice Worth said that it is for that reason it is so important to keep the manager form of government. We should have a manager and the Selectboard should be the policy makers with the direction and expertise of the manager. Worth stated the Selectboard should to be willing to step up to the plate and hold the manager accountable but not micromanage.

Folger Tuggle stated that he has looked at towns that have a town administrator form of government. They are Shaftsbury, Bristol and Richmond and Swanton. He noted that the Town of Bristol has had this form of government for 21 years. Ann Seibert asked if these were Charter Towns and that having a Charter could make a big difference. Tuggle stated they were not Charter Towns.

Sarah Nunan understands that the town administrator position could have a job description which looks like a town manager job description. Managers can hire, fire, purchase, administrate, but are responsible to the Selectboard. Nunan feels that this is a worthwhile discussion. People got involved to make things better. The Selectboard has been accused of micromanaging and it may be time for them to step up and work harder. She would support the administrator form of government and feels this would remove a layer that is between the Board and the townspeople. Lupien supports Nunan and her thoughts. She feels that more decisions need to come before the townspeople.

April Andrews stated that she has not felt that there is a barrier between the people of the town and the Selectboard. She has always felt the board very accessible.

Soares stated that he has sat in this seat for four years and has made some decisions that some people are not happy with. He said that if some people have an issue with him, they should not vote to change the form of government, and that the Town should move forward and keep the manager form of government. Also, if the Town abolishes the position he will be paid a six month severance salary.

Kate Robinson noted that a lot of the Board has only worked with a town manager. How will the Board make the transition over to an administrator if this is the Town vote? Nunan said they would hire an interim if necessary and go through the VLCT; they would begin the search in the next week. They would start working on a job description to clarify the administrator's duties, and would have about thirty days to write up a description. (Yes, 644; No, 285)

**Article 2.** *Transact any other business that may legally come before this Special Meeting of the Town of Norwich.* There being no other business, the meeting adjourned at 9:00pm.

*Respectfully submitted, Bonnie J. Munday, Norwich Town Clerk*



© Copyright Rosamond Orford

## **Norwich Finance Committee Budget Statement**

The proposed FY10 gross spending Town budget of \$3,989,623 represents a 1.64% increase over the FY09 town budget of \$3,925,270. Normally, monetary articles support only charitable organizations rather than Town operations. However, last year the Fire Department Vehicle Exhaust System costing \$72,266 was treated as a monetary article. Hence, the effective total of budgeted town expenses last year was \$3,925,270 plus \$72,266, or \$3,997,536. With this adjustment, the FY10 gross spending Town budget is 0.2% less than last year. Essentially, the expenses have been held constant.

Currently, it is estimated that by drawing the Undesignated Fund Balance down to \$518,651 (13% of the gross spending Town budget) the projected Town tax rate, without the monetary articles or local tax agreements included, is \$0.4211 per \$100, which is 0.24% less than last year. The actual Town tax rate will not be set until July, when the final expenses and receipts for FY09 are known.

On January 29 the Finance Committee voted, 5 in favor and 1 opposed, to support the proposed FY10 Town budget. Those in the majority felt that expenses and taxes had been contained, and that drawing down the Undesignated Fund Balance by approximately \$200,000 to \$518,651 was appropriate since it reduced taxes in what is expected to be a bad economic year, while keeping the undesignated fund balance well within the range of 8 to 15% of the amount of the expenditure budget, as recommended by the Finance Committee last year. On a related issue, the entire Finance Committee supported the Town Manager's effort to modify the health benefits package so that the employees would bear some of the cost.

The minority felt that drawing down the Undesignated Fund by nearly \$200,000 in one fiscal year was excessive. The minority also felt that more should have been done to control expenses, including salaries, in light of the worsening economic conditions.

The Finance Committee unanimously supported the transfer of the Fire Training Facility Designated Fund (\$18,945) and the Town Manager Vehicle Designated Fund (\$12,671), since use of these funds is no longer anticipated, to the Tracy Hall Designated Fund (Articles 13 and 14). This would result in a balance of \$59,885 in the Tracy Hall Designated Fund. The Finance Committee agreed that the Town will be better prepared for future capital expenditures.

The Finance Committee also agreed unanimously to support the elimination of the office of Town Auditor and the appointment by the Selectboard of three additional members to the Finance Committee to replace the elected auditors (Articles 11 and 12).

*Alvin Converse, Chair (649-2326), Fred Crawford, Stephen Flanders,  
Karen Kayen, Stephen Lajoie, Cheryl A. Lindberg*

## **Income-Based School Tax**

On or before April 15, 2009 every resident homeowner is required to file Vermont Form HS-122, the “Homestead Declaration”, which is contained in the state’s Income Tax Return Booklet. If your 2008 “household income” is less than \$90,000, completing the second half of HS-122 may reduce your net school tax this year to 3.02% of your “household income”. If “household income” is between \$90,000 and \$97,000, the resulting reduction will be more limited.

“Household Income” is calculated using Form HI-144, and it is often less than Federal “Adjusted Gross Income” (AGI). A few minutes spent with Form HI-144 may be richly rewarded, even when AGI is as high as \$105,000. Statewide about two-thirds of Vermont homeowners pay at least part of their school taxes based on income rather than on property value. If you qualify, do not hesitate to file.

**Note:** Even if your income tax filing deadline is extended, Form HS-122 must be filed by April 15, 2009 to avoid a reduction in your property tax adjustment, as well as other penalties. If you don’t know your exact income by April 15, then file Form HS-122 on time, using estimated numbers, and be sure to amend your filing before September 1, 2009 at the latest.

*As we go to press with this report, final numbers and percentages are not available and are, therefore, subject to change.*

## Town of Norwich and Norwich School District Summary

### LOCAL GROSS EXPENDITURES SUMMARY

	FY08 Actual	FY09 Budget	FY10 Proposed	FY09-FY10 % Increase
Town (including Articles)	\$ 3,909,900	\$ 4,277,066	\$ 4,233,864	-1.01%
Marion Cross School	\$4,806,525	4,922,258	4,676,506	-4.99%
Dresden Assessment	\$5,636,992	5,474,552	6,154,937	12.43%
Total School	10,443,517	10,396,810	10,831,443	4.18%
<b>Total Expenditures</b>	<b>\$ 14,353,417</b>	<b>\$ 14,673,876</b>	<b>\$ 15,065,307</b>	<b>2.67%</b>

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

	FY08 Actual	FY09 Actual	FY10 Projected*	FY09-FY10 % Increase
Town Rate without Articles	\$ 0.4387	\$ 0.4201	\$ 0.4211	0.24%
Town Rate for Articles	0.0323	0.0571	\$ 0.0349	-38.89%
Local Agreement Rate	0.0018	0.0038	\$ 0.0041	6.76%
<b>Total Town Rate</b>	<b>0.4790</b>	<b>0.4810</b>	<b>0.4600</b>	<b>-4.36%</b>
School Homestead**	1.4580	1.4550	1.4902	2.42%
School Non-residential**	1.2981	1.3563	1.3948	2.84%
<b>Total Tax Rate</b>				
Homestead	\$ 1.9308	\$ 1.9360	\$ 1.9502	0.74%
Non-residential	\$ 1.7709	\$ 1.8373	\$ 1.8548	0.95%

### AMOUNTS TO BE RAISED BY TAXES

	FY08 Actual	FY09 Estimated	FY10 Projected*	FY09-FY10 % Increase
Town	\$ 3,184,059	\$ 3,301,862	\$ 3,191,892	-3.3%
Combined School***	\$ 9,574,850	\$ 9,914,433	\$ 10,240,292	3.3%
<b>Total taxes to be raised</b>	<b>\$ 12,758,909</b>	<b>\$ 13,216,295</b>	<b>\$ 13,432,184</b>	<b>1.6%</b>

\* Assumes an estimated Town Grand List on April 1, 2009 of \$700,000,000

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

\*\*\* In September 2008 the Vermont Department of Education estimated that \$808,415 of the FY09 tax collected was payable to the Education Fund.

Based on December 2008 information from the Vermont Tax Department, 490 Norwich taxpayers received the following Property Tax Adjustments and Rebates:

403 received school property tax adjustments totaling \$1,069,051 (of these 138 also received circuit breaker tax adjustments totaling \$110,548), and  
34 received renter rebates totaling \$27,687 for a total of \$1,207,735.

**Norwich School District  
2009-2010 School Year Tax Rate Calculation**

Item	Estimated FY10	Actual FY09	Chg	% Chg
1 Marion Cross School	\$4,676,506	\$4,922,258	-245,752	-4.99%
2 plus Dresden Assessment	6,154,937	5,474,552	680,385	12.43%
3 less Revenues and Fund Balance (excl Voc Aid)	1,764,135	1,390,985	373,150	26.83%
4 equals Education Spending	\$9,067,308	\$9,005,825	61,483	0.68%
5 Estimated equalized pupils	632.76	654.13	-21.37	-3.27%
6 Adjusted ES/Eq Pupil	\$14,330	\$13,768	\$562	4.08%
6a Net Debt per Eq pupil	\$1,225	\$1,079		
7 Adjusted ES/Eq Pupil for purposes of Excess Spending	\$13,105	\$12,688		
8 Excess Spending Threshold	\$13,752	\$13,287	\$465	3.50%
9 Per pupil Spending above/(below) Threshold	(647)	(607)		
10 Per pupil figure for Calculating District Adjustment	\$14,330	\$13,768		
11 Base Amount	\$8,544	\$8,210	\$334	4.07%
12 District Spending Adjustment	167.718%	167.694%	0.024%	0.01%
13 Statewide Ed Tax Rate	\$0.86	\$0.87		
13a Equalized Homestead Tax	\$1.4424	\$1.4589	-0.0166	-1.14%
14 Common level of appraisal	96.79%	100.27%	-3.5%	-3.47%
15 Estimated nominal tax rate	\$1.4902	\$1.4550	0.0352	2.42%
16 Income Sensitivity Percentage	3.02%	3.02%	0.00%	0.05%
17 Non Residential Tax Rate	\$1.35	\$1.36	(0.01)	-0.74%
18 Divide by CLA	96.79%	100.27%	-3.48%	-3.47%
19 Nominal Non-Residential Tax Rate	\$1.3948	\$1.3563	0.0385	2.84%

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

## Town of Norwich Revenue Report

	FY08 Final Est.*	FY08 Actual	FY09 Estimate*	FY10 Estimate	FY09/10 % Change
<b>REDUCTION IN UNDESIGNATED FUND BALANCE</b>	\$ 14,252	\$ -	\$ 80,000	\$ 199,642	149.55%
<b>PROPERTY TAX REVENUES</b>					
TOWN PROPERTY TAX	\$ 2,985,645	\$ 3,184,059	\$ 2,916,246	\$ 2,947,651	
PROPERTY TAX FOR OTHER MONETARY ARTICLES	219,579		396,312	244,241	
VT LAND USE TAX	71,000	76,576	95,212	95,000	
PROPERTY TAX INTEREST	15,000	22,021	20,000	20,000	
PROPERTY TAX COLLECTION FEE	12,000	19,495	15,000	15,000	
<b>TOTAL PROPERTY TAX REVENUE</b>	\$ 3,303,224	\$ 3,302,151	\$ 3,442,770	\$ 3,321,892	-3.51%
<b>LICENSE &amp; PERMIT REVENUE</b>					
LIQUOR LICENSE	\$ 550	\$ 350	\$ 650	\$ 500	
DOG LICENSE	2,800	2,808	2,800	2,800	
HUNTING & FISHING LICENSES	12,500	9,899	450	450	
PEDDLER LICENSE	50	25	50	50	
BUILDING/DEVELOPMENT PERMITS	13,000	6,938	13,000	9,000	
LAND POSTING PERMIT	250	220	250	250	
<b>TOTAL LICENSE &amp; PERMIT REVENUE</b>	\$ 29,150	\$ 20,240	\$ 17,200	\$ 13,050	-24.13%
<b>INTERGOVERNMENTAL REVENUE</b>					
VT HIWAY GAS TAX	\$ 148,392	\$ 148,033	\$ 148,000	\$ 133,200	
VT ACT 60	15,000	15,077	15,000	15,000	
ST. OF VT. LISTER TRAINING	-	398	400	400	
PILOT PAYMENTS	18,870	19,986	18,870	20,000	
VT NATURAL RESRCS	4,130	4,130	4,130	4,130	
EDUCATION TAX RETAINER	11,555	10,308	18,000	20,150	
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	\$ 197,947	\$ 197,932	\$ 204,400	\$ 192,880	-5.64%
<b>SERVICE FEE REVENUE</b>					
RECORDING FEE	\$ 22,000	\$ 25,013	\$ 24,000	\$ 24,000	
RESTORATION	3,750	8,239	6,000	8,000	
DOCUMENT COPY FEE	2,000	2,149	2,000	2,200	
USE OF RECRDS FEE	350	381	400	400	
VITAL STATISTIC FEE	1,200	1,465	400	400	
MOTOR VEHICLE RENEWAL FEE	550	477	400	400	
PHOTOCOPYING FEE	400	503	400	500	
PASSPORT	1,000	1,270	500	750	

# Town of Norwich Revenue Report

	FY08 Final Est.*	FY08 Actual	FY09 Estimate*	FY10 Estimate	FY09/10 %, Change
TRACY HALL RENTAL FEE	7,000	7,493	7,700	7,700	
POLICE REPORT FEE	500	366	500	500	
POLICE ALARM RESPONSE FEE	700	-	700	700	
SPECIAL POLICE DUTY FEES	1,000	-	1,000	1,000	
PLANNING DOC COPY FEE	150	22	150	150	
PLANNING MAPS	-	-	-	2,750	
RECREATION PROGRAM FEES	115,000	123,423	135,000	131,000	
TRANSFER STATION STICKERS	150	483	150	150	
HARTFORD SOLID WASTE STICKER	2,000	1,698	-	-	
RECYCLING SOLID WASTE FEES	22,500	37,811	22,500	22,500	
TRASH COUPON	55,000	98,959	100,000	120,000	
HARTFORD SOLID WASTE COUPONS	9,000	6,989	-	-	
<b>TOTAL SERVICE FEE REVENUE</b>	<b>\$ 244,250</b>	<b>\$ 316,740</b>	<b>\$ 301,800</b>	<b>\$ 323,100</b>	<b>7.06%</b>
<b>GRANT REVENUE</b>					
HIGHWAY BRIDGE GRANT	\$ 120,000	\$ -	\$ 122,400	\$ 140,000	
FEMA MITIGATION GRANT	-	44,516	-	-	
PLANNING GRANT	-	7,200	-	-	
CONSERV/ COMM GRANT	-	12,283	-	-	
<b>TOTAL GRANT REVENUE</b>	<b>\$ 120,000</b>	<b>\$ 63,999</b>	<b>\$ 122,400</b>	<b>\$ 140,000</b>	<b>14.38%</b>
<b>OTHER TOWN REVENUES</b>					
TOWN REPORT	\$ 1,500	\$ 1,590	\$ 1,500	\$ 1,600	
BANK INTEREST	80,000	73,137	50,000	30,000	
TRANSFER IN FROM DESIGNATED FUND**	5,000	12,134	46,796	-	
ATHLETIC FIELD RENTAL	10,000	9,150	9,000	10,000	
<b>TOTAL OTHER TOWN REVENUES</b>	<b>\$ 96,500</b>	<b>\$ 96,011</b>	<b>\$ 107,296</b>	<b>\$ 41,600</b>	<b>-61.23%</b>
<b>PUBLIC SAFETY REVENUES</b>					
POLICE FINE	\$ 20,000	\$ 12,025	\$ 22,000	\$ 22,000	
PARKING FINE	750	170	500	500	
DOG FINE	200	50	200	200	
<b>TOTAL PUBLIC SAFETY REVENUES</b>	<b>\$ 20,950</b>	<b>\$ 12,245</b>	<b>\$ 22,700</b>	<b>\$ 22,700</b>	<b>0.00%</b>
<b>MISCELLANEOUS REVENUE</b>					
DAILY OVER/SHORT	\$ -	\$ 49	\$ -	\$ -	
AMBULANCE REFUND	-	811	-	-	



## Town of Norwich Revenue Report

	FY08 Final Est.*	FY08 Actual	FY09 Estimate*	FY10 Estimate	FY09/10 % Change
TOWN CLERK	-	28	-	-	-
FINANCE DEPT	-	55	-	-	-
LISTER DEPT	-	73	-	-	-
POLICE DEPT	-	1,989	-	-	-
CONSERVATION COMM.	-	1,164	-	-	-
MISCELLANEOUS	3,500	4,494	3,500	4,000	-
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>\$ 3,500</b>	<b>\$ 8,663</b>	<b>\$ 3,500</b>	<b>\$ 4,000</b>	
<b>TOTAL FEES &amp; SERVICES</b>	<b>\$ 712,297</b>	<b>\$ 715,830</b>	<b>\$ 779,296</b>	<b>\$ 737,330</b>	<b>-5.39%</b>
<b>ALLOWANCE FOR TAX ADJUSTMENTS*</b>	<b>(25,000)</b>		<b>(25,000)</b>	<b>(25,000)</b>	
<b>TOTAL TOWN REVENUES</b>	<b>4,004,773</b>	<b>4,017,981</b>	<b>4,277,066</b>	<b>4,233,864</b>	<b>-1.01%</b>

\* Adjusted at time of setting tax rate or when receiving unanticipated grants; see Exhibit G of Independent Auditors Report.

