

**TOWN OF BERLIN, VERMONT
2016 ANNUAL REPORT**



**PLEASE BRING THIS REPORT WITH YOU TO TOWN MEETING AT
BERLIN ELEMENTARY SCHOOL**

TUESDAY, MARCH 7th, 2017 at 10am

Pre Town Meeting will be on Monday, March 6th at 6pm at Berlin Elementary School

(SEE REVERSE FOR SCHOOL REPORT)



BERLIN TOWN OFFICE
108 SHED ROAD
BERLIN, VERMONT 05602
www.berlinvt.org



TOWN CONTACT INFORMATION

TOWN CLERK	229-9298	berlintownclerk@berlinvt.org
Assistant Town Clerk	229-9657	assistanttownclerk@berlinvt.org

TOWN OFFICE: 802-223-4405 FAX 229-9530

Town Administrator / Zoning Administrator	552-8801	townadministrator@berlinvt.org
Assistant Town Administrator/ Zoning / Health Officer	229-2529	zoning@berlinvt.org
Assessor	229-4880	listers@berlinvt.org
Treasurer/Tax Collector	229-9380	treasurer@berlinvt.org
Sewer Commission	552-8806	sewer@berlinvt.org
Highway Department	223-7337	highway@berlinvt.org
Historical Society	552-8804	historicalsociety@berlinvt.org
Berlin Resource Line	552-8805	 Recorded message of Town Information updated each Friday

POLICE DEPARTMENT	Emergency: 911 or 223-4400 Other Business: 223-4401	www.berlinvt.org/police.htm facebook: Berlin Police Department
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FIRE DEPARTMENT	Emergency: 911 or 223-5555 Other Business: 223-5531	www.berlinfiredepartment.org facebook: Berlin Volunteer Fire Department
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BERLIN ELEMENTARY SCHOOL (BES) Pre K – 6th grade	223-2796 FAX 229-0222	www.berlinschool.org
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U-32 HIGH SCHOOL 7th – 12th grade	229-0321 FAX 223-7411	www.u32.org
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WASHINGTON CENTRAL SUPERVISORY UNION (WCSU)	229-0553 FAX 229-2761	www.wcsuonline.org
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SCHOOL BUS DISPATCH	229-4404	
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(Last updated 1/27/16)

The cover photograph and other aerial photos in this Town Report were taken by Bill Croney in 2016 for the Berlin Historical Society.

2016

Dedication



Wanda Baril

It is our pleasure to dedicate this years' report to Wanda Baril. She has devoted many volunteer hours in her role as liaison on our Emergency Management Team for the Red Cross in addition as manager of the emergency shelter. She does the role seamlessly, ensuring that necessary supplies are on hand to provide a safe haven for citizens in an emergency. Wanda has served Berlin on several committees and boards in addition to being a Justice of the Peace. Her contributions have indeed made Berlin a stronger and better community.



Photo: Town Meeting 2016

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TOWN OF BERLIN, VERMONT – ANNUAL MEETING WARNING

TOWN OF BERLIN, VERMONT WARNING AND NOTICE ANNUAL TOWN MEETING Tuesday, March 7, 2017

The legal voters of the Town of Berlin are hereby warned and notified to meet at 10:00 AM at the Berlin Elementary School on Tuesday, March 7, 2017 to vote on the following articles. **Articles 1 through 27** shall be voted by Australian ballot. The polls will open at 10:00 AM and close at 7:00 PM. A pre-town meeting to discuss all articles to be voted by Australian ballot is scheduled for 6:00 PM on Monday, March 6, 2017 at the Berlin Elementary School.

Residents may register to vote prior to the election at the Town Clerk's Office or on-line at the Secretary of State's website. Residents may also register to vote at the election site on Town Meeting Day. A voter may obtain an Absentee Ballot by contacting the Town Clerk (229-9298) or coming into the office by 3:30 PM on Monday, March 6, 2017. Absentee Ballots must be received by the Town Clerk no later than the close of the polls at 7 PM on March 7, 2017. Voters wishing to vote absentee should request ballots early.

The articles to be voted by Australian ballot are as follows:

Article 1: To elect the following Town Officers, for the terms specified:

- One (1) Selectboard member for a three (3) year term;
- Two (2) Selectboard members for a one (1) year term each;
- One (1) Town Clerk for a three (3) year term;
- One (1) Grand Juror for a one (1) year term;

Article 2: Shall the Town appropriate \$2,931,871 for necessary Town expenses for the period July 1, 2017 through June 30, 2018?

Article 3: Shall the Town appropriate \$247,658 to the Berlin Volunteer Fire Department for payment of necessary expenses from July 1, 2017 through June 30, 2018?

Article 4: Shall the Town appropriate \$28,271 to the Kellogg Hubbard Library?

Article 5: Shall the Town appropriate \$10,920 to the Green Mountain Transit Agency?

Article 6: Shall the Town appropriate \$5,700 to Central Vermont Home Health and Hospice?

Article 7: Shall the Town appropriate \$4,600 to the Montpelier Senior Activities Center?

Article 8: Shall the Town appropriate \$4,000 to Just Basics, Inc.? (formerly Meals on Wheels)

Article 9: Shall the Town appropriate \$3,000 to the Central Vermont Council on Aging?

Article 10: Shall the Town appropriate \$1,200 to Central Vermont Adult Basic Education?

Article 11: Shall the Town appropriate \$1,000 to the Barre Area Senior Center?

Article 12: Shall the Town appropriate \$1,000 to the Vermont Center for Independent Living?

- Article 13:** Shall the Town appropriate \$1,000 to the Central Vermont Memorial Civic Center?
- Article 14:** Shall the Town appropriate \$975 to CIRCLE?(formerly Battered Women’s Services)
- Article 15:** Shall the Town appropriate \$800 to the Family Center of Washington County?
- Article 16:** Shall the Town appropriate \$800 to the Good Samaritan Haven homeless shelter?
- Article 17:** Shall the Town appropriate \$600 to Prevent Child Abuse Vermont?
- Article 18:** Shall the Town appropriate \$500 to the People’s Health & Wellness Clinic?
- Article 19:** Shall the Town appropriate \$500 to the Vermont Association for the Blind and Visually Impaired?
- Article 20:** Shall the Town appropriate \$500 to Washington County Youth Services Bureau?
- Article 21:** Shall the Town appropriate \$500 to Capstone Community Action? (formerly Central Vermont Community Action)
- Article 22:** Shall the Town appropriate \$500 to the Washington County Diversion Program?
- Article 23:** Shall the Town appropriate \$300 to the Good Beginnings of Central Vermont?
- Article 24:** Shall the Town appropriate \$300 to the Sexual Assault Crisis Team of Washington County?
- Article 25:** Shall the Town appropriate \$300 to Home Share Now, Inc.?
- Article 26:** Shall the Town appropriate \$250 to OUR House of Central Vermont?
- Article 27:** Shall the Town appropriate \$150 to Green-Up Vermont?

The following articles will be voted at the traditional Town Meeting, beginning at 10:00 AM on Tuesday, March 7, 2017:

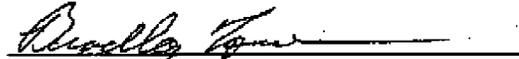
- Article 28:** To elect a Town Moderator for the year ensuing.
- Article 29:** To hear the reports of the Town Officers for 2016.
- Article 30:** Shall the Town collect its real and personal property taxes, to defray the expenses of the Town for the period July 1, 2017 through June 30, 2018 in installments? One-fourth of the taxes to be due, by **delivery** or by **U.S. Postal Service postmark**(no private postal meter postmarks), on or before August 15, 2017, one-fourth of the taxes due on or before November 15, 2017, one-fourth of the taxes due on or before February 15, 2018 and one-fourth due on or before May 15, 2018, with an eight percent (8%) penalty and one percent (1%) interest per month (or portion thereof) to be charged for late payment of any installment?
- Article 31:** To discuss any other business that may legally come before the meeting. Dated at Berlin, Vermont, this 1st day of February, 2017.

Dated at Berlin, Vermont, this 1st. day of February, 2017.

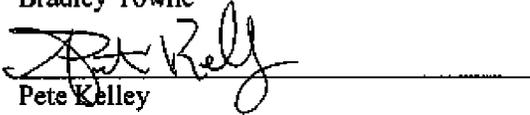
TOWN OF BERLIN SELECTBOARD



Ture Nelson, Chair

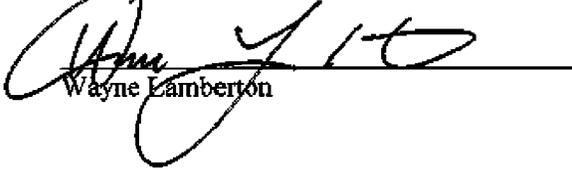


Bradley Towne



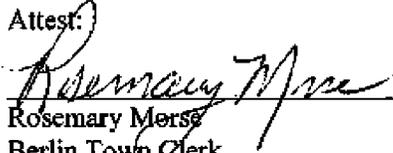
Pete Kelley

Jeremy Hansen



Wayne Lambertson

Received for posting and recording this 2nd. day of February, 2017.

Attest:


Rosemary Mersa
Berlin Town Clerk

BERLIN TOWN OFFICERS

	Term Expires
MODERATOR, Paul Gillies	2017
TOWN CLERK, Rosemary Morse	2017

SELECTBOARD

Meetings on the 1st and 3rd Mondays of the month

Ture Nelson, Chair	3 year term	2018
Jeremy Hansen, Vice Chair	3 year term	2017
Pete Kelley, Secretary	1 year term	2017
Wayne Lamberton	1 year term	2017
Bradley Towne	3 year term	2019

BERLIN ELEMENTARY SCHOOL BOARD OF DIRECTORS

Meetings on the 2nd Monday of the month

Carl Parton, Chair	2 year term	2017
Jason Giroux	3 year term	2018
Vera Frazier	3 year term	2017
Chris Winters	3 year term	2019
Amy Tucker	2 year term	2018

U-32 HIGH SCHOOL BOARD OF DIRECTORS

Meetings on the 2nd and 4th Wednesdays of the month

Jonathan Goddard	3 year term	2018
George Gross	3 year term	2017

GRAND JUROR, (Vacant)

APPOINTED

BOARD OF SEWER COMMISSIONERS

Meetings on the 2nd and 4th Mondays of the month – 3 year terms

Rob Allen, Chair	2017
Henry LaGue, Jr.	2017
Dana Marineau	2018
Wayne Lamberton	2018
John Charissakis	2019

Assistant to Board of Sewer Commissioners,
Mary Wissell

PLANNING COMMISSION

Meetings every 2nd and 4th Wednesdays of the month – 4 year terms

Karla Nuissl, Chair	2019
Clara Ayer, Sec	2018
Geoffrey Farrell	2018
Sally Herring	2019
Gary LaRoche	2020

DEVELOPMENT REVIEW BOARD

Meetings every 1st & 3rd Tuesdays of the month – 4 year terms

Robert Wernecke, Chair	2017
Karla Nuissl, Vice Chair	2017
John Friedrich	2018
Henry LaGue, Jr.	2017
John Fitzhugh	2018
Paul Irons, alternate	2018
Shane Mispel, alternate	2020

Recording Secretary, Carla Preston

TOWN ADMINISTRATOR Dana Hadley

ZONING ADMINISTRATOR Dana Hadley

ASSISTANT TOWN ADMINISTRATOR

Tom Badowski

ASSISTANT TOWN CLERK

Corinne Stridsberg

ROAD SUPERINTENDENT Tim Davis

FIRE WARDEN (5 year term) Nick Garbacik

HEALTH OFFICER Tom Badowski

DEPUTY HEALTH OFFICER ---

POLICE CHIEF William Wolfe

TREASURER/TAX COLLECTOR /

DELIQUENT TAX COLLECTOR Diane Isabelle

CENTRAL VERMONT SOLID WASTE MANAGEMENT

Matt Levin 2018

Paul Irons, Alternate 2018

CENTRAL VERMONT REGIONAL COMMISSIONER

Robert Wernecke 2017

Karla Nuissl, Alternate 2017

CENTRAL VT REGIONAL PLANNING TAC

Robert Wernecke 2017

TREE WARDENS

Dave Daut, Tree Warden 2018

Beth Daut, Deputy Tree Warden 2018

CAPITAL BUDGET COMMITTEE

Dana Hadley

Diane Isabelle

Roberta Haskin

CEMETERY COMMISSION

Randy Herring, Chairman

Jeremy Hansen 2019

(3 open vacancies)

CONSERVATION / RECREATION

Meets every other first Wednesday of the month from September to May

- Andrea Chandler
- Ellen Sulek
- Tom Willard
- Ellen Drysdale
- Beth Daut
- Phil Gentile

EMERGENCY MANAGEMENT TEAM

Meets the 2nd Thursday of the month
6:30pm at the fire station

- Ture Nelson
- Fred Doten
- Bruce Richardson
- Val Cyr
- Katina Johnson
- John Akielaszek, CERT # 5 Liaison
- Julie Didier, CVMC Liaison
- Wanda Baril, Red Cross Liaison/Shelter Manager

FIRE DEPARTMENT LIAISONS

Executive committee meetings

- Selectboard Representative
Jeremy Hansen 2016
- Resident Representative
(1 open vacancy)

ECONOMIC DEVELOPMENT COMMITTEE

- Jeremy Hansen, Chair
- Keith Robinson
- Paul Irons
- Wanda Baril
- Dan Cambra

CHARTER COMMITTEE

- Ture Nelson 2017
- Jeremy Hanson 2017
- Rosemary Morse 2017
- Corinne Stridsberg 2017
- Geoffrey Farrell 2017

JUSTICES OF THE PEACE

Elizabeth Fitzhugh	1398 West Hill Road	West Berlin, VT 05663	802-229-1733
John Fitzhugh	1398 West Hill Road	West Berlin, VT 05663	802-229-1733
Randal LaGue	176 Warner Road	Berlin, VT 05641	
Cathy Lamberton	1720 Airport Road	Berlin, VT 05641	
Matthew Levin	146 Lord Road	Berlin, VT 05602	802-999-3881
Margaret Monley	105 Lovers Lane	West Berlin, VT 05663	802-229-1252
Muriel Morse	3939 VT Rt 12	Berlin, VT 05602	
Charles Pelletier	1815 Paine Turnpike N	Berlin, VT 05602	802-229-0498
Kathleen Pelletier	1815 Paine Turnpike N.	Berlin, VT 05602	802-229-0498
Sue Rich	575 Hill Street Ext.	Berlin, VT 05602	802-223-6755

MINUTES FROM 2016 BERLIN TOWN MEETING

**TOWN OF BERLIN,
ANNUAL TOWN MEETING
Tuesday, March 1, 2016**

TOWN

Rosemary Morse, Town Clerk opened the polls at 10AM
Moderator Paul Gillies opened the meeting with the Pledge of Allegiance.

Article 27: Elect a Town Moderator
Selectboard Chair Ture Nelson presided over the meeting during the election, by voice vote, of Paul Gillies as Moderator.

Article 28: The moderator went through the reports of the town officers in the 2015 Town Report.

Article 29: Collection of real and personal property taxes.
Bob Wernecke made the motion to accept the article was seconded by Shaun Bryan. The motion passed by voice vote.

Article 30: A 10 year property tax exemption for the Capital City Grange #469.
The article was moved by Elizabeth Fitzhugh and seconded by Elizabeth Copeland to grant the 10 year exemption.
Tim Swartz, from the Grange spoke. He answered many questions regarding availability and use of the Grange by Berlin residents.
Mike Stridsberg made a motion and seconded by Sister Seeber, to amend the article to a 2 year exemption. Discussion followed.
A second motion was made to amend the 2 years to 5 years. This amendment passed by voice vote.
Article is amended to an exemption of 5 years.
A standing count of 30 yes, 9 no passed the article as amended to the 5 year exemption.

Article 31: To discuss any other business that may legally come before the meeting.
Selectboard Chair Ture Nelson thanked Roberta Haskin for her 7 years on the Board.
Rep. Patti Lewis and Lt. Gov. Phil Scott each spoke briefly.
Planning Commission Chair Karla Nuisl wanted people to be aware of the Zoning changes that are in progress and will be voted on later this year.
Jeremy Hansen answered a question regarding the 1% Local Option tax. He stated that the plan is to include it in the Charter changes to be voted on later this year.
Meeting adjourned at 10:45AM.


Rosemary Morse
Town Clerk

**TOWN OF BERLIN,
ANNUAL SCHOOL MEETING
Tuesday, March 1, 2016**

Moderator Paul Gillies opened the school meeting at 10:55AM.

Article 1: School Board vice Chair Chris Winters presided and Paul Gillies was elected moderator for the coming year.

Article 2: Reports of School officials in Town Report.
Elizabeth Fitzhugh made a motion, seconded by Bob Wernecke to accept the reports, passed by voice vote.

Article 3: Authorize the school directors to hold fund balance in a reserve fund.
Bob Wernecke made a motion, seconded by Jonathan Goddard, to accept the article, passed by voice vote.

Article 4: Authorize the School Board to borrow money in anticipation of taxes.
Bob Wernecke made a motion, seconded by Jonathan Goddard to accept the article, passed by voice vote.

Article 5: Other business

Carl Parton reported on Act 46. A study Committee from all 5 towns and U-32 has been meeting for discussions about consolidation of schools and boards. Discussions have also included Montpelier, Twinfield and Cabot. They would like to have a proposal by June.

Meeting adjourned at 11:00am.


Rosemary Morse
Town Clerk

SELECTBOARD REPORT

Three members of the Selectboard were elected in March, 2016. Bradley Towne was re-elected to a three year term. Pete Kelley and Wayne Lamberton were elected to one year terms. Roberta Haskin left the Board after serving the community for many years. The Selectboard conducts their annual Board reorganization at their first meeting following Town Meeting. Ture Nelson was elected Chair, Jeremy Hansen, Vice Chair and Pete Kelley, Secretary.

Town Audit

The independent audit ending June 30, 2016 was completed by Fothergill, Segale and Valley, CPA's of Montpelier. The fiscal year ended with a surplus of \$155,089. The full audit report is included within this report.

2016 Town Meeting

A municipal budget of \$2,757,826 was approved at the March, 2016 Town Meeting. Voters also approved \$310,124 in special appropriations that included \$245,158 for the Berlin Fire Department.

The grand list at the time the tax rate was set in July, 2016 was \$4,981,445. The Selectboard set a municipal tax rate of \$.4629 per \$100 of valuation. The current Common Level of Appraisal (CLA) is 105.84%.

A history of Berlin's property tax rate follows:

Year	Town Rate	Local Agreement	School Residential Rate	School Non-Residential Rate	Total Residential	Total Non-Residential
2008	0.3924		1.1462	1.201	1.5386	1.5934
2009	0.3896		1.2464	1.2921	1.6542	1.6817
2010	0.4270		1.2771	1.3164	1.7042	1.7435
2011	0.4098		1.3541	1.3303	1.7638	1.7401
2012	0.4116		1.3748	1.3329	1.7864	1.7445
2013	0.4297	0.0009	1.4537	1.4123	1.8843	1.8429
2014	0.4706	0.0006	1.5219	1.4383	1.9931	1.9095
2015	0.4630	0.0008	1.5982	1.4727	2.0620	1.9365
2016	0.4629	.0008	1.5966	1.4740	2.0603	1.9377

Community Water Supply

The water project was substantially completed by the end of 2015 serving three customers. As of the end of 2016 there are 34 customers connected to the system. We currently are selling 700,000 gallons of water monthly. Our water is supplied by three ground wells that have a daily pumping capacity of 216,000 gallons. There is sufficient capacity to serve our current customers with room for growth. Water allocation is measured in a units called Equivalent Residential Unit or "ERU". Each ERU represents 250

gallons of water per day. We have sold over 90% of available ERU's to customers who may be planning further development in the future. The sale of these ERU's was also needed to make the system feasible. The water division does not receive funding from the general fund but is supported by user fees. Long term planning is essential to provide service required. Well development is a long term project but one the division is mindful of. Municipal water is an important component in future development of the community.

Paving Projects

Our paving projects were done in early fall and due to a favorable bid price we were able to accomplish repaving several roads. We paved from the Interstate 89 overpass on Crosstown Road to the top of the hill at Hill Street, Addison Drive and Plateau Drive. We participate and apply for the annual grant for paving that is offered through the Vermont Agency of Transportation. We hope that we can secure the grant this year and our plans would include paving of Fisher Road.

Friendship Park

The three acre parcel of land on the corner of Rt. 12 and Muzzy Road that was purchased through a FEMA program in 2014 received its official name this year. "Friendship Park". This was the name selected after soliciting for names to call the park. The park opening was; what they might call in the retail business "a soft opening". There were still items to be done in the park at the start of the summer but were completed this fall. The location offers a very peaceful place to enjoy the wildflowers, the nature walk, or have a picnic. The park was a joint effort between the town and a grant received from the Community Development Grant-Disaster relief. This was a grant designed to help make a piece of property that has been identified as not suitable for building into something useful for the community. The property cannot not be sold to individuals and must be kept in its natural state. Our Town staff provided "in-kind" contributions that allowed us to receive reimbursement for 100% of the funds expended. In 2017, the park will be maintained and it is our hope that it sees more use. The contractor is to provide us with general maintenance for a period of three years and will insure that several of the plants installed will thrive.

Zoning and Subdivision Regulations:

This project is in its second year and we applaud the hard work done by the members of the Planning Commission. Input from many citizens, stakeholders and business owners has been appreciated and considered. The current code was last updated in its entirety in 1989. Zoning regulations were updated in 2013 into a single unified code. The project will help the code be consistent with Town needs and state law.

Town Staff Changes:

We welcomed three additions to the Town staff this year, Tim Emmons in the highway department, Karie Tucker and Dan Withrow as a full time officers in the Police Department.

Volunteers

Currently the Town has one vacancy on the Cemetery Committee and an open position for a citizen liaison to the Fire Department. Please contact the please contact the Town Administrator, 223-4405 X305 or by email townadministrator@berlinvt.org . A list of current openings are posted on our web site

www.berlinvt.org . We cannot stress how lucky we are to have our volunteers. The community could not function without volunteers. Thank you all for your commitment and service.

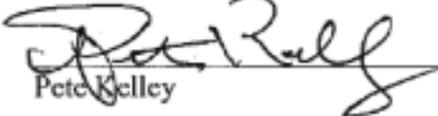
We always are open to hear from you to accept your comments and suggestions. Regular Selectboard meetings are held the first and third Monday of each month with the exception of a Monday holiday when the meeting is normally scheduled to the Tuesday following the holiday. Agenda's and Minutes are available on our web site, meetings are filmed by Orca Media and broadcast on Comcast Cable Channel 17.

Respectfully Submitted,



Ture Nelson

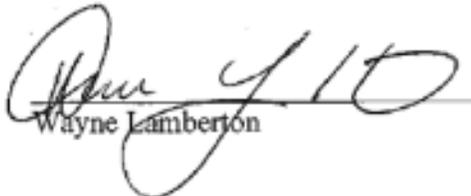
Jeremy Hansen



Pete Kelley



Brad Towne



Wayne Lambertson

Selectboard of Berlin



The Town Garage and Municipal Building with the hockey rink portion of the rink visible. Photo by Bill Croney

TOWN OF BERLIN – GENERAL LEDGER

**Town of Berlin
Comparative Budget Report
General Fund**

Account	Budget <u>FY2016</u>	Actual <u>FY2016</u>	Budget <u>FY2017</u>	Budget <u>FY2018</u>
STATE OF VERMONT				
Vt Railroad Levy	\$2,000.00	\$4,660.77	\$2,000.00	\$2,000.00
Vt Highway-Summer	\$57,000.00	\$56,352.63	\$56,500.00	\$56,300.00
VT Highway-Winter	\$57,000.00	\$56,352.62	\$56,500.00	\$56,300.00
VT State Hospital	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
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TOTAL STATE OF VERMONT	\$141,000.00	\$142,366.02	\$140,000.00	\$139,600.00
LICENSES & FEES				
Animal Licenses	\$2,000.00	\$1,286.00	\$2,000.00	\$2,000.00
Bev & Entertainment	\$1,100.00	\$1,460.00	\$1,100.00	\$1,100.00
Copier	\$8,000.00	\$7,450.50	\$8,000.00	\$8,000.00
Zoning	\$16,000.00	\$11,200.00	\$7,500.00	\$7,500.00
Town Clerk	\$42,000.00	\$35,255.00	\$42,000.00	\$32,000.00
Records Restoration	\$2,500.00	\$1,923.00	\$2,500.00	\$2,000.00
Highway Fines	\$0.00	\$30.00	\$0.00	\$0.00
Excess Weight Permits	\$1,000.00	\$915.00	\$1,000.00	\$1,000.00
Peddler's Permits & Tax	\$300.00	\$300.00	\$150.00	\$300.00
Marriage Licenses	\$200.00	\$175.00	\$200.00	\$200.00
Land Posting Permit	\$100.00	\$0.00	\$100.00	\$50.00
Police/Other	\$0.00	\$594.63	\$0.00	\$0.00
Police - Contract Wages	\$0.00	\$250.00	\$0.00	\$0.00
Grant: Lister Training	\$0.00	\$0.00	\$100.00	\$0.00
Grant: Municipal Planning	\$6,615.00	\$6,600.00	\$0.00	\$0.00
Community Block Grant	\$0.00	\$27,900.00	\$0.00	\$0.00
Misc/Other Revenue	\$0.00	\$5,467.14	\$100.00	\$0.00
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TOTAL LICENSES & FEES	\$79,815.00	\$100,806.27	\$64,750.00	\$54,150.00

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
Property Taxes				
Property Taxes	\$2,241,497.00	\$2,191,691.90	\$2,040,728.00	\$2,222,991.00
Town Portion: ED TX&L/C	\$0.00	\$42,311.48	\$0.00	\$0.00
Land Use Change Tax	\$0.00	\$10.00	\$0.00	\$0.00
St of Vt Current Use	\$40,000.00	\$46,604.00	\$40,000.00	\$40,000.00
GL Reappraisal Revenue	\$13,718.00	\$12,750.00	\$13,718.00	\$12,500.00
Pilot Revenue	\$175,000.00	\$121,029.70	\$166,000.00	\$165,000.00
TOTAL PROPERTY TAXES	\$2,470,215.00	\$2,414,397.08	\$2,260,446.00	\$2,440,491.00
INTEREST				
Interest Earned Check/Sav	\$2,000.00	\$2,014.35	\$2,000.00	\$2,000.00
Delinquent Tax Interest	\$17,000.00	\$17,626.97	\$15,000.00	\$17,000.00
Del Tax Penalties	\$20,000.00	\$30,744.38	\$18,000.00	\$20,000.00
TOTAL INTEREST	\$39,000.00	\$50,385.70	\$35,000.00	\$39,000.00
Misc Revenue				
Water Pollution Control	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00
Berlin Historical Society	\$250.00	\$250.00	\$250.00	\$250.00
Loan Proceeds	\$0.00	\$0.00	\$125,000.00	\$125,000.00
Sale of Assets	\$0.00	\$16,788.00	\$0.00	\$0.00
TOTAL MISC REVENUE	\$4,750.00	\$21,538.00	\$129,750.00	\$129,750.00
Police Revenues				
Police-Highway Fines	\$12,000.00	\$15,271.52	\$12,000.00	\$12,000.00
Police-Contract Wages	\$113,880.00	\$118,325.35	\$113,880.00	\$113,880.00
Police-Other Revenue	\$1,500.00	\$4,570.00	\$2,000.00	\$3,000.00
Police Insurance Claims	\$0.00	\$3,248.00	\$0.00	\$0.00
NH 16164-103	\$0.00	\$6,998.89	\$0.00	\$0.00
NH 16402-103	\$0.00	\$9,624.15	\$0.00	\$0.00
02140-1115-5103	\$0.00	\$4,206.88	\$0.00	\$0.00
02140-1415-1003	\$0.00	\$2,069.42	\$0.00	\$0.00
02140-1415-2002	\$0.00	\$1,013.92	\$0.00	\$0.00
TOTAL POLICE REVENUES	\$127,380.00	\$165,328.13	\$127,880.00	\$128,880.00
TOTAL REVENUES	\$2,862,160.00	\$2,894,821.70	\$2,757,826.00	\$2,931,871.00

**Town of Berlin
Comparative Budget Report
General Fund**

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
GENERAL GOVERNMENT				
ADMINISTRATION				
Wages-Clerk	\$42,700.00	\$43,048.70	\$43,981.00	\$45,301.00
Wages-Asst Clerk	\$16,678.00	\$17,119.75	\$17,519.00	\$18,045.00
Wages-Treasurer	\$52,700.00	\$53,213.72	\$53,750.00	\$55,360.00
Wages-Town Administrator	\$61,200.00	\$61,689.72	\$62,425.00	\$64,300.00
Wages-Asst Town Admin	\$39,600.00	\$40,142.39	\$40,400.00	\$41,600.00
Wages-Selectboard	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00
Wages-Board of Civil Au	\$500.00	\$0.00	\$500.00	\$500.00
Office Supplies	\$6,000.00	\$7,551.42	\$8,000.00	\$8,000.00
Clerk/Treas training	\$1,200.00	\$60.00	\$1,200.00	\$1,200.00
Computers/Equipment	\$1,350.00	\$0.00	\$1,350.00	\$0.00
Clerk-Copier	\$1,420.00	\$1,443.69	\$1,450.00	\$1,450.00
Records Restoration	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00
Postage-All Depts.	\$5,500.00	\$5,064.44	\$6,000.00	\$6,000.00
Postage Meter Rental	\$2,200.00	\$544.86	\$750.00	\$750.00
Telephone-Office	\$4,500.00	\$3,426.46	\$4,500.00	\$4,500.00
Clerk/Treas Software Sup	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00
Clerk-Advertising	\$500.00	\$0.00	\$500.00	\$500.00
TOTAL ADMINISTRATION	\$243,298.00	\$237,055.15	\$249,575.00	\$254,756.00
ASSESSING DEPT				
Contract-Assessor	\$20,000.00	\$20,145.00	\$20,500.00	\$20,750.00
Supplies	\$400.00	\$200.00	\$400.00	\$400.00
Computer Support	\$500.00	\$238.81	\$500.00	\$500.00
Legal Fees	\$500.00	\$93.19	\$500.00	\$500.00
Tax Maps	\$1,000.00	\$4,288.75	\$1,500.00	\$1,500.00
CAPTAP Fees State License	\$0.00	\$215.00	\$350.00	\$600.00
Computer Expense	\$1,350.00	\$1,995.73	\$250.00	\$250.00
TOTAL ASSESSING DEPART	\$23,750.00	\$27,176.48	\$24,000.00	\$24,500.00

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
TOWN MEETINGS & ELECTIONS				
Meet & Elect-Ballots	\$3,000.00	\$1,774.00	\$4,500.00	\$3,000.00
Wages-Meetings & Elec	\$1,000.00	\$1,310.40	\$2,500.00	\$1,300.00
Town Reports	\$1,500.00	\$1,433.75	\$1,500.00	\$1,500.00
Advertising-Notices	\$500.00	\$699.84	\$750.00	\$500.00
TOTAL TOWN MEETINGS	\$6,000.00	\$5,217.99	\$9,250.00	\$6,300.00
INSURANCES				
Workers Comp-General	\$1,910.00	\$2,006.26	\$2,107.00	\$2,000.00
Health Ins-General	\$16,762.00	\$19,367.64	\$20,750.00	\$22,440.00
FICA/MEDI Expense	\$16,581.00	\$17,681.78	\$16,700.00	\$17,200.00
FUTA/SUTA Expense	\$651.00	\$328.38	\$240.00	\$20.00
Disability Ins	\$830.00	\$776.42	\$780.00	\$780.00
Life Ins-General	\$690.00	\$689.26	\$687.00	\$687.00
Health Ins Buy-Back	\$4,875.00	\$5,062.50	\$4,875.00	\$4,875.00
HDHP-Deductible	\$1,000.00	\$100.00	\$0.00	\$0.00
Employee Benefits	\$0.00	\$0.00	\$700.00	\$700.00
Pension-General	\$11,000.00	\$11,473.21	\$11,400.00	\$11,400.00
General Insurance	\$13,463.00	\$13,992.26	\$14,664.00	\$17,700.00
TOTAL INSURANCES	\$67,762.00	\$71,477.71	\$72,903.00	\$77,802.00
ZONING				
Training	\$250.00	\$0.00	\$250.00	\$250.00
Zoning-Telephone	\$0.00	\$0.00	\$0.00	\$650.00
Zoning-Legal fees	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00
Zoning-Advertising	\$500.00	\$0.00	\$500.00	\$500.00
TOTAL ZONING	\$2,750.00	\$0.00	\$2,750.00	\$3,400.00
DRB				
Wages-DRB Sec/PT	\$4,500.00	\$3,402.25	\$4,500.00	\$3,000.00
DRB-Legal Fees	\$500.00	\$4,761.29	\$2,000.00	\$2,000.00
DRB-Advertising	\$1,000.00	\$1,176.52	\$1,500.00	\$1,000.00
TOTAL DRB	\$6,000.00	\$9,340.06	\$8,000.00	\$6,000.00

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
PLANNING COMMISSION				
Supplies-Mileage-Training	\$250.00	\$160.00	\$250.00	\$250.00
Planning-Adverts-Prin	\$500.00	\$0.00	\$500.00	\$500.00
Planning-Planning Comm	\$8,100.00	\$7,191.60	\$0.00	\$1,000.00
TOTAL PLANNING COMM	\$8,850.00	\$7,351.60	\$750.00	\$1,750.00
OTHER BOARDS/COMM				
Recreation Board	\$3,500.00	\$3,500.00	\$0.00	\$7,593.00
Grant: Rte 302 Scoping	\$0.00	\$2,539.98	\$0.00	\$0.00
Conservation Commission	\$1,400.00	\$0.00	\$50.00	\$0.00
Green Up Day	\$500.00	\$536.78	\$500.00	\$500.00
Emergency Management	\$1,200.00	\$1,200.00	\$2,087.00	\$1,454.00
TOTAL OTHER BOARDS	\$6,600.00	\$7,776.76	\$2,637.00	\$9,547.00
CEMETERIES				
Maint-Cemeteries	\$10,000.00	\$2,400.00	\$10,000.00	\$10,000.00
TOTAL CEMETERIES	\$10,000.00	\$2,400.00	\$10,000.00	10,000.00
TAXES & ASSESSMENTS				
Animal Control-Constable	\$2,500.00	\$654.46	\$2,500.00	\$2,500.00
County Tax	\$34,995.00	\$34,995.00	\$36,826.00	\$36,826.00
Ambulance Serv (Both)	\$75,600.00	\$77,265.00	\$80,000.00	\$90,400.00
Humane Society	\$1,800.00	\$870.00	\$1,800.00	\$1,000.00
Central VT Solid Waste	\$2,900.00	\$2,850.00	\$5,700.00	\$2,850.00
Cent VT Econ Deve	\$500.00	\$500.00	\$500.00	\$500.00
VLCT Dues	\$4,064.00	\$4,064.00	\$4,126.00	\$4,271.00
CV Regional Planning	\$3,176.00	\$3,175.70	\$3,176.00	\$3,176.00
TOTAL TAXES AND ASSESS	\$125,535.00	\$124,374.16	\$134,628.00	\$141,523.00

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
TOWN OFFICIES				
Janitorial Services	\$6,500.00	\$5,705.46	\$7,000.00	\$8,000.00
Supplies	\$3,000.00	\$1,141.07	\$3,000.00	\$3,000.00
Admin-Training	\$500.00	\$438.00	\$500.00	\$500.00
Copier	\$1,660.00	\$1,681.72	\$1,700.00	\$1,600.00
Admin-Advert	\$1,000.00	\$1,315.14	\$1,000.00	\$1,000.00
Newsletter	\$500.00	\$0.00	\$500.00	\$500.00
Admin-Software Sup	\$3,500.00	\$5,283.86	\$5,000.00	\$6,000.00
Web Page	\$600.00	\$0.00	\$600.00	\$600.00
Cloud Back-Up	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Back-Up Storage Fees	\$360.00	\$137.80	\$360.00	\$360.00
Maintenance	\$7,500.00	\$9,749.28	\$10,000.00	\$10,000.00
Vehicle	\$1,000.00	\$482.67	\$1,500.00	\$1,500.00
Heat & Utilities	\$9,600.00	\$2,891.18	\$9,600.00	\$9,600.00
Internet	\$1,500.00	\$1,436.38	\$1,000.00	\$1,700.00
Equipment Contracts	\$1,500.00	\$1,820.03	\$1,500.00	\$1,500.00
TOTAL TOWN OFFICES	\$40,220.00	\$33,582.59	\$44,760.00	\$47,360.00
GENERAL EXPENSES				
Legal Services	\$20,000.00	\$14,543.38	\$20,000.00	\$20,000.00
CPA-Audit	\$11,000.00	\$16,400.00	\$15,000.00	\$16,000.00
Payroll Services	\$2,000.00	\$2,082.55	\$2,000.00	\$2,000.00
Select Board Minutes	\$2,400.00	\$1,990.00	\$2,400.00	\$2,400.00
Berlin Pond Survey	\$0.00	\$1,957.00	\$0.00	\$0.00
Grant Friendship Park	\$0.00	\$31,000.00	\$0.00	\$0.00
Emergency Generator	\$1,200.00	\$1,917.45	\$1,500.00	\$2,000.00
Tax Refunds/Abatements	\$3,000.00	\$12,690.99	\$5,000.00	\$5,000.00
Misc/Other-Gen Exp	\$1,000.00	\$261.53	\$1,000.00	\$1,000.00
TOTAL GENERAL EXPENSES	\$40,600.00	\$82,842.90	\$46,900.00	\$48,400.00
POLICE SERVICES				
Wages-Police FT	\$351,624.00	\$275,271.77	\$267,220.00	\$290,461.00
Wages-Police Night Shift	\$75,041.00	\$124,280.82	\$171,963.00	\$170,537.00
Wages-Police PT	\$22,000.00	\$39,581.96	\$22,000.00	\$22,000.00
Wages-Police Clerical	\$32,430.00	\$32,857.94	\$33,656.00	\$40,000.00

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
Wages-Police CVMC	\$87,360.00	\$76,660.00	\$87,360.00	\$87,360.00
Wages-Police OT	\$12,853.00	\$22,016.51	\$15,000.00	\$15,000.00
Wages-Police On Call	\$3,000.00	\$4,240.32	\$4,350.00	\$6,000.00
Wages - Police Education	\$0.00	\$0.00	\$0.00	\$900.00
Wages - Police Longevity	\$0.00	\$0.00	\$0.00	\$500.00
Workers Comp-Police	\$38,805.00	\$42,318.70	\$51,574.00	\$60,300.00
Health Ins-Police	\$91,017.00	\$70,737.68	\$86,900.00	\$100,500.00
FICA/MEDI Exp-Police	\$47,304.00	\$39,318.89	\$46,100.00	\$38,800.00
FUTA/SUTA-Police	\$1,193.00	\$3,092.71	\$349.00	\$480.00
FICA/MEDI/CVMC	\$6,680.00	\$6,071.82	\$6,700.00	\$6,700.00
Disability Ins	\$2,170.00	\$1,929.95	\$2,500.00	\$2,500.00
Life Ins-Police	\$1,765.00	\$1,654.32	\$2,025.00	\$2,025.00
Health Ins Buy-Back-Police	\$4,875.00	\$10,478.33	\$9,750.00	\$10,075.00
HDHP-Deductible	\$8,000.00	\$0.00	\$0.00	\$0.00
Employee Benefits-PD	\$960.00	\$700.00	\$3,150.00	\$4,500.00
Pension-Police	\$32,283.00	\$30,108.55	\$29,900.00	\$33,700.00
Veh & Liab Ins-Police	\$25,850.00	\$26,763.76	\$27,762.00	\$31,300.00
Supplies-Police	\$4,600.00	\$937.96	\$4,500.00	\$4,500.00
Uniforms-PD	\$5,500.00	\$10,144.01	\$6,000.00	\$8,000.00
Guns/Ammo	\$1,100.00	\$1,208.28	\$1,500.00	\$1,500.00
Copier Lease-PD	\$1,550.00	\$1,247.85	\$1,524.00	\$1,550.00
Police-Equipment Radios	\$0.00	\$0.00	\$0.00	\$6,200.00
VIBRS-Dbase-PD	\$4,100.00	\$4,404.97	\$5,100.00	\$5,100.00
Media/Data Exp	\$4,500.00	\$4,971.89	\$4,500.00	\$4,500.00
Advertising-PD	\$200.00	\$0.00	\$200.00	\$200.00
Training-Police	\$1,700.00	\$1,879.78	\$2,500.00	\$2,500.00
Telephone-Police	\$6,900.00	\$7,873.73	\$6,900.00	\$8,500.00
Legal-Police	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00
Equip Maint-Police	\$12,000.00	\$11,674.73	\$13,425.00	\$13,000.00
Gas/Oil-Police	\$18,500.00	\$13,719.76	\$16,000.00	\$14,000.00
Lodging/Prisoners-Police	\$1,100.00	\$800.00	\$1,000.00	\$1,000.00
Wages-PD Grant	\$0.00	\$17,886.19	\$0.00	\$0.00
FICA/Grant	\$0.00	\$1,358.86	\$0.00	\$0.00
02140-1415-2002	\$0.00	\$1,000.96	\$0.00	\$0.00
Special Investigative Unit	\$0.00	\$0.00	\$2,300.00	\$2,300.00
Other/Mis Exp-Police	\$2,800.00	\$3,073.72	\$2,800.00	\$0.00
Berlin Community Fund	\$0.00	\$1,110.41	\$0.00	\$0.00
TOTAL POLICE SERVICES	\$911,760.00	\$891,377.13	\$938,508.00	\$998,488.00

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
Mun. Boundary Signs			\$2,000.00	
HIGHWAYS				
SUMMER ROADS				
Wages-Summer Roads	\$90,028.00	\$92,593.49	\$89,220.00	\$91,000.00
Wages-Summer OT	\$1,000.00	\$1,291.39	\$835.00	\$835.00
Roadside Mowing/Tree Trim	\$7,000.00	\$5,550.00	\$7,000.00	\$10,000.00
Chloride-Summer Rds	\$28,000.00	\$24,882.20	\$28,000.00	\$28,000.00
Culvert/Materials	\$10,000.00	\$9,069.00	\$10,000.00	\$10,000.00
Summer Eq- Maint/Repairs	\$26,000.00	\$22,125.73	\$26,000.00	\$26,000.00
Eq Fuel-Summer	\$23,000.00	\$10,987.99	\$20,000.00	\$20,000.00
Leased Hwy Equipment	\$45,012.00	\$14,066.48	\$0.00	\$0.00
Highway Equip- Radios	\$0.00	\$0.00	\$0.00	\$10,000.00
TOTAL SUMMER ROADS	\$230,040.00	\$180,566.28	\$181,055.00	\$195,835.00
WINTER ROADS				
Wages-Winter Roads	\$92,428.00	\$79,768.75	\$91,620.00	\$93,100.00
Wages-Winter OT	\$30,313.00	\$12,863.25	\$28,000.00	\$28,000.00
Sand-Winter Roads	\$60,000.00	\$49,421.25	\$60,000.00	\$60,000.00
Salt-Winter Roads	\$70,000.00	\$51,369.04	\$70,000.00	\$70,000.00
Winter-Eq-Maint/Repairs	\$35,000.00	\$37,480.95	\$35,000.00	\$35,000.00
Eq Fuel-Winter	\$37,000.00	\$13,851.20	\$30,000.00	\$30,000.00
TOTAL WINTER ROADS	\$324,741.00	\$244,754.44	\$314,620.00	\$316,100.00
HIGHWAY GENERAL				
Asphalt/Marking/Sealing	\$140,000.00	\$122,993.12	\$150,000.00	\$150,000.00
Resurface/Gravel	\$117,000.00	\$130,006.32	\$117,000.00	\$130,000.00
Bridge Maint	\$10,000.00	\$212.92	\$10,000.00	\$10,000.00
Road Signs	\$4,000.00	\$3,144.80	\$4,000.00	\$4,000.00
Guard Rails	\$8,000.00	\$10,520.00	\$12,000.00	\$12,000.00
TOTAL HIGHWAY GENERAL	\$279,000.00	\$266,877.16	\$293,000.00	\$306,000.00

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
HIGHWAY OTHER				
Workers Comp-Highway	\$32,954.00	\$33,509.54	\$39,802.00	\$38,400.00
Health Ins.-Highway	\$27,937.00	\$39,896.26	\$40,450.00	\$43,800.00
FICA/MEDI Exp-Highway	\$16,353.00	\$14,501.76	\$16,100.00	\$16,500.00
FUTA/SUTA-Highway	\$402.00	\$207.71	\$186.00	\$60.00
Disability Ins	\$845.00	\$759.84	\$920.00	\$920.00
Life Ins.-Highway	\$790.00	\$816.12	\$800.00	\$800.00
Health Ins Buy-Back-Hwy	\$4,875.00	\$5,062.50	\$4,875.00	\$4,875.00
HDHP-Deductible	\$2,400.00	\$0.00	\$0.00	\$0.00
Employee Benefits	\$0.00	\$0.00	\$1,400.00	\$1,400.00
Pension-Highway	\$11,651.00	\$10,287.82	\$11,900.00	\$11,900.00
General Ins-Highway	\$11,160.00	\$11,183.51	\$10,780.00	\$12,000.00
Storm water-State Permit	\$0.00	\$2,766.40	\$300.00	\$300.00
Erosion Control	\$4,000.00	\$4,112.37	\$4,000.00	\$5,000.00
Supplies	\$4,000.00	-\$900.55	\$5,000.00	\$6,000.00
Advertising-Hwy	\$500.00	\$709.70	\$500.00	\$500.00
Training-Highway	\$500.00	\$60.00	\$500.00	\$500.00
Telephone-Highway	\$1,300.00	\$2,707.30	\$2,500.00	\$2,550.00
Garage Maint/Utils	\$18,000.00	\$12,371.44	\$18,000.00	\$18,000.00
Garage-Energy Improve	\$5,000.00	\$1,108.00	\$5,000.00	\$5,000.00
Trash Removal-Highway	\$1,285.00	\$134.00	\$1,285.00	\$1,300.00
Street Lights	\$10,000.00	\$8,053.08	\$10,500.00	\$10,500.00
Traffic Lights	\$2,000.00	\$2,016.73	\$3,000.00	\$3,000.00
Misc-Hwy	\$0.00	\$0.00	\$500.00	\$500.00
Uniforms	\$6,200.00	\$6,010.93	\$6,200.00	\$6,200.00
TOTAL HIGHWAY OTHER	\$162,152.00	\$155,374.46	\$184,498.00	\$190,005.00
TOTAL HIGHWAYS	\$995,933.00	\$847,572.34	\$973,173.00	\$1,007,940.00
TOTAL GENERAL GOVERNMENT	\$2,489,058.00	\$2,347,544.87	\$2,519,834.00	\$2,637,766.00

Account	Budget FY2016	Actual FY2016	Budget FY2017	Budget FY2018
CAPITAL BUDGET				
Capital Budget	\$10,000.00	\$0.00	\$0.00	\$0.00
Highway Equipment	\$45,000.00	\$45,064.50	\$165,000.00	\$200,000.00
Police Equipment	\$35,000.00	\$34,049.81	\$35,000.00	\$35,000.00
Debt Serv:06 Bond Prin	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Debt Serv:06 Bond Int	\$4,490.00	\$3,342.65	\$4,490.00	\$4,490.00
Debt Serv: 15 loan	\$0.00	\$22,351.48	\$21,902.00	\$22,800.00
Debt Serv: 15 Int	\$0.00	\$1,530.64	\$1,600.00	\$1,115.00
Debt Serv: 16 Loan	\$0.00	\$0.00	\$0.00	\$19,300.00
Debt Serv: 16 Int	\$0.00	\$0.00	\$0.00	\$1,400.00
TOTAL CAPITAL BUDGET	\$104,490.00	\$116,339.08	\$237,992.00	\$294,105.00
TOTAL EXPENDITURES	\$2,593,548.00	2739732.95*	\$2,757,826.00	\$2,931,871.00

* Includes appropriations

AUDITOR'S REPORT
TOWN OF BERLIN, VERMONT
AUDIT REPORT AND FINANCIAL STATEMENTS
JUNE 30, 2016

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FOTHERGILL SEGALE & VALLEY

Certified Public Accountants



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INDEPENDENT AUDITOR'S REPORT

To the Selectboard
Town of Berlin
Berlin, Vermont

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Berlin, Vermont, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Berlin, Vermont, as of June 30, 2016, and the respective changes in financial position, and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

143 BARRE STREET • MONTPELIER • VERMONT 05602 • 802-223-6261 • FAX: 802-223-1550 • www.fsv-cpas.com

Other-Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis and the schedules of Town's proportionate share of the net pension liability and Town contributions in Schedule 3 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining and individual nonmajor fund financial statements (Schedules 1 and 2) are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Schedules 1 and 2 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, Schedules 1 and 2 are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 6, 2017 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Respectfully submitted,

Fothergill Segale & Valley, CPAs

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

January 6, 2017

TOWN OF BERLIN, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016

Our discussion and analysis of the Town of Berlin, Vermont's financial performance provides an overview of the Town's financial activities for the year ended June 30, 2016. Please read it in conjunction with the Town's financial statements which begin on page 10.

Financial Highlights

Government-Wide Statements

- Net position of our governmental activities increased by \$164,262 or about 6%. The net position of our business-type activities increased by \$1,723,901 or more than 100%.
- The cost of all of the Town's programs was \$3,370,669 in fiscal year 2016, compared to \$3,293,245 in fiscal year 2015, with no new programs added this year.

Fund Statements

- The General Fund reported an increase in fund balance this year of \$155,089, which was \$155,089 better than what was budgeted. This compares to a \$171,773 increase in fiscal year 2015.
- The restricted fund balance was \$173,738 and is restricted for lister training, reappraisal and record restoration. The committed fund balance of \$83,260 is for the items noted in Note 10. The assigned fund balance of \$29,501 is for computer equipment, capital budget and highway paving/tires. The nonspendable fund balance of \$239,021 consists of \$35,484 of prepaids, \$59,804 of highway inventory and the \$143,733 note due from the Water Fund.
- The nonmajor funds, as a whole, reported a net increase in fund balance this year of \$5,398, compared to an increase of \$9,688 in fiscal year 2015. This brings the combined fund balance from \$156,670 to \$162,068.
- The Cemetery Funds reported an increase in fund balance this year of \$7 from a balance of \$13,955 to \$13,962.
- The Water Pollution Fund reported an increase in net position of \$23,724 in fiscal year 2016, compared to an increase of \$10,419 in fiscal year 2015, resulting in an ending net position of \$1,612,506.
- The Water Division Fund reported an increase in net position of \$1,700,177 in fiscal year 2016, compared to an increase of \$400 in fiscal year 2015, resulting in an ending net position of \$1,700,577.

Using This Annual Report

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

TOWN OF BERLIN, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016
(Continued)

Reporting the Town as a Whole

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

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

In the Statement of Net Position and the Statement of Activities, we divide the Town into two kinds of activities:

- **Governmental activities** – The Town's basic services are reported in the General Fund, including the highway department, general administration, and police. Property taxes, charges for services and state and federal grants finance most of these activities.
- **Business-type activities** – The Town charges a fee to customers to help it cover all or most of the cost of certain services it provides. The Town's water pollution and water division are reported here.

Reporting the Town's Most Significant Funds

Our analysis of the Town's major funds begins on Exhibit C and provides detailed information about the most significant funds – not the Town as a whole. Some funds are required to be established by State law and by bond covenants. The Town's three categories of funds – governmental, proprietary and fiduciary – use different accounting approaches.

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

TOWN OF BERLIN, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016
(Continued)

- **Proprietary fund** – When the Town charges customers for the services it provides – whether to outside customers or to other funds of the Town – these services are generally reported in a proprietary fund. A proprietary fund is reported in the same way that all business-type activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the Town's enterprise funds (a type of proprietary fund) are the same as the business-type activities reported in the government-wide statements but provide more detail and additional information, such as the statement of cash flows.
- **Fiduciary fund** – Fiduciary funds are used to account for resources held for the benefit of other parties. Fiduciary activity is not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The Town's fiduciary fund consists of the Cemetery Funds.

The Town as a Whole

The Town's combined net position increased by \$1,888,163 from a year ago – increasing from a restated balance of \$4,397,091 to \$6,285,254. Net position for the governmental activities was increased from a restated balance of \$2,807,909 to \$2,972,171. The governmental activities prior year balances were restated to reduce capital assets and net position invested in capital assets by \$170,721 to account for impairment loss on the FEMA buyout property obtained. Our analysis below focuses on the net position (Table 1) and changes in net position (Table 2) of the Town's governmental and business-type activities.

Table 1
Net Position

	Governmental Activities		Business-type Activities		Total	
	2016	Restated	2016	2015	2016	Restated
		2015				2015
Current and other assets	\$ 1,517,025	\$ 1,289,518	\$ 1,449,989	\$ 783,411	\$ 2,967,014	\$ 2,072,929
Capital assets, net of depr	1,920,293	1,954,004	6,380,752	3,305,679	8,301,045	5,259,683
Total assets	3,437,318	3,243,522	7,830,741	4,089,090	11,268,059	7,332,612
Total deferred outflows of resources	158,365	44,865	0	0	158,365	44,865
Long-term liabilities	207,270	258,257	4,036,215	1,902,556	4,243,485	2,160,813
Net pension liability	231,207	23,756	0	0	231,207	23,756
Other liabilities	185,035	125,212	481,443	597,352	666,478	722,564
Total liabilities	623,512	407,225	4,517,658	2,499,908	5,141,170	2,907,133
Total deferred inflows of resources	0	73,253	0	0	0	73,253
Net position:						
Invested in capital assets, net of debt	1,739,492	1,727,310	2,140,283	1,280,976	3,879,775	3,008,286
Restricted	286,846	397,211	0	0	286,846	397,211
Unrestricted	945,833	683,388	1,172,800	308,206	2,118,633	991,594
Total net position	\$ 2,972,171	\$ 2,807,909	\$ 3,313,083	\$ 1,589,182	\$ 6,285,254	\$ 4,397,091

Net position of the Town's governmental activities increased by about 6% in fiscal year 2016 (\$2,972,171 compared to a restated balance of \$2,807,909). Unrestricted net position – the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements – increased from \$683,388 to \$945,833 in fiscal year 2016. Restricted net position decreased from \$397,211 to \$286,846 in fiscal year 2016.

TOWN OF BERLIN, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016
(Continued)

The net position of our business-type activities increased by \$1,723,901 in fiscal year 2016 (\$3,313,083 compared to \$1,589,182). The large increase is mostly due to \$1,702,176 grant revenue used for capital improvements in the Water Division Fund.

Table 2
Changes in Net Position

	Governmental Activities			Business-Type Activities		
	2016	Restated 2015	Change	2016	2015	Change
REVENUES						
Program revenues:						
Charges for services	\$ 212,222	\$ 231,882	\$ (19,660)	\$ 634,603	\$ 541,733	\$ 92,870
Operating grants and contributions	237,615	243,786	(6,171)	0	0	0
Capital grants and contributions	27,900	184,121	(156,221)	1,702,176	0	1,702,176
General revenues:						
Property taxes	2,362,240	2,347,935	14,305	0	0	0
Interest/penalty on del. taxes	48,371	47,863	508	5,139	635	4,504
Investment income	2,067	39	2,028	9,711	11,083	(1,372)
Gain on sale of assets	16,788	0	16,788	0	0	0
Impairment loss	0	(170,721)	170,721	0	0	0
Total revenues	2,907,203	2,884,905	22,298	2,351,629	553,451	1,798,178
PROGRAM EXPENSES						
General government	680,373	609,636	70,737	0	0	0
Highway	849,710	958,839	(109,129)	0	0	0
Police	931,610	909,928	21,682	0	0	0
Appropriations	275,849	265,020	10,829	0	0	0
Interest on debt	5,399	7,190	(1,791)	0	0	0
Water pollution	0	0	0	538,316	542,632	(4,316)
Water division	0	0	0	89,412	0	89,412
Total program expenses	2,742,941	2,750,613	(7,672)	627,728	542,632	85,096
CHANGE IN NET POSITION	\$ 164,262	\$ 134,292	\$ 29,970	\$ 1,723,901	\$ 10,819	\$ 1,713,082

Governmental Activities

The increase in net position for governmental activities was \$164,262 in fiscal year 2016, compared to a restated increase of \$134,292 in fiscal year 2015.

The cost of all governmental activities this year was \$2,742,941. However, as shown in the Statement of Activities on Exhibit B, the amount that our taxpayers ultimately financed for these activities through Town taxes was only \$2,265,204 because some of the cost was paid by those who directly benefited from the programs (\$212,222) or by other governments and organizations that subsidized certain programs with grants and contributions (\$265,515).

There was a decrease in capital grants and contributions due to not receiving FEMA buyout funds as was done in fiscal year 2015.

TOWN OF BERLIN, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016
(Continued)

Business-Type Activities

The net position for business type activities increased by \$1,723,901 in fiscal year 2016, due to the grant received for the water system project that was almost completed by year end.

The cost of all business-type activities this year was \$627,728. However, these costs were fully covered by those who directly benefited from the programs (\$634,603) and by other governments and organizations that subsidized certain programs with grants and contributions (\$1,702,176).

Table 3 presents the cost of each of the Town's three largest programs – general government, highway, and police – as well as each program's net cost (total cost less program revenues). The net cost shows the financial burden that was placed on the Town's taxpayers by each of these functions.

Table 3
Governmental Activities

	Total Cost of Services		Net Cost of Services	
	2016	2015	2016	2015
General government	\$ 680,373	\$ 609,636	\$ 481,515	\$ 224,358
Highway	849,710	958,839	737,005	846,053
Police	931,610	909,928	765,436	748,203
All others	281,248	272,210	281,248	272,210
Totals	<u>\$2,742,941</u>	<u>\$2,750,613</u>	<u>\$2,265,204</u>	<u>\$2,090,824</u>

The Town's Funds

As the Town completed the year, its governmental funds (as presented in the Balance Sheet on Exhibit C) reported a combined fund balance of \$1,221,671, which is greater than last year's total fund balance of \$1,061,184. Included in this year's total increase in fund balance of \$160,487 was an increase of \$155,089 in the General Fund and an increase of \$5,398 in the nonmajor governmental funds.

General Fund Budgetary Highlights

The Town's General Fund's activity compared to budget is reported on Exhibit G. Some of the larger variances were as follows:

	Budget	Actual	Favorable (Unfavorable)
Revenues:			
Taxes	\$ 2,423,734	\$ 2,355,043	\$ (68,691)
State of Vermont	213,333	247,506	34,173
Other	4,750	32,650	27,900
Expenditures:			
Winter roads	324,741	244,754	79,987

Tax revenue was lower than budget due mostly to PILOT funds not being received for the State psychiatric hospital which was not completed in the timeframe that was expected. State of Vermont revenue was greater than budget due to having received unbudgeted Public Safety grants. Other revenue was greater than budget due to the sale of two trucks and receipt of a grant for Friendship Park. Winter roads were under budget due to the mild winter weather in fiscal year 2016.

TOWN OF BERLIN, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016
(Continued)

Capital Assets and Debt Administration

Capital Assets

At June 30, 2016, the Town had \$8,301,045 invested in a broad range of capital assets, including land, buildings and improvements, vehicles, infrastructure, plant, machinery and equipment, and infrastructure, net of accumulated depreciation. (See Table 4 below) This amount represents a net increase (including additions and deductions) of \$3,041,362.

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

	Governmental Activities		Business-type Activities		Totals	
	Restated		2016	2015	2016	Restated 2015
	2016	2015				
Land	\$ 52,400	\$ 52,400	\$ 106,000	\$ 106,000	\$ 158,400	\$ 158,400
Construction in progress	63,458	32,458	5,616,450	2,542,625	5,679,908	2,575,083
Plant	0	0	651,303	646,555	651,303	646,555
Buildings and impr.	179,897	189,491	0	0	179,897	189,491
Infrastructure	1,154,453	1,103,388	0	0	1,154,453	1,103,388
Machinery and equip.	30,229	37,859	6,999	10,499	37,228	48,358
Vehicles	439,856	538,408	0	0	439,856	538,408
Totals	\$ 1,920,293	\$ 1,954,004	\$ 6,380,752	\$ 3,305,679	\$ 8,301,045	\$ 5,259,683

This year's major additions for governmental activities were Partridge Farm Road paving, work on Friendship Park, and two new vehicles. The major additions to the business-type activities were work done on the Barre-Montpelier Road water pollution line and the new water system.

Debt Administration

At June 30, 2016, the Town had \$4,217,016 in notes, lease and bonds outstanding versus \$2,251,397 on June 30, 2015 – an increase of \$1,965,619 – as shown in Table 5.

Table 5
Outstanding Debt at Year-End

	Governmental Activities	Business-Type Activities	Total
Balance - June 30, 2015	\$ 226,694	\$2,024,703	\$2,251,397
Proceeds	0	6,318,619	6,318,619
Principal payments	(45,893)	(4,307,107)	(4,353,000)
Balance - June 30, 2016	\$ 180,801	\$4,036,215	\$4,217,016

Proceeds received in fiscal year 2016 were for the water supply project.

TOWN OF BERLIN, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016
(Continued)

Economic Factors and Next Year's Budgets and Rates

When adopting the budget for the fiscal year 2017 year, the Selectboard based their figures on previous year spending and departmental budget requests. The tax rate is set based on the voter approved budget amount for taxes divided by the Grand List.

Contacting the Town's Financial Management

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Town Treasurer at Town of Berlin, 108 Shed Road, Berlin, Vermont 05602.

