

# TOWN OF WESTMINSTER, VERMONT

*Fire District, Town, & School District,*



*2024*

*Annual Report*

*For Fiscal Year Ended June 30, 2024*

*Annual Town Meeting*

*Floor Vote:*

*Saturday, March 1, 2025, at 10:00 am*

*Bellows Falls Union High School Auditorium*

*Australian Ballot:*

*Tuesday, March 4, 2025; 8:00 am – 7:00 pm*

*at the Westminister Institute, 3534 US Route 5, to Elect Town Officers by Australian  
Ballot.*

# Town of Westminster Directory

## Town

### **Town Hall**

3651 U.S. Route 5  
P.O. Box 147  
Westminster, VT 05158  
Monday-Friday, 8:30 AM – 4:00 PM

**Town Manager** 802-722-4255

*Louis Bordeaux*

[Manager@westminstervt.org](mailto:Manager@westminstervt.org)

**Administrative Assistant** 802-722-4255

*Kelley Thayer*

[Assistant@westminstervt.org](mailto:Assistant@westminstervt.org)

**Town Clerk** 802-722-4091

*Mildred Barry*

[Clerk@westminstervt.org](mailto:Clerk@westminstervt.org)

**Assistant Clerk** 802-722-4091

*Pauline O'Brien*

[pmark@westminstervt.org](mailto:pmark@westminstervt.org)

**Assessor** 802-722-9516

*Tyler Schaub*

[listers@westminstervt.org](mailto:listers@westminstervt.org)

**Listers** 802-722-9516

*Jacklyn Atwood*

*Rachael Cohen*

*John Ewald*

[listers@westminstervt.org](mailto:listers@westminstervt.org)

**Zoning Administrator** 802 -722-4524

*Alison Bigwood*

[zoning@westminstervt.org](mailto:zoning@westminstervt.org)

**Town Garage** 802-722-4349

*Road Foreman*

*Ben Masure*

**Health Officer** 802-722-4255

*Louis Bordeaux*

**Animal Control** 802-490-9236

*Ashley Pinger - Windham County Sheriff*

Visit the town website for  
current information on  
board meetings and  
important notices  
[www.westminstervt.org](http://www.westminstervt.org)

The Annual Town Report is compiled from various reports, spreadsheets, documents and formats. We do our best to make this report legible. If you should have any comments, recommendations, or suggestions please contact the office at 802.722.4255 or email Kelley Thayer at [Assistant@westminstervt.org](mailto:Assistant@westminstervt.org)



# *Town of Westminster Dedication*

*It is with great pleasure the Westminster Selectboard dedicates this annual Town Report to:*

*Alison Latham*



*Alison Latham moved to Westminster West in 1976, and raised two children in her log cabin on Patch Road. She is a founding member of the Windmill Hill Pinnacle Association, and still serves on the Board. She is an active member of the Congregational Church of WW, and for decades she has edited and published the West Parish Whistler, a beloved community newsletter. When not playing bridge or gardening, she can be found reading a good book, or running to the village for a meeting or gathering.*

# *Town of Westminster - Table of Contents*

## **INFORMATION AND ANNUAL WARNING**

Town of Westminster Directory	1	2025 Annual Meeting Warning	7
Town Report Dedication	2	FY26 Revenue & Expenditure Budget	10
Table of Contents	3	Minutes – March 2, 2024	17
Westminster Vacancies	4	2024 Abstract Grand List	23
Westminster Elected Officials	5	Directory	82
Westminster Appointed Officials	6		

## **WESTMINSTER FIRE DISTRICT #3**

Prudential Committee	25	Chief’s Report	28
FY26 Proposed Revenue & Expenditure Budget	26		

## **TOWN OF WESTMINSTER**

2024 Citizen of the Year	32		
--------------------------	----	--	--

## **TOWN BOARDS, DEPARTMENTS, AND COMMITTEES**

Selectboard	33	Planning Commission	38
Administrative Department	34	Conservation Commission	41
Town Clerk	35	Westminster Historical Society	42
Highway Department	36	Westminster Institute/Butterfield	44
Listers	37	Westminster West Library	45

## **AGENCIES – LOCAL, REGIONAL, AND STATE REPORTS**

Bellows Falls Area Senior Center	46	Vermont Center for Independent Living	58
The Moover	47	Visiting Nurse and Hospice	59
DVFiber	48	VT Alert	60
Early Education	49	Wantastiquet Local River Subcommittee	61
Greater Falls Connection	50	Westminster Cares	62
Green Mountain RSVP	51	Westminster Gazette	63
Green Up Vermont	52	Windham County Humane Society	64
Health Care & Rehabilitation Services	53	Windham County Sheriff	65
Interaction Youth Services	54	Windham Regional Commission	66
Parks Place	55	Windham Solid Waste Management	67
Senior Solutions	56	Windham & Windsor Housing Trust	69
SEVCA	57	Windmill Hill Pinnacle Association	70
		Women’s Freedom Center	71

## **WINDHAM SCHOOL DISTRICT AND WINDHAM SUPERVISORY UNION**

Principal’s Report	73	FY26 Proposed Revenue & Expenditure	77
School Board Report	75	Budget	

## *Town of Westminster - Vacancies*

*Vacancies in the Fire District #3, Town and School District offices to be elected by Australian ballot at the Westminster Institute March 4, 2025*

<b><u>Office – Term (Years)</u></b>	<b><u>Incumbent</u></b>	<b><u>Candidates</u></b>
Moderator (1)		
School	David Major	David Major
Fire District	David Major	David Major
Town	David Major	David Major
Selectboard (3)	Katrina Hamilton	Craig Allen Paul Banik
Selectboard (2)	Daniel Crocker	Daniel Crocker Charles (Chucky) Lawrence
Lister	Rachael Cohen	Vacant
Commissioner, Campbell Fund (1)	Karen Walter	Karen Walter
Commissioner Campbell Fund (1)	Frances (Nancy) Dalzell	Vacant
Commissioner, Campbell Fund (1)	Vacant	Vacant
Trustee Campbell Fund (3)	Pete Harrison	Pete Harrison
Trustee of Public Funds (3)	Pete Harrison	Pete Harrison
UHSD #27 Director (3)	David Clark	Emily Bragonier Stephen Major
Town School Director (2)	Margery Kearns Ferry	Margery Kearns Ferry
Town School Director (3)	Christine (Tine) Biolsi	Christine (Tine) Biolsi
Fire District #3 Prudential (3)	Daniel Green	Daniel Green

*Town of Westminster - Elected Officials*

**Term Expirations**

**Selectboard:**

Daniel Crocker (2 year) .....3/2025  
Jason Perry (3 year).....3/2027  
Real Bazin (2 year).....3/2026  
Katrina Hamilton (3 year) .....3/2025  
Stephen Major (3 year).....3/2026

**Town Moderator: (1 year)**

David Major..... 3/2025

**Fire District Moderator: (1 year)**

David Major..... 3/2025

**Town School Moderator:**

David Major.....3/2025

**Commissioners of the Campbell Fund: (1 year)**

Nancy Dalzell..... 3/2025  
Karen Walter..... 3/2025  
Vacant ..... 3/2025

**Trustees of Public Funds: (3 year)**

Michael Fawcett..... 3/2027  
Peter Harrison ..... 3/2025  
Barbara Taylor ..... 3/2026

**Union High School District #27:(3 years)**

June Streeter.....3/2026  
Jamie Storrow.....3/2027  
David Clark.....3/2025

**Town School Directors:**

Tine Biolsi (3 years).....3/2025  
Charlie Hutchinson (3 years).....3/2026  
Cheryl Charles (3 years).....3/2027  
Margery Ferry (2 years).....3/2025  
Karen Blanchard (2 years).....3/2026

**Trustees of Campbell Fund: (3 year)**

Michal Fawcett ..... 3/2027  
Peter Harrison..... 3/2025  
Barbara Taylor..... 3/2026

**Prudential Committee-Fire District #3: (3 year)**

Chris Harlow .....3/2026  
KatieDearborn.....3/2027  
Daniel Green.....3/2025

**Town Clerk: (3 year)**

Mildred Barry.....3/2027

**Town Treasurer (3 year)**

Pauline O'Brien.....3/2027

**Board of Listers: (3 year)**

Jacklyn Atwood.....3/2027  
Rachael Cohen.....3/2025  
John Ewald.....3/2026

**\*Justice of the Peace: (2027)**

- \*K Sheldon Beebe
- \*Matthew Conklin
- \*Frances "Nancy" Dalzell
- \*John Ewald
- \*Elizabeth Harlow
- \*Susan Harlow
- \*Adrienne Major
- \*Margaret O'Toole
- \*Charlie Lovell
- \*Susan Roman
- \*Jeanette Staley
- \*Sarah Waldo

Town of Westminster - Appointed Officials

**Road Commissioner**

Louis Bordeaux

**Road Foreman**

Chuck Lawrence - \*\*Resigned 10/03/2024  
Benjamin Masure

**Zoning/Sign Administrator**

Alison Bigwood

**Town Counsel**

SP&F Attorneys, P.C.  
Robert Fisher, Esq.

**Town Health Officer**

Louis Bordeaux

**Town Service Officer**

Louis Bordeaux

**Town Animal Control Officer**

Ashley Pinger - Windham County Sheriff

**Fence Viewers**

Warren A. Muzzey  
Tony Coven

**Inspector of Wood**

Tony Coven

**Windham Solid Waste Rep.**

Louis Bordeaux

**Westminster West Library Rep.**

Craig Hawkins

**Windham Regional Planning Commissioners**

Vacant

**Connecticut River Transit Representatives**

Vacant

**CRJC Wantastiquet Region River Subcommittee**

Paul Harlow  
James Calchera

**Historic Review Board**

Tony Diorio  
Matthew Sargent  
Peter Terrell

**Community Improvement Program**

Peter McH. Stamm

**Waypoint Interpretive Center Reps.**

Vacant

**Cemetery Sexton**

Christopher Potter

**Assistant Cemetery Commissioners**

Christopher Potter; Norm Wright

**Tree Warden**

Mark Lund

**Friends of the Westminster West Town Hall**

John Ewald	Will Parmelee
Margaret O'Toole	Daniel Savel
Michael Wells	Nicholas Keil

**Senior Solutions Representatives**

Priscilla Allbee	Patricia Goodell
------------------	------------------

**Conservation Commission**

Tatiana Schreiber

Rachael Shaw

Kestrel Craig

\*Sarah Waldo.....resigned

Jim Calchera

**Planning Commission (5 Person Board as of 10/2017)**

Lachlan Francis

Cassie James

Pavel Pepeliev

Michelle Chmelar

Matthew Conklin

**Development Review Board**

Chris Potter

Tim Harty

Don Anderson

Oliver Brody

Ed Harty

**Activities Commission**

Mildred Barry

Nancy Deitz

Doreen Kelton

Amy Sciacca

Dempsey Potter

## WARNING FOR ANNUAL MEETING

FIRE DISTRICT NUMBER 3, TOWN, AND SCHOOL DISTRICT,

2025

*The legal voters of the Westminster Fire District Number 3, Westminster Town, and Westminster School District, are hereby notified and warned to meet at the Bellows Falls Union High School Auditorium in Westminster, Vermont on Saturday, March 1, 2025 at ten o'clock in the morning (10:00 AM) to take action on the Articles following Article 1.*

*The meeting will be recessed to the Westminster Institute, 3534 US Route 5, Westminster Vermont to meet at eight o'clock in the forenoon (8:00 A.M.) on Tuesday, March 4, 2025 for the consideration of Article 1, by Australian Ballot. The polls shall remain open until seven o'clock in the evening (7:00 P.M.)*

- Article 1:** To choose all Town Fire District Number 3, Town Officers, and Town School District Officers by Australian Ballot, Tuesday, March 4, 2025, from eight o'clock in the forenoon (8:00 A.M.) until seven o'clock in the evening (7:00 P.M.)
- Article 2:** *To hear the reports of the Town Fire District Number 3 and to take action Thereupon*
- Article 3:** To see whether Town Fire District Number 3 shall authorize and instruct its Prudential Committee and Treasurer to borrow money, if necessary, to meet current expenses, on the credit of the district, in anticipation of the collection of taxes and/or the receipt of any State or Federal Funds.
- Article 4:** To see if the voters of the Town Fire District Number 3 will raise and appropriate the sum of Three Hundred Sixty-Four Thousand, Eight Hundred Dollars (\$364,800) to pay the indebtedness and other general expenses of the District for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026
- Article 5:** To see if the voters of the Town Fire District Number 3 will authorize the Prudential Committee to expend up to One Hundred Twenty-Five Thousand Dollars (\$125,000) from the Capital Reserve Fund for the purchase of a new Utility Vehicle.
- Article 6:** To transact any other business proper to be brought before the Town Fire District Number 3 meeting.
- Article 7:** *To hear the reports of the Town Officers and to take action thereupon.*
- Article 8:** Shall the voters of the Town of Westminster authorize and instruct its Selectboard to borrow money, if necessary, on the credit of the town for its current expenses in anticipation of the collection of taxes and/or the receipt of any State or Federal funds.
- Article 9:** Shall the voters of the Town of Westminster authorize total General Fund expenditures for operating expenses of One Million Three Hundred Ninety-Eight Thousand Eighteen Dollars (\$1,398,018) of which One Million Eighty-Seven Thousand Nine Hundred Thirteen Dollars (\$1,087,913) shall be raised by taxes, and Three Hundred Ten Thousand One Hundred Five Dollars (\$310,105) by other estimated revenue for the fiscal year beginning July 1, 2025, and ending June 30, 2026.

- Article 10:** Shall the voters of the Town of Westminster authorize total Highway Fund expenditures for operating expenses of One Million Seven Hundred Seventy-Four Thousand Five Hundred Dollars (\$1,774,500) of which One Million Six Hundred Seven Thousand Five Hundred Dollars (\$1,607,500) shall be raised by taxes, and One Hundred Sixty-Seven Thousand Dollars (\$167,000) by other estimated revenue for the fiscal year beginning July 1, 2025, and ending June 30, 2026.
- Article 11:** Shall the voters of the Town of Westminster raise and appropriate the sum of Seventeen Thousand Four Hundred Dollars (\$17,400) to complete repairs to the Westminster West Cemetery Hearse Shed?
- Article 12:** Shall the voters in the Town of Westminster increase the annual Town appropriation from Seven Thousand Five Hundred Dollars (\$7,500) to Twenty Thousand Dollars (\$20,000) to support the cost of operation and maintenance of the Westminster Institute and Butterfield Library?
- Article 13:** Shall the voters of the Town of Westminster vote to raise, appropriate, and expend the sum of Three Thousand Eighty-Three Dollars (\$3,083.00) to help support the food budget of Putney Food Shelf, which provides services to residents of the Town of Westminster?
- Article 14:** Shall the voters of the Town of Westminster vote to raise and appropriate the sum of Two Thousand Dollars (\$2,000.00) to support the Bellows Falls Community Bike Project?
- Article 15:** Shall the voters of the Town of Westminster vote to continue their support for the Westminster Gazette in the annual amount of Eight Thousand Dollars (\$8,000.00) to partially defray costs associated with production and distribution?
- Article 16:** Shall the voters of the Town of Westminster vote to eliminate the elected Board of Listers, in favor of a professional assessing department?
- Article 17:** Shall the voters of the Town of Westminster vote to raise, appropriate and expend the sum of Eight Thousand Dollars (\$8,000.00) annually, in addition to the sum included in the budget proposed by the Selectboard, to help support the rapidly rising costs of operation, maintenance and programming for the Westminster West Public Library?
- Article 18:** Shall the voters of the Town of Westminster allow the Selectboard to offer for public sale, the property known as “North Westminster Community House” to be used exclusively as residential housing?
- Article 19:** Shall the voters of the Town of Westminster vote to utilize Two Hundred Thousand Dollars (\$200,000) for the purpose of reducing taxes from a FY24 budget surplus?
- Article 20:** To transact any other proper business to be brought before the Town of Westminster Annual Meeting.
- Article 21:** *To hear the report of the Westminster Town School District officers and to take action thereon.*
- Article 22:** Shall the voters of the Westminster Town School District authorize and instruct its School Directors and Treasurer to borrow money, if necessary, on the credit of the town school district for its current expenses in anticipation of the collection of taxes and receipt of money due from state aid and other sources.



- Article 23:** Shall the voters of the Westminster Town School District apply the sum of One Hundred Thousand Dollars (\$100,000) from the fiscal year 2024 surplus of Two Hundred Thirty-Six Thousand One Hundred Fifteen Dollars (\$236,115) to create a reserve fund to offset expenditures in the fiscal year 2027.
- Article 24:** Shall the voters of the Westminster Town School District apply the sum of One Hundred Thousand Dollars (\$100,000) from the fiscal year 2024 surplus of Two Hundred Thirty-Six Thousand One Hundred Fifteen Dollars (\$236,115) to create a reserve fund to offset expenditures in the fiscal year 2028.
- Article 25:** Shall the voters apply the sum of Thirty-Six Thousand One Hundred Fifteen Dollars (\$36,115) from the Westminster Town School District 2024 surplus to a reserve fund for repairs or improvements to buildings and grounds, including, although not limited to, enhanced security and energy efficiencies, and to authorize the Board to expend such funds.
- Article 26:** Shall the voters of the Westminster Town School District authorize the school board to expend Five Million Three Hundred Eight Thousand One Hundred Twenty-Four Dollars (**\$5,308,124.00**) which is the amount the school board has determined to be necessary for the ensuing fiscal year. The Westminster Town School District estimates that this proposed budget, if approved, will result in per pupil education spending of Fifteen Thousand Fifteen Dollars and Forty-Nine Cents (\$15,015.49), which is 12.67% higher than per pupil education spending of the current year.
- Article 27:** To transact any other proper business to be brought before the Town School District Annual Meeting.

*Town of Westminster - FY 26 Proposed Revenue and Expenditure Budget*

Account	Description	FY24 Budget	FY24 Actual	FY25 Budget	FY26 Proposed
<b>101-20 -</b>	<b>TAX REVENUES</b>				
<b>101-2000-00.00</b>	Property Taxes	941,774.00	588,574.44	976,404.00	1,087,913.00
<b>101-2002-00.00</b>	Delinquent Property Taxes	80,000.00	330,584.74	0.00	0.00
<b>101-2030-00.00</b>	Interests And Warrants	30,000.00	54,532.79	35,000.00	40,000.00
<b>101-2031-00.00</b>	8% Penalty Delin. Taxes	20,000.00	32,113.96	22,000.00	25,000.00
<b>101-2031-01.00</b>	Education Billing Fee	0.00	0.00	8,500.00	8,500.00
<b>101-2032-00.00</b>	Tax Sale Charges	0.00	66.00	0.00	0.00
<b>101-21 -</b>	<b>LICENSE &amp; FEES</b>				
<b>101-2101-00.00</b>	Liquor Licenses	200.00	140.00	200.00	140.00
<b>101-2102-00.00</b>	Road Access Permits	400.00	210.00	400.00	400.00
<b>101-2103-00.00</b>	Sign Permits	100.00	45.00	100.00	100.00
<b>101-2120-00.00</b>	Dog Licenses	2,150.00	2,485.50	2,150.00	2,200.00
<b>101-2121-00.00</b>	Zoning Permit	3,500.00	4,315.00	3,500.00	4,000.00
<b>101-2122-00.00</b>	Excess Weight Permits	0.00	285.00	0.00	100.00
<b>101-22 -</b>	<b>REVENUE FROM STATE</b>				
<b>101-2240-06.00</b>	Railroad Tax	0.00	4,236.06	6,000.00	6,000.00
<b>101-2240-07.00</b>	VLCT Equipment Grant	0.00	0.00	0.00	0.00
<b>101-2250-00.00</b>	Pilot - Taxes	54,000.00	64,622.13	54,000.00	54,000.00
<b>101-2250-01.00</b>	St. Of Vt. Hold Harmless	106,000.00	105,086.96	91,000.00	91,000.00
<b>101-23 -</b>	<b>TOWN CLERKS OFFICE</b>				
<b>101-2310-00.00</b>	Town Clerk - General Fees	22,000.00	28,740.75	25,000.00	25,000.00
<b>101-2331-00.00</b>	Sale Of History Books	0.00	0.00	0.00	0.00
<b>101-2350-00.00</b>	Charges For Use Of Copier	200.00	0.00	200.00	200.00
<b>101-24 -</b>	<b>OTHER DEPARTMENTS</b>				
<b>101-2434-00.00</b>	Rental - Post Office	9,680.00	9,317.88	9,680.00	10,165.00
<b>101-2435-00.00</b>	PO Tax Reimbursement	2,200.00	2,612.44	2,200.00	2,800.00
<b>101-25 -</b>	<b>SOLID WASTE</b>				
<b>101-2595-00.00</b>	Trash Bag Tags	6,000.00	7,647.50	7,000.00	7,000.00
<b>101-28 -</b>	<b>ORDINANCE FEE</b>				
<b>101-2810-00.00</b>	Local Ordinance Fees	8,000.00	6,543.50	8,000.00	6,500.00
<b>101-29 -</b>	<b>INTEREST &amp; OTHER</b>	<b>FY24 Budget</b>	<b>FY24 Actual</b>	<b>FY25 Budget</b>	<b>FY26 Proposed</b>
<b>101-2929-00.00</b>	School Treasurer Reimburs	1,000.00	0.00	1,000.00	1,000.00
<b>101-2930-00.00</b>	Interest Earnings	22,500.00	42,330.95	25,000.00	25,000.00
<b>101-2932-00.00</b>	Interest - Cemetery Fund	0.00	0.00	0.00	0.00
<b>101-2990-00.00</b>	Miscellaneous Revenue	750.00	13,808.00	750.00	1,000.00
<b>101-2993-00.00</b>	End of Year Surplus	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE GF</b>		<b>1,310,454.00</b>	<b>1,298,298.60</b>	<b>1,278,084.00</b>	<b>1,398,018.00</b>
<b>101-3000-</b>	<b>SELECTBOARD:</b>				
<b>101-3000-10.</b>	<b>SALARIES AND WAGES</b>				
<b>101-3000-10.01</b>	Selectboard Salaries	5,800.00	5,800.00	5,800.00	5,800.00
<b>101-3000-10.02</b>	Clerk's Salary	2,400.00	1,540.00	2,400.00	2,400.00
<b>101-3000-15.</b>	<b>EMPLOYEE BENEFITS</b>				
<b>101-3000-15.01</b>	Social Security	19,025.00	29,004.99	21,900.00	23,000.00
<b>101-3000-15.02</b>	Retirement	12,750.00	19,124.01	20,000.00	22,000.00