\*\* 08 Actual Amended.

# Town of Norwich Expenditure Budget/Report

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
TOWN ADMINISTRATION					
SELECTBOARD STIPEND	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	
TOWN MANAGER WAGE	74,280	73,782	77,000	77,250	
TREASURER STIPEND	1,636	1,636	1,636	1,636	
ADMIN ASSIST WAGE	35,702	35,693	37,130	38,244	
EMPLOYEE INCENTIVE PAY	14,000	12,366	8,000	-	
FICA TAX	7,075	7,107	7,332	7,417	
MEDI TAX	1,655	1,711	1,715	1,806	
HEALTH INSUR	26,786	25,997	28,431	34,205	
DISABILITY/LIFE INSURANCE	1,936	1,797	2,022	2,255	
DENTAL INSURANCE	-	-	780	826	
VT RETIREMENT	5,499	5,829	5,707	5,821	
PROFESS SERV	22,000	40,491	24,000	38,000	
ADMIN TELEPHONE	900	542	950	700	
T MNGR CELL PHONE	600	631	500	650	
POSTAGE	200	352	600	500	
ADVERTISING	1,200	632	1,200	1,200	
T MNGR VEHICLE	3,000	5,455	3,600	3,600	
MILEAGE	100	257	150	300	
OFFICE SUPPLIES	1,000	853	750	800	
OFFICE EQUIP	1,000	220	750	800	
COMPUTER HARDWARE (moved to Gen. Admin.)	9,000	14,861	2,500	-	
COMPUTER MAINTENANCE (moved to Gen. Admin.)	4,800	2,468	5,000	-	
DUES/MTS/EDUC	1,800	1,809	1,800	2,750	
COMMITTEE	500	134	1,200	500	
CITIZEN ASSISTANCE	1,000	250	1,000	1,000	
DESIGNATED FUND-MUNICIPAL BLDG	10,000	10,000	-	-	
DESIGNATED FUND-TMGR VEHICLE	6,250	6,250	6,250	-	
MISCELLANEOUS	800	688	800	800	
<b>TOTAL TOWN ADMINISTRATION EXPENDITURES</b>	<b>\$ 235,219</b>	<b>\$ 254,312</b>	<b>\$ 223,303</b>	<b>\$ 223,560</b>	<b>0.12%</b>

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
<b>BOARD OF CIVIL AUTHORITY/ ABATEMENT</b>					
JUSTICES WAGE	700	953	900	900	
FICA TAX	44	59	56	56	
MEDI TAX	10	14	13	13	
POSTAGE	75	101	300	300	
DUES/MTGS/EDUC	-	35	-	-	
<b>TOTAL B.C.A./B.O.A. EXPENDITURES</b>	<b>829</b>	<b>1,161</b>	<b>1,269</b>	<b>1,269</b>	<b>0.00%</b>
<b>STATUTORY MEETINGS</b>					
POLLWORKERS WAGE	285	298	450	325	
FICA TAX	18	18	28	20	
MEDI TAX	4	4	7	5	
POSTAGE	250	670	250	600	
ADVERTISING	200	151	200	200	
PRINTING	1,500	1,561	1,500	1,600	
OFFICE SUPPLIES	100	75	250	225	
VOTING BOOTHS	250	-	-	-	
VOTING MACHINE	200	175	-	200	
VOTING MACH MAINT AGREEMENT	-	-	200	200	
VOTING MACHINE PROGRAMMING	3,300	1,474	4,500	1,800	
<b>TOTAL STATUTORY MEETING EXPENDITURES</b>	<b>6,107</b>	<b>4,426</b>	<b>7,385</b>	<b>4,975</b>	<b>-32.63%</b>
<b>TOWN CLERK</b>					
TOWN CLERK WAGE	40,769	40,769	43,207	44,503	
ASST CLK WAGE	24,482	22,097	24,000	24,000	
FICA TAX	4,045	3,898	4,167	4,247	
MEDI TAX	946	912	975	993	
HEALTH INS	27,628	26,923	29,325	29,608	
DISABILITY/LIFE INS	719	726	753	775	
DENTAL INSURANCE	-	-	702	680	
VT RETIREMENT	3,263	3,220	3,360	3,425	
FISH & GAME LICENSE	11,500	9,367	-	-	
DOG/CAT LICENSE	500	407	500	450	
VITAL STATISTICS	500	660	-	-	

# Town of Norwich Expenditure Budget/Report

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
RECORD RESTORATION	4,000	5,339	4,000	3,200	
TELEPHONE	1,000	496	1,000	550	
ADVERTISING	325	95	175	150	
OFFICE SUPPLIES	2,800	2,553	2,800	2,800	
OFFICE EQUIPMENT	500	-	600	400	
SOFTWARE	400	315	900	375	
DUES/MTGS/EDUC	325	284	325	300	
DESIGNATED FUND - EQUIP	1,000	1,000	-	-	
<b>TOTAL TOWN CLERK EXPENDITURES</b>	<b>\$ 124,702</b>	<b>\$ 119,060</b>	<b>\$ 116,789</b>	<b>\$ 116,456</b>	<b>-0.29%</b>
<b>AUDIT</b>					
INDEPENDENT AUDIT	\$ 11,000	\$ 10,000	\$ 11,000	\$ 11,500	
TOWN REPORT	6,000	4,841	6,000	6,300	
POSTAGE	600	493	575	575	
ADVERTISING	100	62	100	100	
<b>TOTAL AUDIT EXPENDITURES</b>	<b>\$ 17,700</b>	<b>\$ 15,396</b>	<b>\$ 17,675</b>	<b>\$ 18,475</b>	<b>4.53%</b>
<b>FINANCE DEPARTMENT</b>					
FINANCE ASSISTANT WAGE	\$ 16,232	\$ 14,071	\$ 16,232	\$ 15,000	
FINANCE OFFICER WAGE	40,645	40,645	43,076	44,368	
FICA TAX	3,526	3,392	3,677	3,680	
MEDI TAX	825	793	860	860	
HEALTH INS	6,536	6,343	6,937	7,476	
DISABILITY/LIFE INS	717	724	765	775	
DENTAL INSURANCE	-	-	390	429	
VT RETIREMENT	2,032	2,109	2,154	2,218	
PROFESS SERVICES	500	175	600	500	
TELEPHONE	550	454	500	500	
ADVERTISING	150	80	160	100	
PRINTING	100	88	150	100	
MILEAGE REIMBURSEMENT	100	-	50	50	
OFFICE SUPPLIES	1,500	1,389	1,500	1,500	
OFFICE EQUIPMENT	300	355	300	800	
SOFTWARE	830	630	650	650	
DUES/MTGS/EDUC	200	160	400	200	
BANK SERVICE CHARGE	-	198	50	200	
<b>TOTAL FINANCE EXPENDITURES</b>	<b>\$ 74,743</b>	<b>\$ 71,607</b>	<b>\$ 78,451</b>	<b>\$ 79,406</b>	<b>1.22%</b>

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
<b>GENERAL ADMINISTRATION</b>					
TELEPHONE	\$ 800	\$ 981	\$ 850	\$ 1,000	
POSTAGE METER RENTAL	-	-	1,272	816	
POSTAGE	3,400	5,188	2,500	2,500	
OFFICE SUPPLIES	1,250	1,275	1,500	1,500	
PHOTOCOPIER	2,800	2,496	2,500	2,500	
WEB SITE SUPPORT	-	-	-	250	
SERVER MAINTENANCE	-	-	-	3,600	
DESIGNATED FUND-EQUIPMENT/SERVER	1,000	1,000	-	3,500	
<b>TOTAL GENERAL ADMINISTRATION EXPENDITURES</b>	<b>\$ 9,250</b>	<b>\$ 10,940</b>	<b>\$ 8,622</b>	<b>\$ 15,666</b>	<b>81.70%</b>
<b>LISTER DEPARTMENT</b>					
LISTER WAGE * 2008 Budget Amended by \$5,000.	\$ 35,022	\$ 37,573	\$ 39,000	\$ 39,000	
OFFICE ASST WAGE * 2008 Budget Amended by \$2,500.	11,600	11,023	12,000	13,200	
ASSESSOR WAGE	35,293	35,293	36,705	36,705	
FICA TAX	4,614	5,201	5,438	5,512	
MEDI TAX	1,079	1,216	1,271	1,289	
TAX MAPPING	4,200	4,241	1,000	1,000	
SOFTWARE MAINT/UPDATE	4,900	4,853	5,500	5,850	
TELEPHONE	1,000	496	500	500	
POSTAGE	1,400	717	788	700	
ADVERTISING	300	411	400	350	
PRINTING	700	205	250	125	
MILEAGE REIMB	500	225	500	250	
OFFICE SUPPLIES	1,000	793	500	500	
OFFICE EQUIPMENT	2,000	107	2,000	700	
DUES/MTGS/EDUC	500	605	300	275	
DESIGNATED FUND-REAPPR	25,000	25,000	15,000	15,000	
<b>TOTAL LISTER DEPARTMENT EXPENDITURES</b>	<b>\$ 129,108</b>	<b>\$ 127,960</b>	<b>\$ 121,152</b>	<b>\$ 120,956</b>	<b>-0.16%</b>

# Town of Norwich Expenditure Budget/Report

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
<b>PLANNING DEPARTMENT</b>					
PLAN ADMIN WAGE	\$ 43,726	\$ 43,727	\$ 45,475	\$ 46,839	
OFFICE ASST. WAGE	13,831	14,351	14,384	14,816	
FICA TAX	3,568	3,601	3,711	3,823	
MEDI TAX	835	842	868	894	
HEALTH INS	16,914	16,416	17,952	13,305	
DISABILITY/LIFE INS	771	778	807	825	
DENTAL INSURANCE	-	-	390	390	
VT RETIREMENT	2,223	2,269	2,274	2,342	
TOWN PLAN	2,000	-	1,000	1,000	
PROFESS SERVICES	500	-	500	500	
MAPPING	500	319	500	750	
PLANNING GRANT	-	6,811	-	-	
TELEPHONE	600	469	600	500	
POSTAGE	250	182	250	200	
ADVERTISING	300	-	250	150	
PRINTING	500	630	500	600	
MILEAGE REIMB	500	229	650	500	
OFFICE SUPPLIES	650	933	750	900	
OFFICE EQUIPMENT	1,500	-	1,500	1,250	
DUES/MTGS/EDUC	200	230	250	400	
<b>TOTAL PLANNING DEPARTMENT EXPENDITURES</b>	<b>\$ 89,368</b>	<b>\$ 91,785</b>	<b>\$ 92,611</b>	<b>\$ 89,984</b>	<b>-2.84%</b>
<b>DEVELOPMENT REVIEW BOARD</b>					
DRB CLERK WAGE	\$ 1,352	\$ -	\$ 500	\$ -	
FICA TAX	83	-	31	-	
MEDI TAX	20	-	7	-	
POSTAGE	300	190	300	300	
ADVERTISING	500	361	500	500	
OFFICE SUPPLIES	-	-	500	500	
DUES/MTGS/EDUC	500	-	300	300	
<b>TOTAL DEVELOPMENT REVIEW BOARD EXPENDITURES</b>	<b>\$ 2,755</b>	<b>\$ 551</b>	<b>\$ 2,138</b>	<b>\$ 1,600</b>	<b>-25.16%</b>

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
<b>RECREATION DEPARTMENT</b>					
RECREATION DIR WAGE	39,367 \$	39,367 \$	40,941	\$42,169	
SUMMER PROG WAGE	14,000	11,883	12,000	12,240	
REFERREE/UMPIRE	1,700	1,400	1,500	1,500	
CUSTODIAL WAGE	500	433	500	-	
FICA TAX	3,688	3,206	3,313	3,420	
MEDI TAX	952	750	775	800	
HEALTH INS	13,393	12,999	14,216	13,305	
DISABILITY/LIFE INSUR	694	702	727	720	
DENTAL INSURANCE	-	-	390	425	
VT RETIREMENT	1,968	2,045	2,047	2,108	
WATER USAGE	200	354	350	360	
INSTRUCTOR FEE	53,000	52,349	56,700	55,000	
SITE WORK	425	-	-	-	
NORWICH POOL	675	417	750	1,300	
MIDDLE SCHOOL REC SCHOLARSHIPS	1,000	1,460	1,000	200	
REC FIELD CARE	5,600	5,349	5,000	5,500	
HUNTLEY LINES	3,000	4,960	3,000	3,000	
PORTABLE TOILET	500	453	750	750	
REPAIRS & MAINT	500	161	500	500	
TELEPHONE	700	606	700	700	
POSTAGE	700	446	700	700	
ADVERTISING	100	-	100	100	
PRINTING	2,000	1,699	2,000	2,100	
MILEAGE REIMBURSEMENT	250	133	250	350	
COACHING MATERIALS	250	112	300	300	
TEE SHIRT/HAT	2,500	2,631	2,500	2,700	
OFFICE EQUIPMENT	100	100	200	200	
OFFICE SUPPLIES	350	303	350	350	
EQUIPMENT	3,500	3,453	3,500	3,500	
DUES/MTGS/EDUC	900	892	750	800	

# Town of Norwich Expenditure Budget/Report

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
ENTRY FEE	425	680	500	600	
M-CROSS SCHOOL RENTAL FEE	11,730	13,230	13,230	13,000	
SPECIAL EVENTS /SUPPLIES	1,000	605	1,000	1,000	
UNIFORM	200	245	200	225	
DESIGNATED FUND-T COURTS	2,000	2,000	2,000	4,000	
DESIGNATED FUND-DAM	5,000	5,000	4,500	4,500	
TOTAL RECREATION DEPARTMENT EXPENDITURES	\$ 172,867	\$ 170,424	\$ 177,239	\$ 178,422	0.67%
<b>TRACY HALL DEPARTMENT</b>					
CUSTODIAL WAGE	\$ 27,008	\$ 27,042	\$ 28,089	\$ 28,932	
CUSTODIAL OVERTIME	2,000	2,283	1,500	2,000	
FICA TAX	1,798	1,818	1,835	1,918	
MEDI TAX	421	425	429	449	
HEALTH INS	15,222	14,774	17,952	17,764	
DISABILITY/LIFE INS	511	484	554	546	
DENTAL INSURANCE	-	-	390	-	
VT RETIREMENT	1,450	1,509	1,657	1,447	
WATER USAGE	575	388	575	450	
ELECTRICITY	10,200	10,777	11,000	11,000	
HEATING	10,000	11,590	10,500	12,000	
ALARM MONITORING	525	445	525	475	
ELEVATOR MAINT	3,540	3,582	3,500	3,500	
BUILDING SUPPLIES	2,800	3,714	2,600	3,500	
REPAIRS & MAINT	10,000	8,603	10,000	7,000	
CUSTODIAN PAGER	60	-	100	100	
MILEAGE REIMB	400	-	250	250	
OFFICE SUPPLIES	100	42	100	-	
DESIGNATED FUND-TRACY	10,000	10,000	-	-	
DESIGNATED FUND-BANDSTAND	5,000	5,000	-	-	
BANDSTAND ELECTR	250	210	250	250	
SIGN ELECTRICITY	250	260	250	250	
TOTAL TRACY HALL EXPENDITURES	\$ 102,110	\$ 102,945	\$ 92,056	\$ 91,830	-0.25%



	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
<b>POLICE STATION</b>					
CUSTODIAL WAGE	3,000	2,540	3,121	3,200	
FICA TAX	186	157	194	198	
MEDI TAX	44	37	45	46	
HEALTH INSURANCE	1,691	1,642	-	-	
DISABILITY/LIFE INS	53	54	-	-	
WATER USAGE	150	154	150	150	
ELECTRICITY	2,900	2,785	2,600	2,750	
HEATING	1,500	1,411	1,500	2,000	
MOWING/SNOWPLOWING	200	-	100	100	
ALARM MONITORING	300	314	350	350	
SUPPLIES	200	192	150	150	
REPAIRS & MAINT	1,500	1,039	1,500	1,500	
DESIGNATED FUND-POLICE STATION	5,000	5,000	2,500	2,500	
<b>TOTAL POLICE STATION EXPENDITURES</b>	<b>16,724</b>	<b>15,325</b>	<b>12,210</b>	<b>12,944</b>	<b>6.01%</b>
	\$	\$	\$	\$	
<b>POLICE DEPARTMENT</b>					
POLICE CHIEF WAGE	60,200	60,197	62,608	65,740	
POLICE OFFICER WAGE	150,275	103,015	120,050	125,000	
OVERTIME OFFICER WAGE	10,000	15,442	15,500	12,500	
ADMINISTRATIVE WAGE	35,900	37,921	37,500	33,000	
PARTTIME OFFICER WAGE	3,000	20,782	4,000	4,000	
CROSSING GUARD WAGE	-	10,829	11,000	11,500	
SPECIAL DUTY WAGE	1,000	-	-	-	
FICA TAX	16,143	15,388	15,541	15,608	
MEDI TAX	3,775	3,599	3,635	3,650	
HEALTH INS	62,342	59,706	68,073	65,442	
DISABILITY/LIFE INS	4,336	3,229	4,000	4,000	
DELTA DENTAL	-	1,826	1,500	1,955	
VT RETIREMENT	15,024	12,761	13,764	13,844	
POLICE RECRUITING	100	-	400	200	
TRAINING	3,000	1,478	3,000	3,500	
PROFESS SERVICE	500	382	500	500	
ANIMAL CONT/LEASH LAW	1,100	2,318	1,500	1,500	
RADIO MAINTENANCE	900	104	800	800	
ADMIN TELEPHONE	5,550	5,103	5,500	5,500	
PORT/MOBILE RADIOS	900	-	900	900	
911/PAGERS	900	346	400	400	
VIBRS	3,500	3,372	8,500	3,500	
DISPATCH SERVICES	33,250	33,276	43,420	44,000	