TOWN OF BERLIN, VERMONT
STATEMENT OF NET POSITION
JUNE 30, 2016

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash	\$ 979,167	\$ 849,745	\$ 1,828,912
Accounts receivable - State	8,994	0	8,994
Accounts receivable - other, net of allowance	48,089	24,387	72,476
Unbilled user fees	0	316,880	316,880
Grant receivable - USDA	0	258,977	258,977
Taxes, interest and penalty receivable, net of allowance	137,242	0	137,242
Internal balances	248,245	(248,245)	0
Prepaid expenses	35,484	0	35,484
Inventory	59,804	0	59,804
Capital Assets			
Land	52,400	106,000	158,400
Construction in process	63,458	5,616,450	5,679,908
Other capital assets, (net of accumulated depreciation)	1,804,435	658,302	2,462,737
Total assets	<u>3,437,318</u>	<u>7,582,496</u>	<u>11,019,814</u>
DEFERRED OUTFLOWS OF RESOURCES			
Pension related	<u>158,365</u>	<u>0</u>	<u>158,365</u>
Total assets and deferred outflows of resources	<u>3,595,683</u>	<u>7,582,496</u>	<u>11,178,179</u>
LIABILITIES			
Accounts payable	130,397	18,050	148,447
Construction and retainage payable	0	204,254	204,254
Accrued interest payable	0	10,894	10,894
Accrued payroll and benefits payable	15,717	0	15,717
Prepaid property taxes	38,921	0	38,921
Accrued compensated absences	26,469	0	26,469
Bonds and notes payable due within one year	32,314	108,473	140,787
Net pension liability	231,207	0	231,207
Bonds and notes payable due after one year	148,487	3,927,742	4,076,229
Total liabilities	<u>623,512</u>	<u>4,269,413</u>	<u>4,892,925</u>
NET POSITION			
Invested in capital assets, net of related debt	1,739,492	2,140,283	3,879,775
Restricted	286,846	0	286,846
Unrestricted	945,833	1,172,800	2,118,633
Total net position	<u>\$ 2,972,171</u>	<u>\$ 3,313,083</u>	<u>\$ 6,285,254</u>

See Notes to Financial Statements.

TOWN OF BERLIN, VERMONT
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2016

Functions/Programs	Program Revenues			Net (Expenses) Revenues and Charges in Net Position			
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Governmental Activities:							
General Government	\$ 680,373	\$ 69,962	\$ 100,996	\$ 27,900	\$ (481,515)	\$ 0	\$ (481,515)
Highway	849,710	0	112,705	0	(737,005)	0	(737,005)
Police	931,610	142,260	23,914	0	(765,436)	0	(765,436)
Appropriations	275,849	0	0	0	(275,849)	0	(275,849)
Interest on Long-Term Debt	5,399	0	0	0	(5,399)	0	(5,399)
Total Governmental Activities	2,742,941	212,222	237,615	27,900	(2,265,204)	0	(2,265,204)
Business-Type Activities:							
Water division	89,412	86,944	0	1,702,176	0	1,699,708	1,699,708
Water pollution	538,316	547,659	0	0	0	9,343	9,343
Total Business-Type Activities	627,728	634,603	0	1,702,176	0	1,709,051	1,709,051
Total	\$ 3,370,669	\$ 846,825	\$ 237,615	\$ 1,730,076	(2,265,204)	1,709,051	(556,153)
General Revenues:							
Property taxes					2,362,240	0	2,362,240
Interest and penalties on delinquent taxes/user charges					48,371	5,139	53,510
Net investment income					2,067	9,711	11,778
Gain on sale of assets					16,788	0	16,788
Total general revenues					2,429,466	14,850	2,444,316
Change in Net Position					164,262	1,723,901	1,888,163
Net Position - July 1, 2015 (as originally stated)					2,978,630	1,589,182	4,567,812
Prior Period Adjustment					(170,721)	0	(170,721)
Net Position - July 1, 2015 (as restated)					2,807,909	1,589,182	4,397,091
Net Position - June 30, 2016					\$ 2,972,171	\$ 3,313,083	\$ 6,285,254

See Notes to Financial Statements.

TOWN OF BERLIN, VERMONT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2016

	Major Fund General Fund	Nonmajor Funds Other Governmental Funds	Totals
ASSETS			
Cash and cash equivalents	\$ 870,987	\$ 108,180	\$ 979,167
Taxes, interest and penalty receivable, net of allowance	137,242	0	137,242
Accounts receivable - State	8,994	0	8,994
Accounts receivable - other	48,089	0	48,089
Prepaid expenses	35,484	0	35,484
Inventory	59,804	0	59,804
Advances to other funds	143,733	0	143,733
Due from other funds	50,624	53,888	104,512
Total assets	<u>\$ 1,354,957</u>	<u>\$ 162,068</u>	<u>\$ 1,517,025</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities			
Accounts payable	\$ 130,397	\$ 0	\$ 130,397
Accrued wages & taxes	15,717	0	15,717
Property tax overpayments	38,921	0	38,921
Total liabilities	<u>185,035</u>	<u>0</u>	<u>185,035</u>
Deferred Inflows of Resources			
Unavailable revenue - property taxes	110,319	0	110,319
Fund Balances			
Nonspendable:			
Prepays	35,484	0	35,484
Inventory	59,804	0	59,804
Advances to other funds	143,733	0	143,733
Restricted	173,738	113,108	286,846
Committed	83,260	48,960	132,220
Assigned	29,501	0	29,501
Unassigned	534,083	0	534,083
Total fund balances	<u>1,059,603</u>	<u>162,068</u>	<u>1,221,671</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 1,354,957</u>	<u>\$ 162,068</u>	<u>\$ 1,517,025</u>

See Notes to Financial Statements.

- 12 -

TOWN OF BERLIN, VERMONT
 RECONCILIATION OF THE GOVERNMENTAL FUNDS
 BALANCE SHEET TO THE STATEMENT OF NET POSITION
 JUNE 30, 2016

TOTAL FUND BALANCES - GOVERNMENTAL FUNDS	\$ 1,221,671
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the fund statements.	1,920,293
Unavailable revenue for property taxes is recognized on an accrual basis in the statement of net position, not for the modified cash basis.	110,319
Some liabilities, including net pension obligations, are not due and payable in the current period and, therefore, are not reported in the governmental funds:	
Net pension liability	(231,207)
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the governmental funds	158,365
Long-term liabilities, including notes payable, are not due and payable in the current period and therefore are not reported as liabilities in the fund statements. Long-term liabilities at year end consist of:	
Bond and notes payable	(180,801)
Accrued compensated absences	(26,469)
TOTAL NET POSITION - GOVERNMENTAL ACTIVITIES	<u>\$ 2,972,171</u>

See Notes to Financial Statements.

- 13 -

TOWN OF BERLIN, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGE IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2016

	Major Fund General Fund	Other Governmental Funds	Totals
Revenues			
Property taxes	\$ 2,355,043	\$ 0	\$ 2,355,043
Delinquent tax penalties & interest	48,371	0	48,371
Licenses, fees & permits	66,307	0	66,307
Interest income	2,014	53	2,067
Intergovernmental	247,506	0	247,506
Charges for services - police	126,143	0	126,143
Other	32,650	5,131	37,781
Total revenues	2,878,034	5,184	2,883,218
Expenditures			
Current:			
General government	574,096	3,286	577,382
Highways	710,511	0	710,511
Police	891,377	0	891,377
Appropriations	275,849	0	275,849
Total current	2,451,833	3,286	2,455,119
Debt service:			
Principal	45,893	0	45,893
Interest	5,399	0	5,399
Total debt service	51,292	0	51,292
Capital outlays:			
General government	31,000	0	31,000
Highways	168,058	0	168,058
Police	34,050	0	34,050
Total capital outlays	233,108	0	233,108
Total expenditures	2,736,233	3,286	2,739,519
Excess Revenues (Expenditures)	141,801	1,898	143,699
Other Financing Sources (Uses)			
Sale of assets	16,788	0	16,788
Transfers in	0	3,500	3,500
Transfers out	(3,500)	0	(3,500)
Total other financing sources (uses)	13,288	3,500	16,788
Net Change in Fund Balances	155,089	5,398	160,487
Fund Balances - July 1, 2015	904,514	156,670	1,061,184
Fund Balances - June 30, 2016	\$ 1,059,603	\$ 162,068	\$ 1,221,671

See Notes to Financial Statements.

- 14 -

TOWN OF BERLIN, VERMONT
 RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT
 OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCES
 TO THE STATEMENT OF ACTIVITIES
 YEAR ENDED JUNE 30, 2016

TOTAL NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS		\$ 160,487
<p>Amounts reported for governmental activities in the statement of activities are different because:</p>		
<p>Some revenues are not collected for several months after the Town's year end; they are not considered "available" revenue in the fund statements.</p>		
Unavailable property taxes increased by \$7,197.		7,197
<p>Repayment of notes, bonds and lease principal is an expenditure in the governmental funds; but the repayment reduces long-term liabilities in the statement of net position.</p>		
		45,893
<p>Governmental funds report pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned, net of employee contributions, is reported as pension expense:</p>		
Town pension contributions	46,326	
Cost of benefits earned, net of employee contributions	<u>(67,024)</u>	(20,698)
<p>In the statement of activities, accrued compensated absences are measured by the amounts incurred during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially the amounts actually paid). This year compensated absences paid was more than what was earned by \$5,094.</p>		
		5,094
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost (\$233,108) of those assets is allocated over their estimated useful lives and reported as depreciation expense (\$266,819). This is the amount by which depreciation was greater than capital outlays in the current period.</p>		
		<u>(33,711)</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES		<u>\$ 164,262</u>

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN
 FUND BALANCE - COMPARED TO BUDGET
 GENERAL FUND
 YEAR ENDED JUNE 30, 2016

EXHIBIT G

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Taxes			
Property taxes	\$ 2,248,734	\$ 2,234,013	\$ (14,721)
PILOT	175,000	121,030	(53,970)
Total taxes	<u>2,423,734</u>	<u>2,355,043</u>	<u>(68,691)</u>
State of Vermont			
Current use	40,000	46,604	6,604
Highways	114,000	112,705	(1,295)
State hospital	25,000	25,000	0
Appraisal assistance	13,718	12,750	(968)
Railroad levy	2,000	4,661	2,661
Municipal planning	6,615	6,600	(15)
Police - highway fines	12,000	15,272	3,272
Public safety grants	0	23,914	23,914
Total State of Vermont	<u>213,333</u>	<u>247,506</u>	<u>34,173</u>
Fees, Licenses and Permits			
Animal licenses	2,000	1,286	(714)
Beverage and entertainment licenses	1,100	1,460	360
Copier fees	8,000	7,450	(550)
Zoning fees	16,000	11,201	(4,799)
Town Clerk fees	42,000	35,255	(6,745)
Records restoration	2,500	1,923	(577)
Excess weight permits	1,000	915	(85)
Peddlers' permits	300	300	0
Marriage licenses	200	175	(25)
Land posting permits	100	0	(100)
Police other	0	845	845
Other miscellaneous	0	5,497	5,497
Total fees, licenses and permits	<u>73,200</u>	<u>66,307</u>	<u>(6,893)</u>
Police			
Contract wages	113,880	118,325	4,445
Other miscellaneous	1,500	7,818	6,318
Total police	<u>115,380</u>	<u>126,143</u>	<u>10,763</u>
Interest and Penalties			
Investment income	2,000	2,014	14
Interest on delinquent taxes	17,000	17,627	627
Penalties on delinquent taxes	20,000	30,744	10,744
Total interest and penalties	<u>39,000</u>	<u>50,385</u>	<u>11,385</u>
Other Revenues			
Water pollution control	4,500	4,500	0
Berlin Historical Society	250	250	0
Friendship Park grant	0	27,900	27,900
Total other revenues	<u>4,750</u>	<u>32,650</u>	<u>27,900</u>
Total revenues	<u>2,869,397</u>	<u>2,878,034</u>	<u>8,637</u>

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN
FUND BALANCE - COMPARED TO BUDGET
GENERAL FUND
YEAR ENDED JUNE 30, 2016

EXHIBIT G

	<u>Original and Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
EXPENDITURES			
General Government			
Administration			
Town Clerk	42,700	43,049	(349)
Town Treasurer	52,700	53,214	(514)
Assistant Clerk	16,678	17,120	(442)
Selectboard	3,750	3,750	0
Assistant Town Administrator	39,600	40,142	(542)
Town Administrator	61,200	61,690	(490)
Board of Civil Authority	500	0	500
Office supplies	6,000	7,551	(1,551)
Training	1,200	60	1,140
Computers and equipment	1,350	0	1,350
Copier	1,420	1,444	(24)
Records restoration	2,500	0	2,500
Postage	5,500	5,064	436
Postage meter rental	2,200	545	1,655
Telephone	4,500	3,426	1,074
Software and support	1,000	0	1,000
Clerk - advertising	500	0	500
Total administration	<u>243,298</u>	<u>237,055</u>	<u>6,243</u>
Listers			
Contract - assessor	20,000	20,145	(145)
Supplies	400	200	200
Software and support	500	239	261
Tax maps	1,000	4,289	(3,289)
License	0	215	(215)
Computer	1,350	1,996	(646)
Legal	500	93	407
Total listers	<u>23,750</u>	<u>27,177</u>	<u>(3,427)</u>
Meetings and Elections			
Town meetings and elections	4,000	3,084	916
Town reports	1,500	1,434	66
Legal notices and advertising	500	700	(200)
Total meetings and elections	<u>6,000</u>	<u>5,218</u>	<u>782</u>
Insurance			
Workers' compensation	1,910	2,006	(96)
Health insurance	16,762	19,368	(2,606)
Social Security	16,581	17,682	(1,101)
Unemployment	651	328	323
Disability	830	777	53
Life insurance	690	689	1
Health insurance buyback	4,875	5,063	(188)

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN
FUND BALANCE - COMPARED TO BUDGET
GENERAL FUND
YEAR ENDED JUNE 30, 2016

EXHIBIT G

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
Insurance (continued)			
Deductible	1,000	100	900
Pension	11,000	11,473	(473)
General insurance	13,463	13,992	(529)
Total insurance	67,762	71,478	(3,716)
Zoning			
Training	250	0	250
Advertising	500	0	500
Legal fees	2,000	0	2,000
Total zoning	2,750	0	2,750
Development Review Board			
Secretary	4,500	3,402	1,098
Legal fees	500	4,761	(4,261)
Advertising	1,000	1,177	(177)
Total development review board	6,000	9,340	(3,340)
Planning			
Supplies, mileage and training	250	160	90
Advertising and printing	500	0	500
Consultant	8,100	7,192	908
Total planning	8,850	7,352	1,498
Other			
Cemeteries	10,000	2,400	7,600
Conservation Commission	1,400	0	1,400
Green Up Day	500	537	(37)
Emergency management commission	1,200	1,200	0
Total other	13,100	4,137	8,963
Taxes and Assessments			
Animal control officer	2,500	654	1,846
Washington county assessment	34,995	34,995	0
Ambulance service	75,600	77,265	(1,665)
Central Vermont Humane Society	1,800	870	930
Central Vermont Solid Waste Mgmt District	2,900	2,850	50
Central Vermont Economic Development	500	500	0
Vermont League of Cities and Towns	4,064	4,064	0
Central Vermont Regional Planning Commission	3,176	3,176	0
Total taxes and assessments	125,535	124,374	1,161

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN
FUND BALANCE - COMPARED TO BUDGET
GENERAL FUND
YEAR ENDED JUNE 30, 2016

EXHIBIT G

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
Town Office			
Janitorial	6,500	5,706	794
Supplies	3,000	1,141	1,859
Training	500	438	62
Copier	1,660	1,682	(22)
Advertising	1,000	1,315	(315)
Newsletter	500	0	500
Software and support	3,500	5,284	(1,784)
Web page	600	0	600
Cloud backup	1,500	1,500	0
Backup storage fees	360	138	222
Maintenance	7,500	9,749	(2,249)
Vehicle	1,000	483	517
Heat and utilities	9,600	2,891	6,709
Internet	1,500	1,436	64
Equipment contracts	1,500	1,820	(320)
Total town office	<u>40,220</u>	<u>33,583</u>	<u>6,637</u>
General			
Legal	20,000	14,543	5,457
Auditing and accounting	11,000	16,400	(5,400)
Payroll services	2,000	2,083	(83)
Selectboard minutes	2,400	1,990	410
Berlin Pond survey	0	1,957	(1,957)
Bike/pedestrian scoping study	0	2,540	(2,540)
Emergency generator	1,200	1,917	(717)
Tax refunds and abatements	3,000	12,691	(9,691)
Miscellaneous	1,000	261	739
Total general	<u>40,600</u>	<u>54,382</u>	<u>(13,782)</u>
Total general government	<u>577,865</u>	<u>574,096</u>	<u>3,769</u>
Police			
Wages	351,624	275,272	76,352
Wages - night shift	75,041	124,281	(49,240)
Wages - part time	22,000	39,582	(17,582)
Wages - clerical	32,430	32,858	(428)
Wages - CVMC	87,360	76,660	10,700
Wages - overtime	12,853	22,017	(9,164)
Wages - on call	3,000	4,240	(1,240)
Workers' compensation	38,805	42,319	(3,514)
Health insurance	91,017	70,738	20,279
Social Security	47,304	39,319	7,985
Unemployment	1,193	3,093	(1,900)
Social Security - CVMC	6,680	6,072	608

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN
FUND BALANCE - COMPARED TO BUDGET
GENERAL FUND
YEAR ENDED JUNE 30, 2016

EXHIBIT G

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
Police (continued)			
Disability insurance	2,170	1,930	240
Life insurance	1,765	1,654	111
Health insurance buyback	4,875	10,478	(5,603)
Deductible	8,000	0	8,000
Employee benefits	960	700	260
Pension	32,283	30,108	2,175
Vehicle and liability insurance	25,850	26,764	(914)
Supplies	4,600	938	3,662
Uniforms	5,500	10,144	(4,644)
Guns and ammo	1,100	1,208	(108)
Copier lease	1,550	1,248	302
VIBRS	4,100	4,405	(305)
Media and data	4,500	4,972	(472)
Advertising	200	0	200
Training	1,700	1,879	(179)
Telephone	6,900	7,874	(974)
Legal	2,000	0	2,000
Equipment maintenance	12,000	11,674	326
Vehicle fuel	18,500	13,720	4,780
Lodging prisoners	1,100	800	300
Policing grants	0	20,246	(20,246)
Other	2,800	3,074	(274)
Berlin Community Fund	0	1,110	(1,110)
Total police	911,760	891,377	20,383
Highways			
Summer roads			
Wages	91,028	93,884	(2,856)
Roadside mowing	7,000	5,550	1,450
Chloride	28,000	24,882	3,118
Culverts and materials	10,000	9,069	931
Equipment maintenance	26,000	22,126	3,874
Fuel	23,000	10,988	12,012
Total summer roads	185,028	166,499	18,529
Winter roads			
Wages	122,741	92,632	30,109
Sand	60,000	49,421	10,579
Salt	70,000	51,369	18,631
Equipment maintenance	35,000	37,481	(2,481)
Fuel	37,000	13,851	23,149
Total winter roads	324,741	244,754	79,987

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN
FUND BALANCE - COMPARED TO BUDGET
GENERAL FUND
YEAR ENDED JUNE 30, 2016

EXHIBIT G

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
General			
Resurfacing - gravel	117,000	130,006	(13,006)
Bridge maintenance	10,000	213	9,787
Road signs and fencing	4,000	3,145	855
Guardrails	8,000	10,520	(2,520)
Total general	<u>139,000</u>	<u>143,884</u>	<u>(4,884)</u>
Other			
Workers' compensation	32,954	33,510	(556)
Health insurance	27,937	39,896	(11,959)
Social Security	16,353	14,502	1,851
Unemployment	402	208	194
Disability insurance	845	760	85
Life insurance	790	816	(26)
Health insurance buyback	4,875	5,062	(187)
Deductible	2,400	0	2,400
Pension	11,651	10,288	1,363
General insurance	11,160	11,184	(24)
Storm water permit	0	2,766	(2,766)
Erosion control	4,000	4,112	(112)
Supplies	4,000	(901)	4,901
Advertising	500	710	(210)
Training	500	60	440
Telephone	1,300	2,707	(1,407)
Garage	23,000	13,479	9,521
Trash removal	1,285	134	1,151
Street lights	10,000	8,053	1,947
Traffic lights	2,000	2,017	(17)
Uniforms	6,200	6,011	189
Total other	<u>162,152</u>	<u>155,374</u>	<u>6,778</u>
Total highways	<u>810,921</u>	<u>710,511</u>	<u>100,410</u>

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN
FUND BALANCE - COMPARED TO BUDGET
GENERAL FUND
YEAR ENDED JUNE 30, 2016

EXHIBIT G

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
Appropriations			
Battered Women Services	975	975	0
Berlin Volunteer Fire Department	242,454	242,454	0
Barre Area Senior Center	1,000	1,000	0
Central Vermont Adult Basic Education	1,200	1,200	0
Capstone Community Action	500	500	0
Central Vermont Council on Aging	2,500	2,500	0
Central Vermont Home Health and Hospice	5,700	5,700	0
Family Center of Washington County	800	800	0
Good Samaritan Haven	800	800	0
Green Mountain Transit Agency	10,920	10,920	0
Green Up Vermont	150	150	0
Just Basics, Inc.	2,000	2,000	0
Montpelier Senior Center	3,500	3,500	0
People's Health & Wellness Clinic	500	500	0
Prevent Child Abuse VT	350	350	0
Retired and Senior Volunteer Program	200	200	0
Sexual Assault Crisis Team	300	300	0
Vermont Assoc. for the Blind & Visually Impaired	500	500	0
Vermont Center for Independent Living	1,000	1,000	0
Washington County Youth Service Bureau	500	500	0
Total appropriations	<u>275,849</u>	<u>275,849</u>	<u>0</u>
Debt service			
Principal	55,012	45,893	9,119
Interest	4,490	5,399	(909)
Total debt service	<u>59,502</u>	<u>51,292</u>	<u>8,210</u>
Capital outlays			
General government	10,000	31,000	(21,000)
Highway	185,000	168,058	16,942
Police	35,000	34,050	950
Total capital outlays	<u>230,000</u>	<u>233,108</u>	<u>(3,108)</u>
Total expenditures	<u>2,865,897</u>	<u>2,736,233</u>	<u>129,664</u>
Excess Revenues (Expenditures)	<u>3,500</u>	<u>141,801</u>	<u>138,301</u>
Other Financing Sources (Uses)			
Sale of assets	0	16,788	16,788
Transfers out	(3,500)	(3,500)	0
Total other financing sources (uses)	<u>(3,500)</u>	<u>13,288</u>	<u>16,788</u>
Net Change in Fund Balance	<u>\$ 0</u>	<u>155,089</u>	<u>\$ 155,089</u>
Fund Balance - July 1, 2015		<u>904,514</u>	
Fund Balance - June 30, 2016		<u>\$ 1,059,603</u>	

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
JUNE 30, 2016

EXHIBIT H

	Water Pollution Fund	Water Division Fund	Total
ASSETS			
Current Assets			
Cash and cash equivalents	\$ 753,721	\$ 96,024	\$ 849,745
Accounts receivable, net of allowance	19,060	5,327	24,387
Unbilled user fees	275,017	41,863	316,880
Grant receivable	0	258,977	258,977
Total current assets	<u>1,047,798</u>	<u>402,191</u>	<u>1,449,989</u>
Non-Current Assets			
Land	0	106,000	106,000
Construction in process	3,425	5,613,025	5,616,450
Plant and equipment, net of depreciation	658,302	0	658,302
Total non-current assets	<u>661,727</u>	<u>5,719,025</u>	<u>6,380,752</u>
Total assets	<u>1,709,525</u>	<u>6,121,216</u>	<u>7,830,741</u>
LIABILITIES			
Current Liabilities			
Accounts payable	17,696	287	17,983
Construction and retainage payable	0	204,254	204,254
Accrued interest payable	0	10,894	10,894
Customer overpayments	67	0	67
Advances from other funds	0	143,733	143,733
Due to other funds	79,256	25,256	104,512
Bond and note payable due within one year	0	108,473	108,473
Total current liabilities	<u>97,019</u>	<u>492,897</u>	<u>589,916</u>
Noncurrent Liabilities			
Bond and note payable due after one year	0	3,927,742	3,927,742
Total noncurrent liabilities	<u>0</u>	<u>3,927,742</u>	<u>3,927,742</u>
Total liabilities	<u>97,019</u>	<u>4,420,639</u>	<u>4,517,658</u>
NET POSITION			
Invested in capital assets, net of related debt	661,727	1,478,556	2,140,283
Unrestricted	950,779	222,021	1,172,800
Total net position	<u>\$ 1,612,506</u>	<u>\$ 1,700,577</u>	<u>\$ 3,313,083</u>

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF REVENUES, EXPENSES AND
CHANGE IN NET POSITION
PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2016

EXHIBIT I

	Water Pollution Fund	Water Division Fund	Total
OPERATING REVENUES			
User charges and fees	\$ 547,659	\$ 86,944	\$ 634,603
Interest and penalties	4,670	469	5,139
Total operating revenues	552,329	87,413	639,742
OPERATING EXPENSES			
Wages and related	16,079	484	16,563
Professional services	1,349	3,380	4,729
Maintenance, operations and services	484,118	21,838	505,956
Administrative expenses	6,176	1,117	7,293
Depreciation	30,594	0	30,594
Total operating expenses	538,316	26,819	565,135
OPERATING INCOME (LOSS)	14,013	60,594	74,607
NONOPERATING REVENUES (EXPENSES)			
Grant income	0	1,702,176	1,702,176
Interest expense	0	(62,593)	(62,593)
Interest income	9,711	0	9,711
Net nonoperating revenues	9,711	1,639,583	1,649,294
CHANGE IN NET POSITION	23,724	1,700,177	1,723,901
NET POSITION - JULY 1, 2015	1,588,782	400	1,589,182
NET POSITION - JUNE 30, 2016	\$ 1,612,506	\$ 1,700,577	\$ 3,313,083

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2016

EXHIBIT J

	<u>Water Pollution Fund</u>	<u>Water Division Fund</u>
CASH FLOWS FROM (TO) OPERATING ACTIVITIES		
Cash received from customers	\$ 530,681	\$ 40,223
Cash payments to suppliers for goods and services	<u>(507,662)</u>	<u>(26,532)</u>
Net cash from operating activities	<u>23,019</u>	<u>13,691</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Cash payments from other funds	<u>19,408</u>	<u>3,602</u>
CASH FLOWS FROM (TO) CAPITAL AND RELATED FINANCING ACTIVITIES		
Proceeds from long-term debt and grants	0	7,761,818
Principal paid on capital debt	0	(4,307,106)
Additions of capital assets, net of change in related payables	(31,842)	(3,322,661)
Interest paid on capital debt	0	(54,680)
Net cash from (to) capital and related financing activities	<u>(31,842)</u>	<u>77,371</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest on cash and investments	<u>9,711</u>	<u>0</u>
Net cash from investing activities	<u>9,711</u>	<u>0</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	20,296	94,664
CASH AND CASH EQUIVALENTS - JULY 1, 2015	<u>733,425</u>	<u>1,360</u>
CASH AND CASH EQUIVALENTS - JUNE 30, 2016	<u>\$ 753,721</u>	<u>\$ 96,024</u>
RECONCILIATION OF INCOME FROM OPERATIONS TO NET CASH FROM OPERATING ACTIVITIES		
Income from operations	\$ 14,013	\$ 60,594
Adjustments to reconcile income from operations to net cash flow from operating activities		
Depreciation	30,594	0
(Increase) decrease in accounts receivable	(20,216)	(47,190)
Increase (decrease) in accounts payable	60	287
Increase (decrease) in customer overpayments	<u>(1,432)</u>	<u>0</u>
Net cash from operating activities	<u>\$ 23,019</u>	<u>\$ 13,691</u>

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
 STATEMENT OF NET POSITION - FIDUCIARY FUND
 JUNE 30, 2016

	<u>Cemetery Funds</u>
ASSETS	
Cash and cash equivalents	\$ 13,962
LIABILITIES	
	<u>0</u>
NET POSITION	
Restricted	<u>\$ 13,962</u>

See Notes to Financial Statements.

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TOWN OF BERLIN, VERMONT
STATEMENT OF CHANGE IN NET POSITION
FIDUCIARY FUND
YEAR ENDED JUNE 30, 2016

	<u>Cemetery Funds</u>
ADDITIONS	
Interest	\$ 7
DEDUCTIONS	<u> 0</u>
CHANGE IN NET POSITION	7
NET POSITION - July 1, 2015	<u>13,955</u>
NET POSITION - June 30, 2016	<u>\$ 13,962</u>

See Notes to Financial Statements.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016

The Town of Berlin (the Town) is a unit of local government organized under the statutes of the State of Vermont. The Town is governed by a five member Select Board. The Town provides various services as authorized and funded by State government or Town voters.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

Reporting Entity

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

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

Basic Financial Statements – Government-Wide Statements

The Town's basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (focusing on the Town's major funds). The government-wide financial statements categorize primary activities as either governmental or business type.

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

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

The net costs (by governmental function or business-type activity) are normally covered by general revenues (property taxes, intergovernmental revenues, interest income, etc.).

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

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basic Financial Statements - Fund Financial Statements

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

The Town's major funds consist of the General Fund, the Water Pollution Fund and the Water Division Fund. The non-major funds of the Town consist of the Recreation and Parks Fund, Conservation Fund, Montpelier Filtration Fund, Bike Path Fund, Bridge Fund and the Road Project Fund. The General Fund is the main operating fund of the Town. The Water Pollution Fund accounts for the activity of the water pollution system. The Water Division Fund accounts for the activities of the Town's water supply system.

Proprietary Funds

The focus of proprietary fund measurement is upon determination of operating income, changes in net position, and cash flows. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The following is a description of the proprietary funds of the Town:

Enterprise funds are required to be used to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The Water Pollution Fund and the Water Division Fund are major Enterprise Funds.

Fiduciary Funds

Fiduciary funds account for assets held in a trustee capacity (trust funds) or as an agent (agency funds) for the benefit of parties outside of the Town. The Town's fiduciary fund is the Cemetery Fund, which is a trust fund.

Measurement Focus

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

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Accounting

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

Accrual

Both governmental and business-type activities in the government-wide financial statements and the proprietary fund financial statements are presented on the accrual basis of accounting. Revenues are recognized when transactions occur and expenses are recognized when incurred.

Modified Accrual

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

Government-wide and Proprietary Fund Net Position

Net position represents the difference between assets and liabilities in the statement of net position. Net position is divided into three components:

Invested in capital assets, net of related debt – consist of the historical cost of capital assets less accumulated depreciation and less any debt that remains outstanding that was used to finance those assets plus deferred outflows of resources less deferred inflows of resources related to those assets.

Restricted net position – consist of assets that are restricted by the Town's creditors, enabling legislation, by grantors, and by other contributors.

Unrestricted net position – all other net position is reported in this category.

Unavailable Revenue

Unavailable revenue consists of the following:

General Fund – Delinquent taxes not collected within sixty (60) days after year end and other receivables not collected within six months after year end.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Pensions

GASB Statement No. 68 establishes standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expenses/expenditures.

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Vermont Municipal Employees' Retirement System (VMERS) and additions to/deductions from VMERS's fiduciary net position have been determined on the same basis as they are reported by VMERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Deferred Outflows of Resources

The Town reports decreases in net assets that relate to future periods as deferred outflows of resources in a separate section of its government-wide and proprietary funds statements of net position. The deferred outflows of resources reported in this year's financial statements are for 1) the difference between expected and actual experience 2) changes in assumptions 3) contributions made subsequent to the measurement date 4) differences between projected and actual investment earnings and 5) changes in proportion and differences between employer contributions and proportionate share of contributions. No deferred outflows of resources affect the governmental funds financial statements in the current year.

Deferred Inflows of Resources

The Town's statements of net position and its governmental fund balance sheet report a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net position that applies to a future period(s).

Deferred inflows of resources are reported in the Town's statement of net position for changes in proportion and differences between Town contributions and proportionate share of contributions. These deferred inflows of resources are attributed to pension expense over a total of 5 years, including the current year.

In its governmental funds, the only deferred inflow of resources is for revenues that are not considered available. The Town has one item which occurs because governmental fund revenues are not recognized until available (collected not later than sixty days after the end of the Town's fiscal year for property taxes, and six months for all other revenues) under the modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, unavailable property tax revenue is reported in the governmental funds balance sheet. The Town did not have deferred inflows of resources to report in its government-wide or proprietary fund financial statements for the current year.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Equity

GASB Statement 54 "Fund Balance Reporting and Governmental Fund Type Definitions" provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

Nonspendable fund balances - Indicates the portion of fund equity that cannot be spent due to their form (e.g. inventories, prepaids and long-term receivables) or funds that legally or contractually must be maintained intact.

Restricted fund balances - Indicates the portion of fund equity that is mandated for a specific purpose by external parties, constitutional provisions, or enabling legislation (e.g. federal and state grants, bondholders, trust and trustee accounts).

Committed fund balances - Indicates the portion of fund equity that is set aside for a specific purpose by the Town's highest level of decision making authority, the voters, as a result of articles passed at Annual or Special Meetings.

Assigned fund balances - Indicates the portion of fund equity that is set aside with the intent to be used for a specific purpose by the Selectboard. Assigned funds cannot cause a deficit in unassigned fund balance.

Unassigned fund balances - Indicates the portion of fund equity that has not been classified in the previous four categories. All funds in this category are considered spendable resources. This category provides the resources necessary to meet unexpected expenditures and revenue shortfalls.

When an expenditure is incurred that qualifies for payment from either of the three unrestricted fund balance categories, it will be applied in the following order:

1. Committed
2. Assigned
3. Unassigned

Cash and Cash Equivalents

The Town has defined cash and cash equivalents to include cash on hand, demand deposits, cash with fiscal agent, and short-term investments with original maturities of three months or less from the date of acquisition.

Inventory

Inventory in the General Fund consists of expendable supplies held for consumption by the highway department and is valued at cost, using the first-in/first-out method. Inventory is recorded as an expenditure when consumed rather than when purchased.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Net interest costs are capitalized on projects during the construction period.

Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings and improvements	30 years
Infrastructure	15 - 30 years
Machinery and equipment	5 - 10 years
Vehicles	4 - 10 years

GASB No. 34 requires the Town to report and depreciate new general infrastructure assets prospectively starting July 1, 2003. General infrastructure assets include roads, bridges, underground pipe (other than related to utilities), traffic signals, etc.

Accrued Compensated Absences

Government-Wide Financial Statements – All vested or accumulated vacation leave is reported as a liability and an expense on the government-wide financial statements. Sick days are not accrued since they are not paid when the employee terminates employment.

Fund Financial Statements - Vested or accumulated vacation leave that has matured is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are not reported as a liability in the fund financial statements and no expenditure is reported for these amounts. Unused sick days may be accumulated to use in the following year, but sick days are not accrued since they are not paid when the employee terminates employment.

Budgetary Accounting

The Town employs a formal budgetary process as a management control device during the year for the General Fund. The Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget to Actual, presents comparisons of the budget with actual data. The budget numbers shown are on the same basis as the financial statements.

The Town is not legally required to adopt a budget for funds other than the General Fund. Therefore, a budgetary comparison is not presented for those funds.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Interfund Activities

Transactions between funds that are representative of lending/borrowing arrangements that are outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion) or "advances to/from other funds" (i.e., the non-current portion). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

Advances between funds, as reported in the fund financial statements, are offset by a fund reserve account (nonspendable fund balance) in the applicable funds to indicate that they are not available for appropriation and are not expendable available financial resources.

Prepaid Expenses

Certain payments to vendors reflect costs that are applicable to future accounting periods and are recorded as prepaid expenses.

Use of Estimates

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

NOTE 2 - DEPOSITS

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

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. As of June 30, 2016, \$1,292,788 of the government's bank balance of \$2,067,861 was exposed to custodial credit risk. A summary of the Town's custodial credit risk is as follows:

	Bank Balance
Insured by FDIC	\$ 775,073
Uninsured, collateralized by securities held by the pledging financial institution	1,191,388
Uninsured, uncollateralized	101,400
Total	\$ 2,067,861

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 3 - PROPERTY TAXES

Property taxes in the Town of Berlin support the School District as well as Town operations. Property taxes attach as an enforceable lien on property owned as of April 1st. Listers establish a grand list of all property and the Selectboard sets the tax rate required to raise the tax revenue authorized by Town and School District voters and the Vermont Agency of Education. Taxes are payable in four installments, in August, November, February and May. All late payments are subject to an 8% penalty, and interest.

NOTE 4 - INTERFUND LOAN

During fiscal year 2015 the General Fund loaned the Water Division \$143,733 at 0% interest. The note is a demand note that is due in its entirety on June 30, 2021.

NOTE 5 - INTERFUND ACTIVITY

Transfers are used to move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them in accordance with budgetary authorizations. \$3,500 was transferred to the Recreation and Parks Fund from the General Fund per budget authorization.

The composition of due from/(to) other funds at June 30, 2016 are as follows:

	Due from other funds	Due to other funds
Governmental funds:		
General Fund	\$ 50,624	\$ 0
Recreation and Parks Fund	3,648	0
Montpelier Filtration Fund	1,280	0
Bridge Fund	19,398	0
Road Project Fund	29,562	0
Proprietary funds:		
Water Pollution	0	79,256
Water Division	0	25,256
	<u>\$ 104,512</u>	<u>\$ 104,512</u>

NOTE 6 - RECEIVABLES

Receivable balances as of June 30, 2016 were as follows:

	Governmental Activities	Business-Type Activities	Net Receivables
Delinquent taxes, penalty & interest receivable, net of \$25,547 allowance	\$ 137,242	\$ 0	\$ 137,242
Grant receivable- USDA	0	258,977	258,977
Unbilled user fees	0	316,880	316,880
Accts receivable - State	8,994	0	8,994
Accts receivable - other, net of \$2,500 allow. (business-type)	48,089	24,387	72,476
	<u>\$ 194,325</u>	<u>\$ 600,244</u>	<u>\$ 794,569</u>

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(Continued)

NOTE 7 - CAPITAL ASSETS

The following is a summary of the changes in capital assets for the year:

	(Restated)				Balance June 30, 2016
	Balance June 30, 2015	Additions	Disposals	(Depreciation)	
<i>Governmental activities</i>					
Capital assets not depreciated					
Land	\$ 52,400	\$ 0	\$ 0	\$ 0	\$ 52,400
CIP - Friendship Park	0	31,000	0	0	31,000
CIP - Berlin Bike Path	32,458	0	0	0	32,458
Total capital assets not deprec.	<u>84,858</u>	<u>31,000</u>	<u>0</u>	<u>0</u>	<u>115,858</u>
Capital assets being depreciated					
Buildings and improvements	287,845	0	0	0	287,845
Infrastructure	1,660,069	122,993	0	0	1,783,062
Machinery and equipment	173,539	0	0	0	173,539
Vehicles	1,606,343	79,115	(57,938)	0	1,627,520
Total capital assets being depr.	<u>3,727,796</u>	<u>202,108</u>	<u>(57,938)</u>	<u>0</u>	<u>3,871,966</u>
Less accumulated depreciation for:					
Buildings and improvements	(98,354)	0	0	(9,595)	(107,949)
Infrastructure	(556,681)	0	0	(71,929)	(628,610)
Machinery and equipment	(135,680)	0	0	(7,630)	(143,310)
Vehicles	(1,067,935)	0	57,938	(177,665)	(1,187,662)
Total accum. depreciation	<u>(1,858,650)</u>	<u>0</u>	<u>57,938</u>	<u>(266,819)</u>	<u>(2,067,531)</u>
Total capital assets, net of deprec.	<u>1,869,146</u>	<u>202,108</u>	<u>0</u>	<u>(266,819)</u>	<u>1,804,435</u>
Total gov't activities assets, net	<u>\$ 1,954,004</u>	<u>\$ 233,108</u>	<u>\$ 0</u>	<u>\$ (266,819)</u>	<u>\$ 1,920,293</u>
<i>Business-type activities</i>					
Capital assets not depreciated					
Land	\$ 106,000	\$ 0	\$ 0	\$ 0	\$ 106,000
CIP - water pollution	3,425	0	0	0	3,425
CIP - water division	2,539,200	3,073,825	0	0	5,613,025
Total capital assets not deprec.	<u>2,648,625</u>	<u>3,073,825</u>	<u>0</u>	<u>0</u>	<u>5,722,450</u>
Capital assets being depreciated					
Capital improvements	717,732	31,842	0	0	749,574
Main pump upgrades	88,701	0	0	0	88,701
Equipment	71,549	0	0	0	71,549
Total capital assets being depr.	<u>877,982</u>	<u>31,842</u>	<u>0</u>	<u>0</u>	<u>909,824</u>
Less accumulated depreciation for:					
Capital improvements	(151,841)	0	0	(24,137)	(175,978)
Main pump upgrades	(8,037)	0	0	(2,957)	(10,994)
Equipment	(61,050)	0	0	(3,500)	(64,550)
Total accum. depreciation	<u>(220,928)</u>	<u>0</u>	<u>0</u>	<u>(30,594)</u>	<u>(251,522)</u>
Total capital assets, net of deprec.	<u>\$ 3,305,679</u>	<u>\$ 3,105,667</u>	<u>\$ 0</u>	<u>\$ (30,594)</u>	<u>\$ 6,380,752</u>

Depreciation for the governmental activities was charged to general government for \$81,524, highway for \$141,559 and police for \$43,736. Depreciation for the proprietary funds consisted of \$30,594 for the Pollution Fund.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 8 – UNAVAILABLE REVENUE

Unavailable revenue in the General Fund consists of \$110,319 of property taxes not received within sixty days after year end.

NOTE 9 - LONG-TERM LIABILITIES

Long-term liabilities at June 30, 2016 consisted of the following:

Governmental Activities

		Due within one year
Bond payable to Vermont Bond Bank with yearly principal reduction of \$10,000 until 11/15/24, then \$5,000 due 11/15/25, variable interest due semiannually.	\$ 95,000	\$ 10,000
Note payable to Northfield Savings Bank for dump truck and chipper. Principal and interest payments of \$5,971 due quarterly through March 2020. Interest at 1.99%.	85,801	22,314
Subtotal	<u>180,801</u>	<u>\$ 32,314</u>
Accrued compensated absences	26,469	
Total	<u>207,270</u>	
Amount due within one year	<u>(32,314)</u>	
Amount due after one year	<u>\$ 174,956</u>	

Proprietary Funds

Water Division Fund

Note payable to State of Vermont for water supply project. The loan balance remaining is anticipated loan forgiveness expected to be recognized by the State in fiscal year 2017.	\$ 49,921	\$ 49,921
Note payable with USDA, semiannual principal and interest payments of \$81,405 through November 2055, interest at 2.625%.	3,986,294	58,552
Total	<u>4,036,215</u>	<u>\$ 108,473</u>
Amount due within one year	<u>(108,473)</u>	
Amount due after one year	<u>\$ 3,927,742</u>	

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(Continued)

NOTE 9 - LONG-TERM LIABILITIES (Continued)

Long-term debt will mature approximately as follows:

	Governmental			Proprietary		
	Principal	Interest	Total	Principal	Interest	Total
2017	\$ 32,314	\$ 5,628	\$ 37,942	\$ 108,473	\$ 104,258	\$ 212,731
2018	32,768	4,401	37,169	60,099	102,711	162,810
2019	33,230	3,475	36,705	61,687	101,123	162,810
2020	27,489	2,558	30,047	63,316	99,494	162,810
2021	10,000	1,567	11,567	64,989	97,811	162,800
2022-2026	45,000	2,598	47,598	351,629	462,630	814,259
2027-2031	0	0	0	400,604	413,445	814,049
2032-2036	0	0	0	456,400	357,650	814,050
2037-2041	0	0	0	519,968	294,082	814,050
2042-2046	0	0	0	592,390	221,660	814,050
2047-2051	0	0	0	674,897	139,153	814,050
2052-2056	0	0	0	681,763	45,227	726,990
Total	\$ 180,801	\$ 20,227	\$ 201,028	\$ 4,036,215	\$2,439,244	\$ 6,475,459

The following is a summary of changes of long-term liabilities for the year ended June 30, 2016:

	Governmental	Proprietary	Total
Balance at June 30, 2015	\$ 258,257	\$ 2,024,703	\$ 2,282,960
Proceeds	0	6,318,619	6,318,619
Accrued vacation earned	769	0	769
Accrued vacation used	(5,863)	0	(5,863)
Principal payments	(45,893)	(4,307,107)	(4,353,000)
Balance at June 30, 2016	\$ 207,270	\$ 4,036,215	\$ 4,243,485

Interest of \$67,992 was paid on long-term debt in fiscal year 2016.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 10 – RESTRICTED/COMMITTED/ASSIGNED FUND BALANCES

Net position and fund balances are committed/restricted/assigned as follows:

	Restricted Net Position & Fund Balance	Committed Fund Balance	Assigned Fund Balance
Police Community Fund	\$ 0	\$ 14,679	\$ 0
Fire warden	0	900	0
Building maintenance	0	7,026	0
Task force	0	3,000	0
Cemeteries	0	2,758	0
Bridge maintenance	0	34,799	0
Economic Dev. Board	0	1,515	0
Highway equipment	0	847	0
Bond build renovation	0	5,974	0
Planning	0	1,100	0
Water supply	0	2,165	0
Police equipment	0	8,497	0
Recreation and parks	15,564	0	0
Conservation	40,960	0	0
Montpelier Filtration	1,280	0	0
Bike path	55,304	0	0
Bridges	0	19,398	0
Road projects	0	29,562	0
Computer equipment	0	0	1,350
Capital budget	0	0	10,000
Highway paving/tires	0	0	18,151
Reappraisal	159,429	0	0
Listers education	821	0	0
Records restoration	13,488	0	0
Totals	<u>\$ 286,846</u>	<u>\$ 132,220</u>	<u>\$ 29,501</u>

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 11 - PENSION PLAN

DEFINED CONTRIBUTION PLAN

The State of Vermont authorized VMERS to establish a new defined contribution (DC) plan available to members on July 1, 2000. The DC plan is a tax-sheltered money purchase plan under IRC 401(a). The plan includes a 5% employee contribution and a 5.125% employer contribution. 100% vesting occurs after one year of municipal service.

Of the Town's total payroll of \$1,058,268, \$107,896 was covered under the VMERS defined contribution plan. The total contributions to this plan by the employer were \$5,530 and by the employees were \$5,275.

VMERS

Plan description. The Town contributes to the Vermont Municipal Employees' Retirement System (VMERS) which is a cost sharing multiple employer defined benefit pension plan that is administered by the State Treasurer and its Board of Trustees. It is designed for school districts and other municipal employees that work on a regular basis and also includes employees of museums and libraries if at least half of that institution's operating expenses are met by municipal funds. An employee of any employer that becomes affiliated with the system may join at that time or at any time thereafter. Any employee hired subsequent to the effective participation date of their employer who meets the minimum hourly requirements is required to join the system. During the year ended June 30, 2015, the retirement system consisted of 437 participating employers.

The plan was established effective July 1, 1975, and is governed by Title 24, V.S.A Chapter 125.

The general administration and responsibility for formulating administrative policy and procedures of the retirement system for its members and their beneficiaries is vested in the Board of Trustees, consisting of five members. They are the State Treasurer, two employee representatives elected by the membership of the system, and two employer representatives – one elected by the governing bodies of participating employers of the system and one selected by the Governor from a list of four nominees. The list of four nominees is jointly submitted by the Vermont League of Cities and Towns and the Vermont School Boards Association.

All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on average final compensation (AFC) and years of creditable service.

Summary of System Provisions

Membership is open to all full time employees of participating municipalities. The municipality elects coverage under Groups A, B, C, or D. The Town only has Group B members.

Creditable service is service as a member plus purchased service.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 11 - PENSION PLANS (Continued)

Benefits provided and contributions

Avg Final Compensation (AFC)	Group A	Group B	Group C	Group D
	Average annual compensation during highest 5 consecutive years	Average annual compensation during highest 3 consecutive years	Average annual compensation during highest 3 consecutive years	Average annual compensation during highest 2 consecutive years
Service Retirement Allowance				
Eligibility	Earlier of age 65 with 5 years of service or age 55 with 35 years of service	Earlier of age 62 with 5 years of service or age 55 with 30 years of service	Age 55 with 5 years of service	Age 55 with 5 years of service
Amount	1.4% of AFC times service	1.7% of AFC times service as Group B member plus percentage earned as a Group A member times AFC	2.5% of AFC times service as Group C member plus percentage earned as a Group A or B member times AFC	2.5% of AFC times service as Group D member plus percentage earned as a Group A, B, or C member times AFC
Maximum Benefit	60% of AFC, including portion of allowance provided by member contributions		50% of AFC, including portion of allowance provided by member contributions	
Early Retirement Allowance				
Eligibility	Age 55 with 5 years of service		n/a	Age 50 with 20 years of service
Amount	Normal allowance based on service and AFC at early retirement, reduced by 6% for each year commencement precedes Normal Retirement Age		n/a	Normal allowance based on service and AFC at early retirement, without reduction
Vested Retirement Allowance				
Eligibility	5 years of service	5 years of service	5 years of service	5 years of service
Amount	Allowance beginning at normal retirement age based on AFC and service at termination. The AFC is to be adjusted annually by one-half of the percentage change in the CPI, subject to the limits on "Post-Retirement Adjustments" described below.			
Disability Retirement Allowance				
Eligibility	5 years of service and disability as determined by Retirement Board			
Amount	Immediate allowance based on AFC and service to date of disability; children's benefit of 10% of AFC payable to up to three minor children (or children up to age 23 if enrolled in full-time studies) of a disabled Group D member.			
Death Benefit				
Eligibility	After 5 years of service	After 5 years of service	After 5 years of service	After 5 years of service
Amount	Reduced early retirement allowance under 100% survivor option commencing immediately or, if greater, survivor's benefit under disability annuity computed as of the date of death.			70% of the unreduced accrued benefit plus children's benefit
Optional Benefit and Death after Retirement				
	Lifetime allowance or actuarially equivalent 50% or 100% joint and survivor allowance with refund of contributions guarantee.			Lifetime allowance or 70% contingent annuitant option with no reduction
Refund of Contribution	Upon termination, if the member so elects or if no other benefit is payable, the member's accumulated contributions are refunded.			
Post-Retirement Adjustments				
	Allowance in payment for at least one year, increased on each January 1 by one-half of the percentage increase in CPI but not more than the following percentage:			
	2%	3%	3%	3%
Member Contributions	2.5% effective 1/1/00	4.875% effective 7/1/15	9.625% eff. 7/1/14 and 9.75% eff. 1/1/15	11.25% effective 7/1/14
Employer Contributions	4%	5.5% effective 7/1/15	6.875% eff. 7/1/14 and 7% eff 1/1/15	9.75% effective 7/1/14
Retirement Stipend	\$25 per month payable at the option of the Board of Retirees			

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 11 - PENSION PLANS (Continued)

For the year ended June 30, 2016, the Town's contributions to the Plan were \$46,326.

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions. At June 30, 2016, the Town reported a liability of \$231,207 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2015, the Town's proportion was 0.2999%, which was an increase of 0.03961% from its proportion measured as of June 30, 2014.

For the year ended June 30, 2016, the Town recognized pension expense of \$67,024. At June 30, 2016, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 7,309	\$ 0
Changes in proportion and differences between Town contributions and proportionate share of contributions	14,019	0
Changes in assumptions	46,045	0
Difference between projected and actual investment earnings	44,666	0
Member contributions subsequent to the measurement date	46,326	0
Total	\$ 158,365	\$ 0

Of the \$158,365 of deferred outflows of resources, \$46,326 was from the Town's contributions subsequent to the measurement date which will be recognized as pension expense in the year ending June 30, 2017. Other amounts (\$112,039) reported as deferred outflows of resources will be recognized in pension expense as follows:

Year ending June 30,	
2017	\$ 22,919
2018	22,919
2019	22,919
2020	43,282

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 11 - PENSION PLANS (Continued)

Actuarial Assumptions

Interest rate – 7.95% per annum. Through July 1, 2014, a select-and-ultimate rate set was used, as specified below. The interest rate set is restarted every year.

Year 1	6.25%	Year 10	8.50%
Year 2	6.75%	Year 11	8.50%
Year 3	7.00%	Year 12	8.50%
Year 4	7.50%	Year 13	8.50%
Year 5	7.75%	Year 14	8.50%
Year 6	8.25%	Year 15	8.50%
Year 7	8.25%	Year 16	8.75%
Year 8	8.25%	Year 17 and later	9.00%
Year 9	8.50%		

Salary increase - 5% per year

Deaths

Active participants – 50% of the probabilities in the 1995 Buck Mortality Tables for males and females

Non-disabled retirees and terminated vested participants – the 1995 Buck Mortality Tables with no set-back for males and one-year set-back for females

Disabled retirees – RP-2000 Disabled Life Tables

Beneficiaries – 1995 Buck Mortality Tables for males and females

Spouse's age – husbands are assumed to be three years older than their wives

Cost of Living Adjustments to Benefits of Terminated Vested and Retired Participants - Assumed to occur at the rate of 1.5% per annum for Group A members and 1.8% per annum for members of Groups B, C and D.

Actuarial Cost Method – Entry age normal-level percentage of pay.

Asset Valuation Method – Invested assets are reported at fair value.

Inflation - The separately stated assumptions for investment return, salary increases and cost of living adjustments are consistent with an expected annual inflation rate of 3.00% to 3.25% per year.

Long-term expected rate of return

The long-term expected rate of return on pension plan investments was determined using best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) developed for each major asset class using an econometric model that forecasts a variety of economic environments and then calculates asset class returns based on

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 11 - PENSION PLANS (Continued)

functional relationships between the economic variable and the asset classes. These best estimate ranges were combined to produce forecasts of the short, intermediate, and longer term horizons by weighting the expected future nominal rates of return by the target asset allocation percentage. The various time horizons in the forecast are intended to capture more recent economic and capital market conditions as well as other plausible environments that could develop in the future over economic cycles.

Best estimates of arithmetic rates of return for each major asset class included in the target asset allocation as of June 30, 2014 are summarized in the following table:

<u>Asset Class</u>	<u>Long-Term Expected Real Rate of Return</u>
Equity	8.61%
Fixed Income	1.91%
Alternatives	6.93%
Multi-strategy	4.88%

Nominal long-term expected rates of return for these asset classes are equal to the sum of the above expected long-term real rates and the expected long-term inflation rate of 3.0%.

Discount Rate – The discount rate used to measure the total pension liability was 7.95%. The projection of cash flows used to determine the discount rate assumed that contributions will continue to be made in accordance with the current funding policy. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments to current System members. The assumed discount rate has been determined in accordance with the method prescribed by GASB 68.

The following presents the net pension liability calculated using the discount rate of 7.95%, as well as what the proportionate share would be if it were calculated using a discount rate that is 1 percentage point lower (6.95%) or 1 percentage point higher (8.95%) than the current rate:

<u>1% Decrease (6.95%)</u>	<u>Discount Rate (7.95%)</u>	<u>1% Increase (8.95%)</u>
\$ 461,820	\$ 231,207	\$ 37,887

Plan Fiduciary Net Position. Detailed information about the Plan's fiduciary net position is available in the State of Vermont's Comprehensive Annual Financial Report (CAFR). The CAFR can be viewed on the State's Department of Finance and Management website.

TOWN OF BERLIN, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2016
(Continued)

NOTE 12 - PRIOR PERIOD ADJUSTMENT

The government-wide net position for July 1, 2015 was restated below to adjust the beginning balances of the Town to account for the impairment loss on the Muzzy Road flood property that was acquired in fiscal year 2015. The governmental activities opening net position was restated as follows:

July 1, 2015, as previously reported	\$ 2,978,630
Impairment loss - Muzzy Road flood property	<u>(170,721)</u>
July 1, 2015, as restated	<u>\$ 2,807,909</u>

NOTE 13 - RISK MANAGEMENT

The Town is exposed to various risks of loss related to tort; theft of, damage to, and destruction of assets; errors and omissions; and injuries to employees. The Town maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town. Settled claims have not exceeded this commercial coverage in any of the past three (3) fiscal years.

NOTE 14 - COMMITMENTS

In September 2016, the Town entered into a three year contract for ambulance service with the Town of Barre. The contract fees are based on a per capital fee with ranges from \$29.52 for fiscal year 2017 up to \$33.79 per capital for fiscal year 2019. The contract may be extended for two additional years at the per capital rates of \$36.15 and \$38.68.

NOTE 15 - CONTINGENCY

The Town participates in state grant programs that are subject to audits by the grantors or their representatives. The audits of these programs for or including the year ended June 30, 2016 have not yet been reviewed by the grantor agencies. Accordingly, compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenses which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

NOTE 16 - SUBSEQUENT EVENTS

Management has evaluated subsequent events through January 6, 2017, the date which the financial statements were available for issue.

TOWN OF BERLIN, VERMONT
 COMBINING AND INDIVIDUAL FUND BALANCE SHEET
 OTHER GOVERNMENTAL FUNDS
 JUNE 30, 2016

	Special Revenue Funds			Capital Project Funds			Total
	Recreation and Parks Fund	Conservation Fund	Montpelier Filtration Fund	Bike Path Fund	Bridge Fund	Road Project Fund	
ASSETS							
Cash and cash equivalents	\$ 11,916	\$ 40,960	\$ 0	\$ 55,304	\$ 0	\$ 0	\$ 108,180
Due from other funds	3,648	0	1,280	0	19,398	29,562	53,888
Total assets	\$ 15,564	\$ 40,960	\$ 1,280	\$ 55,304	\$ 19,398	\$ 29,562	\$ 162,068
LIABILITIES AND FUND BALANCES							
LIABILITIES	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
FUND BALANCES							
Restricted	15,564	40,960	1,280	55,304	0	0	113,108
Committed	0	0	0	0	19,398	29,562	48,960
Total fund balances	15,564	40,960	1,280	55,304	19,398	29,562	162,068
Total liabilities and fund balances	\$ 15,564	\$ 40,960	\$ 1,280	\$ 55,304	\$ 19,398	\$ 29,562	\$ 162,068

SCHEDULE 2

TOWN OF BERLIN, VERMONT
 COMBINING AND INDIVIDUAL FUND SCHEDULE OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCES
 OTHER GOVERNMENTAL FUNDS
 YEAR ENDED JUNE 30, 2016

	Special Revenue Funds				Capital Project Funds			Total
	Recreation and Parks Fund	Conservation Fund	Montpelier Filtration Fund	Bike Path Fund	Bridge Fund	Road Project Fund		
REVENUES								
Interest	\$ 7	\$ 18	\$ 0	\$ 28	\$ 0	\$ 0	\$ 53	
Other	748	4,383	0	0	0	0	5,131	
Total revenues	755	4,401	0	28	0	0	5,184	
EXPENDITURES	3,286	0	0	0	0	0	3,286	
EXCESS REVENUES (EXPENDITURES)	(2,531)	4,401	0	28	0	0	1,898	
OTHER FINANCING SOURCES (USES)								
Transfers in (out)	3,500	0	0	0	0	0	3,500	
Total other financing sources (uses)	3,500	0	0	0	0	0	3,500	
NET CHANGE IN FUND BALANCES	969	4,401	0	28	0	0	5,398	
FUND BALANCES - July 1, 2015	14,595	36,559	1,280	55,276	19,398	29,562	156,670	
FUND BALANCES - June 30, 2016	\$ 15,564	\$ 40,960	\$ 1,280	\$ 55,304	\$ 19,398	\$ 29,562	\$ 162,068	

TOWN OF BERLIN, VERMONT
SCHEDULES OF TOWN'S PROPORTIONATE SHARE OF NET PENSION LIABILITY
AND TOWN CONTRIBUTIONS
YEAR ENDED JUNE 30, 2016

SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE
NET PENSION LIABILITY
VERMONT EMPLOYEES MUNICIPAL RETIREMENT PLAN
AS OF MEASUREMENT DATE JUNE 30,

	<u>2015</u>	<u>2014</u>
Town's proportion of the net pension liability (asset)	0.29990%	0.26030%
Town's proportionate share of the net pension liability (asset)	\$ 231,207	\$ 23,756
Town's covered-employee payroll	\$ 779,921	\$ 655,141
Town's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	29.64%	3.63%
Plan fiduciary net position as a percentage of the total pension liability	87.42%	98.32%

SCHEDULE OF TOWN CONTRIBUTIONS
VERMONT EMPLOYEES MUNICIPAL RETIREMENT PLAN
YEARS ENDED JUNE 30,

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Contractually required contributions	\$ 46,326	\$ 41,921	\$ 33,576	\$ 30,031
Contributions in relation to the contractually required contribution	<u>(46,326)</u>	<u>(41,921)</u>	<u>(33,576)</u>	<u>(30,031)</u>
Contribution deficiency (excess)	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Town's covered-employee payroll	\$ 842,285	\$ 779,921	\$ 655,141	\$ 600,620
Contributions as a percentage of covered-employee payroll	5.500%	5.375%	5.125%	5.000%

ASSESSOR'S REPORT

This year we in the Assessor's office have been busy with many mobile home sales. It looks like the parks have mainly recovered from Hurricane Irene. Whenever a mobile home is sold, a mobile home bill of sale must be filed with the Town Clerk. Usually this means that we will be out to inspect the mobile home, especially if it is one that is moving into town. We inspect these properties so that we can be sure to have accurate information and to assure that the owners pay only their fair share of property taxes.

We also inspect all properties where there have been changes for the same reason. If you obtained a building permit, we will follow up with an inspection.

If you have any questions about your property or would like to know how your property is assessed, we are always available. Formal grievances are usually held in June but we can take a look at a property any time during the year. If you wait until after grievances to contact us, any changes we might make will, by law, apply to the following year not the current year.