*Town of Westminster - FY 26 Proposed Revenue and Expenditure Budget*

<b>101-3000-15.03</b>	Health Insurance	102,600.00	12,219.61	55,000.00	62,000.00
<b>101-3000-15.05</b>	VT Child Care Contributions			1,300.00	1,500.00
<b>101-3000-20.</b>	<b>OFFICE SUPPLIES</b>				
<b>101-3000-20.00</b>	Selectboard Expenses	4,000.00	7,208.30	3,500.00	5,000.00
<b>101-3000-20.01</b>	Town Office Supplies Exp.	9,000.00	7,982.43	8,500.00	9,000.00
<b>101-3000-20.02</b>	Computer Expenses	9,000.00	1,849.65	9,000.00	9,000.00
<b>101-3000-20.03</b>	Computer Contract Services	30,000.00	21,830.60	25,000.00	30,000.00
<b>101-3000-20.04</b>	Website Maintenance	0.00	0.00	1,500.00	0.00
<b>101-3000-21.00</b>	Miscellaneous	2,800.00	2,089.85	2,500.00	4,000.00
<b>101-3000-21.02</b>	Town Meeting Expenses	250.00	0.00	250.00	250.00
<b>101-3000-21.03</b>	Volunteer Recognition	300.00	289.22	300.00	300.00
<b>101-3000-30.00</b>	Advertising	4,000.00	864.75	3,000.00	3,000.00
<b>101-3000-40.00</b>	VLCT	5,600.00	5,076.00	5,600.00	6,000.00
<b>101-3000-40.01</b>	Training Meetings & Mater	300.00	186.00	300.00	300.00
<b>101-3000-41.00</b>	Windham Regional Planning	8,000.00	8,676.25	8,044.00	9,000.00
<b>101-3000-48.00</b>	Insurance	22,000.00	31,253.50	25,000.00	33,000.00
<b>101-3000-60.00</b>	Legal Services	8,500.00	12,905.40	8,500.00	15,000.00
<b>101-3000-74.00</b>	Town Office Phones	4,600.00	4,379.02	4,600.00	5,000.00
<b>101-3080-</b>	<b>TOWN REPORT:</b>				
<b>101-3080-10.00</b>	Town Report - Staff	500.00	500.39		0.00
<b>101-3080-34.00</b>	Town Report-postage	150.00	0.00	150.00	150.00
<b>101-3080-62.00</b>	Town Report	3,500.00	2,228.00	3,500.00	3,500.00
<b>101-3210-</b>	<b>ADMINISTRATION</b>				
<b>101-3210-10.00</b>	Wages	206,471.00	182,521.01	218,350.00	238,776.00
<b>101-3210-20.00</b>	Office Supplies	3,250.00	1,659.89	2,500.00	3,000.00
<b>101-3210-34.00</b>	Telephone	1,116.00	1,716.86	1,116.00	1,200.00
<b>101-3210-35.00</b>	Postage	1,000.00	809.37	1,000.00	1,000.00
<b>101-3210-40.00</b>	Dues,subscr. And Meetings	1,000.00	168.20	1,000.00	1,000.00
<b>101-3210-74.00</b>	Travel Expenses	1,600.00	237.06	1,600.00	1,600.00
<b>101-3210-75.00</b>	Finance Training	0.00	0.00	0.00	0.00
<b>101-3210-76.00</b>	Contracted Services	0.00	0.00	0.00	0.00
<b>101-3210-83.00</b>	Office Equipment	0.00	0.00	0.00	0.00
<b>101-3310-</b>	<b>ELECTIONS:</b>				
<b>101-3310-10.00</b>	Ballot Clerks	650.00	58.82	650.00	650.00
<b>101-3310-21.00</b>	Operating Supplies	3,500.00	1,342.94	3,500.00	3,500.00
<b>101-3310-21.01</b>	Covid 19 Expense Grant	0.00	0.00	0.00	0.00
<b>101-3400-</b>	<b>TREASURER'S OFFICE:</b>				
<b>101-3400-10.</b>	<b>SALARIES AND WAGES</b>				
<b>101-3400-10.00</b>	Salary Treasurer	1,000.00	0.00	1,000.00	1,000.00
<b>101-3400-00.01</b>	Salary Assistant Treasurer				
<b>101-3400-10.01</b>	Contracted Services	13,000.00	11,035.21	13,000.00	13,000.00
<b>101-3400-20.00</b>	Office Suppl. And Expen.	1,400.00	901.04	1,400.00	1,400.00
<b>101-3400-20.01</b>	Bank Service Charges	500.00	397.38	500.00	500.00
<b>101-3400-20.03</b>	LOC Storm 2021 Interest	0.00	0.00	0.00	0.00
<b>101-3400-35.00</b>	Postage	800.00	271.85	800.00	800.00
<b>101-3400-40.00</b>	Dues,subscr. And Meetings	600.00	0.00	600.00	600.00
<b>101-3400-74.00</b>	Travel Expenses	300.00	76.06	300.00	300.00
<b>101-3420-</b>	<b>AUDITING:</b>				

*Town of Westminster - FY 26 Proposed Revenue and Expenditure Budget*

101-3420-60.00	Annual Audit And Expen.	20,000.00	12,357.00	20,000.00	25,000.00
101-3430-	<b>LISTING:</b>				
101-3430-10.00	Assessment Firm	15,000.00	8,568.75	15,000.00	15,000.00
101-3430-10.01	Listers salaries	14,508.00	6,314.66	5,000.00	12,480.00
101-3430-10.02	Listers Clerk			21,000.00	3,750.00
101-3430-20.00	Supplies	1,000.00	70.00	1,000.00	1,000.00
101-3430-20.02	Computer	3,800.00	3,078.41	3,800.00	3,800.00
101-3430-35.00	Postage	200.00	102.36	200.00	200.00
101-3430-40.00	Dues,subscr. And Meetings	500.00	200.00	500.00	500.00
101-3430-60.00	Mapping	4,700.00	2,810.00	4,700.00	4,700.00
101-3430-60.01	Legal Services	250.00	0.00	250.00	250.00
101-3430-74.00	Travel Expenses	800.00	74.54	800.00	400.00
101-3500-	<b>TOWN CLERK'S OFFICE:</b>				
101-3500-10.	<b>SALARIES AND WAGES</b>				
101-3500-10.00	Salary Town Clerk	48,011.00	46,512.90	48,011.00	49,452.00
101-3500-10.01	Wages Asst. Clerk	27,963.00	37,222.88	27,963.00	28,802.00
101-3500-20.00	Office Suppl. And Expen.	1,875.00	918.83	2,000.00	2,000.00
101-3500-20.02	Computer Expenses	2,500.00	0.00	2,700.00	2,500.00
101-3500-35.00	Postage	100.00	271.59	1,100.00	750.00
101-3500-40.00	Dues,subscr. And Meetings	2,500.00	957.02	2,800.00	2,500.00
101-3500-62.00	Printing And Binding	0.00	0.00	0.00	0.00
101-3500-74.00	Travel Expense	400.00	188.52	600.00	600.00
101-3500-79.00	Record Restoration	0.00	0.00	0.00	0.00
101-3600-	<b>PLANNING BOARD:</b>				
101-3600-10.00	Wages-clerk Planning Bd.	840.00	0.00	840.00	840.00
101-3600-20.00	Supplies	200.00	200.00	200.00	200.00
101-3600-30.00	Advertising	250.00	250.00	250.00	250.00
101-3600-35.00	Postage	200.00	200.00	200.00	200.00
101-3600-40.00	Dues,subscr. And Meetings	200.00	200.00	200.00	200.00
101-3600-44.60	Planning Consultant				10,000.00
101-3600-60.00	Legal Fees	500.00	500.00	500.00	500.00
101-3600-62.00	Printing	250.00	250.00	250.00	250.00
101-3600-74.00	Travel Expense	200.00	200.00	200.00	200.00
101-9300-01.00	Town Plan Reserve				20,000.00
101-3630-	<b>DEVELOPMENT REVIEW BD</b>				
101-3630-10.00	Wages-Clerk DRB	1,200.00		1,200.00	1,200.00
101-3630-20.00	Supplies	200.00	110.34	200.00	200.00
101-3630-30.00	Advertising	1,100.00	1,872.00	1,100.00	2,000.00
101-3630-34.00	Postage	500.00	500.00	500.00	500.00
101-3630-40.00	Training and Meetings	200.00	0.00	200.00	200.00
101-3640-	<b>ZONING ADMINISTRATION</b>				
101-3640-10.00	Zoning Administrator Wage				
101-3640-10.01	Zoning - Clerical Salary				
101-3640-20.00	Supplies	350.00	269.86	350.00	350.00
101-3640-30.00	Advertising	250.00	0.00	250.00	250.00
101-3640-60.00	Legal Fees	0.00	0.00	0.00	3,000.00
101-3640-74.00	Travel & Mtgs/Training	0.00	242.03	0.00	1,000.00
101-3710-	<b>MUNICIPAL BUILDINGS:</b>				

*Town of Westminster - FY 26 Proposed Revenue and Expenditure Budget*

<b>101-3710-10.00</b>	Janitor-Contract Services	9,400.00	8,840.00	9,400.00	9,400.00
<b>101-3710-10.02</b>	Off-Site Storage	0.00	0.00	0.00	0.00
<b>101-3710-22.00</b>	Supplies	300.00	25.78	300.00	300.00
<b>101-3710-68.01</b>	Municipal Bldgs - Mainten	20,000.00	14,444.00	21,000.00	23,000.00
<b>101-3710-70.00</b>	Building Improv. Westm. W	1,000.00	606.27	1,000.00	1,000.00
<b>101-3710-83.00</b>	Post Office - Maintenance	2,000.00	0.00	2,000.00	4,000.00
<b>101-3710-84.00</b>	PO Taxes	2,400.00	2,612.44	2,400.00	2,800.00
<b>101-3730-</b>	<b>MUNICIPAL BLDG UTILITIES:</b>				
<b>101-3730-21.00</b>	Heating Oil	2,500.00	2,285.96	2,500.00	2,500.00
<b>101-3730-76.00</b>	Electricity	12,500.00	9,224.67	11,000.00	11,000.00
<b>101-3730-77.00</b>	Water	700.00	600.00	700.00	700.00
<b>101-3730-78.00</b>	Alarm System	850.00	1,868.40	850.00	1,000.00
<b>101-41</b>	<b>PUBLIC SAFETY:</b>				
<b>101-4100-</b>	<b>POLICE</b>				
<b>101-4100-10.</b>	<b>SALARIES AND WAGES</b>				
<b>101-4100-10.04</b>	Salary Animal Control Off	7,500.00	7,382.28	7,500.00	10,086.00
<b>101-4100-10.05</b>	Animal Control Travel Exp	500.00	0.00	500.00	0.00
<b>101-4100-76.00</b>	Policing - Cont. Serv	120,000.00	103,000.03	120,000.00	123,600.00
<b>101-4100-80.00</b>	Veterinary Services	1,400.00	1,018.00	1,400.00	1,400.00
<b>101-4101-</b>	<b>AMBULANCE</b>				
<b>101-4101-80.00</b>	Ambulance	45,000.00	39,723.75	45,000.00	45,000.00
<b>101-5520-</b>	<b>CEMETERY:</b>				
<b>101-5520-21.00</b>	Operating Supplies	400.00	202.44	400.00	400.00
<b>101-5520-22.00</b>	Repairs And Maint. Suppl.	4,000.00	0.00	4,000.00	4,000.00
<b>101-5520-76.00</b>	Contracted Services	14,100.00	12,511.00	14,100.00	14,100.00
<b>101-6110-</b>	<b>HEALTH &amp; WELFARE SVS</b>				
<b>101-6110-60.00</b>	Visiting Nurse	11,500.00	11,500.00	11,500.00	11,500.00
<b>101-6110-70.01</b>	Retired Sr. Vol. Program	775.00	775.00	775.00	775.00
<b>101-6110-70.02</b>	Vt Center Indep. Living	110.00	110.00	110.00	110.00
<b>101-6110-70.03</b>	Women's Crisis Center	775.00	775.00	775.00	775.00
<b>101-6110-70.05</b>	Westminster Cares	10,000.00	10,000.00	10,000.00	10,000.00
<b>101-6110-70.06</b>	Sevca	3,000.00	3,000.00	3,000.00	3,000.00
<b>101-6110-70.07</b>	Adult Day Prog. - Gather.	250.00	250.00	250.00	250.00
<b>101-6110-70.08</b>	Early Education Services	1,275.00	1,275.00	1,275.00	1,275.00
<b>101-6110-70.09</b>	Parks Place	500.00	500.00	500.00	500.00
<b>101-6110-70.10</b>	Westminster Gazette	5,400.00	5,400.00	5,400.00	8,000.00
<b>101-6110-70.11</b>	Connecticut River Transit	1,250.00	1,250.00	1,250.00	1,250.00
<b>101-6110-70.12</b>	Windham Cty Youth Service	2,250.00	2,250.00	2,250.00	2,250.00
<b>101-6110-70.13</b>	Our Place Drop In Center	1,000.00	1,000.00	1,000.00	1,000.00
<b>101-6110-80.01</b>	Humane Society	400.00	400.00	400.00	400.00
<b>101-6110-85.00</b>	Mental Health	3,210.00	3,210.00	3,210.00	3,210.00
<b>101-6110-85.02</b>	Senior Solutions	1,000.00	1,000.00	1,000.00	1,000.00
<b>101-6110-85.03</b>	Butterfield Library	7,500.00	7,500.00	7,500.00	7,500.00
<b>101-6110-85.04</b>	Westminster Historical So	3,000.00	3,000.00	3,000.00	3,000.00
<b>101-6110-85.05</b>	Greater Falls Connection	2,500.00	2,500.00	2,500.00	2,500.00
<b>101-6300-</b>	<b>SANITATION UNIT:</b>				
<b>101-6300-80.00</b>	Collecting Waste	184,000.00	183,806.62	184,300.00	203,100.00
<b>101-6300-85.00</b>	Disposing Of Waste	115,000.00	89,575.20	115,000.00	95,000.00

*Town of Westminster - FY 26 Proposed Revenue and Expenditure Budget*

101-6300-85.01	Waste Assessment	19,000.00	20,806.16	21,615.00	22,437.00
101-7120-	<b>PARTICIPATION RECREATION:</b>				
101-7120-80.00	Senior Center	3,700.00	3,700.00	3,700.00	3,700.00
101-7120-84.00	Activities Commission	1,000.00	583.82	1,000.00	1,000.00
101-7800-	<b>LIBRARY</b>				
101-7800-00.00	Library-Westminster West	15,400.00	15,400.00	15,400.00	15,400.00
101-8120-	<b>CONSERVATION:</b>				
101-8120-00.00	Fire Fighting (forest)	1,000.00	0.00	1,000.00	1,000.00
101-8120-	Supplies				250.00
101-8120-	Training and Meetings				500.00
101-9300-	<b>INTERGOVERNMENTAL EXP</b>				
101-9300-00.00	County Tax	30,500.00	34,807.00	30,500.00	30,500.00
101-9300-04.00	Transfer to Cap Imp fund	0.00	0.00	0.00	0.00
<b>TOTAL EXPENSES GF</b>		<b>1,311,654.00</b>	<b>1,109,364.17</b>	<b>1,299,084.00</b>	<b>1,398,018.00</b>

Account	Description	FY24 Budget	FY24 Actual	FY25 Proposed	FY26 Proposed
102-2000-00.00	Property Taxes	1,284,623.00	1,284,623.00	1,408,215.00	1,607,500.00
102-2240-00.00	State Aid To Highways	162,000.00	175,768.45	162,000.00	162,000.00
102-2240-05.00	State Grant - Other	0.00	0.00	0.00	0.00
102-2250-03.00	USDA Grant Piggery	0.00	0.00	0.00	0.00
102-2432-10.00	Xfer in from Reserve	0.00	0.00	0.00	0.00
102-2432-10.01	Transfer in from FEMA	0.00	0.00	0.00	0.00
102-2990-00.00	Miscellaneous	0.00	0.00	0.00	0.00
102-2991-00.00	PACIF Grant Revenue	0.00	0.00	0.00	0.00
102-2994-00.00	Reimburse for Fuel FD#3	2,500.00	3,616.74	5,000.00	5,000.00
102-2995-00.00	Sale of Materials	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE HIGHWAY</b>		<b>1,449,123.00</b>	<b>1,464,008.19</b>	<b>1,575,215.00</b>	<b>1,774,500.00</b>

102-5300-	<b>Town Garage</b>				
102-5300-1	Wages and Benefits				
102-5300-10.00	Wages	424,658.00	336,611.79	438,250.00	420,000.00
102-5300-10.03	Overtime	0.00	19,820.58	0.00	0.00
102-5300-10.04	Holiday Pay	0.00	14,863.00	0.00	0.00
102-5300-10.05	Sick Leave	0.00	8,874.33	0.00	0.00
102-5300-10.06	Vacation & Personal Leave	0.00	15,472.55	0.00	0.00
102-5300-10.07	Call in Pay	0.00	4,125.00	0.00	0.00
102-5300-15.01	Social Security	32,500.00	21,972.12	32,500.00	35,000.00
102-5300-15.02	Retirement	28,665.00	20,841.13	28,665.00	30,000.00
102-5300-15.03	Health Insurance	110,000.00	126,839.34	150,000.00	191,000.00
102-5300-15.04	Uniforms	6,600.00	5,511.99	6,600.00	6,600.00
102-5300-15.05	VT Child Care Contributions			2,000.00	2,000.00
102-5300-2	Road Maintenance				
102-5300-21.00	Supplies	800.00	612.83	800.00	800.00
102-5300-22.01	Salt and Sand	115,000.00	59,059.24	115,000.00	80,000.00

## *Town of Westminster - FY 26 Proposed Revenue and Expenditure Budget*

<b>102-5300-22.02</b>	Stone and Gravel	50,000.00	50,086.99	50,000.00	30,000.00
<b>102-5300-22.03</b>	Addition stone-Act 64	10,000.00	3,475.24	10,000.00	10,000.00
<b>102-5300-22.04</b>	Culverts, Drainage, Fabri	35,000.00	8,335.82	35,000.00	25,000.00
<b>102-5300-22.05</b>	Guard Rails	8,000.00	11,300.00	8,000.00	12,000.00
<b>102-5300-22.06</b>	Road Signs & Posts	2,600.00	1,263.58	2,600.00	11,000.00
<b>102-5300-22.08</b>	Liquid Chloride	17,000.00	10,370.26	17,000.00	34,000.00
<b>102-5300-22.09</b>	State road permit	1,500.00	1,550.00	1,500.00	1,500.00
<b>102-5300-22.10</b>	Asphalt Maintenance			20,000.00	20,000.00
<b>102-5300-23.00</b>	Small Tools	1,200.00	1,051.77	1,700.00	1,700.00
<b>102-5300-24.00</b>	Contracted Services	10,000.00	20,587.39	12,000.00	12,000.00
<b>102-5300-24.01</b>	Contract - Putney Town	3,000.00	3,000.00	3,000.00	3,000.00
<b>102-5300-25.00</b>	FEMA-OUT	0.00	171,132.82	0.00	0.00
<b>102-5300-34.00</b>	Telephone	3,700.00	3,931.82	3,700.00	3,700.00
<b>102-5300-48.00</b>	Insurance	39,000.00	31,397.50	42,000.00	45,000.00
<b>102-5300-70.99</b>	Emer Rsrv Pine Banks Culv	0.00	25,702.86		
<b>102-5300-76.00</b>	Electricity	5,500.00	4,535.37	5,500.00	5,500.00
<b>102-5300-79.00</b>	Misc/Training	1,200.00	-56.25	1,200.00	1,200.00
<b>102-5300-90.00</b>	PACIF Grant Expense	0.00	3,299.62	0.00	0.00
<b>102-5310-</b>	<b>EQUIPMENT - BUILDINGS</b>				
<b>102-5310-68.00</b>	Equip - Building Maint.	12,000.00	6,452.18	12,000.00	12,000.00
<b>102-5310-70.00</b>	Radio System Replacement	1,200.00	16.50	1,200.00	1,000.00
<b>102-5310-76.00</b>	Equip - Heat	2,000.00	709.04	2,000.00	7,500.00
<b>102-5330-</b>	<b>GAS, FUEL, OIL</b>				
<b>102-5330-21.00</b>	Gas, Fuel & Oil	75,000.00	102,126.88	75,000.00	75,000.00
<b>102-5330-22.</b>	Town Garage Repairs & Par				
<b>102-5330-22.00</b>	Repairs & Parts	73,000.00	15,706.23	73,000.00	73,000.00
<b>102-5330-22.01</b>	Equip - Truck #1	0.00	4,133.40	0.00	0.00
<b>102-5330-22.02</b>	Equip - Truck #2	0.00	395.71	0.00	0.00
<b>102-5330-22.03</b>	Equip - Truck #3	0.00	2,195.43	0.00	0.00
<b>102-5330-22.04</b>	Equip - Truck #4	0.00	729.48	0.00	0.00
<b>102-5330-22.05</b>	Equip - Truck #5	0.00	1,879.33	0.00	0.00
<b>102-5330-22.06</b>	Equip - Truck #6	0.00	7,273.07	0.00	0.00
<b>102-5330-22.07</b>	Equip - Truck #7	0.00	2,248.34	0.00	0.00
<b>102-5330-22.08</b>	Equip - Grader #8	0.00	4,568.07	0.00	0.00
<b>102-5330-22.09</b>	Equip - Backhoe #9	0.00	63.33	0.00	0.00
<b>102-5330-22.10</b>	Equip - Tractor/Mower #10	0.00	553.24	0.00	0.00
<b>102-5330-22.11</b>	Equip - Miscellaneous	0.00	240.61	0.00	0.00
<b>102-5330-22.12</b>	Equip - Steam Cleaner	0.00	116.44	0.00	0.00
<b>102-5330-22.13</b>	Equip - Rake	0.00	0.00	0.00	0.00
<b>102-5330-22.14</b>	Equip - Trailer	0.00	0.00	0.00	0.00
<b>102-5330-22.15</b>	Equip - Jack Hammer	0.00	19.39	0.00	0.00
<b>102-5330-22.16</b>	Equip - Chain Saws	0.00	89.16	0.00	0.00
<b>102-5330-22.17</b>	Equip - Chipper	0.00	24.98	0.00	0.00
<b>102-5330-22.18</b>	Equip - Loader #1	0.00	94.03	0.00	0.00
<b>102-5330-22.19</b>	Equip - Loader #2	0.00	72.80	0.00	0.00
<b>102-5330-22.20</b>	Vibratory Roller	0.00	0.00	0.00	0.00
<b>102-5330-22.25</b>	Equip - Misc/Parts	0.00	1,952.15	0.00	0.00
<b>102-5330-22.26</b>	Transfer to Other Acc	0.00	0.00	0.00	0.00



*Town of Westminster - FY 26 Proposed Revenue and Expenditure Budget*

<b>102-5330-30.01</b>	Fuel Tank Removal	0.00	0.00	0.00	0.00
<b>102-5330-74.00</b>	Equip - Freight	0.00	0.00	0.00	0.00
<b>102-9300-01.00</b>	Trans. To Equipment Fund	230,000.00	271,148.03	250,000.00	250,000.00
<b>102-9300-02.00</b>	Transfer to Bridge Fund	15,000.00	15,000.00	175,000.00	175,000.00
<b>102-9300-05.00</b>	Xfer to Retreatment	135,000.00	135,000.00	0.00	200,000.00
<b>102-9300-06.00</b>	Xfer to FEMA/Storm	0.00	0.00	0.00	0.00
<b>TOTAL EXPENSES HIGHWAY</b>		<b>1,449,123.00</b>	<b>1,558,376.51</b>	<b>1,575,215.00</b>	<b>1,774,500.00</b>

# TOWN OF WESTMINSTER

## TOWN, SCHOOL DISTRICT AND TOWN FIRE DISTRICT # 3 2024 Meeting Minutes

At 10:05 AM, Moderator, David Major welcomed all to Annual Town Meeting 2024. He noted that our State Representatives, Michele Bos-Lun and Leslie Goldman, and State Senator, Nader Hashim, were present and asked them to come forward to present reports. They each gave an overview of the various state-wide programs they are focusing on and welcomed contact by email or phone calls for any questions. David thanked the Representatives and Senator for giving of themselves and their time in Montpelier.