# Town of Norwich Expenditure Budget/Report

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
POSTAGE	600	429	400	400	
ADVERTISING	250	4,179	250	250	
COMMUNITY RELATIONS	1,000	1,020	1,000	1,000	
MILEAGE REIMBURSEMENT	200	-	200	200	
FILM/DEVEL	100	-	100	-	
OFFICE SUPPLIES	2,000	1,626	1,500	1,500	
OFFICE EQUIPMENT	3,000	537	2,500	2,500	
DUES/MTGS/EDUC	500	644	500	500	
OIL & GASOLINE	11,000	13,992	12,000	12,000	
ACCREDITATION	2,500	85	-	-	
FITNESS STIPEND	900	-	900	600	
AMMUNITION	800	1,391	800	800	
CRUISER VIDEO EQUIP	2,934	(245)	5,000	1,000	
CRUISER MAINT	7,500	14,705	7,500	9,000	
CRUISER SUPPLIES	1,000	743	800	800	
UNIFORMS CLEANING	1,000	697	900	1,000	
UNIFORM	4,000	3,923	4,000	4,000	
BULLET PROOF VESTS	900	-	900	900	
DESIGNATED FUND-SPECIAL EQUIPMENT	1,500	1,500	1,200	1,200	
DESIGNATED FUND-CRUISER	-	-	25,000	27,500	
TOTAL POLICE DEPARTMENT EXPENDITURES	\$ 453,379	\$ 436,298	\$ 487,541	\$ 482,189	-1.10%
TOTAL POLICE DEPARTMENT/STATION EXPENDITURES	\$ 470,103	\$ 451,623	\$ 499,751	\$ 495,133	-0.92%
<b>FIRE DEPARTMENT</b>					
FIRE STATION	\$ 400	\$ -	\$ 400	\$ -	
CUSTODIAN WAGES	25	-	25	-	
FICA TAX	6	-	6	-	
MEDI TAX	431	-	431	-	-100.00%
TOTAL CUSTODIAN	\$ 470	\$ -	\$ 862	\$ -	
UTILITIES					
WATER USAGE	\$ 325	\$ 370	\$ 375	\$ 386	
ELECTRICITY	1,550	1,500	1,700	1,785	

	FY08	FY09	FY10	FY09/10
	Final Budget*	Actual	Budget	% Change
HEATING	3,750	5,090	4,000	7,400
TELEPHONE & INTERNET	1,000	1,144	1,000	1,800
ALARM MONITORING	350	1,263	350	365
TOTAL UTILITIES	\$ 6,975	\$ 9,366	\$ 7,425	\$ 11,736
REPAIR & MAINTENANCE				
SUPPLIES	800	1,147	800	800
REPAIR & MAINTENANCE	2,000	1,686	2,000	3,000
TOTAL SUPPLIES & REPAIRS & MAINTENANCE	\$ 2,800	\$ 2,834	\$ 2,800	\$ 3,800
TOTAL FIRE STATION EXPENDITURES	\$ 10,206	\$ 12,200	\$ 10,656	\$ 15,536
FIRE WAGES				
FIRE CHIEF WAGES	53,750	-	61,500	70,040
FIRE OFFICER STIPEND	2,000	2,000	2,050	2,115
FIREFIGHTERS WAGE	35,000	28,099	35,000	36,050
FF DRILLS/MTGS WAGE	4,000	3,135	4,000	4,000
FICA TAX	5,875	2,157	6,358	6,957
MEDI TAX	1,373	505	1,487	1,627
HEALTH INSURANCE	16,914	-	17,952	-
DISABILITY/LIFE INSURANCE	882	-	1,089	1,162
VT RETIREMENT	2,688	-	3,690	3,502
DENTAL INSURANCE	-	-	390	390
TOTAL FIRE WAGES & BENEFITS	\$ 122,482	\$ 35,896	\$ 133,516	\$ 125,843
EMS WAGES				
EMS WAGE	5,500	5,129	7,500	7,725
EMS DRILL WAGE	-	-	3,500	3,500
EMS FICA TAX	341	221	682	696
EMS MEDI TAX	80	52	160	163
TOTAL EMS WAGES & BENEFITS	\$ 5,921	\$ 5,402	\$ 11,842	\$ 12,084
EDUCATION & TRAINING				
FIRE EDUC/TRAINING	1,500	857	1,500	2,250
EMS EDUC/TRNG	2,000	1,199	2,000	2,000
EMS DUES/MTGS/EDUC	-	80	-	-
FIRE DUES/MTGS/EDUC	450	438	450	930
TOTAL EDUCATION & TRAINING	\$ 3,950	\$ 2,574	\$ 3,950	\$ 5,180
				31.14%
				58.06%
				45.80%
				-5.75%
				2.04%
				31.14%

# Town of Norwich Expenditure Budget/Report

	FY08	FY09	FY10	FY09/10
	Final Budget*	Budget	Proposed	% Change
FIRE TOOLS & EQUIPMENT	\$ 10,000	\$ 13,106	\$ 11,400	\$ 10,000
EMS TOOLS/ EQUIP	5,000	5,839	5,000	5,000
RADIO PURCH/REPAIR	2,500	5,527	2,500	2,500
TOTAL TOOLS & EQUIPMENT	\$ 17,500	\$ 24,472	\$ 18,900	\$ 17,500
				-7.41%
MAINTENANCE				
FIRE TRK REPAIR & MAINTENANCE	\$ 10,000	\$ 7,208	\$ 8,000	\$ 8,000
EQUIPMENT MAINTENANCE	2,500	638	2,500	2,500
RADIO MAINTENANCE	1,000	805	2,000	2,000
SOFTWARE MAINTENANCE	1,093	679	750	750
GASOLINE	1,000	210	500	2,800
TOTAL MAINTENANCE	\$ 15,593	\$ 9,540	\$ 13,750	\$ 16,050
				16.73%
SUPPORT				
RECRUITMENT	\$ 5,000	\$ 24,400	\$ -	\$ 300
VEHICLE ALLOWANCE	10,000	4,826	-	-
FIREFIGHTERS CASULINS	5,880	6,083	6,000	6,100
OFFICE SUPPLIES	500	-	500	600
COMPUTER & PERIPHERAL MAINTENANCE	-	-	-	650
POSTAGE	-	-	-	200
FIRE PREVENTION BOOKS & MATERIALS	-	-	-	150
DISPATCH SERVICE	7,518	6,656	10,580	11,000
UNIFORMS	-	-	-	500
HYDRANT RENTAL	9,450	9,450	9,923	10,221
OSHA COMPLIANCE	2,000	972	2,000	2,000
TOTAL SUPPORT	\$ 40,348	\$ 52,387	\$ 29,003	\$ 31,721
				9.37%
DESIGNATED FUNDS				
DESIGNATED FUND-HIRE STAT	\$ -	\$ -	\$ -	\$ 5,000
DESIGNATED FUND-APPARATUS	95,000	95,000	95,000	65,000
DESIGNATED FUND-EQUIPMENT	20,000	20,000	20,000	17,500
TOTAL DESIGNATED FUNDS	\$ 115,000	\$ 115,000	\$ 115,000	\$ 87,500
				-23.91%
TOTAL FIRE DEPARTMENT EXPENDITURES	\$ 320,794	\$ 245,271	\$ 325,961	\$ 295,878
				-9.23%
TOTAL FIRE DEPARTMENT & STATION EXPENDITURES	\$ 331,000	\$ 257,471	\$ 336,617	\$ 311,414
				-7.49%
EMERGENCY MANAGEMENT				
EMERG MAN ADMIN	\$ 200	\$ -	\$ 200	\$ 200
EMERG MNGMT SUPPLIES	200	10	200	200

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
GENERATOR FUEL	1,000	-	1,000	1,000	
EMERG GEN MAINT	2,000	2,933	2,000	2,000	
EMERG GEN INSTALL	1,100	-	-	17,000	
EMERG RADIO PRJCT	500	-	-	-	
DESIGNATED FUND- COMMUNICATION PROJECT	-	-	15,000	5,000	
TOTAL EMERGENCY MANAGEMENT EXPENDITURES	\$ 5,000	\$ 2,943	\$ 18,400	\$ 25,400	38.04%
<b>TREE WARDEN</b>					
<b>TOTAL TREE WARDEN EXPENDITURES</b>	\$ 12,000	\$ 11,983	\$ 12,000	\$ 12,000	0.00%
<b>SOLID WASTE DIVISION OF PUBLIC WORKS</b>					
TRNSF STATION WAGE	\$ 33,820	\$ 29,895	\$ 32,000	\$ 32,960	
FICA TAX	2,097	1,853	1,984	2,044	
MEDI TAX	490	434	464	478	
FRANCHISE TAX	4,200	3,039	4,000	3,500	
GUNSWMD TRASH COUPONS	9,000	6,947	-	-	
GUNSWMDVEHICLE STICKER	2,000	1,962	-	-	
ELECTRICITY	1,100	630	800	800	
HEATING	500	271	700	500	
EDUCATION	150	-	150	100	
REPAIR & MAINT	1,000	3,804	1,000	3,800	
TRASH	65,000	68,900	62,000	65,000	
RECYCLING	25,000	39,269	28,000	35,000	
GREENUP DAY DONATION	200	-	200	200	
HEPATITUS INNOC	150	-	150	150	
TELEPHONE	400	378	400	400	
ADVERTISING	100	267	150	250	
PRINTING	350	-	400	400	
TRANSF STN SUPPLIES	1,300	1,455	1,200	1,500	
OFFICE SUPPLIES	50	48	50	50	
SMALL EQUIPMENT	200	195	200	200	
DESIGNATED FUND-EQUIPMENT	2,500	2,500	-	2,500	
<b>TOTAL SOLID WASTE EXPENDITURES</b>	\$ 149,607	\$ 161,848	\$ 133,848	\$ 149,832	11.94%
<b>CONSERVATION</b>					
POSTAGE	\$ 300	\$ -	\$ 300	\$ 300	
PRINTING	400	-	400	400	
DUES/MTGS/EDUC	300	383	500	500	
SPKRS/PUBLIC INFO	550	500	550	550	
PUBLICITY	450	164	450	450	

# Town of Norwich Expenditure Budget/Report

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
TRAILS	1,700	919	2,200	3,200	
WATER QUAL MONIT	600	127	600	600	
GILE MT	500	592	-	-	
NATRL RESRCS INVENTORY	3,500	340	3,500	1,500	
GRANT	-	12,433	-	-	
<b>TOTAL CONSERVATION COMMISSION EXPENDITURES</b>	<b>\$ 8,300</b>	<b>\$ 15,458</b>	<b>\$ 8,500</b>	<b>\$ 7,500</b>	<b>-11.76%</b>
PUBLIC WORKS DEPARTMENT					
CLASS 2 GENERAL MAINTENANCE					
CLS 2 GEN MNT WAGE	\$ 34,843	\$ 37,167	\$ -	\$ -	
CLS 2 GM PURCH SERV	5,356	4,574	5,892	7,000	
CLS 2 GM ROAD SUPP	10,920	379	11,466	11,500	
<b>TOTAL CLASS 2 GENERAL MAINT. EXPENDITURES</b>	<b>\$ 51,119</b>	<b>\$ 42,120</b>	<b>\$ 17,358</b>	<b>\$ 18,500</b>	<b>6.58%</b>
CLASS 3 GENERAL MAINTENANCE					
CLS 3 GEN MNT WAGE	\$ 115,628	\$ 117,672	\$ -	\$ -	
CLASS 3 OT GENERAL MAINT.	-	5,943	-	-	
CLS 3 GM PUR SERV	17,139	21,543	17,567	18,000	
CLS 3 GM ROAD SUPP	7,800	9,317	8,190	8,200	
<b>TOTAL CLASS 3 GENERAL MAINT. EXPENDITURES</b>	<b>\$ 140,567</b>	<b>\$ 154,475</b>	<b>\$ 25,757</b>	<b>\$ 26,200</b>	<b>1.72%</b>
CLASS 2 WINTER MAINTENANCE					
CLS 2 WNTR MAINT WAGE	\$ 25,552	\$ 23,229	\$ -	\$ -	
CLS 2 WM PURCH SERV	15,080	15,080	15,834	16,500	
CLS 2 WNTR MINT SAND	24,338	1,227	25,798	11,200	
CLS 2 WM SALT/CHEM	39,900	39,946	44,000	33,500	
<b>TOTAL CLASS 2 WINTER MAINT. EXPENDITURES</b>	<b>\$ 104,870</b>	<b>\$ 79,482</b>	<b>\$ 85,632</b>	<b>\$ 61,200</b>	<b>-28.53%</b>

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
CLASS 3 WINTER MAINTENANCE					
CLS 3 WNTR MNT WAGE	\$ 81,370	\$ 74,271	\$ -	\$ -	-
CLS 3 WNTR MNT OT WAGE	28,175	31,915	-	-	-
CLS 3 WM PURCH SERV	21,424	38,326	22,495	23,000	
CLS 3 WNTR MNT SAND	35,022	41,772	37,123	45,000	
CLS 3 WM SALT/CHEM	39,900	53,722	44,000	66,500	
TOTAL CLASS 3 WINTER MAINTENANCE EXPENDITURES	\$ 205,891	\$ 240,006	\$ 103,618	\$ 134,500	29.80%
RETREATMENT					
RETRMT PURCH SERV	\$ 257,821	\$ 309,217	\$ 283,516	\$ 265,000	
RETRMT ROAD SUPP	16,536	16,000	17,032	20,000	
TOTAL RETREATMENT EXPENDITURES	\$ 274,357	\$ 325,217	\$ 300,548	\$ 285,000	-5.17%
BRIDGE MAINTENANCE					
BRDG MNT PURCH SERV	\$ 1,040	\$ -	\$ 1,000	\$ 1,000	
BRDG MNT ROAD SUPP	-	-	-	-	
DPW GRANT	150,000	-	153,000	175,000	
TOTAL BRIDGE/PAVEMENT MAINTENANCE EXPENDITURES	\$ 151,040	\$ -	\$ 154,000	\$ 176,000	14.29%
DUST CONTROL					
DUST CNTRL RD SUPP	\$ 26,000	\$ 26,242	\$ 27,300	\$ 28,000	
TOTAL DUST CONTROL EXPENDITURES	\$ 26,000	\$ 26,242	\$ 27,300	\$ 28,000	2.56%
GRAVEL & RESURFACING					
GRAVEL	\$ 56,056	\$ 62,938	\$ 58,859	\$ 61,000	
TOTAL GRAVEL EXPENDITURES	\$ 61,418	\$ 63,536	\$ 64,425	\$ 66,500	3.22%
SIGN					
SIGN ROAD SUPPLIES	\$ 4,160	\$ 3,836	\$ 4,368	\$ 4,500	
TOTAL SIGN EXPENDITURES	\$ 4,160	\$ 3,836	\$ 4,368	\$ 4,500	3.02%

## Town of Norwich Expenditure Budget/Report

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
ROADSIDE MOWING					
ROADSIDE MOWING WAGE	\$ 5,000 \$	6,174 \$	- \$	- \$	-
RDSM MOWING PURCH SER	6,427	4,091	6,620	5,000	
FOLEY PARK MAINTENANCE	-	4,112	4,200	4,300	
HUNTLEY MEADOW MOWING	-	3,728	-	-	
TOTAL ROADSIDE MOWING EXPENDITURES	\$ 11,427 \$	18,105 \$	10,820 \$	9,300	-14.05%
EQUIP/VEH REPAIRS					
EQUIP/VEH PURCH SERV	\$ 25,376 \$	16,969 \$	26,391 \$	28,500	
EQUIP/VEH SUPPLIES	26,208	33,282	27,256	32,500	
GASOLINE & OIL	40,500	61,253	42,525	46,125	
TOTAL EQUIP/VEH REPAIRS EXPENDITURES	\$ 92,084 \$	111,504 \$	96,172 \$	107,125	11.39%
SMALL EQUIPMENT	\$ 3,328 \$	4,466 \$	3,428 \$	3,400	
TOTAL SMALL TOOLS EXPENDITURES	\$ 3,328 \$	4,466 \$	3,428 \$	3,400	-0.82%
SPECIAL PROJECTS					
SPEC PRJTS PUR SERV	\$ 10,712 \$	6,589 \$	11,033	11,000	
TOTAL SPECIAL PROJECTS EXPENDITURES	\$ 10,712 \$	6,589 \$	11,033 \$	11,000	-0.30%
STREET LIGHTING	\$ 12,480 \$	10,875 \$	12,854 \$	13,000	
TOTAL STREET LIGHTING EXPENDITURES	\$ 12,480 \$	10,875 \$	12,854 \$	13,000	1.14%
OTHER HIGHWAY DEPT					
OSHA COMPLIANCE	\$ 2,652 \$	2,064 \$	2,732 \$	2,700	
OFFICE SUPPLIES	500	187	500	500	
OFFICE EQUIP	500	-	500	500	
DUES/MTOS/EDUC	500	196	500	500	
TOTAL OTHER HIGHWAY EXPENDITURES	\$ 4,152 \$	2,447 \$	4,232 \$	4,200	-0.76%
CAPITAL EQUIPMENT					
DESIGNATED FUNDEQUIPMENT	\$ 115,000 \$	115,000 \$	119,000 \$	125,000	
DESIGNATED FUND-SIDEWALK	25,000	25,000	14,000	15,000	
TOTAL CAPITAL EQUIPMENT FUND CONTRIBUTIONS	\$ 140,000 \$	140,000 \$	133,000 \$	140,000	5.26%



