

TREASURER'S TOWN ACCOUNT
Fiscal Year 7/1/12 - 6/30/13

Prepared by
Patricia Dow, Treasurer

9631 Green Up Vermont	\$	50.00	\$50.00
9632 American Red Cross	\$	250.00	\$250.00
9633 Windham Child Care Association	\$	250.00	\$250.00
9634 Deerfield Valley Rescue	\$	3,513.00	
Omnibus budget for EMS			\$20,500.00
TOTAL SPECIAL FUNDS			<u>\$ 30,382.00</u> <u>\$31,830.00</u>

8000 SELF FUNDING

	EXPENSES	TOTALS
8200 COMMISSIONS		
8210 Delinquent Tax Collector	\$ 11,643.40	
8310 Delinquent Tax Collector Expense	\$ 1,362.50	
8220 Zoning Administrator	\$ 1,945.00	
TOTAL COMMISSIONS		<u>\$ 14,950.90</u>
8100 PUBLIC SAFETY		
8110 Annual Discretionary Funds	\$ 7,424.85	
8120 Generators/Other	\$ 739.61	
8130 Pager Pay	\$ 1,396.67	
8140 VEM Annual Compensation	\$ 17,632.06	
8150 VEM Radiological Officer	\$ 1,000.00	
8160 Drills and Exercises	\$ 2,127.09	
8170 EMD Annual Expenses	\$ 1,477.42	
TOTAL PUBLIC SAFETY		<u>\$ 31,797.70</u>
6570 CEMETERY ACCOUNT		
6572 Equipment Rental	\$ 1,503.25	
6573 Wages	\$ 1,792.75	
TOTAL CEMETERY EXPENSES		<u>\$ 3,296.00</u>

EXPENSES RELATING TO TROPICAL STORM IRENE

6150 EOC Project Manager	\$	6,026.04	
6151 EOC Procurement Officer	\$	1,856.00	
6262 EOC Emergency Supplies & Expenses	\$	250.58	
6263 Ads & Legal Notices	\$	170.64	
6454 Bridge Construction	\$	975,952.24	
6740 Storm Debris Removal	\$	11,192.00	
7431 Gravel & Stone	\$	3,920.00	
7461 Resurfacing	\$	500,203.00	
Peoples United Bank Line of Credit Payment	\$	1,209,939.85	
TOTAL IRENE RELATED EXPENSES			<u>\$ 2,709,510.35</u>

\$ 4,047,046.42

Change in Fund Balance

Fiscal Year 7/1/12 - 6/30/13

1130 Record Restoration Fund	
Beginning Balance 7/1/12	\$10,005.10
Revenues	
Town Clerk Recording Fees	\$510.00
.50 per \$ 10.00 recorded	
Expenses	
Ending Balance 6/30/12	\$10,515.10

1160 Reappraisal & Lister Education Fund	
Beginning Balance 7/1/12	\$12,559.00
Revenues	
Per Parcel Payment for reval & Training	\$6,631.11
Expenses	
Transfer to General Fund for Classes	\$19,190.11
Ending Balance 6/30/13	

1170 Office Equipment Fund	
Beginning Balance 7/1/12	\$3,457.36
Revenues	
Town Clerk Recording Fees	\$510.00
.50 per \$ 10.00 recorded	
Ending Balance 6/30/13	\$3,967.36

1180 Cemetery Fund	
Beginning Balance 7/1/12	\$6,772.87
Expenses	
6572 Equipment Rental	-\$1,503.25
6573 Wages	-\$1,058.52
Transfer for payroll taxes	
Total Expenses	-\$2,561.77
Revenues	
FY11 Budget	\$5,000.00
Intrest Income	\$84.76
Total Revenues	\$5,084.76
Ending Balance 6/30/13	\$9,295.86

1120 Equipment Fund	
Beginning Balance 7/1/12	28,826.69
Revenues	
Annual Transfer of Budget	208,300.00
Equipment Reserve Transfer	185,033.00
Total Revenue	393,333.00
Expenses	
7685 Diesel Fuel	-66,321.18
7680 Repairs & Maintenance	-94,732.17
7670 Property & Casualty Ins	-17,478.00
7690 Finance Charge	-2.64
7615 Excavator	-20,949.09
7640 Grader	-34,231.56
7645 Shop Supplies & Tools	-879.88
7655 Loader	-24,049.15
7665 Trucks	-189,617.00
Total Expenses	-448,260.67
Ending Balance 6/30/13	-26,100.98