At 10:22 AM, David Major opened the Meeting Proper. He then delivered an Invocation, followed by a review of Roberts Rules of Order.

Article 1: To choose all Town Officers, Town School District Officers and Town Fire District Number 3 Officers by Australian ballot, Tuesday, March 5, 2024, from eight o'clock in the forenoon (8:00 A.M.) until seven o'clock in the evening (7:00 P.M.).

As noted in Article 1, David gave a reminder that Town Meeting would adjourn after today to voting on Tuesday, March 5<sup>th</sup>, from 8:00 AM to 7:00 PM at the Westminster Fire Station.

Article 2: *To hear the reports of the Town Officers and to take action thereupon.*

Person of the Year Award: Jason Perry announced that the recipient of this year's award is Patty Mark, in honor of her 19 years of excellent dedication and service, as Assistant Town Clerk.

Article 3: Shall the voters of the Town of Westminster authorize total General Fund expenditures for operating expenses of \$1,278,084, of which \$976,404 shall be raised by taxes, and \$301,680 by estimated revenue for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Jason Perry moved Article 3 as written, David Clark seconded. After questions regarding the increase in the budget amount allotted for the Sheriff and discussion on police presence needed in Westminster West Village, David Major called for a vote on the motion. All voted in favor. Motion passed.

Article 4: Shall the voters of the Town of Westminster authorize total Highway Fund expenditures for operating expenses of \$1,575,215, of which \$1,408,215 shall be raised by taxes, and \$167,000 by other estimated revenue for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Jason Perry so moved Article 4; Martha Mitchell seconded. Road Foreman, Chuck Lawrence was asked to speak. Chuck thanked everyone for their support and noted that the roads will be rough for the next 1-2 weeks, as well as again next year. Stephen Major mentioned that there are plans available at the Town office for paved roads and a schedule is in place. David asked for more discussion and, seeing none, called for a vote. All voted in favor; Article 4 passed.

Article 5: Shall the voters of the Town of Westminster raise and appropriate the sum of \$2,600 in addition to the sum (\$5,400) included in the budget proposed by the Selectboard, making the total \$8,000 for the Westminster Gazette to partially defray costs associated with production and distribution?

Katrina Hamilton moved Article 5; Tim Allen seconded. A question was raised, asking if people are really looking at the Gazette for information. The crowd replied with a resounding, Yes. Noting no further discussion, David called for a vote. All voted in favor; Article 5 passed.

Article 6: Shall the voters of the Town of Westminster vote to adopt the following "Declaration of Inclusion": "The Town of Westminster welcomes all persons regardless of race, color, national origin, religion, sex, sexual orientation, gender identity or expression, age, differing ability, socio-economic status, and education. The Town of Westminster commits to being a place where individuals may live freely and express their opinions without fear, where kindness and respect are valued, and where all persons feel safe and welcome. As a town, we condemn discrimination in all its forms and will strive to ensure that all our actions, policies, and operating procedures reflect this commitment."

Stephen Major read the statement again and moved Article 6. Discussion ensued with most speaking in favor of adopting the Declaration of Inclusion and a few voicing their opposition. After discussing the pros and cons, Barry Shamas called the question; Robert Wickberg Seconded. The Moderator called for a vote and declared the Ayes have it. Motion carried.

Article 7: To transact any other proper business to be brought before the Town of Westminster Annual Meeting.

David Major asked if there was any other business. Elise Manning requested that taxpayers be better notified when taxes are due. There used to be signs in front of Town Hall with posted due dates.

Article 7: (cont'd)

Jason Perry formally introduced the new Town Manager, Lou Bordeaux, and recognized Kevin Hughes, who is not running for Selectboard re-election, and Patty Mark and Pauline O'Brien, who will be leaving the Town Clerk's office. All were thanked for their time and service.

Article 8: *To hear the report of the Westminster School District officers and to take action herein.*

The Moderator invited Cheryl Charles, WNESU Chair, to speak. Cheryl introduced Andy Haas, Superintendent of Schools, Jim Vezina, Director of Finance, and Westminster Board members, Charlie Hutchison, Karen Blanchard, and Tine Biolsi. Cheryl gave an overview of the budget increase (4.2) which is less than many Vermont towns and current projections indicate that the tax rate might actually go down. Tax rates will not be set until mid-April. Cheryl noted that there are flyers available in the front row of Frequently Asked Questions.

Article 9: Shall the voters of the Westminster Town School District authorize and instruct its School Directors and Treasurer to borrow money, if necessary, on the credit of the town school district for its current expenses in anticipation of the collection of taxes and receipt of money due from state aid and other sources.

Tine Biolsi moved Article 9, as written. Katrina Hamilton seconded the motion. David Major asked if there was any discussion and, seeing none, called for a vote. All voted in favor. Motion carried.

Article 10: Shall the voters of the Westminster Town School District apply the sum of \$100,000 (one hundred thousand dollars) from the anticipated fiscal year 2023 surplus of \$265,168 (two hundred sixty-five thousand, one hundred sixty-eight dollars) to create a reserve fund to offset expenditures in the fiscal year 2026.

Karen Blanchard moved Article 10, as written. June Streeter seconded. Since no discussion was presented, David Major called for a vote. All voted Aye, Article 10 passed.

Article 11: Shall the voters apply the sum of \$165,168 (one hundred sixty-five thousand, one hundred sixty-eight dollars) from the anticipated Westminster Town School District 2023 surplus and \$292,552 (two hundred ninety-two thousand, five hundred fifty-two dollars) from the Windham Northeast Supervisory Union (WNESU) 2023 assessment surplus to a reserve fund for repairs or improvements to buildings and grounds, including although not limited to enhanced security and energy efficiencies, and to authorize the Board to expend such funds.

Cheryl Charles moved Article 11. Ron Bos-Lun seconded. Cheryl made the motion to amend the Article with new, corrected figures. June Streeter seconded. The new anticipated 2023 surplus figure should read \$215,859 (two hundred fifteen thousand eight hundred fifty-nine dollars). Cheryl was questioned why the figures changed and she explained that the finance officer predicted the original figures early. During the Audit adjustments were made and the surplus was reduced. David called for a vote for the Amendment. All voted in favor.

Stephen Major asked for an explanation of enhanced security and energy efficiencies. Cheryl replied that said anticipated expenses include a solar array, roof repair, and enhancing bathrooms. David re-read Article 11 with the amended figures and called for a vote. All voted in favor. Article 11 with the Amended figures passed.

Article 12: Shall the voters of the Westminster Town School District approve the school board to expend the sum of \$5,366,000 (five million, three hundred sixty-six thousand dollars) which is the amount the Board has determined to be necessary for the ensuing year?

Charlie Hutchison moved Article 12 as written. Marian Major seconded. A comment was made about the expectation of the budget being voted down, due to the need for more information to make an informed vote, and a better explanation of the increase. Further discussion included comments about the school budget being an important part of Town Meeting, and an offer of support for the Board's work, as education of children is most important. Several people thanked the Board for their hard work and hours of time. The Moderator asked for a vote on Article 12. All but one person voted in favor; motion carried.

Article 13: Shall the voters approve an annual compensation to school directions in the amount of \$800 to each director, and an additional \$200 to the director who serves as board chair.

Tine Biolsi so moved Article 13; Peter Stamm seconded. No discussion was presented, and David Major called for a vote. All voted in favor; Motion carried.

Article 14: To transact any other proper business to be brought before the Town School District meeting.

David Clark, High School Budget Committee Chair, addressed the Moderator and gave his report on the High School Board, and their committee work on the budget. The budget has shown a 3 ½% increase year after year. This budget proposal will be voted on next Tuesday, March 5. The proposal includes the cut of 1 Full Time Equivalent (FTE), which will affect several programs. A question was raised on the reason that Frequently Asked Questions (FAQ) were not made available before today. Regularly, an effort is made to get them out and posted on websites. A Board member replied that there had been a meeting at the school on the budget and materials were available then. The suggestion was made to have future budget meetings available by Zoom.

Article 15: *To hear the reports of the Town Fire District Number 3 and to take action thereupon.*

Katie Dearborn addressed the Moderator, as Chair of the Prudential Committee. Katie works with Chris Harlow and Dan Green on the committee. They meet regularly on Sunday mornings to discuss equipment needs. There is a new rescue truck and Katie thanked Cole Streeter for making that happen. The budget being presented are the funds needed for the operation of the Fire House. There will be the need for a new engine within the next 5 -7 years, with a cost of \$800,000. Funding is being set aside and will come from the Restricted Capital Reserve. The amount projected in the budget for insurance this year is not valid and will need to be addressed. Katie asked if there were any questions and said she would be happy to answer any.

Article 16: To see whether Town Fire District Number 3 shall authorize and instruct its Prudential Committee and Treasurer to borrow money, if necessary, to meet current expenses, on the credit of the District, in anticipation of the collection of taxes and/or the receipt of any State or Federal Funds.

Chris Harlow moved Article 16 as printed. June Streeter seconded. After no discussion, the Moderator asked for a vote. All voted in favor. Article 16 passed.

Article 17: To see if the voters of the Town Fire District Number 3 will raise and appropriate the sum of \$321,400.00 to pay the indebtedness and other general expenses of the District for the Fiscal Year Beginning July 1, 2024, and ending June 30, 2025.

Katie Dearborn moved Article 17 as written; Ian Proctor seconded. Katie reminded taxpayers that the Fire District is able to collect funds directly from the state. Line 3 (Hold Harmless & PILOT) is the revenue received in lieu of taxes for properties in Current Use or that are state owned. If the revenue is eliminated, it puts less in Capital Reserve for equipment. Projects this year included paving the driveway and the new Rescue Truck. Katie asked Cole Streeter to report on the numbers of calls this year. Cole replied that there were 430 calls last fiscal year and this fiscal year the number increased to 540. David Major asked for a vote on Article 17. All voted in favor; Motion carried.

Article 18: To transact any other business proper to be brought before the Town Fire District Number 3 meeting.

Paul Harlow asked if there were any candidates present who would like to speak. Jason Perry said he was running again for the Selectboard three-year term and asked for the voter's support.

David Major stated that we live in a less stable world than one or two decades ago. It is harder to be a Community Leader on the Selectboard, School Board, and Committees; it is not easy. There are open positions for volunteers. The Town would appreciate the help and would welcome new Community Leaders.

Recess: David recessed the meeting at 12:14 PM, until Tuesday, March 5, 2024, at 8:00 AM for voting at the Westminster Fire House.

Please note: A full recorded session of this meeting is available on the Town of Westminster website, under the Selectboard tab, FactTV Video Sessions.

Respectfully submitted,



Pauline Blake O'Brien, Town Clerk



David Major, Town Moderator



Katie Dearborn, Prudential Committee Chair



Cheryl Charles, School District Chair



## Town of Westminster - FY24 Abstract of Grand List

Real Estate	Count	Taxable	Taxable	Taxable	Taxable	
		Municipal LV	Education LV Homestead	Education LV Non-Residential	Total Education LV	
(LV = Listed Valuation)						
Residential I R1	657	108,339,800	74,815,000	33,524,800	108,339,800	
Residential II R2	464	125,322,200	76,080,100	49,242,100	125,332,200	
Mobile Homes-U MHU	31	464,200	177,100	287,100	464,200	
Mobile Homes-L MHL	116	10,544,000	6,428,100	4,115,900	10,544,000	
Seasonal I SI	9	388,500	103,100	285,400	388,500	
Seasonal II S2	23	2,292,000	26,600	2,265,400	2,292,000	
Commercial C	49	24,301,100	0	24,301,100	24,301,100	
Commercial Apts CA	5	1,433,900	77,400	1,356,500	1,433,900	
Industrial I	3	774,100	0	774,100	774,100	
Utilities-E UE	6	16,197,000	0	16,197,000	16,197,000	
Utilities-O UO	3	1,148,800	0	1,148,800	1,148,800	
Farm F	17	8,953,000	2,670,800	6,282,200	8,953,000	
Other O	0	0	0	0	0	
Woodland W	51	4,325,700	0	4,325,700	4,325,700	
Miscellaneous M	131	7,078,700	841,900	6,236,800	7,078,700	
<b>TOTAL LISTED REAL</b>	<b>1,565</b>	<b>311,563,000</b>	<b>161,220,100</b>	<b>150,342,900</b>	<b>311,563,000</b>	
P.P. Cable	1	2,070,753		2,070,753	2,070,753	
P.P. Equipment	0					
P.P. Inventory	0					
<b>TOTAL LISTED P.P.</b>	<b>1</b>	<b>2,070,753</b>		<b>2,070,753</b>		
<b>TOTAL LISTED VALUE</b>	<b>0</b>	<b>313,633,753</b>	<b>161,220,100</b>	<b>152,413,653</b>	<b>313,633,753</b>	
<b>FISCAL YEAR ENDING:</b>	<b>GRAND LIST</b>	<b>TOWN</b>	<b>SCHOOL</b>	<b>FIRE</b>	<b>LOCAL AGREEMENT*</b>	<b>TOTAL TAX RATE</b>
<b>2019-2020</b>	2,847,009					
Homestead		0.6121	1.6904	0.0905	1.0032	2.3962
Non-Resident		0.06121	1.5660	0.0905	0.0032	2.2718
<b>2020-2021</b>	2,877,655					
Homestead		0.6112	1.742	0.0927	0.0036	2.4495
Non-Resident		0.6112	1.6602	0.0927	0.0036	2.3677
<b>2021-2022</b>	2,875,167					
Homestead		0.6032	1.8361	0.0965	0.0039	2.5397
Non-Resident		0.0632	1.6836	0.0965	0.0039	2.3872
<b>2022-2023</b>	2,868,660					
Homestead		0.0675	1.5566	0.1046	0.0036	2.3398
Non-Resident		0.0675	1.5996	0.1046	0.0036	2.3828
<b>2023-2024</b>						
Homestead	2,871,506	0.7754	1.6568	0.1107	0.004	25,469
Non-Resident		0.7754	1.6812	0.1107	0.004	25,713
<b>*LOCAL AGREEMENT</b> consists of the following exempt properties:				Total Non-Taxable Parcels	32	
Non-Residential, Non-Approved Contracts				52,000	Total State-Owned Parcels	5
Veterans - Homestead				160,000	Total Contracts	5
Veterans - Non-Residential				50,000	Total Veteran's Ex. Parcels	21
Total				210,000	Total Land Use Ex. Parcels	139
					Total Special Exemptions	9

# Town of Westminster Fire District #3

---



## Report of the Prudential Committee

### Westminster Fire District #3

The proposed budget for the Fiscal year 2025-2026 is \$387,800.00, \$364,800.00 will be collected from Property Taxes and \$23,000 is projected to be collected from the State of Vermont Hold Harmless and P.I.L.O.T programs.

The Prudential Committee had an active year of meetings. Meetings are held at 10am on the 3<sup>rd</sup> Sunday of each month at the Fire Station. The public is invited to attend, time is always given for public comments. During the year the committee has discussions about replacement of an Engine, Utility and building improvements. The Fire Station continues to be used by the community, it serves as a community space where celebrations, meetings and educational classes are held.

The Prudential Committee continues to be impressed with the culture and operations of the Fire Department, it is a model that is successful and we look forward to the growth of the Department over the next year.

The Prudential Committee would like to thank the officers and members of the Westminster Volunteer Fire and Rescue Department for their dedication and service to the community. We would also like to thank the family and friends of the members for their support and understanding of the commitment it takes to be an officer and member! A special Thank you to June Streeter who handles the administrative tasks of the Prudential Committee, we value and appreciate the work that she does.

Respectfully Submitted,

Katie M Dearborn

Christopher Harlow

Daniel Green

*Westminster Fire District #3 - FY26 Proposed Revenue and Expenditure Budget*

Account	Budget FY - 2024	Actual FY-2024	Budget FY - 2025	Budget FY - 2026
005-2000-00.00 Fire Dist.-Property Taxes	317,800.00	317,800.00	321,400.00	364,800.00
005-2250-00.00 HH & Pilot - Taxes	23,000.00	23,278.60	23,000.00	23,000.00
005-2400-00.05 Pool Filling	0.00	900.00	0.00	0.00
005-2400-00.10 Fire Ext Filling	0.00	195.00	0.00	0.00
005-2990-00.00 Fire Dist.-Misc. Revenue	0.00	536.00	0.00	0.00
	-----	-----	-----	-----
<b>Total Revenues</b>	<b>340,800.00</b>	<b>342,709.60</b>	<b>344,400.00</b>	<b>387,800.00</b>
005-4500-00.00 Fire Chief & Dep. Expense	16,000.00	16,000.00	16,000.00	16,000.00
005-4500-20.00 Fire Dist.-Admin. Expense	1,500.00	2,270.39	1,500.00	1,500.00
005-4500-20.01 Secretary Expense-C.Servi	2,000.00	2,000.00	2,000.00	2,000.00
005-4500-21.00 Miscellaneous Supplies	1,000.00	552.42	1,000.00	1,000.00
005-4500-22.00 Miscellaneous - Utilities	1,000.00	417.82	1,000.00	1,000.00
005-4500-22.01 Fire Dist - Miscellaneous	500.00	1,347.93	500.00	500.00
005-4500-23.00 Fire Prevention	1,500.00	0.00	1,500.00	1,500.00
005-4500-48.00 Fire Dist.-Insurance	37,000.00	30,801.00	27,000.00	30,000.00
005-4500-60.00 Annual Audit & Expenses	5,000.00	3,202.00	5,000.00	5,000.00
005-4500-74.00 Firemen Expense	25,000.00	18,586.48	25,000.00	25,000.00
005-4510-79.00 Fire Dist.-Dry Hydrants	500.00	0.00	500.00	500.00
005-4530-00.00 Fire Dist.-Training	2,000.00	366.45	2,000.00	2,000.00
005-4540-00.00 Fire Dist-Mutual Aid Dues	46,000.00	40,704.00	47,000.00	47,000.00
005-4540-25.00 ESO - Reporting of Calls	3,100.00	2,514.49	3,100.00	3,100.00
005-4540-34.00 Fire Dist.-Telephone	3,000.00	2,854.88	3,000.00	3,000.00
005-4570-21.00 Fire Dist.-Heat	7,500.00	2,922.73	6,000.00	7,500.00
005-4570-68.00 Fire Dist.-Maint.of Bldg.	4,000.00	19,353.13	4,000.00	4,000.00
005-4570-76.00 Fire Dist.-Electricity	5,000.00	4,790.93	5,000.00	5,000.00
005-4571-21.00 Fire Dist-Substation-Heat	2,400.00	1,445.67	2,000.00	2,400.00
005-4571-68.00 Fire Dist-Sub.Sta-Mnt.Bld	500.00	446.35	500.00	500.00
005-4571-76.00 Fire Dist-Substation-Elec	750.00	708.32	550.00	750.00
005-4580-00.00 Fire Dist.-New Equipment	4,000.00	2,956.36	4,000.00	4,000.00
005-4580-00.01 Equipment Replacement	5,000.00	9,416.40	5,000.00	4,000.00
005-4580-01.00 Fire Dist.-New Fire Truck	0.00	0.00	0.00	4,000.00
005-4580-21.00 Fire Dist.-Gas & Diesel	8,000.00	3,616.74	8,000.00	8,000.00
005-4580-68.00 Fire Dist.-Maint.Vehicle	25,000.00	23,799.07	25,000.00	30,000.00
005-4580-68.01 Fire Dist.-Maint. Equipm.	5,000.00	1,531.60	5,000.00	5,000.00
005-4580-69.00 Refurbish Fire Apparatus	7,500.00	6,506.40	7,500.00	7,500.00
005-4585-00.00 Fire Dist.-Rescue New Eq.	1,500.00	1,786.77	1,500.00	1,500.00
005-4585-21.00 Fire Dist-Rescue Supplies	1,500.00	3,440.85	1,500.00	1,500.00
005-4585-40.00 Fire Dist-Rescue Training	1,000.00	555.00	1,000.00	1,000.00
005-4585-60.00 Fire Dist-Rescue Hlth Ser	1,250.00	1,140.00	1,250.00	1,250.00
005-4585-68.00 Fire Dist-Rescue Maint.Eq	500.00	3,063.42	500.00	500.00
005-4590-00.00 Fire Dist.-Cap.Reserve Fd	73,000.00	108,000.00	73,000.00	73,000.00
005-4595-00.10 Pymt on Rescue Truck	35,000.00	0.00	0.00	0.00