	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
HIGHWAY GARAGE					
GARAGE PURCH SERV	\$ 4,000	\$ 2,692	\$ 4,120	\$ 4,100	
SUPPLIES	3,224	3,054	3,321	3,300	
WATER USAGE	312	302	321	350	
ELECTRICITY	2,184	2,254	2,250	2,300	
HEATING	9,800	7,451	9,800	10,300	
ALARM MONITORING	428	495	450	450	
UNIFORM	4,366	3,789	4,497	4,600	
REPAIR & MAINTENANCE	1,248	1,305	1,285	1,350	
TELEPHONE	1,100	2,508	1,133	2,500	
ADVERTISING	-	960	1,500	1,550	
TOTAL HIGHWAY GARAGE EXPENDITURES	\$ 26,662	\$ 24,810	\$ 28,677	\$ 30,800	7.40%
HIGHWAY DEPT. WAGES & BENEFITS					
DIRECTOR OF PUBLIC WORKS	\$ -	\$ -	\$ 62,993	\$ 66,829	
ROAD CREW WAGES	-	-	207,020	216,300	
BLDGs & GROUNDS WAGE	-	-	34,000	35,020	
ROAD CREW OVERTIME	-	-	36,242	37,900	
HWY/FICA	17,790	18,669	21,116	22,075	
HWY/MEDICARE	4,160	4,309	4,938	5,163	
HWY/HEALTH INSURANCE	73,685	71,515	96,163	106,206	
HWY/DISABILITY/LIFE INS.	4,451	4,431	5,368	5,308	
DENTAL INSURANCE	-	-	2,340	2,340	
HWY/RETIREMENT	14,346	14,875	16,729	17,502	
TOTAL HIGHWAY WAGES & BENEFITS EXPENDITURES	\$ 114,432	\$ 113,800	\$ 486,909	\$ 514,643	5.70%
TOTAL HIGHWAY DEPARTMENT EXPENDITURES	\$ 1,434,699	\$ 1,367,511	\$ 1,570,131	\$ 1,633,868	4.06%
DEBT SERVICE					
TRACY HALL PRINCIPAL	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	
HWY EQUIP BOND PRINCIPAL	65,000	65,000	60,000	60,000	
DEBT INTEREST	25,884	25,884	21,277	16,546	
TOTAL DEBT SERVICE EXPENDITURES	\$ 135,884	\$ 135,884	\$ 126,277	\$ 121,546	-3.75%

# Town of Norwich Expenditure Budget/Report

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
<b>TOWN APPROPRIATIONS</b>					
NORWICH NEWSLETTER	\$ 3,000	\$ 2,794	\$ 3,000	\$ 3,000	
NORWICH SPECIAL EVENTS	1,000	1,000	1,000	1,000	
<b>TOTAL TOWN APPROPRIATIONS EXPENDITURES</b>	<b>\$ 4,000</b>	<b>\$ 3,794</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>0.00%</b>
<b>TAXES</b>					
WINDSOR COUNTY TAX	\$ 59,398	\$ 59,398	\$ 59,500	\$ 56,251	
TAX ADJUSTMENT (PRIOR YEARS) & ABATEMENTS	15,000	38,482	5,000	5,000	
INTEREST ON TAX ADJUSTMENTS & BCA APPEALS	-	6,691	-	-	
<b>TOTAL TAX EXPENDITURES</b>	<b>\$ 74,398</b>	<b>\$ 104,572</b>	<b>\$ 64,500</b>	<b>\$ 61,251</b>	<b>-5.04%</b>
<b>EMPLOYEE BENEFITS</b>					
UNEMP INS RATE ASSMT	\$ 1,339	\$ 1,102	\$ 1,459	\$ 1,727	
WORKERS COMPENSATION	52,506	50,968	50,477	55,000	
<b>TOTAL EMPLOYEE BENEFIT EXPENDITURES</b>	<b>\$ 53,845</b>	<b>\$ 52,070</b>	<b>\$ 51,936</b>	<b>\$ 56,727</b>	<b>9.22%</b>
<b>SUPPORT GROUPS</b>					
EMPLYMT PRAC INSUR	\$ 3,405	\$ 1,703	\$ -	\$ -	
PROP & CAS INSURANCE	39,377	50,130	50,679	56,000	
PUB OFF LIAB INSUR	2,675	1,338	-	-	
INS DEDUC LIAB	1,000	-	-	-	
TWO RIVER PLANNING COMM.	3,916	3,916	3,916	3,916	
GUVSWMD ASSESSMENT	20,000	19,492	21,264	21,264	
VLCT MEMBERSHIP	3,354	3,354	3,447	3,567	
U.V. TRANSPORTATION MGMT	1,063	1,063	1,063	1,063	
<b>TOTAL SUPPORT GROUP EXPENDITURES</b>	<b>\$ 74,790</b>	<b>\$ 80,995</b>	<b>\$ 80,369</b>	<b>\$ 85,810</b>	<b>6.77%</b>
<b>AMBULANCE SERVICE</b>					
AMBULANCE CONTRACT	\$ 71,310	\$ 72,018	\$ 78,251	\$ 80,543	
AMBULANCE LIABILITY	3,000	2,077	2,000	2,000	
<b>TOTAL AMBULANCE EXPENDITURES</b>	<b>\$ 74,310</b>	<b>\$ 74,095</b>	<b>\$ 80,251</b>	<b>\$ 82,543</b>	<b>2.86%</b>
<b>TOTAL TOWN EXPENDITURES</b>	<b>\$ 3,792,694</b>	<b>\$ 3,690,811</b>	<b>\$ 3,925,270</b>	<b>\$ 3,989,623</b>	<b>1.64%</b>

Projected  
Tax Rate  
\$ 0.4211 (1)

	FY08 Final Budget*	FY08 Actual	FY09 Budget	FY10 Proposed	FY09/10 % Change
<b>OTHER MONETARY ARTICLES</b>					
FEMA REIMBURSEMENT FOR HIGHWAY PAVING	\$ -	\$ -	\$ -	\$ -	(2)(3)
FIRE DEPT. VEHICLE EXHAUST SYSTEM	-	-	72,266	-	(3)
AFFORDABLE HOUSING	-	-	46,796	-	(3)
ARTICLE 13 - NORWICH SENIOR ACT COUNCIL	500	-	500	500	0.0001
ARTICLE 14 - NORWICH AMERICAN LEGION	1,250	1,250	1,500	1,500	0.0002
ARTICLE 15 - NORWICH PUBLIC LIBRARY	141,000	141,000	154,395	162,114	0.0232
ARTICLE 16 - ACORN	2,000	2,000	2,000	2,000	0.0003
ARTICLE 17 - ADVANCE TRANSIT	9,082	9,082	9,082	9,536	0.0014
ARTICLE 18 - THE FAMILY PLACE	1,284	1,294	1,294	3,000	0.0004
ARTICLE 19 - HEADREST	2,500	2,500	2,500	2,500	0.0004
ARTICLE 20 - SEVCA	1,750	1,750	1,750	1,750	0.0003
ARTICLE 21 - WHT RIVR COUN ON AGING	5,300	5,300	5,300	5,300	0.0008
ARTICLE 22 - WINDSOR COUNTY PARTNERS	1,000	1,000	1,000	1,000	0.0001
ARTICLE 23 - WISE	2,500	2,500	2,500	2,500	0.0004
ARTICLE 24 - YOUTH-IN-ACTION	6,000	6,000	6,000	6,000	0.0009
ARTICLE 25 - NORWICH CEMETERY ASSOCIATN	15,000	15,000	15,000	15,000	0.0021
ARTICLE 26 - U.V. TRAILS ALLIANCE	2,500	2,500	2,000	2,000	0.0003
VALLEY COURT DIVERSION PROGRAM	1,906	1,906	1,906	-	(3)
ARTICLE 27 - NORWICH HISTORICAL SOC.	8,000	8,000	8,000	8,000	0.0011
ARTICLE 28 - VISITING NURSE ASSOC.	13,070	13,070	13,070	13,600	0.0019
ARTICLE 29 - HEALTH CARE AND REHAB SERV. OF SE VT	3,093	3,093	3,093	3,093	0.0004
ARTICLE 30 - NORWICH CHILD CARE SCHOLARSHIP	1,344	1,344	1,344	4,348	0.0006
ARTICLE 31 - GREEN MOUNTAIN RSVP	500	500	500	500	0.0001
TOTAL OTHER MONETARY ARTICLES	\$ 219,579	\$ 219,089	\$ 351,796	\$ 244,241	\$ -30.57%
TOTAL TOWN EXPENDITURES WITH ARTICLES	\$ 4,012,273	\$ 3,909,900	\$ 4,277,066	\$ 4,233,864	\$ -1.01%
FEMA GRANT SHORTFALL			517		(4)
TOTAL ADJUSTED TOWN EXPENDITURES WITH ARTICLES	\$ 4,012,273	\$ 3,909,900	\$ 4,277,583	\$ 4,233,864	(5)
LOCAL AGREEMENT RATE					\$ 0.0041
TOTAL TOWN TAX RATE					\$ 0.4600

**Notes**

- (1) The FY 2009 budget amount is \$44,516 more than the amount shown in the FY 2007 Town Report because Article 6 passed at the March 2008 Town Meeting.
- (2) This article increased the Public Works budget by \$44,516 - Included in RETRMT PURCH SERVS.
- (3) These items were articles on Warnings in previous years but not this year and are shown for historical purposes.
- (4) This adjustment is because the FEMA Grant that was allocated to paving was \$517 less than expected.
- (5) The local agreement rate is to raise forgone taxes as a result of locally voted exemptions or tax stabilization agreements.

## Designated & Special Purpose Funds

Fund Name	Balance 6/30/2007	Interest Income	Town Appropriation	Donations & Other Income	Expense	Expense Description	Balance 6/30/08	Additions FY09	Proposed Additions FY10
Affordable Housing	\$ 46,182	\$ 1,537	\$ -	\$ -	\$ -		\$ 47,719	\$ -	\$ -
Conservation Comm.	109,538	5,385	-	200	-		115,123	-	-
Corridor Enhancement Grant	25,573	409	-	46,939	18,956	Consultants for project	53,965	15,000	5,000
Communications Project	-	-	-	-	-		-	-	-
Fire Apparatus	38,342	2,752	95,000	-	-		136,094	95,000	65,000
Fire Equipment	10,068	647	20,000	-	-		30,715	20,000	17,500
Fire Station	3,569	57	-	-	3,626	Consultants for Public Safety Facility Study	-	-	5,000
Fire Training Facility	18,172	606	-	-	-		18,778	-	-
Bandstand Fund	6,500	624	5,000	49,739	1,411	Mailing, Postage, Structure Study	60,452	-	-
General Administration	3,245	117	1,000	-	1,087	Computer, Website	3,275	-	3,500
Highway Equipment	43,769	1,003	115,000	7,000	121,741	1/2 of B & G Equip., '06 Dodge 3500, '07 Holder Tractor	45,031	119,000	125,000
Highway Garage	82,208	2,343	-	-	14,813	Windows, Garage Doors, Lighting	69,738	-	-
Kids & Cops Fund	865	29	-	-	-		894	-	-
Land Management Council	1,601	2,977	-	214	183	Gravel	4,609	-	-
Long Term Facility Study	-	156	10,000	-	-		10,156	-	-
Police Cruiser	15,417	110	-	551	14,947	06 Chevrolet Impala	1,131	25,000	27,500
Police Special Equip.	342	35	1,500	-	-		1,877	1,200	1,200
Police Station	14,544	534	5,000	-	4,832	Consultants for Public Safety Facility Study	15,246	2,500	2,500
Recreation	70,946	2,356	-	55	8,408	1/2 of Building & Grounds Equip., Tennis Courts	64,949	-	-
Route 132 Reserve	4,994	49	-	-	5,043	Payments. to State of Vermont \$ 409, \$4,634 to Gen. Fd.	-	-	-
Sidewalk Fund	25,166	894	25,000	-	12,750	Consultants to secure grant	38,310	14,000	15,000
Solid Waste	23,744	829	2,500	-	-		27,073	-	2,500
Tennis Courts	3,859	160	2,000	-	8,007	Resurfacing of Court #1	(1,988)	2,000	4,000
Town Clerk Equipment	6,155	213	1,000	-	884	Computer	6,484	-	-
Town Manager Vehicle	98	98	6,250	-	-		6,348	6,250	-
Town Pool Fund	6,554	292	5,000	-	1,678	Repairs to Pool Floodgate	10,168	4,500	4,500
Town Reappraisal	45,307	1,897	25,000	-	7,500	To General Fund for Wage Line Items	64,704	15,000	15,000
Tracy Hall	17,537	859	10,000	-	379	Conference Telephone	28,017	-	-
<b>Total</b>	<b>\$ 624,197</b>	<b>\$ 26,968</b>	<b>\$ 329,250</b>	<b>\$ 104,698</b>	<b>\$ 226,245</b>		<b>\$ 858,868</b>	<b>\$ 319,450</b>	<b>\$ 293,200</b>

## Norwich Trust Funds

<u>Balances</u>	<u>July 1, 2007</u>	<u>June 30, 2008</u>
Perpetual Care Funds	\$ 107,009.06	72,458.14
Sales of Cemetery Lots Funds	81,814.04	17,915.89
Union Village Cemetery Perpetual Care Funds	31,000.00	36,500.00
New Boston Cemetery Fund	762.13	762.13
Beaver Meadow Cemetery Fund	53.93	53.93
Minister Gospel Lease Land Fund	600.00	600.00
School Lease Land Fund	465.00	465.00
Emma Hatch Fund	900.00	900.00
Arlura Grant Memorial Fund	100.44	100.84
WCTU Fountain Fund	957.54	1,010.67
Land Management Council Fund	2,311.16	2,326.41
Corridor Tree Fund	125.54	126.04
Main Street Flags Fund	445.62	384.05
<b>Total</b>	<u><u>\$ 226,544.46</u></u>	<u><u>\$ 133,603.10</u></u>

### Reconciliation Statement

<b>Balance - July 1, 2007</b>		<b>\$ 226,544.46</b>
Additions:		
Interest on Cemetery (TRUST) Funds	8,143.00	
Cemetery Lots Sold during the year	500.00	
Union Village Cemetery Association Funds	5,488.44	
Interest on WCTU Fountain Fund	53.13	
Interest on Land Management Council Fund	15.25	
Interest on Main Street Flag Fund	1.60	
Interest on Corridor Tree/Arlura Grant Fund	0.90	
Sub-total	<u>0.90</u>	14,202.32
Payments:		
Expansion of Cemetery	100,000.00	
Norwich Cemetery Commissioners - Interest on Perpetual Care Fund	7,080.51	
Main Street Flags - Repairs & Maintenance	<u>63.17</u>	
Sub-total		<u>(107,143.68)</u>
<b>Balance - June 30, 2008</b>		<b><u><u>\$ 133,603.10</u></u></b>

### Investments

Perpetual Care Savings Account, Mascoma Savings Bank	\$ 125.79
Sale of Lots Savings Account, Mascoma Savings Bank	164.28
Corridor Tree/Arlura Grant Savings Account, Mascoma Savings Bank	226.88
Perpetual Care CD, 3.13%, Citizens Bank	112,624.08
Sale of Lots CD, 3.13%, Citizens Bank	17,751.61
Land Management Council CD, 3.13%, Citizens Bank	2,326.41
Main Street Flags Savings Account, Mascoma Savings Bank	<u>\$ 384.05</u>
<b>Total Investments</b>	<b><u><u>\$ 133,603.10</u></u></b>

*Cheryl A. Lindberg, Barbara C. Merrill, Marie Elise Young - Trustees*

**Town of Norwich Financial Statements  
June 30, 2008**

**Town Auditors' Report**

Once again, the entire report of our independent auditor, Fothergill, Segale & Valley, is printed in the Town Report on the following pages. We have determined that the report represents a fair presentation of the finances of the Town of Norwich.

*Karen Kayen, Chair (649-2747)*

**Town Treasurer's Report**

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

The General Fund of the Town ended FY08 with a surplus of revenues over expenditures. Exhibit G of the Independent Auditor's Report (p. I- ) identifies the categories that were over and under budget for the year. The "Budget Amendments" column reflects an amount approved by the Selectboard during the fiscal year that was transferred from the Listers' designated fund to the general fund to cover wages. Revenues that were significantly over budget were Public Service Fees and the one significantly under budget was Intergovernmental. In total, revenues were \$27,826 over budget. Actual expenditures were over budget in three categories: General Administration, Public Works and Solid Waste. However, total expenditures were under budget by \$87,372. When added to the favorable variance in total revenues, the year ended with an excess of revenues over expenditures of \$115,198. The GAAP version of this information is shown in Exhibit E (p. I-53).

During the past year I have attended many Town, School and Dresden board meetings, Finance Committee meetings and Vermont Treasurer events. In June 2008, I was elected President of the Vermont Government Finance Officers' Association (GFOA) and have been appointed as one of three Vermont representatives to the New England States GFOA Board. I was re-elected Treasurer of the Dresden School District in March 2008 and was the first Vermonter to serve in this capacity.