We do not notify every property owner of their value every year. Only those who have had changes will receive formal notification. Information about Grievance hearings are posted in 5 places in town for those who do not receive an individual notice. It is the responsibility of the property owner to contact us in a timely manner if they wish to formally grieve the assessment of their property.

If you would like to talk to us, Tom and Sandy are in the office on Wednesdays. We can be reached at 229-4880. If you need to leave a message, we will get back to you as soon as possible.

Property information is available any time even if we are not here. The Town Clerk or Assistant Town Clerk would be glad to help you Monday-Thursday 8:30 – 3:30.

We are available to answer questions about your value at any time during the year. You do not have to wait until Grievances. If you have any questions or would like us to take a new look at your property, please let us know.

Don't forget to file your Homestead Declaration. You must file even if you do not have to file Vermont Income Tax. You must declare a homestead in order to be eligible for an income sensitivity payment. We would be glad to help with homestead filings if needed.

Tom Cain

Ted Nelson

Sandy Ross

TOWN CLERK'S OFFICE – 2016 ANNUAL REPORT

- 342 Total Birth Certificates filed
 - 303 Births were at Central Vermont Medical Center
 - 9 Berlin babies born at other hospitals
 - 30 Adoption Certificates
 - 10 Berlin Babies at born at Central Vermont Medical Center
 - 2 Berlin babies were born at home
 - 303 Copies of birth certificates sent to the State
 - 294 Copies of birth certificates sent to Towns of residence
 - 42 Birth certificates corrected
 - 42 Corrected copies sent to the State
 - 42 Corrected copies sent to Towns of residence
- 205 Total Death certificates filed
 - 39 were Berlin residents
 - 7 were at home
 - 2 at CVMC
 - 18 were outside of Berlin
 - 16 were in the two Nursing homes
- 16 Marriage Licenses issued
 - 16 copies sent to the State
 - 6 copies sent to another Town of Residence
- 6 First Class Restaurant liquor licenses
- 10 Second Class liquor licenses (stores)
- 12 Requests for a catering liquor license
- 99 Excess Weight Permits
- 293 Dog Licenses
- 448 Documents received for recording into the Land Records (These ranged from 1 page to 57 pages)
- 97 Property Transfers recorded (25 are Mobile Home Transfers
 - 19 Recorded again electronically with the State
 - 80 Sent via mail to State.
 - 4 New Mobile Homes from a sales lot (no Transfer)
- 7 Survey mylars
- 2200 Certified birth, death, and marriages certificates (approximately)
- 330 Researchers signed to use the vault records
- Voter Checklist as of Dec. 31, 2016 = 1940 203 removed and 332 added in 2016

BERLIN RESIDENTS BORN IN 2016

1/8	Elias Fagginger-Auer	Angela & Erich Fagginger-Auer	
2/12	Oliver French	Anne Brereton & Adam French	in Randolph
2/25	MaryAda Bushey	Christie & Justin Bushey	in Burlington
3/14	Valentin Cherkasov	Emily Medley & Pavel Cherkasov	
3/16	Lydia Whitcomb	Meghan Lewia & Shawn Whitcomb	in Burlington
3/23	Olin Kelley	Amber Burnell & Lester Kelley	
4/22	Avery O'Connor	Kristin & Brian O'Connor	at home
5/19	Merrick Clough	Ashley & Edward Clough	
6/1	Levi Haskins	Hannah & Michael Haskins	in Burlington
6/10	Theoren Parrott	Jaclyn & Donovan Parrott	in Burlington
6/15	Kai Ditcheos	Jasmine Ditcheos	in Randolph
7/22	Louisa Brown	Hannah & Aric Brown	in Burlington
8/5	Cayden-James Weston	Danielle Machon	
8/12	Hugo Druart	Adeline & Marc Druart	
8/18	Wesley LaRock	Morgan & Stephen LaRock	in Randolph
8/27	Carson Ayer	Clara & Dana Ayer	
9/30	Emilia Egizi	Jessica & Anthony Egizi	
10/4	Harriet Earle	Sarah Lomas & J C Earle	
10/19	Calvin Bramlitt	Brittany Riley & Harold Bramlitt	in Burlington
10/31	Kynnzlee Herdling-Julian	Ashley Julian & Robert Herdling	a home
12/1	Austin Avery	Sarah & Kevin Avery	
12/20	Freya Clark	Ashley Creighton & Kyle Clark	

Total 21

BERLIN RESIDENTS WHO PASSED AWAY IN 2016

1/11	Nancy Hand	Woodridge	
1/14	Priscilla Sherman	Brookfield Rd	
1/21	Marilyn Thomas	Woodridge	
1/24	Norma Velandar	Scott Hill Rd	in Barton
1/27	Susan Pilette	Berlin Health & Rehab	
2/2	Judith Aldrighetti	East Road	at CVMC
2/7	Lillian Gaboriault	Woodridge	
2/7	Tina Muzzy	Berlin Health & Rehab	
2/14	Zelta Corlis	Poplar St	at Rowan Court
2/23	Debra Maloney	Park Manor Dr	
2/24	Ethel McKeage	Woodridge	
3/2	Robert Quinlan	Berlin Health & Rehab	

3/10	Virginia Martin	Cedar Dr	in Williston
3/15	Fernand Langlois	Hill Street	in New Hampshire
3/17	Arthur Bergeron	Woodridge	
3/21	Amy Leonard	Third St	
3/29	Claire Gallant	VT RT 12	at Mayo
4/13	Wesley Metcalf	Scott Hill Rd	in Burlington
4/22	Dennis Plante	West Hill	
5/25	Suzette Angell	Woodridge	
6/2	Earle Stebbins	Woodridge	
6/4	Helen Emerson	Crescent Lane	At BHRH
6/12	Gretchen Payne	Berlin Health & Rehab	
6/15	Jared Jackson	Highland Ave	in Burlington
6/17	Phyllis Markham	VT RT 12	at BHRH
6/16	Richard Hebert	Point Ridge Rd	in Burlington
6/23	Ethelma Lowry	Woodridge	
6/26	John Collier	Scott Hill Rd	at CVMC
7/15	Stevan Parks	Airport Rd	in Williston
8/16	James Collins	Berlin Health & Rehab	at CVMC
8/18	Beatrice Mercier	Junction Rd	at Rowan Court
8/5	Sanford Harrington	Vine St	in Burlington
8/30	Joanne Davis	Highland Ave	in Williston
10/2	Nellie Cooke	VT RT 12	at Heaton Woods
10/12	Louise Mongeon	Woodridge	
10/16	Nicholas Mitchell Jr.	Woodridge	
10/15	Dorothy Johnson	Poplar St	
11/20	Lorraine Wilder	Cedar Dr	
12/7	Martha Falcone	Berlin Health & Rehab	

Total 39

DOG FUND FOR YEAR ENDING DECEMBER 31, 2016

293 Dog Licenses	\$3,088.00
293 @\$1.00 per dog to support Vermont Rabies Program	\$293.00
293 @\$4.00 per dog spaying and neutering surcharge	\$1,172.00
Total to the State	\$1,465.00

\$1,623.00

DELINQUENT TAXES

Alcide, Ivan	Drew, Danny*	Matson, Sally	Sherman, Timothy*
Allen, Derek*	Edson, Donald*	McGinnis, Frank	Simonetta, Aurelio*
Armstrong, Sherrie	El Bekkali, Stacy	Menard, Carl	Smith, Bryan
Badger, Phillip	Emmons, Angel*	Mintzer Brothers	Smith, Donald*
Barr, Mark*	Fleury, James	Morris, Lyn	Stridsberg, Timothy*
Bell, Melissa*	Graham, Diane	Moyer, Charles	Tammac Holdings
Blair, June	Hammer, Andrew	O'Neill, Patricia	Taylor-Paugh, Cyndi
Blake, Ed	Herring, Michael*	Persons, Albert	Thompson, Jennie
Blanchette, Donald*	Irish, Margaret	Pixley, Alicia*	Tonne, Ed
Boisvert, Jason*	Jancaitis, Joseph	Prindall, Nathaniel*	Towne, Bradley
Bruso-Chaves*	Jenkinson, Mark*	Pulsifer, James	Upmal, Kenneth
Buska, Barbara*	Lavigne, Debra*	R&G Properties III	US Bank*
Campbell, Clint*	Lowell, Gloria	Rathbone, Lori	Vilbrin, Michael
Currier, Erick	Madore, James*	RCC Atlantic*	Wheeler, Janette*
Davis, Wendell	Magoon, Lillian	Richardson, Ricky*	Winter, Linda*
Deschamps, Annette*	Malone, Marilou*	Rouelle, Gaye*	Wynet Ltd
Desorbo, Arianna	Manges, Mark*	Savard, Sandra	
Dion, Mark*	Maroney, Richard	Shepard, Gloria	
Dorney, Colleen	Marshall, Todd		
	Mastriano, Dennis		

* Partial or Full payment has been made

**Accounts under \$100.00 (9)

Delinquent tax balance as of June 30, 2016 \$162,789.87

SEWER COMMISSION

The Town of Berlin Sewer Commission is composed of five members of the community appointed by the Select Board to operate the municipal sewer system. Welcome to John Charissakis who joined the Commission in October. The Commission meets on the second and fourth Monday of each month at 7 PM at the Town Offices.

The Commission continued the annual manhole maintenance program, which involves cleaning lines, inspecting and repairing manholes that have been damaged or have deteriorated over the years. During the line maintenance it was discovered that a 320 foot section of 10 inch asbestos cement pipe on Route 302 in front of Dunkin Donuts to Evergreen Drive was damaged. This section will be removed and replaced this spring.

The Commission continues to discuss and plan future projects to improve and update the system. Plans are to install a new municipal sewer line on Route 12 this spring, a feasibility study has just been approved for possible installation of a municipal gravity sewer line down Paine Turnpike and installation of a sewer line extension line for Bosworth Rd and a portion of Crosstown Rd is also being considered.

Town Water and Sewer bills are sent quarterly. Bills will be sent by the 15th of January; April; July and October and payments are due within 30 days.

Our sewer ordinances and bylaws are now posted on the Town Web Site under Sewer Commission. Allocation Application Forms and Instructions are also posted there for the convenience of our customers.

Customers may now choose to have sewer payments automatically deducted from your bank account. There is no fee for this service. Contact our office for details and forms.

Our Administrative Assistant Mary Wissell works part-time and the office is located in the Berlin Town Office. The phone number is 223-4405, Option 7 or e-mail the office at sewer@berlinvt.org.

Robin Allen, Chair; Dana Marineau, Vice Chair; John Charissakis; Henry LaGue, Jr. and Wayne Lamberton Commissioners.

Delinquent Sewer Accounts as of December 31, 2016

Badeau, Robert	\$ 719.24	Morway, Scott	\$ 158.79
Bell, Melissa	\$ 767.62	Pearce, Terry	\$ 242.82
Brusoe, Tonya	\$ 80.74	Pixley, Alicia	\$ 60.87
Deschamps, Annette	\$ 122.53	Royer, Anthony	\$ 234.20
DeSorbo, Arianna	\$ 346.79	Smith, Scott	\$ 103.98
Diedrich, Nicholas	\$ 154.08	Snyder Properties	\$ 86.95
Gordon, John	\$ 182.25	Thomson, George	\$ 610.64
Kingsbury, David	\$ 139.18	West, Lynn	\$ 262.60
Lyford, Craig & Kathy	\$ 73.90	Weston, Scott	\$ 173.17
Marshall, Todd	\$1,091.75	Willett, Christopher	\$ 156.30
		Worksafe Traffic C	\$ 137.98
Total Delinquents			\$5,906.38

BOARD OF CIVIL AUTHORITY AND BOARD OF ABATEMENT

Town of Berlin, 2016

The Board of Civil Authority (BCA) met three times and the Board of Abatement (BOA) twice in calendar year 2016.

The BCA met twice to review additions and deletions to the checklist and to prepare for the March Town meeting and the Vermont primary and general elections. In addition the BCA members assisted the town clerk in overseeing the actual elections, including the counting of votes.

In July the BCA also met to consider a tax appeal by the Central Vermont Medical Center (CVMC) regarding its request to have the property of Woodridge Nursing Home (owned by CVMC) exempt from Berlin property taxes. The assessors had denied CVMC's grievance and CVMC appealed. After a hearing, the appeal was denied.

The BOA met twice to consider requests for abatement of taxes. For the first time the Board began to use a form seeking more information from applicants who requested abatements based on their inability to pay, 24 VSA Sec. 1545(a)(3).

There were nine abatement requests. In three requests asserting inability to pay, the BOA abated a total of \$5,190.36. In three requests, because property had been destroyed, the BOA abated 1,624.57. Three cases totaling \$93.59 involved manifest error of assessors. Finally, where property had been removed from the state, \$382.68 was abated. Total tax abatements in 2016 by action of the BOA totaled \$7,291.20.

I want to thank all members of both boards for their diligence and judgment. Deciding whether abatements should be granted due to "inability to pay" is particularly difficult. I also want to thank Matt Levin for chairing the CVMC appeal due to the absence of the chair and vice chair.

John "Josh" Fitzhugh
Chair, Board of Civil Authority and Board of Abatement

BERLIN HIGHWAY DEPARTMENT

The winter of 2016 – 2017 will be remembered for not much snow but lots of rain. Our salt and sand inventory was hit hard from all of the ice. We added a new 2017 Six wheel dump and plow truck this year replacing a 2009 truck.

In late summer there were paving projects on portions of Scott Hill Road, Crosstown Road, Addison Drive, and Plateau Drive. We did not get a paving grant this past year although we will apply for a 2017 plan to supplement our paving budget.

In addition to 14,812 ft. of ditching erosion stone, we replaced sixteen new culverts in various areas in town. We had more new guard rails replaced on Junction Road and plans are to continue with additional guard rail in the same area this coming summer.

I especially would like to thank Liz and Gary Richardson for picking up trash on their daily walk on Crosstown Road.

I also would like to thank members of the Highway Crew, T.J. McDermott, Eddie LaPan and also Timmy Emmons who came to us this year.

I encourage you to contact me if you have any concerns or a problem with a town highway. Our telephone number at the Highway Garage is 223-7337.

Respectfully Submitted,

Timothy Davis
Highway Superintendent

ZONING ADMINISTRATOR

During the calendar year 2016, there were a total of 81 Zoning Applications acted on.

Zoning Permit Decisions 2016

<i>TYPE OF PERMIT</i>	<i>NUMBER OF PERMITS</i>
Barns	0
Boundary Line Adjustments	2
Commercial Building/ Additions/Conditional Uses	11
Curb Cut/Work In Right of Way	9
Deck/Porch	8
Fill Placement	2
Garages	3
Residential Additions	8
Residential Units	12
Sheds	11
Signs	12
Subdivision	3
Waivers/Variances	0
TOTAL:	81

During the past year, the Berlin Zoning Office processed applications for 12 single family homes, several of which are replacements for those damaged from Tropical Storm Irene. The office also processed applications for new commercial development projects, 11 in all, including Ironwood's addition to warehouse, Edgewood Development's new parking and stormwater controls, and Maplewood's addition to parking and electric car charging stations to name a few.

The Zoning Office hours are 8:00 AM to 4:00 PM Monday through Friday. Berlin's Zoning and Subdivision Regulations and required development application forms can be accessed on-line at www.berlinvt.org, or at the Town Office. The Zoning Office can be reached at 223-4405 x 304, or by email at zoning@berlinvt.org.

Thomas J. Badowski
Assistant Town Administrator / Zoning

ZONING ADMINISTRATOR – ABOUT THE MANDATORY PURCHASE OF FLOOD INSURANCE

The NFIP: The National Flood Insurance Program (NFIP) is a federal program enabling property owners in participating communities to purchase flood insurance on eligible buildings and contents, whether they are in or out of a floodplain. The Town of Berlin participates in the NFIP, making federally backed flood insurance available to its property owners.

The NFIP insures most walled and roofed buildings that are principally above ground on a permanent foundation, including mobile homes, and buildings in the course of construction. Property owners can purchase building and contents coverage from any local property and casualty insurance agent. To find a local insurance agent that writes flood insurance in your area visit www.floodsmart.gov.

Mandatory Purchase Requirement: Pursuant to the Flood Disaster Protection Act of 1973 and the National Flood Insurance Reform Act of 1994, the purchase of flood insurance is mandatory for all federal or federally related financial assistance for the acquisition and/or construction of buildings in Special Flood Hazard Areas (SFHAs). An SFHA is defined as any A or V flood zone on a Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM).

The mandatory purchase requirement also applies to secured loans from such financial institutions as commercial lenders, savings and loan associations, savings banks, and credit unions that are regulated, supervised, or insured by federal agencies, such as the Federal Reserve, the Federal Deposit Insurance Corporation, the Comptroller of Currency, the Farm Credit Administration, the Office of Thrift Supervision, and the National Credit Union Administration. It further applies to all loans purchased by Fannie Mae or Freddie Mac in the secondary mortgage market.

Federal financial assistance programs affected by the laws include loans and grants from agencies such as the Department of Veterans Affairs, Farmers Home Administration, Federal Housing Administration, Small Business Administration, and FEMA disaster assistance.

How it Works: When making, increasing, renewing, or extending any type of federally backed loan, lenders are required to conduct a flood zone determination using the most current FEMA FIRM to determine if any part of the building is located in an SFHA. If the building is in an SFHA, the federal agency or lender is required by law to provide written notification to the borrower that flood insurance is mandatory as a condition of the loan. Even though a portion of real property on which a building is located may lie within an SFHA, the purchase and notification requirements do not apply unless the building itself, or some part of the building, is in the SFHA. However, lenders, on their own initiative, may require the purchase of flood insurance even if a building is located outside an SFHA. Up to 25% of all NFIP flood losses arise from outside SFHAs (B, C, and X Zones).

Under federal regulations, the required coverage must equal the amount of the loan (excluding appraised value of the land) or the maximum amount of insurance available from the NFIP, whichever is less. The maximum amount of coverage available for a single-family residence is \$250,000 and for non-residential (commercial) buildings is \$500,000. Federal agencies and regulators, including government-sponsored enterprises, such as Freddie Mac and Fannie Mae, may have stricter requirements.

Questions? Please call the Zoning Office at 802-223-4405 x304

PLANNING COMMISSION

The Town of Berlin Planning Commission (PC) has spent the last year updating the Town's Subdivision Regulations (last updated in 1989) and Zoning Regulations (last updated in 2013) into a single Unified Code. These draft regulations are intended to shape the development of Berlin for the next twenty plus years. The PC's objective is to retain the rural character of the Town while providing a framework for sound, pedestrian friendly development in appropriate locations.

The PC has worked through two drafts of the Unified Code and will hold additional public hearings on the current draft during the first half of 2017. The PC is also updating the Berlin Town Plan (which expires in 2017) and will also be holding public hearings on the revised town plan. Following the public hearings, residents will be asked to approve the final documents in a special election.

A primary consideration throughout the process of revising these regulations has been to create a viable framework to allow for the creation of a Town Center, a goal Berlin has been wrestling with for many years. The Berlin Mall owners have expressed a strong commitment to revitalizing the mall property and have proposed a concept plan that could bring the dream of a Town Center to fruition. The PC and the Selectboard have both expressed support for the concept plan. The approval of the Town Plan and the Unified Code are necessary to the creation of a New Town Center.

Thank you to the residents and landowners who have been actively involved in the process. The PC has received numerous comments, many of which have been incorporated into the Unified Code to make a stronger document. A special thank you to Bob Wernecke, the honorary 6th member of the PC! We encourage participation and questions from any and all residents. The PC represents the residents but can only do that if we hear from you! Anyone interested in more information on this process can visit the Town's website at www.berlinvt.org/boards-agendas-minutes/planning-commission or call the Town at 802-223-4405 x304.

POLICE DEPARTMENT



Berlin Police Department

2016 Annual Report

Hello,

Happy New Year to everyone! I have to say, this winter is more of a traditional winter, compared to our mild start last year.

At the time of this writing, I am most happy to report that the department is finally at full staff. This has been a long and tedious task. We had been operating short staffed for nearly two years and it speaks volumes to the dedication and commitment of the officers who hung in there and kept our collective heads above water. We will now have the capability several days per week to have an officer on duty 24 hours. Something that this community has needed for some time. This profession is becoming more dangerous than ever and for this reason, many young men and women are choosing not to pursue careers in law enforcement. As a result, we are facing a critical shortage of qualified police officers, not just here in Vermont, but nationwide. I am fortunate to serve in a community where our Selectboard, Town Administrator, and residents recognize this dilemma we face and continue to be supportive and take the necessary steps to allow us to recruit, train and retain quality personnel. We could not do what we do without your incredible assistance.

There were personnel changes in 2016. Officer Kari Tucker joined us in November. She came to us from the Barre Town Police Department. She is an experienced, and talented officer and her presence has already had a positive impact in the community. In January 2017 Officer Dan Withrow joined us from the Northfield Police Department. Dan did a wonderful job in Northfield particularly in the area of juvenile outreach and mentoring. He brings enthusiasm and professionalism to the table and is quickly familiarizing himself with our community. I am excited to have these two talented officers fill our vacancies and I am confident they will truly be an asset to this community.

In 2016 your police department responded to 3386 calls for service, made 219 arrests, on 280 offenses, investigated 298 accidents and issued 576 traffic citations in addition to our other

duties. We continue to see an increase in drug dependence, which directly affects our rates of property crime, and crimes of violence. We strongly encourage you to work with your neighbors and look out for one another when your neighbor's residence is unoccupied. We also strongly encourage the use of surveillance cameras as a useful tool in helping protect property. They have become much more affordable and user friendly. If possible please consider adding them to your residences and businesses.

To that end, we again ask each of you to lock your vehicles and residences when you leave and at night. Please help us to help you and report any suspicious activity you observe in your neighborhood and workplace.

I would like to thank the residents of Berlin, the Berlin Selectboard and our Town Administrator, Dana Hadley for your consistent and overwhelming support throughout the year. You make it possible for us to do our jobs. You have our word, we will continue to work hard to provide a safe community for our residents and visitors. Please feel free to call or stop by with concerns, questions, or just to say hello.

In closing I would like to thank my staff for their unwavering dedication and vigilance to duty, and their significant others for their patience and cooperation throughout the year.

Fulltime Officers

Sergeant Mark Monteith
Sergeant Chad Bassette
Corporal Kevin Blanchard
Officer William Pine

Officer Joseph Carriveau
Officer Karie Tucker
Officer Daniel Withrow

Admin. Diana Yahyazadeh

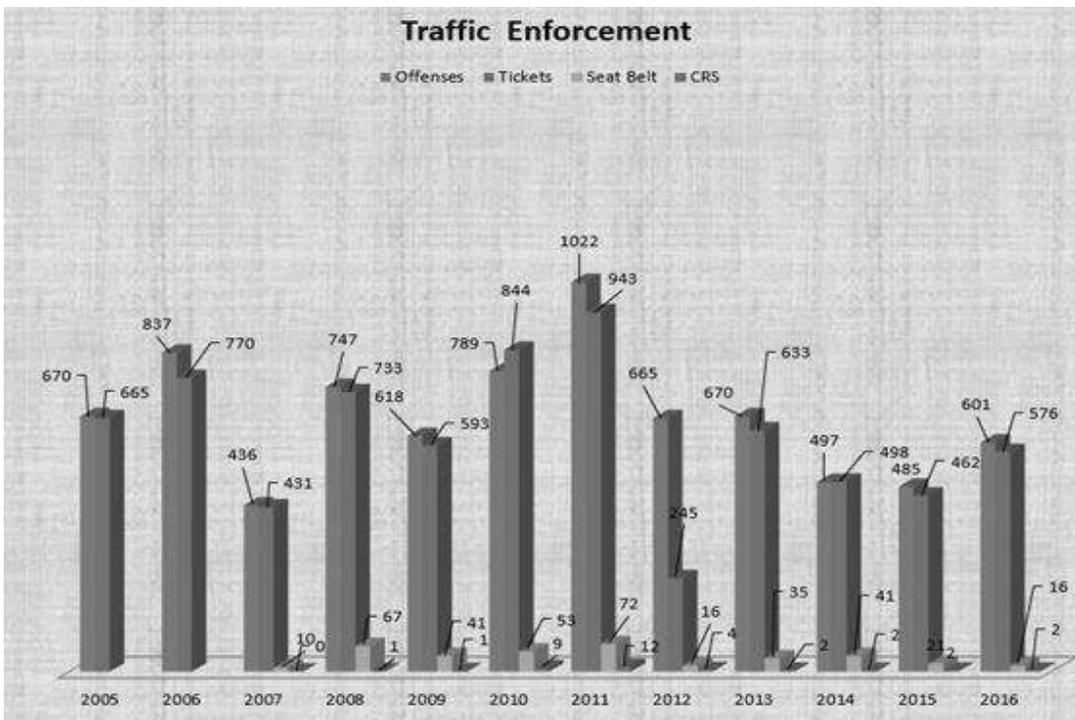
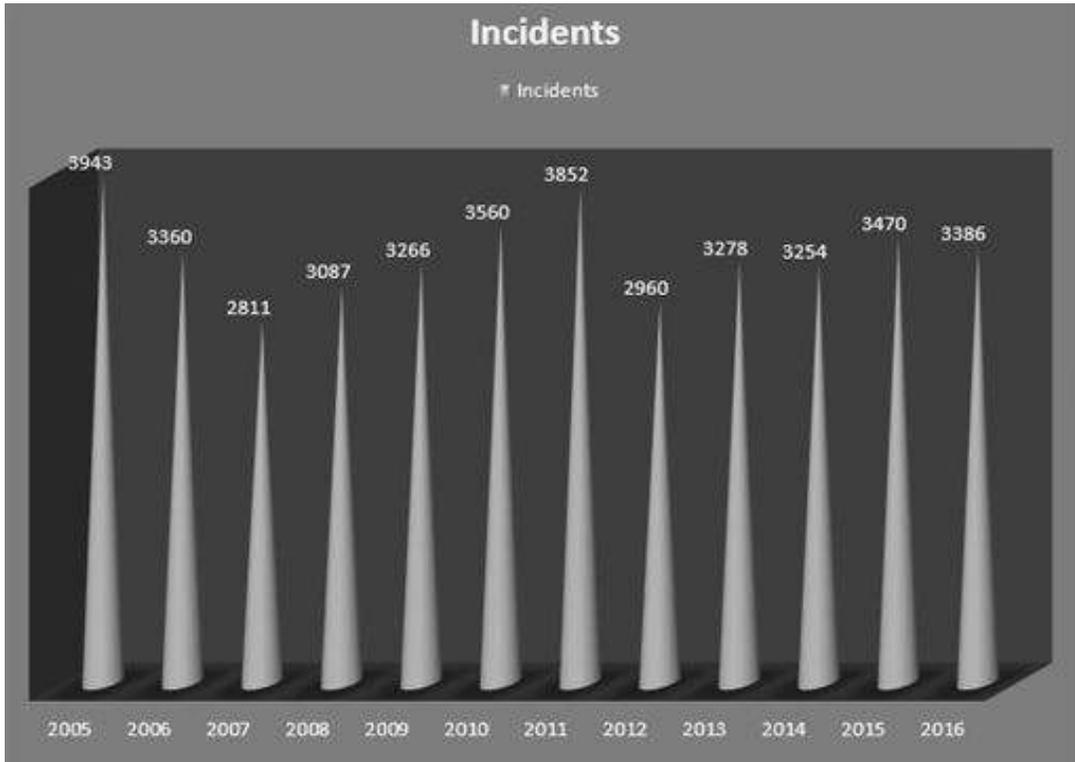
Part time Officers

Officer Jeffrey Strock
Officer Brian Hoar

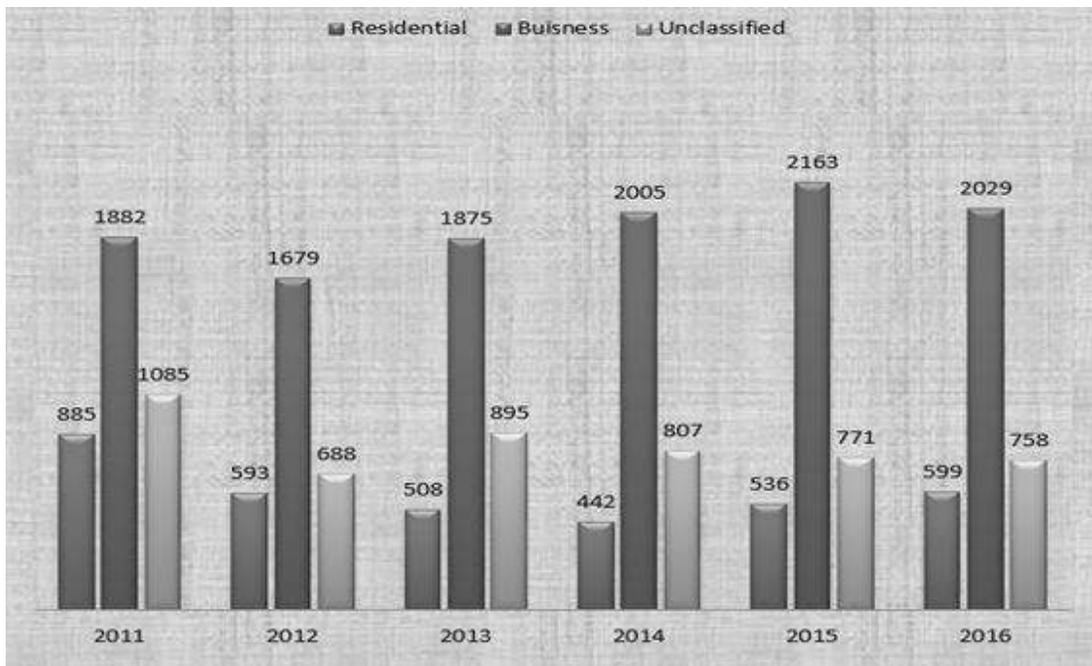
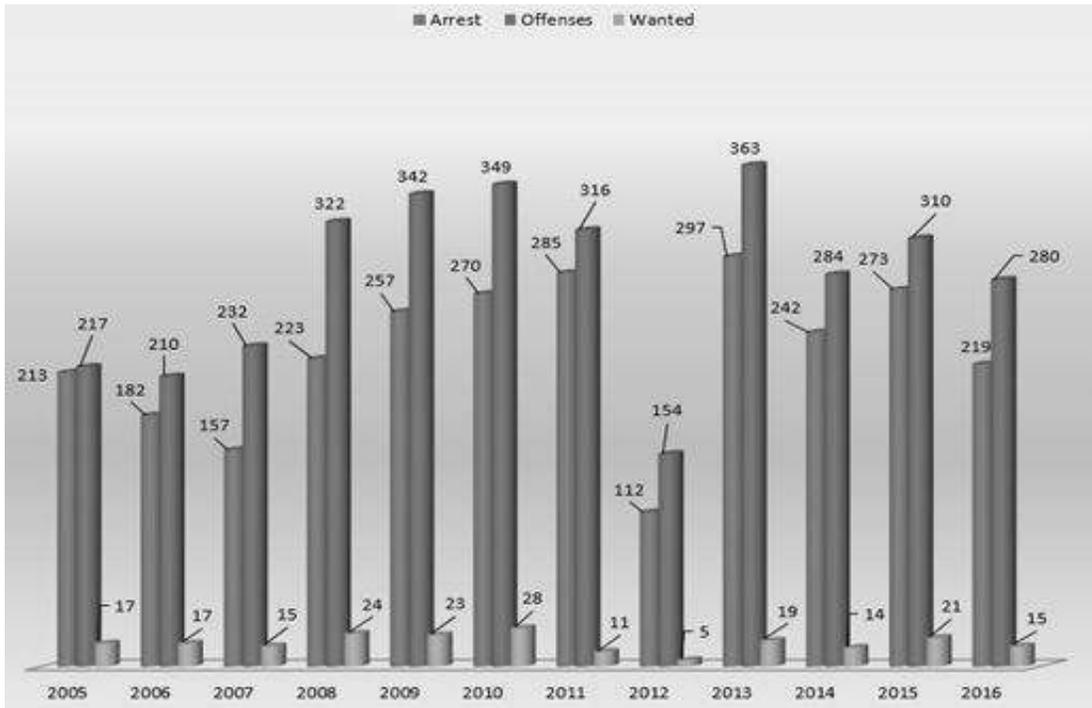
Officer Jonathon Sanborn

Respectfully submitted,
William H. Wolfe
Chief of Police

Berlin Police Department Statistics 2016



Berlin Police Department Statistics 2016



TOWN OF BERLIN STAFF

	TOWN OF BERLIN CALENDAR YEAR 2016			
GENERAL GOVERNMENT	WAGES	SPECIAL DUTY*	BENEFITS	TOTAL
Badowski, Thomas (Assist Town Admin)	39,985.40		2,199.21	42,184.61
Hadley, Dana (Town Administrator)	61,812.53		16,379.58	78,192.11
Hansen, Jeremy (Select Board)	712.50			712.50
Haskin, Roberta (Select Board, partial)	118.76			118.76
Isabelle, Diane (Treasurer)	53,522.17		10,227.62	63,749.79
Kelley, Peter (Select Board)	712.50			712.50
Lamberton, Wayne, (Select Board, partial)	593.74			593.74
Morse, Rosemary, (Town Clerk)	43,340.57		7,526.87	50,867.44
Nelson, Ture (Select Board Chair)	900.00			900.00
Stridsberg, Corinne (Assist. Town Clerk)	17,693.48			17,693.48
Towne, Brad (Select Board)	712.50			712.50
Wissell, Mary (Sewer Admin)	16,290.00			16,290.00
GENERAL GOVERNMENT TOTALS	236,394.15		36,333.28	272,727.43
HIGHWAY DEPARTMENT				
Davis, Timothy (Road Foreman)	61,755.08		8,539.63	70,294.71
Emmons, Timothy (Road Crew)	25,942.56		5,763.19	31,705.75
LaPan, Edward (Road Crew)	45,300.35		21,742.67	67,043.02
Markham, Gerry (Road Crew)**	11,544.75		3,721.29	15,266.04
McDermott, Thomas (Road Crew)	43,520.32		9,677.58	53,197.90
HIGHWAY DEPARTMENT TOTALS	188,063.06		49,444.36	237,507.42

POLICE DEPARTMENT				
Bassette, Chad (Full-time Officer)	71,820.65	8,602.80	23,711.52	104,134.97
Bennett, Karen (Part-time Secretary)	285.60			285.60
Blanchard, Kevin (Full-time Officer)	64,484.16	7,176.30	15,546.77	87,207.23
Bullard, Jonathan (Full-time Officer)**	11,164.98	1,920.00	3,663.06	16,748.04
Carriveau, Joseph (Full-time Officer)	50,822.00	13,891.89	10,907.21	75,621.10
Deforge, Elmer (Part-time Officer)	2,359.00			2,359.00
Fredholm, Jonathan (Part-time Officer)**	1,112.10	800.00		1,912.10
Hoar, Brian (Part-time Officer)	-	1,360.00		1,360.00
Kapitanski, Kyle (Part-time Officer)	100.98			100.98
Mitchell, Jared (Full-time Officer)**	33,109.86	8,069.40	5,071.38	46,250.64
Monteith, Mark (Full-time Officer)	76,200.68	11,886.24	14,774.69	102,861.61
Norterfonzo, Kevin (Part-time Officer)**	3,742.00		168.74	3,910.74
Page, Charles (Part-time Officer)**	5,540.00			5,540.00
Pine, William (Full-time Officer)	44,313.25	8,032.43	7,528.42	59,874.10
Sanborn, Jonathan (Part-time Officer)	337.00	5,920.00		6,257.00
Satterfield, Charles (Part-time Officer)**	13,132.52	12,512.91	834.92	26,480.35
Strock, Jonathan (Part-time Officer)	11,991.75	3,504.60		15,496.35
Tucker, Karie (Full-time Officer)	13,592.51	5,002.20	3,442.25	22,036.96
Wolfe, William (Chief of Police)	71,479.98	2,147.01	16,733.30	90,360.29
Yahyazadeh, Diana (Secretary)	32,749.62		6,944.34	39,693.96
POLICE DEPARTMENT TOTALS	508,338.64	90,825.78	109,326.60	708,491.02
2016 WAGE/BENEFIT TOTALS	932,795.85	90,825.78	195,104.24	1,218,725.87
*Special Duty Wages are paid from Contract, **No longer Town of Berlin Employee				

POLICE DEPARTMENT				
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2016 WAGE/BENEFIT TOTALS	932,795.85	90,825.78	195,104.24	1,218,725.87
*Special Duty Wages are paid from Contract, **No longer Town of Berlin Employee				

CEMETERY COMMISSION

The Cemetery Commission works to maintain the nine historical cemeteries in Berlin:

Black Cemetery
Boles Cemetery
Colby Cemetery
Cox Brook Cemetery
Dewey-Wright Cemetery

East Road Cemetery
Howard Cemetery
Johnston-Sawyer Cemetery
West Berlin Cemetery

Information on these cemeteries can be found on the Town website www.berlinvt.org. There is an index of the cemeteries that can be found on line and also in the Town Clerk's Office and the Historical Society Office.

Cemetery Commission Annual Report 2016

The commission needs volunteers to serve in order to continue this commission for the Town.

Joe Mangan continues as our lawn care/ maintenance person and he has done a great job keeping up with everything we ask of him.

No major projects were addressed this year so the current funding provided by the Town was enough to cover all expenses.

Many thanks to everyone for approval of the budget to keep everything looking great.

Randy Herring

~ ~ ~ ~ ~

Berlin Corner Cemetery is the only active cemetery in Berlin and is not managed by the Town but by an association. Joe Mangan is the sexton. He can be contacted at 426-3121 or at 1086 Thistle Hill, Marshfield, VT 05658.

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CONSERVATION COMMITTEE AND RECREATION BOARD

Berlin Recreation Board - 2016 Annual Report

The skating rink at the town office is completely run by a few volunteers. Volunteers are greatly needed for snow blowing and flooding to keep this facility running. Please consider volunteering for a couple evenings, weeks or months by contacting andreachandler@ymail.com. Your contribution would help provide many families with a free, fun outdoor activity.

Muzzy Road Friendship Park was completed this year. A community garden, flower garden, sandbox, picnic tables and nature path leading to different installations with descriptive signs are available. Anyone with an interest in weeding or helping to plant a community garden, please contact andreachandler@ymail.com.

The Cross Vermont Trail Association is requesting a donation of \$1.00 per resident from towns located alongside the CVT to help fund a bridge across the Winooski River. The Berlin Rec Board recommended the Selectboard allocate a \$3000 donation from the Berlin Bike Path savings account.

The Department of Fish and Wildlife submitted preliminary plans to Berlin for a public access at the north end of Berlin Pond. Our board continues to object to this access as the habitat in this sensitive area is a valuable resource. This area is extremely shallow for paddling and rarely freezes solidly in the winter due to running water. The southern access accommodates public access with a less sensitive area and better winter ice.

Funding for lumber for the reconstruction of the dugouts at the Elementary School will be included in the Recreation budget this year.

The Rec Board needs more members. Please consider volunteering.

Berlin Conservation Commission - 2016 Annual Report

The Conservation Commission manages the town forests, parks, and trail systems on Irish Hill. We meet five times a year and it is a great way to connect with your home town. There are many more opportunities to enhance and preserve natural areas in Berlin. New members are needed to help accomplish this goal! Please consider attending one of our meetings to find out more. The Commission meets the first Wednesday every other month starting in September and ending in May.

DEVELOPMENT REVIEW BOARD

The Development Review Board had a light workload in Calendar Year 2016, meeting only 13 times. Only 17 applications were referred to the Board for review. The majority of the applications were for Site Plan Reviews. The applications break down as follows:

- 7 Site Plan/ Conditional Use Reviews
- 1 Minor Subdivision (Concept and Final Hearings)
- 2 Boundary Line Adjustments
- 5 Illuminated Signs
- 1 Request to construct a residence with access off a Class 4 road
- 1 Appeal of the decision of the Zoning Administrator

Many of the applications were for amendments to existing permits and 4 applicants represented the majority of the activity.

During the year the DRB underwent several changes in membership. Josh Fitzhugh agreed to serve on the Board as a regular member and Shane Mispel volunteered to serve as an Alternate.

Again we would like to thank Carla Preston, Recording Secretary and Tom Badowski, Zoning Administrator for their good work and making our jobs much easier.

Berlin Development Review Board

Robert J. Wernecke, Chair
Karla Nuissl, Vice-Chair
Henry A. LaGue, Jr.
John Friedrich
Josh Fitzhugh
Paul Irons, Alternate
Shane Mispel, Alternate

EMERGENCY MANAGEMENT TEAM

The Berlin Emergency Management (EM) Team has continued to meet regularly during 2016 to maintain team proficiency for responding in the event of a major emergency or disaster, whether it be natural or man-made. Thankfully, 2016 was another relatively "quiet" year for Berlin, in that we dodged some of the worst weather events that hit other parts of the state (including ice jams, flooding, and high winds/lightning). Whatever the cause, we must be vigilant in our preparedness for such events, no matter the time of year.

This leads to another important point, of heeding warnings when they are issued. Yes, many times they predict the worst, and luckily, events rarely comes to pass that badly... so people become complacent, and don't heed future warnings. But every once in a while, the conditions predicted by the warnings are as bad, or worse... and people who did NOT follow the guidance, paid a heavy price. Several people paid the ultimate price for disregarding such warnings in 2016, so the EM team encourages all town residents to pay attention to the weather and to warnings regarding same.

Of course, in order to heed such warnings, one must first receive them... which leads to the Vermont Alert system, or VT-Alert. This is a free notification system/service to the public hosted and maintained by the Vermont Division of Emergency Management and Homeland Security (DEMHS), and allows Vermonters to sign up to receive emergency notifications through a number of delivery methods, such as text messages, e-mail, and voice messages via telephone. Berlin is a participating town in the VT-Alert system, and EM team members are trained in sending out alerts to Berlin residents via this system. You may learn more and enroll at <https://vtalert.gov>. If you don't have internet access, please call 800-347-0488 for assistance signing up, as alerts can go to your telephone.

However, there may be residents of Berlin who are unable to receive or act on messages of these types, who would remain vulnerable to the conditions prompting the warnings and might require special assistance in an emergency. If you or someone you know falls into this category, there is a program called Citizen Assistance Registration for Emergencies (CARE) that is run by the United Way of Vermont, Vermont 211 and E-911. If you or someone you know would need special help in a crisis, please go to the CARE website at <http://e911.vermont.gov/care> and complete the linked CARE registration form and return it to Vermont 211. Your information will be entered into a database linked to the E-911 system, and the records will be updated each year. All records are confidential and will only be shared with groups involved in helping to keep people safe in an emergency. Please note that you must send a new form each year to keep your registration up-to-date.

The EM Team expresses its ongoing appreciation to the Berlin Volunteer Fire Department for its continued support of the team and our activities. Likewise, the Berlin community is also very fortunate to have a strong partnership between the American Red Cross and the Berlin Elementary School in maintaining a shelter agreement, as the need for such shelters occurs routinely across all types of large-scale emergencies or disasters. The Berlin EM Team also maintains a good working relationship with other area emergency-related organizations, including liaison support from The University of Vermont Health Network Central Vermont Medical Center (CVMC), as well as a liaison from the Community Emergency Response Team (CERT) for our region. Finally, from a regional perspective, the EM team participates on the Local Emergency Planning Committee #5 (LEPC-5), which in turn is supported by the Central Vermont Regional Planning Commission (CVRPC). The support of all these organizations is greatly appreciated.

Finally, we would like to thank all of the members of the Berlin Emergency Management team and our liaisons for their active participation and dedication to make this a successful team. In 2016, team members attended training sessions at the annual DEMHS Emergency Preparedness Conference, assisted with the state-wide Vigilant Guard exercise, and are currently working to schedule EM training for town officials. The team is always looking to add new members to its cadre of volunteers; we meet typically once a month, on the second Thursday of the month (somewhat variable, depending on circumstances) at the Berlin Four Corners fire station of the Berlin Volunteer Fire Department. We invite any interested resident to stop by and see what we do in trying to prepare for whatever the next big emergency-type event will be in Berlin.

Respectfully submitted,

Ture Nelson

Fred Doten

Val Cyr

Katina Johnson

Bruce Richardson

EM Team Liaisons:

John Akielaszek, CERT 5

Julie Didier, CVMC

Wanda Baril, Red Cross/Shelter Manager

Below are some resources that you might find helpful in your emergency preparations:

Berlin Emergency Management (EM) Team:

Facebook page: www.facebook.com/berlinvteoc

Twitter page: www.twitter.com/@BerlinEOC

Citizen Assistance Registration for Emergencies (CARE): <http://e911.vermont.gov/care>

Vermont Division of Emergency Management & Homeland Security (VT DEMHS):

Emergency plans for families and/or businesses: Information on how to prepare your plans is available on-line from VT DEMHS at: <http://demhs.vermont.gov/preparedness>

Facebook page: www.facebook.com/vermontemergencymanagement

Twitter page: <https://twitter.com/vemvt>

Vermont Alert (VT-Alert): www.vtalert.gov (or call 800-347-0488)

Volunteering:

American Red Cross: www.redcross.org/volunteer/volunteer-opportunities/disaster-volunteer

Community Emergency Response Team (CERT): <http://demhs.vermont.gov/programs/cert>

WEB PAGE

Log onto the Town of Berlin Website at www.berlinvt.org. The opening page has three boxes with information about office hours, important dates and contact information. Beneath the boxes are posts with current information. A set of drop-down links at the top of the page can take you straight to what you are looking for.

The posts contain special meeting information as well as current events in Town and tax sales, etc. The Zoning Bylaw Information is updated as new information becomes available, this project should conclude in March of 2017. Current Openings on Volunteer Boards is updated as positions become available or have been filled. The Fire Permit Procedure and Burn Ordinance is always posted.

The Town now accepts credit card payments for property taxes and sewer and water fees. The "Make a Payment" tab has the convenience fees schedule and the URL that will allow you to make payments on line.

The Annual Town Reports, Audits, and Selectboard documents are found on the "Board & Agendas/Minutes" tab under "Selectboard", bottom of page.

The "Community" tab has links to the area schools, fire department and Berlin Historical Society as well as recreation and energy information. This tab can also be accessed at the bottom of the opening page.

The "Resource Center" tab is updated weekly with current information about meetings and events in Berlin. The bottom of the page has local links and Vermont links for services from these agencies.

The Calendar lists the scheduled meeting dates and times as well as Holidays the Town Offices are closed. Cancelled meetings are deleted from the calendar.

We hope you will find the information on the Town of Berlin's website both informative and useful.

Diane Isabelle
Treasurer

BERLIN VOLUNTEER FIRE DEPT. – FIRE CHIEF’S REPORT

FIRE CHIEF’S REPORT

2016 was a year of productivity for the department. As Chief of the Department, I wish to thank the residents of Berlin for their continued support, and the members of our department for their dedication, hard work and loyalty. We continue to have +/- 20 active responders and half a dozen active corporate members. With the ever increasing needs of our department, new members are always welcome and we continue to seek volunteers from within the town.

Our members meet every Tuesday evening in order to facilitate training, building and vehicle maintenance and corporation business. Collectively, our volunteers provide thousands of hours of their own time to make sure the department continues to function at the highest level.

In 2016, members of the Department have participated in regular training activities to include: Vehicle Extrication, Fire Attack, Hazmat Operations, CPR and First Aid, Water Rescue, Water Supply/Drafting, and many other skills. In addition, some of our responders are currently enrolled in a Firefighter Level 1&2 course to achieve their National Pro Board Accredited certification. This type of course takes a sizable commitment from our members, since courses of this nature are well over 180 hours in length.

As for the maintenance of our facilities, members continue to provide many voluntary hours to keep our stations in good working order and looking nice. This consists of everything from general house-keeping to painting, tiling, and minor general construction. We continue to strive to find ways to maintain our building and equipment at the most reasonable costs utilizing volunteer labor from within our own ranks. We continue to work on the large project we started in late 2014 of transforming our Riverton station. We will be converting the former bingo/rental hall into a training facility. This will include a minor face lift to the exterior of the building. The project is also expected to provide a large savings in heating. This project is being done with funds from fundraisers, donations, etc.

For apparatus maintenance, many minor issues were completed such as tire replacement, pump gaskets, exhaust work, etc. No major repairs were needed, however we did re configure compartments on our Rescue truck to better meet our current needs, and we had paint bubbles and any start of rust spots repaired and then painted. This type of repair will increase the life and save money in years to come on this apparatus. As always, preventive maintenance such as oil changes, chassis lubrication, and fluid changes were performed.

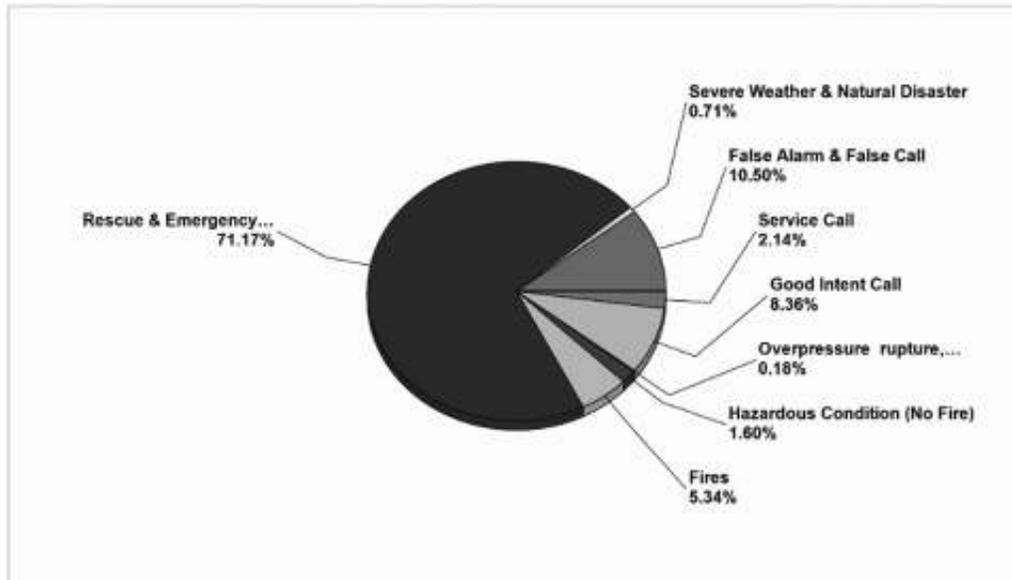
2016 proved to be another busy year for the Fire Department. Our total emergency call volume for the year of 2016 was 562, which was a 31 call decrease. A few of the emergencies included 4 motor vehicle fires, a person stuck in a machine, and 2 cars in the river. There was no major building fire in the town. Our responders gave on average, over 140 hours of time per responder this year. If all the hours that the volunteers provided were paid at \$10.00 per hour it would total almost \$100,000 dollars.

2016 FIRE DEPARTMENT RESPONSES

Total Calls = 562

Average Response time = 9 min 45 Sec

Rescue & Emergency Medical in the chart below includes all Vehicle incidents



Our two primary engines are still over 20 years old. Engine 1 is a 1992 E-One pumper, and our Engine 2 is a 1989 E-One pumper. NFPA 1901, Annex D. states that a truck older than 20 years should be placed into reserve status and/or refurbished. We had applied in the past few years for a federal grant to help fund a new engine, however, we were not awarded a grant. We will be working on a proposal this coming year to bring to the select board to discuss funding options for an engine. Our goal will be to keep you (the voter) informed as we work through this process.

The Berlin Volunteer Fire Department and Ladies Auxiliary are always looking for new members from the town. There are non-emergency duties as well as emergency responder duties that we do, so please stop by and meet the members of your fire department. We are most often at our main station (Paine Turnpike) on Tuesday evenings from 6:30 PM until 9:30 PM.

On behalf of all the members of the Berlin Volunteer Fire Department, I would like to thank all of you, the people of Berlin, for your support.

Respectfully Submitted,

Miles Silk Jr.
Miles Silk Jr, Fire Chief

BERLIN VOLUNTEER FIRE DEPT. 2014 – PRESIDENT & TREASURER REPORT

2016 President's Report

It is my pleasure to offer this annual report on behalf of the Berlin Volunteer Fire Department Inc. The attached chart is a summary of funds expended from July 1, 2015 to June 30, 2016. These expenditures included normal debts in the regular business of the corporation, to include equipment maintenance, vehicle repairs, insurance, and operational expenses.

During the past year, the Corporation membership held steady. We have a very active corporation. Other than emergency response, our members participate in numerous fundraisers to help offset the cost to the annual budget. Our members are also at the ready to open our stations as temporary shelters in times of need during fires and weather related emergencies. One of our other activities that we take great pride in is the area of education and outreach. Members volunteer countless hours speaking at schools, day cares, and scouting events in order to teach fire safety to children and their parents. This has been well received within the community.

The members of our corporation/department have logged almost 500 hours of training in 2016 and have volunteered another 1800 hours of participation in other department events. This is all in preparation and support for the 562 emergency responses we have participated in this year. We continue to apply for and receive grants whenever possible. Our aging fleet continues to be a primary concern and we do everything possible to maintain and repair the trucks in-house when possible. We have applied for a federal grant in the hopes of purchasing a new truck as well as seeking innovative ways to replace the older front-line trucks without having to request a large line item from the Town to do so.

The Corporation has worked diligently to recommend a budget that will cover our operating expenses for the coming year. In doing so, we made every attempt to keep a minimal increase below 1%.

The Corporation is also pleased that our Board of Directors positions are fully staffed minus one citizen member. One member of the Select board and one Berlin citizen now serve on our Board and we look forward to this continued relationship and filling the one vacant slot.

As stated in past years, our organization's success can be credited to several factors: This department cannot function without our volunteers. They selflessly give their time which frequently pulls them away from their own families and full time jobs. Without the support of the residents of Berlin, we would have no purpose. We have been proud to serve this community for over 50 years and we will continue to do so through dedication and integrity.

If you have any questions, we encourage you to contact the department at (802) 223-5531. We also invite you to come to the Four Corners Station on any Tuesday night, where members would be pleased to give anyone a tour of our station and our equipment. The members of the Berlin Volunteer Fire Department thank our fellow citizens for their continued support.

Firefighter Shane LaFlower
President of the Corporation
Berlin Volunteer Fire Department, Inc.



Photo: Members of the Berlin Volunteer Fire Department & Ladies Auxiliary serving lunch at the annual chess tournament in Berlin.

Berlin Vol. Fire Dept.	2015-2016 Proposed	2015-2016 Actual	2016-2017 Proposed	2017-2018 Proposed
Accounting	\$6,000.00	\$9,268.97	\$6,000.00	\$9,000.00
Annual Dinner	\$500.00	\$249.87	\$500.00	\$500.00
Building Maint	\$8,400.00	\$7,372.06	\$8,400.00	\$8,400.00
Capital Replacement	\$20,000.00	\$30,000.00	\$12,500.00	\$17,000.00
Communication	\$3,000.00	\$2,355.65	\$3,000.00	\$3,000.00
Dispatch	\$27,693.75	\$32,852.92	\$36,810.00	\$36,810.00
Dry Hyd / Water Supply	\$500.00	\$0.00	\$500.00	\$500.00
Dues	\$350.00	\$359.35	\$500.00	\$500.00
Educ., Safety	\$500.00	\$142.34	\$500.00	\$500.00
Electric	\$8,500.00	\$6,797.49	\$7,250.00	\$7,250.00
Equip Maint	\$5,000.00	\$5,956.47	\$5,000.00	\$5,000.00
Equip Purch	\$12,300.00	\$9,757.23	\$12,300.00	\$12,300.00
EMS Equip Purch	\$1,500.00	\$450.66	\$1,500.00	\$1,500.00
NFIRS Software	\$1,650.00	\$1,855.00	\$1,750.00	\$1,750.00
Food	\$750.00	\$1,612.50	\$750.00	\$750.00
Fundraisers		\$579.31		
Gear Purchase	\$10,500.00	\$12,169.94	\$11,000.00	\$11,000.00
Helmet/Incentive	\$1,500.00	\$1,523.25	\$1,500.00	\$1,500.00
Heating	\$17,500.00	\$9,747.36	\$17,500.00	\$11,500.00
Oper carry over			\$10,000.00	\$10,000.00
Insurance	\$28,000.00	\$27,864.80	\$27,000.00	\$27,000.00
Internet / Cable	\$850.00	\$1,136.88	\$850.00	\$850.00
Membership Fee	\$0.00	\$200.00	\$0.00	\$0.00
Miscellaneous	\$750.00	\$1,294.58	\$750.00	\$750.00
Office Supplies	\$1,500.00	\$804.46	\$1,500.00	\$1,500.00
Plowing	\$4,000.00	\$2,097.50	\$4,000.00	\$4,000.00
Retirement	\$25,000.00	\$20,360.98	\$25,000.00	\$25,000.00
Rubbish	\$1,100.00	\$1,799.91	\$1,000.00	\$1,000.00
SCBA Purch	\$35,100.00	\$30,223.90	\$0.00	
SCBA Loan		\$22,878.49	\$32,000.00	\$32,000.00
Scholarship	\$300.00	\$300.00	\$300.00	\$300.00
Sewer	\$550.00	\$330.09	\$550.00	\$550.00
Ship/Postage	\$300.00	\$104.96	\$300.00	\$300.00
Soda & Drinks	\$1,080.00	\$413.14	\$1,080.00	\$1,080.00
Stipend	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Telephone	\$5,500.00	\$5,715.32	\$5,600.00	\$5,600.00
Training – Fire	\$2,500.00	\$425.00	\$2,500.00	\$2,500.00
Training – EMS	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00
Utility Loan	\$0.00	\$0.00	\$0.00	\$0.00
Uniforms	\$250.00	\$0.00	\$750.00	\$750.00
Vehicle Fuel	\$11,000.00	\$5,119.32	\$10,000.00	\$10,000.00
Vehicle Repair	\$27,000.00	\$20,273.87	\$27,000.00	\$28,000.00
Vehicle Tires	\$4,000.00	\$853.14	\$4,000.00	\$4,000.00
Wildland Fire	\$0.00	\$0.00	\$750.00	\$750.00
TOTAL	\$286,423.75	\$288,397.79	\$293,690.00	\$296,190.00

2015-2016 Revenue	Proposed	Actual
Oper. Carry Over	\$10,000.00	\$12,407.70
BTEMS Rental	\$13,620.00	\$19,305.00
Customer Inv	\$3,500.00	\$1,600.00
Monetary Donations	\$6,000.00	\$6,867.08
Dues/Membership	\$300.00	\$83.00
Fundraisers	\$6,000.00	\$10,296.65
Hall Rentals	\$500.00	\$0.00
Ins Refunds	\$2,500.00	\$0.00
Soda Machine	\$1,200.00	\$830.10
Interest	\$150.00	\$144.29
Misc. Income	\$1,000.00	\$1,018.80
General Refunds	\$2,000.00	\$326.74
Other Rentals	\$0.00	\$0.00
B.E.M Phone Use	\$1,200.00	\$1,200.00
HazMat Calls	\$0.00	\$5,790.26
Town Appropriation	\$248,453.75	\$248,453.75
Total	\$286,423.75	\$308,323.37

BERLIN VOLUNTEER FIRE DEPARTMENT FINANCIAL STATEMENT



Batchelder Associates, PC

January 26, 2017

To the Board of Trustees
Berlin Volunteer Fire Department
338 Paine Turnpike North
Berlin, Vermont 05602

We have reviewed the financial statements of Berlin Volunteer Fire Department for the year ended June 30, 2016, and have issued our report thereon dated January 6, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our review. Professional standards also require that we communicate to you the following information related to our review.

Significant Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Berlin Volunteer Fire Department are described in Note II to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2016. We noted several transactions entered by the Organization during the year for which there was a lack of authoritative guidance or consensus. A significant number of transactions were unrecorded, and thus not recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the financial statements was (were):

Management's estimate of the Town appropriation is based on prior year functional expenses. We evaluated the key factors and assumptions used to develop the budget in determining that it is reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the review other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Many of the items found were significant misstatements detected because of review procedures and were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or accounting matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 6, 2017.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and standards, with management each year prior to retention as the Organization's accountants. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Additional Recommendations

1. Bank statements should be reconciled on a regular and consistent basis. By not reconciling bank statements in a timely manner, outstanding checks or duplication of transactions are not caught and will have an impact on the presentation of the financial statements. The Board may not be working with accurate cash balances.
 - a. Bank statements should be reviewed and approved by another board member after completion of the bank reconciliation. Once the reconciliation is completed no changes should be made to the software, this is to include voided checks or back dating checks or deposits.
 - b. In order for us to properly prepare financial statements, we had to recreate the bank statements back to July 1, 2015. We found several transactions which had cleared the bank that had not been entered into the general ledger. During investigation, it was found that the Organization's debit card had been used personally, however, the funds were returned to the petty cash fund with confirmation from the President of the Organization.
2. Old outstanding transaction should be reviewed for duplication or, if checks, be reissued.
3. Confirm check numbers posted in accounting software are the same check number as the check being released. Checks numbers do not agree with the checks that cleared the bank. Checks should not be released if they do not agree with the check register. By not confirming check numbers, there is not a control in place to ascertain if checks are missing.
4. Currently there is a debit card bank account where funds are transferred to cover expenses paid via the use of debit card. This account is not reconciled on a regular and timely basis causing overdrafts to the account. We would recommend this account be done away with and all debit card usage be processed through the normal operating account to eliminate the overdrafts and additional costs to the Fire Department. Use and recording of this card was done incorrectly for numerous transactions, allowing the possibility of continuous misstatements.
5. During the review, it was noted accounts receivable is not being used to its fullest capacity. Monthly rental invoices to the Town of Barre, monthly/quarterly invoices for reimbursement of expenses to the Town of Berlin should be recorded through the Accounts Receivable module of the software. This will place the revenue in the proper month.
6. During the review, it was noted the accounts payable is not being used to its fullest capacity. Vendor invoices should be recorded through the enter bills module of the software using the date of the invoice from the vendor. This will place the expense in the proper period.