005-4599-00.00 Xferr to Capital Fund	0.00	0.00	50,000.00	50,000.00
005-4599-00.00 Xferr Roof Capital Reserve	0.00	0.00	0.00	20,000.00
005-4599-00.00 Xfer Community Space Res	0.00	0.00	0.00	10,000.00
005-5280-76.00 Fire Dist.-Street Lights	4,300.00	5,091.36	4,000.00	4,300.00
005-5360-22.00 Fire Dist-Radio & Rad.Rep	3,000.00	3,251.66	3,000.00	3,000.00
	-----	-----	-----	-----
<b>Total Operating Expense</b>	<b>340,800.00</b>	<b>325,440.62</b>	<b>344,400.00</b>	<b>387,800.00</b>
	-----	-----	-----	-----
<b>Net Revenues Less Expenditures</b>	<b>0.00</b>	<b>17,268.98</b>	<b>0.00</b>	<b>0.00</b>
	-----	-----	-----	-----
<b>Capital Accounts</b>	<b>Budget FY - 2024</b>	<b>Actual FY-2024</b>	<b>Budget FY - 2025</b>	<b>Budget FY - 2026</b>
006-2100-00.00 Sale of Fire Truck	0.00	2,150.67	0.00	0.00
006-2900-00.00 Operating Transfer	0.00	73,000.00	0.00	153,000.00
006-2930-00.00 INTEREST EARNINGS	0.00	180.83	0.00	0.00
	-----	-----	-----	-----
<b>Total Revenue</b>	<b>0.00</b>	<b>75,331.50</b>	<b>0.00</b>	<b>153,000.00</b>
	-----	-----	-----	-----
<b>Capital Expenses</b>				
<b>006-4580-00.00 New Equipment</b>	0.00	0.00	0.00	125,000.00
006-4581-00.00 Refurbish New Equipment	0.00	169,462.00	0.00	0.00
	-----	-----	-----	-----
<b>Total Expenditures</b>	<b>0.00</b>	<b>169,462.00</b>	<b>0.00</b>	<b>125,000.00</b>
	-----	-----	-----	-----
<b>Net Revenue Less Expenditures</b>	<b>0.00</b>	<b>-94,130.50</b>	<b>0.00</b>	<b>28,000.00</b>

Westminster Volunteer Fire & Rescue Department  
Chiefs' Report  
Fiscal Year Ending June 30, 2024

We had a total of 472 calls.

We would like to Thank all of our VOLUNTEERS for their hours of service they put into keeping our community safe. We currently have 48 members

We were able to host our annual Fire Prevention Day again this year. The Westminster Center School, Kurn Hattin, as well as a few homeschoolers attended. Also, participating in our Fire Prevention Day were Golden Cross Ambulance, Windham County Sheriff's Dept, Vermont State Game Warden and of course our beloved Smokey The Bear.

Our New Rescue truck, which is a 2022 Dodge Ram, built by Dingee Machine, is now in service and working quite well.

The Fire Wardens would like to remind people that the only material legal to burn is natural vegetation, brush and clean non treated wood. You need to obtain a permit, the day you wish to burn, you must speak to a fire warden, leaving a message does not give you a burn permit. Our Fire Wardens is Cole Streeter (802)722-3178, our Deputy Fire Warden Pat Haas (802)387-5778, and Deputy Fire Warden Mark Lund (802)463-9355. Please call them during reasonable hours as these numbers are their home numbers

We need to replace our Forestry Truck, which is a 1986 former government surplus truck, with our utility truck. Then replace our Utility truck with a new vehicle. We will be discussing this in further detail at Town Meeting.

We covered the Town of Putney while their fire department was closed. The dates of coverage were April 2, through May 25th. We responded to 10 Putney calls during that time frame and many training events touring the multiple schools and multi family complexes, they are included in the totals below.

We belong to the Southwestern New Hampshire District Fire Mutual Aid as well as Windham County FireFighters Association.

Golden Cross Ambulance is still supplying our ambulance coverage for the town.

The Breakdown of Calls Is As Follows:

Brush Fires	2	
Structure Fires	3	
False Alarms	22	
Hazmat Incidents	8	
Agency Assists	5	
Power Lines Down		12
Public Assists	52	
Rescue EMS Incidents	240	
Illegal Burns	6	
Cover Assignments	28	
Dispatched & Canceled In Rte	30	
No Incident Found	11	
Vehicle Fire	1	
Motor Vehicle Accident	50	
Animal Rescue	1	
Flood Assessment	1	
Total Calls	472	

Of the 472 calls 37 of them were on I91

Out of the 472 calls were 28 Mutual Aid Calls out of Town

Respectfully Submitted,

Cole Streeter  
Westminster Fire & Rescue Chief



# *Town of Westminster*



*"The essence of community, its heart and soul, is the non-monetary exchange of value; things we do and share because we care for others, and for the good of the place".*

*Dee Hock*

NOTES:

2024

***Town of Westminster  
Citizen of the Year***

*Patricia Mark*



## Selectboard

This year, as in most years, the Selectboard has been presented with a wide variety of issues and projects. Board members have thoughtfully listened to everyone and done our best to respond in a unified and helpful way. We have vetted many projects and moved forward on projects to benefit the town.

Two major projects were completed with the last of the federal ARPA funds. One was the long overdue painting of the exterior of Town Hall and the other was the replacement of the crumbling wall at the New Cemetery.

With a professionally engineered RSMS report, we committed more funding to road repair and rehabilitation on our paved roads. Unpaved surfaces were graded regularly and with our budget recommendations, we plan to continue our road maintenance.

The Board approved a new curbside trash and recycling contract at a rate that was quite reasonable when compared to disposal rates that other towns are paying.

The contract with the Windham County Sheriff's Office was also approved, with the understanding that the Sheriff or one of the deputies personally meet with the Town Manager regularly.

For many years we've heard complaints about speeding in town. We were able to purchase four solar powered speed signs. Two are placed on School Street and the other two are situated in West West. Both sets of signs have been helpful in getting speeding under control.

We've updated some policies that had not been reviewed for a decade or more. Two updates include the Personnel Policy and the Purchasing Policy. We also approved a Public Records Request policy that was based on the State of Vermont's Attorney General's policy.

We sincerely appreciate the hard work and dedication shown by the Town Manager, Lou Bordeaux, and his team. Lou, Kelley Thayer and Ali Bigwood form an administrative team that is second to none. Their knowledge and their experience keep the business of the town running smoothly. We value their daily accomplishments.

For this year's Town Meeting, we have drafted some articles that truly give the voters the opportunity to have their voices heard and give the Selectboard some direction for the next twelve months. Thank you for your constructive comments and your support!

## *Administrative Department*

The Administrative Department is the engine that keeps town government running smoothly. Our knowledgeable and dedicated team is always here to assist and find the solutions you need. Kelley Thayer and Ali Bigwood are the invaluable MVPs of the department.

The past year has been a period of significant activity for our department. We have tackled a wide range of initiatives, from cost-saving measures to policy enhancements.

**Cost Savings:** Early in the year, we successfully migrated our web hosting, resulting in projected savings of over \$9,000 for the town over the next four years.

**Policy Improvements:** We updated our Personnel Policy and Purchasing Policy to ensure they align with current best practices. Additionally, we implemented a new Public Records Request Policy, modeled after the Vermont Attorney General's guidelines.

Meetings are a constant part of our work, occurring weekly and often daily. I have engaged with state legislators and colleagues from municipalities across the state. Notable events included the inaugural Municipal Solutions Summit and VLCT's Town Fair. Beyond my responsibilities within Town Hall, I actively serve on the Windham County Solid Waste District's Board of Supervisors.

Last year, we issued 11 Requests for Bids (RFBs), promoting transparency and saving the town substantial funds through competitive bidding. ARPA and grant funding were successfully utilized for various projects, including the painting of Town Hall as well as the reconstruction of the New Cemetery wall and installation of a new box culvert on Pine Banks Road.

Public safety remains a top priority. I have maintained regular communication with Sheriff Anderson and his deputies. The town also made a significant investment in public safety by purchasing and installing four solar-powered radar speed signs.

In anticipation of Town Meeting and the Australian Ballot voting, I want to express my sincere gratitude to Chairman Dan Crocker and Katrina Hamilton. They consistently bring a "can-do" spirit and a strong commitment to the community to their roles on the Selectboard. Their fellow board members, Jason Perry, Real Bazin, and Dr. Stephen Major, also exemplify dedication and hard work that often goes unrecognized.

Respectfully submitted,

*Louis Bordeaux*

# Town Clerk

## TOWN CLERK STATISTICS

2024 Calendar Year

### ELECTIONS

March Town Meeting  
August Primary  
November General

### BALLOTS CAST

1,173  
332  
1,799

### ABSENTEE

51  
59  
937

### AT POLLS

1,122  
273  
862

New Registered Voters: 223

Purged/Transferred Voters: 177

Registered Voters: 2,673

### VITAL STATISTICS

Births: 4  
Civil Marriages 13  
Deaths 23  
Burials 14

**Certified Copies Issued: 618**

### LAND RECORDS

Total pages processed as land records: 978

### TOWN RECORDS

Total pages processed as Town records: 98

Dog Licenses Issued: 456  
Liquor Licenses Issued: 3  
DMV Registrations Issued: 34  
Fish & Wildlife Licenses Issued: 10  
Maps Recorded: 10  
Cemetery Deeds Issued: 21  
Land Posting Processed: 10  
Catering Permits Issued: 1  
Green Mountain Passports Issued 12

## *Highway Department*

Like every year the second half of 2023 and the first half of 2024 were filled with a good share of weather events. Luckily Westminster fared well during these compared to other Towns throughout the State. From torrential thunderstorms, winter rains, the constant freeze and thaw in the winter months to late march snowstorms we were able to tackle what came our way. Much like others we are consistently trying new ideas and equipment to adapt what mother nature throws at us. One example would be rubber cutting edges on our dirt road plows. These edges have been a lifesaver not only in operator safety but as well as saving the gravel on our roads.

Aside from our regular grading, ditching, brush cutting and culvert replacement we were able to accomplish a few projects. Grout avenue and the Fire Station parking lot received a complete reconstruction as well as Alden Street. All the side streets in North Westminster were paved at this time as well. We had 7 catch basins replaced in North Westminster in preparation for the paving of Route 121 in the coming years. On October 2, 2023 a large beaver pond failed at the height of the land near the top of Orchard Hill. This water made its way down Fullam Brook eventually getting to Pine Banks. The culvert on Pine Banks failed with this amount of water causing part of the road to wash out. Fortunately we received a State of Vermont Emergency Grant to replace this with a large box culvert. The payout for this culvert will be in Fiscal year 2025.

The Highway Department received a new Western Star 10 wheeler keeping us on our replacement schedule. Like typical winters we brought in a few pieces of equipment to do repairs and touch up the paint. This keeps us running in the summer and our equipment looking top notch. Throughout the year regular oil changes, greasing and maintenance were performed.

I'd like to thank the community for their continued show of support throughout the year. An even bigger thank you to the crew and their families for all the time they sacrifice to keep the roads in Westminster safe.

Thank you,

Ben Masure  
Road Foreman

## **Board of Listers**

The Board of Listers has just a few reminders this year:

Lister cards are now available online. Go to the Town of Westminster website and scroll about halfway down the home page to find the link on the right side under “Quick Links.” This online database is updated annually. If recent changes may have made this information obsolete, you may still request Lister cards from our office, where the most up-to-date data is available.

Westminster’s townwide reappraisal will begin in July 2026 and will be completed with the Grand List finalized in June of 2028. Until then, property values will be maintained using the 2013 reappraisal schedules. The Board of Listers will continue to provide updates on the town website and bulletin boards, in print media, and via mailings as we proceed with this important process required by law and essential for maintaining equity and fairness in our town’s property tax assessment.

Lister office hours are somewhat limited, but you may call 722-9516 to make appointments outside our regular schedule. Our voicemail box is monitored frequently. Thank you for your courtesy and patience.

Respectfully submitted,

Jackie Atwood, Rachael Cohen, John Ewald  
Board of Listers



# Planning Commission

## Introduction & Community Fair Survey Results

The Westminster Planning Commission was reconstituted in 2024 after the previous commission dissolved. As new members have gotten up to speed with the work and (changing) statutory obligations of municipal planning commissions, we've met with Town staff, the Select Board, and planners from the Windham Regional Commission (who, along with the State of Vermont, have also provided helpful training resources and webinars). To date, the new commission has discussed shared goals including:

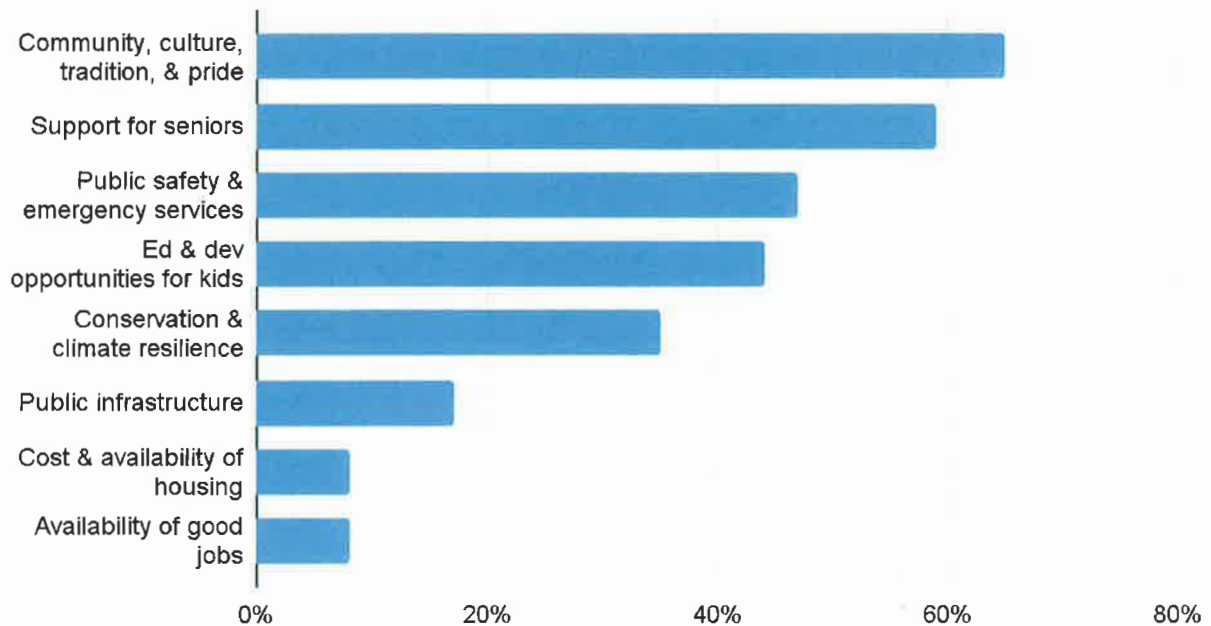
- Reversing our trend of population decline, as **Westminster lost over 5% of its population between 2010 and 2020**, according to the US Census Bureau.
- Supporting the development of **more housing that regular people can afford** through both infrastructure investment and regulatory relief where incentivized by state law.
- **Conserving natural resources and increasing our climate resiliency** as extreme weather becomes more common due to climate change, as we've seen with severe flooding in recent years in Vermont.
- Ensuring that the **farms and small businesses** that help to power our local economy have opportunities to grow throughout the 21st century economy.
- Continuing **Westminster's tradition of taking care of our neighbors**, young and old, from Westminster Public Schools to Westminster Cares and the many churches, non-profits, and community groups that make Westminster a special place to live.

We have also gotten to work on reaching out to the public, tabling at the Westminster Community Festival and soliciting nearly 70 responses to our basic survey there. The results, while not of a large enough sample to draw scientific conclusions, certainly gave us some clear directional feedback about where the town stands, with certain priorities jumping out:

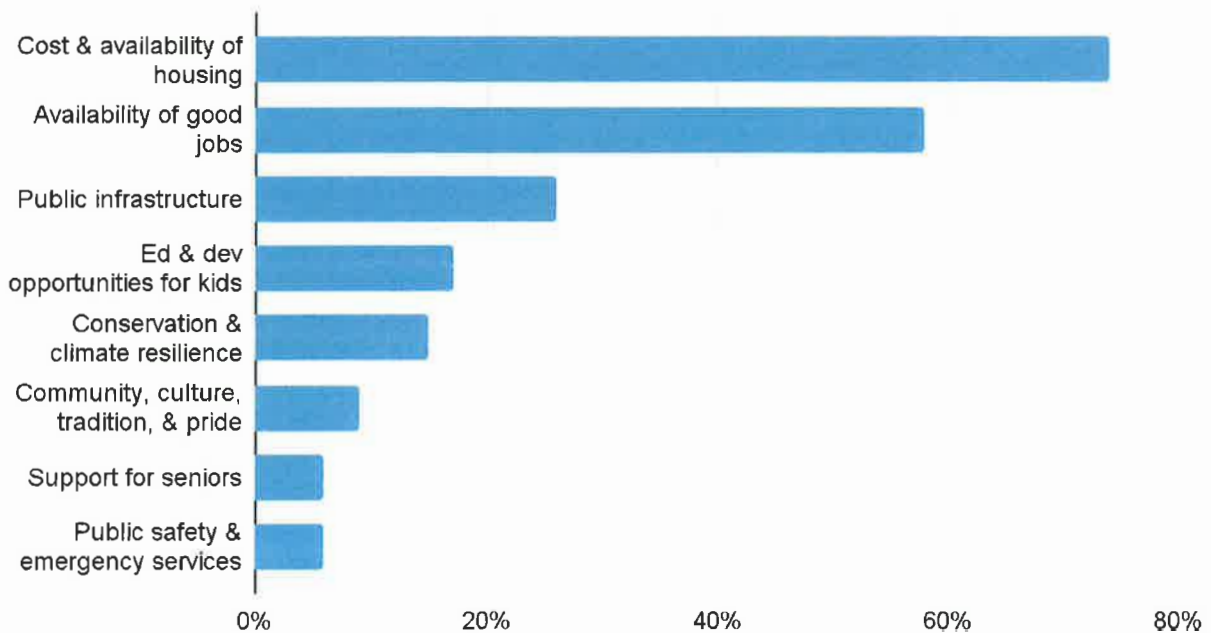
- For starters, **Westminster residents are mostly positive about the direction the Town is headed in**. Fewer than one-in-ten (6%) said Westminster was off on the wrong track, while nearly half (48%) affirmed the town is headed in the right direction, and another near-half (46%) said the town's direction was mixed.
- This positivity is driven by a **strong sense of community, culture, tradition and pride** (selected by 65% of respondents), support for seniors (59%), and strong public safety/emergency services (47%) and educational/development opportunities for children (44%).
- Respondents were also clear about what's not working in Westminster. Fewer than one-in-ten cited the cost and availability of housing (8%) or availability of good jobs (8%) as strengths for the Town. Similarly, **three-in-four (74%) respondents cited the cost and availability of housing as something going poorly** in Westminster, as did nearly three-in-five (58%) for the availability of good jobs.

While these results (more below) provided some insightful direction to us as a commission, we look forward to conducting more in-depth surveys and open-ended listening sessions in the months to come as we develop a new, robust Town Plan.

### What is going WELL in Westminster? (Select all that apply)



### What is going POORLY in Westminster? (Select all that apply)



### Town Plan Update

Given the status of the Town Plan, and with the advice of the Select Board, the Planning Commission began work on a “temporary” town plan that would update the 2015 document with current data and incorporate some of the mapping, public engagement, and drafting work of the previous commission where appropriate. Our hope was to spend a relatively small amount of time on this document, submit it for temporary (12-18 months) approval, and then use that time to develop a more comprehensive Town Plan. This timeline also reflected the reality that, currently, the Town of Westminster does not provide professional staffing to the Planning Commission and, without grant funding, does not have the resources necessary to support a comprehensive Town Plan drafting and adoption process (hence the budget requests for FY26).

However, both the Windham Regional Commission and State of Vermont (who essentially have “rights of refusal” along the Town Plan adoption process) advised in November 2024 that they would not support this path forward. As a result, the Select Board and Planning Commission have tabled the idea of a temporary plan and are instead moving forward with the development of a new Town Plan. Thankfully, there remains work done by the previous commission (including valuable mapping work) that we do believe can be reused, as well other drafted input done by other town boards and commissions in that process.

While the Town Plan process to date has been slower than hoped, members of the Planning Commission are excited to dig into a comprehensive Town Plan process (and would love to have additional members if you're interested in joining!). While this report is being drafted in December, we plan to conduct listening sessions across Westminster beginning in late January to solicit public feedback and ideas for the Town Plan. Additionally, as evidenced in the Planning Commission budget request, we believe it is critical that the Town provide professional support to the Planning Commission, as other towns our size do. Without this support we are unable to do our work in a manner compliant with evolving state laws regarding town planning, zoning, and housing. This support will help us to develop a robust town plan, update our zoning bylaws, and help Westminster plan for a future that benefits all our neighbors.