I would like to express my appreciation to those elected officials who serve our Town and thank the residents of Norwich for their continued involvement in our Town government.

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

# Independent Auditor's Report

## TOWN OF NORWICH, VERMONT

### AUDIT REPORT AND FINANCIAL STATEMENTS

JUNE 30, 2008

#### TABLE OF CONTENTS

		<u>Page #</u>
<b>INDEPENDENT AUDITOR'S REPORT</b>		1 - 2
<b>MANAGEMENT'S DISCUSSION AND ANALYSIS</b>		3 - 8
<b>BASIC FINANCIAL STATEMENTS</b>		
GOVERNMENT-WIDE FINANCIAL STATEMENTS		
Statement of Net Assets	Exhibit A	9
Statement of Activities	Exhibit B	10
FUND FINANCIAL STATEMENTS		
Balance Sheet – Governmental Funds	Exhibit C	11
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Assets	Exhibit D	12
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	Exhibit E	13
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities	Exhibit F	14
Statement of Revenues and Expenditures – General Fund – Budget to Actual	Exhibit G	15
Statement of Fiduciary Net Assets – Private Purpose Funds	Exhibit H	16
Statement of Changes in Fiduciary Net Assets - Private Purpose Funds	Exhibit I	17
NOTES TO FINANCIAL STATEMENTS		18 - 29

**TOWN OF NORWICH, VERMONT**  
**AUDIT REPORT AND FINANCIAL STATEMENTS**  
**JUNE 30, 2008**

**TABLE OF CONTENTS**  
**(Continued)**

		<u>Page #</u>
<b>SUPPLEMENTARY INFORMATION</b>		
Combining Balance Sheet - Nonmajor Governmental Funds	Schedule 1	30
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds	Schedule 2	31
Combining Balance Sheet – Special Revenue Funds	Schedule 3	32
Combining Schedule of Revenues, Expenditures and Changes In Fund Balances – Special Revenue Funds	Schedule 4	33
Combining Balance Sheet – Capital Project Funds	Schedule 5	34
Combining Schedule of Revenues, Expenditures and Changes In Fund Balances – Capital Project Funds	Schedule 6	35
Combining Balance Sheet – Permanent Funds	Schedule 7	36
Combining Schedule of Revenues, Expenditures and Changes In Fund Balances – Permanent Funds	Schedule 8	37



FOTHERGILL SEGALE & VALLEY  
*Certified Public Accountants*



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

**INDEPENDENT AUDITOR'S REPORT**

October 17, 2008

To the Selectboard  
Town of Norwich  
Norwich, Vermont

We have audited the accompanying financial statements of the governmental activities, its major fund, and the aggregate remaining fund information of the Town of Norwich, Vermont as of and for the year ended June 30, 2008, which collectively comprise the Town's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the Town's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, its major fund, and the aggregate remaining fund information of the Town of Norwich, Vermont, as of June 30, 2008 and the respective changes in financial position thereof and the budgetary comparison for the General Fund for the year then ended in conformity with U.S. generally accepted accounting principles.

The management's discussion and analysis is not a required part of the basic financial statements but is supplementary information required by U.S. generally accepted accounting principles. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The supplementary information in the schedules is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material aspects in relation to the basic financial statements taken as a whole.

Respectfully submitted,



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

TOWN OF NORWICH, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2008

Our discussion and analysis of the Town of Norwich, Vermont's financial performance provides an overview of the Town's financial activities for the fiscal year ended June 30, 2008. Please read it in conjunction with the Town's financial statements which begin on page 9.

**Financial Highlights**

- The Town's net assets increased by \$454,686, or 7.1% as a result of this year's operations. (Exhibit B)
- The cost of all of the Town's programs was \$3,687,353 this year, with no new programs added. (Exhibit B)
- The General Fund reported a surplus this year of \$ 122,332. Revenue received was \$ 27,826 more than budgeted and expenditures were \$ 87,372 less than budgeted. Fund Balance in the amount of \$14,252 was used in accordance with the Fund Balance policy. (Exhibit G)
- The unreserved fund balance for the General Fund was \$811,931 as of June 30, 2008 of which encumbrances in the amount of \$13,638 are designated for FY 09 expenditure. (Exhibit C)
- The Nonmajor Funds report an increase in Fund Balance, or surplus, of \$ 111,179 this year which increased the cumulative surplus to \$ 1,013,707. (Exhibit E)

**Using This Annual Report**

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

*Reporting the Town as a Whole*

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

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

TOWN OF NORWICH, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2008  
(Continued)

In the Statement of Net Assets and the Statement of Activities, we report the Town's governmental activities:

- Governmental activities – Most of the Town's basic services are reported here, including the public safety, highway and streets, solid waste, cemetery, recreation, and general administration. Property taxes and state and federal grants finance most of these activities.

*Reporting the Town's Most Significant Funds*

The fund financial statements begin on page 11 and provide detailed information about the most significant funds – not the Town as a whole. Some funds are required to be established by Vermont law and by bond covenants. However, the Town Selectboard establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money. The Town has governmental funds which use the following accounting approach.

- Governmental funds – The Town's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Town's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in Exhibits D and F that are included in the financial statements.

**The Town as a Whole**

The Town's combined net assets increased by \$454,686 (Exhibit B) from a year ago – increasing from \$6,372,320 to \$6,827,006. Our analysis below focuses on the net assets (Table 1) and changes in net assets (Table 2) of the Town's governmental activities.

Table 1  
Net Assets

	Governmental Activities		
	2008	2007	Net Change
Current and other assets	\$ 2,244,072	\$ 2,084,200	\$ 159,872
Capital assets	5,325,585	5,186,811	138,774
Total assets	<u>7,569,657</u>	<u>7,271,011</u>	<u>298,646</u>
Other liabilities	232,945	287,911	(54,966)
Long term liabilities	509,706	610,780	(101,074)
Total liabilities	<u>742,651</u>	<u>898,691</u>	<u>(156,040)</u>
Net assets:			
Invested in capital assets,			
net of debt	4,889,406	4,637,196	252,210
Restricted	893,081	790,524	102,557
Unrestricted	1,044,519	944,600	99,919
Total net assets	<u>\$ 6,827,006</u>	<u>\$ 6,372,320</u>	<u>\$ 454,686</u>

TOWN OF NORWICH, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2008  
(Continued)

Unrestricted net assets – the part of net assets that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements – changed from a \$944,600 surplus at June 30, 2007, to a \$1,044,519 (Exhibit A) surplus at June 30, 2008 for the governmental activities.

Table 2  
Change in Net Assets

	Governmental Activities		Net Change
	2008	2007	
<b>REVENUES</b>			
Program revenues:			
Charges for services	\$ 349,225	\$ 362,206	\$ (12,981)
Operating grants and contributions	356,530	295,399	61,131
Capital grants and contributions	0	174,793	(174,793)
General revenues:			
Property taxes	3,208,175	3,152,686	55,489
Penalty and interest on delinquent taxes	41,516	39,362	2,154
Earnings from investments	108,326	101,399	6,927
Miscellaneous	33,525	30,994	2,531
Donations	55,774	0	55,774
Loss on sale of equipment	(11,032)	0	(11,032)
Total revenues	<u>4,142,039</u>	<u>4,156,839</u>	<u>(14,800)</u>
<b>PROGRAM EXPENSES</b>			
General government	1,262,084	1,152,254	109,830
Highways and street	1,160,712	960,696	200,016
Public safety	746,549	749,790	(3,241)
Recreational	171,659	192,067	(20,408)
Solid waste	161,630	131,753	29,877
Cemetery	159,083	25,198	133,885
Interest on long-term debt	25,636	30,212	(4,576)
Total program expenses	<u>3,687,353</u>	<u>3,241,970</u>	<u>445,383</u>
Increase in net assets	<u>\$ 454,686</u>	<u>\$ 914,869</u>	<u>\$ (460,183)</u>

**Governmental Activities**

The increase in net assets for governmental activities was \$454,686 in 2008. This amount is how much revenue exceeded expenses. Compared to 2007, revenues decreased by \$14,800, and expenses increased by \$445,383, or 13.7%. The decrease in revenue is mostly attributable to receiving lower operating and capital grants, lower fees for services and the loss from trading in the Holder Tractor. The increase in expenditures can be attributed to increased depreciation, more paving, cemetery expenditures, and capital expenditures.

The cost of all governmental activities this year was \$3,687,353. (Exhibit B) However, as shown in the Statement of Activities on Exhibit B, the amount that Town taxpayers ultimately financed for these activities through Town taxes was only \$2,981,598 because some of the cost was paid by those who

TOWN OF NORWICH, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2008  
(Continued)

directly benefited from the programs (\$349,225) or by other governments and organizations that subsidized certain programs with grants and contributions (\$356,530).

Table 3 presents the cost of each of the Town's six largest programs – general administration, highways and streets, public safety, recreation, solid waste, and cemetery – as well as each program's net cost (total cost less revenue generated by the activities). The net cost shows the financial burden that was placed on the Town's taxpayers by each of these functions.

For fiscal year ended June 30, 2008 two departments stood out as minimally supported by taxpayers. The Solid Waste Department was supported by 11% and the Recreation Department by 28%.

Table 3  
Governmental Activities

	2008		2007	
	Total Cost of Services	Net Cost of Services	Total Cost of Services	Net Cost of Services
General administration	\$ 1,281,040	\$ 1,081,995	\$ 1,152,254	\$ 982,455
Highways and streets	1,141,756	908,552	960,696	647,747
Public safety	746,549	746,183	749,790	719,284
Recreation	171,659	48,236	192,067	53,747
Solid waste	161,630	18,071	131,753	34,516
Cemetery	159,083	152,925	25,198	(58,389)
Interest on debt	25,636	25,636	30,212	30,212
Totals	<u>\$ 3,687,353</u>	<u>\$ 2,981,598</u>	<u>\$ 3,241,970</u>	<u>\$ 2,409,572</u>

**The Town's Funds**

As the Town completed the year, its governmental funds (as presented in the Balance Sheet on Exhibit C) reported a combined fund balance of \$1,927,494, which is above last year's total of \$1,708,235. Included in this year's total change in fund balance is an increase of \$108,080 in the Town's General Fund and an increase of \$111,179 (Exhibit E) in the other nonmajor governmental funds.

Exhibit G compares actual to budget for the General Fund. The most significant variances of actual to budget were as follows:

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Intergovernmental	\$ 370,077	\$ 314,391	\$ (55,686)
Charges for services	244,250	316,740	72,490
Expenditures:			
General government	1,155,053	1,211,287	(56,234)
Highways and streets	913,659	949,018	(35,359)
Public safety	746,913	653,141	93,772
Capital outlays	392,000	297,482	94,518

TOWN OF NORWICH, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2008  
(Continued)

The variance in revenues from budget to actual was due to several factors. Intergovernmental Revenue fell short primarily because a Bridge Grant from VT Agency of Transportation was not received. It was estimated to be \$120,000. Other unbudgeted intergovernmental grants were received from FEMA, VT Housing and Community Affairs and VT Forests & Parks Dept. in the amount of \$58,914, which reduced this budget shortfall. Charges for services exceeded the budget because of a policy change in trash coupon collection. The sale of recycling materials also exceeded the budget by \$15,000. More delinquent tax penalties and interest were collected than anticipated.

The variance in expense budget to actual was the result of specific actions. General Government expenditures exceeded the budget due to spending for Professional/Legal Fees, an increase in the fees for Solid Waste disposal. The Highways & Streets budget was overspent because of the severe winter. Public Safety was under budget because no Fire Chief was hired during the fiscal year and the Police Department had employee turnover. Capital outlays were less because a Bridge Grant was not awarded.

**Capital Asset and Debt Administration**

*Capital Assets*

At June 30, 2008, the Town had \$5,325,585 invested in a broad range of capital assets, including police and fire equipment, buildings, net of accumulated depreciation. (See Table 4 below) This amount represents a net increase (including additions and depreciation) of \$138,774, over last year.

Table 4  
Capital Assets at Year-End  
(Net of Accumulated Depreciation)

	Governmental Activities	
	2008	2007
Land	\$ 640,161	\$ 640,161
Art	11,140	11,140
Vehicles	1,420,139	1,383,866
Mobile equipment	752,929	678,889
Infrastructure	2,113,817	1,822,996
Buildings and improvements	1,633,351	1,605,453
Equipment	405,222	396,789
Accum. depreciation	(1,651,174)	(1,352,483)
Totals	\$ 5,325,585	\$ 5,186,811

TOWN OF NORWICH, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2008  
(Continued)

This year's major additions included:

<i>Governmental Activities</i>	
Town Garage building improvements	\$ 15,233
Fire Chief vehicle	12,326
Police cruiser	14,947
Highway trucks/equipment	132,973
Tennis court resurfacing	12,665
Paving	290,821
	\$ 478,965

*Debt*

At June 30, 2008, the Town had \$436,179 in bonds and notes outstanding versus \$549,615 on June 30, 2007 – a decrease of \$113,436 – as shown in Table 5.

Table 5  
Outstanding Debt at Year-End

	Governmental Activities	
	2008	2007
General obligation bonds	\$ 435,000	\$ 545,000
Note payable	1,179	4,615
Totals	\$ 436,179	\$ 549,615

**Economic Factors and Fiscal Year 2009 Budget**

When adopting the budget for the 2008-2009 year, the Selectboard took into account operational and capital needs of the Town, and the impact of spending on the tax rate. The final adopted expenditure budget was \$4,004,773. The revenues to support the expenditure budget estimated the use of \$14,252 in undesignated fund balance to offset taxes and additional funds in the amount of \$25,000 were added into the projected tax revenue to offset the loss from tax adjustments due to BCA hearings.

The Town's General Fund fund balance is expected to decrease slightly from the current fund balance.

**Contacting the Town's Financial Management**

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Finance Office at Town of Norwich, PO Box 376, Norwich, Vermont, 05055 or [finance@norwich.vt.us](mailto:finance@norwich.vt.us) or 802-649-1419.



TOWN OF NORWICH, VERMONT  
STATEMENT OF NET ASSETS  
JUNE 30, 2008

EXHIBIT A

	Governmental Activities		
<b>ASSETS</b>			
Cash and investments	\$ 1,892,815		
Accounts receivable, net	9,311		
Grants receivable	52,024		
Due from private purpose fund	130,376		
Property taxes receivable, net	75,845		
Interest and penalties receivable, net	15,493		
Prepaid expenses	32,175		
Inventory	36,033		
Capital assets:			
Art	11,140		
Land	640,161		
Vehicles	1,420,139		
Mobile equipment	752,929		
Buildings and improvements	1,633,351		
Equipment	405,222		
Infrastructure	2,113,817		
Accumulated depreciation	(1,651,174)		
Total assets		7,569,657	
<b>LIABILITIES</b>			
Accounts payable	105,582		
Payroll taxes payable	26,010		
Accrued wages	45,242		
Accrued interest payable	1,967		
Deferred revenue	54,144		
Bonds and notes payable due within one year	106,179		
Accrued compensated absences due after one year	73,527		
Bonds and notes payable due after one year	330,000		
Total liabilities		742,651	
<b>NET ASSETS</b>			
Unrestricted	1,044,519		
Restricted for special revenues	136,841		
Restricted for capital projects	625,574		
Restricted for permanent funds	130,666		
Invested in capital assets, net of related debt	4,889,406		
Total net assets		\$ 6,827,006	

TOWN OF NORWICH, VERMONT  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2008

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Net (Expenses) Revenues and Change in Net Assets Governmental Activities</u>
Governmental Activities				
General government	\$ 1,281,040	\$ 75,719	\$ 123,326	\$ (1,081,995)
Highway and streets	1,141,756	0	233,204	(908,552)
Public safety	746,549	366	0	(746,183)
Recreation	171,659	123,423	0	(48,236)
Solid waste	161,630	143,559	0	(18,071)
Cemetery	159,083	6,158	0	(152,925)
Interest on debt	25,636	0	0	(25,636)
Total governmental activities	<u>\$ 3,687,353</u>	<u>\$ 349,225</u>	<u>\$ 356,530</u>	<u>(2,981,598)</u>
General Revenues:				
Property taxes				3,208,175
Penalties and interest				41,516
Earnings on investments				108,326
Miscellaneous				33,525
Donations				55,774
Loss on sale of equipment				(11,032)
Total general revenues				<u>3,436,284</u>
Change in net assets				454,686
Net assets - July 1, 2007				<u>6,372,320</u>
Net assets - June 30, 2008				<u>\$ 6,827,006</u>

See Notes to Financial Statements.