- a. Recommendations 6 & 7 will provide the Board with accurate financial statements for financial and cash flow planning. In addition, once the software is used consistently as outlined above, the financial statements can be provided to the Board in comparative format. This will provide additional information to the Board for budget preparation each year.
7. It is recommended when the Board is presented with the financial statements at the monthly board meetings; the budget to actual financial statement is also provided so the Board can review where finances stand in comparison to what was budgeted.
8. It was noted an accountable reimbursement plan is in place but is not used consistently. It is recommended the plan be used consistently for all reimbursements by the staff; this is to include all receipts for expenses to be reimbursed. Mileage reimbursements must include reason for the trip, total miles, beginning address and end address of miles.
9. We would recommend a stronger control be put in place for use of the debit card. We would recommend receipts from use of the debit card be attached to the statement for ease of referral. There should be a receipt for each charge on the statement.
10. We would recommend a stronger control be put in place for use of the credit cards. Receipts should be attached to each credit card statement. There should be a receipt for each charge on the statement.

This information is intended solely for the use of Board of Trustees and, if appropriate, management of Berlin Volunteer Fire Department and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,



Batchelder Associates, PC
Barre, Vermont
Vermont License 945

Berlin Volunteer Fire Department, Inc.
Financial Statements
For The Year Ended June 30, 2016

Berlin Volunteer Fire Department, Inc.
Table of Contents
For The Year Ended June 30, 2016

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Batchelder Associates, PC

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Trustees of
Berlin Volunteer Fire Department
338 Paine Turnpike North
Berlin, VT 05602-9141

We have reviewed the accompanying statement of financial position of Berlin Volunteer Fire Department (a nonprofit organization) as of June 30, 2016, and the related statements of activities and cash flows for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Organization management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

Batchelder Associates, P.C.

Batchelder Associates, PC
License #945
January 6, 2017

Berlin Volunteer Fire Department
Statement of Financial Position
June 30, 2016

ASSETS

Current assets:		
Cash	\$	24,734
Accounts receivable		137,464
Inventory		5,430
Prepaid expenses		7,638
Total current assets		<u>175,266</u>
Property and equipment:		
Fixed assets		2,525,774
Accumulated depreciation		<u>(1,661,969)</u>
Total property and equipment		<u>863,805</u>
Total assets	\$	<u><u>1,039,071</u></u>

LIABILITIES AND NET ASSETS

Current liabilities:		
Accounts payable	\$	392
Payroll liabilities		2,487
Current portion, debt		24,000
Total current liabilities		<u>26,879</u>
Long term debt		<u>129,816</u>
Total liabilities		<u>129,816</u>
Net assets:		
Restricted:		
Restricted - unspendable		7,638
Restricted - investment in fixed assets		863,805
Unrestricted		<u>10,933</u>
Total net assets		<u>882,376</u>
Total liabilities and net assets	\$	<u><u>1,039,071</u></u>

The accompanying notes are an integral part of these financial statements

Berlin Volunteer Fire Department
Statement of Activities and Changes in Net Assets
For the Year Ended June 30, 2016

Revenue and support:	
Town appropriation	\$ 242,454
Donations	6,867
Customer revenue	13,920
HazMat income	5,790
Fundraiser	10,293
Interest	123
Other	3,199
Total support and revenue	<u>282,646</u>
Expenses:	
Accounting	7,109
Bad debt	1,171
Building maintenance	6,578
Communications	8,026
Depreciation	54,074
Dispatch	32,853
Dues and membership fees	559
Education and training	567
Equipment maintenance and costs	9,267
Fundraising	829
HazMat expenses	1,713
Insurance	35,801
Interest	8,750
Lockbox costs	1,438
Meals	1,679
Miscellaneous	2,529
Office supplies and expense	1,122
Payroll	11,523
Plowing	2,098
Repairs and maintenance	4,124
Retirement benefits	20,361
Rubbish removal	1,808
Software	1,855
Utilities	16,340
Vehicle expenses	24,193
Total operating expenses	<u>256,367</u>
Changes in net assets	26,279
Net assets - beginning of year	<u>856,097</u>
Net assets - end of year	<u>\$ 882,376</u>

The accompanying notes are an integral part of these financial statements

Berlin Volunteer Fire Department
Statement of Activities and Changes in Net Assets
For the Year Ended June 30, 2016

Cash Flows From Operating Activities:	
Received from others	\$ 46,781
Received from Town	143,176
Payments to members	(10,750)
Payments to vendors and supplies	<u>(183,813)</u>
Net Cash Used By Operating Activities	<u>(4,606)</u>
Cash Flows From Noncapital Financing Activities:	
Repayment of debt	<u>(19,184)</u>
	<u>(19,184)</u>
Cash Flows From Capital and Related Financing Activities:	
Acquisition of capital assets	(211,669)
Loan Proceeds	<u>173,000</u>
Net Cash Used By Capital and Related Financing Activities	<u>(38,669)</u>
Net (Decrease) Increase in Cash	<u>(62,459)</u>
Cash - beginning of year	<u>87,193</u>
Cash - end of year	<u>\$ 24,734</u>
Reconciliation of Operating (Loss) Income to Net Cash Used By Operating Activities:	
Cash Provided From Operating Activities:	
Operating (Loss) Income	\$ 26,279
Adjustments to Reconcile Net Income to Cash Provided (Used) By Operating Activities:	
Depreciation	54,074
(Increase) Decrease in accounts receivable	(92,868)
(Increase) Decrease in prepaid expenses	7,559
Increase (Decrease) in accounts payable	(623)
Increase (Decrease) in payroll liabilities	<u>773</u>
Total Adjustments	<u>(30,885)</u>
Net Cash Provided (Used) By Operating Activities	<u>\$ (4,606)</u>

The accompanying notes are an integral part of these financial statements

Berlin Volunteer Fire Department, Inc.
Notes to Financial Statements
For The Year Ended June 30, 2016

NOTE I. Description of the Commission and Reporting Entity

Berlin Volunteer Fire Department, Inc., (the Organization), is a private nonprofit organization dedicated to providing fire protection services to the surrounding community in Washington County, Vermont. Approximately 86% of the organization's support for the year ended June 30, 2016 came from allocations from town funding.

NOTE II. Summary of Significant Accounting Policies

A. Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis. The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the reader.

B. Basis of Presentation

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards (SFAS) No. 117, *Financial Statements of Not-for-Profit Organizations*. Under SFAS No.117, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

C. Cash and Cash Equivalents

Cash and cash equivalents include all monies in banks and highly liquid investments with maturity dates of six months or less. The carrying value of cash and cash equivalents approximates fair value because of the short maturities of those financial instruments.

D. Accounts Receivable

Accounts receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. The allowance for doubtful accounts at June 30, 2016 was \$0. Changes in the valuation allowance have not been material to the financial statements.

E. Property and Equipment

The Organization capitalized all property, equipment, furniture, and leasehold improvement acquisitions in excess of \$500 at cost. Lesser amounts are expensed. Donations of property, equipment, furniture, and leasehold improvements are recorded as contributions at their estimated fair value at the date of donation. Such donations are reported as unrestricted contributions unless the donor has restricted the donate asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Organization reclassifies temporarily restricted net assets to unrestricted net assets at that time.

Property equipment and furniture are being depreciated using the straight-line method over their estimated useful lives, with a half of a year's depreciation recognized in the years of acquisition and disposal. Leasehold improvements are being amortized over the shorter of the lease term or useful life.

Berlin Volunteer Fire Department, Inc.
Notes to Financial Statements
For The Year Ended June 30, 2016

NOTE II. Summary of Significant Accounting Policies (continued)

F. Public Support and Revenue Recognition

Annual campaign contributions and special event revenues are generally available for unrestricted use in the related campaign event year unless specifically restricted by the donor.

Grant and other contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Contributions of donated noncash assets are recorded at their fair value in the period received. Contributions of donated services that create or enhance nonfinancial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donations, are recorded at their fair values in the period received.

G. Income Taxes

The Organization is a not-for-profit corporation whose revenues are derived from contributions, grants and other fund-raising activities and is not subject to federal or state income taxes.

The Organization is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. The Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2).

H. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from these estimates.

NOTE III. Concentration of Credit and Market Risk

Financial instruments that potentially expose the Organization to concentration of credit and market risk consist primarily of cash equivalents and investments. Credit exposure is not limited to any one institution. The Organization has not experienced any losses on its cash equivalents.

NOTE IV. Detailed Disclosures Regarding Account Balances

A. Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, Berlin Volunteer Fire Department, Inc. deposits may not be returned to it. Berlin Volunteer Fire Department, Inc. does have a deposit policy for custodial credit risk. As of June 30, 2016, \$0 of the government bank balances of \$24,712 was exposed to custodial credit risk.

Berlin Volunteer Fire Department, Inc.
Notes to Financial Statements
For The Year Ended June 30, 2016

NOTE V. Capital Assets

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and reductions during the year. Donated fixed assets are recorded at their fair market value on the date donated. Berlin Volunteer Fire Department, Inc. maintains a capitalization threshold of one thousand dollars. Improvements are capitalized.

All capital assets, except land, are depreciated or amortized. Improvements are depreciated or amortized over the remaining useful lives of the related capital assets.

The following is a summary of property, equipment, furniture and leasehold improvements as of June 30, 2016:

	Beginning Balances	Increases	Decreases	Ending Balance
Capital assets being depreciated:				
Building and improvements	\$ 848,926	\$ -	\$ -	\$ 848,926
Equipment – office	42,170			42,170
Vehicles and equipment	1,423,036	211,688	-	1,634,724
Total capital assets, being depreciated	\$ 2,314,132	\$ 211,688	\$ -	\$ 2,525,820
Less Accumulated Depreciation:				
Leasehold improvements	\$ 214,375	\$ 22,106	\$ -	\$ 236,481
Equipment – office	42,256	892	-	43,148
Vehicles and equipment	1,351,290	31,077	-	1,382,367
Total depreciation	1,607,922	54,074		1,661,996
Assets being depreciated, net	706,210	157,695	-	863,905
Net assets	\$ 706,210	\$ 157,695	\$ -	\$ 863,905

Note VI. Notes Payable and Line of Credit

The Organization has a line of credit with the Vermont State Employees Credit Union in the amount of \$30,000. The line is a variable interest rate, which is 3.0% above the index, renewing at 5.5%. The line matures April 23, 2017. There are no advances against the line of credit at June 30, 2016. The Organization has one term note with the Vermont State Employees Credit Union for the purchase of Air Packs. The loan is for \$173,000, disbursed July 30, 2015. The loan bears interest at 6.0% with monthly payments of principal and interest in the amount of \$2,528. The loan matures July, 2022. Annual maturities for the next five years of principal are as follows:

2017	\$ 21,554
2018	\$ 22,883
2019	\$ 24,296
2020	\$ 25,793
2021	\$ 27,384
Thereafter	\$ 31,907
	<u>\$ 153,816</u>

Berlin Volunteer Fire Department, Inc.
Notes to Financial Statements
For The Year Ended June 30, 2016

NOTE VII. Designated Net Assets

There are no donor restrictions on the Organization's unrestricted net assets. However, at June 30, 2016 the Organization's directors have chosen to designate unrestricted net assets for the following purposes:

Restricted Fixed Assets	\$ 863,805
Restricted - unspendable	
Prepaid Expenses	7,638
Total restricted net assets:	\$ 871,443

NOTE VIII. Donated Services

The Organization receives donated services from a variety of unpaid volunteers assisting the organization in fund raising and special projects. No amounts have been recognized in the accompanying statement of activities because the criteria for recognition of such volunteer effort under FASB issued guidelines have not been satisfied.

The value of donated services included in the accompanying financial statements and the corresponding expenses for the year ended June 30, 2016 are as follows:

<u>Program</u>	<u>Service</u>	<u>Hours</u>	<u>Amount</u>
Fire/Incidents	On-Call Fire Service Duty	7,147	\$156,662

NOTE IX. Description of Program and Support Services

The Organization provides Fire and Rescue Services to the Town of Berlin, Vermont and its surrounding areas. The Organization is staffed primarily by volunteers. In the past year Fire and Rescue Squad members volunteered over 7,147 hours.

NOTE X. Miscellaneous and Public Support Income

The Organization receives donations from Town and Corporate residents and completes fund raising to raise additional funds for Berlin Volunteer Fire Department, Inc.

NOTE XI. Lease Income

On September 1, 2005, the Berlin Volunteer Fire Department, Inc. entered into an agreement with Barre Town Emergency Medical Service to lease a portion of the building owned by the Organization. The monthly rent is \$915 with an original term of one year. The contract is now a month to month contract with the monthly rental income of \$1,135 per month.

Total lease payments received during the year ended June 30, 2016 were \$13,620.

Berlin Volunteer Fire Department, Inc.
Notes to Financial Statements
For The Year Ended June 30, 2016

NOTE XII. Retirement

The Organization initiated a retirement plan January 1, 2000. This is a pension plan with eligibility benefits beginning after two years of service and eighteen years of age. Normal retirement age is 65 with a minimum participation of one year. Benefits will begin one month following retirement. Actuarial assumptions include interest at 4.75%, pre and post-retirement. The funding method is entry age normal frozen initial liability. The present value of projected benefits is \$410,846, with the present value of accrued benefits at \$165,541. The present value of vested accrued benefits is \$126,737.

Total plan assets are \$255,378 with a recommended contribution of \$17,400. The funded ratio of the plan is 154%.

NOTE XIII. Risk Management

The Organization is exposed to various risks of loss related to torts: theft of, damage to, and destruction of assets; errors and omission; injuries to employees; and natural disasters. The Organization maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Organization.

EMERGENCY MEDICAL SERVICES (EMS) DEPARTMENT

By Chris LaMonda, Director

While the fiscal year only saw a total call increase of 26 calls, there were some trends that should be noted. The number of calls for both paramedic intercepts and emergency mutual aid increased significantly when compared to past years (66 more intercepts and 83 more calls for emergency mutual aid when compared to FY 14/15). Looking at both these data and early numbers from FY16/17 we are beginning to see an overall increase in call volume beyond recent trends.

Public insurance reimbursement to EMS continue to be an issue. With the ending of the 2015 legislative session Vermont passed rules that would increase state Medicaid reimbursement starting in FY2016/17. However, this reimbursement is offset by a 3.3% state assessment on ambulance revenues. With the current volume of Medicaid patients we transport, it is unlikely this increase will benefit us.

Services and Service Area

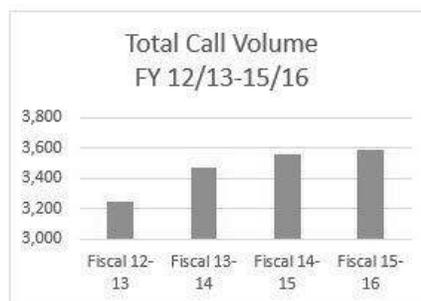
Barre Town EMS continues to offer the highest level of pre-hospital medical care available in the state of Vermont. This year we began work on becoming licensed at the “New” Vermont critical care level. This requires special training and testing by current paramedic providers as well as approval of service specific Critical Care Protocols.

Barre Town EMS continues to staff two 24/7 ambulances, in East Barre and Berlin. The third ambulance, historically stationed out of East Barre staffed weekdays from 9am to 5pm, was moved to the South Barre Fire Station. This move helps better cover our service area through decreasing our primary and mutual aid response times in some underserved areas. Further, Barre Town EMS has a system in place to activate a fourth and fifth ambulance through coverage crews, called on an as needed basis. This past year was the last year of many of our service area agreements and contracts. The Town of Berlin choose to put their EMS service contract out to bid. Barre Town EMS was again awarded the contract. The Towns of Topsham and Orange had no major changes to their service agreements. However, the Town of Washington chose to divide their town between Barre Town EMS and First Branch EMS. While it was agreed upon that Barre Town EMS has more resources, provides higher level of care, and faster out of quarters times, the deciding factor was locations and distances to the EMS stations. However, Barre Town EMS will still cover the new First Branch area for both mutual aid and paramedic intercept.

Personnel

This year we had 2 full-time staffing changes. I completed my first year as the new EMS Director and Paramedic, Kelly Wilder, was promoted from part-time to full time status. The service also worked diligently to fill open per diem positions to assist with a continued growing need for EMS in the greater central Vermont area. Barre Town EMS also continues to work at promoting EMS through precepting and mentoring athletic training student from Norwich University and EMS students from across the region.

Town	Total Calls
Orange	62
Washington	70
Topsham	89
Berlin	2188
Barre Town	671



BERLIN HISTORICAL SOCIETY

Annual Report – 2016

The Berlin Historical Society (BHS) had a great year with monthly meetings from April to November, member presentations and community events. In our monthly meetings, we shared details of Berlin family histories and diary entries from some of our earliest residents, reviewed chapters from our town's biography, *A Place to Pass Through: Berlin, Vermont*, delved into the details of the annexation of a portion of Berlin to Montpelier in 1899, and learned from Roger Hill how volcanic activity from the other side of the globe had profound effects on the weather in New England for the entire year of 1816. Corinne Stridsberg has been researching fires in Berlin and the Berlin annexation details and has filled several 3-ring binders with records of these events. Mike Stridsberg completed a project to copy our audio and video tapes onto DVD.

BHS participated in several community events this year:

In June, BHS participated in the Vermont History Expo at the Tunbridge fairground. The theme this year was "H2O: The Power of Water in Vermont History". Each society participating in the expo presented different interpretations of the expo theme. The BHS exhibit focused on the grist mill and saw mill that were located at Benjamin Falls. We made informational posters, videos of working mills, a photo slide show and a saw mill model which had a working water wheel (water wheel created by Lewis and Maudean Neill). The exhibit was also presented to the school children at Berlin Elementary School.

In September, BHS hosted an informational booth at the Vermont Aviation Extravaganza at the Knapp Airport showcasing photos of the airport over the years and our book on the history of our local airport, *From Barre-Montpelier to E.F. Knapp, The Story of a Small Airport in Berlin, Vermont*. Copies of the book are available for purchase at the town clerk's office. Additionally, BHS coordinated with a local pilot and Berlin photographer, Bill Croney, to do an aerial photo shoot of areas of Berlin. The photos have been archived in our computer files. We welcome visitors to come in to the BHS office to see the sky's view of Berlin as it is now and as it was 50 years ago.

In November, Kellogg Hubbard Library featured a month-long exhibit highlighting Berlin. Corinne Stridsberg, Manny Garcia and Lewis Neill showcased the exhibits created for the Vermont History Expo as well as presented an hour-long evening program featuring photos and oral history of the saw mills in Berlin and the bridges spanning the Winooski River between Berlin and Montpelier.

Feature presentations were given this year on two of our oldest Berlin families, both families settling in Berlin in the early years of our town: The Perrin family (presented by David Perrin) and the Dodge family (presented by Meredith Dodge).

The Perrins are one of our oldest families residing in Berlin, spanning 227 years (so far!). David Perrin presented a detailed history of the Perrin Family and displayed family heirlooms that had been in the family since the 1800s. Zachariah Perrin came to Berlin around 1789 and his son, Porter Perrin was the first while male (recorded) to be born in Berlin, in 1790. The Porter Perrin farm was built in 1815 and is one of the oldest homes in Berlin. The Perrins have been a vital part of our town community ever since. Family reunions marking the 100th, 150th and 200th anniversary of the Perrins' move to Berlin has provided them and us with many fascinating details of their family's and our town's history.

The Dodge Farm, first established by Asa and Tilea Dodge in the early 1820s, was located on the Barre Montpelier Road on the lot now occupied by the bowling alley, until the house and all the farm buildings were consumed by fire in 1957. The farm was not just a dairy farm: the field above the farm proper was known as Cherryvale Park and regularly used by local groups for day-

long festivals, festival-goers arriving by trolley, and included a nine-hole golf links course from 1901 – 1924 for the Barre Golf Club. The Dodges were prominent in Berlin local politics and town governance for almost one hundred years, represented Berlin at the Statehouse, and were influential in farming and agricultural innovation and modernization initiatives in Washington County.

On behalf of the members and friends of the Berlin Historical Society, we would like to publicly acknowledge the enormous contribution of two of our members over the past three decades – Richard Turner and Norbert Rhinerson. These two gentlemen, while still members of the Society, both retired from their board positions this year. We thank these gentlemen for their efforts to the Berlin Historical Society. The work and dedication of these two men has been invaluable to the preservation of Berlin’s history for the rest of our community to enjoy for years and decades to come.

Richard Turner served as BHS Secretary for the society for 25 years until stepping down in July 2016. In addition to maintaining the minutes of our monthly meetings, Richard was instrumental in establishing the BHS library, organizing the file cabinets and creating an inventory system for the boxed collections and our electronic computer files. Richard authored the afore-mentioned Knapp Airport book and has been meticulous in his investigating and recording of photos and other memorabilia in our collection.

Norbert Rhinerson was BHS President for 25 years (1990-2015) and then was Treasurer, until stepping down in December 2016. While Norbert is not a native of Berlin, his lively interest in our town’s history is unrivaled and his historical exploration and detailed research of Berlin’s history has significantly increased our knowledge of Berlin’s history. In particular, Norbert, a stamp collector from the age of 10, delved into documenting the postal history of Berlin.

The Historical Society welcomes all those interested to attend our monthly meetings held at the Berlin town office building. We continue to collect Berlin-related stories, photographs and memorabilia. The Society does not maintain regular office hours, but anyone requesting information or wanting to browse through our ever-expanding inventory of books, maps, pictures, letters, family files and other ephemera can contact Corinne Stridsberg, BHS President, to arrange a time to visit the office. Contact Meredith Dodge, BHS Secretary, at the BHS Email below if you would like to be added to the meeting notice list (meeting notices are sent out by Email).

BHS Email: historicalsociety@berlinvt.org

BHS President: Corinne Stridsberg Email: socialenergy@yahoo.com Phone: 802-324-6622

Berlin, Vermont Memories facebook page: www.facebook.com/groups/BerlinVermontMemories.

Respectfully Submitted,
Meredith Dodge
Secretary, Berlin Historical Society



Historical display at the Aviation Extravaganza at Knapp Airport, September 2016

Berlin Historical Society
Financial Statement for 2016

Beginning Balance January 1, 2016	\$49,918.30
Income	
Membership Dues	\$ 230.00
VSECU Interest and Dividends	\$ 195.78
Edward Jones Investment Earnings	\$ 1,660.53
Book Sales	\$ 190.00
Other Sales	\$ 167.75
Total Income	\$ 2,444.06
Expenses	
Office	\$ 542.38
May Potluck/Program	\$ 100.00
Purchase of Historical Items	\$ 67.20
VHS Dues	\$ 50.00
Annual Payment to Town	\$ 250.00
Total Expenses	\$ 1,009.58
Year End Balance December 31, 2016	\$51,352.78
Fund Balances December 31, 2016	
VSECU Checking	\$ 4,249.98
VSECU Shares	\$ 378.03
VSECU CD	\$15,270.80
Edward Jones Investments	\$31,453.97
Total	\$51,352.78



Corinne Stridsberg discussing history



Lewis Neill sharing his model saw mill and working water wheel



BHS members at VT History Expo – Richard Turner, Maudean & Lewis Neill, Manny Garcia, and Bob & Toni Forrend

BARRE AREA SENIOR CENTER

BARRE AREA SENIOR CENTER

Barre Area Senior Center (BASC) continues to serve seniors 50 and older in the central Vermont communities. Baby Boomers aging will, in part, determine the continued growth rate. The Senior Center will continue to play a vital role in supporting our aging community members.

The Barre Area Senior Center currently serves approximately 320 members, most of whom reside in Barre City and Barre Town, as well as seniors from other central Vermont towns, including Berlin. BASC relies on donations, fundraisers, voter-approved funding, grants and monetary gifts for its operating costs. BASC is an independent 501c3 charitable nonprofit, and as such, it faces financial challenges on a regular basis.

The age to participate at the senior center is 50, and a requested annual donation of only \$25 provides benefit to members, though everyone is welcome. Our mission is to provide access to programs and resources that help older adults live independently and remain active. We work to meet this mission by offering programs, activities and events focusing on aspects of healthy aging such as cognitive, physical and social wellbeing. Some of our activities from this past year include various exercise classes, games, foreign language conversation groups, educational workshops, Young at Heart singing group, socials, dancing, meals, health and wellness clinics, fundraisers, open house, community partnering, and bus trips. We thank our volunteers and participants for their dedication in making these programs successful.

Our community partners include Central Vermont Home Health & Hospice, Rehab Gym in Barre, AARP, Jazzercise, Meals on Wheels (The Galley), SASH and Montpelier Senior Activity Center.

BASC is very fortunate to have many dedicated volunteers, without whom it would not exist. A huge thank you goes out to them, including our volunteer Board of Directors.

BASC was fortunate to have been awarded a Tarrant Foundation grant that provided for a program coordinator position, public relations and social media assistance. Our programming has increased due to the efforts of Mary Rose Dougherty who serves in the grant position of program coordinator.

The Barre Area Senior Center is open 9:00am to 3:00pm Monday through Thursday and is open at other times for special events.

Staff:

Cathy Hartshorn, Director
Sandy Safford, Receptionist
Mary Rose Dougherty, Program & Volunteer Coordinator
Jackie Isabelle, Seniors in Motion Instructor

Officers:

President, Dorothy Neve
Vice-President, Sandi Kirland
Treasurer, Robert Brault
Secretary, Joanne Perreault

Board of Trustees:

Sandra Fugere
Shirley Raboin
Mary Gagne
Stephen Finner

131 South Main St. #4
Barre, Vermont 05641
www.barreseniors.org
www.facebook.com/barreseniors
(802) 479-9512
director@barreseniors.org

CAPSTONE COMMUNITY ACTION

20 Gable Place, Barre, VT 05641 802-479-1053

Fall 2016 Report to the Citizens of Berlin

Since 1965, Capstone Community Action (formerly known as Central Vermont Community Action Council) has served low-income residents of Lamoille, Orange, and Washington Counties and nine communities in Windsor, Addison, and Rutland Counties. We help people build better lives for themselves, their families and their communities. This year, Capstone Community Action served 15,064 people in 8,931 Vermont households through Head Start and Early Head Start, business development, financial education, food shelves and nutrition resources, housing counseling, tax preparation, teen parent education, emergency heating assistance, home weatherization, workforce training, healthcare navigation, and more.

Programs and services accessed by 188 Berlin households representing 304 individuals this past year included:

- 107 individuals in 53 households accessed nutritious meals and/or meal equivalents at the food shelf.
- 29 households with 68 family members were able to keep heating their homes with help from our Crisis & Supplemental fuel programs as well as other utility costs.
- 14 individuals in 5 households worked with housing counselors to find and retain affordable, safe, secure housing.
- 6 children were in Head Start and Early Head Start programs that supported 8 additional family members.
- 1 pregnant and parenting teen and their child gained literacy skills through our Family Literacy Center supporting 1 family member.
- 7 households received emergency furnace repairs and 2 household furnaces were replaced at no charge, making them warmer and more energy efficient for residents.
- 12 households were weatherized at no charge, making them warmer and more energy efficient for 19 residents, including 6 seniors and 3 residents with disabilities.
- 1 person found and maintained reliable transportation with support from the Capstone Transportation Project.
- 14 people attended classes or met one-on-one with a financial counselor to be better able to manage and grow family finances.
- 5 entrepreneurs received counseling and technical assistance on starting or growing a business.
- 30 residents had their taxes prepared at no charge by Capstone's IRS certified volunteers ensuring them all the refunds and credits they were due.
- 2 people saved towards an asset that will provide long-term economic security. With savings, homes were purchased; businesses were capitalized and people enrolled in higher education or training.
- 1 childcare provider received nutrition education and was reimbursed for the cost of serving nutritious meals and snacks to the 5 children in their care.
- 8 people received information and assistance for signing up for Vermont Health Connect.
- 1 person participated in an intensive 13-week workforce training program for the food service sector.

Capstone thanks the residents of Berlin for their generous support this year!