## *Conservation Commission*

The Westminster Conservation Commission was established in 2011 to build awareness, educate and provide guidance to the Town and its residents with regard to our appreciation and stewardship of Westminster's environment. The Commission works to highlight the aesthetics, recreational opportunities and ecological values of the natural world, as well as its vulnerabilities.

The Commission sponsored a number of educational programs and workshops in the past year, including a winter tracking event and an ephemeral wildflower walk. These provided opportunities for folks to learn about and appreciate the diverse flora and fauna of our beautiful wild areas. Thanks to those neighbors who kindly allowed us to walk on their lands.

In April and May, the Westminster Conservation Commission completed a planting project on a grassy bank below the Town Cemetery in Westminster West. Last year, a row of trees bordering the cemetery had been removed due to their proximity to power lines. The Commission developed a planting plan; purchased native shrubs; planted them; and watered and monitored them all season as the young plants got established. Funds for the plants were contributed by the Town via the Selectboard. We contributed articles about these activities to *The Westminster Gazette*. We are also writing a series of feature stories about Westminster's waterways and watersheds.

The Conservation Commission also sponsored Westminster's participation in the statewide Green-up Day activities: promoting the event, distributing bags, and reporting on how much trash was collected.

Members of the Conservation Commission participated in the Westminster Beaver Working Group, which in partnership with the Bonnyvale Environmental Education Center continued its focus on educational programs concerning the role of beavers in our region's habitat and ways to avoid beaver/human conflicts, such as the installation of "beaver deceivers."

The Commission continues to contribute recommendations for sections of the Westminster Town Plan related to natural resources and environmental issues as the plan is revised.

The Commission is interested in developing improved public access and trails in our Town Forest and did some preliminary scoping of potential trails. Future projects and programs may address riparian buffer projects in sensitive areas, conducting biodiversity inventories of key locations in the Town, the development of protected corridors to support safe passage of wildlife, and signage to indicate important wildlife road crossings.

The Commission currently has four members and would welcome two or three more, representing all parts of the community and with a range of backgrounds and experience with respect to environmental concerns. Training or experience in ecological science and conservation is especially welcome. As an all-volunteer Commission we understand that everyone has many commitments and time is precious. Yet, working together, we can accomplish a lot to better understand and appreciate our town's beautiful natural environment and the human-built infrastructure on which we all depend. We meet on the fourth Thursday of the month, at 7 p.m alternating between the Westminster Institute and the Westminster West public library. Joining by Zoom is also an option. Meeting agendas and minutes are available on the Town website. For more information, email the Commission at:

[westminstervtconservation@gmail.com](mailto:westminstervtconservation@gmail.com) or call Tatiana Schreiber at 802-387-2781. Thank you!

Members: Tatiana Schreiber, Chair; Rachael Shaw, Secretary; Kestrel Craig; Jim Calchera

# Westminster Historical Society

Trustees: Jessie Haas, president, Fletcher Proctor, vice president, Barb Greenough, secretary, Dan Axtell, treasurer, Ruth Grandy, Pat Haas, Chris Harlow, Obe Lisai, Lonnie Lisai, Barbara Taylor

WHS had a busy, varied year. Work is ongoing in the **Archive**, cataloging acquisitions under the direction of registrar Alice Caggiano. New shelving and a free set of flat-file drawers from Middlebury College have increased storage and workspace. Local archaeologist Gail Golec, working in part in our archive, has assembled a detailed picture of Black and indigenous families living in Westminster since 1760. We plan to help her make this accessible to the public. Contact us through our website or Facebook page if you want to come work on a research project.

Progress was made on the hearse house next to the church in Westminster West. Tim Lillis from Bellows Falls will stabilize it, paid for by an ARPA grant. This corner of our town looks substantially as it has for the past 150 years; the church is new, but on the same footprint of the old church. The plan is to house one of our hearses there; it was made just downhill from the church in the 1870s. The building is also used for church storage.

The 5<sup>th</sup> grade visited the museum in May for the first time since the COVID shut-down. Teacher Emily Lisai had them well-prepared, including some 5<sup>th</sup> graders who had a perfect grasp of what the Continental Congress was! Impressive group of kids!

Michele Pagan, a textile conservator who worked on the Star-Spangled Banner restoration, heard about one of our very old samplers through the national SchoolGirl Sampler project. This sampler was worked by Anne Ruggles in 1764; she became William Czar Bradley's mother-in-law. Michele has conserved and stabilized that sampler for us, as well as a couple of pieces of lace, and we showed her the very rare embroidery patterns that were in the half-trunk belonging to Sally Bradley. These were copied or traced by hand, probably in an ink made from walnut shells. Sheer material would be laid over them, and the pattern pricked through with a needle into the cloth, and then stitched, white on white. Fashionable women made and wore yards of this whitework—often on their underwear, where nobody would ever see it! Michele confirmed that these patterns were rare and urged us to have them conserved, which is being done by Works On Paper in Bellows Falls. Next year part of our collection will be on display during a **Vermont Sampler Tour** being organized by Michele.

We had a table at the Community Festival to celebrate the Institute's 100<sup>th</sup> birthday. The festival embodied the spirit of community that the Institute has always been all about.

The SAR returned to place markers on 5 more patriot graves in the Old Cemetery and the Gilson Cemetery on Sauve Road. Tom Griffin, president of the Vermont Old Cemetery Association

(VOCA), attended the SAR event and was very taken with the Old Cemetery. Between him and WHS member Gretchen Nichol a plan took shape to **clean and straighten gravestones at the Old Cemetery on May 24**. We need strong people to help with straightening and resetting stones, but there's also plenty of cleaning that is easy enough for most people to participate in. An environmentally safe cleaner, plastic scrapers, and water, are the only tools used. This is a great opportunity for people to learn the right way to clean gravestones to avoid damaging them. The work we do in May will help preserve the art and information on these stones for future generations. **This event is open to the public** and should be a lot of fun.

Westminster has a prominent place in the new film biography of Fanny Allen created for the Ethan Allen Homestead Museum. Fanny and her mother were here during the Westminster Massacre, she met and married Ethan Allen here, and later she lived here with her third husband, Dr. Jabez Penniman. This film is shown only at the Museum in Burlington, but if you get up there, check it out. A good section of it was filmed in our museum in the Town Hall.

**Next year is the 250<sup>th</sup> anniversary of the Westminster Massacre.** We plan to gather at the French Monument for a candlelight vigil, and hope to have the state declare **March 13<sup>th</sup> Westminster Massacre Day**. Watch our Facebook page for details. William French and Daniel Houghton were the first Americans to die while standing up to British tyranny, a month before Lexington and Concord. A group of unarmed protesters occupied the court house on March 13, 1775, with the intention of closing the court. They were fired on by their own government under the leadership of the county sheriff. The next day over 400 armed men filled the streets; despite their justified anger at how the protesters had been treated, they retook the court house without further bloodshed, permanently overturning New York and British government in eastern Vermont. Learn more on our website, [www.westminstervthistory.org](http://www.westminstervthistory.org). You'll also find that we have stepped into the 20<sup>th</sup> century, and now offer the ability to **join or renew membership online**.

Thanks for your continued support. Please get in touch with your ideas about how we can better reach out to the public about our town's fascinating history.

Jessie Haas, President

## WESTMINSTER INSTITUTE AND BUTTERFIELD LIBRARY 2024 ANNUAL REPORT

In 2024, the library celebrated the retirement and honored the legacy of Butterfield's longtime librarian, Linda Fawcett and assistant Ann Ashcroft. Linda's long and storied tenure at Butterfield proved her a kind, knowledgeable, and dedicated member of the community. Linda's retirement meant that the Butterfield brought on a new librarian, Alison Baitz. Alison started in May, training briefly with Linda to learn the lay of the land. Please support the efforts of the Institute's Library Committee and librarian as we continue to make changes and improve the Butterfield Library.

This year, the adult fiction collection has moved upstairs to make borrowing just a little easier. We have a monthly column in the Westminster Gazette, an internet newsletter, and an Instagram page — so it's easier than ever to keep up with what's happening at the library.

Speaking of happenings, Butterfield hosted a local author talk with Eileen Charbonneau and Eileen O'Finlan on witches and vampires in New England. The library also launched a reading group, the Bring Your Own Book Club, where participants gather to talk about their latest reads. Finally, in collaboration with Westminster Cares, Butterfield has launched an at-home delivery service for home-bound patrons. Make sure you come by the library (or give us a call at 802-722-4891) to take advantage of all that Butterfield has to offer.

The Institute has also had a very eventful and successful year. We celebrated the centennial of the building and library with the Westminster Community Festival held in September. With the dedicated support of the Festival Committee and the Board of Managers along with the Congregational Church, Fire Department, vendors, art exhibitors, Historical Society, local farmers and residents from East and West a great day was had by all. A special thanks to chair Sue Harlow for all the planning and ongoing work that made it such a success.

After almost three years without a working elevator we successfully permitted and installed a new lift, completing the project just two days before the Festival. Without the financial support of the town, the Dascomb Trust and all the individual donors this could not have become a reality. Thanks to all the patrons for their patience over the last few years.

We also made much needed repairs to the Institute roof with financial help from Vermont Historic State Preservation grant. These grants are integral to maintaining and refurbishing historic buildings. One architect who was in the building noted it was probably one of the best-maintained buildings of this architectural style and era in the State of Vermont.

In 2025 we look forward to making some additional changes to both the upstairs and downstairs libraries as well as adding memorial benches outside.

David Murray  
President, Board of Managers



# *Westminster West Public Library*



The Westminster West Library is more than just shelves of books – it's a vibrant hub where curiosities take flight; where children gather to invent time-traveling Lego spaceships; where lively book club discussions spark new ideas; and where community members gather for coffee and camaraderie. Yes, The Westminster West Library is a treasure trove of historical artifacts, poetry, and over half a million titles in ebooks and audiobooks – all at your fingertips! Moreover, this library is a testament to the people who live in, or visit, our village and the histories we share.

We have had a successful year with lots of interesting programs and exhibits. Many people helped dip and sell caramel apples, bought books at the booksale and generally helped our library maintain an up to date collection of books and business. Our biggest news this year is that we have applied for and received three large weatherization grants to upgrade the efficiency of the building. This means that the library will get a new ceiling (since the current one can't hold the weight of more insulation) perimeter and basement insulation, in addition to new thermostats and window treatments. Let's all look forward to enjoying the newly updated space together soon!





## Bellows Falls Area Senior Center ANNUAL REPORT 2024

It has been another exciting and busy year for the Center!

We continued serving a daily average of 55 Meals-on-Wheels and 20 congregate meals, which translates into 16,500+ meals for the year.

Our 35 dedicated volunteers donated over 2700 hours of in-kind service.

Activities and services remained constant with the addition of multiple Tai Chi for Fall Prevention classes, numerous weekly Bone Builders classes, Covid and Flu shot clinics, SMP Medicare Rights, Vermont Legal Aid presentations, outreach presentations from the office of Senator Bernie Sanders, Annual Senior Picnic, safe drug disposal presentation and collection, numerous nutritional presentations, Footcare clinic, 90 years young celebration, birthday celebrations, ice cream socials, various live musical and historical presentations and well attended holiday luncheon celebrations. This year we added 58 new members and hope to increase that number next year. Major fundraising efforts included the Holiday Bazaar and our Annual Appeal Letter.

The Bellows Falls Area Senior Center is a non-profit serving the needs of older people ages 50+ in the towns of Rockingham, Westminister, Grafton, Athens, and Walpole, New Hampshire.

Our goal is to foster successful aging through services and activities in areas of education, recreation, social work, arts, employment, health and our Meals On Wheels and Congregate Meals program. Most importantly to note, we do not charge membership fees. Our local seniors are free to take part in any of our numerous activities.

The Bellows Falls Area Senior Center would like to request level funding in the amount of \$3,700.00 from the Town of Westminister.

We thank the voters and the Town of Westminister for your continued support of our center and local area seniors.

Teagen Kosut  
Executive Director

# MOOVER!

Thank you again for Westminster \$ 1,250 donation last year.

As a private non-profit 501c3 transportation company, the MOOver relies heavily and more than ever on local contributions. Westminster has contributed to us for many years, and we thank you again for your support.

The MOOver's mission is to provide a safe, reliable, and efficient transportation system that supports economic opportunity and quality of life for 34 Windham and southern Windsor County towns. We operate bus routes, Medicaid, and senior and disabled transportation services via our fleet of 69 buses and a network of volunteer drivers. Last year we provided 500,777 bus, van, and volunteer rides, travelling almost two million miles over 117,393 hours. The town of Westminster's total operating expenses last year were \$44,478.

We receive state and federal grants, contributions from towns and resorts, foundations, sponsors, businesses, and contributions from our human service partners. Like most agencies and businesses, expenses have risen faster than traditional funding resources. Town contributions such as Westminster's are now more than ever key to us sustaining service levels and avoiding cuts

Westminster's contribution supports continuing public transit in your town and throughout the region. We hope that all towns in our service will support the region's public transit services, regardless of the level of services received. These levels can change overnight, and we will be there to serve them with the region's continued support.

We are requesting a \$ 1,250 contribution from Westminster this year. We hope you will support our funding request.



Christine Howe  
General Manager



# DVFiber

empowering our connection to the future

## Annual Report of Activities Through September 30, 2024

### BY THE NUMBERS



# 2,427

locations available  
for service

# 600+

current customers  
including voice



# 240

miles built

# ten



crews working

#### Now servicing:

Readsboro, Stamford,  
Whitingham & Halifax

#### Future planned service:

Brattleboro, Brookline, Dover,  
Dummerston, Guilford, Jamaica,  
Londonderry, Marlboro, Newfane,  
Putney, Searsburg, Stratton,  
Townshend, Vernon, Wardsboro,  
Westminster, Weston, Wilmington,  
Windham, Winhall

### IN THEIR WORDS

*"The competitors are never going to go up the dirt roads. But DVFiber is going everywhere... The alternatives have been so bad — and expensive — having DVFiber is like night and day."*

- Jon H., Readsboro

*"It's really fast and works really well."*

- Stewart J., Stamford

*"DVFiber has made my life so much easier. It's absolutely so fast! Before when pages would load I would sit and wait and wait and play Solitaire. Now the pages come up so quickly... no Solitaire!"*

- Marylou P., Halifax

### Year Five Budget

	FY 2024		FY 2025
	Budget	Actual (Projected)	Budget
<b>Operating Revenue</b>	\$503,697	\$465,442	\$857,678
<b>Grant Revenue - Construction</b>	\$9,158,716	\$10,182,741	\$5,249,114
<b>Grant Revenue - Ops</b>	\$794,608	\$1,133,121	\$989,566
<b>Other Revenue</b>	\$50,000	\$200,382	\$45,262
<b>Net Revenue</b>	\$10,507,021	\$11,981,686	\$7,141,620
<b>Expenditures</b>			
<b>Admin Costs</b>	\$534,670	\$600,977	\$704,878
<b>Operating Costs</b>	\$813,635	\$430,362	\$946,901
<b>Construction Costs</b>	\$9,158,716	\$10,182,741	\$5,249,113
<b>Total Expenditures</b>	\$10,507,021	\$11,214,079	\$6,900,892
<b>Annual Net Cash Flow</b>	\$0	\$767,607	\$240,728

\*FY 2023 Financial Statements can be found in our FY 2023 Audit



### Stay Connected

Scan the QR code or visit DVFiber.net to order our service, get updates, or sign up for our newsletter.

Town of Westminster

### Contact Us

844.383.6246

info@mydvfiber.net

Page 48



Early Education Services navigated 2024 with a cycle of celebrating an *accomplishment*, and then taking on the next *challenge*, just as we have done in past years. Here are the highlights:

*Accomplishments:*

- December, 2023 we participated in a required Head Start/Early Head Start federal Classroom Assessment Scoring System (CLASS) review. We met or exceeded federal benchmarks for emotional support and classroom organization measured in CLASS scores.
- More Vermont Parent Child Center funds allowed us to create a new Parent Child Center (PCC) Manager position. Fatherhood support services, housing support, playgroups, parenting support, resources and referrals are now available to families at our satellite sites in Wilmington and at our Westminster Buck Drive location.
- In April EES successfully met the goal of our Head Start/Early Head Start “Full Enrollment Initiative” to maintain 100% full enrollment of our 136 slots for several consecutive months.
- In May, a comprehensive, multi-day Federal Focus Area 2 Monitoring Review was conducted for EES and the results indicated 100% compliance and no findings!
- As part of the Windham Southeast School District, we connect to their goals. This year we saw solid growth in our Head Start children’s kindergarten readiness domains, with large gains (15%) in math and literacy. The greatest gains (over 15%) were in writing letters, managing feelings, large motor skills and demonstrating curiosity and motivation.
- EES partnered with WSESD’s Brattleboro Early Learning Center to encourage family engagement with a “Literacy” event in October to educate families about the importance of promoting the development of young children’s early literacy skills at home and in school. This event supports the district goal of accelerating literacy proficiency by 10% more, while closing the achievement gap of historically marginalized subgroups by 10%.
- Only one of sixty-two staff positions on our EES roster is currently vacant. This success is due to a number of programmatic changes and funding increases that have allowed us to “right size” our program and provide considerable salary increases. Since July 1, 2023 our salaries have increased an average of 25%, with educators seeing a 35% increase.

*Goal Challenges:*

- We did not meet the federal benchmark for instructional support in our CLASS scores. Therefore, we bolstered our strategies for enriching instructional support with increased CLASS trainings and provided additional resources as part of our Program Professional Development Plan this year in order to raise this score. These supports will stay in effect in 2025.
- We must maintain 100% enrollment in order to remain in compliance with the federal regulation for all Head Start and Early Head Start slots to be fully enrolled.
- We shall continue to prioritize ongoing salary increases as we strive for the goal of always being perfectly aligned with local school district pay scales and maintain a high staff retention rate.
- June 2025, EES will host a successful Vermont Parent Child Center Peer Review.
- By April of 2025, EES will be the awarded bidder in a competitive application process to provide another 5 years of Head Start/Early Head Start programming.

To stay abreast of our activities and opportunities to join us next year, find us on Facebook or on our website: [earlyeducationservices.org](http://earlyeducationservices.org). Respectfully, Debra J. Gass, EES Executive Director



Greater Falls Connections (GFC) is a substance misuse prevention organization. Our mission is to connect the community of Windham Northeast Supervisory Union by inspiring and empowering people through education and collaboration to promote wellness and prevent the misuse of alcohol, nicotine, and other substances, with an emphasis on youth substance misuse prevention.

Located in Bellows Falls, we serve the towns of Athens, Grafton, Rockingham, and Westminster. GFC's coalition membership includes community members, social service providers, law enforcement, business owners, landlords, school staff, youth, and others who care about our community and our kids.

GFC's activities include education about Adverse Childhood Experiences (ACEs), and programming and events to increase Positive Childhood Experiences (PCEs). Events include family dinners, child-friendly entertainment and more. We partner with Greater Falls Family Partnership to find out what families are experiencing and how we can help.

We work with our LGBTQIA+ community members to create supportive, fun and healthy networking opportunities through our Peer support groups and hangouts.

We share information about health programs available to our community members including 802Quits and My Life My Choice, safe prescription drug disposal, Narcan training, and other substance misuse and harm reduction strategies. GFC also shares prevention materials with community organizations, businesses and individuals. We participate in state-wide projects like Vermont Council of Rural Development's Youth Opportunity Initiative.

We participate in our school district's wellness committee, coordinate a supplemental survey to assess student's risk behaviors and protective factors, facilitate youth-led tobacco and nicotine prevention groups in Bellows Falls Middle School and Bellows Falls High School and provide support to the school district for substance misuse concerns.

We are grateful to serve the community with our amazing partners, both individual and organizational.

If you want to get more involved, you can contact us through our website [greaterfallsconnections.org](http://greaterfallsconnections.org) or call 802-463-9927, ext. 212.

Respectfully submitted,  
Ginger Driscoll  
Director



# Green Mountain RSVP

Dear Westminster Voters,

Thank you for approving \$775 in funding to Green Mountain RSVP at the 2024 Town Meeting.

Green Mountain RSVP is an AmeriCorps Seniors program that matches people aged 55+ with volunteer opportunities in non-profit organizations and also coordinates free, volunteer-led Bone Builder classes and the Sunshine Cards project, which distributes cheerful, hand-written notes to homebound seniors.

During the period funded, 2 Westminster residents were active Green Mountain RSVP volunteers. One was a Bone Builders teacher and the other created Sunshine Cards.

Westminster residents also benefit from the service of RSVP volunteers by attending Bone Builders classes in Bellows Falls and receiving Sunshine Cards.

Free, volunteer-led Bone Builders classes meet twice a week year-round and help participants improve their balance and muscle strength, which leads to fewer falls and improved bone density. These positive outcomes help people age in place and live independently for longer. There are three classes per week at the Bellows Falls Area Senior Center and one class per week at Canal House.

Voter-approved funds are essential for us to continue to support and develop programs that help Vermont seniors age-in-place.

We remain committed to reinvesting the talents of our seniors into local communities.

Thank you for your support.



**GREEN UP VERMONT**  
[www.greenupvermont.org](http://www.greenupvermont.org)

**Success on  
Green Up Day  
May 4, 2024**



**Green Up Day**, saw a 30% growth in volunteers over 2023, picked up over four tons of litter and 15,813 tires. In flood clean-up projects we took care of an additional 10,000 tires. We also attempted a Guinness World Records® title and succeeded! The record is: “The Most Pledges Received to Pick Up Trash in 24 Hours.” Vermont is the only State in the nation that can boast this achievement and the only State that offers a program like Green Up Day. As one of Vermont’s favorite traditions, it is imperative for today and for future generations to keep building pride, awareness, and stewardship for a clean Vermont, and keep residents civically engaged.

Green Up initiatives are year-round and further our environmental impact with waste reduction programs, additional clean-up efforts, and educational initiatives. We received a special flood recovery donation from Subaru of New England and have been able to rally volunteers and pay for many flood clean-up projects across the State.