TOWN OF NORWICH, VERMONT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2008

	Major Fund	Nonmajor Funds	Totals
	General Fund	Other Governmental Funds	
<b>ASSETS</b>			
Cash and investments	\$ 1,862,054	\$ 30,761	\$ 1,892,815
Accounts receivable, net	9,311	0	9,311
Grants receivable	5,085	46,939	52,024
Delinquent taxes receivable, net	75,845	0	75,845
Interest and penalties receivable, net	15,493	0	15,493
Due from other funds	0	955,172	955,172
Prepaid expenses	32,175	0	32,175
Inventory	36,033	0	36,033
Total assets	<u>\$ 2,035,996</u>	<u>\$ 1,032,872</u>	<u>\$ 3,068,868</u>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>Liabilities</b>			
Accounts payable	\$ 86,417	\$ 19,165	\$ 105,582
Payroll taxes payable	26,010	0	26,010
Accrued wages	45,242	0	45,242
Due to other funds	824,796	0	824,796
Deferred revenue	139,744	0	139,744
Total liabilities	<u>1,122,209</u>	<u>19,165</u>	<u>1,141,374</u>
<b>Fund Balances</b>			
Reserved - prepaids and inventory	68,208	0	68,208
Reserved - FY 09 expenditures	33,648	0	33,648
Reserved - special revenue funds	0	136,841	136,841
Reserved - capital project funds	0	625,574	625,574
Reserved - permanent funds	0	130,666	130,666
<b>Unreserved</b>			
Undesignated	798,293	0	798,293
Designated - General Fund	13,638	0	13,638
Designated - special revenue funds	0	120,626	120,626
Total fund balances	<u>913,787</u>	<u>1,013,707</u>	<u>1,927,494</u>
Total liabilities and fund balances	<u>\$ 2,035,996</u>	<u>\$ 1,032,872</u>	<u>\$ 3,068,868</u>

TOWN OF NORWICH, VERMONT  
 RECONCILIATION OF THE GOVERNMENTAL FUNDS  
 BALANCE SHEET TO THE STATEMENT OF NET ASSETS  
 JUNE 30, 2008

TOTAL FUND BALANCES - GOVERNMENTAL FUNDS	\$ 1,927,494									
<p>Amounts reported for governmental activities in the statement of net assets are different because:</p>										
<p>Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the asset is \$6,976,759, and the accumulated depreciation is \$1,651,174.</p>	5,325,585									
<p>Other liabilities are not available to pay for current period expenditures, therefore are deferred in the General Fund. The following are added back:</p> <p style="padding-left: 20px;">Deferred tax revenue</p>	85,600									
<p>Long-term liabilities, including bonds and notes payable are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year end consist of:</p> <table style="width: 100%; margin-left: 20px;"> <tr> <td style="width: 60%;">Bonds and notes payable</td> <td style="width: 20%; text-align: right;">(436,179)</td> <td style="width: 20%;"></td> </tr> <tr> <td>Accrued interest payable</td> <td style="text-align: right;">(1,967)</td> <td></td> </tr> <tr> <td>Accrued compensated absences</td> <td style="text-align: right;">(73,527)</td> <td style="text-align: right;">(511,673)</td> </tr> </table>	Bonds and notes payable	(436,179)		Accrued interest payable	(1,967)		Accrued compensated absences	(73,527)	(511,673)	
Bonds and notes payable	(436,179)									
Accrued interest payable	(1,967)									
Accrued compensated absences	(73,527)	(511,673)								
TOTAL NET ASSETS - GOVERNMENTAL ACTIVITIES	<u>\$ 6,827,006</u>									

TOWN OF NORWICH, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
YEAR ENDED JUNE 30, 2008

	Major Fund	Nonmajor Funds	Totals
	General Fund	Other Governmental Funds	
REVENUES			
Taxes	\$ 3,208,175	\$ 0	\$ 3,208,175
Interest and penalties	41,516	0	41,516
Licenses and permits	20,240	0	20,240
Intergovernmental	314,391	0	314,391
Charges for services	316,740	0	316,740
Fines and forfeits	12,245	0	12,245
Investment income	73,137	35,189	108,326
Grants	0	46,939	46,939
Gain on sale of equipment	0	7,551	7,551
Donations	0	55,774	55,774
Miscellaneous	26,903	6,622	33,525
Total revenues	<u>4,013,347</u>	<u>152,075</u>	<u>4,165,422</u>
EXPENDITURES			
Current			
General government	1,211,287	23,513	1,234,800
Highway and streets	949,018	0	949,018
Public safety	653,141	8,458	661,599
Recreation	163,424	475	163,899
Solid waste	159,348	0	159,348
Cemetery	0	159,083	159,083
Capital outlays	297,482	181,483	478,965
Debt service			
Principal	113,436	0	113,436
Interest	26,015	0	26,015
Total expenditures	<u>3,573,151</u>	<u>373,012</u>	<u>3,946,163</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>440,196</u>	<u>(220,937)</u>	<u>219,259</u>
OTHER FINANCING SOURCES (USES)			
Operating transfers in	12,134	353,122	365,256
Operating transfers out	(344,250)	(21,006)	(365,256)
Total other financing sources (uses)	<u>(332,116)</u>	<u>332,116</u>	<u>0</u>
NET CHANGE IN FUND BALANCES	108,080	111,179	219,259
FUND BALANCES - JULY 1, 2007	<u>805,707</u>	<u>902,528</u>	<u>1,708,235</u>
FUND BALANCES - JUNE 30, 2008	<u>\$ 913,787</u>	<u>\$ 1,013,707</u>	<u>\$ 1,927,494</u>

See Notes to Financial Statements.

- 13 -

TOWN OF NORWICH, VERMONT  
 RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT  
 OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES TO  
 THE STATEMENT OF ACTIVITIES  
 YEAR ENDED JUNE 30, 2008

TOTAL NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS (Exhibit E)	\$ 219,259
Amounts reported for governmental activities in the statement of activities are different because:	
Capital assets used in governmental activities are reported as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays net of disposals and adjustments \$460,382 exceeds depreciation expense \$321,608 in the period.	
	138,774
Property taxes are recognized on an accrual basis in the statement of net assets, not the modified accrual basis.	(4,800)
Repayment of bond and note principal is an expenditure in the governmental funds but the repayment reduces long-term liabilities in the statement of net assets.	113,436
Interest on long-term debt in the statement of activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due, and thus requires the use of current financial resources. In the statement of activities, however, interest expense is recognized as the interest accrues, regardless of when it is due. The additional interest reported in the statement of activities is because accrued interest on bonds and notes payable decreased by \$379.	379
In the statement of activities, accrued compensated absences are measured by the amounts incurred during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). This year, compensated absences incurred exceeded the amounts paid by \$12,362.	<u>(12,362)</u>
CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES (Exhibit B)	<u>\$ 454,686</u>

See Notes to Financial Statements.

TOWN OF NORWICH, VERMONT  
STATEMENT OF REVENUES AND EXPENDITURES  
GENERAL FUND - BUDGET TO ACTUAL  
YEAR ENDED JUNE 30, 2008

	*Original Budget	*Budget amendments	*Final Budget	Actual	Variance Favorable (Unfavorable)
<b>*REVENUES</b>					
Taxes	\$ 3,199,094	\$ 0	\$ 3,199,094	\$ 3,208,175	\$ 9,081
Interest and penalties	27,000	0	27,000	41,516	14,516
Licenses and permits	29,150	0	29,150	20,240	(8,910)
Intergovernmental	370,077	0	370,077	314,391	(55,686)
Charges for services	244,250	0	244,250	316,740	72,490
Fines and forfeits	20,950	0	20,950	12,245	(8,705)
Investment income	80,000	0	80,000	73,137	(6,863)
Miscellaneous	15,000	0	15,000	26,903	11,903
Total revenues	<u>3,985,521</u>	<u>0</u>	<u>3,985,521</u>	<u>4,013,347</u>	<u>27,826</u>
<b>EXPENDITURES</b>					
<b>Current</b>					
General government	1,162,553	(7,500)	1,155,053	1,211,287	(56,234)
Highway and streets	913,659	0	913,659	949,018	(35,359)
Public safety	746,913	0	746,913	653,141	93,772
Recreation	165,867	0	165,867	163,424	2,443
Solid waste	147,107	0	147,107	159,348	(12,241)
Grant expenditures	1,040	0	1,040	0	1,040
Capital outlays	392,000	0	392,000	297,482	94,518
<b>Debt service</b>					
Principal	113,000	0	113,000	113,436	(436)
Interest	25,884	0	25,884	26,015	(131)
Total expenditures	<u>3,668,023</u>	<u>(7,500)</u>	<u>3,660,523</u>	<u>3,573,151</u>	<u>87,372</u>
EXCESS REVENUES	<u>317,498</u>	<u>7,500</u>	<u>324,998</u>	<u>440,196</u>	<u>115,198</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	12,500	(7,500)	5,000	12,134	7,134
Transfers out	<u>(344,250)</u>	<u>0</u>	<u>(344,250)</u>	<u>(344,250)</u>	<u>0</u>
Total other sources (uses)	<u>(331,750)</u>	<u>(7,500)</u>	<u>(339,250)</u>	<u>(332,116)</u>	<u>7,134</u>
NET CHANGE IN FUND BALANCE	<u>\$ (14,252)</u>	<u>\$ 0</u>	<u>\$ (14,252)</u>	<u>108,080</u>	<u>\$ 122,332</u>
FUND BALANCE - JULY 1, 2007				<u>805,707</u>	
FUND BALANCE - JUNE 30, 2008				<u>\$ 913,787</u>	

\* The Town votes on an expenditures budget only. Revenues are estimated at the time of the vote and re-estimated when the tax rate is set.  
Unanticipated grants were approved as budget changes by the Selectboard.

TOWN OF NORWICH, VERMONT  
STATEMENT OF FIDUCIARY NET ASSETS  
PRIVATE PURPOSE FUNDS  
JUNE 30, 2008

	Land Management Fund	Main St. Flags Fund	Corridor Tree Fund	Total
ASSETS				
Cash	<u>\$ 132,702</u>	<u>\$ 384</u>	<u>\$ 227</u>	<u>\$ 133,313</u>
LIABILITIES AND NET ASSETS				
Liabilities				
Due to other funds	\$ 130,376	\$ 0	\$ 0	\$ 130,376
NET ASSETS				
Restricted	<u>2,326</u>	<u>384</u>	<u>227</u>	<u>2,937</u>
Total liabilities and net assets	<u>\$ 132,702</u>	<u>\$ 384</u>	<u>\$ 227</u>	<u>\$ 133,313</u>

See Notes to Financial Statements.

- 16 -



TOWN OF NORWICH, VERMONT  
STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS  
PRIVATE PURPOSE FUNDS  
YEAR ENDED JUNE 30, 2008

	Land Management Fund	Main St. Flags Fund	Corridor Tree Fund	Total
Revenues				
Interest	\$ 15	\$ 1	\$ 1	\$ 17
Expenditures				
Miscellaneous	0	63	0	63
Change in net assets	15	(62)	1	(46)
Net Assets - July 1, 2007	2,311	446	226	2,983
Net Assets - June 30, 2008	<u>\$ 2,326</u>	<u>\$ 384</u>	<u>\$ 227</u>	<u>\$ 2,937</u>

See Notes to Financial Statements.

- 17 -

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008

The Town of Norwich, Vermont (the Town), is organized according to Vermont State Law. The Town operates under a Town Manager form of government and provides the following services: public safety, highways and streets, health and social services, culture and recreation, public improvements, solid waste, planning and zoning, and general administration.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Town's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is primarily responsible for establishing GAAP for state and local governments through its pronouncements (including Statements and Interpretations). The more significant accounting policies established in GAAP and used by the Town are discussed below.

*Reporting Entity*

The Town's basic financial statements include the accounts of all Town operations. The criteria for including organizations as component units within the Town's reporting entity are set forth in Section 2100 of GASB's Codification of Governmental Accounting and Financial Reporting Standards, and GASB 14 as amended by GASB 39.

Based on the criteria, the Town has no component units.

*Basic Financial Statements – Government-Wide Statements*

The Town's basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type. All of the Town's activities, except for fiduciary activities, are classified as governmental. The Town does not have any business-type activities.

In the government-wide Statement of Net Assets, the governmental activities column (a) are presented on a consolidated basis, (b) and are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Town's net assets are reported in three parts – invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. The Town first utilizes restricted resources to finance qualifying activities for which both restricted and unrestricted resources are available.

The government-wide Statement of Activities reports both the gross and net cost of the Town's governmental functions. The functions are also supported by general government revenue (property taxes, certain intergovernmental revenues, and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenue, including operating and capital grants. Program revenues must be directly associated with the governmental function (public safety, highways and streets, etc.). Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

The net costs are normally covered by general revenues (property taxes, intergovernmental revenue, interest income, etc.).

This government-wide focus is more on the sustainability of the Town as an entity and the change in the Town's net assets resulting from the current year's activities.

*Basic Financial Statements – Fund Financial Statements*

The financial transactions of the Town are reported in individual funds in the fund financial statements, including the fiduciary funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures. The various funds are reported by major fund within the financial statements.

The emphasis in fund financial statements is on the major funds in the governmental category. GASB No. 34 sets forth minimum criteria (percentage of assets, liabilities, revenues or expenses/expenditures of either fund category/type or the governmental fund) for the determination of major funds. The General Fund is the Town's only major fund. All other funds are nonmajor and are combined in a single column in each of the respective fund financial statements.

The Town reports on the following major governmental funds:

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

*Measurement Focus*

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

*Basis of Accounting*

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

TOWN OF NORWICH, VERMONT  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2008  
 (Continued)

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Accrual

The governmental activities in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when transactions occur and expenses are recognized when liabilities are incurred.

Modified Accrual

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenue is recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year end for property taxes and six months for other revenue. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, are recognized when due.

*Cash and Cash Equivalents*

The Town has defined cash and cash equivalents to include cash on hand, demand deposits, and cash with fiscal agent.

*Budgetary Information*

The expenditure budget is approved at the annual Town Meeting in March. Any expenditure budget changes require voter approval. The voters do not approve a revenue budget. Exhibit G reflects the revenues anticipated and presented to the voters in the annual report. At tax rate setting time, revenues are re-estimated and the Selectboard decides on how much of the prior-year undesignated fund balance will be used, if any.

*Capital Assets*

Capital assets purchased or acquired with an original cost above a certain threshold are reported at historical cost or estimated historical cost. Contributed assets are reported at fair value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

	<u>Capitalization Threshold</u>	<u>Estimated Useful Life</u>
Land	\$ 5,000	n/a
Art	5,000	n/a
Vehicles	5,000	3 - 20 years
Mobile equipment	1,000	5 - 15 years
Infrastructure	5,000	8 - 25 years
Buildings and improvements	5,000	10 - 75 years
Equipment	1,000	3 - 10 years

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

GASB No. 34 requires the Town to report and depreciate new general infrastructure assets prospectively starting July 1, 2004. General infrastructure assets include roads, bridges, underground pipe, traffic signals, etc.

*Accrued Compensated Absences*

It is the Town's policy to permit employees to accumulate earned but unused vacation benefits. The accrual for the unused compensated absences time, based on current pay rates, is recorded in the government-wide financial statements.

*Net Assets*

Net assets represent the difference between assets and liabilities in the statement of net assets. Net assets invested in capital assets are reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are legal limitations imposed by their use by Town legislation or external restrictions by creditors, grantors, laws or regulations of other governments.

*Fund Balances*

Equity is classified in the following categories:

Reserved - Indicates the portion of equity that has been legally segregated or encumbered for specific future uses or not available for appropriation.

Unreserved - Indicates the portion of fund equity that is available for appropriation and expenditure in future periods.

*Investments*

Investments are stated at fair value (quoted market price, or the best available estimate).

*Interfund Activities*

Interfund activity is reported as either loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund activities are treated as transfers. Transfers between funds are netted in the preparation of the government-wide financial statements.

*Receivables*

The Town utilizes the allowance method for uncollectible accounts. They have determined that all accounts are collectible and the allowance is zero.

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Use of Estimates*

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**NOTE 2 - DEPOSITS AND INVESTMENTS**

The Treasurer is authorized to invest excess deposits and investments according to a policy set by the Selectboard.

*Deposits*

*Custodial Credit Risk – Deposits.* Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. As of June 30, 2008, the government's bank balance of \$1,946,463 was not exposed to custodial credit risk as follows:

Insured (FDIC)	\$ 88,060
Uninsured, collateralized	<u>1,856,802</u>
	<u>\$ 1,944,862</u>

Book balances for cash and investments are comprised of the following:

Cash	<u>\$ 2,026,128</u>
------	---------------------

*Credit Risk – Investments*

The Town has an investment policy that limits its investment choices to a policy set by the Selectboard.