CENTRAL VERMONT ADULT BASIC EDUCATION IN BERLIN



~~~Local Partnerships in Learning~~~

- Central Vermont Adult Basic Education (CVABE) is a community-based nonprofit organization serving the basic education and literacy needs of Berlin adults & teens for 50 years.
- CVABE serves as central Vermont's resource for free, individualized academic tutoring for individuals (ages 16- 90+) in:
  - Basic skills programs: reading, writing, math, computer literacy
  - English Language Learning and preparation for U.S. citizenship
  - High school diploma and GED credential programs
  - Academic skill readiness for work, technical training and/or college
- CVABE has six welcoming learning centers located throughout the organization's tri-county service region, including a Learning Center in downtown Barre and one in downtown Montpelier. We collaborate closely with schools, libraries, employers, and a great number of other community resources to make our unique service locally accessible. Our welcome extends to everyone.
- In recent years, 11 residents of Berlin have benefitted annually from CVABE's free programs, and last year 9 Berlin residents enrolled. In addition, two volunteers from Berlin worked with CVABE's professional staff to deliver and support literacy services. Teachers instruct students one-to-one and/or in small groups. Each student has a personalized education plan to address his/her learning goals. These goals might include: getting or improving one's job, earning a high school credential, helping one's children with homework, budgeting and paying bills, reading important information, obtaining a driving license, preparing for college, gaining citizenship, and more. *As parents gain literacy, their children are twice as likely to grow up literate themselves.*
- In recent years, CVABE has provided free instruction to 500 people annually in its overall service area of Washington, Orange, and Lamoille Counties. *Nearly all students are low income. It currently costs CVABE \$3,191 per student to provide a full year of instruction.* Over 125 community volunteers—including volunteers from Berlin—work with CVABE's professional staff to meet the large need for these services while keeping overhead low.
- We are deeply appreciative of Berlin's voter-approved past support. This year, your level support of \$1,200 is again critical to CVABE's free, local education services. Only a portion of CVABE's budget is comprised of state and federal support. *Funding is needed each year from the private sector and from the towns and cities we serve, to ensure we can help the many neighbors who need education for a better life.*

**For more information** regarding CVABE's basic education and literacy instruction for students, or volunteer opportunities, contact:

**CVABE's Barre Learning Center**  
46 Washington Street, Suite 100  
Barre, VT 05641  
(802) 476-4588

**CVABE's Montpelier Learning Center**  
100 State Street, Suite 3  
Montpelier, VT 05602  
(802) 223-3403  
[www.cvabe.org](http://www.cvabe.org)

# CENTRAL VERMONT COUNCIL ON AGING



**Promoting Healthy Aging**  
**Senior HelpLine: 1-800-642-5119**

## **Report of Services to Berlin FY16** **December 20, 2016**

Central Vermont Council on Aging is a private, nonprofit organization that is dedicated to the mission of supporting elders and family caregivers in leading self-determined, healthy, interdependent, meaningful and dignified lives in their homes and communities.

For more than 40 years, CVCOA has assisted older Vermonters aged 60 and up to remain independent for as long as possible. We connect the elders in our communities to the network of benefit programs and services that they need to thrive. All services are made available to our clients at no charge without regard to health, income or resources.

Some of the options we make available include:

- Senior Help Line - (800) 642-5119 - has the answers to hundreds of common questions from elders, families and caregivers.
- Information & Assistance staff counsel elders and families on the many available benefit programs and services, such as 3SquaresVT, seasonal fuel assistance, and more.
- Case Managers work with clients in their homes to assess needs and develop, implement and coordinate individualized long-term care plans.
- Nutrition Services oversees the menu development for home-delivered and community meals and provides the largest source of funding for the 14 meal sites that prepare and deliver these meals.
- State Health Insurance Program (SHIP) provides personalized Medicare counseling, group training, and enrollment assistance for Medicare Part D plans.
- Family Caregiver Support promotes the well-being of the family members who help to make it possible for seniors to remain in their home.

During the last year, Central Vermont Council on Aging provided one or more of the above services to 75 Berlin residents. Case Managers, Davoren Carr and Megan Thomas are designated to work directly with the seniors in Berlin. Central Vermont Council on Aging devoted a total of 477 hours of service to Berlin seniors.

All of us at CVCOA extend our gratitude to the residents of Berlin for their ongoing commitment to the health, independence, and dignity of those who have contributed to making the Central Vermont communities what they are today.

59 N. Main Street, Suite 200, Barre VT 05641-4121  
1-877-379-2600 (Toll Free) 1-802-479-0531 (Local)

[cvcoa@cvcoa.org](mailto:cvcoa@cvcoa.org)



## CENTRAL VERMONT ECONOMIC DEVELOPMENT CORPORATION



CVEDC

James Stewart - Executive Director  
National Life Drive  
PO Box 1439, Montpelier, VT 05601-1439  
802-223-4654 [www.cvedc.org](http://www.cvedc.org)

This year CVEDC is celebrating 40 years of supporting economic development in Central Vermont. Over that history we have played a vital role in the development of businesses throughout the region through financing, real estate development, workforce training and more. We continue this tradition by being the “one-stop-shop” for any business question, serving all of Washington County, plus the towns of Washington, Orange, and Williamstown.

The Town of Berlin continues to provide significant jobs and commercial activity for the Central Vermont region. The Edward F Knapp Airport is generating opportunities for expanded development of distribution and manufacturing facilities, while the new Welcome Center is drawing travelers off Route 89 and into the core of the community. These activities are leading to greater opportunity for economic development.

CVEDC is working proactively to identify workforce training priorities for area businesses, and creating training collaboratives to address these needs. The organization established our first revolving loan fund during the 2016 summer, with plans to expand capacity in the beginning of the 2017 fiscal year. Through our focus on access to capital for growing businesses, coupled with workforce training to provide employees with the skills businesses need, CVEDC will support economic growth that strengthens the regional economy for all.

Each year we ask for the support of the communities we serve through a request for funding. These monies are leveraged with State and Federal dollars, as well as revenue generated through private sector support, to provide significant business resources at no cost to current and future businesses. This year CVEDC asks for your continued support with level funding of \$500. We appreciate your support in the past, and look forward to continuing to work with you in the future to build a strong and vibrant regional economy.

CENTRAL VERMONT HOME HEALTH & HOSPICE



**Central Vermont  
Home Health & Hospice**  
A Century of Caring and Quality

**2016 ANNUAL SERVICE REPORT**

**TOWN OF BERLIN**

December 2016

Central Vermont Home Health and Hospice (CVHHH) is a 105 year-old full service, not-for-profit Visiting Nurse Association governed by a local voluntary Board of Directors. Serving the residents of 23 Central Vermont towns in the comfort and privacy of their own homes, CVHHH is committed to providing high quality, medically-necessary home health and hospice care to all Central Vermonters regardless of their ability to pay, geographic remoteness or complexity of health care needs. The agency also promotes the general welfare of local community members with long term care and health promotion activities including flu and pneumonia vaccinations, health screenings, foot care clinics, international travelers' health and caregiver support. In addition to direct patient care, our hospice program offers comprehensive bereavement services and volunteer training.

**Report of CVHHH Services to the Residents of Berlin  
Jan 1, 2015 to December 31, 2015**

| Program               | # of Visits |
|-----------------------|-------------|
| Home Health Care      | 2193        |
| Hospice Care          | 413         |
| Long Term Care        | 2195        |
| Maternal Child Health | 56          |
| TOTAL VISITS/CONTACTS | 4857        |
| TOTAL PATIENTS        | 103         |
| TOTAL ADMISSIONS      | 134         |

Town funding will help ensure CVHHH continues these services in Berlin through 2017 and beyond. For more information contact Sandy Rouse, President/CEO, or Daniel Pudvah, Director of Development at 802.223.1878.

CENTRAL VERMONT MEMORIAL CIVIC CENTER  
A Community Ice Rink and Sports Facility in Montpelier, Vermont

10 Gallison Hill Road, Montpelier, VT 05602

802-229-5900

[www.cvmcc.org](http://www.cvmcc.org)

The Central Vermont Memorial Civic Center is a community run non-profit independent recreation center serving the Town of Berlin and other towns in Washington County since 1998. The Civic Center is open to all the public, schools, and residents. It is the only resource for indoor soccer, lacrosse, and golf in the spring. In the winter it provides indoor ice for public skating, broomball, and youth, adult, and high school hockey. The Civic Center is entirely supported by user fees, and municipal, business, and private donations.

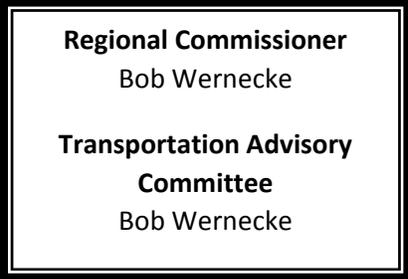
For more information visit their website or facebook page or call 229-5900.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
2016 ANNUAL REPORT, TOWN OF BERLIN

The Central Vermont Regional Planning Commission is a consortium of 23 towns and cities in Washington County and western Orange County. The Commission provides planning and development assistance to communities. All municipalities in the region are entitled to equal voting representation by a locally appointed member to the governing Board of Commissioners.

**2016 Berlin Activities**

- ❖ Completed enhanced planning consultation.
- ❖ Assisted with Town Plan updates related to energy, future land use, flood resiliency, and New Town Center Designation.
- ❖ Provided information on removing US 302 and VT 62 from the National Highway System.
- ❖ Gathered data on culvert and bridges, and entered it into the VTCulverts.org online data base.



**CVRPC Projects & Programs**

- ❖ *Municipal plan and bylaw updates:* Focus on predictable and effective local permitting through education, bylaw modernization and plan updates.
- ❖ *Brownfields:* Complete environmental site assessments so properties can be sold, developed or redeveloped to benefit the economy, create/protect jobs and increase housing opportunities.
- ❖ *Transportation planning:* Coordinate local involvement in transportation decisions through the Transportation Advisory Committee and provide studies, plans, data collection, and counts.
- ❖ *Emergency planning:* Better prepare our region and state for disasters by coordinating with local volunteers and the state on emergency planning, exercises, and training.
- ❖ *Energy conservation and development:* Foster projects that support energy conservation to save energy and tax dollars and identify opportunities for renewable energy generation.
- ❖ *Natural resource planning and project development:* Implement activities to protect water resources/supplies, enhance recreational opportunities, maintain the forest products industry, and enhance environmental health.
- ❖ *Regional plans:* Coordinate infrastructure, community development, and growth at the regional level through the development, adoption, and implementation of a regional plan.
- ❖ *Geographic Information System services:* Provide municipalities, state agencies, and regional groups with mapping and data analysis in support of their projects.
- ❖ *Special projects:* Complete special projects, such as downtown revitalization, recreation paths, farmland preservation, economic development, and affordable housing projects.
- ❖ *Grants:* Identify appropriate grant sources, define project scopes, and write grant applications

The Commission has no regulatory or taxing authority; each year, we request a per capita assessment from our members in support of local and regional planning activities and to help offset costs and provide local matching funds needed for state and federal funding.

Your continued support for local and regional planning is appreciated! CVRPC is your resource -- please contact us at 802-229-0389 or [cvrpc@cvregion.com](mailto:cvrpc@cvregion.com) for assistance.

## CENTRAL VERMONT SOLID WASTE MANAGEMENT DISTRICT



137 Barre Street, Montpelier, VT 05602

[www.cvswwd.org](http://www.cvswwd.org) 802-229-9383

CVSWMD is made up of 19 member cities and towns and approximately 52,000 residents. Matthew Levin represents Berlin on the CVSWMD Board of Supervisors. Matthew can be contacted by Berlin residents at [mlevinvt@gmail.com](mailto:mlevinvt@gmail.com) and 229-4281.

In FY16, CVSWMD provided \$7,578 in School Zero Waste and Lawrence Walbridge Reuse Grants and \$3,194 in Green Up Day Grants to businesses and schools in member municipalities. The District invites all member municipalities to apply for an annual non-competitive Green Up Day Grant each spring.

The District continues to provide award-winning programming, including:

**Residential Composting:** CVSWMD sells Green Cone food digesters, Soilsaver composting units and kitchen compost buckets at cost to district residents.

**Business Composting:** CVSWMD has 67 participating businesses and institutions throughout Central Vermont, which, combined, diverted an estimated 1,007 tons of food scraps to composting facilities in FY16.

**School Composting (part of our School Zero Waste Program):** There are 26 public schools in the District participating in this program. Over the course of the 2015-2016 school year, CVSWMD schools diverted an estimated 109 tons of high quality food scraps.

- Berlin Elementary School diverted 4.55 tons
- U-32 High School diverted 5.5 tons

**Special Collections:** In 2016, nine events were held, in which CVSWMD collected hazardous waste, paint, batteries and fluorescent bulbs.

- 116 households participated in the Barre Town household hazardous waste collection and 157 participated in the Montpelier hazardous waste collection.

**Additional Recyclables Collection Center (ARCC):** The ARCC, on 540 N. Main St. in Barre, is open M, W, F noon-6pm and every third Sat. 9-1pm. The Additional Recyclables Collection Center is a recycling drop-off for over 40 hard-to-recycle materials, [cvswwd.org/arcc](http://cvswwd.org/arcc). Blue bin recyclables are not accepted at the ARCC.

- In FY16, 179 visitors to our Additional Recyclables Collection Center came from Berlin.

**Web Site:** CVSWMD posts useful information about what can be recycled, what can be composted, how to dispose of hazardous waste, leaf and yard waste, composting, Act 148, Paint Care guidelines, details of our special collections, and an "A to Z Guide" listing disposal options for many materials in the alphabet, along with other useful information for reducing waste in central Vermont.

## CIRCLE



### **24-Hour Toll-Free Confidential Domestic Violence Hotline 1-877-543-9498**

Shelter – Support Services – Referral Services  
Protection Orders – Safety Plans–Civil Court Advocacy  
Criminal Court Advocacy – Community Education  
Prevention Programming For Youth

As Circle continues to serve our Washington County community, our programs and procedures must accurately reflect these increasingly complicated times. By reviewing and updating current policies, we have been able to measure our growth, visualize our strengths, and determine what gaps must be addressed in order for us to continue to provide services that address the needs of victims of domestic violence. The work that is done now will have lasting effect on the entire organization, by providing the framework and direction for the future progression of the services and work that we do. Throughout our review and updating process, Circle staff and volunteers were kept extremely busy during fiscal year 2016 providing the following services:

- Staff and volunteers responded to 4,956 hot line calls, an average of 413 calls per month.
- Shelter services were provided to 26 women and 19 children for a total of 3,063 bed nights, which is 728 more bed nights than last year.
- Our prevention based programs in schools reached a total of 67 students through the 10 presentations and long-term support groups held during this fiscal year.
- Circle provided community presentations to 338 individuals through the 25 trainings and workshops offered to individuals and professionals in Washington County.
- Advocates provided support to 113 plaintiffs during Final Relief from Abuse Hearings, and assisted 122 individuals file for temporary orders.
- Court Education Program was presented to 186 individuals, and our Court Hour Program, which offers one-on-one support to plaintiffs as they prepare for their final hearings, was offered to 23 individuals.
- Circle held 15 support group sessions, which 16 women attended, and 34 people received legal assistance through our free Legal Clinics.
- Over 1,500 people received direct services from Circle, which are maintained by trained staff and volunteers.
- Our organization continues to rely heavily on the vast support of its many dedicated volunteers; Board Members, Hotline Advocates, and Shelter Support have all contributed 9,902 hours to the work of Circle.

### **Our services include:**

- SHELTER: Emergency Shelter for women and their children fleeing from domestic violence
- SHELTER YOUTH PROGRAM: Available to children staying in shelter
- TOLL FREE CONFIDENTIAL 24-HOUR HOT LINE (1-877-543-9498)
- EMERGENCY, CIVIL and CRIMINAL COURT ADVOCACY
- SUPPORT GROUPS
- PREVENTION EDUCATION OFFERED TO SCHOOLS THROUGHOUT WASHINGTON COUNTY
- EDUCATIONAL PRESENTATIONS and TRAININGS: offered to civic organizations and businesses.
- INFORMATION AND REFERRAL: information about domestic violence and community resources, as well as individualized advocacy and referral to social service, legal, employment, counseling, and housing options.

## FAMILY CENTER OF WASHINGTON COUNTY



....serving families in Berlin

The Family Center of Washington County fosters the positive growth and development of young children and their families. We offer services for children, youth and families, including: Early Care and Education, Children's Integrated Services-Early Intervention, Family Support Home Visiting, Specialized Child Care supports, Transportation, Child Care Provider supports, Reach Up and Job Development, Family Works, Child Care Financial Assistance, Child Care Referral, Welcome Baby visits, Strengthening Families Demonstration Project, Parent Education, and Playgroups for children from birth to five. For more information about Family Center programs and services, please visit: [www.fcwcv.org](http://www.fcwcv.org).

### **Among the 129 individuals in Berlin who benefited from the Family Center's programs and services from July 1, 2015 – June 30, 2016 were:**

- \*14 families** who consulted our **Child Care** and other **Resource and Referral services**, receiving assistance in finding child care to meet their needs, answering questions related to child care and child development, and receiving information about other community resources available to them.
- \*30 families** who received **Child Care Financial Assistance**.
- \* 6 licensed and registered child care providers** and other support agencies who consulted our **Child Care Provider Support services**, and received monthly newsletters and training on a wide variety of topics through home visits, conferences, and workshops.
- \*13 children and caregivers** who participated in our **Playgroups**. Playgroups are free, open to all families with children birth to five, and have no eligibility requirements. Children have a chance to play with others in a safe, stimulating and nurturing environment. Parents talk to other parents, draw upon each other for support, learn new skills from Playgroup Facilitators and get information about community resources.
- \* 7 adults and children** who participated in **Parent Education** workshops and related activities for children.
- \* 3 children** who attended our 4 STARS **Early Childhood Education** program.
- \* 7 children and caregivers** who attended our **Community Events**.
- \*30 individuals** who were served by one of our **Home Visiting** services, providing parent and family education and support.
- \*13 children and caregivers** who received food and household items from our newly created **Food Pantry** to help supplement their nutritional and basic needs of families we serve.
- \* 2 child** who received **Transportation** assistance through our bus.
- \* 4 individuals** who received **employment training** in our **Family Works program** and **Reach Up Job Development**.

We are grateful for the support shown by the voters of Berlin. For more information about Family Center programs and services, contact Information and Assistance at (802) 262-3292, Ext. 122.

*"...fostering the positive growth and development of young children and their families."*

# GOOD SAMARITAN HAVEN



## Good Samaritan Haven 2016 Annual Report

Good Samaritan Haven would like to thank the Town of Berlin for its continued support. Good Samaritan Haven operates an Emergency Shelter Program in Barre with thirty beds. The organization also operates a Seasonal Overflow Shelter during the winter at the Hedding United Methodist Church with an additional fourteen beds. Support services and basic needs are provided free of charge to all guests in each program.

### **Good Samaritan Haven served 224 unique individuals last year including:**

- 58 survivors of domestic violence;
- 25 veterans;
- 29 chronically homeless (disabled and homeless for more than one year);
- 110 mental health condition;
- 66 physical disability

**Good Samaritan Haven's Emergency Shelter Program operated at capacity 177 nights (48%) of the year. The average length of stay at the shelter was 37 days.**

**Good Samaritan Haven provided 10,110 charitable meals and shelter beds nights.** Nearly all of the food was donated and prepared by community members.

**Good Samaritan Haven provides support services to help guests find stable housing and employment.**

- 82% of our guests received case management services.
- 71% of our guests found employment, enrolled in an education or training program, or qualified for benefits.

30% of our guests moved on to stable housing in less than ninety

105 North Seminary Street  
P.O. Box 1104, Barre, Vermont 05641  
[www.goodsamaritanhaven.org](http://www.goodsamaritanhaven.org)  
Shelter Phone: 802-479-2294

# GREEN MOUNTAIN TRANSIT (GMT)

Getting You Where You Need To Go!

## Town of Berlin FY16 Annual Report

### Who We Are

GMT is the public transportation provider for the northwest and central regions of Vermont, offering a variety of services to the communities in which we serve. GMT is proud to offer traditional public transportation services like commuter, deviated fixed routes and demand response shuttles, while providing individualized services such as shopping and health care shuttles, Medicaid, Elderly and Disabled services to both urban and rural communities.

### Our Services

#### Individual Special Service Transportation

GMT provides essential medical and non-medical transportation service to those who qualify for Medicaid, Elderly and Disabled, non-Medicaid medical, human service and/or critical care funds. We offer individual coordinated services for those who qualify and who are in need of scheduled rides through GMT volunteer drivers, special shuttle service or general public routes.

**In FY16 (July - April), 64 Berlin residents were provided special transportation services, totaling 2,471 trips and 16,697 total miles driven.** Special services offered direct access to:

- Medical treatment
- Meal site programs
- VT Association of the Blind
- Reach Up
- Central VT Substance Abuse
- Prescription and Shopping
- Social and Daily services
- BAART
- Washington County Mental Health
- Vocational Rehabilitation

#### General Public Transportation

GMT also provides traditional general public transportation service directly supporting the increasing demand for affordable commuter and essential daily needs transportation solutions.

**In FY16, total statewide GMT ridership was 334,926.** This general public transportation ridership was *in addition to* Special Service ridership, (above), and is available through a variety of services including:

- Deviated Fixed Routes
- Local Commuter Routes
- Local Shopping Shuttles
- Health Care Shuttles
- Demand Response Service
- Regional Commuters to Chittenden and Caledonia Counties

### Thank You

Thank you to the taxpayers and officials of Berlin for your continued financial support of GMT's public transportation service and for your commitment to efficient transportation solutions.

### Information

Please feel free to contact us with questions or to request additional information on GMT services at 802.864.2282 or [info@RideGMT.com](mailto:info@RideGMT.com) .

## GREEN UP VERMONT



GREEN UP VERMONT

P.O. Box 1191, Montpelier, Vermont 05601-1191

(802)229-4586, or 1-800-974-3259

greenup@greenupvermont.org www.greenupvermont.org

Green Up Day was launched in 1970 by Governor Deane Davis with the idea to “marshal an army of thousands of volunteers to clean up litter from the roadsides.” Green Up Vermont, a nonprofit 501(c)(3) organization, continues to proudly carry on this tradition of Green Up Day. Green Up Vermont is not a State Agency. The success of Green Up Day depends not only on individuals volunteering to clean up, but also on financial support given by both the public and private sectors throughout Vermont. People can now choose to donate to Green Up Vermont by entering a gift amount on Line 29 of the Vermont Income Tax Form.

With your town’s help, we can continue Vermont’s unique annual tradition of taking care of our state’s lovely landscape and promoting civic pride with our children growing up with Green Up. On Green Up Day people come together in their communities to give Vermont a spring cleaning! Throughout Vermont 50,000 Green Up bags are distributed with 200 to 300 tons of trash collected each year. Statewide over 5,000 tires are collected annually. Green Up Vermont also focuses on education for grades K-2 by providing two free activity booklets to schools and hosts its annual student poster and writing contests for grades K-12. To learn more please visit [www.greenupvermont.org](http://www.greenupvermont.org).

Support from cities and towns has been an essential part of our operating budget. It enables us to cover about 15 percent of the budget. Funds help pay for supplies, including over 48,000 Green Up trash bags, and promotion, education and services of two part-time employees.

Mark your calendar!  
May 6, 2017 - Green Up Day,  
47 years of tradition!

Join with people in your community to clean up for  
Green Up Day, always the first Saturday in May.

Twin City Subaru, 142 Berlin Mall Road, continues to be an integral part of Green Up Day in Berlin. As an official sponsor they are dedicated as a bag pick-up /drop-off location. Volunteers enjoy free food, drinks, and Green Up Day swag. Twin City Subaru staff has joined in to do their part to Green Up Vermont. Green Up bags are also available at both the Town office and at the Berlin Elementary School in advance of Green Up Day. Green Up trash can be left along the roads to be picked up.



## HOME SHARE NOW



Since 2003, Home Share Now has been facilitating home shares, often between people who need affordable housing and older adults. Matched home providers average 76 years old while matched home seekers average 50 years old. Any rent paid is offset by services delivered by vetted home seekers. Home Share Now is the only organization offering this service in central Vermont.

For example, Phyllis helps Marie, 92, with groceries and dinner preparation plus a bit of companionship. In return, Phyllis pays only \$100 in rent/month to live in Marie's spare bedroom with access to all the common areas of the home (kitchen, living room, etc.).

Home Share Now provides a parallel process to both home providers and home seekers to include an in-person interview (and home visit for home providers), references (personal/employment/housing), and a background check. If two parties decide they are a match, staff draft an individualized written agreement for a two-week trial period. If both parties still agree to the match after two weeks, the written agreement is finalized and signed. Written agreements cover the terms of the arrangement as well as how to share the kitchen, who to call in an emergency, daily routines, and house rules.

The importance of Home Share Now is becoming increasingly apparent as more people like Phyllis and Marie step forward, trying to balance their own physical and emotional needs while on a fixed income in Vermont -- one of the top ten most expensive states to live in.

While many of Home Share Now's participants are considered vulnerable, we have no qualifiers. Every person in Berlin has the ability to use our services: to age safely at home, to save money, to maintain independence, to shorten a commute, to share meals, or to lessen their home energy needs.

Last year's support from Berlin made the following possible (all gains over FY15):

- The average rent paid in a match was \$323 which saved home seekers ~\$168,696 in rental expenses. 37% of all home seekers provided services and paid \$0 in rent.
- While new infrastructure is important in meeting housing needs, the 94 units created by home sharing by utilizing existing housing stock would cost at least \$18,955,705 to build new.
- Home sharing provided ~13,000 hours of assistance, enabling seniors and others to stay home – representing a potential savings of \$162,500 for home providers.
- Our most vulnerable seniors saved ~\$631,278 in nursing home diversion.

Home Share Now served a total of 669 individuals – of these, 124 people were supported in home sharing matches (an increase over last year) with the remaining receiving general housing assistance. In Berlin, Home Share Now helped 8 people with their housing needs; 5 of these secured their housing thanks to home sharing. Overall, Home Share Now supported twice as many people in matches in FY16 over FY13.

## JUST BASICS



Addressing Basic Needs &  
Social Justice in Our Community

137 Main Street, Montpelier, VT 05602

Just Basics Inc. is a 501 (c)(3) non-profit organization overseeing the operation of the Montpelier Food Pantry, the FEAST Senior Meals Program, and the Summer Food for Kids free meal site at the Montpelier Senior Activity Center. Our mission is to meet basic needs by providing, free of charge, high quality, nutrient dense food and prepared meals to individuals, families, senior citizens, and persons with disabilities in the greater Montpelier area (Montpelier, E. Montpelier, Berlin, Middlesex, Calais, Worcester, Adamant) who are food insecure.

### FEAST Senior Meals

During the 2014-15 fiscal year the FEAST Senior Meals Program served a total of 17,704 hot and frozen nutritious meals to homebound seniors and people with disabilities:

13,076 of these were home delivered.

4,628 were served at the Montpelier Senior Activity Center.

Meals served to Berlin residents:

3,160 (24%) home delivered.

17 (.03%) served at the Montpelier Senior Activity Center.

### The Montpelier Food Pantry

In FY 2015, Just Basics Inc. provided 70,953 meals to 214 households.

Berlin residents served:

33 households (15%)

10,437 meals (15%)

### Summer Food for Kids

This past summer Just Basics Inc. ran a pilot program offering free lunches to youth ages 0-18 at the Montpelier Senior Activity Center. The program was free for any child regardless of their town of residence. Over a period of for 6 weeks, we served 636 lunches. (Town of residence was not requested this year.) Four local high school and college students were hired to prepare and serve the lunches.

Next summer we will offer the program again for 10 weeks and will include breakfast.

All of the programs of Just Basics Inc. are funded by donations from individuals, grants, and municipalities. The majority of the work involved in providing these services is performed by over 100 volunteers. Through the generosity of the people in the greater Montpelier area we are able to nourish and in turn, significantly improve the health and well-being of our most vulnerable neighbors.

Kristen Andrews

Executive Director, Just Basics Inc.

kristenatjustbasicsinc@gmail.com

## KELLOGG-HUBBARD LIBRARY

135 Main Street, Montpelier, VT 05602  
223-3338 Adult Desk / 223-4665 Children's Desk  
info@kellogghubbard.org www.kellogghubbard.org



One of the busiest libraries in Vermont, the Kellogg-Hubbard Library is an independent non-profit organization that serves Berlin and several other Central Vermont communities. Founded in 1894, the library is open 55 hours and six days per week. We have a collection of over 74,000 items, and last year's circulation topped 268,000—the second largest in the state. Borrowing printed books is still what patrons like to do best; however, we also lend other items, provide public computers, free wi-fi and e-books, and offer over 500 programs each year.

Technology continues to be important to library users. We have 14 public computers, and last year patrons used them an average of 325 times per week. In addition to general internet access, we provide free access to 60 subscription databases. Using our computers or their own devices, patrons used the library's wi-fi to access the internet an average of 1,122 times per week. Plus, anyone with a KHL library card can take out e-books without even coming into the library; they can do this from home or from anywhere with internet access. We offer two online e-book services, and last year patrons borrowed e-books 9,408 times, about 1,000 more than last year. Over 900 patrons received technology training at the library, ranging from how to do internet research to how to download e-books onto their personal devices.

In the first five months that the Town of Berlin was back as a KHL supporting town, residents borrowed 5,565 items from the library—not counting e-books, which are not tracked by where patrons live. Some 387 Berlin residents are active library users, and more are getting library cards every month. Our Outreach program regularly visits two Berlin daycares, and last year library volunteers read over 400 stories to children at those daycares. Using donations and grant money, we distributed 36 free new books at Outreach story times in Berlin.

The library has an active Board of Trustees, and Lynn Spencer, who both lives in Berlin and teaches at Berlin Elementary School, recently became the Berlin representative on it.

This year the Kellogg-Hubbard Library is asking Berlin to provide \$28,271 towards our operations, the same amount we requested and which voters approved last year. The Berlin local taxpayer contribution is \$9.80 per capita; the statewide average is \$30.38.

The library's current budget is \$915,000. Fundraising, donations, grants and earnings on the library's endowment, provide half the library's revenue and allow it to offer high quality service to our communities at far less than the statewide average. The library is asking Berlin residents to pay 3% of our operating costs, and for that support they receive full access to the largest and most active library in the region and one of Vermont's premier public libraries.

## MONTPELIER SENIOR ACTIVITY CENTER

58 Barre Street, Montpelier, Vermont

Anyone 50 years of age or over is welcome to participate in programs, activities, meals and services that promote successful aging and lifelong learning. According to the National Council on Aging, older adults who participate in senior center programs can learn to manage and delay the onset of chronic disease and experience measurable improvements in their physical, social, spiritual, emotional, mental, and economic well-being. Additionally, compared with their peers, senior center participants have higher levels of health, social interaction, and life satisfaction.

45 regular weekly classes include strength training, dance, yoga and tai chi; three different foreign languages, writing and poetry; film series, painting, rug hooking, clay and other arts; iPhone and Facebook. Friends old and new gather for mah johnng, bridge and cribbage. A six-station computer lab, Wi-Fi, Wii, printing, photocopying, and book and periodical donations library are free to members, along with an upright and electric piano. Coffee, tea and congregate meals (FEAST Together or To-Go, Tuesday and Friday) are available, and a new commercial kitchen has expanded nutritional options since 2013. Many activities are free. Other MSAC class fees are modest, and financial aid is available to all.

Off-site, members have greatly discounted access to technology classes at the middle school, swimming, tennis, and several gyms. Regular and diverse day trips are planned around New England with the aid of the Center's 12-passenger van. The Center hosts health clinics, foot and massage clinics, and a variety of sessions with representatives from community partners such as Council on Aging, Home Health and Homeshare Now. A Resource Room provides a library of information about senior services and options. Montpelier Memory Café is an enjoyable and informative monthly gathering for people with dementia and their caregivers.

In the past year, at least **49** residents from Berlin participated regularly at MSAC—8 more than last year, and the rate is increasing each year. MSAC is a key partner in the FEAST program (along with Just Basics, Inc.) that provides daily home delivered meals to dozens of Berlin's most vulnerable residents each year. In the new year we intend to start offering off-site programming in Berlin and welcome residents to contact us with requests and ideas. As a supporting town, Berlin members have reduced dues and can register for classes earlier than members from non-supporting towns. **Additional uncounted** residents from Berlin took advantage of the many MSAC and community events, meals and services that are free and open to the public at the Center.

For more information, email [msac@montpelier-vt.org](mailto:msac@montpelier-vt.org), call 223-2518 or go to [www.montpelier-vt.org/msac](http://www.montpelier-vt.org/msac). Like MSAC on Facebook and/or join our e-list to stay tuned regularly! We hope to serve even more Berlin residents in the coming year and greatly appreciate your town's support!

## OUR HOUSE



38 Summer Street, Barre, VT 05641  
[ourhousebarre@gmail.com](mailto:ourhousebarre@gmail.com)  
802-476-8825

OUR House of Central Vermont is a non-profit Children's Advocacy Center and Special Investigations Unit located in Barre and serving all of Washington County. OUR House's mission is to provide a safe and supportive setting for child victims of physical & sexual abuse, their non-offending family members, and adult survivors of sexual assault. OUR House (which stands for One Unified Response) implements a multidisciplinary approach to the issue of sexual abuse. We work very closely with the Dept. for Children and Families, Law Enforcement, the State's Attorney's Office, Washington County Mental Health Services, and other local non-profit organizations to conduct investigations in a child friendly environment. We also offer therapy referral, case management, safety planning, training, and referral services to children and adults. Every town in Washington County has used our services in one way or another in the year of 2015.

Within Washington County:

- OUR House saw 109 cases walk through our door, in regards to Berlin, VT specifically:
  - 3 of those cases were of child sexual abuse, in which the children received a forensic interview and the families received the above services.
  - 2 of those cases were adult sexual assault cases, in which the victim and support system received the above services.
  - In addition, 2 families received family support through Easter Seals and utilized OUR House safe space for family time visits with the goal of family reunification.

While these numbers are lower than last year, we quantify this to a lack of staffing at OUR House for 5 months of 2015, and expect that 2016's numbers will continue to rise, *as current data has 2016 already serving 104.*

While it is difficult to monetarily quantify a child abuse investigation, national statistics show that on a per-case basis, traditional investigations were 36% more expensive than CAC investigations. Because of this cost savings, OUR House asks Washington County towns for financial support. OUR House provides its case management tools and law enforcement services free of charge, which in turn removes the need for the towns to directly provide the services themselves.

# PEOPLE'S HEALTH & WELLNESS CLINIC

553 North Main Street • Barre, VT 05641 • Telephone (802) 479-1229  
Serving the Uninsured and Underinsured of Central Vermont

## **Berlin Town Meeting Day 2017 Report People's Health & Wellness Clinic**

The People's Health & Wellness Clinic has been providing primary health care and wellness education to uninsured and underinsured central Vermont residents who could not otherwise afford these services since 1994. A tiny core staff supports over 60 volunteer practitioners who donate their talents. Our services have always included primary medical care, mental health, body work and other complementary health, diet and nutrition, and vision care. The addition of oral health care to our services has been extremely well received, but the demand still far outweighs our current capacity. 2016 was our sixth year of providing special women's services through the Ladies First program. All female patients receive a complete breast cancer risk factor assessment, and have access to physicals, free mammograms, other diagnostic tests, and coverage for gaps in their insurance. Even if you have commercial insurance, Medicaid, or Medicare, these programs may still offer benefits.

In 2016, we also continued our participation in the evidence-based prevention screening program known as SBIRT. This stands for Screening, Brief Intervention, and Referral to Treatment. It's designed to identify people at low to medium risk for alcohol and/or drug abuse and depression and head off riskier behavior by an early intervention. In August, we added an SBIRT component for Tobacco Cessation, and one of our staff became a Certified Tobacco Treatment Specialist.

Finally, we continue to offer navigation services for people needing to sign up for health insurance through Vermont Health Connect. We have certified staff that is experienced in helping people understand their options and choose a plan that fits their specific needs and budgets. We have worked with the program since its inception in 2013, and are well-versed in dealing with system and the technical challenges that have presented over time.

In Calendar Year 2016, the People's Health & Wellness Clinic served 543 unduplicated individuals, requiring 2289 patient interactions. 271 of these patients were new to the Clinic. All of these numbers are significant increases over 2015. We had 826 patient visits, 862 medical consults, 691 diagnostic tests, 93 dental hygiene visits and 51 referrals to dentists for treatment. We provided 210 pharmaceutical samples, immunizations, and vouchers, and wrote hundreds more prescriptions. Our services include screening all patients for eligibility in a variety of health insurance and assistance programs. We also helped many of the 543 patients navigate the application process for a variety of programs including Vermont Health Connect, Medicaid and hospitals' patient financial assistance programs. We were able to successfully enroll them 251 times, many in more than one program.

**16 separate Berlin residents sought our services in 2016, 3 of whom were new to the Clinic. They required 67 separate patient interactions. They came for 22 full medical visits and 11 mental health visits. We provided 27 case management interactions, 15 medical consults, performed or arranged for 15 diagnostic tests (labs, x-rays, etc.) and provided immunizations and pharmaceutical samples or vouchers 16 times. We had 1 dental visit, resulting in a cleaning (prophylaxis) and 1 x-ray. Our navigation services helped 2 individuals successfully enroll into health insurance and assistance programs.**

## PREVENT CHILD ABUSE VERMONT



### 2016 REPORT TO THE RESIDENTS OF BERLIN

Prevent Child Abuse Vermont (PCAVT) was founded in 1976 and is today a statewide Vermont not for profit organization working to improve the welfare of children and families.

All PCAVT programs are free to residents of the State of Vermont and are designed to both prevent abuse and encourage intervention at the first opportunity when the risk of abuse is identified.

Our staff of 14 directly worked with almost 14,000 Vermont people in 2016, and impacted over 50,000 through our 8 prevention programs. Our direct work and collaboration with child-serving professionals in education, healthcare and childcare made these impacts possible. PCAVT employees also serve on many national, state-wide and community Prevention boards and councils advising and advocating for the strengthening of families and the protection of children.

In 2016, 10 residents of Berlin utilized 3 of our programs, and another 18 were helped through our Vermont Parent's Home Companion publication.

- 2 adults and 3 children participated in our parenting education programs which are a parenting skills building, teaching empathy and child development curriculum or joined a parenting support group which reinforces positive parenting and quickly reduces the likelihood of child abuse.
- 3 childcare providers attended one of our child sexual abuse prevention programs which promotes a health-based understanding of body boundaries, child development, and child sexual abuse prevention practices.
- Approximately 18 parents of new babies born to Berlin residents received a copy of our parenting resource guide the Vermont Parents Home Companion, and received training and knowledge on Shaken Baby Syndrome (SBS) prevention through the PCAVT trained nursing staff at Central Vermont Medical Center and the Gifford Medical Center.
- 2 Berlin residents called our 1-800-CHILDREN (1-800-244-5373) parents helpline seeking guidance to help a child or family, asking help in making a report of suspected child abuse, or to ask for help in finding resources.

Our programs increase adult awareness and knowledge, deliver developmentally targeted instruction for children, are trauma-informed, and include victim *and* victimization prevention.

Several PCAVT programs help youth identify those factors that put them at risk for being hurt and for hurting others, as well as developing protective factors and enhancing resilience.

We greatly appreciate the support we received from the residents of Berlin this past year. It is through the combined financial resources of the Berlin and other communities, United Ways, businesses and individuals, the State of Vermont, and private foundations that it becomes possible to help so many each year!

For more information about our programs and events please visit [www.PCAVT.ORG](http://www.PCAVT.ORG), or in Vermont call 1-800-CHILDREN (800-244-5373).

## SEXUAL ASSAULT CRISIS TEAM



**Sexual Assault Crisis Team**  
of Washington County, VT

4 Cottage Street, Barre, Vermont 05641  
Office: (802) 476-1388 Facsimile: (802) 476-1381  
24 Hour Hotline: (802) 479-5577  
E-Mail: Bobbi Gagne [SACTWC@AOL.COM](mailto:SACTWC@AOL.COM)

**VE2015-2016**

### Annual Report to Municipalities

The Sexual Assault Crisis Team (SACT) is a private, non-profit organization that offers free of charge advocacy for male, female, and transgender victims of sexual violence. This advocacy includes emotional support both one on one and groups, 24/7 emergency hotline, legal support, medical and hospital support, emergency overnight shelter support and shelter use for victims/survivors, their non-offending family members during the legal process including court, depositions, rape exam recovery, time before or after individual counseling sessions through private therapist, other times when victims/survivors need a private space or bed for an hour or a day. SACT also provides education around all sexual violence issues for Washington County Schools K-12 and colleges, service groups and other public organizations.

SACT continues to work collaboratively with other Washington County and State agencies to provide comprehensive services to those seeking assistance. SACT continues to work closely with Norwich University and the Vermont National Guard Sexual Violence Response Coordinator to ensure returning soldiers, and their family members, who are struggling with sexual violence issues, are offered services to help in their transition to civilian life.

SACT operates using both paid staff and volunteers. During 2015-2016 SACT had 3 full-time advocates, 6 part-time stipend paid hotline staff, and many volunteers. Volunteers and part-time hotline staff are all from local Washington County communities. During 2015-2016 SACT received 957 calls for services from 238 individuals. These calls included: crisis calls following sexual assaults, requests for emotional support, hospital advocacy, criminal justice advocacy, information and referral, and requests for education and training. These calls for services were answered by both paid staff and volunteers.

SACT provided shelter for male, female, and transgender survivors of sexual violence. As with all the services provided by SACT, shelter services are offered to both non-offending survivors and their non-offending family members. SACT continues to provide shelter services for male and transgender victims of domestic/sexual violence, which in the past has included returning military personnel. SACT has extended shelter services to special needs victims, primarily those needing a fully accessible facility and which would also allow a non-offending care provider to stay in shelter with the victim/survivor. During the 2015-2016 fiscal year, SACT provided shelter for 31 people for a total of 930 bed nights.

SACT remains dedicated to providing services to all victims/survivors of sexual violence and remains committed to identifying new needs and then meeting that challenge.

**Please do not hesitate to contact SACT for additional information or to make a request for services.**



Vermont 2-1-1 is an Information and Referral program of the United Ways of Vermont. By dialing 2-1-1 from any phone in Vermont, you will receive up-to-date information and referrals on health and human services across the state.

By dialing 2-1-1 information is much easier to find. 2-1-1 is a local call for free and confidential community information and referrals. When you call Vermont 2-1-1, you will receive person-to-person assistance, 24 hours a day/7 days a week. Language translation services are also available. Now you can access services right from your Android and Apply device by using the Vermont 2-1-1 mobile application.

Link to Apple version of app: <https://itunes.apple.com/us/app/vermont-2-1-1/id1056232248?ls=1&mt=8>

Link to Android version: <https://play.google.com/store/apps/details?id=com.vermont211.app>

Vermont 2-1-1 is the entry point for the National Suicide Prevention Lifeline, the Vermont Agency of Human Services Afterhours Emergency Housing and information, as well as serving as the Public Inquiry Line for Vermont Emergency Management during an incident or emergency, such as the 2015 flooding in Montpelier. Vermont 2-1-1 staff will assist callers with evacuation routes, shelters, commodity points of distribution locations, federal reimbursement procedures and more.

Vermont 2-1-1 collects town, county and statewide data and feeds it back to communities to help make systemic change. Monthly reports showing the needs of your town are available. Of 129 calls from Berlin in 2016, the majority (32) went to housing and shelter concerns (Homeless motel vouchers, community shelters, and other housing services). Nine were for public assistance programs (general relief, attendant subsidies, SSI), and 7 for information services (directory assistance and specialized information and referral). Other top categories of referrals were for legal services, and for community groups and government/administrative offices.

Dialing the simple three digit number, 2-1-1, can become as automatic to anyone with a health and human service need as dialing 9-1-1 is in an emergency. We can make sure Vermonters have access to community, faith and state based services to help them with everyday needs and in difficult times.

Want to subscribe to our monthly newsletter? Our e-newsletter shares monthly statistics on the needs of Vermonters, highlights resources and keeps you up-to-date on new initiatives. To subscribe go to: <http://vermont211.us5.list-manage1.com/subscribe?u=240d2c5a8d22ef60613647e38&id=ab25bdad1f>

For further information: **dial 2-1-1 or 1-866-652-4636**  
**[www.vermont211.org](http://www.vermont211.org)**

Respectfully submitted,

MaryEllen Mendl  
Director

## VERMONT ASSOCIATION FOR THE BLIND AND VISUALLY IMPAIRED



More than 10,500 Vermont residents are blind or visually impaired. Since our state has an aging population, many of them are experiencing age-related vision loss. Visual impairments can make performing daily tasks, staying mobile, and enjoying leisure activities very difficult. Additionally, Vermont's rural nature makes it less likely for those with visual impairments to encounter those facing similar challenges, thus creating feelings of isolation and depression. We counter this trend by providing the tools, services, and support necessary to help blind and visually impaired Vermonters to be independent, confident, and productive.

During Fiscal Year 2016 VABVI served 1,578 clients from all 14 counties in Vermont, including 111 adult clients and 19 students from Washington County.

Since 1926 our nonprofit organization has diligently pursued our mission of enabling Vermonters with vision problems, whether blindness or impairment, to achieve and maintain independence. We are the *only* private agency in Vermont to offer a complete range of services to visually impaired residents – and at no cost to the client.

Services include Rehabilitation (adapting daily living tasks to allow those with low vision to live independently); Orientation and Mobility (providing white cane and guide dog instruction, allowing individuals to navigate through their home and community independently); Assistive Technology (adaptive aids allow clients to successfully perform most activities they desire); Social Networking (improving social skills and providing a support network); and Statewide Transportation (volunteer drivers provide rides to medical appointments, grocery stores and for personal visits).

VABVI has offices in Brattleboro, Berlin, Rutland, and South Burlington.

Contact us at (800) 639-5861 or [general@vabvi.org](mailto:general@vabvi.org).

Learn more about us at [www.vabvi.org](http://www.vabvi.org) or  
“like” us at [www.facebook.com/vabvi.org](https://www.facebook.com/vabvi.org) for updates.

VERMONT CENTER FOR INDEPENDENT LIVING  
TOWN OF BERLIN - SUMMARY REPORT

**Request Amount: \$1,000.00**

Since 1979, 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'16 (10/2015-9/2016) VCIL responded to over **2,711** 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 **360** individuals to help increase their independent living skills and **24** peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted **196** households with information on technical assistance and/or alternative funding for modifications; **95** of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **92** individuals with information on assistive technology; **35** of these individuals received funding to obtain adaptive equipment. **559** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. VCIL is also now home to the Vermont Telecommunications Equipment Distribution Program (VTEDP) which served **35** people and provided **23** 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 and we have five branch offices in Bennington, Chittenden, Lamoille, Rutland and Windham Counties. Our Peer Advocate Counselors and services are available to people with disabilities throughout Vermont. Also new this year, our Windham county office now houses the Vermont Interpreter Referral Service (VIRS) (previously under the VT Center for the Deaf and Hard of Hearing) and provides statewide interpreter referral services for sign language, spoken English and CART services for assignments in medical, legal, mental health, employment, educational, civil and recreational settings.

During FY '16, **5** residents of **Berlin** received services from the following programs:

- Home Access Program (HAP)  
(over **\$17,300.00** spent on home modifications in Berlin)
- Meals on Wheels (MOW)  
(over **\$700.00** spent on meals for residents)
- Peer Advocacy Counseling Program (PAC)
- Information Referral and Assistance (I,R&A)

To learn more about VCIL, please call VCIL's toll-free I-Line at:  
**1-800-639-1522**, or, visit our website at **[www.vcil.org](http://www.vcil.org)**.

# VERMONT DEPARTMENT OF HEALTH TOWN REPORTS

**State of Vermont Department of Health**  
**Barre District Office**  
**5 Perry Street Suite 250, Barre, Vermont 05641**  
HealthVermont.gov  
802-479-4200 / fax 802-479-4230 / toll free 888-253-8786

## **Vermont Department of Health Report for Berlin**

Your local health district office is in Barre City and provides a wide array of public health resources that can be accessed at [www.healthvermont.gov](http://www.healthvermont.gov). This Office of Local Health of the Vermont Department of Health is working every day to improve the health of our communities. With twelve district offices around the state, and state office and laboratory in Chittenden County, we deliver a wide range of public health services and support to your community. For example, in 2015 the Health Department:

Supported healthy communities: Tobacco use is started and established primarily during adolescence; therefore, Central Vermont New Directions was awarded \$45,000 for the FY2015-2017 to support tobacco education programs for youth. To address the increasing problem of alcohol and substance use in our communities, the health department has been working with community partners to develop preventive support services for individuals and families. Work is also being done to build a trauma-informed community that understand Adverse Childhood Events (ACES) and how they impact the health of our community. National data shows that about 60 percent of adults in the United States experience at least one adverse/trauma event in their lives. That is important data as we work with schools, clinics, and providers in creating a prevention model of mental and physical health across the life span. The Childhood Trauma Education Initiative has provided collaboration and technical assistance to schools working on becoming trauma informed educational environments. A number of school wellness teams have been working with our School Liaison to revise their school wellness policies to meet new requirements from state and federal agencies. The school wellness policy sets goals that address the whole school and family environment to provide the greatest opportunity for healthy students to become better learners.

Provided WIC nutrition services and healthy foods to families: About half of all Vermont families with pregnant women and children to age five benefit from the services of our WIC (Special Supplemental Nutrition Program for Women, Infants and Children) program. WIC provides individualized nutrition counseling and breastfeeding support which includes working with employers to support breastfeeding women as they return to work. We partner with grocery stores and farmer's markets across the state to enable participants to use a debit-like card to access nutritious foods. The average value of foods provided is \$50 per person per month.

Worked to prevent and control the spread of disease: In 2015, we responded to 145 cases of infectious disease in Washington County.

Aided communities in emergency preparedness: In July of 2016, we participated in a large-scale exercise in Barre to practice procedures for distributing medicine, to prevent people from getting ill in case of a public health emergency. In addition, \$85,633 was provided to support emergency preparedness capabilities at our local medical center, UVM Network/Central Vermont Medical Center.

# WASHINGTON COUNTY DIVERSION PROGRAM (WCDP)

## Annual Report – Fiscal Year 2016 (ended 6/30/16)

WCDP is a voluntary, confidential alternative to the court process for certain individuals. After police issue a citation, the State's Attorney decides whether to refer the person out of the court system to Court Diversion. Participants must take responsibility for their actions and develop a contract with Review Panel volunteers through which they repair the harm caused to all stakeholders, including the victim and the community.

People make mistakes. Diversion offers offenders a second chance at maintaining a clean record. We believe that ordinary citizens who volunteer their time and energy are more effective in addressing those who have committed crimes than our court system can be, especially for low-level offenders. By following a restorative justice approach of addressing the needs of crime victims, the offender, and the community, diversion provides many benefits.

Benefits for victims may include:

- Financial restitution. Diversion collects more than 95% of the restitution due to victims.
- Opportunity to voice their views and participate in a restorative justice process.
- Opportunity to learn about the circumstances surrounding the offense.

Benefits for offenders include:

- Avoiding a criminal conviction record.
- Making meaningful amends to victims and the community.
- Helping to decide how to repair the harm they caused — an active process that people learn from and makes them less likely to offend again.

Benefits for the community include:

- Effectiveness of Diversion in preventing future criminal behavior. Over 89% of successful WCDP participants were not subsequently charged with committing a crime up to two years after completing Diversion.
- Cost-effective method - Diversion holds offenders accountable outside the costly court system.
- Relieves pressure on the court system so prosecutors can focus time and energy on significant crime.
- Community volunteers play an active role in the restorative justice process.

### **Court Diversion**

During Fiscal Year 2016, WCDP's Court Diversion Program worked with:

- 362 diversion participants
- 82% of participants who completed the program during Fiscal Year 2016 did so successfully

### **Youth Substance Abuse Safety Program (YSASP)**

Youth who violate Vermont's under 21 years of age possession of marijuana laws are given the option of participating in YSASP. Participants in the program are required, by law, to have an alcohol and drug screening and are then given other educational, remedial, reflective and financial conditions to complete. If the participant completes the conditions the ticket is voided.

During Fiscal Year 2016, WCDP's YSASP Program worked with:

- 224 youth
- 97% of participants who completed the program during Fiscal Year 2016 did so successfully

**We continue to need -- and deeply appreciate -- your assistance!**

WCDP - 322 North Main Street, Suite 5, Barre, VT 05641 479-1900 [www.wcdp-vt.org](http://www.wcdp-vt.org)

## WASHINGTON COUNTY YOUTH SERVICE BUREAU

**During the past service year July 1, 2015 – June 30, 2016, the Washington County Youth Service Bureau/ Boys & Girls Club provided the following services to 19 individuals in Berlin:**

**4 Teens** were provided with Substance Abuse Treatment through the **Healthy Youth Program**. This service includes substance abuse education, intervention, assessments, treatment and positive life skills coaching. Support is also available for families.

**4 Teens** participated in the **Basement and Northfield Teen Centers** (Montpelier and Northfield) that provide supervised drop-in time, leadership opportunities, and a variety of safe, substance-free activities & events.

**4 Youth** were served through the **Youth Development Program**; provides case management services to youth ages 15-22 who are or have been in custody through the Department for Children and Families.

**7 Community Members** were served through the **43<sup>rd</sup> Annual Free Community Thanksgiving Dinner** organized by the Bureau and includes home delivery for housebound community members.

The Bureau has, for more than twenty years, requested \$500 from the Town of Berlin. This year's funding request represents approximately \$26.31 per person served. This is only a small fraction of the cost of the services provided by the Bureau. Most of the services provided to Berlin residents have involved multiple sessions, counseling services were provided by certified or licensed counselors, and emergency temporary shelter included 24-hour supervision, meals, and transportation. **No one is turned away for inability to pay.**

The Bureau's mission is *"To provide a wide range of innovative and effective programs that empower and enrich the lives of youth and families in Washington County, and to provide leadership and support to other youth programs throughout Vermont."* We accomplish this through a variety of programs including: youth & family counseling; a program for runaway youth; a transitional living program for homeless youth; an adolescent substance abuse treatment program; a support program for youth in foster care; a transitional living program for young men returning from jail; two teen centers; a substance abuse prevention program; and a 24 hour crisis service. While the above identifies the specific services delivered to residents in FY '16, the types of Bureau services accessed by Berlin residents vary from year to year. Berlin residents are eligible to participate in any of our community based programs as outlined on our website: [www.wcysb.org](http://www.wcysb.org).

Referrals to the Washington County Youth Service Bureau/Boys & Girls Club come from parents, teachers and other school personnel, other area organizations, the Vermont Department of Children and Families, the Vermont Department of Corrections, churches, police officers, and young people themselves. Many referrals are received through the agency's **24-Hour Crisis Response Service**. The Bureau is a private, non-profit, social service agency. All programs and services are funded by foundations, state government, federal government, Medicaid and other insurance, private donations, area towns, and fundraising activities.

**Thank you for your continued support!**

For Information and Assistance Call

**The Washington County Youth Service Bureau / Boys & Girls Club**

**CALL 229-9151 - 24 Hours a Day – 7 Days A Week**

P.O. Box 627, 38 Elm St, Montpelier, Vermont 05601

Fax: 802-229-2508 / E-Mail: [wcysb@wcysb.org](mailto:wcysb@wcysb.org)



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TAXES – AUTOMATIC DEDUCTION FORM



NOTICE TO ALL TAXPAYERS OF THE TOWN OF BERLIN

You may elect to have your taxes automatically deducted from your bank account. This free service offers convenience and reliability. The Town of Berlin will issue an electronic withdrawal from either your checking or savings account (at any bank in the United States) and apply it to your property taxes. Deductions may be as follows:

- Quarterly (4 equal – Aug./Nov./Feb./May)
Or
25% down, 9 monthly September – May (new automatic accounts, first year)
and
12 Monthly: June thru May (ongoing automatic accounts, after first year)

In the event that there is insufficient funds in that account on the day of withdrawal you will be assessed an 8% penalty and 1% interest. (Just as if you have paid late.)

PLEASE COMPLETE THIS FORM BELOW AND RETURN TO THE TREASURER AT THE BERLIN MUNICIPAL OFFICE BUILDING

=====

AUTHORIZATION AGREEMENT FOR PRE-AUTHORIZED PAYMENTS
Agreement form must be complete in order for your request to be processed.

Name \_\_\_\_\_ Parcel ID# \_\_\_\_\_

Tel # \_\_\_\_\_

I (we) hereby authorize the Town of Berlin to initiate a debit/credit entry to my (our \_\_\_ Checking account / \_\_\_ Savings Account (select one) indicated below and the depository named below, hereinafter called Depository, to debit same to such account.

Name of Bank or Credit Union \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

ABA Number\*\* \_\_\_\_\_ Account Number \_\_\_\_\_

\*\* Usually the ABA Number is the first nine digit number on the bottom of your check. You may call your bank or financial institutions to verify. PLEASE ATTACH PHOTOCOPY OF A CHECK.

Payment Option: \_\_\_ Quarterly (4 equal to coincide with tax due dates)
\_\_\_ 25% down with 9 monthly payments. September – May and
12 Monthly Payments: June thru May

This authorization will remain in full force and effect until the Town of Berlin receives written notification of its termination in such time and in such manner as to afford the Town a reasonable opportunity to act on it.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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## VOLUNTEER POSITIONS ON TOWN BOARDS

The Town of Berlin is looking for qualified individuals to serve on Boards / Committees. If you are interested in getting involved, please fill out and return this form to:

Town of Berlin - Volunteer Positions  
108 Shed Road, Berlin, VT 05602  
or call the Town Office at 223-4405

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Interest in serving on:

- |                                                       |                                                                     |
|-------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> Board of Sewer Commissioners | <input type="checkbox"/> Conservation Commission / Recreation Board |
| <input type="checkbox"/> Planning Commission          | <input type="checkbox"/> Emergency Management Team                  |
| <input type="checkbox"/> Development Review Board     | <input type="checkbox"/> Economic Development Committee             |
| <input type="checkbox"/> Cemetery Commission          | <input type="checkbox"/> Berlin Vol Fire Dept. Liaison              |

Background/Experience/Previous Boards or Committees served on:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

There is additional information about these entities within this Town Report and on the Town website [www.berlinvt.org](http://www.berlinvt.org)

### Other Berlin groups:

Berlin Historical Society – 552-8804 [historicalsociety@berlinvt.org](mailto:historicalsociety@berlinvt.org)

Berlin Volunteer Fire Dept. – 223-5531 <http://berlinfiredepartment.org>

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**TOWN OF BERLIN, VERMONT**  
**2016 SCHOOL DISTRICT ANNUAL REPORT**



**PLEASE BRING THIS REPORT WITH YOU TO TOWN MEETING AT**

**BERLIN ELEMENTARY SCHOOL**

**TUESDAY, MARCH 7<sup>th</sup>, 2017 at 10am**

**Pre Town Meeting will be on Monday, March 6<sup>th</sup> at 6pm at Berlin Elementary School**

**(SEE REVERSE FOR TOWN REPORT)**

*The cover photograph and other aerial photos in this Town Report were taken by Bill Croney in 2016 for the Berlin Historical Society*



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*Dancing at Berlin Elementary School*

## BERLIN TOWN SCHOOL DISTRICT WARNING

### BERLIN TOWN SCHOOL DISTRICT WARNING

The legal voters of the Berlin Town School District are hereby noticed and warned to meet at the Berlin Elementary School at 372 Paine Turnpike North on Tuesday, March 7, 2017 at 10 A.M. to act on the following business not involving Australian ballot:

**ARTICLE 1.** To elect a Moderator for the year ensuing.

**ARTICLE 2.** To hear and act upon the report of the Town School Directors.

**ARTICLE 3.** Shall the School District authorize the Board of School Directors to hold any audited fund balance as of June 30, 2017 in a reserve fund to be expended under the control and direction of the Board of School Directors for the purpose of operating the school?

**ARTICLE 4.** Shall the School District authorize the Board of School Directors to borrow money in anticipation of the receipt of revenues for the 2017-2018 school year?

**ARTICLE 5.** To transact any other business that may legally come before the meeting.

#### **Articles to be voted by Australian Ballot Polling Times – 10:00 A.M. Through 7:00 P.M.**

**ARTICLE 6.** To elect the following School Directors:

|                         |                     |
|-------------------------|---------------------|
| One (1) School Director | Two (2) Year Term   |
| One (1) School Director | Three (3) Year Term |
| One (1) U-32 Director   | Three (3) Year Term |

**ARTICLE 7.** Shall the voters of the school district approve the school board to expend \$3,491,846 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$18,121 per equalized pupil. This projected spending per equalized pupil is 14.0% higher than spending for the current year.

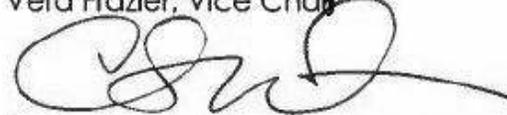
A public hearing will be held at the Berlin Elementary School on Monday, March 6, 2017 at 6:00 P.M. to provide information on articles to be voted by Australian ballot at Town Meeting.

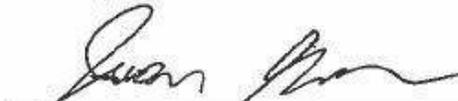
The legal voters of Berlin Town School District are further notified that voter qualification, registration, and absentee voting relative to said annual meeting shall be as provided in Section 553 of Title 16, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

SCHOOL DIRECTORS

  
\_\_\_\_\_  
Carl Parton, Chair

  
\_\_\_\_\_  
Vera Frazier, Vice Chair

  
\_\_\_\_\_  
Christopher Winters, Clerk

  
\_\_\_\_\_  
Jason Giroux

  
\_\_\_\_\_  
Amy Tucker

# BERLIN ELEMENTARY SCHOOL REPORT FROM THE BOARD OF DIRECTORS

Dear Berlin Community Members,

It has been a very eventful year for the Berlin Elementary School. We as the board of directors have been involved in several impactful decisions as representatives for the school, the faculty and staff, the Town of Berlin, the taxpayers but most of all, for the students of Berlin Elementary.

I would first like to thank the voters for approving the \$2.96 Million Repair and Renovation Bond for Berlin Elementary. The community discussions and forums and dedicated efforts by volunteers led by School Board Member, Chris Winters, explained and justified the much needed repairs, code and safety compliance, and infrastructural improvement. I am certain that Berlin Elementary will be safer, it will have better air and heating, it will have better lighting, it will be more energy efficient and it will be a better environment for kids to learn because of the repairs enabled with bond money.

I am pleased to say that the current members of the Berlin Elementary School Board strike a desired balance of being very aware of our responsibility to the Berlin taxpayers by being very fiscally conservative while also having the best interests of Berlin students at heart. This year the previously approved bond vote within the State school funding formula will result in an 11 cent tax increase. The U-32 budget will result in a -4.1 cent decrease and the Berlin Elementary budget will result in a -.4 cent decrease. The net tax impact as of early January numbers will be 6.5 cents. Article 7 on the ballot will read that there is about a 14% per pupil spending increase. We wanted to be sure that Berlin voters know that the increase reflects the previously approved bond spending increase. The school budgets alone, which are the remaining unapproved portions of article 7, would have resulted in a tax decrease.

Members of the Berlin Board have also participated in the Act 46 school consolidation study committee. Following the legal mandate of Act 46, this committee has been meeting to discuss the merging of school boards and school budgets with the five sending towns to U-32. As of early January this committee has continued work attempting to find a way forward to comply with Act 46 while balancing local input, fair debt redistribution and definitive evidence that a new governance model will indeed improve student learning outcomes.

Berlin Board Representatives are also participating in Washington Central Supervisory Union wide teacher and educational support professionals (ESP) contract negotiations. WCSU is one of the only districts in the State that uses the negotiating method called Interest Based Bargaining. This method allows for interaction between WCSU board representatives and ESP and teacher representatives in a thoughtful, respectful and non-adversarial way which allows for open discussion about concerns, needs, desires and mutually agreeable solutions.

Berlin has also experienced a large increase in student population over the last year. It has been the goal of the board to attempt to accommodate this growth without increasing budget wherever possible. We are proud to say that the faculty and staff and Berlin have stepped up to the challenge of extra students and have performed admirably.

The Berlin Board appreciates the support of the Berlin community and we are eager to hear from you! If you have questions, concerns, input or comments, please feel free to contact any of the board members or to attend the Berlin School Board meetings tentatively to be held the 2nd Monday of every month other than July at Berlin unless replaced by full district carousel meetings at U-32 on the 2nd Wednesday.

We look forward to a great 2017 at Berlin Elementary School this year and once again thank you for your support!

Sincerely,  
Carl Parton  
Berlin School Board Chair



Counting sunflower seeds from a sunflower out of the Anne Burke Community (ABC) Garden at Berlin Elementary School.

# BERLIN ELEMENTARY SCHOOL PRINCIPAL'S ANNUAL REPORT

2016-2017

CAROL AMOS, PRINCIPAL

The function of education is to teach one to think intensively and to think critically. Intelligence plus character

- that is the goal of true education. Martin Luther King, Jr.

Although it's said often, the words are never truer than this year: Berlin is a VERY special place. Through the dedicated work of our teachers, staff members, Parent Teacher Neighbor Association (PTNA), The Berlin School Board, and many volunteers, Berlin is thriving.

The year began with a pleasant surprise. We welcomed 25 new students and enrollment jumped to 220. Staff rallied to change schedules and move classes around to accommodate all our new friends. As our enrollment grows, so does the age of our building. Realizing the concerns posed by our lovely but aging building, the School Board voted to move forward with a committee headed by Chris Winters to prepare a bond which passed with strong community support. Everyone at Berlin is thankful to the community for their resounding support of our school.

Academically, staff are working diligently to fulfill the goals set in this year's Continuous Improvement Plan (CIP). A link for the CIP appears on the Berlin web-site: [www.berlinschool.org](http://www.berlinschool.org). As indicated in the plan, teachers have been working with Ellen Dorsey, WCSU Math Coach, to strengthen Tier I, or classroom based instruction, in mathematics. Through grant funding we have added a second Literacy Interventionist who is working to support students demonstrating need for extra help in reading and writing. We are seeking training in the Lucy Calkins Writing Program for our current Literacy Interventionists. They currently are working with staff to strengthen our writing curriculum but hope to become coaches through a course offered by the Teachers College, Columbia. Writing, although gaining, is an area of need. Katie Palmer, our Behavior Analyst, has also been coaching staff on strengthening student engagement.



Our Positive Behavior Interventions and Supports (PBIS) team continues to be leaders in supporting students socially and emotionally. Their work has focused on supporting the Tier 2 model as well as sustaining the Tier 1, Universal level. As we move through the next half of the school year, the work will also begin to incorporate a more comprehensive model for systems of support that focuses on building our Tier 2 capacity to serve all students in the areas of social/emotional, behavior and academics.

The Anne Burke Community Garden (ABC Garden) continues to be widely used. Teachers have been integrating lessons in math, writing, science, and art with visits to the garden. The U-32 woodworking students built a bench for our Little Free Library which is used frequently by students and is located in the garden. Students have learned about life cycles and composting with new worm composters. The compost goes into the garden to help grow the food which students harvested and used to make delicious dishes to share at the Open House and to eat as healthy snacks.



We welcome and love volunteers. Please consider attending one of the monthly PTNA meetings; the dates are posted in the PTNA link on the Berlin web-site. If you are unable to attend the meetings, there are many other ways to become involved. Also, come and visit! You are welcome at any time, or plan on joining in on any of our monthly Community Meetings. Again, the schedule is on the Berlin web-site.

Thank you for your continued support of the youngest members of your community. I am proud to be part of such a dedicated staff and community.

Carol Amos, Principal

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Annual Harvest Luncheon



Worm Composting in Each Classroom

**BERLIN ELEMENTARY SCHOOL BUDGET 2017 - 2018**

**BERLIN ELEMENTARY SCHOOL  
BUDGET 2017-2018**

| <b>DESCRIPTION</b>                 | <b>Actual 2016</b> | <b>W/SPEDCHG<br/>BUDGET 2017</b> | <b>PROJECTED2017</b> | <b>Final<br/>BUDGET 2018</b> |
|------------------------------------|--------------------|----------------------------------|----------------------|------------------------------|
| <b>REVENUES</b>                    |                    |                                  |                      |                              |
| EARNINGS ON INVESTMENTS            | \$41,328           | \$30,305                         | \$28,328             | \$30,305                     |
| MISCELLANEOUS INC-PURCH DISC       | \$1,172            | \$1,000                          | \$1,000              | \$1,000                      |
| MISC INCOME-ERATE                  | \$72               | \$4,700                          | \$6,821              | \$9,031                      |
| MISC INCOME-OTHER & TUITION        | \$9,382            | \$2,000                          | \$8,592              | \$2,000                      |
| EDUC. SPENDING REVENUES FROM STATE | \$2,812,154        | \$2,796,882                      | \$2,796,882          | \$3,308,278                  |
| STATE AID TRANSPORTATION           | \$47,688           | \$52,639                         | \$51,597             | \$0                          |
| ARRA JOBS FUND                     | \$0                | \$0                              | \$0                  | \$0                          |
| MISCELLANEOUS INCOME-SPED          | \$23,303           | \$0                              | \$0                  | \$0                          |
| MAINSTREAM BLOCK GRANT             | \$71,328           | \$64,997                         | \$64,997             | \$0                          |
| SPED EXPENDITURE REIMBURSEMENT     | \$321,161          | \$365,754                        | \$407,576            | \$141,232                    |
| SPED EXTRAORDINARY REIMBURSEMENT   | \$40,029           | \$34,157                         | \$96,263             | \$0                          |
| EEE GRANT                          | \$24,780           | \$28,442                         | \$28,442             | \$0                          |
| <b>SUBTOTAL REVENUES</b>           | <b>\$3,392,393</b> | <b>\$3,380,876</b>               | <b>\$3,490,498</b>   | <b>\$3,491,846</b>           |
| FUND BALANCE                       | \$0                | \$0                              | \$0                  | \$0                          |
| <b>TOTAL REVENUES</b>              | <b>\$3,392,393</b> | <b>\$3,380,876</b>               | <b>\$3,490,498</b>   | <b>\$3,491,846</b>           |

**EXPENSES**

**INSTRUCTIONAL SERVICES**

|                                      |                    |                    |                    |                    |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|
| SALARIES-REGULAR-PROFESS.            | \$742,452          | \$778,787          | \$801,538          | \$833,845          |
| SALARIES-REGULAR-TECH.               | \$15,559           | \$15,851           | \$15,851           | \$15,277           |
| SALARIES-TEMPORARY-SUBSTITUTES       | \$24,412           | \$30,000           | \$30,000           | \$30,450           |
| SALARIES-TEMPORARY-MENTORS           | \$0                | \$4,000            | \$4,000            | \$4,060            |
| SALARIES-TEMPORARY-HOMEWORK CLUB     | \$3,357            | \$4,000            | \$4,000            | \$4,060            |
| HEALTH BENEFITS                      | \$156,230          | \$167,651          | \$174,345          | \$174,136          |
| SOCIAL SECURITY/MEDICARE             | \$56,660           | \$61,522           | \$63,292           | \$65,781           |
| OPEB ASSESSMENT                      | \$0                | \$0                | \$1,097            | \$1,253            |
| RETIREMENT BENEFITS                  | \$919              | \$951              | \$951              | \$917              |
| SECTION 125 BENEFIT                  | \$831              | \$832              | \$832              | \$966              |
| WORKMENS COMPENSATION                | \$4,040            | \$5,370            | \$5,242            | \$5,715            |
| UNEMPLOYMENT COMPENSATION            | \$1,834            | \$1,943            | \$2,071            | \$2,042            |
| TUITION REIMBURSEMENT                | \$21,108           | \$25,000           | \$25,000           | \$25,000           |
| DENTAL BENEFITS                      | \$5,837            | \$6,015            | \$6,567            | \$6,596            |
| DISABILITY BENEFITS                  | \$1,616            | \$3,162            | \$3,295            | \$3,353            |
| PROFESSIONAL EDUC SVCS-FIELD TRIPS   | \$1,081            | \$3,000            | \$3,000            | \$3,000            |
| OTHER PROFESSIONAL SVCS & PLP        | \$2,008            | \$2,000            | \$2,000            | \$2,000            |
| GENERAL SUPPLIES-INSTR. & SPORTS     | \$23,480           | \$27,925           | \$24,925           | \$24,925           |
| GENERAL SUPPLIES-TESTING & DATA WARE | \$0                | \$0                | \$0                | \$0                |
| BOOKS AND PERIODICALS                | \$6,981            | \$9,535            | \$9,535            | \$9,535            |
| EQUIPMENT                            | \$0                | \$0                | \$0                | \$20,000           |
| DUES & FEES                          | \$499              | \$0                | \$0                | \$0                |
| <b>TOTAL INSTRUCTIONAL SERVICES</b>  | <b>\$1,068,904</b> | <b>\$1,147,544</b> | <b>\$1,177,541</b> | <b>\$1,232,911</b> |

**PRESCHOOL PROGRAM**

|                                |                 |                  |                  |                  |
|--------------------------------|-----------------|------------------|------------------|------------------|
| SALARIES-REGULAR-PROFESS.      | \$38,485        | \$40,008         | \$41,869         | \$42,497         |
| SALARIES-REGULAR-TECH.         | \$13,777        | \$16,278         | \$16,278         | \$16,519         |
| HEALTH BENEFITS                | \$9,463         | \$10,625         | \$27,099         | \$27,099         |
| SOCIAL SECURITY/MEDICARE       | \$3,847         | \$4,168          | \$4,096          | \$4,163          |
| OPEB ASSESSMENT                | \$0             | \$0              | \$1,097          | \$1,253          |
| RETIREMENT BENEFITS            | \$809           | \$977            | \$977            | \$991            |
| SECTION 125 BENEFIT            | \$124           | \$130            | \$130            | \$140            |
| WORKMENS COMPENSATION          | \$382           | \$347            | \$347            | \$391            |
| UNEMPLOYMENT COMPENSATION      | \$302           | \$124            | \$124            | \$139            |
| TUITION REIMBURSEMENT          | \$1,067         | \$800            | \$800            | \$800            |
| DENTAL BENEFITS                | \$327           | \$833            | \$833            | \$834            |
| DISABILITY BENEFITS            | \$161           | \$213            | \$236            | \$239            |
| TUITION & SHARED SU SERVICES   | \$100           | \$33,296         | \$33,296         | \$33,296         |
| GENERAL SUPPLIES               | \$2,338         | \$900            | \$900            | \$2,415          |
| <b>TOTAL PRESCHOOL PROGRAM</b> | <b>\$71,182</b> | <b>\$108,699</b> | <b>\$128,082</b> | <b>\$130,776</b> |

**GUIDANCE SERVICES**

|                           |          |          |          |          |
|---------------------------|----------|----------|----------|----------|
| SALARIES-REGULAR-PROFESS. | \$62,118 | \$64,292 | \$64,695 | \$65,665 |
|---------------------------|----------|----------|----------|----------|

**BERLIN ELEMENTARY SCHOOL  
BUDGET 2017-2018**

| <u>DESCRIPTION</u>             | <u>Actual 2016</u> | <u>W/SPEDCHG</u>   |                      | <u>Final</u>       |
|--------------------------------|--------------------|--------------------|----------------------|--------------------|
|                                |                    | <u>BUDGET 2017</u> | <u>PROJECTED2017</u> | <u>BUDGET 2018</u> |
| HEALTH BENEFITS                | \$18,865           | \$20,348           | \$20,348             | \$20,342           |
| SOCIAL SECURITY/MEDICARE       | \$4,432            | \$4,654            | \$4,685              | \$4,759            |
| SECTION 125 BENEFIT            | \$62               | \$65               | \$65                 | \$70               |
| WORKMENS COMPENSATION          | \$516              | \$424              | \$424                | \$435              |
| UNEMPLOYMENT COMPENSATION      | \$386              | \$151              | \$151                | \$155              |
| TUITION REIMBURSEMENT          | \$0                | \$1,300            | \$1,300              | \$1,300            |
| DENTAL BENEFITS                | \$541              | \$552              | \$552                | \$552              |
| DISABILITY BENEFITS            | \$188              | \$261              | \$261                | \$266              |
| GENERAL SUPPLIES               | \$353              | \$100              | \$100                | \$250              |
| BOOKS AND PERIODICALS          | \$130              | \$150              | \$150                | \$250              |
| <b>TOTAL GUIDANCE SERVICES</b> | <b>\$87,591</b>    | <b>\$92,297</b>    | <b>\$92,731</b>      | <b>\$94,044</b>    |

**HEALTH SERVICES**

|                              |                 |                 |                 |                 |
|------------------------------|-----------------|-----------------|-----------------|-----------------|
| SALARIES-REGULAR-PROF.OTH    | \$57,306        | \$57,308        | \$56,269        | \$57,044        |
| HEALTH INSURANCE             | \$15,262        | \$16,278        | \$0             | \$0             |
| SOCIAL SECURITY/MEDICARE     | \$3,687         | \$4,173         | \$4,305         | \$4,364         |
| SECTION 125 BENEFIT          | \$62            | \$65            | \$65            | \$70            |
| WORKMENS COMPENSATION        | \$461           | \$367           | \$367           | \$336           |
| UNEMPLOYMENT COMPENSATION    | \$353           | \$135           | \$135           | \$124           |
| TUITION REIMBURSEMENT        | \$1,737         | \$1,300         | \$1,300         | \$1,300         |
| DENTAL BENEFITS              | \$436           | \$441           | \$552           | \$552           |
| DISABILITY BENEFITS          | \$171           | \$232           | \$210           | \$213           |
| REPAIRS AND MAINTENANCE      | \$100           | \$0             | \$199           | \$0             |
| GENERAL SUPPLIES             | \$1,594         | \$1,965         | \$1,766         | \$1,965         |
| BOOKS AND PERIODICALS        | \$69            | \$88            | \$88            | \$88            |
| <b>TOTAL HEALTH SERVICES</b> | <b>\$81,238</b> | <b>\$82,352</b> | <b>\$65,256</b> | <b>\$66,056</b> |

**CURRICULUM SERVICES**

|                                  |                 |                 |                 |                 |
|----------------------------------|-----------------|-----------------|-----------------|-----------------|
| SUPERVISORY UN SERVICES-CURRIC   | \$17,854        | \$19,218        | \$19,218        | \$25,127        |
| <b>TOTAL CURRICULUM SERVICES</b> | <b>\$17,854</b> | <b>\$19,218</b> | <b>\$19,218</b> | <b>\$25,127</b> |

**LIBRARY SERVICES**

|                                |                 |                 |                 |                 |
|--------------------------------|-----------------|-----------------|-----------------|-----------------|
| SALARIES-REGULAR-PROFESS.      | \$36,591        | \$38,089        | \$37,982        | \$38,483        |
| SOCIAL SECURITY/MEDICARE       | \$2,799         | \$2,914         | \$2,914         | \$2,944         |
| SECTION 125 BENEFIT            | \$62            | \$65            | \$65            | \$70            |
| WORKMENS COMPENSATION          | \$276           | \$221           | \$221           | \$224           |
| UNEMPLOYMENT COMPENSATION      | \$206           | \$79            | \$79            | \$80            |
| TUITION REIMBURSEMENT          | \$584           | \$1,300         | \$1,300         | \$1,300         |
| DENTAL BENEFITS                | \$327           | \$331           | \$331           | \$331           |
| DISABILITY BENEFITS            | \$100           | \$136           | \$136           | \$138           |