Support from your municipality is essential to our program. Funds help pay for Green Up Day supplies, promotional outreach, and educational resources, contests for kids, and a \$1,000 scholarship. We are requesting level funding for 2025.

**Thank you for supporting this crucial program that takes care of where we all get to live, work and play.**

Be an Environmental Hero – Donate on **Line 23 of the Vermont State Income Tax Form** or at [www.greenupvermont.org](http://www.greenupvermont.org).

**2025 Green Up Day is May 3<sup>rd</sup>.**

**Green Up Vermont is a 501c3 nonprofit.**





**Health Care & Rehabilitation Services  
Narrative Report from FY24 for Town of Westminster**

Health Care and Rehabilitation Services of Southeastern Vermont (HCRS) is a comprehensive community mental health provider serving residents of Windsor and Windham counties. HCRS assists and advocates for individuals, families, and children who are living with mental health, developmental disabilities, and substance use disorders. HCRS provides these services through outpatient mental health services, alcohol and drug treatment program, community rehabilitation and treatment program, developmental services division, and 24/7 emergency services.

During FY24, HCRS provided 7,487 hours of services to 49 residents of the Town of Westminster. The services provided included all of HCRS' programs resulting in a wide array of supports for the residents of Westminster.

Anyone with questions about HCRS services should contact George Karabakakis, Chief Executive Officer, at (802) 886-4500.



### Report to the Town of Westminster

Interaction, formerly Youth Services, celebrated 50 years in 2022. We provide programs in prevention, intervention and restorative justice services for area young people, individuals and families in Windham County communities. We help youth and young adults living in difficult circumstances learn the life skills that will assist them in living successfully on their own and as engaged community citizens. Our broad array of program services include:

- Youth Programs:
  - Therapeutic case management services, support and referral
  - Transitioning youth in foster care to independent living as young adults
  - Assistance to teens leaving home or at-risk for running away
  - Transitional shelter or housing for youth
  - Youth-led printing business  
among others
- Behavioral Health Services:
  - Mental Health Counseling
  - Substance Use treatment/prevention
  - Anger, substance use and mental health assessments
- Restorative Justice
  - Restorative Justice programs for youth and adults
  - Court Diversion, Reparative Boards
  - Support for individuals exiting prison through COSA program
  - Youth Substance Awareness Safety Program-substance use prevention for youth and young adults
  - Restorative Justice circles for participants of Groundwork Collaborative, residents and staff to address conflicts and repair harm  
among others

This year, we respectfully request \$2,250 from the Town of Westminster to help fund our agency's services. We served 25 residents from Westminster during Fiscal Year 2024 and remain available to provide services in the future. Services included behavioral health, Court Diversion, Friends For Change, Pre-Trial Justice Services, Youth Development, Balanced & Restorative Justice and case management. Your continued support is beneficial to the children, youth and families in your town.

For additional information please see our website at [www.interactionvt.org](http://www.interactionvt.org) call 802-257-0361 or email [info@interactionvt.org](mailto:info@interactionvt.org) Thank you for your consideration of this request.

Russell Bradbury-Carlin  
Executive Director



Dear Town of Westminster voters,

With your support, Parks Place can significantly enhance our capacity to serve the Greater Falls Community by expanding our programs and outreach initiatives.

Fostering connections is the fundamental principle that shapes our mission and daily operations within the community. Over the past year, we have seen a notable increase in individuals seeking assistance, often facing complex challenges such as poverty, homelessness, food insecurity, domestic violence, racism, and trauma. With the right tools and access to resources, these individuals can build resilience and improve their quality of life.

At Parks Place, we remain committed to helping those in need by developing tailored programs, coordinating community outreach events, and collaborating with other organizations. Our goal is to break down barriers and create programs that address the specific needs of our community, striving to overcome obstacles and build pathways for those we serve.

We are excited to announce a new collaboration called the Greater Falls Family Partnership. This initiative will offer regular weekly playgroups and family dinners once a month. We continue to operate our emergency diaper bank, the first of its kind in the state, which distributed over 4,000 diapers and wipes to families in need last year. We anticipate doubling this amount in the coming year.

Additionally, we are expanding our community outreach services. Our Back to School Bash allows families to connect with organizations that will support them throughout the school year. We held our first trunk-or-treat event, where organizations distributed candy and information to over 200 children. Other events we participated in include Career Day at BFUHS, the Wellness Fair at Green Mountain Union High School, and the Landlord Resource Fair at Springfield Supported Housing.

On behalf of the Parks Place team, the Board of Directors, and the community we serve, thank you for your generosity.

With heartfelt thanks,

A handwritten signature in black ink, appearing to read "J. Tolaro-Heidbrink", written in a cursive style.

Jennifer Tolaro-Heidbrink, MA, LCMHC, *Executive Director*



**Annual Report to the Town of Westminster**

Senior Solutions, Council on Aging for Southeastern Vermont, Inc. has served the residents of Westminster and Southeastern Vermont since 1973. We have offices in Springfield (main office), Windsor and Brattleboro. Our mission is to promote the well-being and dignity of older adults. Our vision is that every person will age in the place of their choice, with the support they need and the opportunity for meaningful relationships and active engagement in their community.

**Below is a summary of services provided to Westminster residents in the time period of 7/1/2023-6/30/2024.** Our goal for the coming year is to continue providing these services, and more, as needed by the residents of Westminster.

**Information & Assistance:** 54 Calls or Office Visits. Our HelpLine (802-885-2669 or 866-673-8376) offers information, referrals and assistance to older Vermonters, their families, and their caregivers to problem-solve, plan, and access resources. We assist with health insurance problems, long-term care applications, fuel assistance, applying for benefits, and many other needs. Extensive resources are also on our website: [www.SeniorSolutionsVT.org](http://www.SeniorSolutionsVT.org)

**Medicare Assistance:** 35 Calls or Office Visits. Westminster residents received assistance with Medicare issues and enrollment through our State Health Insurance Assistance Program (SHIP). SHIP provides Medicare education and counseling, classes for new Medicare enrollees, and help enrolling in Part D and choosing a drug plan.

**In-Home Care Coordination Services:** We provided 15 residents with in-home case management or other home-based assistance (totaling 266 hours) to enable them to remain living safely at home. A Senior Solutions case manager meets clients at home to create and monitor a person-centered plan of care. Based on this plan, case managers work to secure services that support the client in the community. We also support clients with self-neglect behaviors, and help those who experience abuse, neglect, or exploitation.

**Nutrition Services and Meal Programs:** We partnered with TRIO Community Meals, Kurn Hattin Homes, and Westminster Cares to provide 3,789 Home-Delivered Meals, plus community meal gatherings in our region.

Senior Solutions administers federal and state funds to local organizations to supplement their operating costs for these meal programs. The funds we provide do not cover the full cost, so local meal sites must seek additional funding to meet operating costs. Senior Solutions does not use town funding to support these meal programs and does not benefit from any funds that towns provide directly to local meal sites. Senior Solutions also offers the services of a registered dietician to older adults and to local meal sites.

**Volunteer Visitors:** Our volunteers provided home visits, telephone reassurance, and respite for family caregivers. Our Vet-to-Vet program matches Veteran volunteers with Veteran recipients.

**Other Services:** Residents may also have received one or more of the following services: caregiver respite, transportation, wellness and fall prevention programs, options counseling, legal assistance (through Vermont Legal Aid), assistance for adults with disabilities, pet care support, and home-based mental health services.

*Senior Solutions is enormously grateful for the support of the people from the Town of Westminster.  
Submitted by Mark Boutwell, Executive Director*

Southeastern Vermont Community Action is an anti-poverty, community-based, nonprofit organization serving Windham and Windsor counties since 1965. Our mission is to *empower and partner with individuals and communities to alleviate the hardships of poverty; provide opportunities to thrive; and eliminate the root causes of poverty.*

SEVCA has a variety of programs and services to meet this end. They include Head Start, Weatherization, Emergency Home Repair, Family Services (crisis resolution, fuel, utility, housing, and food assistance), Micro-Business Development, Financial Coaching (asset building & financial literacy), Volunteer Income Tax Assistance, a Community Solar program, and a Thrift Store Voucher Program.

**SEVCA has served a total of 92 unduplicated households comprised of 155 people in Westminister between Oct 2023 and the end of September 2024.** Unduplicated means that some of these households may have received services from more than one of our program areas.

In Westminister, SEVCA's impact in FY2024 included:

- No-cost weatherization services that reduce a household's energy costs and make homes healthier and safer valued at least \$189,488.
- Emergency heating system repairs and replacements to keep homes heated valued at least \$7,997.
- Emergency home repairs to address immediate health or safety concerns valued at least \$2,521.
- Fuel & utility assistance to keep people's homes heated and their power on valued at least \$18,820.
- Housing assistance to help people avoid eviction or get into safe and affordable housing valued at least \$4,481.
- 45 Households received assistance preparing their income taxes to take advantage of tax credits, refunds and rebates.
- 2 Households received coaching services to support improved financial wellbeing
- 3 Households received support in building and developing small businesses.
- **The combined value of services provided to residents in the Town of Westminister exceeded \$223,307. The figures reported here are for direct client assistance only and do not include the cost of SEVCA providing these services through staffing and operating costs.**

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

We thank the residents of Westminister for their support.

Josh Davis, Executive Director  
Southeastern Vermont Community Action, Inc. (SEVCA)  
91 Buck Drive  
Westminister, VT 05158  
(800) 464-9951 or (802) 722-4575  
[sevca@sevca.org](mailto:sevca@sevca.org)  
[www.sevca.org](http://www.sevca.org)



THE VERMONT CENTER FOR INDEPENDENT LIVING #03-0271000

TOWN OF WESTMINSTER

SUMMARY REPORT

Vermont Center for  
Independent Living

For over 45 years, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'24 (10/2023-9/2024) VCIL responded to thousands of requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to **293** individuals to help increase their independent living skills. VCIL's Home Access Program (HAP) assisted **233** households with information on technical assistance and/or alternative funding for modifications; **115** of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **149** individuals with information on assistive technology; **43** of these individuals received funding to obtain adaptive equipment. **320** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. Our Vermont Telecommunications Equipment Distribution Program (VTEDP) served **38** people and provided **31** peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

VCIL's central office is located in downtown Montpelier (although we are working from home as our office (along with so many others) was devastated in the July flood and we have four branch offices in Bennington, Chittenden, Rutland and Windham Counties. Our PACs and services are available to people with disabilities throughout Vermont.

During our FY'24, **7** residents of **Westminster** received services from the following programs

- Home Access Program (HAP)  
(over **\$23,000.00** spent on modifications)
- Meals on Wheels (MOW)  
(over **\$481.00** spent on meals for residents)
- VT Telecommunications Equipment Distribution Program (VTEDP)  
(**\$1,496.00** spent on assistive technology)
- Peer Advocate Counseling (PAC)
- Information, Referral and Assistance Program (I,R&A)

Visiting Nurse and Hospice for Vermont and New Hampshire (VNH) is one of the oldest and largest non-profit providers of in-home healthcare services in the region. VNH is committed to providing the highest quality of care throughout all stages of life, from maternal child care to end of life hospice care, and everything in between. Providing individuals and families with the services they need at home allows them to maintain comfort and dignity throughout their recovery, rehabilitation, or final days.

VNH services reduce cost associated with town programs for emergency response and elder care. With quality care provided at home, there is less need for costly hospital stays and emergency room visits.

Between July 1, 2023 and June 30, 2024, VNH made **47,875** in-home visits to **2,429** residents of Vermont and New Hampshire

Residents served in the Town of **Westminster** include:

- **Home Health Care**: 6 residents / 53 visits with short-term medical or physical rehabilitation needs.
- **Skilled Pediatric Care**: 4 residents / 29 visits for well-baby, preventative and palliative medical care.

VNH serves many of our Region's most vulnerable citizens – the frail elderly and disabled, at-risk families, individuals with terminal illnesses, children with chronic medical needs, and the uninsured or underinsured. We are dedicated to delivering outstanding home health and hospice services that enrich the lives of the people we serve.

It is with your help that we are able to provide services to those in need. Annual appropriations to VNH help to ensure that all have access to quality care when and where it is needed most. On behalf of the people we serve, we thank you for your continued support.





*VT-ALERT is Powered By*



VT-ALERT is used by the state and local responders to notify the public of emergency situations. Those include, but are not limited to, evacuation information; chemical spills; shelter-in-place alerts; severe weather advisories; boil water advisories, and roadway interruptions. Residents can tailor the alerts to specific locations, types of alerts and on which devices they will be notified.

Vermont Emergency Management has partnered with Everbridge to provide Vermonters with enhanced capabilities to prepare themselves for emergencies, including:

- Users can download, and receive alerts via the Everbridge mobile app or continue to get them via SMS/TEXT, E-Mail, Mobile Phone, Work or Home Phone, and TTY/TDD Devices.
- Users can prioritize notifications by specifying the order of communication type and method.
- VT-ALERT also allows users to list up to five (5) additional locations in Vermont for which they want to receive alerts. These locations may include, for example, towns where other family members live, or where children attend school.

Vermont Emergency Management launched VT-ALERT in 2013 as a means of reaching Vermonters directly with emergency information via their cell phones, email, or home phones. The system allows users to choose which alerts they receive, how they receive them, and for which specific geographic area.

Website: [vtalert.gov](http://vtalert.gov)

# *Wantastiquet Local River Subcommittee*

## *of the Connecticut River Joint Commissions*

*New Hampshire – Walpole, Westmoreland, Chesterfield, Hinsdale*

*Vermont – Westminster, Putney, Dummerston, Brattleboro, Vernon*

*Connecticut River – Wantastiquet Local River Subcommittee – Annual Report 2023*



The Wantastiquet Subcommittee of the Connecticut River Joint Commissions (CRJC) meets every two months and consists of up to two volunteers nominated by riverfront municipalities, with allowance for alternates. Throughout 2024, the Subcommittee has maintained a hybrid meeting format where a quorum of participating municipalities is required to be present in person. Current members of Vermont are Kathy Urffer and Michael Fairchild from Brattleboro, Andy White from Vernon, Jim Calchera from Westminster, Heidi Henkel from Putney, and openings in Dummerston. Current members of New Hampshire are Roland Volbehr from Chesterfield, Mike Darcy from Hinsdale, Samantha Loch from Walpole, and Perry Sawyer from Westmoreland. Those with one representative have an opening for a second volunteer. During 2024, Perry Sawyer from Westmoreland served as chair. Meetings and events are open to the public.

Wantastiquet is one of the five subcommittees a part of the CRJC since 1989. The Subcommittees provide a local voice to help steward the resources on or affecting the Connecticut River, particularly on topics related to the maintenance of good water quality, wildlife habitat, and appropriate development. Specific responsibilities include providing feedback on proposed permits and plans to NH Department of Environmental Services, VT Agency of Natural Resources, and municipalities. In addition, CRJC is responsible for maintaining a bi-state watershed plan.

During 2024, Wantastiquet engaged on several issues. Permits that were reviewed include a shoreland permit in Chesterfield, a restoration plan in Hinsdale, a floodplain restoration in Brattleboro, an NHDES culvert replacement in Westmoreland, and monitoring the relicensing of the Connecticut River Vernon Dam.

In 2025, Wantastiquet will continue their activities in management, outreach, and learning for the Connecticut River. Wantastiquet welcomes local participation in permit reviews, educational events, watershed planning, and water quality monitoring. If you are interested in learning more, please contact us at [info@crjc.org](mailto:info@crjc.org).



**TOWN REPORT 2024:**

*“Creating opportunities for seniors and adults with disabilities to live with dignity and independence in the community.”*

2024 was a busy year for Westminster Cares as we provided services and support to older adults and adults with disabilities in Westminster. With most programs and services happening in-person, we continued to respond to the needs of the community and to assess what new needs may have emerged during the pandemic.

Nutrition and wellness continued to be our main focus, especially feeding seniors through our Meals on Wheels Program. Although requests for home-delivered meals have declined since the height of the pandemic, we continued to need 2 delivery routes and 2 volunteer drivers per day. Throughout the year we utilized the services of the Kurn Hattin Homes kitchen, and Trio Community Meals for meal preparation, and we partnered with the Bellows Falls Senior Center as a drop-off/pick-up location. Approximately 4,200 nutritious meals were distributed throughout the year to 16 to 26 residents Monday through Friday. (An average of 350 meals per month with 30 different residents served throughout the year.) In addition to daily hot lunches, approximately 1,400 frozen entrees were also provided for those needing weekend meals. This was possible due to the generosity of one Westminster West community member and volunteer, who cooked and donated the weekend meals. Due to a generous donation from the town’s Frank Miller Milk Fund, holiday bags overflowing with food items and treats were delivered to all Meals-on-Wheels recipients and other older residents in need. This year we were able to include something for pets thanks to a donation from the First Congregational Church of Westminster.

Our healthy aging exercise classes were geared towards improving strength, flexibility, and balance for older adults. In addition to maintaining our accessible Yoga class, we developed more opportunities for Tai Chi – adding an evening class, adding participants to an established class and commencing a third, seated Tai Chi class for those with mobility issues or injuries. While these classes are all held in-person at the Institute, our two Strong Living exercise classes take place on-line. We are developing plans to re-start both the Healthy Aging Group and Monthly Senior Lunches in the spring of 2025.

Westminster Cares continued to offer grocery and pharmacy shopping assistance to those most vulnerable to illness or those no longer able to drive. The dedicated volunteers in our Transportation Program drove over 1,440 miles, providing a total of 116 rides, averaging 9 1/2 rides per month. Our Equipment Loan Program has been in full operation all year with high demand. We have loaned out over 110 pieces of durable medical equipment with an average of 9 loans per month.

In collaboration with the First Congregational Church’s “SOUPer Wednesday Lunches” we hosted 3 speakers during the winter months who presented on Preventing Scams, Programs and Services of Senior Solutions and Hospice & Palliative Care. During the year, our Emergency Fund was used on 4 occasions to assist residents in crisis with payment of an important bill or needed repair. Demand for information through our Resource & Referral Program remains high with several calls received each week.

In May we honored our volunteers for their service to the community with a dinner at a local restaurant followed by a classic movie at the Opera House. In September, we participated in Westminster’s first Community Festival and honored our town’s eldest residents (those 90 years and older) at our annual Celebration of Aging. Twelve guests of honor and their families gathered on the back lawn of the Institute for a luncheon and presentation. In November we relaunched our Community Nurse Program by hiring Kathy Shuster, a former Westminster resident and public health nurse with extensive experience.

This summer the Westminster Cares’ board of directors began a strategic planning process with guidance from a retired business executive and consultant from S.C.O.R.E. Several priorities were identified for the coming year, however the ultimate goal is to develop a plan which will guide the organization for the next 3-5 years and longer. This will include data gathering and a community needs survey so that programs and services can be tailored to meet the changing needs of our aging population in Westminster.

Westminster Cares is extremely grateful to receive significant financial support from the town. Additionally, our annual appeal, grants, and individual, corporate, and memorial donations throughout the year were essential support. We held several successful fundraising events including the Westminster Garden Tour and Pizza Night at Orchard Hill Breadworks. We have been extremely fortunate to receive additional funding from local businesses and private family foundations such as the George A. Dascomb Charitable Trust. We are truly appreciative of all the financial support that enables us to serve the community and for the thousands of hours volunteers and board members donate each year to carry out our mission.

Thank you for supporting our work in the community.

Respectfully submitted,

*Donna Dawson, Director and the Westminster Cares’ Board of Directors*

# *The Westminster Gazette*

2024

The Westminster Gazette, an eight page, monthly newspaper for the residents of Westminster, celebrated its twentieth year in 2024 and we look forward to the twenty first in 2025. It is a non-partisan, non-profit publication, run by volunteers dedicated to sharing information about the happenings in and around Westminster. Approximately 1,400 copies of the Gazette are sent to all residents of Westminster, and volunteers deliver the paper to local businesses, schools and libraries in Westminster, Putney, Walpole, Saxtons River and Bellows Falls. It also serves as low cost advertising for local businesses and organizations to promote events. Press releases for non-profits are always free.

Our publisher continues to be The Keene Sentinel. To avoid a \$50 per month fee to deliver the papers to both Westminster and Putney post offices, volunteers pick up the bundles, saving \$600 per year.

The community supplies the content for the paper and anyone is welcome to submit photos and articles of interest to [westminsternews@gmail.com](mailto:westminsternews@gmail.com). We appreciate those individuals who contribute regular articles adding to the variety of content. Gazette submissions must be limited to 500 words and will be reviewed for content that fits within the paper's policies and available space. Pictures are always welcome-especially Mystery Photo entries. If you are not receiving a copy, please e-mail the Gazette.

The Gazette relies on the financial support of the Town of Westminster, advertisers, underwriters and donors. Businesses that advertise on page eight are featured annually in a section known as the "Business of the Month." Current underwriters (who donate \$300 or more annually) include Kurn Hattin Homes, Town of Westminster, Burtco, Inc., Westminster Cares, The Dascomb Trust, K Beebe Plumbing and Heating, American Wealth Administration Group, Cottage by the Brook, Stacey & Tim Allen, 802 Credit Union, and Westminster Fire & Rescue Association. We were happy to add one new Underwriter this year, 802 Credit Union. We would welcome additional underwriters. We do ask non-residents to pay \$10 annually.

Postage and printing expenses continue to rise. We also incur low balance bank fees during months with little to no revenue (summer-due to timing of annual advertising renewal). We were grateful to receive the annual increase to \$8,000 in town funding in 2023 and have been collecting petition signatures for the 2<sup>nd</sup> year to continue with the funding at that amount.

The Gazette has continued to thrive as we attempt to share all that is good about our community. Many residents of Westminster have limited access to computers, cellphones and social media, and they rely on the Gazette for local news and event listings.