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 3 - INTERFUND RECEIVABLES AND PAYABLES**

The Town has combined some of the cash resources of its governmental funds for accounting and reporting purposes, that portion of the pooled cash balance is reported in the specific fund as an interfund balance. Interfund balances at June 30, 2008 are as follows:

	Interfund Receivables	Interfund Payables
Governmental funds		
General Fund	\$ 0	\$ 955,172
Other governmental funds		
Special Revenue Funds		
Conservation Commission	115,123	0
Recreation	69,607	0
Kids & Cops	894	0
Affordable Housing	47,719	0
Land Management Council	4,609	0
Capital Projects Funds		
Highway Equipment	45,031	0
Highway Garage	69,738	0
Solid Waste Equipment	27,073	0
Police Station	15,246	0
Police Cruiser/Special Equipment	3,008	0
Town Reappraisal	64,704	0
Tracy Hall	28,017	0
Bandstand	60,452	0
General Administration	3,477	0
Corridor Grant Enhancement	7,026	0
Recreation Dam	10,168	0
Recreation Tennis	6,019	0
Fire Training	18,778	0
Town Clerk Equipment	6,484	0
Fire Equipment	30,715	0
Fire Apparatus	136,094	0
Sidewalk	38,310	0
Long Term Facility	10,156	0
Town Manager Vehicle	6,348	0
Permanent Funds		
Perpetual Care	112,624	0
Sale Of Cemetery Lots	17,752	0
Total other governmental funds	955,172	0
Total governmental funds	\$ 955,172	\$ 955,172

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 4 - CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2008, was as follows:

<i>Governmental activities</i>	Balance				Balance
	June 30, 2007	Additions	Deletions	Depreciation	June 30, 2008
Capital assets not depreciated					
Land	\$ 640,161	\$ 0	\$ 0	\$ 0	\$ 640,161
Art	11,140	0	0	0	11,140
Total capital assets not depreciated	<u>651,301</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>651,301</u>
Capital assets being depreciated					
Buildings and improvements	1,605,453	27,898	0	0	1,633,351
Vehicles	1,383,866	51,273	(15,000)	0	1,420,139
Mobile equipment	678,889	100,540	(26,500)	0	752,929
Equipment	396,789	8,433	0	0	405,222
Infrastructure	1,822,996	290,821	0	0	2,113,817
Total capital assets depreciated	<u>5,887,993</u>	<u>478,965</u>	<u>(41,500)</u>	<u>0</u>	<u>6,325,458</u>
Less accumulated depreciation for:					
Buildings and improvements	(483,365)	0	0	(63,891)	(547,256)
Vehicles	(430,608)	0	15,000	(78,078)	(493,686)
Mobile equipment	(133,947)	0	7,917	(40,501)	(166,531)
Equipment	(141,245)	0	0	(38,291)	(179,536)
Infrastructure	(163,318)	0	0	(100,847)	(264,165)
Total accumulated depreciation	<u>(1,352,483)</u>	<u>0</u>	<u>22,917</u>	<u>(321,608)</u>	<u>(1,651,174)</u>
Total capital assets, net	<u>\$ 5,186,811</u>	<u>\$ 478,965</u>	<u>\$ (18,583)</u>	<u>\$ (321,608)</u>	<u>\$ 5,325,585</u>

Depreciation expense was charged to functions as follows:

Governmental activities:	
General government	\$ 33,878
Highway and streets	192,738
Public safety	84,950
Recreation	7,760
Solid waste	<u>2,282</u>
Total governmental activities depreciation expense	<u>\$ 321,608</u>

**NOTE 5 - INVENTORY**

Inventory in the General Fund consists of expendable supplies held for the Town's use and are carried at cost using the first-in, first-out method.

**NOTE 6 - DEFERRED REVENUE**

Deferred revenue in the General Fund per Exhibit C consists of \$85,600 of delinquent taxes, penalties and interest, \$29,714 of recreation fees, \$18,146 of property taxes and \$6,284 of grant income received in advance for fiscal year 2009. Total deferred revenue in the General Fund is \$139,744.



TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 7 - LONG-TERM LIABILITIES**

The following is a summary of changes in long-term liabilities for the year ended June 30, 2008.

	Long-term debt	Accrued Compensated Absences	Total
Long-term liabilities at July 1, 2007	\$ 549,615	\$ 61,165	\$ 610,780
Increase in accrued vacation payable	0	12,362	12,362
Bonds retired and note payments	(113,436)	0	(113,436)
Long-term liabilities payable at June 30, 2008	436,179	73,527	509,706
Due within one year	106,179	0	106,179
Due after one year	<u>\$ 330,000</u>	<u>\$ 73,527</u>	<u>\$ 403,527</u>

Long-term debt will mature approximately as follows:

Years ending	Governmental Activities		
	Principal	Interest	Total
June 30, 2009	\$ 106,179	\$ 21,288	\$ 127,467
June 30, 2010	105,000	16,546	121,546
June 30, 2011	45,000	12,746	57,746
June 30, 2012	45,000	9,952	54,952
June 30, 2013	45,000	7,136	52,136
June 30, 2014-2015	90,000	5,733	95,733
Total	<u>\$ 436,179</u>	<u>\$ 73,401</u>	<u>\$ 509,580</u>

Long-term liabilities include the following:

<u>Governmental Activities</u>	<u>Total Due</u>	<u>Due Within One Year</u>
General obligation municipal bonds with the Vermont Municipal Bond Bank, originally \$540,000, proceeds used for Tracy Hall renovations, due in annual installments of \$45,000 on December 1 through 2014, variable interest due semi-annually, currently at 6.03%.	\$ 315,000	\$ 45,000
General obligation municipal bonds with the Vermont Municipal Bond Bank, originally \$315,000, proceeds used for highway equipment, due in annual installments of \$65,000 on December 1 through 2010, variable interest due semi-annually, currently at 2.85%.	120,000	60,000
Note payable to Mascoma Savings Bank, interest at 4.29%, due in monthly installments of \$297, due October 2008. Secured by vehicle.	1,179	1,179
	<u>\$ 436,179</u>	<u>\$ 106,179</u>

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 8 - RESERVED AND DESIGNATED FUND BALANCES**

Reserved fund balances at June 30, 2008 are as follows:

	Balance July 1, 2007	Increase	Decrease	Balance June 30, 2008
<i>Major Funds</i>				
General Fund				
Prepaid, fy 09 Expenses and Inventory	\$ 57,998	\$ 43,858	\$ 0	\$ 101,856
<i>Nonmajor Funds</i>				
Special Revenue Funds				
Recreation Fund	\$ 70,946	\$ 0	\$ (5,997)	\$ 64,949
Affordable Housing	46,182	1,537	0	47,719
Cemetery Fund	54,213	0	(30,040)	24,173
Total special revenue funds	<u>171,341</u>	<u>1,537</u>	<u>(36,037)</u>	<u>136,841</u>
Capital Projects Funds				
Highway Equipment	43,769	1,262	0	45,031
Highway Garage	82,208	0	(12,470)	69,738
Solid Waste Equipment	23,744	3,329	0	27,073
Police Station	14,544	702	0	15,246
Police Cruiser/Special Equipment	15,759	0	(12,751)	3,008
Reappraisal	45,307	19,397	0	64,704
Tracy Hall	17,537	10,480	0	28,017
Bandstand	6,500	53,952	0	60,452
General Administration	3,245	30	0	3,275
Corridor Grant Enhancement	25,573	28,392	0	53,965
Recreation Dam	6,554	3,614	0	10,168
Recreation - Tennis Courts	3,859	0	(5,847)	(1,988)
Route 132 Bridge	4,994	0	(4,994)	0
Fire Training	18,172	606	0	18,778
Town Clerk Equipment	6,155	329	0	6,484
Fire Station	3,569	0	(3,569)	0
Fire Equipment	10,068	20,647	0	30,715
Fire Apparatus	38,342	97,752	0	136,094
Sidewalk	25,166	13,144	0	38,310
Long Term Facility	0	10,156	0	10,156
Town Manager Vehicle	0	6,348	0	6,348
Total capital projects funds	<u>395,065</u>	<u>270,140</u>	<u>(39,631)</u>	<u>625,574</u>
Permanent Funds				
Perpetual Care	142,947	0	(30,197)	112,750
Sale of Cemetery Lots	81,171	0	(63,255)	17,916
Total capital projects funds	<u>224,118</u>	<u>0</u>	<u>(93,452)</u>	<u>130,666</u>
Total nonmajor funds funds	<u>\$ 790,524</u>	<u>\$ 271,677</u>	<u>\$ (169,120)</u>	<u>\$ 893,081</u>

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 8 - RESERVED AND DESIGNATED FUND BALANCES (Continued)**

Designated fund balances at June 30, 2008 are as follows:

	Balance July 1, 2007	Increase	Decrease	Balance June 30, 2008
<i>Major Funds</i>				
General Fund				
FY 2009 Expenditures	\$ 129,245	\$ 0	\$(115,607)	\$ 13,638
Total General Fund	<u>129,245</u>	<u>0</u>	<u>(115,607)</u>	<u>13,638</u>
<i>Nonmajor Funds</i>				
Special Revenue Funds				
Conservation Commission	109,538	5,585	0	115,123
Kids and Cops	865	29	0	894
Land Management Council	1,601	3,008	0	4,609
Total special revenue funds	<u>112,004</u>	<u>8,622</u>	<u>0</u>	<u>120,626</u>
Total designated funds	<u>\$ 241,249</u>	<u>\$ 8,622</u>	<u>\$(115,607)</u>	<u>\$ 134,264</u>

**NOTE 9 – CONTINGENCY**

The Town participates in a number of federally assisted and state grant programs that are subject to audits by the grantors or their representatives. The audits of these programs for or including the year ended June 30, 2008 have not yet been reviewed by the grantor agencies. Accordingly, compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

**NOTE 10 - PROPERTY TAXES**

The Town is responsible for assessing and collecting property taxes for both the Town and Town School District. Property taxes are assessed based on valuations as of April 1, annually. Property taxes were due in two installments on August 18, 2007 and February 9, 2008. All late payments after February 9<sup>th</sup> are subject to a 8% penalty, and interest is calculated at 1% per month for the first three months and 1.5% per month for each month thereafter.

Town property tax revenue is recognized for the period for which the tax is levied to the extent they result in current receivables, which will be collected within 60 days of the fiscal year end. The tax rates for fiscal year 2007/2008 were as follows:

	Residential	Non-residential
Municipal Tax	\$ 0.4728	\$ 0.4728
State Education Tax	1.4580	1.2981
	<u>\$ 1.9308</u>	<u>\$ 1.7709</u>

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 11 - PENSION PLANS**

*Vermont Municipal Employee's Retirement Plan*

All eligible employees of the Town are enrolled for coverage by the Vermont Municipal Employees' Retirement System (VMERS) immediately upon employment. VMERS has a defined benefit plan that the Town participates in as follows:

VMERS defined benefit plan (the Plan) is a cost sharing multiple-employer plan. Vermont State statutes provide the authority under which benefit provisions and the obligation to contribute are established. The Town and the employees make required contributions to the Plan based upon a valuation report prepared by the Plan's actuary.

There are four levels of contributions and benefits in the Plan called Group A, Group B, Group C and Group DC. The Town participates in three plans; Plan B, Plan C and Plan DC. Employee required contributions are 4.5%, 9%, and 5% of gross pay, respectively and employer contributions are 5%, 6% and 5.125%, respectively.

Of the Town's total payroll of \$1,097,670, \$831,455 was covered under the Plans. The total employer contributions to the Plans were \$43,292 for fiscal year 2008, \$42,154 for fiscal year 2007 and \$38,926 for fiscal year 2006.

The State of Vermont issues an audited Financial Report that includes financial statements and required disclosures. This report may be obtained by writing the State Auditor of Accounts, 132 State Street, Montpelier, VT 05602.

**NOTE 12 - RISK MANAGEMENT**

The Town is exposed to various risks of loss related to tort; theft of, damage to, and destruction of assets; errors and omissions; and injuries to employees. The Town maintains insurance coverage from the Vermont League of Cities and Towns Property and Casualty Intermunicipal Fund that covers 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 (3) fiscal years.

TOWN OF NORWICH, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2008  
(Continued)

**NOTE 13 - INTERFUND TRANSFERS**

During the year interfund transfers occurred between funds. The various operating transfers were made in accordance with budgetary authorizations. Interfund transfers for the year ended June 30, 2008 are as follows:

	Transfer from			Perpetual Care Fund	Sale of Lots Fund	Totals
	General Fund	Route 132 Bridge	Town Reappraisal			
General Fund	\$ 0	\$ 4,634	\$ 7,500	\$ 0	\$ 0	\$ 12,134
Cemetery	15,000	0	0	5,778	3,094	23,872
Highway equip.	115,000	0	0	0	0	115,000
Solid waste equip.	2,500	0	0	0	0	2,500
Police station	5,000	0	0	0	0	5,000
Police cruiser/spec. equip.	1,500	0	0	0	0	1,500
Town reappraisal	25,000	0	0	0	0	25,000
Tracy Hall	10,000	0	0	0	0	10,000
Bandstand	5,000	0	0	0	0	5,000
General Admin.	1,000	0	0	0	0	1,000
Recreation dam	5,000	0	0	0	0	5,000
Recreation tennis	2,000	0	0	0	0	2,000
Town Clerk equipment	1,000	0	0	0	0	1,000
Fire apparatus	95,000	0	0	0	0	95,000
Long term facility	10,000	0	0	0	0	10,000
Fire equipment	20,000	0	0	0	0	20,000
Town Manager vehicle	6,250	0	0	0	0	6,250
Sidewalk	25,000	0	0	0	0	25,000
	<u>\$ 344,250</u>	<u>\$ 4,634</u>	<u>\$ 7,500</u>	<u>\$ 5,778</u>	<u>\$ 3,094</u>	<u>\$ 365,256</u>

**NOTE 14 – RELATED PARTY TRANSACTIONS**

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

TOWN OF NORWICH, VERMONT  
 COMBINING BALANCE SHEET  
 NONMAJOR GOVERNMENTAL FUNDS  
 JUNE 30, 2008

	Special Revenue Funds	Capital Project Funds	Permanent Funds	Total other Governmental Funds
<b>ASSETS</b>				
Cash and investments	\$ 30,471	\$ 0	\$ 290	\$ 30,761
Grant receivable	0	46,939	0	46,939
Due from other funds	<u>237,952</u>	<u>586,844</u>	<u>130,376</u>	<u>955,172</u>
 Total assets	 <u>\$ 268,423</u>	 <u>\$ 633,783</u>	 <u>\$ 130,666</u>	 <u>\$ 1,032,872</u>
 <b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities</b>				
Accounts payable	<u>\$ 10,956</u>	<u>\$ 8,209</u>	<u>\$ 0</u>	<u>\$ 19,165</u>
 <b>Fund Balances</b>				
Reserved	136,841	625,574	130,666	893,081
Unreserved - Designated	<u>120,626</u>	<u>0</u>	<u>0</u>	<u>120,626</u>
Total fund balances	<u>257,467</u>	<u>625,574</u>	<u>130,666</u>	<u>1,013,707</u>
 Total liabilities and fund balances	 <u>\$ 268,423</u>	 <u>\$ 633,783</u>	 <u>\$ 130,666</u>	 <u>\$ 1,032,872</u>

TOWN OF NORWICH, VERMONT  
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 NONMAJOR GOVERNMENTAL FUNDS  
 YEAR ENDED JUNE 30, 2008

	Special Revenue Funds	Capital Project Funds	Permanent Funds	Total other Governmental Funds
<b>REVENUES</b>				
Investment income	\$ 12,306	\$ 14,685	\$ 8,198	\$ 35,189
Donations	6,035	49,739	0	55,774
Grants	0	46,939	0	46,939
Gain on sale of equipment	0	7,551	0	7,551
Miscellaneous	634	0	5,988	6,622
Total revenues	<u>18,975</u>	<u>118,914</u>	<u>14,186</u>	<u>152,075</u>
<b>EXPENDITURES</b>				
Current:				
General government	0	23,513	0	23,513
Public safety	0	8,458	0	8,458
Recreation	475	0	0	475
Cemetery	59,083	0	100,000	159,083
Capital outlays	7,933	173,550	0	181,483
Total expenditures	<u>67,491</u>	<u>205,521</u>	<u>100,000</u>	<u>373,012</u>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<u>(48,516)</u>	<u>(86,607)</u>	<u>(85,814)</u>	<u>(220,937)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Operating transfers in	22,638	329,250	1,234	353,122
Operating transfers out	0	(12,134)	(8,872)	(21,006)
Total other financing sources (uses)	<u>22,638</u>	<u>317,116</u>	<u>(7,638)</u>	<u>332,116</u>
<b>NET CHANGE IN FUND BALANCES</b>	<u>(25,878)</u>	<u>230,509</u>	<u>(93,452)</u>	<u>111,179</u>
<b>FUND BALANCES - JULY 1, 2007</b>	<u>283,345</u>	<u>395,065</u>	<u>224,118</u>	<u>902,528</u>
<b>FUND BALANCES - JUNE 30, 2008</b>	<u>\$ 257,467</u>	<u>\$ 625,574</u>	<u>\$ 130,666</u>	<u>\$ 1,013,707</u>

TOWN OF NORWICH, VERMONT  
 COMBINING BALANCE SHEET  
 SPECIAL REVENUE FUNDS  
 JUNE 30, 2008

	Conservation Commission Fund	Recreation Fund	Cemetery Fund	Kids & Cops Fund	Affordable Housing Fund	Land Management Council Fund	Total
<b>ASSETS</b>							
Cash	\$ 0	\$ 0	\$ 30,471	\$ 0	\$ 0	\$ 0	\$ 30,471
Due from other funds	115,123	69,607	0	894	47,719	4,609	237,952
<b>Total assets</b>	<b>\$ 115,123</b>	<b>\$ 69,607</b>	<b>\$ 30,471</b>	<b>\$ 894</b>	<b>\$ 47,719</b>	<b>\$ 4,609</b>	<b>\$ 268,423</b>
<b>LIABILITIES AND FUND BALANCES</b>							
<b>Liabilities</b>							
Accounts payable	\$ 0	\$ 4,658	\$ 6,298	\$ 0	\$ 0	\$ 0	\$ 10,956
<b>Fund Balances</b>							
Reserved	0	64,949	24,173	0	47,719	0	136,841
Unreserved:							
Designated	115,123	0	0	894	0	4,609	120,626
<b>Total fund balances</b>	<b>115,123</b>	<b>64,949</b>	<b>24,173</b>	<b>894</b>	<b>47,719</b>	<b>4,609</b>	<b>257,467</b>
<b>Total liabilities and fund balances</b>	<b>\$ 115,123</b>	<b>\$ 69,607</b>	<b>\$ 30,471</b>	<b>\$ 894</b>	<b>\$ 47,719</b>	<b>\$ 4,609</b>	<b>\$ 268,423</b>