| REPAIRS AND MAINTENANCE        | \$0             | \$0             | \$0             | \$0             |
| GENERAL SUPPLIES               | \$549           | \$435           | \$435           | \$435           |
| BOOKS AND PERIODICALS          | \$5,843         | \$4,750         | \$4,750         | \$4,750         |
| AUDIOVISUAL MATERIALS/SOFTWARE | \$612           | \$0             | \$0             | \$0             |
| <b>TOTAL LIBRARY SERVICES</b>  | <b>\$47,949</b> | <b>\$48,320</b> | <b>\$48,213</b> | <b>\$48,755</b> |

**TECHNOLOGY SERVICES**

|                                     |                  |                  |                  |                  |
|-------------------------------------|------------------|------------------|------------------|------------------|
| SALARIES-REGULAR-PROFESS.           | \$21,584         | \$22,339         | \$22,339         | \$22,603         |
| SOCIAL SECURITY/MEDICARE            | \$1,851          | \$1,709          | \$1,709          | \$1,729          |
| WORKMENS COMPENSATION               | \$184            | \$147            | \$147            | \$150            |
| UNEMPLOYMENT COMPENSATION           | \$138            | \$52             | \$52             | \$53             |
| TUITION REIMBURSEMENT               | \$0              | \$200            | \$0              | \$0              |
| DENTAL BENEFITS                     | \$218            | \$221            | \$221            | \$221            |
| DISABILITY BENEFITS                 | \$67             | \$91             | \$91             | \$92             |
| PROFESSIONAL SERVICES               | \$125            | \$2,100          | \$0              | \$0              |
| SUPERV UNION SERVICES               | \$45,705         | \$45,657         | \$45,657         | \$95,443         |
| SUPERV UNION SERVICES-NETWORK SUPPO | \$0              | \$0              | \$0              | \$0              |
| REPAIRS & MAINTENANCE               | \$805            | \$1,000          | \$2,000          | \$2,000          |
| RENTALS & LEASES-COPIER             | \$2,968          | \$5,000          | \$5,000          | \$5,000          |
| COMMUNICATIONS-TELEPHONE/WAN        | \$12,087         | \$13,500         | \$18,700         | \$18,700         |
| GENERAL SUPPLIES                    | \$3,115          | \$5,000          | \$4,100          | \$4,100          |
| COMPUTER SOFTWARE                   | \$9,562          | \$13,554         | \$13,554         | \$3,000          |
| EQUIPMENT                           | \$21,692         | \$29,750         | \$37,807         | \$29,750         |
| <b>TOTAL TECHNOLOGY SERVICES</b>    | <b>\$119,901</b> | <b>\$140,320</b> | <b>\$151,377</b> | <b>\$182,841</b> |

**BERLIN ELEMENTARY SCHOOL  
BUDGET 2017-2018**

| <b>DESCRIPTION</b>                    | <b>Actual 2016</b> | <b>W/SPEDCHG<br/>BUDGET 2017</b> | <b>PROJECTED2017</b> | <b>Final<br/>BUDGET 2018</b> |
|---------------------------------------|--------------------|----------------------------------|----------------------|------------------------------|
| <b>BOARD OF EDUCATION SVCS.</b>       |                    |                                  |                      |                              |
| SALARIES-TEMPORARY-CLERICAL           | \$1,034            | \$751                            | \$751                | \$789                        |
| SOCIAL SECURITY/MEDICARE              | \$79               | \$58                             | \$58                 | \$61                         |
| LEGAL SERVICES                        | \$2,836            | \$1,500                          | \$1,500              | \$1,500                      |
| ADVERTISING                           | \$601              | \$2,000                          | \$2,000              | \$800                        |
| TRAVEL                                | \$0                | \$100                            | \$100                | \$100                        |
| GENERAL SUPPLIES                      | \$168              | \$400                            | \$400                | \$200                        |
| DUES & FEES                           | \$1,755            | \$1,750                          | \$1,750              | \$1,750                      |
| <b>TOTAL BOARD OF EDUCATION SVCS.</b> | <b>\$6,273</b>     | <b>\$6,559</b>                   | <b>\$6,559</b>       | <b>\$5,200</b>               |
| <b>OFFICE OF SUPERINTENDENT</b>       |                    |                                  |                      |                              |
| SUPERVISORY UN SERVICES-SUPT          | \$53,109           | \$53,361                         | \$53,361             | \$90,607                     |
| SUPERVISORY UN SERVICES-CRIMINAL REG  | \$1,000            | \$1,000                          | \$1,000              | \$0                          |
| <b>TOTAL OFFICE OF SUPERINTENDENT</b> | <b>\$54,109</b>    | <b>\$54,361</b>                  | <b>\$54,361</b>      | <b>\$90,607</b>              |
| <b>OFFICE OF THE PRINCIPAL</b>        |                    |                                  |                      |                              |
| SALARIES-REGULAR-ADMIN.               | \$84,616           | \$87,840                         | \$87,161             | \$93,543                     |
| SALARIES-REGULAR-CLERICAL             | \$56,571           | \$60,304                         | \$58,517             | \$59,395                     |
| SALARIES-TEMPORARY                    | \$1,183            | \$3,500                          | \$3,500              | \$3,553                      |
| HEALTH BENEFITS                       | \$36,299           | \$38,411                         | \$38,411             | \$39,376                     |
| SOCIAL SECURITY/MEDICARE              | \$10,302           | \$11,102                         | \$10,914             | \$11,461                     |
| RETIREMENT BENEFITS                   | \$3,342            | \$3,618                          | \$3,618              | \$3,564                      |
| SECTION 125 BENEFIT                   | \$124              | \$195                            | \$195                | \$210                        |
| WORKMENS COMPENSATION                 | \$1,221            | \$1,001                          | \$1,001              | \$1,036                      |
| UNEMPLOYMENT COMPENSATION             | \$614              | \$356                            | \$356                | \$369                        |
| TUITION REIMBURSEMENT                 | \$227              | \$2,000                          | \$2,000              | \$2,000                      |
| DENTAL BENEFITS                       | \$1,406            | \$1,380                          | \$1,380              | \$1,380                      |
| DISABILITY BENEFITS                   | \$1,539            | \$601                            | \$601                | \$620                        |
| OTHER PROFESSIONAL SVCS               | \$0                | \$0                              | \$0                  | \$0                          |
| REPAIRS AND MAINTENANCE               | \$0                | \$1,000                          | \$1,000              | \$1,000                      |
| COMMUNICATIONS-POSTAGE                | \$3,643            | \$2,500                          | \$2,500              | \$2,500                      |
| TRAVEL                                | \$841              | \$400                            | \$400                | \$400                        |
| GENERAL SUPPLIES                      | \$2,813            | \$4,000                          | \$4,000              | \$4,000                      |
| DUES & FEES                           | \$370              | \$525                            | \$525                | \$525                        |
| <b>TOTAL OFFICE OF THE PRINCIPAL</b>  | <b>\$205,111</b>   | <b>\$218,733</b>                 | <b>\$216,079</b>     | <b>\$224,932</b>             |
| <b>FISCAL SERVICES</b>                |                    |                                  |                      |                              |
| SUPERVISORY UN SERVICES               | \$39,659           | \$42,147                         | \$42,147             | \$48,553                     |
| <b>TOTAL FISCAL SERVICES</b>          | <b>\$39,659</b>    | <b>\$42,147</b>                  | <b>\$42,147</b>      | <b>\$48,553</b>              |
| <b>INTEREST EXPENSE</b>               |                    |                                  |                      |                              |
| INTEREST EXPENSE-REVENUE ANTICIPATIO  | \$40,305           | \$40,305                         | \$38,328             | \$40,305                     |
| <b>TOTAL INTEREST EXPENSE</b>         | <b>\$40,305</b>    | <b>\$40,305</b>                  | <b>\$38,328</b>      | <b>\$40,305</b>              |
| <b>AUDITING SERVICES</b>              |                    |                                  |                      |                              |
| SHARED SU AUDIT SERVICES              | \$4,550            | \$4,550                          | \$4,550              | \$5,075                      |
| <b>TOTAL AUDITING SERVICES</b>        | <b>\$4,550</b>     | <b>\$4,550</b>                   | <b>\$4,550</b>       | <b>\$5,075</b>               |
| <b>OPERATION AND MAINT.PLANT</b>      |                    |                                  |                      |                              |
| SALARIES-REGULAR-SERVICE              | \$106,103          | \$109,903                        | \$104,421            | \$106,886                    |
| SALARIES-TEMPORARY                    | \$8,347            | \$10,350                         | \$10,350             | \$10,505                     |
| HEALTH BENEFITS                       | \$32,197           | \$38,079                         | \$32,478             | \$30,614                     |
| SOCIAL SECURITY/MEDICARE              | \$8,294            | \$8,705                          | \$8,359              | \$8,583                      |
| RETIREMENT BENEFIT                    | \$4,549            | \$4,700                          | \$2,961              | \$4,527                      |
| SECTION 125 BENEFIT                   | \$186              | \$195                            | \$195                | \$210                        |
| WORKMENS COMPENSATION                 | \$971              | \$794                            | \$794                | \$777                        |
| UNEMPLOYMENT COMPENSATION             | \$427              | \$283                            | \$283                | \$277                        |
| DENTAL BENEFITS                       | \$1,579            | \$1,655                          | \$1,655              | \$1,656                      |
| DISABILITY BENEFITS                   | \$339              | \$446                            | \$446                | \$434                        |
| SU SHARED SVCS-ASBESTOS & U-32        | \$1,000            | \$1,000                          | \$15,385             | \$14,017                     |
| WATER & SEWER                         | \$7,868            | \$7,500                          | \$7,500              | \$7,500                      |
| DISPOSAL SERVICES                     | \$2,713            | \$2,650                          | \$2,650              | \$2,650                      |
| SNOW FLOWING                          | \$3,000            | \$3,200                          | \$3,200              | \$3,200                      |
| REPAIRS AND MAINTENANCE               | \$25,361           | \$20,000                         | \$20,000             | \$20,000                     |
| REPAIRS AND MAIN-GRDS                 | \$1,415            | \$1,000                          | \$1,000              | \$1,000                      |
| REPAIRS & MAINTEN-FURNACE             | \$1,681            | \$5,000                          | \$5,000              | \$5,000                      |

**BERLIN ELEMENTARY SCHOOL  
BUDGET 2017-2018**

| DESCRIPTION                        | Actual 2016      | W/SPEDCHG        |                  | Final            |
|------------------------------------|------------------|------------------|------------------|------------------|
|                                    |                  | BUDGET 2017      | PROJECTED2017    | BUDGET 2018      |
| INSURANCE                          | \$8,950          | \$9,500          | \$9,500          | \$10,070         |
| TRAVEL                             | \$0              | \$800            | \$800            | \$800            |
| GENERAL SUPPLIES                   | \$13,727         | \$10,000         | \$10,000         | \$10,000         |
| ELECTRICITY                        | \$29,898         | \$37,000         | \$37,000         | \$38,850         |
| OIL                                | \$46,171         | \$61,000         | \$61,000         | \$61,000         |
| OTHER ENERGY - WOOD CHIPS          | \$0              | \$0              | \$0              | \$0              |
| EQUIPMENT                          | \$0              | \$4,000          | \$4,000          | \$4,000          |
| <b>TOTAL OPER. AND MAINT.PLANT</b> | <b>\$304,576</b> | <b>\$337,760</b> | <b>\$338,977</b> | <b>\$342,556</b> |

**STUDENT TRANSPORTATION SV**

|                                 |                  |                  |                  |                 |
|---------------------------------|------------------|------------------|------------------|-----------------|
| STUDENT TRANSPORTATION SV       | \$123,802        | \$120,265        | \$120,265        | \$93,258        |
| STUDENT TRANS-FIELD TRIPS       | \$3,080          | \$3,000          | \$3,000          | \$3,000         |
| <b>TOTAL STUDENT TRANSP. SV</b> | <b>\$126,882</b> | <b>\$123,265</b> | <b>\$123,265</b> | <b>\$96,258</b> |

**DEBT SERVICE**

|                           |                 |                 |                 |                  |
|---------------------------|-----------------|-----------------|-----------------|------------------|
| INTEREST                  | \$5,000         | \$5,000         | \$5,000         | \$5,000          |
| INTEREST-WATER LOAN       | \$0             | \$8,000         | \$8,000         | \$8,000          |
| PRINCIPAL                 | \$26,000        | \$26,000        | \$26,000        | \$26,000         |
| PRINCIPAL-WATER LOAN      | \$0             | \$0             | \$0             | \$0              |
| BOND-PRINCIPAL INTEREST   | \$0             | \$0             | \$0             | \$241,463        |
| <b>TOTAL DEBT SERVICE</b> | <b>\$31,000</b> | <b>\$37,000</b> | <b>\$37,000</b> | <b>\$278,463</b> |

**TRANSFER TO OTHER FUNDS**

|                                      |                  |                 |                 |                 |
|--------------------------------------|------------------|-----------------|-----------------|-----------------|
| FOOD SERVICE                         | \$40,000         | \$40,000        | \$40,000        | \$25,000        |
| PLAYGROUND/CAPITAL                   | \$170,000        | \$0             | \$50,000        | \$20,000        |
| <b>TOTAL TRANSFER TO OTHER FUNDS</b> | <b>\$210,000</b> | <b>\$40,000</b> | <b>\$90,000</b> | <b>\$45,000</b> |

**INSTRUCTIONAL SVC-SP ED.**

|                                       |                  |                  |                  |                  |
|---------------------------------------|------------------|------------------|------------------|------------------|
| SALARIES-REGULAR-PROFESS.             | \$0              | \$0              | \$0              | \$0              |
| SALARIES-REGULAR-TECH.                | \$181,331        | \$168,407        | \$165,110        | \$171,517        |
| SALARIES-TEMPORARY                    | \$1,002          | \$0              | \$1,000          | \$1,015          |
| HEALTH BENEFITS                       | \$42,421         | \$49,042         | \$49,029         | \$51,731         |
| SOCIAL SECURITY/MEDICARE              | \$11,782         | \$12,247         | \$12,071         | \$12,528         |
| RETIREMENT BENEFITS                   | \$7,548          | \$9,280          | \$9,280          | \$9,467          |
| SECTION 125 BENEFIT                   | \$372            | \$455            | \$455            | \$490            |
| WORKMENS COMPENSATION                 | \$1,270          | \$1,021          | \$1,184          | \$1,045          |
| UNEMPLOYMENT COMPENSATION             | \$950            | \$363            | \$421            | \$372            |
| TUITION REIMBURSEMENT                 | \$0              | \$0              | \$0              | \$0              |
| DENTAL BENEFITS                       | \$2,296          | \$3,283          | \$3,283          | \$3,395          |
| DISABILITY BENEFITS                   | \$522            | \$627            | \$627            | \$640            |
| OTHER PROFESSIONAL SVCS & WCMH        | \$140            | \$0              | \$0              | \$0              |
| COMMUNICATIONS                        | \$0              | \$0              | \$0              | \$0              |
| GENERAL SUPPLIES                      | \$0              | \$0              | \$0              | \$0              |
| EQUIPMENT                             | \$0              | \$0              | \$0              | \$0              |
| <b>TOTAL INSTRUCTIONAL SVC-SP ED.</b> | <b>\$229,634</b> | <b>\$244,725</b> | <b>\$242,460</b> | <b>\$252,200</b> |

**SUPPORT PROGRAM**

|                               |                  |                  |                  |                  |
|-------------------------------|------------------|------------------|------------------|------------------|
| SHARED SU SERVICES            | \$476,379        | \$508,892        | \$654,488        | \$192,602        |
| <b>TOTAL SUPPORT PROGRAMS</b> | <b>\$476,379</b> | <b>\$508,892</b> | <b>\$654,488</b> | <b>\$192,602</b> |

**SU ASSESSMENTS**

|                                   |                 |                 |                 |                 |
|-----------------------------------|-----------------|-----------------|-----------------|-----------------|
| SUPERVISORY UN SERV-SPED          | \$59,247        | \$64,404        | \$64,404        | \$68,991        |
| SUPERVISORY UN SERV-EARLY ED PROG | \$7,360         | \$9,252         | \$9,252         | \$8,477         |
| <b>TOTAL SU ASSESSMENTS</b>       | <b>\$66,607</b> | <b>\$73,656</b> | <b>\$73,656</b> | <b>\$77,468</b> |

**ENGLISH LANGUAGE LEARNER**

|                                 |                |                 |                 |                 |
|---------------------------------|----------------|-----------------|-----------------|-----------------|
| SALARIES-REGULAR-PROFESS.       | \$8,578        | \$9,372         | \$0             | \$0             |
| SOCIAL SECURITY/MEDICARE        | \$656          | \$717           | \$0             | \$0             |
| WORKMENS COMPENSATION           | \$60           | \$62            | \$62            | \$0             |
| UNEMPLOYMENT COMPENSATION       | \$45           | \$22            | \$22            | \$0             |
| DENTAL BENEFITS                 | \$0            | \$0             | \$0             | \$0             |
| SUPERVISORY UN SERV-ELL         | \$0            | \$0             | \$10,975        | \$12,117        |
| TRAVEL                          | \$0            | \$0             | \$0             | \$0             |
| <b>ENGLISH LANGUAGE LEARNER</b> | <b>\$9,339</b> | <b>\$10,173</b> | <b>\$11,059</b> | <b>\$12,117</b> |

|                       |                    |                    |                    |                    |
|-----------------------|--------------------|--------------------|--------------------|--------------------|
| <b>TOTAL EXPENSES</b> | <b>\$3,299,043</b> | <b>\$3,380,876</b> | <b>\$3,615,347</b> | <b>\$3,491,846</b> |
|                       | \$93,350           | \$0                | -\$124,849         | \$0                |

Berlin Elementary School  
Summary of Changes Budget 2018 vs. 2017

|                                                                      | Final             | Entire Budget<br>% Change |                                    |                                    |
|----------------------------------------------------------------------|-------------------|---------------------------|------------------------------------|------------------------------------|
| <b>Staffing Changes:</b>                                             |                   |                           |                                    |                                    |
| <b>Negotiated Items</b>                                              |                   |                           |                                    |                                    |
| Salary Increases                                                     | \$31,769          | 0.94%                     |                                    |                                    |
| Health Insurance Inflation(0%) & Coverage Changes                    | \$328             | 0.01%                     |                                    |                                    |
| Other Benefit Changes                                                | -\$5,527          | -0.18%                    |                                    |                                    |
| <b>Subtotal Negotiated Items</b>                                     | <b>\$26,568</b>   | <b>0.79%</b>              |                                    |                                    |
| <b>Staffing Changes</b>                                              |                   |                           |                                    |                                    |
| Staffing Turnover & changes(Salary & Benefits) FY16-17               | \$40,860          | 1.21%                     |                                    |                                    |
| Staff Return from LOA- FY17-18                                       | \$11,804          | 0.35%                     |                                    |                                    |
| Special Education-RIF Paraeducator 1:1 Fy17-18                       | \$0               | 0.00%                     |                                    |                                    |
| <b>Subtotal Staffing Changes</b>                                     | <b>\$52,664</b>   | <b>1.56%</b>              |                                    |                                    |
| <b>Total Staffing Change</b>                                         | <b>\$79,232</b>   | <b>2.34%</b>              | <b>Budget FY 17</b><br>\$2,049,477 | <b>Budget FY 18</b><br>\$2,128,709 |
| <b>Nonsalary changes:</b>                                            |                   |                           |                                    |                                    |
| School-wide Expenses                                                 | \$43,410          | 1.28%                     |                                    |                                    |
| WCSU Assessments-Draft 4                                             | \$83,312          | 2.46%                     |                                    |                                    |
| Opn of Plant Svcs-Utilities                                          | \$1,850           | 0.05%                     |                                    |                                    |
| Student Transportation Svcs                                          | -\$27,007         | -0.80%                    | See Revenues Below*                |                                    |
| Fund Transfer-Food Service                                           | -\$15,000         | -0.44%                    |                                    |                                    |
| Special Services Program Costs-Tuition & Other Professional Services | -\$316,290        | -9.36%                    | See Revenues Below**               |                                    |
| Other Fund Transfers-Capital                                         | \$20,000          | 0.59%                     |                                    |                                    |
| <b>Total Nonsalary</b>                                               | <b>-\$209,725</b> | <b>-6.20%</b>             | <b>Budget FY 17</b><br>\$1,331,399 | <b>Budget FY 18</b><br>\$1,121,674 |
| <b>Total Expense Budget Change(A)</b>                                | <b>-\$130,493</b> | <b>-3.86%</b>             | <b>\$3,380,876</b>                 | <b>\$3,250,383</b>                 |
| <b>Revenue Changes Related to Budget Increases:</b>                  |                   |                           |                                    |                                    |
| Projected Special Educ. Reimbursement for Eligible Costs             | \$26,014          | 0.77%                     |                                    |                                    |
| Sped Revenues-WCSU                                                   | -\$349,690        | -10.34%                   | See Expenses Above**               |                                    |
| EEE Grants-WCSU                                                      | -\$28,442         | -0.84%                    | See Expenses Above**               |                                    |
| Misc Income-Erate                                                    | \$4,331           | 0.13%                     |                                    |                                    |
| Student Transportation Aid -WCSU                                     | -\$52,639         | -1.58%                    | See Expenses Above*                |                                    |
| <b>Subtotal Revenue Changes(B)</b>                                   | <b>-\$400,426</b> | <b>-11.84%</b>            |                                    |                                    |
| <b>Net Impact on Taxes(A-B)**</b>                                    | <b>\$269,933</b>  | <b>7.98%</b>              |                                    |                                    |
| <b>Debt Service-Authorized by Voters Nov 8, 2016</b>                 | <b>\$241,463</b>  | <b>7.14%</b>              | <b>\$3,380,876</b>                 | <b>\$3,491,846</b>                 |
| <b>Budget Change Including Revenues &amp; Debt Service</b>           | <b>\$511,396</b>  | <b>15.13%</b>             |                                    |                                    |

# BERLIN ELEMENTARY SCHOOL DISTRICT SALARY & BENEFIT PROJECTION

**Berlin Elementary School District  
Salary & Benefit Projection  
As of December 6, 2016**

**Benefits include the cost of: Health Insurance, Retirement, Section 125 Plan, Social Security/Medicare, Dental Insurance, Disability Insurance, Workers Compensation Insurance and Unemployment Insurance.**

|                     | <u>Projected</u><br><u>Salaries</u> | <u>Total Salary &amp;</u><br><u>Benefits</u> | FTE  | Position                 |
|---------------------|-------------------------------------|----------------------------------------------|------|--------------------------|
| Amos Carol          | \$87,161                            | \$109,573                                    | 1.00 | Principal                |
| Anderson Debra      | \$21,458                            | \$40,256                                     | 1.00 | Food Service Worker      |
| Andreolleti Nancy   | \$26,709                            | \$34,927                                     | 1.00 | Paraeducator             |
| Audet Lisa          | \$23,724                            | \$47,960                                     | 1.00 | Paraeducator             |
| Boucher Jane        | \$66,429                            | \$92,503                                     | 1.00 | Classroom Teacher        |
| Burke Lucia         | \$22,802                            | \$30,575                                     | 1.00 | Paraeducator             |
| Chamberlain Marc    | \$40,402                            | \$60,578                                     | 1.00 | Classroom Teacher        |
| Clark Marcia        | \$63,095                            | \$76,147                                     | 0.90 | Classroom Teacher        |
| Clark Nicole        | \$25,943                            | \$38,052                                     | 1.00 | Food Service Worker      |
| Clifton Cally       | \$28,642                            | \$41,219                                     | 1.00 | Administrative Assistant |
| Daniels Steven      | \$23,728                            | \$32,040                                     | 1.00 | Maintenance Worker       |
| Delphia Gary- gone  | \$8,012                             | \$13,155                                     | 1.00 | Maintenance Worker       |
| Dessureau Amber     | \$55,673                            | \$81,338                                     | 1.00 | Classroom Teacher        |
| Dorsey Ellen Lillis | \$11,252                            | \$14,718                                     | 0.20 | Classroom Teacher        |
| Dutton-Renaud Lori  | \$41,500                            | \$68,390                                     | 1.00 | Administrative Assistant |
| Farone Kimberly     | \$68,355                            | \$87,618                                     | 1.00 | Classroom Teacher        |
| Gauthier Cynthia    | \$68,355                            | \$82,694                                     | 1.00 | Classroom Teacher        |
| Gregoire Deborah    | \$23,250                            | \$42,315                                     | 1.00 | Paraeducator             |
| Grenier Kathy       | \$24,659                            | \$49,035                                     | 1.00 | Paraeducator             |
| Heinz Jessica       | \$64,695                            | \$91,166                                     | 1.00 | Guidance Counselor       |
| Hood Janice         | \$28,336                            | \$40,802                                     | 1.00 | Paraeducator             |
| Jones-Susmann Julie | \$55,673                            | \$65,637                                     | 1.00 | Classroom Teacher        |
| Knapp Kimberly      | \$57,828                            | \$69,633                                     | 1.00 | Classroom Teacher        |
| McHugh Kay          | \$55,673                            | \$76,238                                     | 1.00 | Classroom Teacher        |
| Mullaney Erin       | \$51,690                            | \$61,839                                     | 1.00 | Nurse                    |
| Paquet Hilary       | \$66,429                            | \$101,026                                    | 1.00 | Classroom Teacher        |
| Paquet Louis        | \$41,340                            | \$55,747                                     | 1.00 | Maintenance Worker       |
| Pellegrini Rebecca  | \$25,671                            | \$33,873                                     | 1.00 | Paraeducator             |
| Richardson Barbara  | \$31,341                            | \$49,733                                     | 1.00 | Maintenance Worker       |
| Rogers Sarah        | \$55,673                            | \$81,338                                     | 1.00 | Classroom Teacher        |
| Smith Ashlyn        | \$56,212                            | \$85,972                                     | 1.00 | Classroom Teacher        |
| Smith Tyler         | \$53,246                            | \$58,616                                     | 1.00 | Classroom Teacher        |
| Spencer Lynn        | \$44,538                            | \$52,950                                     | 0.80 | Classroom Teacher        |
| Turcotte Michelle   | \$54,673                            | \$80,249                                     | 1.00 | Classroom Teacher        |
| Wagner Lynn         | \$68,355                            | \$95,152                                     | 1.00 | Classroom Teacher        |
| Walczak Kathryn     | \$41,869                            | \$63,479                                     | 0.81 | Classroom Teacher        |
| Young Amy           | \$55,673                            | \$66,189                                     | 1.00 | Librarian                |
| <b>Total</b>        | <b>\$ 1,640,064</b>                 | <b>\$2,272,732</b>                           |      |                          |

1/10/2017

# TOWN OF BERLIN ESTIMATED TAX CALCULATIONS

Town of Berlin  
Estimated Tax Calculations  
As of January 2, 2017

NOTE: Includes Berlin Elementary and U32 Proposed Budgets.

| Town                   | Education Spending Per Eq Pupil | Property Yield Based Spending | District Adjustment | Spes Equalized Pupils | Equalized Homestead |                | Actual Homestead |                | Equalized Nonresidential |                | Actual Nonresidential |  |
|------------------------|---------------------------------|-------------------------------|---------------------|-----------------------|---------------------|----------------|------------------|----------------|--------------------------|----------------|-----------------------|--|
|                        |                                 |                               |                     |                       | Homestead           | Nonresidential | Homestead        | Nonresidential | Homestead                | Nonresidential |                       |  |
| Projected Budget 17-18 | \$17,724                        | \$10,076                      | 175.91%             | 386.26                | \$1,759             | \$1,662        | \$1,662          | \$1,550        | \$1,550                  | \$1,464        | \$1,464               |  |
| Budget 16-17           | \$16,129                        | \$9,701                       | 165.26%             | 397.64                | \$1,663             | \$1,597        | \$1,597          | \$1,535        | \$1,535                  | \$1,474        | \$1,474               |  |
|                        | 9.89%                           | 3.87%                         | -2.86%              |                       |                     |                |                  |                |                          |                |                       |  |

| TAX RATES: |         |
|------------|---------|
| \$1.00     | \$1.550 |

| Year           | Common Lev     |                | Actual Homestead | Actual Nonresidential |
|----------------|----------------|----------------|------------------|-----------------------|
|                | Appraisal      | Homestead      |                  |                       |
| FY10-11        | 102.55%        | \$1,277        |                  | \$1,316               |
| FY11-12        | 102.23%        | \$1,354        |                  | \$1,330               |
| FY12-13        | 103.53%        | \$1,375        |                  | \$1,333               |
| FY13-14        | 101.96%        | \$1,454        |                  | \$1,412               |
| FY14-15        | 105.33%        | \$1,522        |                  | \$1,438               |
| FY15-16        | 104.23%        | \$1,588        |                  | \$1,473               |
| FY16-17        | 104.14%        | \$1,597        |                  | \$1,474               |
| <b>FY17-18</b> | <b>105.84%</b> | <b>\$1,662</b> |                  | <b>\$1,464</b>        |

|                                     |         |
|-------------------------------------|---------|
| Local Tax Impact-Increase(Decrease) | \$0.065 |
| Impact on a \$100,000 property      | \$65    |

|                                     |          |
|-------------------------------------|----------|
| Local Tax Impact-Increase(Decrease) | -\$0.010 |
| Impact on a \$100,000 property      | -\$10    |

Educ Spending Per Equalized Pupil

|              |                 |
|--------------|-----------------|
| Elementary   | \$17,724        |
| U32          | \$18,121        |
| <b>Total</b> | <b>\$17,369</b> |

\*\*Note: the tax rate is allocated as follows:

| Year                  | Current Common Level of Appraisal |                 | Appraised at 100% |                | Total Tax Rate |
|-----------------------|-----------------------------------|-----------------|-------------------|----------------|----------------|
|                       | Appraisal                         | Homestead       | Appraisal         | Homestead      |                |
| FY17-18               | \$0.047                           | \$0.850         | \$0.850           | \$0.803        | \$0.803        |
| Elementary Tax Rate   |                                   |                 |                   |                |                |
| U32 Tax Rate          |                                   |                 |                   |                |                |
| <b>TOTAL Tax Rate</b> | <b>-\$0.097</b>                   | <b>-\$0.097</b> | <b>\$1,759</b>    | <b>\$1,662</b> | <b>\$1,662</b> |

TAX RATES:

|              |                 |
|--------------|-----------------|
| Elementary   | \$0.047         |
| U32          | \$0.050         |
| <b>Total</b> | <b>-\$0.097</b> |

# THREE PRIOR YEARS COMPARISON

PRELIMINARY

Three Prior Years Comparisons - Format as Provided by AOE

ESTIMATES ONLY

| District: <b>Berlin</b><br>County: <b>Washington</b>                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                         | T019<br><b>Washington Central</b> |                      |                         |                                                                | Property dollar<br>equivalent yield | Homestead tax rate<br>per \$10,000 of<br>spending per equalized<br>pupil |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|----------------------|-------------------------|----------------------------------------------------------------|-------------------------------------|--------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                         |                                   |                      | 10,075                  | 1.00                                                           |                                     |                                                                          |
|                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                         |                                   |                      | 11,875                  | Income dollar equivalent yield per<br>1.0% of household income |                                     |                                                                          |
| Expenditures                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                         | FY2015                            | FY2016               | FY2017                  | FY2018                                                         |                                     |                                                                          |
| 1.                                                                                                                                                                                                                                                                                                               | <b>Budget</b> (local budget, including special programs, full technical center expenditures, and any Act 144 expenditures)                                                                                              | \$3,264,970                       | \$3,369,186          | \$3,380,876             | \$3,491,846                                                    |                                     |                                                                          |
| 2.                                                                                                                                                                                                                                                                                                               | Sum of separately warned articles passed at town meeting                                                                                                                                                                | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 3.                                                                                                                                                                                                                                                                                                               | Act 144 Expenditures, to be excluded from Education Spending (under 4 West Windsor only)                                                                                                                                | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 4.                                                                                                                                                                                                                                                                                                               | <b>Locally adopted or warned budget</b>                                                                                                                                                                                 | <b>\$3,264,970</b>                | <b>\$3,369,186</b>   | <b>\$3,380,876</b>      | <b>\$3,491,846</b>                                             |                                     |                                                                          |
| 5.                                                                                                                                                                                                                                                                                                               | Obligation to a Regional Technical Center School District if any                                                                                                                                                        | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 6.                                                                                                                                                                                                                                                                                                               | Prior year deficit repayment of deficit                                                                                                                                                                                 | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 7.                                                                                                                                                                                                                                                                                                               | <b>Total Budget</b>                                                                                                                                                                                                     | <b>\$3,264,970</b>                | <b>\$3,369,186</b>   | <b>\$3,380,876</b>      | <b>\$3,491,846</b>                                             |                                     |                                                                          |
| 8.                                                                                                                                                                                                                                                                                                               | S.U. assessment (included in local budget) - informational data                                                                                                                                                         | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 9.                                                                                                                                                                                                                                                                                                               | Prior year deficit reduction (included in expenditure budget) - informational data                                                                                                                                      | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| Revenues                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                         |                                   |                      |                         |                                                                |                                     |                                                                          |
| 10.                                                                                                                                                                                                                                                                                                              | Offsetting revenues (categorical grants, donations, tuitions, surplus, etc., including local Act 144 tax revenues)                                                                                                      | \$514,828                         | \$567,032            | \$583,934               | \$183,568                                                      |                                     |                                                                          |
| 11.                                                                                                                                                                                                                                                                                                              | Capital debt aid for eligible projects pre-existing Act 50                                                                                                                                                              | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 12.                                                                                                                                                                                                                                                                                                              | All Act 144 revenues, including local Act 144 tax revenues (under 4 West Windsor only)                                                                                                                                  | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 13.                                                                                                                                                                                                                                                                                                              | <b>Offsetting revenue</b>                                                                                                                                                                                               | <b>\$514,828</b>                  | <b>\$567,032</b>     | <b>\$583,934</b>        | <b>\$183,568</b>                                               |                                     |                                                                          |
| 14.                                                                                                                                                                                                                                                                                                              | <b>Education Spending</b>                                                                                                                                                                                               | <b>\$2,750,142</b>                | <b>\$2,812,154</b>   | <b>\$2,796,882</b>      | <b>\$3,308,278</b>                                             |                                     |                                                                          |
| 15.                                                                                                                                                                                                                                                                                                              | Equalized Pupils                                                                                                                                                                                                        | 185.16                            | 179.29               | 176.01                  | 182.57                                                         |                                     |                                                                          |
| <b>Education Spending per Equalized Pupil</b>                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                         | <b>\$14,852.79</b>                | <b>\$15,684.95</b>   | <b>\$15,890.47</b>      | <b>\$18,120.60</b>                                             |                                     |                                                                          |
| 17.                                                                                                                                                                                                                                                                                                              | Less ALL net eligible construction costs (or P&I) per equalized pupil                                                                                                                                                   | \$175.35                          | \$223.10             | \$227.26                | \$1,525                                                        |                                     |                                                                          |
| 18.                                                                                                                                                                                                                                                                                                              | Less share of SpEd costs in excess of \$50,000 for an individual (per equip)                                                                                                                                            | -                                 | \$9.06               | \$21.19                 | \$24                                                           |                                     |                                                                          |
| 19.                                                                                                                                                                                                                                                                                                              | Less amount of deficit if deficit is SOLELY attributable to tuitions paid to public schools for grades the district does not operate for new students who moved to the district after the budget was passed (per equip) | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 20.                                                                                                                                                                                                                                                                                                              | Less SpEd costs if excess is solely attributable to new SpEd spending if district has 20 or fewer equalized pupils (per equip)                                                                                          | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 21.                                                                                                                                                                                                                                                                                                              | Estimated costs of new students after census period (per equip)                                                                                                                                                         | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 22.                                                                                                                                                                                                                                                                                                              | Total tuitions if tuitioning ALL K-12 unless electorate has approved tuitions greater than average announced tuition (per equip)                                                                                        | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 23.                                                                                                                                                                                                                                                                                                              | Less planning costs for merger of small schools (per equip)                                                                                                                                                             | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |
| 24.                                                                                                                                                                                                                                                                                                              | Teacher retirement assessment for new members of Vermont State Teachers' Retirement System on or after July 1, 2015 (per equip)                                                                                         | NA                                | \$31.23              | -                       | \$14                                                           |                                     |                                                                          |
| 25.                                                                                                                                                                                                                                                                                                              | Excess spending threshold                                                                                                                                                                                               | Threshold = \$15,188              | Threshold = \$17,103 | Threshold = \$15,891.80 | Threshold = \$17,280                                           |                                     |                                                                          |
| 26.                                                                                                                                                                                                                                                                                                              | Excess Spending per Equalized Pupil over threshold (if any)                                                                                                                                                             | \$16,168.00                       | \$17,003.00          | \$15,890.47             | \$17,388.00                                                    |                                     |                                                                          |
| 27.                                                                                                                                                                                                                                                                                                              | Per pupil figure used for calculating District Equalized Tax Rate                                                                                                                                                       | \$14,853                          | \$15,685             | \$15,890                | \$18,120.60                                                    |                                     |                                                                          |
| 28.                                                                                                                                                                                                                                                                                                              | District spending adjustment (minimum of 100%)                                                                                                                                                                          | 159.965%                          | 166.820%             | 163.802%                | 179.839%                                                       |                                     |                                                                          |
| <b>Prorating the local tax rate</b>                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                         |                                   |                      |                         |                                                                |                                     |                                                                          |
| 29.                                                                                                                                                                                                                                                                                                              | Anticipated district equalized homestead tax rate (to be provided by line 30) (\$18,120.60 ÷ (\$10,075.00 ÷ \$1,000))                                                                                                   | \$1.5677                          | \$1.6416             | \$1.6380                | \$1.7984                                                       |                                     |                                                                          |
| 30.                                                                                                                                                                                                                                                                                                              | Percent of Berlin equalized pupils not in a union school district                                                                                                                                                       | 45.57%                            | 44.07%               | 44.26%                  | 47.27%                                                         |                                     |                                                                          |
| 31.                                                                                                                                                                                                                                                                                                              | Portion of district eq homestead rate to be assessed by town (47.27% x \$1.80)                                                                                                                                          | \$0.7144                          | \$0.7235             | \$0.7250                | \$0.8501                                                       |                                     |                                                                          |
| 32.                                                                                                                                                                                                                                                                                                              | Common Level of Appraisal (CLA)                                                                                                                                                                                         | 105.33%                           | 104.23%              | 104.14%                 | 105.84%                                                        |                                     |                                                                          |
| 33.                                                                                                                                                                                                                                                                                                              | Portion of actual district homestead rate to be assessed by town (\$0.8501 / 105.84%)                                                                                                                                   | \$0.6782                          | \$0.6941             | \$0.6962                | \$0.8032                                                       |                                     |                                                                          |
| If the district belongs to a union school district, this is only a PARTIAL homestead tax rate. The tax rate shown represents the estimated portion of the final homestead tax rate due to spending for students who do not belong to a union school district. The same holds true for the income cap percentage. |                                                                                                                                                                                                                         |                                   |                      |                         |                                                                |                                     |                                                                          |
| 34.                                                                                                                                                                                                                                                                                                              | Anticipated income cap percent (to be provided by line 30) ((\$18,120.60 ÷ \$11,875) x 2.00%)                                                                                                                           | 2.88%                             | 2.98%                | 2.92%                   | 3.05%                                                          |                                     |                                                                          |
| 35.                                                                                                                                                                                                                                                                                                              | Portion of district income cap percent applied by State (47.27% x 3.05%)                                                                                                                                                | 1.31%                             | 1.31%                | 1.29%                   | 1.44%                                                          |                                     |                                                                          |
| 36.                                                                                                                                                                                                                                                                                                              | Percent of equalized pupils at U32 High School (UHSD #32)                                                                                                                                                               | 54.43%                            | 55.93%               | 55.74%                  | 52.73%                                                         |                                     |                                                                          |
| 37.                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                         | -                                 | -                    | -                       | -                                                              |                                     |                                                                          |

- Following current statute, the Tax Commissioner recommended a property yield of \$10,075 for every \$1.00 of homestead tax per \$100 of equalized property value. The Tax Commissioner also recommended an income yield of \$11,875 for a base income percent of 2.0% and a non-residential tax rate of \$1.550. New and updated data will likely change the proposed property and the income yields and perhaps the non-residential rate.  
 - Final figures will be set by the Legislature during the legislative session and approved by the Governor.  
 - The base income percentage cap is 2.0%.

## U-32 SCHOOL DISTRICT - WARNING

The legal voters of the Union High School District No. 32 (“U-32”), a municipal corporation consisting of the Town School Districts of Berlin, Calais, East Montpelier, Middlesex, and Worcester, Vermont, are hereby notified and warned to meet in their respective towns on Tuesday, March 7, 2017, to vote by Australian ballot on Articles 1 through 6 as outlined below.

### Polling Places and Times:

Berlin Elementary School in Berlin Corner – 10:00 AM - 7:00 PM

Calais Elementary School in Calais – 7:00 AM - 7:00 PM

East Montpelier Elementary School in East Montpelier – 7:00 AM – 7:00 PM

Rumney Memorial School in Middlesex – 7:00 AM – 7:00 PM

Doty Memorial School in Worcester – 10:00 AM – 7:00 PM

A public hearing will take place at U-32, Room 131 at 6:00 PM on March 6, 2017 to provide information on the articles to be voted by Australian Ballot at the municipalities’ respective Town Meetings on Tuesday, March 7, 2017.

The legal voters of U-32 are further notified that voter qualification, registration, and absentee voting relative to said annual meeting shall be as provided in Sections 553 and 706(u) of Title 16, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

**ARTICLE 1.** To elect a Clerk for a term of one (1) year.

**ARTICLE 2.** To elect a Treasurer for a term of one (1) year.

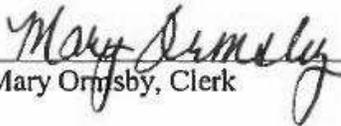
**ARTICLE 3.** To fix the annual compensation of the Union School District officers.

|           |               |
|-----------|---------------|
| Clerk     | \$500.00      |
| Directors | \$850.00 each |
| Chair     | \$875.00      |
| Treasurer | \$1,500.00    |

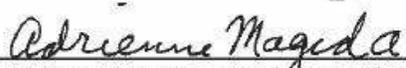
**ARTICLE 4.** Shall the voters of the Union High School District 32 approve the school board to expend \$14,305,831, which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$17,369 per equalized pupil. This projected spending per equalized pupil is 6.43% higher than spending for the current year.

**ARTICLE 5.** Shall the School District authorize the Board of School Directors of Union District No. 32 to hold any audited fund balance as of June 30, 2017 in a reserve fund to be expended under the control and direction of the Board of School Directors for the purpose of operating the school?

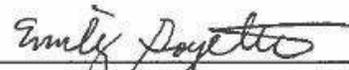
**ARTICLE 6.** Shall the School District authorize the Board of School Directors to borrow money in anticipation of the receipt of revenues for the 2017-2018 school year?

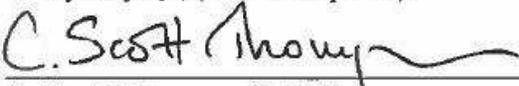
  
Mary Ormsby, Clerk

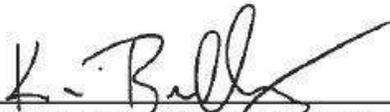
**SCHOOL DIRECTORS**

  
Adrienne Magida, Chair (Middlesex)

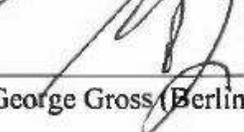
  
Carl Witke, Clerk (Worcester)

  
Emily Goyette, (East Montpelier)

  
C. Scott Thompson (Calais)

  
Kari Bradley, Vice Chair (East Montpelier)

  
Jonathan Goddard (Berlin)

  
George Gross (Berlin)

## U-32 BUDGET SUMMARY

| U-32 BUDGET SUMMARY          | ACTUAL<br>2015-2016 | BUDGET<br>2016-2017 | PROJECTED<br>2016-2017 | BUDGET<br>2017-2018 |
|------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>REVENUES</b>              |                     |                     |                        |                     |
| TUITION                      | 921,572             | 889,377             | 1,076,205              | 911,960             |
| INVESTMENT INCOME            | 156,156             | 174,386             | 150,000                | 150,000             |
| EDUCATION SPENDING REVENUES  | 12,189,961          | 12,327,051          | 12,327,051             | 12,786,230          |
| MISCELLANEOUS INCOME         | 207,375             | 114,425             | 114,425                | 123,771             |
| STATE REVENUES-MISC          | 268,546             | 261,466             | 265,066                | 7,500               |
| SPED MAINSTREAM BLOCK GRANT  | 261,995             | 269,473             | 269,473                | 0                   |
| SPECIAL EDUCATION INCOME     | 1,275,873           | 1,320,998           | 1,362,910              | 326,371             |
| FUND BALANCE                 | 0                   | 0                   | 0                      | 0                   |
| <b>SUBTOTAL REVENUES</b>     | <b>\$15,281,478</b> | <b>\$15,357,176</b> | <b>\$15,565,130</b>    | <b>\$14,305,831</b> |
| <b>EXPENSES</b>              |                     |                     |                        |                     |
| BUSINESS ED.                 | 166,798             | 174,709             | 171,557                | 173,752             |
| DRIVER ED.                   | 61,438              | 65,290              | 68,396                 | 69,334              |
| ENGLISH                      | 767,499             | 822,834             | 809,255                | 791,099             |
| ACTING, DANCE & VISUAL ARTS  | 314,114             | 316,247             | 337,898                | 254,806             |
| FOREIGN LANGUAGE             | 401,114             | 419,023             | 422,138                | 430,022             |
| TECHNOLOGY ED .              | 184,831             | 208,159             | 195,557                | 115,285             |
| LIVING ARTS                  | 78,529              | 79,798              | 77,006                 | 86,236              |
| MUSIC                        | 283,808             | 236,732             | 233,699                | 236,321             |
| PHYSICAL ED.                 | 382,795             | 407,105             | 388,193                | 391,563             |
| MATHEMATICS                  | 831,813             | 874,684             | 903,628                | 936,016             |
| SCIENCE                      | 896,663             | 919,154             | 920,831                | 869,410             |
| SOCIAL STUDIES               | 562,987             | 598,436             | 600,689                | 611,352             |
| INSTRUCTIONAL-SCHOOLWIDE     | 390,156             | 416,791             | 363,799                | 425,650             |
| OTHER INSTRUCTION-504        | 11,719              | 5,800               | 5,800                  | 11,800              |
| OTHER INSTRUCTIONAL PROGRAMS | 519,945             | 357,131             | 376,696                | 426,127             |
| MIDDLESCHOOL PROGRAMS        | 15,054              | 17,480              | 17,480                 | 17,480              |
| GUIDANCE SERVICES            | 604,155             | 627,869             | 620,333                | 631,965             |
| HEALTH SERVICES              | 119,288             | 124,156             | 125,223                | 126,711             |
| CURRICULUM SERVICES          | 144,965             | 96,653              | 106,888                | 116,251             |
| MEDIA SERVICE                | 18,900              | 0                   | 0                      | 0                   |
| SCHOOL LIBRARY SERVICES      | 214,000             | 213,485             | 228,867                | 236,238             |
| TECHNOLOGY SERVICES          | 463,322             | 489,553             | 489,553                | 591,431             |
| BOARD OF EDUCATION           | 46,400              | 49,700              | 49,700                 | 49,853              |
| OFFICE OF SUPERINTENDENT     | 200,017             | 193,376             | 193,376                | 288,578             |
| OFFICE OF PRINCIPAL          | 801,012             | 944,052             | 978,263                | 939,003             |
| FISCAL SERVICES              | 147,867             | 151,158             | 151,158                | 150,281             |
| INTEREST EXPENSE             | 142,280             | 142,280             | 137,305                | 142,280             |
| AUDITING SERVICES            | 6,950               | 6,950               | 6,950                  | 7,575               |
| OPERATION AND MAINTENANCE    | 1,285,774           | 1,350,085           | 1,387,028              | 1,406,990           |
| STUDENT TRANSPORTATION SV    | 684,547             | 694,305             | 696,776                | 574,483             |
| TRANSFERS TO OTHER FUNDS     | 1,173,216           | 1,079,625           | 1,079,625              | 1,088,625           |
| SPECIAL EDUCATION PROGRAMS   | 556,151             | 439,850             | 425,032                | 582,805             |
| SUPPORT PROGRAM              | 1,657,062           | 1,825,870           | 1,909,016              | 598,843             |
| SPEECH SERVICES              | 30,482              | 31,737              | 219                    | 0                   |
| SU ASSESSMENTS SPED          | 220,902             | 230,985             | 230,985                | 213,541             |
| ENGLISH LANGUAGE LEARNERS    | 1,072               | 5,160               | 14,707                 | 0                   |
| CO-CURRICULAR ACTIVITIES     | 826,221             | 740,954             | 716,504                | 714,126             |
| <b>TOTAL EXPENSES</b>        | <b>\$15,213,846</b> | <b>\$15,357,176</b> | <b>\$15,440,130</b>    | <b>\$14,305,831</b> |

# U-32 SCHOOL DISTRICT SALARY & BENEFIT PROJECTION

U-32 School District  
Salary & Benefit Projection  
As of December 15, 2016

Benefits include the cost of: Health Insurance, Retirement, Section 125 Plan, Social Security/Medicare, Dental Insurance, Disability Insurance, Workers Compensation Insurance and Unemployment Insurance.

|                       | <u>Projected Salaries</u> | <u>Total Salary &amp; Benefits</u> |
|-----------------------|---------------------------|------------------------------------|
| Abbene Laura          | \$81,100                  | \$75,843                           |
| Abbiati Judy          | \$68,429                  | \$80,271                           |
| Albee Brian           | \$55,873                  | \$66,093                           |
| Allison Megan         | \$53,246                  | \$62,954                           |
| Angel Laure           | \$63,637                  | \$77,508                           |
| Barrows Stephen       | \$25,822                  | \$27,974                           |
| Bashaw Mary           | \$24,068                  | \$35,879                           |
| Bazis David           | \$55,873                  | \$81,298                           |
| Bennett Eric          | \$47,067                  | \$74,686                           |
| Bird Alden            | \$56,258                  | \$69,475                           |
| Blackburn Christopher | \$68,179                  | \$94,911                           |
| Blakely Xiomara       | \$33,512                  | \$59,185                           |
| Boulangier Chantal    | \$34,181                  | \$59,953                           |
| Bove Mary             | \$51,745                  | \$64,563                           |
| Brown Ronald          | \$64,556                  | \$90,967                           |
| Bushey Charles        | \$35,091                  | \$49,962                           |
| Carey Bodo            | \$68,429                  | \$87,905                           |
| Carpenter Kelly       | \$20,626                  | \$31,374                           |
| Chaloux Sandra        | \$55,873                  | \$66,148                           |
| Chaplin Mark          | \$70,105                  | \$91,906                           |
| Chartrand Kristine    | \$61,251                  | \$87,369                           |
| Christiana Kendra     | \$43,823                  | \$53,249                           |
| Clark-Wamer Heather   | \$27,339                  | \$51,630                           |
| Cook George           | \$69,828                  | \$81,556                           |
| Cook Vicki            | \$24,646                  | \$36,543                           |
| Cooke Ellen           | \$68,429                  | \$80,547                           |
| Crossett Paula        | \$55,873                  | \$81,297                           |
| Cueto Linda           | \$22,802                  | \$31,735                           |
| Dalmasse Denise       | \$27,342                  | \$29,621                           |
| David Beatrice        | \$55,873                  | \$68,774                           |
| Davis Elizabeth       | \$21,482                  | \$30,219                           |
| Decker Anne           | \$60,877                  | \$71,265                           |
| Deguzzman Jodi        | \$20,626                  | \$31,926                           |
| Deiss Williams        | \$78,000                  | \$105,407                          |
| Desch Marguerite      | \$68,355                  | \$82,644                           |
| Devries Aanika        | \$70,725                  | \$92,581                           |
| Divelbliss Brian      | \$72,035                  | \$83,959                           |
| Dukette Samantha      | \$17,262                  | \$28,062                           |
| Dunn Colleen          | \$37,178                  | \$43,904                           |
| Dunn William          | \$42,491                  | \$54,348                           |
| Dwire Jody            | \$10,209                  | \$11,060                           |
| Dwyer Colleen         | \$37,078                  | \$49,744                           |
| Dy Krista             | \$56,258                  | \$76,833                           |
| Emerson Jody          | \$80,904                  | \$102,898                          |
| Emery Paula           | \$51,645                  | \$62,820                           |
| Falby Meaghan         | \$54,673                  | \$80,208                           |
| Fair Patricia         | \$33,472                  | \$48,881                           |
| Fisher Brian          | \$58,000                  | \$72,461                           |
| Fitch Lesley          | \$52,263                  | \$75,621                           |
| Fournier Dennis       | \$49,632                  | \$65,241                           |
| French Adam           | \$66,376                  | \$80,489                           |
| Gadapee Bonnie        | \$64,556                  | \$85,866                           |
| Galligan-Baldwin Erin | \$33,404                  | \$48,740                           |
| Garand Laura          | \$23,724                  | \$32,794                           |
| Garand Travis         | \$21,042                  | \$29,713                           |
| Gauthier Allison      | \$47,645                  | \$60,645                           |
| George Christiana     | \$25,561                  | \$50,053                           |
| Gilman Tina           | \$21,886                  | \$33,373                           |
| Gonzalez Zachary      | \$45,142                  | \$58,472                           |
| Gora Peter            | \$26,709                  | \$38,913                           |

**U-32 School District  
Salary & Benefit Projection  
As of December 15, 2016**

**Benefits include the cost of: Health Insurance, Retirement, Section 125 Plan, Social Security/Medicare, Dental Insurance, Disability Insurance, Workers Compensation Insurance and Unemployment Insurance.**

|                        | <u>Projected Salaries</u> | <u>Total Salary &amp; Benefits</u> |
|------------------------|---------------------------|------------------------------------|
| Grace Caroline         | \$70,888                  | \$82,488                           |
| Griggs Janine          | \$21,482                  | \$32,909                           |
| Grow Roger             | \$51,890                  | \$78,962                           |
| Guiffre Catherine      | \$84,558                  | \$90,967                           |
| Gunther Grant          | \$45,045                  | \$57,270                           |
| Hannigan David         | \$44,036                  | \$68,171                           |
| Harris Stephen         | \$57,952                  | \$71,319                           |
| Heintz Benjamin        | \$84,558                  | \$90,967                           |
| Hilferty John          | \$67,191                  | \$78,888                           |
| Hill MaryEllen         | \$25,939                  | \$45,388                           |
| Holquist Nicholas      | \$62,804                  | \$89,060                           |
| Horowitz Michael       | \$84,558                  | \$90,912                           |
| Houston Glenn          | \$55,673                  | \$78,197                           |
| Ingersoll Jennifer     | \$57,753                  | \$78,461                           |
| Jarvis Katie           | \$51,745                  | \$77,022                           |
| Jarvis Lucas           | \$18,949                  | \$20,968                           |
| Jones Barrett Nicholas | \$55,673                  | \$78,197                           |
| Keefe Brienne          | \$46,352                  | \$58,892                           |
| Keese Cairsten         | \$50,394                  | \$70,450                           |
| Keys Margaret          | \$61,100                  | \$87,140                           |
| Kiefer Julie           | \$70,680                  | \$92,532                           |
| Koenigbauer Amy        | \$57,499                  | \$70,826                           |
| Kolva Matt             | \$65,000                  | \$79,849                           |
| Lakey John             | \$43,535                  | \$65,598                           |
| Lakey Sam              | \$36,289                  | \$42,273                           |
| Lang Roderick          | \$20,253                  | \$23,878                           |
| LaPlante Lisa          | \$92,914                  | \$115,972                          |
| Leiberman Karen        | \$28,129                  | \$33,425                           |
| Lovitz Nathan          | \$45,142                  | \$58,472                           |
| Magoon Heather         | \$28,762                  | \$48,629                           |
| Martin Christiana      | \$43,870                  | \$64,445                           |
| Martin Tracy           | \$44,662                  | \$68,890                           |
| McCann Katherine       | \$70,105                  | \$98,952                           |
| McGinnis Devan         | \$30,965                  | \$43,801                           |
| McKellar Kimberly      | \$25,000                  | \$29,548                           |
| McMahon William        | \$34,181                  | \$47,495                           |
| McNaulty William       | \$35,559                  | \$49,077                           |
| Mitchell Susan         | \$21,918                  | \$30,719                           |
| Molina Amanda          | \$84,621                  | \$105,137                          |
| Mooney Erin            | \$64,695                  | \$91,118                           |
| Newcomb Sharon         | \$66,429                  | \$87,905                           |
| Orellana Riena         | \$30,360                  | \$50,464                           |
| Pagel Heather          | \$45,947                  | \$73,467                           |
| Papineau Amy           | \$25,447                  | \$34,773                           |
| Parker Samantha        | \$37,121                  | \$52,896                           |
| Pate Stephen           | \$111,809                 | \$138,197                          |
| Pollock Pamela         | \$22,802                  | \$41,783                           |
| Powelson David         | \$48,922                  | \$62,587                           |
| Randall Nanci          | \$28,336                  | \$48,139                           |
| Reichert Jason         | \$66,500                  | \$93,083                           |
| Rice Lisa              | \$24,273                  | \$30,873                           |
| Roberts Caitlin        | \$37,999                  | \$48,909                           |
| Rosenberg Kara         | \$54,848                  | \$65,114                           |
| Roy Georgia            | \$45,045                  | \$54,579                           |
| Schaeffer Nicolle      | \$54,673                  | \$80,209                           |
| Simmons Mary Ellen     | \$12,951                  | \$14,030                           |
| Slade Jodie            | \$21,482                  | \$45,388                           |
| St. Peter Hollis       | \$55,673                  | \$68,148                           |
| Stevens Debra          | \$22,802                  | \$31,735                           |
| Thomas Gillian         | \$47,849                  | \$57,981                           |
| Towne Stephen          | \$84,558                  | \$90,967                           |

**U-32 School District  
Salary & Benefit Projection  
As of December 15, 2016**

**Benefits include the cost of: Health Insurance, Retirement, Section 125 Plan, Social Security/Medicare, Dental Insurance, Disability Insurance, Workers Compensation Insurance and Unemployment Insurance.**

|                      | <u>Projected<br/>Salaries</u> | <u>Total Salary &amp;<br/>Benefits</u> |
|----------------------|-------------------------------|----------------------------------------|
| VanDeren Lauren      | \$43,403                      | \$58,191                               |
| Van Orman Henry III  | \$63,500                      | \$74,868                               |
| Verchereau Suzanne   | \$41,801                      | \$55,895                               |
| Volinsky Sarah       | \$70,842                      | \$82,861                               |
| Wade-Keeney Adrian   | \$47,645                      | \$72,558                               |
| Walker Katherine     | \$70,105                      | \$81,858                               |
| Weinstein Robert     | \$44,412                      | \$53,890                               |
| Wheelock Ann         | \$46,247                      | \$68,711                               |
| Wiese Kathy          | \$70,105                      | \$91,906                               |
| Williams Christopher | \$65,837                      | \$77,212                               |
| Williams Dylan       | \$60,587                      | \$86,646                               |
| Willis James         | \$11,111                      | \$12,428                               |
| Wilson Carolyn       | \$64,556                      | \$90,967                               |
| Wolf Sara            | \$22,145                      | \$30,980                               |
| Wourinen Jeffrey     | \$45,258                      | \$54,241                               |
| Yun Kathleen         |                               |                                        |
|                      | <b>\$6,488,225</b>            | <b>\$8,670,773</b>                     |

# WCSU SUPERINTENDENT'S OFFICE REPORT

## WASHINGTON CENTRAL SUPERVISORY UNION

*Superintendent's Office Report*

January 16, 2017

I am pleased to have this opportunity to report on the educational and financial status of Washington Central Supervisory Union (WCSU). WCSU is comprised of Berlin, Calais, Doty, East Montpelier, and Rumney Elementary Schools, as well as U-32 Middle and High School.

As a supervisory union, our primary goals are to provide quality educational opportunities for the 1,500 students we serve in PreK through grade 12, and to ensure that we are preparing our students for their future. To meet these goals, we remain focused on: improving curriculum, instruction, assessment and professional development; providing high quality early education programs; special education services; providing transportation services; grant and construction management; improving technology and financial services to our member schools; and recruiting and retaining high caliber staff. Below I have highlighted some of our work and accomplishments over the past year.

### *Budget Impacts of Consolidation of Services and Fiscal Requirements*

Last year, we informed voters of the required changes to move the expenses for Special Education and student transportation to the central office budget. In this past legislative session, a new requirement was added that the revenues from state aid for these two expenditures needed to be moved to our central office as well. Therefore, only the net cost of special education and transportation are in the local budgets. For example at U-32, the special education services from the supervisory union are decreased by \$1,310,173. In most of the school budgets, these changes will decrease the overall budgets while there still maybe an increased impact on the tax rate. Making these accounting adjustments will not significantly impact the tax rates as the net cost was already in the local budgets in the previous years. If the Full Board had not agreed to move these services into the supervisory union budget, the tax payers of Washington Central potentially could have seen a 5% penalty on their school tax bills.

Another mandate from federal and state regulation requires us to plan to change our accounting software used to track and report fiscal operations. Our existing financial system (NEMRIC) was purchased in 1995 and currently will not meet the requirements. It is estimated that the cost of a new system will be approximately \$300,000. The WCSU Full Board elected to pay for this as an equal expenditure over a 3 year period. This year's amount is found in the office of superintendent line of the WCSU budget. Also in the office of the superintendent budget, we have reclassified some of the personnel that in previous years were in the curriculum/instructional services assessments line.

### *Board Goals, Student Learning Outcomes and Implementation Plan*

This past May, the six boards of Washington Central establishing a unified mission and Student Learning Outcomes (SLO) for our PreK – 12 school system. Over the past two years many of you and your communities have given input to your school board about their individual mission and SLO. It was not difficult to determine a common mission and goals because there was so much alignment between all of our schools and communities already. Our common mission is: **WCSU exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.** The Washington Central Full Board tasked the Leadership Team of the supervisory union to develop an Implementation Plan to support each student in obtaining all the Student Learning Outcomes. The Leadership Team's Theory of Action for this plan is: *If we provide high quality instruction and interventions that are responsive to learners' needs and interests, based on clear learning targets, and measured by a*

*comprehensive and balanced assessment system, then we will close achievement gaps and ensure that all students achieve proficiency in our WCSU Student Learning Outcomes. Please stay tuned as we publish our completed Implementation plan this spring*

#### ***Curriculum, Instruction, Assessment and Professional Development***

Jen Miller-Arsenault, Director of Curriculum, Instruction, and Assessment, oversees curriculum, instruction and assessment, and professional development for our school system. Ms. Miller-Arsenault works with administrators and teachers throughout our schools to review student assessment results, provide ongoing professional development opportunities to improve teaching and learning, and coordinate curriculum development PreK-Graduation. Over 35 % of teachers and administrators participated this summer in our curriculum week to update and enhance our local curricula across all the schools

In addition to the summer professional curriculum work, we have been able to secure a grant to fund a WCSU math coach for a second year and we should be able to continue this work for at least another year. Ellen Dorsey, former U-32 middle and high school math teacher, is providing instructional leadership in mathematics.

In 2014, the Vermont State School Board approved new Education Quality Standards that require all students to graduate based on meeting our Student Learning Outcomes (SLO). Much of the work of our Curriculum Steering Committees and our Curriculum Council has been to create a progression to support all students to meet the WCSU SLO. To support teachers moving into a proficiency based-system, this year the WCSU full board has approved a second teacher coach across the supervisory union.