Current members of the board include Charmion Handy, Chairwoman; Donna Dawson; Alma Beals, Treasurer/Bookkeeper; Joyce Sullivan, Secretary; Mary Scherbatskoy, as well as Editor and independent contractor, Robert Smith. Special thanks go to volunteer Allison Deen who delivers the monthly paper to local businesses in the greater Rockingham area and to Dave Parent for accompanying Alma Beals to pick up the papers from the Keene Sentinel. The Gazette looks forward to celebrating its 21<sup>st</sup> year for 2025. The group meets the second to last Monday of the month at the Institute at 5:00 PM. Visitors and donations are always welcome. Thanks to everyone for your continued support.

Charmion Lea Handy, Chair of the Board of Directors



## Windham County Humane Society Westminster Town Report 2023-2024

### Description of Services:

The Windham County Humane Society (WCHS) is a non-profit organization serving all Windham County Vermont residents. Its mission is to ensure the safety and well-being of animals and enhance the relationship between individuals and pets through adoption, education, advocacy, compassion, and promotion of animal welfare.

### Animal Shelter Programs

WCHS shelters and provides medical care to unowned animals who come through the doors, whether lost, seized, or surrendered by their owner or another organization. A compassionate and dedicated staff meets each animal's needs until they are reunited with their owner or placed into a new, loving home.

**Animal Intake numbers** 615 animals were taken into WCHS' shelter (449 cats, 162 dogs & 4 "small pets")

- 331 animals were surrendered by their owners.
- 27 animals were seized by law enforcement.
- 195 animals were brought in as strays.
- 52 animals came as 'transports' from communities where the euthanasia rate is high due to overpopulation.
- 10 animals were provided with temporary boarding/care while their owners dealt with acute crises.

### Outcomes

- 463 animals were adopted.
- 64 lost/stray animals were reunited with their owner.
- 35 animals (5%) were euthanized for health or behavior issues. *WCHS does not euthanize for time or space.*
- 22 animals were transferred to other animal welfare organizations.
- 9 temporarily boarded animals were returned to their owners.

The average Length of Stay for animals was 16 days. WCHS provided 10,140 "care days," which equals 20,280 pet meals, daily care/cleaning, walks/snuggles, and much more.

Total expenses were **\$771,922**, 5% higher than last fiscal year. This is due to the cost of goods, labor, utilities, and fuel, which all cost more!) WCHS is open 365 days a year for animal care. It costs **\$2,114/day** to keep the doors open and animals cared for and to provide community programs. The average cost of care for a dog/cat waiting to be adopted is \$500 to \$850.

*Note: WCHS's 20-month expansion and renovation project started in January 2023 and concluded in late 2024. During this time, the organization operated out of temporary facilities and modified its operations to prioritize housing stray animals onsite, utilize foster volunteers, and increase its community veterinary programs.*

### Community Pet (and Vet) Programs

WCHS provides veterinary care and spay/neuter surgery for dogs, cats, and small pets for community residents. All animals adopted from WCHS are spayed/neutered, up-to-date on vaccines, and microchipped.

**In 2023-2024, WCHS spayed/neutered 810 cats, dogs, and rabbits** owned by Windham County residents.

### Pet Care Assistance (PCA)

This program provides low-to-no-cost veterinary care to low-income pet owners. Clients must apply and provide proof of financial need and residency in Windham County. In 2023-2024, pet owners received support through vaccinations, surgeries, parasite control, diagnostic tests, owner-requested pet euthanasia, cremation, nail trims, and pet food.

- 2035 pets benefited from this program. WCHS provided an average of 3.5 services/treatments per pet.
- 1131 Rabies Vaccines given.
- Thousands of pounds of pet food.

The total value of subsidized/free services and products given away as part of the PCA program totaled over **\$114,000**. WCHS counts on donations to cover this expense to offer the PCA program to financially strained pet owners.

### Services outside the stray/impound contract that Westminster residents utilized during the reporting period:

- Spay/neutered 8 pets (6 dogs, 2 cats) for 8 owners.
- Provided basic wellness care, including vaccines, veterinary exams, and treatments to 3 cats & 5 dogs.
- Saw 13 pets for Rabies, Microchip, or Nail Trim clinics and humane euthanasia.
- Pet owners also had access to WCHS' Pet Food Pantry.

1/3 of all services provided were significantly discounted or free because the clients were part of the Pet Care Assistance Program.



# WINDHAM COUNTY SHERIFF'S OFFICE

Sheriff Mark R. Anderson  
PO Box 8126, Brattleboro VT 05301  
Tel: (802) 365-4942  
Fax: (802) 365-4945



## Town of Westminster Report

Call Type	Count
MV Crash	18
Animal - All	48
Arrest on Warrant	4
Assault - Simple	4
Assist - Agency	48
Assist - Citizen	34
Burglary	3
Cruelty to a Child	2
Cust. Interference	3
Directed Patrol	74
Disturbance	12
DLS	1
Domestic	9
Drugs - Possession	2
Drugs - Sale	1
DUI	6
Embezzlement	1
Fraud	5
Fugitive	1
Identity Theft	1
Impersonating LEO	1
Misc. Calls	80
Mental Health	8
MV Complaint	19
Negligent Operation	2
RFA - Violation	1
Sexual Assault	2
Stalking	1
Suspicious Event	29
Theft	14
Threats	14
Traffic Hazard	4
Traffic Stop	583
Untimely Death	2
VIN Verification	17
Viol. of Conditions	1
<b>Grand Total</b>	<b>1055</b>

We continue our multi-year work on regionalized policing that can deliver services in an affordable way. We continue to develop stakeholders to work toward a finalized plan. As we enter our next phase of the project, we begin our public process where we will hold meetings around Windham County to ensure the broadest input possible. If this conversation interests you or your town, please look out for future advertising of these public meetings. Regionalizing services is not a new recommendation for Vermont. It is my intent that we continue to develop a proposal that provides improved policing services in a manner affordable to towns and taxpayers.

I'm pleased to share my office was recently awarded a \$1.1 million dollar lead reduction capacity building grant. Research has shown the impact of lead on crime and incarceration rates as well as other public health issues. This grant will serve all of Windham County in building capacity of lead abatement professionals to reduce lead hazards in homes, which will present future opportunities for further grant funding, jobs, and improvements in Windham County housing.

The Windham County Sheriff's Office recently leased space in our building to the State of Vermont that adds bed capacity for the Department of Children and Families (DCF). While located in the same building as us, this program is operated entirely through DCF without any other affiliation to my office. The program establishes a safe location for children in DCF custody to stay, which is a statewide issue in dire need. In return, the revenue raised offsets the costs of operation of our building, reducing the county tax – a win for the taxpayer in a time of rising costs, youth in need of services, and public safety.

Our Regional Animal Control Officer (ACO) program, which Town of Westminster is a member of, continues to grow each year now representing ten towns. The initial work of the member towns has been a remarkable success, addressing animals that are vicious; at-large; neglected; unregistered; and in need of quarantine.

Our Regional Emergency Communications Center received upgrades this year as well, with improvements directed at our communications infrastructure and programmatic improvements providing opportunities to better align the public's access to emergency services with best practices. Our Center answers approximately 43,780 phone calls each year, which generates 12,008 responses the communities we serve.

The Windham County Sheriff's Office is pleased to serve the people of Town of Westminster and look forward to the upcoming year. If you have a need for our services, please don't hesitate to contact our office at 802-365-4942 for non-emergencies or 911 for emergencies.

Respectfully submitted,

Sheriff Mark R. Anderson



The mission of the Windham Regional Commission (WRC) is to assist towns in Southeastern Vermont to provide effective local governance and to work collaboratively with them to address regional issues. The region is comprised of 27-member towns: the 23 towns of Windham County; Readsboro, Searsburg and Winhall in Bennington County; and Weston in Windsor County.

The Commission, a political subdivision of the state, is composed of and governed by town-appointed Commissioners. Towns choose their own representatives to serve on the Commission. After town meeting, each Selectboard appoints up to two representatives to serve on the Commission for a one-year term. Westminster is currently represented by Art Dufresne and the second position remains vacant. Each Commissioner represents their town's interests within a regional context before the Commission, brings information from the Commission back to their town, and serves on at least one of a number of WRC committees that address regional and municipal issues and concerns. All WRC meetings are open to the public and subject to Vermont open meeting law. Committees and meeting schedules can be found on our website [www.windhamregional.org](http://www.windhamregional.org).

We assist towns with a wide variety of activities, including updating town plans and bylaws; community and economic development; local emergency and hazard mitigation planning, including flood hazard area bylaw assistance; serving as a liaison between towns and the State Emergency Operations Center to report damage caused by a disaster; natural resource planning, including assisting towns with watershed restoration and water quality projects; energy resilience and planning; addressing transportation issues, including traffic counts (automotive, bicycle, pedestrian), inventories (bridges, culverts, signs, road erosion), and road foremen training; redevelopment of Brownfields sites (sites that are or may be contaminated by hazardous substances); review of projects submitted through Act 250 (land use), Section 248 (energy generation and transmission, telecommunications), and federal permitting processes; grant applications and administration; training of municipal officials and volunteers across a range of topics; and mapping and geographic information system (GIS) analyses. The maps in your town office were likely produced by the WRC.

We help towns, both individually and collectively, make the most of the financial and human resources they have, by assisting with projects in, and among towns, building and augmenting the capacity of volunteer-based town boards and commissions, and providing professional services to towns that may want to take on a project that is beyond what they can comfortably manage with their own staff and volunteers. Our relationship with towns is inherently collaborative.

Work highlights for 2024 include assisting towns with project development and applications to the state Hazard Mitigation and Flood Resilient Communities programs, piloting a multi-town housing planning charrette process, supporting several towns with their town plan and zoning updates, assisting with the management of wastewater engineering and implementation projects, continued collaboration with Green Mountain Power on engaging with towns around grid resiliency, and helping towns access the Municipal Energy Resilience Program and the Municipal Technical Assistance Program. The WRC has also worked to bring more faculty and student engagement into the region, and this year brought in the University of Vermont, UMass-Amherst, and Norwich University on wastewater system mapping, housing and community connectedness, and river flood modeling, respectively. We are also updating the regional plan.

Funding for the WRC is provided through contracts with state agencies, federal and other grants, and town assessments. Town assessments made up approximately 5 percent of our total budget. Each town's individual assessment makes it possible for us to leverage the resources to serve all towns. The town's assessment for this year is \$8,271.25. To see our detailed Work Program and Budget for FY2025 and 2024 Annual Report, visit our website, [www.windhamregional.org](http://www.windhamregional.org), and click on the heading "About Us."



# WINDHAM SOLID WASTE MANAGEMENT DISTRICT

327 OLD FERRY ROAD,  
BRATTLEBORO, VT 05301

(802) 257-0272

[windhamsolidwaste.org](http://windhamsolidwaste.org)



2024

## ANNUAL REPORT TO MEMBER TOWNS

Bob Spencer, Executive Director

**History and Current Status:** The Windham Solid Waste Management District (WSWMD) was formed in 1988 by eight towns who cooperatively managed a 30-acre landfill on Old Ferry Road, Brattleboro until it closed in 1995. As more towns joined the District, a regional materials recovery facility (MRF) was constructed by the District adjacent to the closed landfill and processed dual-stream recyclable materials for 20 years until it stopped operating in 2017. Currently 18 towns are members of WSWMD which employs 7 full-time and 4 part-time persons to provide educational programs and operate the transfer station and composting facility on Old Ferry Road.

**Town Solid Waste Services:** Seven member towns, Dover, Jamaica, Readsboro, Stratton, Townshend, Wardsboro, and Wilmington operate transfer stations for trash and recyclable materials. Other materials such as tires and electronics are also collected by some transfer stations, and most of the single stream recyclables are processed at the Casella MRF in Rutland. All town transfer stations are required to provide containers for drop-off of food scraps. Three towns, Brookline, Halifax, and Marlboro provide drop-off sites for recyclables. Two towns, Brattleboro and Westminster provide residential curbside trash and recycling collection. Six towns, Dummerston, Guilford, Newfane, Putney, Somerset, and Vernon do not provide any trash or recycling services. The WSWMD website has a map showing the services provided by each town. Residents and businesses can contract with haulers for trash and recycling collection services or purchase an annual access sticker at WSWMD for \$60 (a single day pass is \$15). There are several companies providing subscription collection of food scraps.

**Financial Report:** WSWMD finished fiscal year 2024 with a budget surplus of \$103,530. Revenues of \$1,588,087 off-set total expenses of \$1,356,786 and \$127,771 of capital plan and facility reserves. The

annual assessment to member towns for fiscal year 2024 was kept to a 4% increase.

**Transfer Station:** The WSWMD transfer station is a regional drop-off center for trash, recyclables, organics/food scraps, construction & demolition debris, scrap metal, and appliances. The transfer station also handles electronics, fluorescent tubes, ballasts, lead-acid and household batteries, waste oil and oil filters, paint, sharps/syringes, textiles, books, tires, and household hazardous waste. Use of the transfer station is limited to residents and businesses from member communities and requires the purchase of an access sticker at \$60/year. Approximately 3,000 customers purchase annual access stickers. Some items such as paint and electronics here is no additional charge for recycling and composting. Fees are presented at [www.windhamsolidwaste.org](http://www.windhamsolidwaste.org).

**Materials Recovery Facility (MRF):** The District voted to close the MRF in July 2017 but continues to accept cardboard from commercial sources. Cardboard is baled and sold, generating revenue for the District. Revenue in FY24 was \$63,801.

**Composting Facility:** Of all recyclable materials handled by the District, the only ones that are reused locally are food scraps and yard debris. The food scrap composting facility is in its 12th year of operation and is the 2nd largest food scrap composting facility in Vermont. There are five distributors of "Brattlegrow Compost." WSWMD donates compost for school and community gardens

As the food scrap composting mandates of Act 148 have been phased in, the total quantity of food scraps processed at the site have increased. To handle the increased quantity and meet Vermont solid waste management regulations, in 2024 the District constructed a new building with aerated windrows, odor control, as well as rainwater and liquid management systems for the compost piles. The expansion will allow the District to continue to locally manage organic wastes while meeting state permitting requirements for a larger capacity

Windham Solid Waste Management District

Brattleboro Brookline Dover Dummerston Guilford Halifax Jamaica Marlboro Newfane Putney Readsboro Somerset Stratton Townshend Vernon Wardsboro Westminster Wilmington facility. Funding for the new facility is from federal and state grants, as well as District funds. No long-term debt is anticipated.

**Solid Waste Implementation Plan (SWIP):** All towns in Vermont are required to meet state solid waste management requirements through implementation of an authorized SWIP. The District writes and implements a SWIP on behalf of all its member towns, and so provides compliance and the accompanying services to each member town. 2024 was the fourth year of the five-year term of the current SWIP, which addresses household hazardous waste collection, education and outreach, as well as numerous other requirements.

**Solar Array:** WSWMD leases its capped landfill to Greenbacker Capital to operate a 5 mega-watt solar array, the largest group net-metered project in the state. Greenbacker has contracted to provide solar power for 20 years to the towns of Brattleboro, Dummerston, Halifax, Newfane, Readsboro, Vernon, Wardsboro, and Wilmington.; schools in Brattleboro, Marlboro, Putney, and Vernon; as well as Landmark College, Marlboro College, and the Brattleboro Retreat. The project provides significant cost savings for municipal and school budgets. Greenbacker Capital has a 20-year lease and pays the District a minimum of \$120,290/year for use of the landfill, as well as 50% of renewable energy credits, for total annual revenue of \$250,000.

**Household Hazardous Waste:** Management of household hazardous waste is a costly and difficult service required by state regulations. Member towns benefit by having the District provide this service to residents and small businesses at the WSWMD Household Hazardous Waste (HHW) Depot in Brattleboro. The HHW Depot is open one day each week from May through October. This year 281 households and 6 small businesses were served by the program. The average disposal cost per user is approximately \$100, for a total program cost of \$56,242. A portion of the costs are offset by a Vermont DEC grant program and a nominal user fee of \$10 per visit. The Depot provides a convenient way for residents and small businesses to dispose of their hazardous waste.

**Community Outreach & Technical Assistance:** The District continues to provide technical assistance for schools, businesses, and towns. In 2024, WSWMD worked on a grant from the US Department of Agriculture to assist real estate agencies in educating new homeowners, and short term rentals with providing recycling services. For the towns with transfer stations (Dover, Jamaica, Readsboro, Stratton, Townshend, and Wilmington) the District has continued to provide signage and technical assistance. In 2024, the District assisted 44 businesses with their waste management needs.

**Special Event Outreach and Technical Assistance:** The WSWMD special event bins were used at 20 events this year. The bins are used to separately collect recyclables, food scraps, and trash. They are available at no charge to towns, businesses, residents, and institutions for fairs, festivals, weddings, etc. In addition, WSWMD offers free technical assistance to help events reduce their waste.



Windham & Windsor Housing Trust (WWHT) is a non-profit organization founded in 1987, serving the residents of Windham and southern Windsor County. We provide housing for residents with low and moderate incomes, provide supportive services, preserve and revitalize neighborhoods, help residents acquire their own homes, and support homeowners with critical repairs to homes in Windham and southern Windsor County.

*WWHT's mission is to strengthen the communities of Southeast Vermont through the development and stewardship of permanently affordable housing and through ongoing support and advocacy for its residents.*

The organization applies mission to practice through three branches: Homeownership, Housing Development, and Property Management. The **Homeownership's** Home Repair Program assisted *17 homeowners* by providing low-cost loans to make critical repairs. *95 participants completed the Homebuyer Educational Workshop.* The one-to-one counseling assisted *19 new homeowners* in 2024 by navigating them through the purchase process to closing on their new home. The *Shared Equity program has 141 homes* currently and provides grants to income-eligible homebuyers to subsidize the purchase of single-family homes which lowers the cost to the homebuyer. The VHIP (Vermont Housing Improvement Program) works with private landowners to rehab and/or create new units. There are 91 units under construction spread across the whole of Windham and Windsor Counties this year with a healthy pipeline for 2025 with VHIP 2.0 funds.

**Housing Development:** WWHT develops affordable rental housing opportunities which meet the diverse housing needs within a community. This takes the form of both the rehabilitation of existing housing and the construction of new apartments. In 2022, *the Bellows Falls Garage opened creating 27 new, affordable apartments* to downtown Bellows Falls. The *Central & Main 25-apartment development in downtown Windsor* will be opening spring of 2025, leasing information will be available through Stewart Property Management. *Alice Holway Drive in Putney is slated to create 25 new homes* within the village and is planned to break ground in 2025. We are also in the funding phase for the innovative redevelopment plan of the Chalet property, a multi-phase development that will cumulate in a new neighborhood of rental townhomes, multifamily apartments for general occupancy, single family shared equity homeownership properties, and the restoration of the iconic original Chalet building. Information and updates on all these can be found under the FAQ tab on our website. [www.homemattershere.org](http://www.homemattershere.org)

**Property Management:** WWHT owns 83 residential properties housing 16 commercial spaces with 929 rental apartments and 3 mobile home parks, home to over 1,500 residents. We manage the rental properties in southern Windham County and contract with Stewart Property Management for the properties in northern Windham and Windsor Counties. WWHT takes pride in the appearance of our multi-family housing and is committed to providing the staff and financial resources necessary to ensure the long-term health and safety of our residents as well as the preservation of property values. For resident support, between Windsor's SASH program and Brattleboro-area's SASH For All, we had over *137 participants connected to health and wellness resources.*

Although WWHT is a non-profit, we pay local property taxes on our rental properties and our shared-equity homeowners pay property taxes to the Towns and Villages.





## *Windmill Hill Pinnacle Association*

Dear neighbors,

The Windmill Hill Pinnacle Association holds more than 2,800 acres of land and maintains 28 miles of trails that are free and open to the public in the towns of Westminster, Rockingham, Athens, Grafton, Brookline and Townshend. We are a nonprofit founded in 1992 to foster habitat conservation, watershed integrity, education, and the enduring connection of people to the natural world.

The land we protect includes the Pinnacle summit—a 1,683-foot overlook with sweeping views of the Green Mountain Range in southern Vermont—as well as Athens Dome, Bald Hill Reserve, and Lily Pond Highlands.

Here are a few highlights from the past year:

- Students from Westminster Center School made a school trip to the Pinnacle summit last spring, with Putney Central School kids making the hike in the fall. We have previously sponsored trips by students at Grafton Elementary School and Westminster Center School with a naturalist from The Nature Museum at Grafton.
- We partnered with the Vermont Land Trust to acquire and conserve 96 acres in Westminster West. The project widens a section of protected forest along the Windmill Hill ridgeline.
- We secured an Act 250 permit to build a hiking trail and a small parking area at Lily Pond Highlands, a 615-acre property in the towns of Athens, Brookline, and Townshend.
- We host free events throughout the year, including a spring wildflower walk, Accessibility Day, wildlife tracking walks, educational talks, fall foliage hikes, and more.

We are enrolled in the conservation current use program and pay property taxes in all six towns. Our Conservation Management Plan can be found on the “Conservation” page of our website.

WHPA board members are all volunteers. If you are interested in learning more, please visit our website, [WindmillHillPinnacle.org](http://WindmillHillPinnacle.org), or email us at [info@windmillhillpinnacle.org](mailto:info@windmillhillpinnacle.org).

-The Windmill Hill Pinnacle Association



The Women’s Freedom Center's mission is to end physical, sexual, and emotional violence against the women and children of Windham and southern Windsor County. We achieve this by educating the community about the root causes of violence, challenging the systems that perpetuate it, and providing comprehensive support and services. These include shelter, safe housing, and assistance for survivors of domestic violence, sexual assault, stalking, human trafficking, and dating violence. Since our founding in 1974, we have supported survivors of these crimes and conducted educational activities to a wide range of community groups to help foster a community that does not tolerate violence.

We offer emergency support—including shelter, safety planning, financial assistance, and information and referrals—24/7, 365 days a year. Our services also include ongoing individual and group support, advocacy in legal, medical, housing, and social services, and collaboration with other agencies during the week. Given the rural nature of our service area and the isolation often experienced in abusive relationships, we are committed to meeting survivors wherever it is safe, whether that means helping them reach us or going to a secure location within their community.