## SCHEDULE 4

TOWN OF NORWICH, VERMONT  
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 SPECIAL REVENUE FUNDS  
 YEAR ENDED JUNE 30, 2008

	Conservation Commission Fund	Recreation Fund	Cemetery Fund	Kids & Cops Fund	Affordable Housing Fund	Land Management Council Fund	Total
<b>REVENUES</b>							
Investment income	\$ 5,385	\$ 2,356	\$ 22	\$ 29	\$ 1,537	\$ 2,977	\$ 12,306
Donations	200	55	5,780	0	0	0	6,035
Miscellaneous	0	0	420	0	0	214	634
Total revenues	<u>5,585</u>	<u>2,411</u>	<u>6,222</u>	<u>29</u>	<u>1,537</u>	<u>3,191</u>	<u>18,975</u>
<b>EXPENDITURES</b>							
Program expenditures							
Recreation	0	475	0	0	0	183	658
Cemetery	0	0	58,900	0	0	0	58,900
Total program expenditures	<u>0</u>	<u>475</u>	<u>58,900</u>	<u>0</u>	<u>0</u>	<u>183</u>	<u>59,558</u>
Capital Outlays	0	7,933	0	0	0	0	7,933
Total expenditures	<u>0</u>	<u>8,408</u>	<u>58,900</u>	<u>0</u>	<u>0</u>	<u>183</u>	<u>67,491</u>
<b>EXCESS REVENUES (EXPENDITURES)</b>	5,585	(5,997)	(52,678)	29	1,537	3,008	(48,516)
<b>OTHER FINANCING SOURCES (USES)</b>							
Operating transfers in	0	0	22,638	0	0	0	22,638
<b>NET CHANGE IN FUND BALANCES</b>	5,585	(5,997)	(30,040)	29	1,537	3,008	(25,878)
<b>FUND BALANCES - JULY 1, 2007</b>	109,538	70,946	54,213	865	46,182	1,601	283,345
<b>FUND BALANCES - JUNE 30, 2008</b>	<u>\$115,123</u>	<u>\$ 64,949</u>	<u>\$ 24,173</u>	<u>\$ 894</u>	<u>\$ 47,719</u>	<u>\$ 4,609</u>	<u>\$ 257,467</u>

TOWN OF NORWICH, VERMONT  
 COMBINING BALANCE SHEET  
 CAPITAL PROJECT FUNDS  
 JUNE 30, 2008

	Highway Equipment Fund	Highway Garage Fund	Solid Waste Equipment Fund	Police Station Fund	Police Chief/ Special Emp. Fund	Town Recreational Fund	Tracy Hall Fund	Bandized Fund	General Admin. Fund	Corridor Enhancement Grant	Recreation Dam Fund	Recreation Tennis Fund	Fire Training Fund	Town Clerk Equipment Fund	Fire Equipment Fund	Fire Apparatus Fund	Sidewalk Fund	Long Term Facility Fund	Town Manager Vehicle Fund	Total
<b>ASSETS</b>																				
Grant receivable	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 46,939	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 46,939
Due from other funds	45,031	69,738	27,073	15,246	3,008	64,704	28,017	60,432	3,477	7,026	10,168	6,019	18,778	6,484	30,715	136,094	38,210	10,156	6,348	586,844
Total assets	\$ 45,031	\$ 69,738	\$ 27,073	\$ 15,246	\$ 3,008	\$ 64,704	\$ 28,017	\$ 60,432	\$ 3,477	\$ 53,965	\$ 10,168	\$ 6,019	\$ 18,778	\$ 6,484	\$ 30,715	\$ 136,094	\$ 38,210	\$ 10,156	\$ 6,348	\$ 633,783
<b>LIABILITIES AND FUND BALANCES</b>																				
Liabilities	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 202	\$ 0	\$ 0	\$ 8,007	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 8,209
Accounts payable																				
Fund Balances																				
Reserved	45,031	69,738	27,073	15,246	3,008	64,704	28,017	60,432	3,275	53,965	10,168	(1,988)	18,778	6,484	30,715	136,094	38,210	10,156	6,348	635,574
Total fund balances	45,031	69,738	27,073	15,246	3,008	64,704	28,017	60,432	3,275	53,965	10,168	(1,988)	18,778	6,484	30,715	136,094	38,210	10,156	6,348	635,574
Total liabilities and fund balances	\$ 45,031	\$ 69,738	\$ 27,073	\$ 15,246	\$ 3,008	\$ 64,704	\$ 28,017	\$ 60,432	\$ 3,477	\$ 53,965	\$ 10,168	\$ 6,019	\$ 18,778	\$ 6,484	\$ 30,715	\$ 136,094	\$ 38,210	\$ 10,156	\$ 6,348	\$ 633,783

TOWN OF NORWICH, VERMONT  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
CAPITAL PROJECT FUNDS  
YEAR ENDED JUNE 30, 2008

REVENUES	Highway Equipment Fund	Highway Garage Fund	Solid Waste Equipment Fund	Police Station Fund	Police Cruiser/Special Equip. Fund	Town Receptorial Fund	Tracy Hall Fund	Bandstand Fund	General Admin. Fund	Corridor Enhancement Grant	Recreation Dam Fund	Recreation Tennis Fund	122 Bridge Fund	Remainder Fund	Fire Training Fund	Town Clerk Equipment Fund	Fire Station Equipment Fund	Fire Equipment Fund	Fire Apparatus Fund	Fire Fund	Sidewalk Fund	Long Term Facility Fund	Town Manager Vehicle Fund	Total	
	Equipment sales	\$ 7,000	\$ 0	\$ 0	\$ 0	\$ 551	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 7,551
Donations	0	0	0	0	0	0	0	40,739	0	46,939	0	0	0	0	0	0	0	0	0	0	0	0	0	49,279	
Grants	1,000	0	0	0	145	1,897	860	624	117	409	292	160	49	606	0	213	57	647	2,752	894	156	98	0	14,685	
Investment Income	8,003	2,343	829	534	694	1,897	860	624	117	473,448	292	160	49	606	0	213	57	647	2,752	894	156	98	0	118,914	
Total revenues	16,003	2,343	829	534	694	1,897	860	624	117	473,448	292	160	49	606	0	213	57	647	2,752	894	156	98	0	118,914	
EXPENDITURES																									
Program expenditures																									
Public safety	0	0	0	4,832	0	0	0	0	0	0	0	0	0	0	0	0	3,676	0	0	0	0	0	0	8,438	
Building	0	0	0	0	0	0	380	1,411	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,791	
General admin.	476	0	0	0	0	0	0	0	203	0	1,678	0	409	0	0	0	0	0	0	0	0	0	0	2,766	
Capital outlays	121,265	14,813	0	0	14,917	0	0	0	18,956	0	8,007	0	884	0	0	0	0	0	0	0	0	0	0	0	18,956
Total expenditures	121,741	14,813	0	4,832	14,917	0	380	1,411	1,887	18,526	1,678	8,007	409	884	0	884	3,676	0	0	0	12,750	0	0	0	173,551
EXCESS REVENUES (EXPENDITURES)	(113,238)	(12,470)	829	(4,298)	(14,251)	1,897	480	48,853	(970)	28,392	(1,386)	(7,847)	(360)	606	(671)	(3,560)	647	2,752	(11,850)	156	98	0	0	(86,607)	
OTHER FINANCING SOURCES (USES)																									
Operating transfers in	115,000	0	2,500	5,000	1,500	25,000	10,000	5,000	1,000	0	5,000	2,000	0	0	1,000	0	20,000	95,000	25,000	10,000	10,000	6,250	0	379,250	
Operating transfers out	0	0	0	0	0	(7,500)	0	0	0	0	0	(4,634)	0	0	0	0	0	0	0	0	0	0	0	0	(12,134)
Total other financing sources (uses)	115,000	0	2,500	5,000	1,500	17,500	10,000	5,000	1,000	0	5,000	2,000	(4,634)	0	1,000	0	20,000	95,000	25,000	10,000	10,000	6,250	0	317,116	
NET CHANGE IN FUND BALANCES	1,262	(14,700)	3,329	702	(12,751)	19,397	10,480	53,952	30	28,392	3,614	(5,847)	(4,994)	606	329	(3,560)	20,647	97,752	13,144	10,156	6,348	0	0	230,809	
FUND BALANCES - JULY 1, 2007	43,769	82,208	23,744	14,544	15,759	45,307	17,527	6,500	3,245	25,573	6,554	3,850	4,994	18,172	6,155	3,569	10,068	38,342	25,166	0	0	0	0	395,865	
FUND BALANCES - JUNE 30, 2008	\$ 45,031	\$ 69,738	\$ 27,073	\$ 15,246	\$ 3,008	\$ 64,704	\$ 28,017	\$ 60,452	\$ 3,275	\$ 53,965	\$ 10,168	\$ (1,988)	\$ 0	\$ 18,778	\$ 6,484	\$ 0	\$ 30,715	\$ 136,094	\$ 38,310	\$ 10,156	\$ 6,348	\$ 0	\$ 0	\$ 625,574	

TOWN OF NORWICH, VERMONT  
 COMBINING BALANCE SHEET  
 PERMANENT FUNDS  
 JUNE 30, 2008

	Perpetual Care Fund	Sale of Cemetery Lots Fund	Total
	<u>          </u>	<u>          </u>	<u>          </u>
<b>ASSETS</b>			
Cash and investments	\$ 126	\$ 164	\$ 290
Due from other funds	<u>112,624</u>	<u>17,752</u>	<u>130,376</u>
 Total assets	 <u>\$ 112,750</u>	 <u>\$ 17,916</u>	 <u>\$ 130,666</u>
 <b>LIABILITIES AND FUND BALANCES</b>			
 Fund Balances			
Reserved	<u>\$ 112,750</u>	<u>\$ 17,916</u>	<u>\$ 130,666</u>
 Total liabilities and fund balances	 <u>\$ 112,750</u>	 <u>\$ 17,916</u>	 <u>\$ 130,666</u>

TOWN OF NORWICH, VERMONT  
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 PERMANENT FUNDS  
 YEAR ENDED JUNE 30, 2008

	Perpetual Care Fund	Sale of Cemetery Lots Fund	<u>Total</u>
REVENUES			
Lot sales	\$ 5,738	\$ 250	\$ 5,988
Investment income	3,609	4,589	8,198
Total revenues	<u>9,347</u>	<u>4,839</u>	<u>14,186</u>
EXPENDITURES			
Maintenance	<u>35,000</u>	<u>65,000</u>	<u>100,000</u>
EXCESS REVENUES (EXPENDITURES)	<u>(25,653)</u>	<u>(60,161)</u>	<u>(85,814)</u>
OTHER FINANCING SOURCES (USES)			
Operating transfers in	1,234	0	1,234
Operating transfers out	<u>(5,778)</u>	<u>(3,094)</u>	<u>(8,872)</u>
Total other financing sources (uses)	<u>(4,544)</u>	<u>(3,094)</u>	<u>(7,638)</u>
NET CHANGE IN FUND BALANCES	(30,197)	(63,255)	(93,452)
FUND BALANCES - JULY 1, 2007	<u>142,947</u>	<u>81,171</u>	<u>224,118</u>
FUND BALANCES - JUNE 30, 2008	<u>\$ 112,750</u>	<u>\$ 17,916</u>	<u>\$ 130,666</u>

## Top Payees FY08

*Paid at least \$3,560 during the fiscal year • Prepared by Norwich Town Auditors*

1	Norwich School District . . . . .	7,755,292.00	51	Regina Anne Owens . . . . .	8,620.00
2	Vermont State Treasurer . . . . .	503,260.00	52	Black River Design Architects, PLC . . . . .	8,458.51
3	Blaktop Inc. . . . .	310,429.47	53	One Communications . . . . .	8,198.22
4	Cigna - CGLIC-Hooksett . . . . .	260,260.28	54	Norwich Historical Society . . . . .	8,000.00
5	Tenco New England, Inc. . . . .	145,662.93	55	Charlie Brown's . . . . .	7,587.68
6	Norwich Public Library Association . . . . .	142,846.86	56	Robert A. Piro . . . . .	7,567.68
7	Bank of New York Trust Co, NA . . . . .	135,883.63	57	Scott A. Tassinari . . . . .	7,514.33
8	VLCT Property & Casualty Inter Fund . . . . .	104,764.00	58	Suburban Energy Services . . . . .	7,437.74
9	Northeast Waste Services Ltd. . . . .	99,203.34	59	Northwoods Excavating Inc. . . . .	7,286.90
10	American Rock Salt Co., LLC . . . . .	93,292.76	60	BWP Distributors Inc. . . . .	7,209.66
11	Evans Motor Fuels . . . . .	81,358.89	61	Sabil & Sons Inc. . . . .	7,157.57
12	Vmers DB . . . . .	77,604.23	62	Paul A. Scibetta . . . . .	7,151.10
13	Town of Hanover . . . . .	72,018.00	63	The Rynvine School of Fencing . . . . .	6,911.75
14	Windsor County Treasurer . . . . .	59,398.16	64	Southworth Milton Inc. . . . .	6,780.07
15	Twin State Sand & Gravel . . . . .	51,439.02	65	Pike Industries Inc. . . . .	6,673.19
16	Towle Excavating Inc. . . . .	51,026.80	66	Wilson Road Investment Ltd. . . . .	6,566.10
17	Daniel S. Clay . . . . .	43,528.25	67	Atlantic Broom Service Inc. . . . .	6,370.65
18	Town of Hartford . . . . .	40,219.67	68	Frontline Fire & Rescue Equip. . . . .	6,349.80
19	Vermont Dept. of Taxes . . . . .	32,628.00	69	Slapstick Science Inc. . . . .	6,300.00
20	Green Mountain Power Corp . . . . .	31,376.55	70	Pitney Bowes . . . . .	6,272.00
21	Greater Upper Valley Solid Waste Mgt Dist . . . . .	29,130.15	71	Giddings Mfg Co. Inc. . . . .	6,094.16
22	All States Asphalt Inc. . . . .	28,361.60	72	UI Insurance Services, Inc. . . . .	6,082.00
23	Northland Specialties Inc. . . . .	24,360.00	73	The Radio North Group Inc. . . . .	6,031.56
24	Nicom Coatings Corp . . . . .	22,394.00	74	Gateway Motors Inc. . . . .	6,022.86
25	Leonard's Gas & Electric . . . . .	18,714.26	75	Youth In Action . . . . .	6,000.00
26	DesMeules Olmstead & Ostler . . . . .	18,494.85	76	Brown's River Bindery Inc. . . . .	5,709.39
27	SVE Associates . . . . .	17,220.35	77	Saf-T-Lines . . . . .	5,601.15
28	Systems Plus Computers Inc. . . . .	16,018.75	78	Bruce English . . . . .	5,405.00
29	Tilden Electric . . . . .	15,904.64	79	Kibby Equipment . . . . .	5,336.50
30	Resource Systems Group . . . . .	15,745.01	80	White River Council On Aging . . . . .	5,300.00
31	Miller Auto Group . . . . .	15,324.81	81	Fred Smith Lawn Service . . . . .	5,290.66
32	Totally Trees . . . . .	15,322.00	82	Dingee Machine Company . . . . .	5,050.71
33	Norwich Cemetery Commission . . . . .	15,000.00	83	Vermont League of Cities & Towns . . . . .	5,000.00
34	Unum Life Insurance Co. of America . . . . .	14,027.07	84	Watchgard Video . . . . .	4,995.00
35	Office of Child Support . . . . .	13,782.88	85	Dan Grossman, Atty . . . . .	4,930.30
36	Norwich Fire District . . . . .	13,380.37	86	Staples Business Advantage . . . . .	4,674.97
37	Visiting Nurse Alliance of VT/NH . . . . .	13,070.00	87	Unicel . . . . .	4,515.48
38	Wells Haug & Leopold . . . . .	12,370.69	88	Unifirst Corp . . . . .	4,413.50
39	Jacques Personnel . . . . .	11,858.31	89	Digital Ally, Inc. . . . .	4,425.00
40	K. R. Nott Trucking . . . . .	11,700.00	90	Leo Maslan . . . . .	4,412.50
41	VMERS DC . . . . .	11,679.02	91	Cheney, Brock & Saudek, PC . . . . .	4,365.71
42	Vermont Youth Conservation Corp . . . . .	11,600.00	92	Robert's Auto Service, Inc. . . . .	4,360.30
43	Margaret A. Jacobs . . . . .	10,680.01	93	Katherine M. Smith . . . . .	4,311.68
44	Michael McGee . . . . .	10,561.50	94	Valley News . . . . .	4,175.48
45	Fothergill, Segale & Valley . . . . .	10,000.00	95	Trumbull Nelson Construction Co. Inc. . . . .	4,129.00
46	Place Sense . . . . .	9,982.70	96	Monte Verde Gardening . . . . .	4,111.67
47	Pete's Tire Barns Inc. . . . .	9,752.72	97	Two Rivers - Ottauquechee . . . . .	3,916.00
48	State of Vermont (Fish & Wildlife) . . . . .	9,396.00	98	A C Lawnmowing & Snowplowing . . . . .	3,820.00
49	Advance Transit Inc. . . . .	9,082.00	99	Ray Grins . . . . .	3,800.00
50	Fire Tech & Safety of New England . . . . .	9,072.38	100	Windward Petroleum . . . . .	3,566.66