WCSU has created a local comprehensive assessment system that includes different types of assessments. Teachers come together at least twice each year during inservice days to analyze the data at their respective grade levels. For example, fourth grade teachers from all five elementary schools came together in October to score students' reading assessments together. Such scoring opportunities and data analyses inform next instructional steps for individual students, classes, and grade levels, and can have implications for the school system as a whole.

#### ***Special Services***

Kelly Bushey continues to be the Director of Special Services, working closely with administrators and case managers to oversee the continuum of services and supports for approximately 200 students with disabilities ages birth to 22, assuring compliance with state and federal laws. This includes managing contracted services for state placed students as well as out of district placements.

In our continued efforts to become more efficient, we continue to look at the necessary supports across the supervisory union and find ways to provide them that are the most beneficial for students while maintaining fiscal responsibility. An example of this is in the area of Speech and Language. We have been able to examine the needs across the supervisory union and "right size" the supports with the current level of staffing that we have in place. This meant that a couple of employees needed to be reassigned based on the level of service needs in a couple of our schools. This was an easy adjustment with the current consolidated special education model. It has also reduced the overall cost of these services at the supervisory union level.

We are also pleased to have the opportunity to support a few of the Paraprofessionals from across the supervisory in their educational endeavors. We currently have four Paraprofessionals that are enrolled in coursework through the Vermont Higher Education Collaborative, studying

to become Special Education teachers. A requirement for taking on this coursework was for the paraprofessionals to already have a Bachelor's degree in Education. Kelly was successful in securing funding through a grant with the Agency of Education that supports these folks to become licensed educators, in a concentrated area that has a shortage across the state.

As we move the focus of our work forward, our attention will be aligning Individualized Education Plans (IEP) to the Proficiency Based Graduation Requirement System (PBGR). This is an area in which we will all need professional learning opportunities to ensure that we maintain compliance and align the curriculum with IEP goals.

#### *Early Education Programs*

For our preschool students, we have expanded our programs at each of the elementary schools and are proud to report that all of our preschool programs meet the highest Vermont STARS accreditation and provide 10 hours per week of preschool instruction. With the implementation of Universal Pre-Kindergarten, we are proud to announce that all five of our programs have been pre-qualified as Pre-Kindergartens in the state of Vermont. This means that if non-resident students choose to attend one of our programs, they may apply to be a student and be accepted if we have room in our programs. This year most of our programs are full with resident students.

#### *Technology*

This was another great year for the WCSU Technology Department. The greatest impact on student learning has been the expansion of our one-to-one computer-to-student project from just grades 5 through 8, to grades 4 through 12. By using Google Chromebooks we have been able to dedicate a computing device to each student and teachers have been able to increase the integration of technology in their classes. This is allowing our students to expand and deepen the skills they will need in the 21<sup>st</sup> century.

Again this year we have had to increase both our internet bandwidth and our internal wireless networks to support the greater use of technology in teaching. Another big project for all the schools has been to transfer our websites to a new platform with a common look and feel. We have been able to integrate our rapid communication system (automated phone calls and e-mails) to allow us to push out information through our website and web 2.0 technologies (Twitter, Facebook, etc.) Having this type of communication system allows us to reach more members of the community through the media options they use the most.

#### *Fiscal Services*

Lori Bibeau, Business Administrator, manages and oversees all WCSU fiscal and business operations. Last year, the total funds processed through WCSU, including school budgets, grants, food programs, capital improvement funds and construction projects, totaled \$36.3 million. As required by law, each year WCSU conducts an outside audit of all schools, central office and fiscal operations. Annually, we receive accolades for our outstanding fiscal operations with either no or only minor audit findings.

For the past several years, most of our budgets have shown modest level or below level increases. When looking at the total tax rate impacts for all of our towns, our changes this year increase the rate between 3.2 cents to 14.3 cents per \$100 dollars of assessed value. To see the amount for your town, please see your town report. In developing budgets for FY17, each school board looked closely at their per pupil costs, reduced some staffing and found other areas where they could cut costs, while still continuing to meet the needs of our students. WCSU continues to look at ways to enhance efficiencies across the supervisory union and to collaborate with neighboring schools.

*High Quality Staff and Parent and Community Involvement*

Credit for the many accomplishments of our supervisory union goes to the efforts and commitment of our outstanding professional and support staff, as well as to our Leadership Team.

Parent and community involvement is vital to quality schools and school improvement. WCSU is fortunate to have so many parents, community and board members involved in our schools and the education of our students. On behalf of the students and staff, I wish to thank you for the continued support of our schools and students.

Respectfully submitted,  
William Kimball  
*Superintendent of Schools*

SUMMARY REPORT OF THE FINANCIAL CONDITION OF WCSU  
SUMMARY REPORT OF THE FINANCIAL CONDITION  
OF  
THE WASHINGTON CENTRAL SUPERVISORY UNION

Submitted to the board for the school districts of Berlin, Calais, East Montpelier, Middlesex, Worcester and U-32.

On behalf of the Board of Directors of the Washington Central Supervisory Union, I hereby submit the following summary report of the financial operations of the supervisory union.

For the year ending June 30, 2016, the Washington Central Supervisory Union operated on approved general fund and special education budgets totaling \$6,746,593. The supervisory union ended fiscal year 2016 with a \$353,943 reserved fund balance. This fund balance is reserved as follows: \$162,381 operations, \$0 special education, \$113,671 office equipment and technology, \$64,170 building capital fund and \$13,721 administrative fiscal agent fees.

For fiscal year 2017, the supervisory union budgets total \$7,068,933 and it is anticipated that the year will end in balance.

For fiscal year 2018, it is anticipated that the supervisory union budgets will total \$8,425,586 which consists of \$3,402,183 for operations and \$5,050,403 for services billed as a fee for service.

William Kimball  
Superintendent of Schools

**ATTENTION RESIDENTS OF BERLIN, CALAIS, EAST MONTPELIER, MIDDLESEX AND WORCESTER**

Washington Central Supervisory Union (WCSU) offers special education services to eligible children three through twenty-one and early intervention for children birth to age three.

Eligible students with disabilities are entitled to receive a free, appropriate, public education.

WCSU may not be aware of all resident children and youth with a disability. If you know of a child who has a disability and is not in school, homeless, attending an independent school, enrolled in home study or not otherwise being educated at public expense, please notify us by contacting your local school principal or by calling or writing:

Kelly Bushey  
Director of Special Services  
Washington Central Supervisory Union  
1130 Gallison Hill Road  
Montpelier, VT 05602  
802-229-0553 X 303

# WCSU BUDGET

## WITH SHARED SERVICES

Final

### Washington Central Supervisory Union Budget Summary

|                                                    | FY 2016<br>Actual  | FY 2017<br>Budget  | FY 2017<br>Projected | FY 2018<br>Budget  | Increase<br>(Decrease) |
|----------------------------------------------------|--------------------|--------------------|----------------------|--------------------|------------------------|
| <b>Revenues:</b>                                   |                    |                    |                      |                    |                        |
| Assessments                                        | \$1,729,602        | \$2,054,877        | \$2,054,877          | \$2,316,873        | \$261,996              |
| Earnings on Investments                            | \$6,016            | \$7,600            | \$7,600              | \$7,600            | \$0                    |
| Shared Services Assessments & Miscellaneous Income | \$0                | \$58,893           | \$58,893             | \$58,893           | \$0                    |
| Miscellaneous Income                               | \$6,885            | \$3,818            | \$3,817              | \$3,817            | -\$1                   |
| State Reimbursements                               | \$596,911          | \$700,000          | \$769,301            | \$1,000,000        | \$300,000              |
| Shared Service Revenues-Special Education          | \$3,265,002        | \$3,455,265        | \$3,592,841          | \$3,686,396        | \$231,131              |
| Shared Service Revenues-Student Transportation     | \$1,099,791        | \$1,128,595        | \$1,130,066          | \$1,364,007        | \$235,412              |
| <b>Subtotal</b>                                    | <b>\$6,706,207</b> | <b>\$7,409,048</b> | <b>\$7,617,395</b>   | <b>\$8,437,586</b> | <b>\$1,028,538</b>     |
| <b>Fund Balance Usage</b>                          | <b>\$15,000</b>    | <b>\$15,000</b>    | <b>\$15,000</b>      | <b>\$15,000</b>    | <b>\$0</b>             |
| <b>Total Revenues</b>                              | <b>\$6,721,207</b> | <b>\$7,424,048</b> | <b>\$7,632,395</b>   | <b>\$8,452,586</b> | <b>\$1,028,538</b>     |

**Expenditures:**

|                                                       |                    |                    |                    |                    |                    |
|-------------------------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Instruction Develop. Services                         | \$144,615          | \$153,032          | \$152,175          | \$177,220          | \$24,188           |
| Technology Services                                   | \$369,227          | \$585,158          | \$580,798          | \$651,399          | \$66,241           |
| Superintendent's Office & Admin. Costs                | \$356,841          | \$386,954          | \$409,428          | \$476,211          | \$89,257           |
| Preschool Administration                              | \$4,290            | \$11,208           | \$11,208           | \$11,335           | \$129              |
| Fiscal Services & Audit                               | \$313,648          | \$427,483          | \$425,576          | \$432,470          | \$4,987            |
| Operation & Maintenance of Bldg.                      | \$18,438           | \$25,036           | \$25,036           | \$25,036           | \$0                |
| Debt Service                                          | \$0                | \$0                | \$0                | \$0                | \$0                |
| Fund Transfers-Capital                                | \$75,000           | \$35,000           | \$35,000           | \$135,000          | \$100,000          |
| Instructional Svcs-State Placed Students & Case Mgmt. | \$596,911          | \$700,000          | \$769,301          | \$1,000,000        | \$300,000          |
| Special Education Summer Program & Eval Team          | \$276,499          | \$329,554          | \$298,644          | \$303,130          | -\$26,424          |
| Special Area Admin. Services                          | \$186,480          | \$186,765          | \$190,625          | \$190,382          | \$3,617            |
| Shared Service Programs-All SPED Costs/No Para's      | \$3,265,002        | \$3,455,265        | \$3,592,841        | \$3,686,396        | \$231,131          |
| Shared Service Programs-Student Transportation        | \$1,099,791        | \$1,128,595        | \$1,130,066        | \$1,364,007        | \$235,412          |
| <b>Total Expenditures</b>                             | <b>\$6,706,742</b> | <b>\$7,424,048</b> | <b>\$7,620,696</b> | <b>\$8,452,586</b> | <b>\$1,028,538</b> |
| <b>Fund Balance Increase(Decrease)</b>                | <b>\$14,465</b>    | <b>\$0</b>         | <b>\$11,699</b>    | <b>\$0</b>         | <b>\$0</b>         |

Assessment Methodology for Special Education and Student Transportation Services  
BUDGET DRAFT to FB-ADM Updated Nov 30

Special Education Budget FY1718 Summary by School:

|              | Local Budgets<br>Paraeducators | WCSU Budget        | Total<br>Expenses  | Revenues           | Net Cost<br>To Taxpayers |
|--------------|--------------------------------|--------------------|--------------------|--------------------|--------------------------|
| Berlin       | \$211,914                      | \$611,200          | \$823,114          | \$537,270          | \$285,844                |
| Calais       | \$172,274                      | \$121,460          | \$293,734          | \$205,264          | \$88,470                 |
| E.Montpelier | \$90,697                       | \$352,691          | \$443,388          | \$311,843          | \$131,745                |
| Middlesex    | \$240,007                      | \$359,424          | \$599,431          | \$389,909          | \$209,522                |
| Worcester    | \$94,996                       | \$218,999          | \$313,995          | \$207,846          | \$106,149                |
| U32          | \$525,508                      | \$2,022,622        | \$2,548,130        | \$1,689,458        | \$858,672                |
| <b>Total</b> | <b>\$1,335,596</b>             | <b>\$3,686,396</b> | <b>\$5,021,992</b> | <b>\$3,341,590</b> | <b>\$1,680,402</b>       |

Special Education Budget FY1718 Summary by School(WCSU ONLY):

|              | Local Budgets<br>Paraeducators | WCSU Budget        | Total<br>Expenses  | Revenues           | Net Cost<br>To Taxpayers |
|--------------|--------------------------------|--------------------|--------------------|--------------------|--------------------------|
| Berlin       | \$0                            | \$611,200          | \$611,200          | \$418,598          | \$192,602                |
| Calais       | \$0                            | \$121,460          | \$121,460          | \$108,791          | \$12,669                 |
| E.Montpelier | \$0                            | \$352,691          | \$352,691          | \$260,941          | \$91,750                 |
| Middlesex    | \$0                            | \$359,424          | \$359,424          | \$255,505          | \$103,919                |
| Worcester    | \$0                            | \$218,999          | \$218,999          | \$154,648          | \$64,351                 |
| U32          | \$0                            | \$2,022,622        | \$2,022,622        | \$1,395,174        | \$627,448                |
| <b>Total</b> | <b>\$0</b>                     | <b>\$3,686,396</b> | <b>\$3,686,396</b> | <b>\$2,593,657</b> | <b>\$1,092,739</b>       |

Direct Bill

With New Bus Contract

Student Transportation Budget FY1718 Summary by School:

|              | WCSU Budget        | Revenues         | Net Cost<br>To Taxpayers |
|--------------|--------------------|------------------|--------------------------|
| Berlin       | \$145,697          | \$52,639         | \$93,258                 |
| Calais       | \$109,423          | \$36,287         | \$73,136                 |
| E.Montpelier | \$145,697          | \$50,079         | \$95,618                 |
| Middlesex    | \$109,423          | \$35,765         | \$73,638                 |
| Worcester    | \$42,358           | \$13,865         | \$28,493                 |
| U32          | \$811,009          | \$261,331        | \$549,678                |
| <b>Total</b> | <b>\$1,364,007</b> | <b>\$449,906</b> | <b>\$914,021</b>         |

Direct Bill

## WCSU OFFICE SUMMARY & BES SHARE

### WCSU Central Office Budget and Berlin Elementary School Share

The Central Office budget is paid for by all the member schools, and appears in each school's budget. Each school's share is determined by its enrollment. Using the enrollment, the allocation for Berlin Elementary School is 14.7% for FY2017-2018. The total assessment for Berlin Elementary is \$342,273 which is an increase of \$83,312 over 2016-2017. The increase of \$83,312 represents a 2.46% increase to the Berlin budget. The full budget detail is available from the WCSU Central Office.

#### **Summary of Services Received From WCSU Central Office:**

##### **Function & Services (not an exclusive list)**

**Administration Services**- SU leadership, planning & coordination; background checks; contract administration; legal issues; legislation; school quality standards; SU calendar; oversight of teacher and principal evaluation; new required accounting & software standards.  
Berlin share is \$95,682

**Curriculum Services**- Curriculum planning, implementing and evaluating; technology integration; state and local assessments planning and results reporting; job-embedded professional development across the SU; grant writing.  
Berlin share is \$25,127

**Technology Services**- Technology planning; supervision of tech staff; network administration and support; SU wide purchases; system development and implementation; and integration of technology into SU operations are included in this total. Berlin share is \$95,443

**Fiscal Services**- Budget development for all schools; monthly financial reports; accounts payable, purchase orders; payroll and benefits; SU wide bidding; investments and loans; bus contract; oversight of audits, food services, Community Connections and all grants.  
Berlin share is \$48,553

**Student Special Services** - Oversight, planning, implementation, tracking and funding of all students with disabilities PreK-12 plus homeschoolers, private school students and homeless students, special education summer programs and evaluation team are included in this total.  
Berlin share is \$68,991

**Preschool Administration**- Planning, coordination and implementation of the preschool program, systems, practices and support for all schools; preparation for accreditation.  
Berlin share is \$8,477

**Shared Special Education** – All Special Education costs are included in the WCSU Budget (except paraeducators.) Berlin share is \$192,602

**Shared Student Transportation** –All student transportation costs to/from school are included in the WCSU budget. Berlin share is \$93,258

## WCSU SALARY & BENEFIT PROJECTION

Washington Central Supervisory Union  
 Salary & Benefit Projection  
 As of December 15, 2016

Benefits include the cost of: Health Insurance, Retirement, Section 125 Plan, Social Security/Medicare, Dental Insurance, Disability Insurance, Workers Compensation Insurance and Unemployment Insurance.

|                           | Projected<br>Salaries | Total Salary &<br>Benefits |
|---------------------------|-----------------------|----------------------------|
| Bennett Kristin           | \$33,302              | \$43,787                   |
| Bibeau Lori               | \$112,093             | \$146,089                  |
| Blondin Patricia          | \$55,624              | \$80,582                   |
| Breer Virginia            | \$58,627              | \$80,041                   |
| Brett Michelle            | \$48,417              | \$56,809                   |
| Bushey Kelly              | \$96,801              | \$120,570                  |
| Carter Anne               | \$47,849              | \$66,549                   |
| Carter Robert             | \$34,874              | \$45,707                   |
| Carr Ann                  | \$47,773              | \$64,051                   |
| Caswell Jane              | \$34,178              | \$40,002                   |
| Chevalier Candy           | \$77,025              | \$106,560                  |
| Chouinard Bonnie          | \$34,072              | \$59,821                   |
| Dawkins Margaret          | \$68,355              | \$95,088                   |
| Dentith Susan             | \$68,355              | \$82,629                   |
| Dorsey Ellen              | \$45,006              | \$60,245                   |
| Doyle Shawn               | \$45,676              | \$57,996                   |
| Fair Renee                | \$47,001              | \$75,525                   |
| Feeser Gretchen           | \$47,798              | \$61,353                   |
| Hill Todd                 | \$4,500               | \$4,878                    |
| Holden Kerra              | \$62,000              | \$85,491                   |
| Johnson Leslie            | \$62,804              | \$73,897                   |
| Kalat Brigitte            | \$66,779              | \$78,223                   |
| Kimball William           | \$120,915             | \$137,541                  |
| Kittredge Matthew         | \$46,374              | \$61,489                   |
| Ksepka Michelle           | \$55,207              | \$85,195                   |
| Lamberti Sheryl           | \$39,108              | \$65,603                   |
| Mankoff Joanne            | \$68,355              | \$97,165                   |
| Marineau Craig            | \$56,880              | \$72,067                   |
| Mayette Sue Anne          | \$68,355              | \$89,987                   |
| Meachum Michelle          | \$22,366              | \$33,937                   |
| Metivier Krista           | \$46,625              | \$74,152                   |
| McGlynn Margrith          | \$66,429              | \$92,992                   |
| McLane Megan              | \$53,094              | \$66,502                   |
| Miller-Arsenault Jennifer | \$96,750              | \$118,916                  |
| Moody Alicia              | \$68,355              | \$92,286                   |
| Murphy Sandra             | \$64,556              | \$78,495                   |
| Nathanson Theodore        | \$50,394              | \$63,082                   |
| Newberry Holly            | \$68,356              | \$97,480                   |
| Nichols Laura             | \$68,355              | \$95,088                   |
| Nicholas-Fleming James    | \$68,355              | \$95,088                   |
| O'Brien Michael           | \$55,273              | \$69,017                   |
| Ognibene Susan            | \$51,690              | \$78,048                   |
| Otto Roselinde            | \$54,848              | \$65,238                   |
| Paris Maria               | \$66,429              | \$80,533                   |
| Pauley William            | \$53,248              | \$73,546                   |
| Perry Brittany            | \$79,903              | \$92,474                   |
| Peterson Sheila           | \$64,556              | \$75,804                   |
| Powers Bess               | \$66,429              | \$100,323                  |
| Pryce Susan               | \$55,673              | \$68,827                   |
| Rhodes Sonya              | \$33,202              | \$50,641                   |
| Saxe Kenneth              | \$68,355              | \$79,938                   |
| Smart Julie               | \$64,934              | \$91,364                   |
| Smart Stephanie           | \$52,392              | \$65,709                   |
| Taffel Patricia           | \$68,355              | \$79,938                   |
| Thomas Mary Beth          | \$41,476              | \$61,831                   |
| Vanderlip Elizabeth       | \$66,429              | \$92,992                   |
| Woodward Viola            | \$68,355              | \$82,629                   |
|                           | <b>\$3,339,385</b>    | <b>\$4,421,870</b>         |

NOTE: This information is not comparable from year to year as several positions listed above are paid by grants and other funding sources. These funding sources vary in amount on an annual basis.

1/10/2017

# BERLIN SCHOOL DISTRICT FINANCIAL STATEMENTS



P.O. Box 639  
2834 Shelburne Road  
Shelburne, VT 05482-0639

Phone: 802-985-8992  
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[www.angolanoandcompany.com](http://www.angolanoandcompany.com)

December 16, 2016

Berlin School District  
Att: Lori Bibeau, Bus. Admin.  
1130 Gallison Hill Road  
Montpelier, VT 05602

Dear Lori:

I have electronically forwarded the final financial statements for Berlin School District as of and for the year ended June 30, 2016. In addition I will be mailing you 10 bound copies. We have also sent a pdf copy to the AOE on your behalf.

If you are thinking of putting our audit report into your Town Report, auditing standards provides you with three options:

- You may include the entire audit report from page one through the last page;
- You may include pages 1 through Schedule 1;
- You can put a statement in that you were audited and that the audit is available at \_\_\_\_\_ and omit our audit report completely.

If you have any questions or need assistance, please do not hesitate to call us.

Sincerely,

***Angolano & Company***

Angolano & Company

Enclosures

Berlin School District  
Financial Statements  
For The Year Ended June 30, 2016

Berlin School District  
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For The Year Ended June 30, 2016

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## INDEPENDENT AUDITOR'S REPORT

To the School Board  
Berlin School District, Vermont

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Berlin School District, Vermont, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the School District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the

entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Berlin School District, Vermont, as of June 30, 2016, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and pension and other post-employment benefit information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Berlin School District, Vermont's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other

records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

#### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2016, on our consideration of the Berlin School District, Vermont's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Berlin School District, Vermont's internal control over financial reporting and compliance.

### ***Angolano & Company***

Angolano & Company  
Shelburne, Vermont  
Firm Registration Number 92-0000141

October 27, 2016

**BERLIN SCHOOL DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended June 30, 2016**

**Introduction**

This discussion and analysis of Berlin School District's financial performance provides a narrative introduction and overview of the school District's financial activities for the fiscal year ending June 30, 2016 (FY16). This document should be used in conjunction with the financial statements contained in the audit. The Management's Discussion and Analysis is an audit requirement under Governmental Accounting Standards Board Statement #34 (GASB34).

**Financial Highlights**

**Balance Sheet**

- The District's financial status increased during the past year. Government-wide net assets changed favorably by \$277,901 from \$607,542 to \$885,443.
- Government-wide assets totaled \$1,545,773 and government-wide liabilities totaled \$660,330.
- More detailed Balance Sheet Information can be found on Figure I on page 6D.

**Operations**

- The District's Elementary School general fund actual revenues were \$3,392,397 while the budgeted revenues were \$3,369,186, a favorable variance of \$23,211.
- The District's Elementary School general fund actual expenditures were \$3,299,047, while the budgeted expenditures were \$3,369,186, a favorable variance of \$70,139.
- More detailed Elementary School information can be found on Figure IV on page 6F.

**Other Funds**

- The Enterprise Fund represents the food program. The cumulative operating retained earnings had a balance of \$25,300 from operations. The investment in net fixed assets was \$11,218, for a combined total of \$36,518.
- Agency Funds totaling \$7,837 are held in the District's accounts for various student activities and projects.
- There are currently no Expendable Trust Funds.

## **Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the Berlin School District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide Financial Statements** – The first two statements are government-wide financial statements that report information about the District as a whole using accrual accounting methods similar to those used by private sector companies.

The Statement of Net Assets presents information on all of the District assets and liabilities with the difference between the two reported as net assets. Over time increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The Statement of Activities presents information showing how the District net assets changed during the fiscal year. All changes in net assets are reported when the underlying event giving rise to the change occurs, regardless of the timing or related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in the future fiscal periods.

Both of the government-wide financial statements distinguish functions of the District that are principally supported by taxes and inter-governmental revenues (governmental activities) from functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the District include programs and services such as instruction, support services, and building operation and maintenance. The business-type activities of the District include the Food Service Program.

**Fund Financial Statements** – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be divided into three categories – governmental funds, proprietary and fiduciary funds.

**Governmental Funds** – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on current sources and uses of spendable resources, as well as of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's financing decisions. Both the governmental funds balance sheet and the governmental fund statements of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains four (4) governmental funds. Information is presented separately in the Governmental Fund Balance Sheet and in the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General, Capital Project and Debt Service. Individual fund data for the Proprietary and Fiduciary Funds is provided in the form of combining statements elsewhere in this report. The basic governmental funds financial statements can be found on pages 7-8.

**Proprietary Funds** – The District maintains proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The District uses an enterprise fund to account for its Food Program (hot lunch and breakfast) operation. The basic proprietary fund financial statements can be found on pages 13-14 of this report.

**Fiduciary Funds** – Fiduciary Funds are those for which the District serves as a trustee for the benefit of others, such as scholarship and student activities funds. The District is responsible for ensuring that assets in these funds are used for their intended purposes and cannot use these assets to finance the general operations of the District.

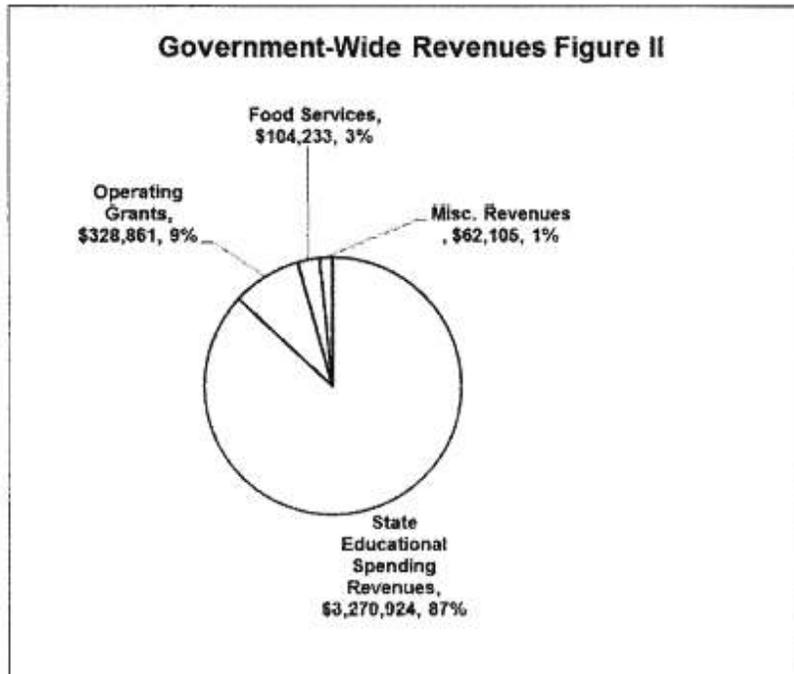
**Notes to the Financial Statements** – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17-43.

**Other Information** – In addition to the basic financial statements and accompanying notes, this report also presents certain supplementary information including Budget to Actual Reports for the General Fund, Capital Project Funds, Proprietary and Fiduciary Fund statements, and a Report on Compliance and Internal Control.

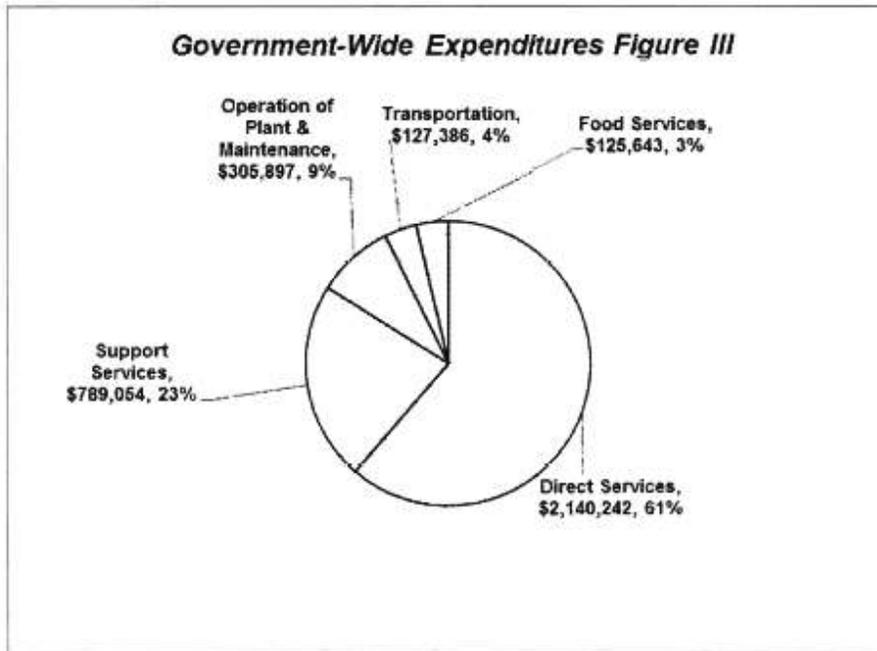
### **Government-Wide Financial Analysis**

Our analysis of the District's major funds begins on Figure I. The fund financial statements provide detailed information about the most significant funds – not the District as a whole. Some funds are required to be established by State law and by bond covenants. However, the District's Board of Directors establish many other funds to help them control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain grants, and other money.

Amounts reported for governmental activities in this statement of net assets differ from the summary of financial operations because: capital (non-current) assets used in governmental activities are not financial resources and therefore, are deferred in the funds; non-current liabilities, consisting of bonds payable and a roof note payable, are not due and payable in the current period and therefore are not reported in the funds. Inter-fund receivables and payables are reported in the fund statements, but not included in the amounts reported for governmental activities.



The total of Government-wide Revenues is \$3,766,123



The total of Government-wide Expenses is \$3,488,222.

The net increase in Government-wide Net Assets totaled \$277,901. Business-type activities (food program) realized an increase in net assets of \$20,064 primarily attributable to a fund transfer from the operating budget to reduce the deficit.

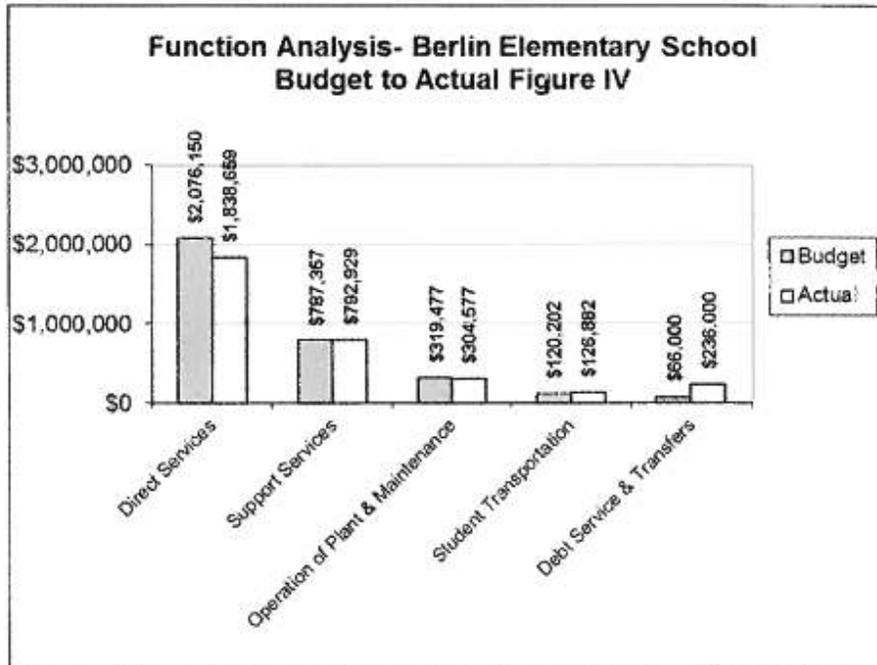
**Berlin School District-Figure 1**  
**Statement of Net Assets-Government-Wide**  
June 30, 2016

|                                                  | Governmental & Business Activities   |                            | Difference                |
|--------------------------------------------------|--------------------------------------|----------------------------|---------------------------|
|                                                  | <u>As of June 30,</u><br><u>2015</u> | <u>As of June 30, 2016</u> | <u>Increase(Decrease)</u> |
| <b>ASSETS</b>                                    |                                      |                            |                           |
| <b>Current Assets:</b>                           |                                      |                            |                           |
| Cash & Investments                               | \$367,170                            | \$697,368                  | \$330,198                 |
| Accounts Receivable:                             |                                      |                            |                           |
| Due From Other Funds                             | (\$8,481)                            | \$0                        | \$8,481                   |
| Intergovernmental & Other                        | \$13,025                             | \$24,341                   | \$11,316                  |
| State                                            | \$14,610                             | \$5,767                    | (\$8,843)                 |
| Inventories                                      | \$926                                | \$2,169                    | \$1,243                   |
| <b>Total Current Assets</b>                      | <b>\$387,250</b>                     | <b>\$729,646</b>           | <b>\$342,396</b>          |
| <b>Non-Current Assets:</b>                       |                                      |                            |                           |
| <b>Capital Assets:</b>                           |                                      |                            |                           |
| Land & Other Assets not being depreciated        | \$0                                  | \$6,402                    | \$6,402                   |
| Building & Equipment, net of Acc. Depreciation   | \$769,578                            | \$809,726                  | \$40,148                  |
| <b>Total Non-Current Assets</b>                  | <b>\$769,578</b>                     | <b>\$816,128</b>           | <b>\$46,550</b>           |
| <b>TOTAL ASSETS</b>                              | <b>\$1,156,828</b>                   | <b>\$1,545,773</b>         | <b>\$388,945</b>          |
| <b>LIABILITIES</b>                               |                                      |                            |                           |
| <b>Current Liabilities:</b>                      |                                      |                            |                           |
| Accounts Payable                                 | \$28,014                             | \$58,234                   | \$30,220                  |
| Accrued Expenses                                 | \$5,502                              | \$6,464                    | \$962                     |
| Accrued Interest Payable                         | \$0                                  | \$0                        | \$0                       |
| Due To Other Funds                               | \$0                                  | \$0                        | \$0                       |
| Deferred Revenue                                 | \$10,273                             | \$8,767                    | (\$1,506)                 |
| Current Portion of Long-Term Debt                | \$5,497                              | \$0                        | (\$5,497)                 |
| <b>Total Current Liabilities</b>                 | <b>\$49,286</b>                      | <b>\$73,465</b>            | <b>\$24,179</b>           |
| <b>Non-Current Liabilities:</b>                  |                                      |                            |                           |
| <b>Non-Current Portion of Long-Term Debt:</b>    |                                      |                            |                           |
| Bonds Payable                                    | \$500,000                            | \$586,865                  | \$86,865                  |
| <b>Total Non-Current Liabilities</b>             | <b>\$500,000</b>                     | <b>\$586,865</b>           | <b>\$86,865</b>           |
| <b>TOTAL LIABILITIES</b>                         | <b>\$549,286</b>                     | <b>\$660,330</b>           | <b>\$111,044</b>          |
| <b>NET ASSETS</b>                                |                                      |                            |                           |
| Investment in Capital Asset, net of Related Debt | \$264,081                            | \$229,263                  | (\$34,818)                |
| Restricted                                       | \$196,731                            | \$631,923                  | \$435,192                 |
| Unrestricted                                     | \$146,730                            | \$24,257                   | (\$122,473)               |
| <b>TOTAL NET ASSETS</b>                          | <b>\$607,542</b>                     | <b>\$885,443</b>           | <b>\$277,901</b>          |
| <b>TOTAL LIABILITIES &amp; NET ASSETS</b>        | <b>\$1,156,828</b>                   | <b>\$1,545,773</b>         | <b>\$388,945</b>          |

6E

### Fund Based Financial Analysis

- Governmental Fund Types:**  
 General Fund actual elementary revenues were \$3,392,397 and actual expenditures were \$3,299,047. However, revenues were \$23,211 above budgeted amounts which were largely attributable to interest & miscellaneous revenues. Expenses were \$70,139 less than budgeted amounts which was largely attributable to savings in instructional programs.



- Capital Project Fund:**  
 The Capital Project Fund had a reserved balance of \$174,928 at the end of the fiscal year.
- Proprietary Fund Type:**  
 Food service programs are offered to the students for hot lunch and breakfast. This program recognized a net operating increase of \$19,960 during the past year. The program had a retained earnings balance of \$36,518 at the end of the fiscal year.
- Fiduciary Fund Types:**  
 Agency funds of \$7,837 were being held at the end of the year for student activities and projects. The prior year balance was \$8,481 for similar accounts.  
  
 There are currently no Expendable Trust Funds.

**Capital Assets**

As required under GASB34 the District is reporting its capital assets as part of the financial statements. The District has researched and documented the historical costs of the various assets owned by the District and applied appropriate charges against the cost to record depreciation. Capital assets are capitalized and depreciated with a cost of \$5,000.

Figure V summarizes the state of the District's capital assets.

| <b>Berlin School District-Figure V</b>      |                    |                                     |                  |
|---------------------------------------------|--------------------|-------------------------------------|------------------|
| <b>Capital Assets</b>                       |                    |                                     |                  |
| <b>June 30, 2016</b>                        |                    |                                     |                  |
|                                             | <b>Cost</b>        | <b>Accumulated<br/>Depreciation</b> | <b>Net Value</b> |
| <b>Governmental Activities:</b>             |                    |                                     |                  |
| Land & Site work & Construction in Progress | \$6,402            | \$0                                 | \$6,402          |
| Building and Improvement                    | \$1,358,736        | \$667,078                           | \$691,658        |
| Furniture and Equipment                     | \$252,425          | \$145,575                           | \$106,850        |
| Vehicles                                    | \$0                | \$0                                 | \$0              |
| <b>Total</b>                                | <b>\$1,617,563</b> | <b>\$812,653</b>                    | <b>\$804,910</b> |
| <b>Business Type activities:</b>            |                    |                                     |                  |
| Building and Improvements                   | \$24,588           | \$24,588                            | \$0              |
| Furniture and Equipment                     | \$33,560           | \$22,342                            | \$11,218         |
| <b>Total</b>                                | <b>\$58,148</b>    | <b>\$46,930</b>                     | <b>\$11,218</b>  |
| <b>Grand Total</b>                          | <b>\$1,675,711</b> | <b>\$859,583</b>                    | <b>\$816,128</b> |

**Long-Term Debt**

The District has one bond obligation. At the end of the fiscal year, the District had \$565,000 in outstanding principal and interest. Both principal and interest are being paid from the General Fund. The final payment for the bond is due in FY2027.

**Current & Subsequent Issues**

- The Teacher Union contract has been settled for FY17.
- The WCSU Educational Support Personnel contract has been settled for FY 14-FY17.
- The WCSU Transportation Contract was awarded to First Student, Inc. for FY13-FY17. It is a 3 year contract with the option to extend 2 additional years. The extension was exercised in FY15.
- There has been a significant increase in heating fuel oil costs and gasoline for student transportation.

**Contact for Further Information**

This financial report is designed to provide citizens, taxpayers, and creditors with a general overview of the District's finances and to reflect the District's accountability for the monies it receives. Questions about this report or additional financial information needs should be directed to Lori Bibeau, Business Administrator, Washington Central Supervisory Union, 1130 Gallison Hill Road, Montpelier, Vermont 05602 or at 802-229-0553.

Berlin School District  
 District-Wide Statement of Net Position  
 June 30, 2016

EXHIBIT I

|                                      | Governmental<br>Activities | Business-Type<br>Activities | Total               |
|--------------------------------------|----------------------------|-----------------------------|---------------------|
| <b>ASSETS</b>                        |                            |                             |                     |
| Cash and Cash Equivalents            | \$ 530,454                 |                             | \$ 530,454          |
| Investments                          | 166,914                    |                             | 166,914             |
| Due From Other Funds                 | (23,942)                   | \$ 23,942                   | -                   |
| Accounts Receivable - State          | 5,767                      |                             | 5,767               |
| Accounts Receivable - Other          | 23,302                     | 1,039                       | 24,341              |
| Inventory                            |                            | 2,169                       | 2,169               |
| Capital Assets, net of depreciation  | <u>804,910</u>             | <u>11,218</u>               | <u>816,128</u>      |
| TOTAL ASSETS                         | <u>\$ 1,507,405</u>        | <u>\$ 38,368</u>            | <u>\$ 1,545,773</u> |
| <b>LIABILITIES</b>                   |                            |                             |                     |
| Accounts Payable - State             | \$ 50,397                  |                             | \$ 50,397           |
| Accounts Payable - Other             | 6,464                      |                             | 6,464               |
| Accounts Payable - Fiduciary Fund    | 7,837                      |                             | 7,837               |
| Accrued Expenses                     | 1,043                      |                             | 1,043               |
| Long-Term Liabilities:               |                            |                             |                     |
| Due Within 1 Year                    | -                          |                             | -                   |
| Due in More Than 1 Year              | <u>586,865</u>             | <u>-</u>                    | <u>586,865</u>      |
| TOTAL LIABILITIES                    | <u>\$ 652,606</u>          | <u>\$ -</u>                 | <u>\$ 652,606</u>   |
| <b>DEFERRED INFLOWS OF RESOURCES</b> |                            |                             |                     |
| Unearned Revenues                    | <u>\$ 5,874</u>            | <u>\$ 1,850</u>             | <u>\$ 7,724</u>     |
| TOTAL DEFERRED INFLOWS OF RESOUF     | <u>\$ 5,874</u>            | <u>\$ 1,850</u>             | <u>\$ 7,724</u>     |
| <b>NET POSITION</b>                  |                            |                             |                     |
| Net Investment in Capital Assets     | \$ 218,045                 | \$ 11,218                   | \$ 229,263          |
| Restrctied For:                      |                            |                             |                     |
| Capital Projects                     | 174,928                    |                             | 174,928             |
| Debt Services                        | 166,914                    |                             | 166,914             |
| Other Purposes                       | 290,081                    |                             | 290,081             |
| Unrestricted (Deficit)               | <u>(1,043)</u>             | <u>25,300</u>               | <u>24,257</u>       |
| TOTAL NET POSITION                   | <u>\$ 848,925</u>          | <u>\$ 36,518</u>            | <u>\$ 885,443</u>   |

The accompanying notes are an integral part of these financial statements

EXHIBIT II

Berlin School District  
District-Wide Statement of Activities  
For The Year Ended June 30, 2016

| Functions/Programs                    | Program Revenues |                         |                                          | Net (Expense) Revenue<br>and Changes in Net Assets |                                                                |                    |
|---------------------------------------|------------------|-------------------------|------------------------------------------|----------------------------------------------------|----------------------------------------------------------------|--------------------|
|                                       | Expenses         | Charges for<br>Services | Operating<br>Grants and<br>Contributions | Capital<br>Grants and<br>Contributions             | Primary Government<br>Governmental Business-Type<br>Activities | Total              |
| <b>Governmental Activities:</b>       |                  |                         |                                          |                                                    |                                                                |                    |
| Direct Services                       | \$ 2,140,242     | \$ -                    | \$ 265,369                               |                                                    | \$ (1,874,873)                                                 | \$ (1,874,873)     |
| Support Services:                     |                  |                         |                                          |                                                    |                                                                |                    |
| Student Services                      | 169,512          |                         |                                          |                                                    | (169,512)                                                      | (169,512)          |
| Instructional Staff Services          | 190,136          |                         | 714                                      |                                                    | (189,422)                                                      | (189,422)          |
| General Administrative Services       | 60,382           |                         |                                          |                                                    | (60,382)                                                       | (60,382)           |
| Area Administrative Services          | 268,521          |                         |                                          |                                                    | (268,521)                                                      | (268,521)          |
| Fiscal Services                       | 84,514           |                         |                                          |                                                    | (84,514)                                                       | (84,514)           |
| Building Operations and Maintenance   | 305,897          |                         |                                          |                                                    | (305,897)                                                      | (305,897)          |
| Transportation                        | 127,386          |                         | 48,192                                   |                                                    | (79,194)                                                       | (79,194)           |
| Other Support Services                | 15,989           |                         | 14,586                                   |                                                    | (1,403)                                                        | (1,403)            |
| <b>Total Governmental Activities</b>  | <b>3,362,579</b> | <b>\$ -</b>             | <b>328,861</b>                           | <b>\$ -</b>                                        | <b>(3,033,718)</b>                                             | <b>(3,033,718)</b> |
| <b>Business-Type Activities:</b>      |                  |                         |                                          |                                                    |                                                                |                    |
| Food Service                          | 125,643          | 104,233                 | -                                        | -                                                  | \$ (21,410)                                                    | (21,410)           |
| <b>Total Business-Type Activities</b> | <b>125,643</b>   | <b>104,233</b>          | <b>-</b>                                 | <b>-</b>                                           | <b>(21,410)</b>                                                | <b>(21,410)</b>    |

General Revenues:

|                                                      |                   |                   |
|------------------------------------------------------|-------------------|-------------------|
| State Revenues not Restricted to Specific Programs   | 3,270,924         | 3,270,924         |
| Private Revenues not Restricted to Specific Programs | 1,375             | 1,375             |
| Investment Earnings                                  | 48,080            | 48,080            |
| Rentals                                              | 3,880             | 3,880             |
| Miscellaneous                                        | 8,770             | 8,770             |
| Transfers                                            | (41,474)          | 41,474            |
| <b>Total General Revenues</b>                        | <b>3,291,555</b>  | <b>3,333,029</b>  |
| Change in Net Position                               | 257,837           | 277,901           |
| Net Position - Beginning of Year                     | 591,088           | 607,542           |
| <b>Net Position - Ending of Year</b>                 | <b>\$ 848,925</b> | <b>\$ 885,443</b> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
 Combined Balance Sheet  
 All Fund Types - Fund Base  
 June 30, 2016

EXHIBIT III

|                                              | Governmental Fund Types  |                            |                            |                          | Totals                   |
|----------------------------------------------|--------------------------|----------------------------|----------------------------|--------------------------|--------------------------|
|                                              | Major Funds              |                            |                            |                          |                          |
|                                              | General<br>Fund          | Special<br>Revenue<br>Fund | Capital<br>Project<br>Fund | Bond<br>Sinking<br>Fund  |                          |
| <b>ASSETS:</b>                               |                          |                            |                            |                          |                          |
| Current Assets:                              |                          |                            |                            |                          |                          |
| Cash                                         | \$ 530,454               |                            |                            |                          | \$ 530,454               |
| Investments                                  |                          |                            |                            | \$ 166,914               | 166,914                  |
| Due From Other Funds                         | (206,814)                | \$ 5,874                   | \$ 169,161                 |                          | (31,779)                 |
| Accounts Receivable - State                  |                          |                            | 5,767                      |                          | 5,767                    |
| Accounts Receivable - Other                  | 23,302                   | -                          | -                          | -                        | 23,302                   |
| Total Current Assets                         | <u>346,942</u>           | <u>5,874</u>               | <u>174,928</u>             | <u>166,914</u>           | <u>694,658</u>           |
| <b>TOTAL ASSETS</b>                          | <b><u>\$ 346,942</u></b> | <b><u>\$ 5,874</u></b>     | <b><u>\$ 174,928</u></b>   | <b><u>\$ 166,914</u></b> | <b><u>\$ 694,658</u></b> |
| <b>LIABILITIES &amp; FUND BALANCES:</b>      |                          |                            |                            |                          |                          |
| Liabilities:                                 |                          |                            |                            |                          |                          |
| Accounts Payable - State                     | \$ 50,397                |                            |                            |                          | \$ 50,397                |
| Accounts Payable - Other                     | 6,464                    |                            |                            |                          | 6,464                    |
| Deferred Revenue                             | -                        | \$ 5,874                   | -                          | -                        | 5,874                    |
| Total Liabilities                            | <u>56,861</u>            | <u>5,874</u>               | <u>\$ -</u>                | <u>\$ -</u>              | <u>62,735</u>            |
| Fund Balances:                               |                          |                            |                            |                          |                          |
| Committed                                    | 290,081                  | -                          | 174,928                    | 166,914                  | 631,923                  |
| Total Fund Balances                          | <u>290,081</u>           | <u>-</u>                   | <u>174,928</u>             | <u>166,914</u>           | <u>631,923</u>           |
| <b>TOTAL LIABILITIES &amp; FUND BALANCES</b> | <b><u>\$ 346,942</u></b> | <b><u>\$ 5,874</u></b>     | <b><u>\$ 174,928</u></b>   | <b><u>\$ 166,914</u></b> | <b><u>\$ 694,658</u></b> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
 Reconciliation of the Balance Sheet to the Statement of Net Position  
 Governmental Funds  
 June 30, 2016

|                                                                                                                                                                       |                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Fund Balances – total governmental funds                                                                                                                              | \$631,923        |
| <p>Amounts reported for governmental activities in the Statement of<br/>         Net Positions are different because:</p>                                             |                  |
| <p>Capital assets used in governmental activities are not financial<br/>         resources and therefore are not reported in the<br/>         governmental funds:</p> |                  |
| Governmental capital assets                                                                                                                                           | 1,617,563        |
| Less accumulated depreciation                                                                                                                                         | (812,653)        |
| <p>Bonds payable and contractual obligations have not been<br/>         included in the governmental fund financial statements.</p>                                   |                  |
| Bonds Payable                                                                                                                                                         | (500,000)        |
| Notes Payable                                                                                                                                                         | (86,865)         |
| <p>Accrued liabilities have not been reflected in the governmental<br/>         fund financial statements:</p>                                                        |                  |
| Vested Vacation Payable                                                                                                                                               | <u>(1,043)</u>   |
| Net Position of Governmental Activities                                                                                                                               | <u>\$848,925</u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
 Combined Statement of Revenues, Expenditures  
 and Changes in Fund Balances  
 All Governmental Fund Types - Fund Base  
 For The Year Ended June 30, 2016

EXHIBIT IV

|                                                                                              | Major Funds       |                            |                            |                         | Totals            |
|----------------------------------------------------------------------------------------------|-------------------|----------------------------|----------------------------|-------------------------|-------------------|
|                                                                                              | General<br>Fund   | Special<br>Revenue<br>Fund | Capital<br>Project<br>Fund | Bond<br>Sinking<br>Fund |                   |
| <b>REVENUES:</b>                                                                             |                   |                            |                            |                         |                   |
| Earnings on Investments                                                                      | \$ 41,326         |                            | \$ 404                     | \$ 2,641                | \$ 44,371         |
| Gains (Losses) on Investments                                                                |                   |                            |                            | 3,709                   | 3,709             |
| Rental Income                                                                                | 3,880             |                            |                            |                         | 3,880             |
| Miscellaneous                                                                                | 29,981            |                            |                            |                         | 29,981            |
| Private/Local                                                                                | 72                | \$ 7,292                   | 1,303                      |                         | 8,667             |
| State                                                                                        | 3,317,138         | 1,511                      |                            |                         | 3,318,649         |
| Federal                                                                                      | -                 | 183,041                    | -                          | -                       | 183,041           |
| <b>TOTAL REVENUES</b>                                                                        | <u>3,392,397</u>  | <u>191,844</u>             | <u>1,707</u>               | <u>6,350</u>            | <u>3,592,298</u>  |
| <b>EXPENDITURES:</b>                                                                         |                   |                            |                            |                         |                   |
| Direct Services                                                                              | 1,838,659         | 174,566                    |                            |                         | 2,013,225         |
| Support Services:                                                                            |                   |                            |                            |                         |                   |
| Students                                                                                     | 168,850           |                            |                            |                         | 168,850           |
| Instructional Staff                                                                          | 182,378           | 714                        |                            |                         | 183,092           |
| General Administration                                                                       | 60,382            |                            |                            |                         | 60,382            |
| Area Administration                                                                          | 271,717           |                            |                            |                         | 271,717           |
| Fiscal Services                                                                              | 84,514            |                            |                            |                         | 84,514            |
| Operation and Maintenance of Building                                                        | 216,253           |                            |                            |                         | 216,253           |
| Transportation                                                                               | 126,882           | 504                        |                            |                         | 127,386           |
| Food Services                                                                                |                   | 14,586                     |                            |                         | 14,586            |
| Construction Services                                                                        |                   |                            | 90,531                     |                         | 90,531            |
| Debt Services - Interest Charges                                                             | 5,000             |                            |                            |                         | 5,000             |
| Capital Outlays:                                                                             |                   |                            |                            |                         |                   |
| Direct Services                                                                              | 20,088            |                            |                            |                         | 20,088            |
| Operation and Maintenance of Building                                                        | 88,324            |                            |                            |                         | 88,324            |
| Other Outlays                                                                                | -                 | -                          | -                          | 1,403                   | 1,403             |
| <b>TOTAL EXPENDITURES</b>                                                                    | <u>3,063,047</u>  | <u>190,370</u>             | <u>90,531</u>              | <u>1,403</u>            | <u>3,345,351</u>  |
| <b>EXCESS OF REVENUES OVER<br/>(UNDER) EXPENDITURES</b>                                      | 329,350           | 1,474                      | (88,824)                   | 4,947                   | 246,947           |
| <b>OTHER FINANCING SOURCES (USES):</b>                                                       |                   |                            |                            |                         |                   |
| Loan Proceeds                                                                                |                   |                            | 82,827                     |                         | 82,827            |
| Transfers In                                                                                 |                   |                            | 170,000                    | 26,000                  | 196,000           |
| Transfers Out                                                                                | (236,000)         | (1,474)                    | -                          | -                       | (237,474)         |
| <b>EXCESS OF REVENUES AND OTHER<br/>SOURCES OVER (UNDER)<br/>EXPENDITURES AND OTHER USES</b> | 93,350            | -                          | 164,003                    | 30,947                  | 288,300           |
| <b>FUND BALANCE, JULY 1, 2015</b>                                                            | <u>196,731</u>    | <u>-</u>                   | <u>10,925</u>              | <u>135,967</u>          | <u>343,623</u>    |
| <b>FUND BALANCE JUNE 30, 2016</b>                                                            | <u>\$ 290,081</u> | <u>\$ -</u>                | <u>\$ 174,928</u>          | <u>\$ 166,914</u>       | <u>\$ 631,923</u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
 Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of  
 Governmental Funds to the Statement of Activities  
 For The Year Ended June 30, 2016

|                                                                                                                                                                                                                                                                                                                                                          |                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Net Changes in fund Balances – total governmental funds                                                                                                                                                                                                                                                                                                  | \$288,300        |
| Amount reported for governmental activities in the Statement of Activities are different because:                                                                                                                                                                                                                                                        |                  |
| <p style="margin-left: 40px;">Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is depreciated over their estimated useful lives:</p>                                                                                                                                         |                  |
| Expenditures for capital assets                                                                                                                                                                                                                                                                                                                          | 114,814          |
| Less current year depreciation                                                                                                                                                                                                                                                                                                                           | (45,698)         |
| <p style="margin-left: 40px;">Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of Net Position. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.</p> |                  |
| Note proceeds                                                                                                                                                                                                                                                                                                                                            | (81,368)         |
| <p style="margin-left: 40px;">Expense reported in the Statement of Activities does not require the use of current financial resources and is therefore not reported as expenditures in governmental funds:</p>                                                                                                                                           |                  |
| Vested Vacation Payable Change                                                                                                                                                                                                                                                                                                                           | 4,459            |
| <p style="margin-left: 40px;">When recognizing the sale of capital assets, the governmental funds report the total proceeds of the sale. Only the gain or loss on the sale is reported on the Statement of Net Assets.</p>                                                                                                                               |                  |
|                                                                                                                                                                                                                                                                                                                                                          | <u>(22,670)</u>  |
| Change in Net Position of Governmental Funds                                                                                                                                                                                                                                                                                                             | <u>\$257,837</u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
 Balance Sheet  
 Proprietary Fund Type - Enterprise Fund  
 Food Program  
 June 30, 2016

EXHIBIT V

|                                     |                 |                             |
|-------------------------------------|-----------------|-----------------------------|
| ASSETS:                             |                 |                             |
| Current Assets:                     |                 |                             |
| Due From Other Funds                | \$ 23,942       |                             |
| Accounts Receivable - Other         | 1,039           |                             |
| Inventory                           | <u>2,169</u>    |                             |
| Total Current Assets                |                 | \$ 27,150                   |
| Other Assets:                       |                 |                             |
| Fixed Assets - net                  | <u>11,218</u>   |                             |
| Total Other Assets                  |                 | <u>11,218</u>               |
| <br>TOTAL ASSETS                    |                 | <br><u><u>\$ 38,368</u></u> |
| <br>LIABILITIES & FUND EQUITY:      |                 |                             |
| Liabilities:                        |                 |                             |
| Deferred Revenue                    | <u>\$ 1,850</u> |                             |
| Total Liabilities                   |                 | \$ 1,850                    |
| Fund Equity:                        |                 |                             |
| Net Position                        | <u>36,518</u>   |                             |
| Total Fund Equity                   |                 | <u>36,518</u>               |
| <br>TOTAL LIABILITIES & FUND EQUITY |                 | <br><u><u>\$ 38,368</u></u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Statement of Revenues, Expenses and Changes  
in Net Position - Proprietary Fund Type  
Enterprise Fund - Food Program  
For The Year Ended June 30, 2016

EXHIBIT VI

|                                      |              |                  |
|--------------------------------------|--------------|------------------|
| Operating Revenue:                   |              |                  |
| Sales                                | \$ 31,514    |                  |
| Miscellaneous                        | <u>4,558</u> |                  |
| Total Operating Revenue              |              | \$ 36,072        |
|                                      |              |                  |
| Operating Expenses:                  |              |                  |
| Salaries and Benefits                | 75,625       |                  |
| Property Services                    | 2,516        |                  |
| Supplies and Food                    | 40,493       |                  |
| Commodities                          | 5,893        |                  |
| Utilities                            | 101          |                  |
| Depreciation                         | <u>1,015</u> |                  |
| Total Operating Expenses             |              | <u>125,643</u>   |
|                                      |              |                  |
| Operating Income (Loss)              |              | (89,571)         |
|                                      |              |                  |
| Non-Operating Revenue (Loss)         |              |                  |
| State Sources:                       |              |                  |
| Restricted Grants                    |              |                  |
| Lunch Match                          | 927          |                  |
| Child Nutrition Breakfast            | 290          |                  |
| Child Nutrition Other                | 448          |                  |
| Reduced Lunch Initiative             | 1,348        |                  |
| Federal Sources:                     |              |                  |
| Restricted Grants                    |              |                  |
| School Breakfast Program             | 15,071       |                  |
| School Lunch Program                 | 44,184       |                  |
| Commodities                          | <u>5,893</u> |                  |
| Total Non-Operating Revenue          |              | <u>68,161</u>    |
|                                      |              |                  |
| Increase (Decrease) Before Transfers |              | (21,410)         |
| Operating Transfers In (Out)         |              | <u>41,474</u>    |
| Increase (Decrease) in Net Position  |              | 20,064           |
|                                      |              |                  |
| Net Position, July 1, 2015           |              | <u>16,454</u>    |
|                                      |              |                  |
| Net Position, June 30, 2016          |              | <u>\$ 36,518</u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Statement of Cash Flows  
Proprietary Fund Type - Enterprise Fund  
Food Program  
For The Year Ended June 30, 2016

EXHIBIT VII

|                                                                                         |                 |                    |
|-----------------------------------------------------------------------------------------|-----------------|--------------------|
| Cash Flows From Operating Activities:                                                   |                 |                    |
| Received From Customers                                                                 | \$ 36,827       |                    |
| Payments To Employees and Fringe Benefits                                               | (75,625)        |                    |
| Payments To Vendors and Supplies                                                        | <u>(50,246)</u> |                    |
| Net Cash Used By Operating Activities                                                   |                 | \$ (89,044)        |
| Cash Flows From Noncapital Financing Activities:                                        |                 |                    |
| State Aid Received                                                                      | 71,630          |                    |
| Support of General Fund                                                                 | <u>18,533</u>   |                    |
| Net Cash Used By Noncapital Financing Activities                                        |                 | 90,163             |
| Cash Flows From Capital and Related Financing Activities:                               |                 |                    |
| Purchase of Fixed Assets                                                                | <u>(1,119)</u>  |                    |
| Net Cash Used By Capital and Related Financing Activities                               |                 | (1,119)            |
| Cash Flows From Investing Activities:                                                   |                 |                    |
| None                                                                                    |                 | <u>-</u>           |
| Net Increase (Decrease) in Cash                                                         |                 | -                  |
| Cash, July 1, 2015                                                                      |                 | <u>-</u>           |
| Cash, June 30, 2016                                                                     |                 | <u>\$ -</u>        |
| Reconciliation of Operating Income (Loss) to Net Cash<br>Used By Operating Activities:  |                 |                    |
| Cash Provided From Operating Activities:                                                |                 |                    |
| Operating Income (Loss)                                                                 |                 | \$ (89,571)        |
| Adjustments to Reconcile Net Income to Cash<br>Provided (Used) By Operating Activities: |                 |                    |
| Depreciation                                                                            | \$ 1,015        |                    |
| (Increase) Decrease in Accts Receivable - Other                                         | 1,178           |                    |
| (Increase) Decrease in Inventory                                                        | (1,243)         |                    |
| Increase (Decrease) in Deferred Revenue                                                 | <u>(423)</u>    |                    |
| Total Adjustments                                                                       |                 | <u>527</u>         |
| Net Cash Provided (Used) By Operating Activities                                        |                 | <u>\$ (89,044)</u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Balance Sheet  
Fiduciary Fund Type - Agency Fund  
June 30, 2016

EXHIBIT VIII

|                                     |                 |                     |
|-------------------------------------|-----------------|---------------------|
| ASSETS:                             |                 |                     |
| Current Assets:                     |                 |                     |
| Due From Other Funds                | <u>\$ 7,837</u> |                     |
| Total Current Assets                |                 | <u>\$ 7,837</u>     |
| <br>TOTAL ASSETS                    |                 | <br><u>\$ 7,837</u> |
| <br>LIABILITIES & FUND EQUITY:      |                 |                     |
| Liabilities:                        |                 |                     |
| Amount Held for Agency Funds        | <u>\$ 7,837</u> |                     |
| Total Liabilities                   |                 | \$ 7,837            |
| <br>Fund Equity:                    |                 |                     |
| Unassigned                          | <u>-</u>        |                     |
| Total Fund Equity                   |                 | <u>-</u>            |
| <br>TOTAL LIABILITIES & FUND EQUITY |                 | <br><u>\$ 7,837</u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Notes to Financial Statements  
For The Year Ended June 30, 2016

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

Berlin School District ("School District") is organized as a public educational district under the applicable laws and regulations of the State of Vermont. It is governed by a Board of School Directors elected by registered voters of the District to provide public education to the residents of the Town. Unless otherwise noted in the auditors report, the accounting policies conform to generally accepted accounting principles, as applicable to governmental units.

The School District financial statements are prepared in accordance with generally accepted accounting principles in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the School District are discussed below. School District also complies with the requirements of the Vermont Department of Education's Handbook for Financial Accounting of Vermont School Systems (The Handbook).

**Reporting Entity:**

The reporting entity for the School District is based upon criteria set forth by the Governmental Accounting Standards Board (GASB) Codification Section 2100, The Financial Reporting Entity. The financial reporting entity consists of (1) organizations for which the standalone government is financially accountable and (2) the standalone government that is controlled by a separately elected governing body that is legally separate and is fiscally independent. All of the accounts of the School District comprise the standalone government.

The school board is elected by the public and it has the authority to make decisions, appoint administrators and managers, and significantly influence operations. It also has the primary accountability for fiscal matters. Therefore, School District is a financial reporting entity as defined by the Governmental Accounting Standards Board ("GASB") in its Codification Section 2100. There are no component units included within the reporting entity. The School District is a component of the Town of Berlin.

**Basic Financial Statements - District-wide:**

The School District's basic financial statements include both District-wide (reporting School District as a whole) and fund financial statements (reporting School Districts major funds). Both the District-wide and fund financial statements categorized primary activities as either governmental or business type.

The District-wide Statement of Net Position reports all of the non-fiduciary activities of School District. Both the governmental and business-type activities are presented on a consolidated

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

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

basis and are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations.

The District-wide Statement of Activity demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include fees paid by recipients or goods or services provided by a function, and grants that are restricted to a particular function. General State Support and other revenues not identified with a function are presented as general revenues.

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

Basic Financial Statements – Fund Financial Statements:

The financial transactions of the School District are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues and expenditures/expenses.

The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories. GASB Codification Section 2200 sets forth minimum criteria for the determination of major funds. Major individual governmental funds are reported as separate columns in the fund financial statements. The School District reports major governmental funds as follows:

Governmental Fund Types:

- General Fund – The general fund is the School District's primary operating fund and is always classified as a major fund which accounts for typical general government revenues and a wide variety of activities that benefit the School District's as a whole. It accounts for all financial resources except those required to be accounted for in another fund.
- Special Revenue Fund – The special revenue fund focus is on revenues that are restricted or committed to expenditures for specific purposes (other than major capital projects or expendable trusts). The School District accounts for resources restricted to, or committed for, specific purposes by the School District or a grantor in a special revenue fund. Most federal, some State financial assistance and voter committed funds are accounted for in a Special Revenue Fund and sometimes unused balances must be returned to the grantor or the voters at the close of specified project periods.

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

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

- Capital Project Fund – The capital projects funds are required when the acquisition or construction of capital assets is financed with general obligation debt. Capital project funds are permitted to be used for accounting and reporting whenever the School District has financial resources that are restricted, committed, or assigned to expenditures for capital outlays for general capital assets, including purchasing or constructing any type of general capital asset.
- Debt Service Fund – The School District accounts for resources restricted, committed, or assigned to pay debt principal and interest. As well as accumulation of resources for the payment of principal and interest on long-term general obligation debt.

Proprietary Fund Types:

Proprietary Fund – The Proprietary Funds consist of Enterprise Funds and Internal Service Funds. Revenues generally come from fees for services. They use the economic resources measurement focus and full accrual basis of accounting.

Fiduciary Funds, (Not included in District-wide Statements):

Fiduciary Funds are used to report resources held for individuals, private organizations or other governments. The School District reports the following fiduciary funds:

- Agency funds are custodial in nature and do not involve measurements of results of operations.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation:

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

Both District-wide and business-type activity statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when liabilities are incurred regardless of when related cash flows take place. Grant revenues are recognized when eligibility requirements are satisfied. Fees and charges and other exchange revenues are recognized when earned and expenses are recognized when incurred.

The governmental funds financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

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

both measurable and available. "Available" means collectible within the current period or within 60 days after year end. Intergovernmental revenues and grants are recognized when all eligibility requirements are met and the revenues are available. Expenditures are recorded when a liability is incurred except for early retirement, and compensated absences, which are recognized to the extent they have matured. When both restricted and unrestricted resources are available for use, restricted resources are used first.

Other Accounting Policies:

Cash and Cash Equivalents:

For purposes of the statement of cash flows for proprietary and similar fund-types, the School District considers highly liquid investments to be cash equivalents if they have a maturity of twelve months or less when purchased.

Interfund Receivables and Payables:

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Activities between funds that are representative of lending or borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds". All other outstanding balances between funds are also reported as "due to/from other funds". As a general rule, the effect of interfund activity has been eliminated from the government wide financial statements.

Transfers:

Advances between funds that are not expected to be repaid are accounted for as transfers.

Deposits and Investments:

Resources from each fund are pooled for deposit and investment purposes. A separate accounting is maintained for each fund. Deposits and Investments are stated at fair value and are managed in accordance with any legal constraints.

Accounts Receivable:

All receivables are reported net of estimated uncollectible amounts. The accounts receivable balances at year end are from governmental entities, except in the proprietary funds which may have some receivables from individuals, and no allowance for doubtful accounts is considered necessary.

Inventory:

Inventories consist of expendable items held for consumption. They are valued at cost on a first-in, first-out method.

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

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

**Deferred Inflows of Resources:**

The School District recognizes differences between the receipt of funds and the recognition of revenues through the use of unearned revenue accounts. These unearned revenue accounts represent funds that will be recognized as revenues in some future period when the conditions have been met. It also includes the Vermont Municipal Employees Retirement System (VMERS) change in proportional share.

**Deferred Outflows of Resources:**

The School District recognizes its contributions into the Vermont Municipal Employees Retirement System (VMERS) made after the measurement date as a deferred outflow.

**Capital Assets:**

Capital assets, which include land, construction in progress, buildings, improvements, furniture, equipment, infrastructure, and vehicles, are reported in the applicable governmental activities column in the governmental wide financial statements. Capital assets are defined by the School District as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year (categories of assets are depreciated over the following lives; land improvements 10-40 years, buildings 25-50 years, building improvements 10-50 years, infrastructure 10-50 years, furniture & equipment 3-20 years, and vehicles 3-15 years). Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Capital assets, except for land and construction in progress are depreciated using the straight line method over the estimated useful lives with a full year of depreciation taken in the year acquired and none taken in the year of disposal. Land and construction in progress are not depreciated.