During the fiscal year from July 1, 2023, to June 30, 2024, the Women’s Freedom Center responded to over 1,700 crisis telephone calls, provided shelter to 153 individuals, and offered thousands of hours of individual and group support. We also provided advocacy, emergency financial and housing assistance, access to legal representation, transportation, and childcare to **986 people**, including 554 women, 6 non-binary individuals, 34 men, and 392 children, all of whom had experienced abuse. These figures encompass 16 survivors and their 7 children from Westminster, of which 2 adults and their 3 children received temporary housing. Additionally, we conducted 67 community outreach activities, such as school presentations and workshops, reaching over 800 people throughout Windham and southern Windsor County.

As a private, non-profit organization, the Freedom Center relies significantly on the generous support of our community to provide the free and confidential services that are essential to our mission. Your Town’s contribution is crucial in helping us sustain and expand our programs, ensuring that survivors of violence receive the critical assistance they need and deserve. We extend our heartfelt gratitude for your commitment and support, which is vital to our ongoing efforts and to making a lasting difference in the lives of those we serve.

Regards,

Vickie Sterling  
Executive Director  
Women’s Freedom Center

# *Westminster Community Schools*



*301 School Street, Westminster, VT 05158*

*(802) 722-3241 Phone*

*(802) 722 9536 Fax*



January 2025

Dear Westminster Community,

This year has been one for the books as Westminster Center School (WCS) teachers and staff continue to foster growth for all students. We were fortunate to retain most of last year's educational team and started the year fully staffed. We continue to offer traditions such as Harvest Feast, Farm and Field Day, Literacy Cafe, Winter Sports, and much, much more! We have returned to our roots by using strategies outlined through Responsive Classroom to build a school community that is safe, joyful, and engaging. As always, we prioritize relationship building and a sense of belonging as we work to achieve learning goals throughout the year.

Our student body consists of 128 students in grades kindergarten through sixth. Our staff is a highly qualified and engaging team that teaches the whole student. WCS has 12 classroom teachers, kindergarten through 6th grade, 4 special educators, and 3 Title One teachers. Our wonderful paraprofessionals provide tremendous support, largely through federal funding. Our 5 Essentialists provide enriching opportunities in Art, PE, Music, and Library. Studio Y continues to provide integrated arts opportunities for all students at the Westminster West building throughout the school year. Our guidance counselor, mental health clinician, and restorative practices teacher help address the social-emotional needs of our students. Our maintenance staff continue to take pride in the buildings and grounds and our school nurse continues to play an integral role in keeping all our school community safe this year!

Our staff continues to keep track of both our preschool community of learners and our seventh and eighth graders for whom tuition support is provided. This year there are 54 Westminster 7th and 8th graders in area schools. The WNESU provides full day preschool services in the Center building 5 days a week and we offer an after school program five days a week as well.

Westminster Center School continues to learn and grow as a school community. Through the work of our Instructional Leadership Team, Westminster staff have committed to building comprehension through intentional lesson structure, teacher language, and reflective practices. Using evidence-based instructional practices, emphasizing explicit phonics instruction as well as deep comprehension strategies, WCS saw a 15% increase school-wide in students who were reading at or above grade level bringing us to an overall school average of 44% of students reading at or above grade level. We are pleased with this progress, and continue to work toward our school-wide goal of 80% proficiency.

Our staff also committed to using explicit engagement techniques to actively involve students in the learning process. By fostering participation and maintaining focus, these strategies enhance understanding and retention of material. This work led to huge success as we saw a 23% increase in student engagement as shown through our Panorama Student Climate Survey.

With the support of the Westminster Community, WCS has been able to use reserve funds to make a variety of improvements including:

- Installing a new roof on the WCS gym
- Purchasing and installing of new swings and climbing structure on the playground at Studio Y
- Repairing the drainage system in the WCS driveway
- Installing solar panels on the gym roof and the southeast corner of the WCS field
- Purchasing additional materials for outdoor learning including picnic tables, vertical planters, and helmets

Thank you, Westminster, for consistently supporting our school. I am privileged and humbled to serve our students, parents, and the community, and to work with so many wonderful educators. I truly look forward to seeing the students come through the door each day!

Respectfully Submitted,  
Liz Harty  
Principal



# Westminster Community Schools

Elizabeth Harty, Principal  
Bridget Goodell, Administrative Assistant  
[www.wnesu.com/wcs](http://www.wnesu.com/wcs)

January, 2025

Dear Westminster Community:

This school year got off to a surprising start. The doors opened as always with happy and excited children, enthusiastic and well-prepared teachers and staff, and a sense of anticipation for another rich and fulfilling year of shared learning. The surprise was learning that over the summer a total of 19 children had moved out of the Westminster Town School District. This is a significant drop in the student population, after holding steady in recent years. The school board heard this news from Principal Liz Harty at our first board meeting of the year in September. We worked with Liz and WNESU superintendent Andy Haas to learn as much as possible about what occurred. The greatest number of children moved because their families no longer had access to affordable housing in Westminster. On getting this news, the school board arranged to speak at the next meeting of Westminster's Select Board so that town leadership was aware and could explore options to help address the issue. This decline changed the number of children in grades K – 6 at the school this year from 144 to 125, although it has recently increased to 128. Next year's student count is projected to be about 125.

Issues of declining enrollment and lack of affordable housing for families are facing communities throughout Vermont. Westminster is an inviting and welcoming community with many strengths, including our rich farming heritage that continues to this day. The school is outstanding, with dedicated teachers and staff, spacious school grounds and gardens, a well-maintained building and other assets. We urge the creative thinking and engagement of community members to see if positive solutions to our housing challenges can be found.

In the face of this decline in enrollment, the board reluctantly made the decision—consistent with the recommendation of Principal Harty—to reduce the teaching staff by two. While health care premium costs have risen by double digits for the third consecutive year, and Westminster's share of the WNESU assessment has increased this year by 10% for costs that include special education and transportation, the board has approved a budget for your approval at Town Meeting that is 1% lower than the current year's budget. We recommended, and you approved, that \$100,000 of prior year surplus funds be used to offset the 2026 budget, so that will occur.

While taxpayers in many communities throughout the state have seen their proposed school budgets increase by double digits, none of towns in the WNESU have proposed such increases. Last year the Westminster school board proposed a 4.2% increase; this year we propose a 1.08% decrease. You may have heard from friends and family in other parts of the state about increases in their homestead

property tax rates, with far too many looking at double digit increases there too. Thankfully, none of the towns within the WNESU have had double digit increases in homestead property tax rates, and this current year Westminister's homestead rate was down slightly. Our property tax rates are not just based on our local school budgets, as you know. What happens in other parts of the state affects us here. We are helped by our efforts locally to manage costs. This is complicated, however, and not all of it is in our control. We are doing our best to watch trends and manage costs, while focusing on providing quality education for our communities' children.

With your help in passing motions that have set prior years' surplus funds aside for repairing and enhancing our buildings and grounds, we are continuing to improve the Westminister schools' buildings and infrastructure—both at the Center School and the West West school building. As Principal Harty and your board have reported, we have also been helped in the past two years with the use of Elementary and Secondary School Emergency Relief funds (ESSER). Those funds are gone now, but they helped. So, whereas the state of Vermont is reported to have the second oldest school buildings in the nation, with an estimated 6 Billion dollars of repairs needed, we are working to continue to take care of our buildings and grounds. That helps to position us well for the future, while we work to attract young families. The school and our community are great. We need to find more housing for families!

As ever, we are fortunate that we have a terrific team of educators serving Westminister's students. They need your continued support. We welcome your questions and the opportunity for discussion at Town Meeting, and your support and engagement with the Westminister Community Schools throughout the coming year.

With appreciation,

Westminister Town School District Directors Cheryl Charles, Chair; Charlie Hutchison, Vice Chair; Christine Biolsi, Karen Blanchard, Margie Kearns Ferry

**WESTMINSTER SCHOOL DISTRICT**

**DECEMBER 5th 2024**

**FISCAL YEAR 2026  
( July 1,2025 - June 30,2026 )**

**PROPOSED EXPENDITURE  
and  
REVENUE BUDGETS**



Westminster School District      Object Summary

	A	B	C	D	E	F
			FY2024 ACTUAL	FY2025	FY 2026	
1	BUDGET EXPENDITURES SUMMARY BY	OBJECT	EXPENDED	ADOPTED	PROPOSED	increase
2	SCHOOL DISTRICT SALARIES			BUDGET	BUDGET	(decrease)
3	TEACHERS' SALARIES	5111	1,132,800	1,345,248	1,287,071	-58,177
4	PARAS' SALARIES	5121	25,307	55,336	58,226	2,890
5	SUBSTITUTES' SALARIES	5131	13,320	25,000	25,000	0
6	ADMINISTRATORS' SALARIES	5141	100,204	103,210	105,274	2,064
7	SECRETARIES' SALARIES	5161	44,138	44,943	47,940	2,997
8	PSYCH /OT / PT RELATED SERVICE	5171	14,600	0	0	0
9	FISCAL SERVICES	5175	0	0	0	0
10	FACILITY TECHNICIAN' SALARIES	5181	139,651	147,050	167,244	20,194
11	TECHNOLOGY TECH SERVICES' SALARIE:	5183	0	0	0	0
12	FOOD SERVICE' SALARIES	5185	0	0	0	0
13	DISTRICT OFFICERS' SALARIES	5191	4,600	4,200	4,200	0
14	TOTAL SCHOOL DISTRICT SALARIES		1,474,620	1,724,987	1,694,955	-30,032
15	TOTAL SALARIES AS % OF BUDGET		30%	32%	32%	
16	INSURANCE / RETIREMENT BENEFITS					
17	HEALTH INSURANCE	5211	405,703	506,217	495,735	-10,482
18	HEALTH INSURANCE HRA/HAS	5219	0	0	0	0
19	FICA DISTRICT	5220	103,840	129,934	127,633	-2,301
20	VT CHILD CARE TAX	5229	0	5,605	5,507	-98
21	RETIREMENT OPEB	5232	29,878	23,500	23,500	0
22	RETIREMENT VEMERS	5234	14,044	17,313	19,823	2,510
23	EDUCATION REIMBURSEMENT	5251	13,932	15,700	15,700	0
24	UNEMPLOMENT	5261	0	1	1	0
25	WORKER COMPENSATION INSURANCE	5271	19,067	11,840	13,203	1,363
26	DENTAL INSURANCE	5281	7,359	7,709	7,948	239
27	LIFE & DISABILITY INSURANCE	5294	1,298	5,016	4,886	-130
28	TOTAL BENEFITS COST		595,121	722,835	713,936	-8,899
29	BENEFITS AS % OF BUDGET		12%	13%	13%	
30	TOTAL OTHER EXPENSE					
31	CONTRACTED SERVICES	5321	72,070	147,200	31,000	-116,200
32	TRANSPORTATION OF STUDENTS	5519	0	0	0	0
33	COMMUNICATIONS	5531	11,253	11,018	11,018	0
34	PRINTING & COPYING	5551	0	0	0	0
35	TUITION 7th 8th GRADE	5561	1,265,586	1,044,000	1,044,000	0
36	TUITION PRIVATE PROVIDERS & PRE-K	5562	80,352	81,564	78,000	-3,564
37	PERSONNEL TRAVEL	5581	1,830	1,500	1,500	0
38	ALLOCATION of SU ASSESSMENTS	5593	997,858	1,176,337	1,294,346	118,009
39	TUITION EXCESS COST (SPED) EXPENSE	5594	0	20,000	20,000	0
40	SUPPLIES	5611	77,480	82,469	74,969	-7,500
41	TESTING	5612	0	1,200	1,200	0
42	BOOKS - PERIODICALS	5641	0	12,500	13,500	1,000
43	FURNITURE	5733	1,025	5,000	5,000	0
44	SOFTWARE LICENSES	5735	160	950	4,050	3,100
45	EQUIPMENT	5739	367	1,000	0	-1,000
46	DUES & FEES	5811	12,765	22,950	19,100	-3,850
47	TRANSFERS TO-Reserve & Grant Funds	5912	0	20,000	20,000	0
48	TOTAL OTHER EXPENSE		2,520,746	2,627,688	2,617,683	-10,005
49	TOTAL OTHER AS % OF BUDGET		51%	49%	49%	
50	TOTAL BUILDING EXPENSE					
51	SEWER & WATER	5411	2,599	2,500	2,750	250
52	CONTRACT SERV. - FACILITIES CLEANING	5421	0	0	0	0
53	SNOW REMOVAL/SANDING	5422	8,225	11,500	11,500	0
54	TRASH REMOVAL	5425	4,597	4,500	5,750	1,250
55	SPECIFIC REPAIRS	5431	55,992	44,300	31,500	-12,800
56	CONTRACT SERVICES - FACILITIES	5432	122,545	16,250	16,250	0
57	RENTAL / LEASE COPIERS	5441	10,124	12,000	12,000	0
58	PROPERTY & LIABILITY INSURANCE	5521	10,185	12,396	12,550	154
59	ELECTRICAL ENERGY	5622	51,870	38,600	53,000	14,400
60	LP GAS	5623	306	250	250	0
61	HEATING FUEL OIL	5624	31,064	51,000	40,000	-11,000
62	DIESEL/GAS	5626	458	1,000	1,000	0
63	PRINCIPAL	5831	87,421	95,000	95,000	0
64	INTEREST	5832	9,615	1,194	0	-1,194
65	TOTAL BUILDING EXPENSE		395,001	290,490	281,550	-8,940
66	TOTAL BLD. EXP. AS % OF BUDGET		8%	5%	5%	
67	WESTMINSTER CENTER GENERAL FUND BUDGET		4,985,488	5,366,000	5,308,124	-57,876
68	Town of Westminster					

Westminster School District - FUNCTION SUMMARY

FUNCTION TITLE BUDGET SUMMARY BY FUNCTION	FUNCTION NUMBER	FY2024 ACTUAL EXPENDED	FY2025 ADOPTED BUDGET	FY2026 PROPOSED BUDGET	\$ INCREASE (DECREASE)
GENERAL EDUCATION	1101	\$ 2,767,042	\$ 2,984,653	\$ 2,846,496	\$ (138,157)
SPECIAL EDUCATION	1201	\$ 324,559	\$ 486,520	\$ 556,985	\$ 70,465
CO-CURRICULAR ACTIVITIES	1501	\$ 19,783	\$ 17,000	\$ 17,000	\$ -
GUIDANCE SERVICES	2120	\$ 111,311	\$ 119,212	\$ 126,748	\$ 7,536
HEALTH SERVICES	2131	\$ 113,796	\$ 103,941	\$ 104,918	\$ 977
PSYCHOLOGICAL SERVICES	2140	\$ 17,537	\$ -	\$ -	\$ -
SPEECH SERVICES	2152	\$ -	\$ -	\$ -	\$ -
OCCUPATIONAL SERVICES	2160	\$ -	\$ -	\$ -	\$ -
PHYSICAL THERAPY SERVICES	2170	\$ -	\$ -	\$ -	\$ -
STAFF DEVELOPMENT	2212	\$ 2,899	\$ 10,500	\$ 3,000	\$ (7,500)
MEDIA CENTER SERVICES	2220	\$ 99,805	\$ 122,334	\$ 127,775	\$ 5,441
TECHNOLOGY SERVICES	2230	\$ 137,409	\$ 129,427	\$ 121,424	\$ (8,003)
SCHOOL BOARD SERVICES	2311	\$ 44,433	\$ 37,360	\$ 23,673	\$ (13,687)
SUPERINTENDENT SERVICES	2320	\$ 132,851	\$ 185,016	\$ 183,648	\$ (1,368)
PRINCIPAL ADMIN. SERVICES	2410	\$ 215,920	\$ 237,269	\$ 232,293	\$ (4,976)
FISCAL SERVICES	2510	\$ 134,638	\$ 126,691	\$ 157,518	\$ 30,827
OPERATION OF FACILITIES	2610	\$ 555,838	\$ 447,029	\$ 475,949	\$ 28,920
TRANSPORT OF STUDENTS	2711	\$ 151,192	\$ 200,275	\$ 176,614	\$ (23,661)
FOOD AND NUTRITION SERVIC	3100	\$ 59,439	\$ 42,579	\$ 39,083	\$ (3,496)
DEBT SERVICE	5020	\$ 97,036	\$ 96,194	\$ 95,000	\$ (1,194)
TRANSFERS to- - Federal Grants -	5390	\$ -	\$ 20,000	\$ 20,000	\$ -
TOTAL GENERAL FUND EXPENDITURE BUDGET		\$ 4,985,488	\$ 5,366,000	\$ 5,308,124	\$ (57,876)
					-1.08%

**WESTMINSTER SCHOOL DISTRICT FY 2025 GENERAL FUND REVENUE**

	A	B	C	D	E	F	H	I	J	K	L
1	FUND	Locatic	el	am	Rev	Funci	REVENUES	FY2024 ACTUAL	FY2025	FY2026	FY2026
2					Sour	on		REVENUE	APPROVED	PROPOSED	INC/(DEC)
3					ce				REVENUE	REVENUE	
							Fund Balance to Offset Deficit / Reduce			Article 3	
	1001	106	11	11	0	1989	Taxes	300,000	150,000	100,000	\$ (50,000)
							Adjusted Education Spending	\$ 5,149,731	\$ 5,366,000	\$ 5,308,124	\$ (57,876)
							TOTAL ED SPENDING	\$ 4,849,731	\$ 5,216,000	\$ 5,208,124	\$ (7,876)
	1001	106	11	11	5	1302	TUITION -				\$ -
	1001	106	51	11	5	1510	Bank Interest				\$ -
	1001	106	51	11	5	1990	Miscellaneous				\$ -
							Total Other Revenues				\$ -
							<b>Property Tax Revenues from Westminster</b>			<b>ESTIMATED</b>	
	1001	106	51	11	5	1110	On Behalf of the State from Homestead Ed Taxes	1,319,191	1,291,943	1,205,014	\$ (86,929)
	1001	106	51	11	5	1110	On Behalf of the State from Non Residential Ed Taxes	1,409,591	1,573,651	1,677,592	\$ 103,941
							Total State Educational Taxes	2,728,782	2,865,594	2,882,606	\$ 17,012
							Total Estimated State Educational Taxes	2,728,782	2,865,594	2,882,606	\$ 17,012
	1001	106	51	11	7	3110	<u>Actual Ed Grant \$ Paid to the Westminster School district From the Educational Fund</u>	2,120,949	2,350,406	2,325,518	\$ (24,888)
							<b>TOTAL GENERAL FUND REVENUE</b>	\$ 4,849,731	\$ 5,216,000	\$ 5,208,124	\$ (7,876)
											\$ (7,876)



**NOTES:**

**Community Information**

**Recycling and Solid Waste**

Locations:  
Rockingham/Westminster  
Recycling Center: Route 5 near BFUHS  
Hours: Wed. & Sat. 8:00-1:00 pm

Windham Solid Waste Management District  
327 Old Ferry Road, Brattleboro, VT  
Phone-802-257-0272

**Fire Wardens (Burn Permits)**

Mark Lund..... 802-722-4349  
Cole Streeter..... 802-722-3178

**Libraries**

**Butterfield Library** (802)-722-4891  
Hours: Monday: 1:00 - 6:00 pm  
Tuesday & Thursday: 1:00 - 6:00 pm  
Saturday: 10:30 am- 12:30 pm

**Westminster West Library** (802)-387-4682  
Hours: Tuesday & Wednesday: 1:00-6:00 pm  
Friday: 1:00-6:00 pm  
Saturday: 10:00 am -12:00 pm

**Meeting Schedule**

***Selectboard***

2<sup>nd</sup> & 4<sup>th</sup> Tuesdays(s) at 6:30 pm

***Development Review Board***

1<sup>st</sup> Monday at 6:00 pm

***Planning Commission***

2<sup>nd</sup> Monday at 6:30 pm

***Conservation Commission***

4<sup>th</sup> Thursday at 7:00 pm

*All other meetings are held when necessary and agendas are posted. For more information on meetings, contact the Town Manager's Office at (802)722-4255 or refer to the Town Website at [www.westminstervt.org](http://www.westminstervt.org)*

TOWN OF WESTMINSTER  
PO BOX 147  
3651 US ROUTE 5  
WESTMINSTER, VT 05158

STANDARD BPM  
US POSTAGE PAID  
PERMIT NO. 3  
WESTMINSTER, VT 05158

**PROPERTY TAXES ARE DUE  
IN TWO INSTALLMENTS:**

SEPTEMBER 10<sup>TH</sup> AND  
FEBRUARY 10<sup>TH</sup>

### **RABIES CLINIC**

SATURDAY, MARCH 8, 2025

10:00 AM – 12:00 PM

DR. PAUL KOTAS, DVM

CHARGE: \$25.00

AND

SATURDAY, MARCH 29, 2025

10:00 AM – 12:00 PM

CHARGE: \$15.00

HELD BY: ROCKINGHAM

VETERINARY CLINIC

DR. VINCENT DIBERNARDO

LOCATION: TOWN GARAGE

## **TOWN CLERK SERVICES**

- \* BIRTH CERTIFICATES
- \* DEATH CERTIFICATES
- \* MARRIAGE LICENSES
- \* DOG LICENSES
- \* FISHING & HUNTING LICENSES
- \* LAND POSTINGS
- \* NOTARY PUBLIC SERVICES
- \* VEHICLE RENEWAL REGISTRATIONS
- \* GREEN MOUNTAIN PARK PASSES
- \* VOTER REGISTRATION
- \* LAND RECORDS RETRIEVAL
- \* QUITCLAIM CEMETERY DEEDS
- \* LIQUOR LICENSES
- \* CURRENT USE PROGRAM
- \* TOWN/PRIMARY/GENERAL ELECTIONS

*Annual Town Meeting*

*Floor Vote:*

*Saturday, March 1, 2025, at 10:00 am*

*Bellows Falls Union High School Auditorium*

---

*Australian Ballot:*

*Tuesday, March 4, 2025; 8:00 am – 7:00 pm*

*at the Westminster Institute, 3534 US Route 5  
to Elect Town Officers by Australian Ballot.*

---