**Long-term Obligations:**

In the District-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of Net Position. The face amount of obligations issued is reported as other financing sources.

**Pensions :**

*VSTRS*. For purposes of measuring the liability, deferred outflows of resources and deferred inflows of resources, and expense associated with the State's requirement to contribute to the Vermont Teachers Retirement System (VSTRS), information about VSTRS' fiduciary net position and additions to/deductions from VSTRS' fiduciary net position have been determined

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

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

on the same basis as they are reported by VSTRS. For this purpose, benefit payments (including refunds of contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**Budgetary Data:**

The School District is required by state law to adopt a budget for the General Fund. The budget is prepared on the modified accrual basis of accounting which is consistent with generally accepted accounting principles ("GAAP"). Annual appropriations lapse at the end of each fiscal year with the exception of restricted programs indicated as a fund balance restricted or committed. The following procedures are used to establish a budget:

The School Board with assistance from the Supervisory Union and the School District's Administration drafts a budget. The operating budget includes proposed expenditures by line item and the means of financing them.

The budget is adopted by the School Board for presentation to the voters as a warning or article in the annual report.

The voters vote on the total expense amount and not the individual line items at the School District's annual meeting or subsequent special meetings.

**Encumbrances:**

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration and project control in the General Fund, Special Revenue Funds, and Capital Projects Fund. Encumbrances are not liabilities and should be recorded as a reservation of fund balance at year end. For budgetary purposes, appropriations lapse at fiscal year-end. The School District has elected to treat its encumbrances as liabilities for budgetary control purposes.

**Use of Estimates:**

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

**Net Resources and Fund Balance:**

**District-wide Financial Statements:**

When the School District incurs an expense for which it may use either restricted or unrestricted

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

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

net position, it generally uses restricted net position first. Net position on the Statement of net position includes the following:

Net Investment in Capital Assets, net of Related Debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted For Other Purposes – Consist of assets that are restricted by the School District’s creditors, by the state enabling legislation, by grantors and by other contributors.

Restricted For Capital Projects – The component of net position that reports the amount of revenue from bond proceeds, grants, and special assessments in excess of expenditures. These funds are restricted for the construction or acquisition of capital assets.

Unrestricted – All other net positions that do not meet the definition of “Restricted For Other Purposes” or “Net Investment in Capital Assets, net of Related Debt”.

Fund Based Financial Statements:

In the fund financial statements, governmental funds report fund balances as unassigned, assigned, restricted, committed, spendable, or non-spendable fund balance.

Unassigned Fund Balance – That portion of the general fund, fund balance that contains all spendable amounts not contained in the other classifications. It is used in other funds only to report a deficit.

Assigned Fund Balance – Includes amounts intended to be used by the government for specific purposes, as determined by the Board, but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed.

Restricted Fund Balance – Includes amounts constrained to specific purposes stipulated by constitution, external resource providers (grantors and contributors), or through enabling legislation.

Committed Fund Balance – Includes amounts constrained for the specific purposes determined by a formal action of the government’s highest level of decision-making authority, generally the voters.

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

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

**Spendable Fund Balance** – The portion of the permanent fund balance that is available to be spent on the designated purpose of the fund.

**Non-spendable Fund Balance** – The portion of the permanent fund balance that has to be maintained, and cannot be spent, or an asset such as inventory or prepaid that are not expected to be converted to cash.

**Function and Object Codes:**

Function and object codes refer to the account code structure prescribed by the Vermont Agency of Education. The Vermont Agency of Education requires School District to use these codes in order to insure accuracy in building and maintaining a statewide database for policy development and funding plans.

**NOTE 2 – CASH, CASH EQUIVALENTS, AND REPURCHASE AGREEMENTS**

Cash and cash equivalent deposits with financial institutions at June 30th amounted to \$530,454. As major revenues are received during the year bank deposits may temporarily exceed insured limits.

**Interest Rate Risk:**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of any investments. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates.

The School District's investment policy does not limit investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Custodial Credit Risk:**

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the School District would not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party.

FDIC insures all accounts held by the same financial institution up to a combined total of \$250,000. There are some special provisions which increase this limit.

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 2 – CASH, CASH EQUIVALENTS, AND REPURCHASE AGREEMENTS  
(CONTINUED)**

Concentration of Credit Risk:

The policy of the School District contains no limitations on the amount that can be on deposit in any one financial institution.

The cash deposits held at financial institutions and cash on hand can be categorized according to four levels of risk.

These four levels of risk are as follows:

- Category 1 Repurchase Agreements - Deposits which are invested in government securities held by the School District or by its agent in the School District's name.
- Category 2 Collateralized Accounts - Deposits which are collateralized with securities held by the pledging financial institution's trust department or agent in the Bank's name.
- Category 3 Letter of Credit - Private commercial insurance protection or letter of credit issued by the financial institution to cover funds in excess of FDIC limits.
- Category 4 Deposits which are not collateralized or insured. (includes cash on hand)

The School District uses repurchase agreements to protect deposits not otherwise insured by the FDIC and/or SIPC.

Balances held in each area are as follows:

|                                | Carrying<br>Amount | Bank<br>Balance |
|--------------------------------|--------------------|-----------------|
| - Insured (FDIC) and/or (SIPC) | \$ 0               | \$ 10,175       |
| - Category 1                   | 530,054            | 614,502         |
| - Category 2                   | 0                  | 0               |
| - Category 3                   | 0                  | 0               |
| - Category 4                   | 400                | 0               |
| Total deposits                 | \$530,454          | \$624,677       |

The difference between the book balance and bank balance is due to reconciling items such as deposits in transit and outstanding checks. Due to higher cash flows at certain times during the

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 2 – CASH, CASH EQUIVALENTS, AND REPURCHASE AGREEMENTS  
(CONTINUED)**

year, the amount of uninsured and not collateralized cash could have been much higher than at year end.

Repurchase agreements of \$614,502 are securities held by the bank's trust department or agent in the School District's name. Securities consist of municipal bonds, U.S. Government obligations and U.S. Government Agency Bonds.

**NOTE 3 – INVESTMENTS**

Concentration of Credit Risk:

The investment policy of the School District contains no limitations on the amount that can be invested in any one issuer.

Custodial Credit Risk

The custodial risk for investments is the risk that, in the event of failure of the counterparty (e.g. broker-dealer) to a transaction, the School District would not be able to recover the value of its investment of collateral securities that are in possession of another party.

The School District invests its assets in various entities and/or debt instruments as described below. As noted some are insured by the SIPC (Securities Investor Protections Corporation). If the broker-dealer fails, the SIPC provides protection for customer accounts by returning securities registered in the name of the investor, distributing all remaining customer assets on a pro rata basis, and providing SIPC funds for all remaining claims of each customer up to a maximum of \$500,000, including up to \$100,000 on claims for cash.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. Investments of the balance sheets of the School District are stated at cost plus applicable accrued interest. Market values include applicable accrued interest. The investments consist of:

|                                                                                    | Cost | Market Value |
|------------------------------------------------------------------------------------|------|--------------|
| Securities held by School District registered to School District uninsured by SIPC | \$ 0 | \$ 0         |

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 3 – INVESTMENTS (CONTINUED)**

|                                                                                                | Cost                    | Market Value            |
|------------------------------------------------------------------------------------------------|-------------------------|-------------------------|
| Insured (SIPC) and registered held by dealer/<br>broker in School District's name (Book Entry) |                         |                         |
| Money Market\$ 773                                                                             | \$ 773                  |                         |
| U. S. Govt.                                                                                    | 60,195                  | 64,431                  |
| Bond Mutual Funds                                                                              | 99,839                  | 100,710                 |
| <br>Uninsured, registered held by dealer/broker in<br>School District's name (Book Entry)      | <br>0                   | <br>0                   |
| <br>Insured (SIPC) unregistered held by dealer/broker                                          | <br>0                   | <br>0                   |
| <br>Uninsured, unregistered held by dealer/broker                                              | <br><u>0</u>            | <br><u>0</u>            |
| <b>TOTAL</b>                                                                                   | <b><u>\$160,807</u></b> | <b><u>\$166,914</u></b> |

The investment are in a qualified construction set aside account (sinking fund) for the retirement of a general obligation bond maturing in 2027.

**NOTE 4 - INTERFUND RECEIVABLES**

In compliance with GASB 1300.109 School District does not maintain separate bank accounts for each fund, unless it is required by law, or grant agreement. The composition of amounts due to and from other funds as of June 30, 2016 is as follows:

| Fund Financial Statements:<br>Receivable Fund | Payable Fund | Amount           |
|-----------------------------------------------|--------------|------------------|
| Private Purpose Trust:<br>Student Activities  | General Fund | <u>\$ 7,837</u>  |
| Capital Project Fund:<br>Capital Projects     | General Fund | <u>\$169,161</u> |
| Enterprise Fund:<br>Food Program              | General Fund | <u>\$ 23,942</u> |

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 4 - INTERFUND RECEIVABLES (CONTINUED)**

| Fund Financial Statements:          |                   |  | Amount           |
|-------------------------------------|-------------------|--|------------------|
| Receivable Fund                     | Payable Fund      |  |                  |
| Special Revenue Fund:               |                   |  |                  |
| Garden Project                      | General Fund      |  | \$ 489           |
| Fitness Grant                       | General Fund      |  | 385              |
| YMCA & Gifford Grant                | General Fund      |  | <u>5,000</u>     |
| Total                               |                   |  | <u>\$ 5,874</u>  |
| District-wide Financial Statements: |                   |  |                  |
| Receivable Fund                     | Payable Fund      |  | Amount           |
| Business Type                       | Governmental Type |  | \$ 23,942        |
| Agency Fund                         | Governmental Type |  | <u>7,837</u>     |
| Total                               |                   |  | <u>\$ 31,779</u> |

**NOTE 5 – CAPITAL ASSETS**

Capital activity for the School District for the year ended June 30, 2016 was as follows:

|                                                   | Primary Government   |                |               | Ending<br>Balance |
|---------------------------------------------------|----------------------|----------------|---------------|-------------------|
|                                                   | Beginning<br>Balance | Increases      | Decreases     |                   |
| Governmental activities:                          |                      |                |               |                   |
| Capital assets not being depreciated:             |                      |                |               |                   |
| Construction in Progress                          | \$ 0                 | \$ 6,402       | \$ 0          | \$ 6,402          |
| Total capital assets not<br>being depreciated     | <u>0</u>             | <u>6,402</u>   | <u>0</u>      | <u>6,402</u>      |
| Capital Assets being depreciated:                 |                      |                |               |                   |
| Buildings                                         | 407,744              | 0              | 0             | 407,744           |
| Building Improvements                             | 862,668              | 0              | 0             | 862,668           |
| Infrastructure                                    | 25,190               | 88,324         | 25,190        | 88,324            |
| Furniture and Equipment                           | <u>236,519</u>       | <u>20,088</u>  | <u>4,182</u>  | <u>252,425</u>    |
| Total other capital assets<br>at historical costs | <u>1,532,121</u>     | <u>108,412</u> | <u>29,372</u> | <u>1,611,161</u>  |
| Less accumulated depreciation:                    |                      |                |               |                   |
| Buildings                                         | 407,744              | 0              | 0             | 407,744           |

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 5 – CAPITAL ASSETS (CONTINUED)**

|                                                            | Primary Government   |                  |                  | Ending<br>Balance |
|------------------------------------------------------------|----------------------|------------------|------------------|-------------------|
|                                                            | Beginning<br>Balance | Increases        | Decreases        |                   |
| Building Improvements                                      | \$ 238,456           | \$ 19,112        | \$ 0             | \$ 257,568        |
| Infrastructure                                             | 2,520                | 1,766            | 2,520            | 1,766             |
| Furniture and Equipment                                    | <u>124,937</u>       | <u>24,820</u>    | <u>4,182</u>     | <u>145,575</u>    |
| Total accum. Depr.                                         | <u>773,657</u>       | <u>45,698</u>    | <u>6,702</u>     | <u>812,653</u>    |
| Capital Assets being depr., Net<br>Governmental activities | <u>758,464</u>       | <u>62,714</u>    | <u>22,670</u>    | <u>798,508</u>    |
| Capital Assets, Net                                        | <u>\$ 758,464</u>    | <u>\$ 69,116</u> | <u>\$ 22,670</u> | <u>\$ 804,910</u> |
| Business-type activities:                                  |                      |                  |                  |                   |
| Building                                                   | \$ 24,588            | \$ 0             | \$ 0             | \$ 24,588         |
| Furniture and Equipment                                    | 32,441               | 1,119            | 0                | 33,560            |
| Less accum. Depr.                                          | <u>45,915</u>        | <u>1,015</u>     | <u>0</u>         | <u>46,930</u>     |
| Business-type activities<br>Capital Assets, Net            | <u>\$ 11,114</u>     | <u>\$ 104</u>    | <u>\$ 0</u>      | <u>\$ 11,218</u>  |

Depreciation expense was charged to functions as follows:

|                                                    |  |                 |
|----------------------------------------------------|--|-----------------|
| Governmental activities:                           |  |                 |
| Direct Services                                    |  | \$31,214        |
| Support Services:                                  |  |                 |
| Students                                           |  | 662             |
| Instructional Staff                                |  | 7,044           |
| General Administration                             |  | 0               |
| Area Administration                                |  | 1,263           |
| Fiscal Services                                    |  | 0               |
| Operation and Maintenance of Plant                 |  | 5,515           |
| Transportation                                     |  | 0               |
| Other Support Services                             |  | <u>0</u>        |
| Total governmental activities depreciation expense |  | <u>\$45,698</u> |

**NOTE 6 - ACCRUED VACATION & LEAVE TIME**

Accrued vacation and leave time represent vested time earned by employees but not used. If the employee were to leave, this accrued time must be paid. Therefore, it is a liability to the

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 6 - ACCRUED VACATION & LEAVE TIME (CONTINUED)**

School District at June 30, 2016. Teachers do not receive vacation benefits. Administrative and maintenance personnel are granted vacation leave in varying amounts. The School District has a liability for unused vacation that was allowed to be carried forward. No liability is shown in the fund based financial statement. The liability is reported in the Statement of Net Position as an accrued liability and represents a reconciling item between the fund and District-wide presentations. The amount accrued at year end was \$1,042.50. Vacation pay is charged to operations when taken by the employee of the School District.

**NOTE 7 – SHORT-TERM DEBT**

Short-term debt activity consisted of the following for the year ended June 30, 2016:

|                                                                                            | Balance<br>July 1, 2015 | Borrowings  | Retirements | Balance<br>June 30, 2016 |
|--------------------------------------------------------------------------------------------|-------------------------|-------------|-------------|--------------------------|
| Revenue Anticipation Note,<br>Issued July 1, 2015, Interest at<br>2.85%, due June 30, 2016 | \$ 0                    | \$1,414,204 | \$1,414,204 | \$ 0                     |

**NOTE 8 - UNEARNED REVENUE (DEFERRED INFLOWS)**

The unearned revenues reported at year end are summarized as following:

|                         |                |
|-------------------------|----------------|
| Federal funds           | \$ 0           |
| State funds             | 0              |
| Other funds             | <u>7,724</u>   |
| Total unearned revenues | <u>\$7,724</u> |

**NOTE 9 - SICK LEAVE**

It is the School District's policy to permit employees to earn varying amounts of sick pay benefits. Such sick leave benefits do not vest under the School District's policy, accordingly benefits must be used during employment. Since the employees' accumulating rights to receive compensation for future absences are contingent upon the absences being caused by future illnesses and such amounts cannot be reasonably estimated, a liability for unused sick leave is not recorded in the financial statements.

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 9 - SICK LEAVE (CONTINUED)**

Teaching staff shall earn 15 sick days per year, and may accumulate a maximum of 90 days. Non-teaching staff shall earn 10 sick days per year for the first three years of employment, and 15 sick days per year beginning with the fourth year of employment, and may accumulate a maximum of 90 days.

**NOTE 10 – OPEB AND TERMINATION BENEFITS**

The Governmental Accounting Standards Board (GASB) Codification Section P50 requiring the entire liability for Other Post Employment Benefits (post-employment health care benefits) to be accrued. The School District does not offer any OPEB plans and has no liability under Codification P50.

Voluntary termination benefits are governed by GASB Codification Section T25 and are recognized in the District Wide Activities to the extent they become payable in the current year. The School District offers:

During any school year, the School Board may, at its sole discretion, offer an early retirement option to a predetermined number of employees who retire after 15 consecutive years of part-time or full-time service within the Washington Central Supervisory Union. The details of the incentive for Support Staff may vary from year to year. The details of this program for teachers are as follows:

- A) The School District will pay 50% of the employee's retirement year salary in 3 equal annual installments on September 1<sup>st</sup> of each year following retirement.
- B) The teacher shall be entitled to 12 months of single health insurance coverage for the teacher under the District's policy or 20% of the teacher's premium for single health insurance coverage under the Vermont Teacher's Retirement System's health insurance program, whichever is less.

This incentive was not offered by the board in fiscal year 2015-2016; therefore, there is no actual or contingent liability beyond FY16.

Per the Master Teacher Agreement, any teacher who has worked in the District for 5 years and retires pursuant to the Vermont Teachers Retirement laws will be paid \$10 per day for accumulated sick leave up to a maximum of seventy-five days. At June 30, 2016, five teachers vested in this buy back for a total contingent liability of \$3,400.

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 10 – OPEB AND TERMINATION BENEFITS (CONTINUED)**

Per the Master Support Staff Agreement, any full-time staff employee who has worked in the District for 5 years and separates from employment in good standing shall be paid \$15 per day for each day of accumulated sick leave up to fifty (50) days. At June 30, 2016, seven employees vested in this buy back for a total contingent liability of \$2,415.

Any employee is retired and received the sick day buy back was paid prior to June 30, 2016.

**NOTE 11 - LONG-TERM OBLIGATIONS**

The School District issues general obligation bonds and notes to finance the acquisition and construction of major capital facilities, renovations, and equipment purchases. General obligation bonds are direct obligations and pledge the full faith and credit of the issuing entity. These bonds are generally issued as 5 to 20-year serial bonds with equal amounts of principal maturing each year.

The following is a summary of general obligation bonds & notes:

|                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Balance<br>July 1, 2015 | Borrowings  | Retirements | Balance<br>June 30, 2016 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------|-------------|--------------------------|
| <b><u>BONDS:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |             |             |                          |
| General Obligation Bond Payable, no interest, principal of \$500,000 due at maturity on March 1 <sup>st</sup> , 2027; originally borrowed \$500,000 on August 2 <sup>nd</sup> , 2010. Sinking fund irrevocably pledged to secure principal payment of General Obligation Bond payable at its stated maturity. Sinking fund, 1.00% annual fee paid semi-annually on February 2 <sup>nd</sup> and August 2 <sup>nd</sup> of each year until 2027. | <u>\$500,000</u>        | <u>\$ 0</u> | <u>\$ 0</u> | <u>\$500,000</u>         |
| TOTAL BONDS                                                                                                                                                                                                                                                                                                                                                                                                                                     | <u>500,000</u>          | <u>0</u>    | <u>0</u>    | <u>500,000</u>           |

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 11 - LONG-TERM OBLIGATIONS (CONTINUED)**

|                                                                                                                                                                                                                                                                                                                                     | Balance<br>July 1, 2015 | Borrowings       | Retirements | Balance<br>June 30, 2016 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------|-------------|--------------------------|
| <b>NOTE:</b>                                                                                                                                                                                                                                                                                                                        |                         |                  |             |                          |
| Vermont Environmental Protection Agency Drinking Water State Revolving Fund, Note Payable, Interest at 2% and administration fee, at 1% principal and interest of \$5,467.33 due on September 1 <sup>st</sup> . of each year from 2017 until 2037; originally borrow \$81,340 on September 1, 2015, for municipal water connection. | \$ 0                    | \$ 81,340        | \$ 0        | \$ 81,340                |
| Vermont Environmental Protection Agency Drinking Water State Revolving Fund, Note Payable, no interest or administration fee, principal of \$1,105 due on Jan. 1st of each year from 2020 until 2024; originally borrow \$5,525 on April 13, 2015, for planning phase of a water project.                                           | <u>5,497</u>            | <u>28</u>        | <u>0</u>    | <u>5,525</u>             |
| TOTAL NOTES                                                                                                                                                                                                                                                                                                                         | <u>5,497</u>            | <u>81,368</u>    | <u>0</u>    | <u>86,865</u>            |
| Total Bonds and Notes                                                                                                                                                                                                                                                                                                               | <u>\$505,497</u>        | <u>\$ 81,368</u> | <u>\$ 0</u> | <u>\$586,865</u>         |

The annual debt service requirement to maturity for general obligation bonds and notes including interest are as follows:

|                                     | Principal | Interest | Total    |
|-------------------------------------|-----------|----------|----------|
| During the year ended June 30, 2017 | \$ 0      | \$ 5,000 | \$ 5,000 |
| 2018                                | 3,027     | 7,240    | 10,267   |
| 2019                                | 3,118     | 7,349    | 10,467   |
| 2020                                | 4,316     | 7,256    | 11,572   |
| 2021                                | 4,413     | 7,160    | 11,573   |
| 2022-2026                           | 21,404    | 34,248   | 55,652   |

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 11 - LONG-TERM OBLIGATIONS (CONTINUED)**

|                                          | Principal        | Interest        | Total            |
|------------------------------------------|------------------|-----------------|------------------|
| During the year ended June 30, 2027-2031 | \$520,970        | \$13,867        | \$534,837        |
| 2032-2036                                | 24,309           | 3,586           | 27,895           |
| 2037                                     | <u>5,308</u>     | <u>159</u>      | <u>5,467</u>     |
| Totals                                   | <u>\$586,865</u> | <u>\$85,865</u> | <u>\$672,730</u> |

**NOTE 12 – RESTRICTED, COMMITTED AND ASSIGNED FUND BALANCES (Fund Financial Statements)**

Restricted, committed and assigned fund balances represent amounts that must be used for specific purposes within that fund and cannot be spent otherwise without prior approval of funding source. A more detailed explanation is provided in Note 1. Reservations at year end are for the following:

General Fund:

Reserved for FY 15-16 General Operations  
at Board Discretion \$290,081

Capital Projects Fund:

Capital Project \$174,928

Other Governmental Fund:

Debt Service Fund \$166,914

**NOTE 13 – NET RESOURCES RESTRICTED (District-wide Financial Statements)**

Restricted net resource balances represent amounts that must be used for specific purposes and cannot be spent otherwise without prior approval of the funding source. Restrictions at year end are for the following:

Net Resources Restricted For Capital Projects:

Capital Project \$174,928

Net Resources Restricted For Other Purposes:

Reserved for FY 15-16 General Operations  
at Board Discretion \$290,081

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 13 – NET RESOURCES RESTRICTED (District-wide Financial Statements)**  
**(CONTINUED)**

Net Resources Restricted For Other Purposes (continued):

|                   |                  |
|-------------------|------------------|
| Debt Service Fund | <u>\$166,914</u> |
| Total             | <u>\$456,995</u> |

**NOTE 14 – TRANSFERS IN THE FUND BASED FINANCIAL STATEMENTS**

The School District transfers funds to cover expenditures made in one fund for which the revenues are in another fund, or at the request of the voters. The following transfers were made during the year.

Funds of \$170,000 were transferred from the General Fund to the Capital Project Fund as per article passed by voters.

Funds of \$40,000 were transferred from the General Fund to the Enterprise Fund's Food Program for the purpose of subsidizing operations.

Funds of \$26,000 were transferred from the General Fund to the Other Governmental Fund – Bond Sinking Fund for the purpose of building up to the balance needed to retire the bond.

Funds of \$1,474 were transferred from the Special Revenue Fund – Fresh Fruit & Veggies to the Enterprise Fund – Food Program for the purpose of certain expenses.

**NOTE 15 - PENSIONS**

**VERMONT STATE TEACHERS' RETIREMENT SYSTEM**

*Plan Description.* VSTRS is a cost-sharing multiple-employer defined benefit pension plan with a special funding situation administered by the Vermont State Teachers Retirement System (VSTRS) that provides benefits for teaching-certified employees of participating school districts. Title 16 of the Vermont State Statutes grants the authority to establish and amend the benefit terms to the VSTRS Board of Trustee. VSTRS issues a publicly available financial report that can be obtained at [www.vermonttreasurer.gov/retirement/VSTRS-financial-reports](http://www.vermonttreasurer.gov/retirement/VSTRS-financial-reports).

*Benefits provided.* VSTRS provides retirement, disability, and death benefits. Retirement benefits vary based on group classification (Group A or Group C), years of service, and age at

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 15 – PENSIONS (CONTINUED)**

**VERMONT STATE TEACHERS' RETIREMENT SYSTEM (CONTINUED)**

retirement. Details of benefits are explained in Vermont Statutes Annotated Title 16 Section 1937. Five years of service is required for disability eligibility. Details of disability benefits are explained in Vermont Statutes Annotated Title 16 section 1938. Details of death benefits are explained in Vermont Statutes Annotated Title 16 section 1940.

Public school teachers employed within the State of Vermont prior to July 1, 1981 and elected to remain in Group A are eligible for group A benefits. Public school teachers employed within the State of Vermont on or after July 1, 1990 are automatically a Group C member. All employees hired before July 1, 1990 who were Group B members are now Group C members.

*Contributions.* Per Vermont Statutes Annotated Title 16 Section 1944, contribution requirements of the active employees and the participating school districts are established and may be amended by the VSTRS Board. Title 16 also requires the State to contribute 100 percent of school districts' contractually required contributions, which are actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Employees are required to contribute 5.5% for Group A, 6% for Group C with less than 5 years of employment and 5% for Group C with more than 5 years of employment of their annual pay. The school districts' contractually required contribution rate for the year ended June 30, 2016 was 12.75 percent of annual school district payroll of which 0 percent of payroll was required from the school districts and 12.75 percent of payroll was required from the State. State contributions to the pension plan were \$150,127 for the year ended June 30, 2016.

*Pension Liability, Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension*

At June 30, 2015 the State reported a liability of \$2,233,760 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of the date. The State's proportion of the net pension liability was based on a projection of the State's long-term share of contributions to the pension plan relative to the total projected contributions of the state and all participating school districts, actuarially determined. At June 30, 2015 the State's proportion was 100 percent.

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 15 – PENSIONS (CONTINUED)**

**VERMONT STATE TEACHERS' RETIREMENT SYSTEM (CONTINUED)**

As a result of its requirement to contribute to VSTRS, the State recognized expense of \$90,803 for the year ended June 30, 2015. At June 30, 2015, the State reported deferred outflows of resources and deferred inflows of resources from the following sources as a result of its requirement to contribute to VSTRS.

|                                                                                  | <u>Deferred Outflows<br/>Of Resources</u> | <u>Deferred Inflows<br/>Of Resources</u> |
|----------------------------------------------------------------------------------|-------------------------------------------|------------------------------------------|
| Differences between expected and actual experience                               | \$ 28,244                                 | \$ 0                                     |
| Changes in assumptions                                                           | 81,173                                    | 0                                        |
| Net difference between projected and actual earnings on pension plan investments | 83,129                                    | 0                                        |
| Change in proportional share                                                     | 0                                         | (312,741)                                |
| State contributions subsequent to the measurement date                           | <u>0</u>                                  | <u>(120,194)</u>                         |
| Total                                                                            | <u>\$192,546</u>                          | <u>\$ 432,935</u>                        |

\$(120,194) reported as deferred outflows/inflows of resources related to pensions resulting from State contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources as a result of the State's requirement to contribute to VSTRS will be recognized in expenses as follows:

| Year ended June 30: |            |
|---------------------|------------|
| 2017                | \$(60,715) |
| 2018                | (60,715)   |
| 2019                | (52,609)   |
| 2020                | 53,845     |
| 2021                | 0          |
| Thereafter          | 0          |

*Actuarial assumptions.* The total pension liability in the June 30, 2014 actuarial valuation was determined using the following actuarial assumptions applied to all periods included in the measurement:

|                           |                                                                               |
|---------------------------|-------------------------------------------------------------------------------|
| Inflation                 | 3-3.25 percent                                                                |
| Salary increases          | 4.25 – 8.4 percent, average, including inflation                              |
| Investment rate of return | 13.83 percent, net of pension plan investment expense,<br>Including inflation |

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 15 – PENSIONS (CONTINUED)**

**VERMONT STATE TEACHERS’ RETIREMENT SYSTEM (CONTINUED)**

Mortality rates were based on the 12995 Buck Mortality Tables for Males or Females, as appropriate.

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of an actuarial experience study for the five-year period ending June 30, 2010. Expectations of life after disability were based on RP 2000 Disabled Life Tables.

The long-term expected rate of return on System investments was determined using best estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) developed for each major asset class using an econometric model that forecasts a variety of economic environments and then calculates asset class returns based on functional relationships between the economic variables and the asset classes. These best estimate ranges were combined to produce forecast of the short, intermediate, and longer term horizons by weighting the expected future nominal rates of return by the target asset allocation percentage. The various time horizons in the forecast are intended to capture more recent economic and capital market conditions as well as other plausible environments that could develop in the future over economic cycles. To reflect this in the rate-of-return assumption, a Select and Ultimate assumption setting approach, which is cited in Section 3.6.4 of Actuarial Standard of Practice No. 27 as an alternative to a single assumed rate of return, is employed.

The target allocation and best estimates of arithmetic real rate of return for each major asset class are summarized in the following table:

| <u>Asset Class</u> | <u>Target Allocation</u> | <u>Long-term Expected Real Rate of Return</u> |
|--------------------|--------------------------|-----------------------------------------------|
| Fixed Income       | 35.0%                    | 1.91%                                         |
| Equity             | 32.0                     | 8.61                                          |
| Alternative        | 17.0                     | 6.93                                          |
| Multi-Strategy     | 16.0                     | 4.88                                          |

*Discount rate.* The discount rate used to measure the total pension liability was 8.15 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate, contributions from school districts will be made at contractually required rates (actuarially determined, and that contributions from

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 15 – PENSIONS (CONTINUED)**

**VERMONT STATE TEACHERS' RETIREMENT SYSTEM (CONTINUED)**

the State will be made at current statutorily required rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the State's proportionate share of the net pension liability to changes in the discount rate.* The following presents the State's proportionate share of the net pension liability calculated using the discount rate of 8.15 percent, as well as what the State's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.95 percentage) or 1-percentage-point higher (8.95 percentage) than the current rate:

|                                                             | 1%<br>Decrease<br><u>(6.95%)</u> | Discount<br>Rate<br><u>(7.95%)</u> | 1%<br>Increase<br><u>(8.95%)</u> |
|-------------------------------------------------------------|----------------------------------|------------------------------------|----------------------------------|
| State's proportionate share of<br>The net pension liability | \$2,836,472                      | \$2,233,760                        | \$1,728,138                      |

*Pension plan fiduciary net position.* Detailed information about the pension plan's fiduciary net position is available in the separately issued VSTRS financial report.

**Schedule of the State's proportionate share of the net pension liability (Dollar amounts in thousands).**

|                                                                               | 2016    | 2015    | 2014 | 2013 | 2012 | 2011 | 2010 | 2009 | 2008 | 2007 |
|-------------------------------------------------------------------------------|---------|---------|------|------|------|------|------|------|------|------|
| State's proportion of the net<br>pension liability (assets)                   | .19%    | .23%    | %    | %    | %    | %    | %    | %    | %    | %    |
| State's proportionate share of<br>the net pension liability (assets)          | \$2,334 | \$2,164 | \$   | \$   | \$   | \$   | \$   | \$   | \$   | \$   |
| Plan fiduciary net position as a percentage of the<br>total pension liability | 58%     | 64%     | %    | %    | %    | %    | %    | %    | %    | %    |

**Schedule of District contributions (Dollar amounts in thousands)**

|                                                                       | 2016        | 2015        | 2014        | 2013        | 2012        | 2011        | 2010        | 2009        | 2008        | 2007        |
|-----------------------------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Statutorily required contribution                                     | \$150       | \$134       | \$          | \$          | \$          | \$          | \$          | \$          | \$          | \$          |
| Contributions in relation to the statutorily<br>Required contribution | <u>.150</u> | <u>.134</u> |             |             |             |             |             |             |             |             |
| Annual contribution deficiency (excess)                               | <u>\$ 0</u> |

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 15 – PENSIONS (CONTINUED)**

**DEFINED CONTRIBUTION RETIREMENT PLAN**

The 403(B) Berlin School District Retirement Plan is a defined contribution pension plan established by the Board to provide benefits at retirement to Educational Support Staff. At June 30, 2016 there were 11 plan members. Plan members are not required to contribute any percentage of covered salary. The School District is required to contribute 6 percent of annual covered payroll. Plan provisions and contribution requirements are established and may be amended by the Board.

Employee contributions are withheld by the School District and remitted to the Funding Agent (TD Wealth Management). Such withholdings totaled \$0 during the year. The School District contributed \$18,409.77 during the year. The School District's total payroll for all employees was \$1,609,075.48 with \$306,829.50 of such amount being related to employees covered by the Plan.

There were no forfeitures for the year. The amount of liability under this plan at June 30, 2016 is \$0.

**NOTE 16 - RISK MANAGEMENT**

The School District is exposed to various risks of loss related to limited torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees, students and guests; as well as natural disasters. School District uses risk sharing pools and carries commercial insurance to cover these risks. There have been no significant reductions in coverage from the prior year. Management believes such coverage is sufficient to preclude any significant uninsured losses to the School District.

To provide dental insurance to employees the School District decided on July 1, 1995, to stop carrying commercial insurance due to its high cost and high yearly rate increases. The School District participates in a pooled program established by the Washington Central Supervisory Union. Contributions in excess of claims, reserve, reinsurance and administrative costs are maintained in the fund to reduce future increases. Shortages are billed back to the members.

In addition, Berlin School District as a member of Vermont School Boards Association (Association), participates in that entity's public entity risk pools. The Association has set up two insurance trusts; Vermont School Board Insurance Trust, Inc. (VSBIT) for Workers Compensation, Multi-Line Intermunicipal School Program, and Unemployment Compensation Program, and the Vermont Education Health Initiative (VEHI) for Medical Benefits. VSBIT

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 16 - RISK MANAGEMENT (CONTINUED)**

and VEHI are nonprofit corporations formed to provide insurance and risk management programs for Vermont school districts and are owned by the participating districts. The Trusts are not licensed insurance carriers and members are not protected by the Vermont Insurance Guaranty Association. The School District does not participate in the Worker's Compensation and Multi-line Inter-Municipal School Programs through VSBIT. They obtain such coverage through other outside commercial carriers.

To provide insurance coverage, VEHI has established a self-funded fully insured program in conjunction with Blue Cross and Blue Shield (BCBS). A portion of member contributions is used to purchase reinsurance and to fund a reserve required by the reinsurance. Contributions in excess of claims requirements, reserve fund requirements, reinsurance and administrative costs are returned to participants. The pooling agreement does not permit the pool to make additional assessments to its members.

To provide unemployment coverage, VSBIT has established a separate trust of funds from member contributions to pay administrative costs, unemployment claims, and to provide excess reinsurance protection. Contributions are based on payroll expense and the previous two year unemployment compensation experience. In the event that total contributions assessed to and made by all members result in an actual or projected financial deficit and VSBIT is unable to meet its required obligations, the Program will be terminated with each members assessed their proportionate share of the deficit.

To provide worker's compensation coverage, VSBIT has established a separate trust of funds from member contributions to pay administrative costs and workers compensation coverage. Contributions are based upon formulas applied to payroll expense. At the end of the coverage period, the members will be assessed or refunded any difference between estimated contributions and actual expenses.

Multi-Line Intermunicipal School Program provides coverage for Property; Inland Marine and Boiler & Machinery; Crime; Commercial General Liability; Automobile/Garagekeepers; and Educators legal Liability. Annual contributions are based upon appropriate rates applicable to each Member; such rates are set based on recommendations of a qualified actuary, plus a proportionate share of all operational and administrative cost including excess reinsurance premiums incurred by the trust. In the event that total contributions assessed to and made by all members result in an actual or projected financial deficit and VSBIT is unable to meet its required obligations, the Program will be terminated with each members assessed their proportionate share of the deficit.

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 16 - RISK MANAGEMENT (CONTINUED)**

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

**NOTE 17 - SUBSEQUENT EVENTS**

On July 1, 2016, the Berlin School District borrowed \$1,393,755 through a Revenue Anticipation Note with the Merchants Bank at 2.75% interest. Any outstanding principle and/or interest are due at maturity on June 30, 2017.

**NOTE 18 - COMMITMENTS**

The School District participates in various state and federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the School District has not complied with the rules and regulations governing the grants, refunds of any money recovered may be required and the collectibility of any related receivable at June 30, 2016 may be impaired. It is the opinion of the School District, that there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying combined financial statements for such contingencies.

The School District is responsible for the withholding and paying over of certain payroll taxes and related items. At June 30, 2016, School District showed a liability for any taxes due and unpaid. These taxes are subject to audit by the State and federal government. It is the opinion of the School District, that there are no significant contingent liabilities relating to compliance with the rules and regulations governing these or other taxes.

**NOTE 19 - RELATED PARTY**

As defined by GASB Codification Section 2100 the School District is a participant in and has an ongoing financial responsibility to Washington Central Supervisory Union. The School District's board is responsible for appointing one member to the board of Washington Central

Berlin School District  
Notes to Financial Statements (continued)  
For The Year Ended June 30, 2016

**NOTE 19 - RELATED PARTY (CONTINUED)**

Supervisory Union. Washington Central Supervisory Union assesses School District annually for a share of the net projected expenses in excess of revenues, plus a share of other budgetary provisions. Washington Central Supervisory Union also provides the busing for the District, the cost of which is assessed to the School District. Washington Central Supervisory Union collects the food program reimbursement from the State and passes it through the School District. Separate financial statements on Washington Central Supervisory Union are available from Washington Central Supervisory Union.

The School District is part of the Union 32 School District. The Union District is not a component of Berlin School District. Separate financial statements on the Union School District are available from Washington Central Supervisory Union.

**NOTE 20 - CONTINGENCY**

Annually, before November 1st, the Secretary of the Vermont Agency of Education notifies each school of its net cost per elementary and/or secondary pupil for the previous school year. If the School District received tuition students from other Vermont School Districts it must determine whether it overcharged the sending District. If it did, it must provide the overcharged District with a credit against current tuition or refund the overcharged amount.

The School District received State construction aid in the past for various projects. In the event that the school building was to be sold, this construction aid might have to be repaid out of the proceeds. The amount of State construction aid received since July 1970 is not available but can be calculated by the State of Vermont in the event that a repayment is sought.

Berlin School District  
Statement of Revenues, Expenditures, and Changes  
in Fund Balance - Budget and Actual  
General Fund  
For The Year Ended June 30, 2016

Schedule 1

| Object                             | Original<br>Budget | Final<br>Budget  | Actual           | Variance       |
|------------------------------------|--------------------|------------------|------------------|----------------|
| <b>REVENUES:</b>                   |                    |                  |                  |                |
| Earnings on Investments            | \$ 21,475          | \$ 21,475        | \$ 41,326        | \$ 19,851      |
| Rental Income                      | -                  | -                | 3,880            | 3,880          |
| Miscellaneous                      | 3,000              | 3,000            | 29,981           | 26,981         |
| Private:                           |                    |                  |                  |                |
| E-Rate                             | 4,700              | 4,700            | 72               | (4,628)        |
| State:                             |                    |                  |                  |                |
| Education Spending Grant           | 2,812,154          | 2,812,154        | 2,812,154        | -              |
| State Transportation Aid           | 47,688             | 47,688           | 47,688           | -              |
| Mainstream Block Grant             | 67,016             | 67,016           | 71,326           | 4,310          |
| SPED Expenditure Reimbursement     | 331,571            | 331,571          | 321,161          | (10,410)       |
| Extraordinary Reimbursement        | 56,802             | 56,802           | 40,029           | (16,773)       |
| Essential Early Education          | 24,780             | 24,780           | 24,780           | -              |
| <b>TOTAL REVENUES</b>              | <u>3,369,186</u>   | <u>3,369,186</u> | <u>3,392,397</u> | <u>23,211</u>  |
| <b>EXPENDITURES:</b>               |                    |                  |                  |                |
| Elementary:                        |                    |                  |                  |                |
| Instructional Programs 1100:       |                    |                  |                  |                |
| Regular Salaries                   | 110 827,151        | 827,151          | 758,010          | 69,141         |
| Temporary Salaries                 | 120 38,000         | 38,000           | 27,769           | 10,231         |
| Health Insurance                   | 210 167,020        | 167,020          | 156,230          | 10,790         |
| Social Security                    | 220 64,017         | 64,017           | 56,660           | 7,357          |
| VTRS - OPEB Assessment             | 232 5,600          | 5,600            | -                | 5,600          |
| Retirement                         | 240 919            | 919              | 919              | -              |
| Section 125                        | 245 831            | 831              | 831              | -              |
| Workers Compensation               | 250 7,068          | 7,068            | 4,040            | 3,028          |
| Unemployment Compensation          | 260 5,327          | 5,327            | 1,834            | 3,493          |
| Tuition Reimbursement              | 270 25,000         | 25,000           | 21,108           | 3,892          |
| Dental Insurance                   | 280 6,433          | 6,433            | 5,837            | 596            |
| Disability Benefits                | 285 3,214          | 3,214            | 1,616            | 1,598          |
| Professional Education             | 320 5,000          | 5,000            | 1,081            | 3,919          |
| Other Professional Services        | 330 4,500          | 4,500            | 2,008            | 2,492          |
| Repairs and Maintenance            | 430 -              | -                | 359              | (359)          |
| Rentals and Leases                 | 440 2,000          | 2,000            | 2,968            | (968)          |
| Supplies                           | 610 27,925         | 27,925           | 23,113           | 4,812          |
| Books and Periodicals              | 640 17,535         | 17,535           | 6,981            | 10,554         |
| Equipment                          | 730 -              | -                | 369              | (369)          |
| Dues and Fees                      | 810 -              | -                | 499              | (499)          |
| Subtotal                           | <u>1,207,540</u>   | <u>1,207,540</u> | <u>1,072,232</u> | <u>135,308</u> |
| English as a Second Language 1100: |                    |                  |                  |                |
| Salaries                           | 110 -              | -                | 8,578            | (8,578)        |
| Temporary Salaries                 | 120 7,200          | 7,200            | -                | 7,200          |
| Social Security                    | 220 551            | 551              | 656              | (105)          |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Statement of Revenues, Expenditures, and Changes  
in Fund Balance - Budget and Actual  
General Fund  
For The Year Ended June 30, 2016

Schedule 1

|                                 | Object | Original<br>Budget | Final<br>Budget | Actual         | Variance       |
|---------------------------------|--------|--------------------|-----------------|----------------|----------------|
| Workers Compensation            | 250    | \$ 60              | \$ 60           | \$ 60          | \$ -           |
| Unemployment Compensation       | 260    | 45                 | 45              | 45             | -              |
| Subtotal                        |        | <u>7,856</u>       | <u>7,856</u>    | <u>9,339</u>   | <u>(1,483)</u> |
| Essential Early Preschool 1101: |        |                    |                 |                |                |
| Salaries                        | 110    | 51,304             | 51,304          | 52,216         | (912)          |
| Temporary Salaries              | 120    | -                  | -               | 47             | (47)           |
| Health Insurance                | 210    | 13,201             | 13,201          | 9,461          | 3,740          |
| Social Security                 | 220    | 3,754              | 3,754           | 3,848          | (94)           |
| Retirement                      | 240    | 944                | 944             | 809            | 135            |
| Section 125                     | 245    | 124                | 124             | 124            | -              |
| Workers Compensation            | 250    | 382                | 382             | 382            | -              |
| Unemployment Compensation       | 260    | 302                | 302             | 302            | -              |
| Tuition Reimbursement           | 270    | 800                | 800             | 1,069          | (269)          |
| Dental Insurance                | 280    | 784                | 784             | 327            | 457            |
| Disability Benefits             | 285    | 195                | 195             | 161            | 34             |
| Other Professional Services     | 330    | -                  | -               | 100            | (100)          |
| Supplies                        | 610    | 900                | 900             | 2,338          | (1,438)        |
| Subtotal                        |        | <u>72,690</u>      | <u>72,690</u>   | <u>71,184</u>  | <u>1,506</u>   |
| Special Education 1210:         |        |                    |                 |                |                |
| Salaries                        | 110    | 159,682            | 159,682         | 161,312        | (1,630)        |
| Temporary Salaries              | 120    | -                  | -               | 1,002          | (1,002)        |
| Health Insurance                | 210    | 52,353             | 52,353          | 42,421         | 9,932          |
| Social Security                 | 220    | 11,536             | 11,536          | 11,781         | (245)          |
| Retirement                      | 240    | 7,105              | 7,105           | 7,548          | (443)          |
| Section 125                     | 245    | 372                | 372             | 372            | -              |
| Workers Compensation            | 250    | 1,270              | 1,270           | 1,270          | -              |
| Unemployment Compensation       | 260    | 950                | 950             | 950            | -              |
| Dental Insurance                | 280    | 3,135              | 3,135           | 2,295          | 840            |
| Disability Benefits             | 285    | 560                | 560             | 522            | 38             |
| Other Professional Services     | 330    | -                  | -               | 140            | (140)          |
| SU Shared Services              | 332    | 551,101            | 551,101         | 476,379        | 74,722         |
| Subtotal                        |        | <u>788,064</u>     | <u>788,064</u>  | <u>705,992</u> | <u>82,072</u>  |
| Guidance Services 2120:         |        |                    |                 |                |                |
| Salaries                        | 110    | 61,371             | 61,371          | 62,118         | (747)          |
| Health Insurance                | 210    | 18,858             | 18,858          | 18,866         | (8)            |
| Social Security                 | 220    | 4,450              | 4,450           | 4,432          | 18             |
| Section 125                     | 245    | 62                 | 62              | 62             | -              |
| Workers Compensation            | 250    | 516                | 516             | 516            | -              |
| Unemployment Compensation       | 260    | 386                | 386             | 386            | -              |
| Tuition Reimbursement           | 270    | 1,300              | 1,300           | -              | 1,300          |
| Dental Insurance                | 280    | 541                | 541             | 541            | -              |
| Disability Benefits             | 285    | 249                | 249             | 188            | 61             |
| Supplies                        | 610    | 130                | 130             | 353            | (223)          |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Statement of Revenues, Expenditures, and Changes  
in Fund Balance - Budget and Actual  
General Fund  
For The Year Ended June 30, 2016

Schedule 1

|                               | Object | Original<br>Budget | Final<br>Budget | Actual        | Variance     |
|-------------------------------|--------|--------------------|-----------------|---------------|--------------|
| Books and Periodicals         | 640    | \$ -               | \$ -            | \$ 129        | \$ (129)     |
| Subtotal                      |        | <u>87,863</u>      | <u>87,863</u>   | <u>87,591</u> | <u>272</u>   |
| Health Services 2130:         |        |                    |                 |               |              |
| Salaries                      | 110    | 56,162             | 56,162          | 55,370        | 792          |
| Temporary Salaries            | 120    | -                  | -               | 1,935         | (1,935)      |
| Health Insurance              | 210    | 15,086             | 15,086          | 15,264        | (178)        |
| Social Security               | 220    | 4,101              | 4,101           | 3,688         | 413          |
| Section 125                   | 245    | 62                 | 62              | 62            | -            |
| Workers Compensation          | 250    | 461                | 461             | 461           | -            |
| Unemployment Compensation     | 260    | 353                | 353             | 353           | -            |
| Tuition Reimbursement         | 270    | 1,300              | 1,300           | 1,737         | (437)        |
| Dental Insurance              | 280    | 432                | 432             | 436           | (4)          |
| Disability Benefits           | 285    | 228                | 228             | 171           | 57           |
| Equipment Repairs             | 430    | 40                 | 40              | 100           | (60)         |
| Supplies                      | 610    | 1,975              | 1,975           | 1,594         | 381          |
| Books and Periodicals         | 640    | 88                 | 88              | 69            | 19           |
| Subtotal                      |        | <u>80,288</u>      | <u>80,288</u>   | <u>81,240</u> | <u>(952)</u> |
| Speech Services 2152:         |        |                    |                 |               |              |
| Salaries                      | 110    | -                  | -               | 18            | (18)         |
| Social Security               | 220    | -                  | -               | 1             | (1)          |
| Subtotal                      |        | <u>-</u>           | <u>-</u>        | <u>19</u>     | <u>(19)</u>  |
| Curriculum Assessment 2212:   |        |                    |                 |               |              |
| Supervisory Union Services    | 331    | 17,854             | 17,854          | 17,854        | -            |
| Subtotal                      |        | <u>17,854</u>      | <u>17,854</u>   | <u>17,854</u> | <u>-</u>     |
| School Library Services 2222: |        |                    |                 |               |              |
| Regular Salaries              | 110    | 37,092             | 37,092          | 36,591        | 501          |
| Social Security               | 220    | 2,838              | 2,838           | 2,799         | 39           |
| Section 125                   | 245    | 62                 | 62              | 62            | -            |
| Workers Compensation          | 250    | 276                | 276             | 276           | -            |
| Unemployment Compensation     | 260    | 206                | 206             | 206           | -            |
| Tuition Reimbursement         | 270    | 1,300              | 1,300           | 584           | 716          |
| Dental Insurance              | 280    | 324                | 324             | 327           | (3)          |
| Disability Benefits           | 285    | 133                | 133             | 100           | 33           |
| Supplies                      | 610    | 880                | 880             | 549           | 331          |
| Books and Periodicals         | 640    | 4,750              | 4,750           | 5,843         | (1,093)      |
| Audio Visual Materials        | 650    | -                  | -               | 227           | (227)        |
| Computer Software             | 670    | -                  | -               | 385           | (385)        |
| Subtotal                      |        | <u>47,861</u>      | <u>47,861</u>   | <u>47,949</u> | <u>(88)</u>  |
| Technology Services 2225:     |        |                    |                 |               |              |
| Salaries                      | 110    | 21,899             | 21,899          | 21,584        | 315          |
| Social Security               | 220    | 1,675              | 1,675           | 1,651         | 24           |
| Workers Compensation          | 250    | 184                | 184             | 184           | -            |
| Unemployment Compensation     | 260    | 138                | 138             | 138           | -            |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Statement of Revenues, Expenditures, and Changes  
in Fund Balance - Budget and Actual  
General Fund  
For The Year Ended June 30, 2016

Schedule 1

|                                   | Object | Original<br>Budget | Final<br>Budget | Actual         | Variance      |
|-----------------------------------|--------|--------------------|-----------------|----------------|---------------|
| Tuition Reimbursement             | 270    | \$ 200             | \$ 200          | \$ -           | \$ 200        |
| Dental Insurance                  | 280    | 216                | 216             | 218            | (2)           |
| Disability Benefits               | 285    | 89                 | 89              | 67             | 22            |
| Other Professional Services       | 330    | 2,100              | 2,100           | 125            | 1,975         |
| Supervisory Union Services        | 331    | 45,705             | 45,705          | 45,705         | -             |
| Repairs and Maintenance           | 430    | 1,000              | 1,000           | 446            | 554           |
| Telephone                         | 530    | 13,500             | 13,500          | 12,087         | 1,413         |
| Supplies                          | 610    | 5,000              | 5,000           | 3,115          | 1,885         |
| Computer Software                 | 670    | 10,300             | 10,300          | 9,562          | 738           |
| Equipment                         | 730    | 29,750             | 29,750          | 21,693         | 8,057         |
| Subtotal                          |        | <u>131,756</u>     | <u>131,756</u>  | <u>116,575</u> | <u>15,181</u> |
| Board of Education Services 2310: |        |                    |                 |                |               |
| Salaries                          | 110    | 750                | 750             | 1,034          | (284)         |
| Social Security                   | 220    | 58                 | 58              | 79             | (21)          |
| Legal Services                    | 360    | 1,500              | 1,500           | 2,636          | (1,136)       |
| Advertising                       | 540    | 2,000              | 2,000           | 601            | 1,399         |
| Travel                            | 580    | 100                | 100             | -              | 100           |
| Supplies                          | 610    | 400                | 400             | 168            | 232           |
| Dues and Fees                     | 810    | 1,750              | 1,750           | 1,755          | (5)           |
| Subtotal                          |        | <u>6,558</u>       | <u>6,558</u>    | <u>6,273</u>   | <u>285</u>    |
| Office of Superintendent 2321:    |        |                    |                 |                |               |
| Supervisory Union Services        | 331    | 53,109             | 53,109          | 53,109         | -             |
| SU Shared Services                | 332    | 1,000              | 1,000           | 1,000          | -             |
| Subtotal                          |        | <u>54,109</u>      | <u>54,109</u>   | <u>54,109</u>  | <u>-</u>      |
| Office of Principal 2410:         |        |                    |                 |                |               |
| Salaries                          | 110    | 84,870             | 84,870          | 84,616         | 254           |
| Clerical Salaries                 | 110    | 57,026             | 57,026          | 56,571         | 455           |
| Temporary Salaries                | 120    | 3,500              | 3,500           | 1,183          | 2,317         |
| Health Insurance                  | 210    | 32,020             | 32,020          | 36,299         | (4,279)       |
| Social Security                   | 220    | 10,707             | 10,707          | 10,302         | 405           |
| Retirement                        | 240    | 2,384              | 2,384           | 3,342          | (958)         |
| Section 125                       | 245    | 124                | 124             | 124            | -             |
| Workers Compensation              | 250    | 1,221              | 1,221           | 1,221          | -             |
| Unemployment Compensation         | 260    | 914                | 914             | 614            | 300           |
| Tuition Reimbursement             | 270    | 2,000              | 2,000           | 227            | 1,773         |
| Dental Insurance                  | 280    | 1,081              | 1,081           | 1,406          | (325)         |
| Disability Benefits               | 285    | 505                | 505             | 1,539          | (1,034)       |
| Equipment Maintenance             | 430    | 1,000              | 1,000           | -              | 1,000         |
| Telephone                         | 530    | 2,500              | 2,500           | 3,643          | (1,143)       |
| Travel                            | 580    | 400                | 400             | 841            | (441)         |
| Supplies                          | 610    | 4,000              | 4,000           | 2,812          | 1,188         |
| Dues and Fees                     | 810    | 525                | 525             | 370            | 155           |
| Subtotal                          |        | <u>204,777</u>     | <u>204,777</u>  | <u>205,110</u> | <u>(333)</u>  |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Statement of Revenues, Expenditures, and Changes  
in Fund Balance - Budget and Actual  
General Fund  
For The Year Ended June 30, 2016

Schedule 1

|                                           | Object | Original<br>Budget | Final<br>Budget | Actual         | Variance       |
|-------------------------------------------|--------|--------------------|-----------------|----------------|----------------|
| Special Education Administration 2420:    |        |                    |                 |                |                |
| Supervisory Union Services                | 331    | \$ 59,247          | \$ 59,247       | \$ 59,247      | \$ -           |
| Supervisory Union Services - Early Ed     | 331    | <u>7,360</u>       | <u>7,360</u>    | <u>7,360</u>   | <u>-</u>       |
| Subtotal                                  |        | <u>66,607</u>      | <u>66,607</u>   | <u>66,607</u>  | <u>-</u>       |
| Fiscal Services 2520:                     |        |                    |                 |                |                |
| Supervisory Union Services                | 331    | <u>39,659</u>      | <u>39,659</u>   | <u>39,659</u>  | <u>-</u>       |
| Subtotal                                  |        | <u>39,659</u>      | <u>39,659</u>   | <u>39,659</u>  | <u>-</u>       |
| Interest Expense 2523:                    |        |                    |                 |                |                |
| Current Interest                          | 830    | <u>31,475</u>      | <u>31,475</u>   | 40,305         | (8,830)        |
| Subtotal                                  |        | <u>31,475</u>      | <u>31,475</u>   | 40,305         | (8,830)        |
| Auditing Services 2526:                   |        |                    |                 |                |                |
| Audit Services                            | 370    | <u>4,550</u>       | <u>4,550</u>    | <u>4,550</u>   | <u>-</u>       |
| Subtotal                                  |        | <u>4,550</u>       | <u>4,550</u>    | <u>4,550</u>   | <u>-</u>       |
| Operation & Maintenance of Building 2600: |        |                    |                 |                |                |
| Salaries                                  | 110    | 105,613            | 105,613         | 106,103        | (490)          |
| Temporary Salaries                        | 120    | 10,000             | 10,000          | 8,347          | 1,653          |
| Health Insurance                          | 210    | 28,381             | 28,381          | 32,197         | (3,816)        |
| Social Security                           | 220    | 8,476              | 8,476           | 8,294          | 182            |
| Retirement                                | 240    | 1,870              | 1,870           | 4,549          | (2,679)        |
| Section 125                               | 245    | 186                | 186             | 186            | -              |
| Workers Compensation                      | 250    | 971                | 971             | 971            | -              |
| Unemployment Compensation                 | 260    | 727                | 727             | 427            | 300            |
| Dental Insurance                          | 280    | 1,622              | 1,622           | 1,579          | 43             |
| Disability Benefits                       | 285    | 428                | 428             | 339            | 89             |
| Asbestos Removal                          | 332    | 1,000              | 1,000           | 1,000          | -              |
| Water and Sewer                           | 411    | 7,500              | 7,500           | 7,868          | (368)          |
| Disposal Services                         | 421    | 2,650              | 2,650           | 2,713          | (63)           |
| Snow Plowing                              | 422    | 3,200              | 3,200           | 3,000          | 200            |
| Repairs and Maintenance                   | 430    | 20,000             | 20,000          | 25,361         | (5,361)        |
| Grounds Maintenance                       | 430    | 1,000              | 1,000           | 1,415          | (415)          |
| Fumace/Woodchipper Maintenance            | 430    | 5,000              | 5,000           | 1,681          | 3,319          |
| Property and Liability Insurance          | 520    | 8,053              | 8,053           | 8,950          | (897)          |
| Travel Reimbursement                      | 580    | 800                | 800             | -              | 800            |
| Supplies                                  | 610    | 10,000             | 10,000          | 13,728         | (3,728)        |
| Electricity                               | 622    | 37,000             | 37,000          | 29,698         | 7,302          |
| Oil                                       | 624    | 61,000             | 61,000          | 46,171         | 14,829         |
| Equipment                                 | 730    | <u>4,000</u>       | <u>4,000</u>    | <u>-</u>       | <u>4,000</u>   |
| Subtotal                                  |        | <u>319,477</u>     | <u>319,477</u>  | <u>304,577</u> | <u>14,900</u>  |
| Student Transportation Services 2711:     |        |                    |                 |                |                |
| Shared SU Services                        | 332    | 117,202            | 117,202         | 117,202        | -              |
| Student Transportation                    | 519    | <u>-</u>           | <u>-</u>        | <u>6,600</u>   | <u>(6,600)</u> |
| Subtotal                                  |        | <u>117,202</u>     | <u>117,202</u>  | <u>123,802</u> | <u>(6,600)</u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Statement of Revenues, Expenditures, and Changes  
in Fund Balance - Budget and Actual  
General Fund  
For The Year Ended June 30, 2016

Schedule 1

|                                                                                         | Object | Original<br>Budget   | Final<br>Budget      | Actual                | Variance              |
|-----------------------------------------------------------------------------------------|--------|----------------------|----------------------|-----------------------|-----------------------|
| Student Transportation Services 2720:                                                   |        |                      |                      |                       |                       |
| Field Trips                                                                             | 519    | \$ 3,000             | \$ 3,000             | \$ 3,080              | \$ (80)               |
| Subtotal                                                                                |        | <u>3,000</u>         | <u>3,000</u>         | <u>3,080</u>          | <u>(80)</u>           |
| Debt Service 5100:                                                                      |        |                      |                      |                       |                       |
| Interest Charges                                                                        | 830    | 14,000               | 14,000               | 5,000                 | 9,000                 |
| Subtotal                                                                                |        | <u>14,000</u>        | <u>14,000</u>        | <u>5,000</u>          | <u>9,000</u>          |
| <br>TOTAL EXPENDITURES                                                                  |        | <br><u>3,303,186</u> | <br><u>3,303,186</u> | <br><u>3,063,047</u>  | <br><u>240,139</u>    |
| <br>EXCESS OF REVENUES OVER<br>(UNDER) EXPENDITURES                                     |        | <br>66,000           | <br>66,000           | <br>329,350           | <br>263,350           |
| <br>OTHER FINANCING SOURCES (USES):                                                     |        |                      |                      |                       |                       |
| Transfer To Capital Project Fund                                                        |        | -                    | -                    | (170,000)             | (170,000)             |
| Transfer To Bond Sinking Fund                                                           |        | (26,000)             | (26,000)             | (26,000)              | -                     |
| Transfer To Enterprise Fund                                                             |        | <u>(40,000)</u>      | <u>(40,000)</u>      | <u>(40,000)</u>       | <u>-</u>              |
| <br>EXCESS OF REVENUES AND OTHER<br>SOURCES OVER (UNDER)<br>EXPENDITURES AND OTHER USES |        | <br>-                | <br>-                | <br>93,350            | <br>93,350            |
| <br>FUND BALANCE, JULY 1, 2015                                                          |        | <br><u>-</u>         | <br><u>-</u>         | <br><u>196,731</u>    | <br><u>196,731</u>    |
| <br>FUND BALANCE, JUNE 30, 2016                                                         |        | <br><u>\$ -</u>      | <br><u>\$ -</u>      | <br><u>\$ 290,081</u> | <br><u>\$ 290,081</u> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
 Combining Balance Sheet  
 Special Revenue Fund  
 June 30, 2016

Schedule 2

|                                              | Garden<br>Project    | Fitness<br>Grant     | YMCA &<br>Gifford<br>Walk Path | Totals                 |
|----------------------------------------------|----------------------|----------------------|--------------------------------|------------------------|
| <b>ASSETS:</b>                               |                      |                      |                                |                        |
| Current Assets:                              |                      |                      |                                |                        |
| Due From Other Funds                         | \$ 489               | \$ 385               | \$ 5,000                       | \$ 5,874               |
| Total Current Assets                         | <u>489</u>           | <u>385</u>           | <u>5,000</u>                   | <u>5,874</u>           |
| <b>TOTAL ASSETS</b>                          | <b><u>\$ 489</u></b> | <b><u>\$ 385</u></b> | <b><u>\$ 5,000</u></b>         | <b><u>\$ 5,874</u></b> |
| <b>LIABILITIES &amp; FUND BALANCES:</b>      |                      |                      |                                |                        |
| Liabilities:                                 |                      |                      |                                |                        |
| Deferred Revenue                             | \$ 489               | \$ 385               | \$ 5,000                       | \$ 5,874               |
| Total Liabilities                            | <u>489</u>           | <u>385</u>           | <u>5,000</u>                   | <u>5,874</u>           |
| Fund Balances:                               |                      |                      |                                |                        |
| Restricted                                   | -                    | -                    | -                              | -                      |
| Total Fund Balances                          | <u>-</u>             | <u>-</u>             | <u>-</u>                       | <u>-</u>               |
| <b>TOTAL LIABILITIES &amp; FUND BALANCES</b> | <b><u>\$ 489</u></b> | <b><u>\$ 385</u></b> | <b><u>\$ 5,000</u></b>         | <b><u>\$ 5,874</u></b> |

The accompanying notes are an integral part of these financial statements

Berlin School District  
 Combining Statement of Revenues, Expenditures  
 and Changes in Fund Balances  
 Special Revenue Fund  
 For The Year Ended June 30, 2016

|                                                                               | School Wide Program | Internal Service Fund | Garden Project | Fitness Grant | Fresh Fruit & Veggies | VT Energy Education | Medicaid EPSOT | Totals         |
|-------------------------------------------------------------------------------|---------------------|-----------------------|----------------|---------------|-----------------------|---------------------|----------------|----------------|
| REVENUES:                                                                     |                     |                       |                |               |                       |                     |                |                |
| Private/Local                                                                 | \$ 714              | \$ 714                |                | 615           |                       | \$ 650              | 5,313          | \$ 7,292       |
| State                                                                         |                     |                       | 1,511          |               |                       |                     |                | 1,511          |
| Federal                                                                       |                     |                       |                |               | \$ 14,549             |                     |                | 14,549         |
| <b>TOTAL REVENUES</b>                                                         | <b>168,492</b>      | <b>714</b>            | <b>1,511</b>   | <b>615</b>    | <b>14,549</b>         | <b>650</b>          | <b>5,313</b>   | <b>191,844</b> |
| EXPENDITURES:                                                                 |                     |                       |                |               |                       |                     |                |                |
| Direct Services                                                               | 168,492             |                       |                | 615           |                       | 650                 | 4,809          | 174,566        |
| Support Services:                                                             |                     |                       |                |               |                       |                     |                |                |
| Instructional Staff                                                           |                     | 714                   |                |               |                       |                     | 504            | 714            |
| Transportation Services                                                       |                     |                       | 1,511          |               | 13,075                |                     |                | 14,586         |
| Food Services                                                                 |                     |                       |                |               |                       |                     |                |                |
| <b>TOTAL EXPENDITURES</b>                                                     | <b>168,492</b>      | <b>714</b>            | <b>1,511</b>   | <b>615</b>    | <b>13,075</b>         | <b>650</b>          | <b>5,313</b>   | <b>190,370</b> |
| EXCESS OF REVENUES OVER (UNDER) EXPENDITURES                                  | -                   | -                     | -              | -             | 1,474                 | -                   | -              | 1,474          |
| OTHER FINANCING SOURCES (USES):                                               |                     |                       |                |               |                       |                     |                |                |
| Transfers Out                                                                 |                     |                       |                |               | (1,474)               |                     |                | (1,474)        |
| EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES | -                   | -                     | -              | -             | -                     | -                   | -              | -              |
| FUND BALANCE, JULY 1, 2015                                                    | -                   | -                     | -              | -             | -                     | -                   | -              | -              |
| FUND BALANCE JUNE 30, 2016                                                    | \$ -                | \$ -                  | \$ -           | \$ -          | \$ -                  | \$ -                | \$ -           | \$ -           |

The accompanying notes are an integral part of these financial statements

Berlin School District  
Statement of Changes in Assets and Liabilities  
Fiduciary Fund Type - Agency Fund  
For The Year Ended June 30, 2016

Schedule 4

|                              | Balance<br>July 1, 2015 | Receipts      | Disbursements   | Transfers   | Balance<br>June 30, 2016 |
|------------------------------|-------------------------|---------------|-----------------|-------------|--------------------------|
| Assets:                      |                         |               |                 |             |                          |
| Due From Other Funds         | <u>\$ 8,481</u>         | <u>\$ 746</u> | <u>\$ 1,390</u> | <u>\$ -</u> | <u>\$ 7,837</u>          |
| Total Assets                 | <u>\$ 8,481</u>         | <u>\$ 746</u> | <u>\$ 1,390</u> | <u>\$ -</u> | <u>\$ 7,837</u>          |
| Liabilities:                 |                         |               |                 |             |                          |
| Amount Held for Agency Funds | <u>\$ 8,481</u>         | <u>\$ 746</u> | <u>\$ 1,390</u> | <u>\$ -</u> | <u>\$ 7,837</u>          |
| Total Liabilities            | <u>\$ 8,481</u>         | <u>\$ 746</u> | <u>\$ 1,390</u> | <u>\$ -</u> | <u>\$ 7,837</u>          |

The accompanying notes are an integral part of these financial statements



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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED  
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the School Board  
Berlin School District, Vermont

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Berlin School District, Vermont, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise Berlin School District, Vermont's basic financial statements and have issued our report thereon dated October 27, 2016.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Berlin School District, Vermont's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Berlin School District, Vermont's internal control. Accordingly, we do not express an opinion on the effectiveness of Berlin School District, Vermont's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Berlin School District, Vermont's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance of other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

## ***Angolano & Company***

ANGOLANO & COMPANY  
Shelburne, Vermont  
Firm Registration Number 92-0000141

October 27, 2016



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July 22, 2016

To the School Board  
Berlin School District

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of **Berlin School District** for the year ended June 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, Government Auditing Standards and OMB Circular A-133), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 2, 2016. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Berlin School District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during June 30, 2016. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of the lives of property, plant, and equipment is based on expected usefulness. We evaluated the key factors and assumptions used to develop

the lives of property, plant, and equipment in determining that it is reasonable in relation to the financial statements taken as a whole.

Management estimates the final receivable or payable with the State of Vermont Department of Education for special education expense reimbursement.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of Fund Balances and Net Resources in Notes 12 and 13 to the financial statements as to how any surplus is to be used in future fiscal years.

Other Post Employment Benefits (OPEB) and Termination Benefits in Note 10 to the financial statements as to how it is being offered and any contingent and real liabilities that exist.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

#### *Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter.

#### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the governmental unit’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of School Board and management of Berlin School District and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

***Angolano & Company***

Angolano & Company,  
Shelburne, Vermont  
Firm Registration Number 92-0000141