1190 VT Emergency Mgmt	
Beginning Balance 7/1/12	3,671.12
Revenues	
Annual Discretionary Funds	4,587.03
Radiological Officer	1,000.00
Emergency Mgmt Director	21,414.34
Drills & Exercises	2,930.07
Pager Pay	855.00
Total Revenues	30,786.44
Expenses	
Annual Discretionary Funds	-8,164.46
Radiological Officer	-1,000.00
Emergency Mgmt Director + taxes	-19,991.75
Drills & Exercises	-2,127.09
Pager Pay	-1,396.67
FY13 exp transferred in FY14	3,311.14
Total Expenses	-29,368.83
Ending Balance 6/30/13	5,088.73

Change in Fund Balance

Fiscal Year 7/1/12 - 6/30/13

1192 Bridge Fund	
Beginning Balance 7/1/12	\$2,499.53
Expenses	
Bridge Maintenance	-\$3,721.00
Revenues	
FY12 Budget	\$10,000.00
FY13 Budget	\$10,000.00
AOT Special Project Funding	\$3,291.30
Ending Balance 6/30/13	\$22,069.83

1195 Equipment Reserve Fund	
Beginning Balance 7/1/12	\$0.00
Expenses	
Transfer appropriated to purchase truck	-\$75,000.00
Revenues	
FY 13 Reserved appropriated Funds	\$75,000.00
FY 13 Interest	\$236.50
Balance of Insurance refund	\$53,967.00
Ending Balance 6/30/13	\$54,203.50

1194 Emergency Disaster Fund	
Beginning Balance 7/1/12	955.40
Expenses	
SO # 11 Disaster Expenses	-955.40
Ending Balance 6/30/13	0.00

1101 Education payment to State Treasury	
Beginning Balance 7/1/12	24,438.87
Transfer Overage to General Town Fund	-24,438.87
Ending Balance 6/30/13	0.00

Road Commissioners Report

7000 Highway Account	Expense
7100 Salaries & Wages	
7120 Road Commissioner Salary	\$4,200.00
7130 Road Procurement	\$1,440.00
7110 Road Crew Wages	\$177,084.94
7110 Road Crew Overtime Wages	\$40,388.52
Subtotal	\$223,113.46
7200 Employee Benefits	
7210 Training & Education	\$895.00
7220 Health Insurance	\$84,969.60
7230 Life Insurance	\$871.75
7260 Retirement Town Share	\$8,699.02
7270 Uniform Town Contribution	\$7,581.96
7280 Hiring Cost /Drug Testing	\$577.85
Subtotal	\$103,595.18
7300 Garage Expenses	
7310 Electric	\$3,532.50
7320 Heating Fuel	\$8,309.71
7330 Phone	\$1,065.94
7340 Building Repair & Maintenance	\$1,890.16
7360 Office & Cleaning Supplies	\$593.38
7370 Trash Collection	\$1,141.70
7380 Shop Supplies	\$6,036.55
6550 Garage Bond & Interest	\$20,278.50
Subtotal	\$42,848.44
7400 Road Supplies & Applications	
7410 Sand	\$25,662.00
7420 Salt	\$15,272.52
7430 Gravel & Stone	\$116,092.62
7440 Chloride	\$9,202.00
7450 Culverts & Cold Patch	\$8,669.08
7460 Construction	\$3,935.49
7461 Resurfacing	\$17,228.25
Roadside Mowing	\$4,536.00
7480 Road Signs	\$1,640.97
7490 Safety Gear	\$2,505.61
Subtotal	\$204,744.54
7600 Equipment	
7615 Excavator	\$20,949.09
7640 Grader	\$34,231.56
7690 Finance Charge	\$2.64
7645 Shop Supplies & Tools	\$879.88
7655 Loader	\$24,049.15
7665 Trucks	\$189,617.00
7670 VLCT Property & Casualty / Equipment	\$17,478.00
7680 Repairs Maintenance	\$94,732.17
7685 Diesel Fuel	\$66,321.18
Subtotal	\$448,260.67
Total Highway Account	\$1,022,562.29

COLLECTOR OF DELINQUENT TAXES
Report for FY 2013 (July 1, 2012-June 30, 2013)

	Parcel ID	Beginning Balance	Del. Taxes Collected	Ending Balance
Tax Warrant for FY 2010 (07/01/09 - 06/30/10)		\$1,481.33	\$1,481.33	\$0.00
Tax Warrant for FY 2011 (07/01/10 - 06/30/11)		\$11,154.62	\$11,154.62	\$0.00
Tax Warrant for FY 2012 (07/01/11 - 06/30/12)		\$39,587.39	\$28,747.74	\$10,839.65
Tax Warrant for FY 2013 (07/01/12-06/30/13)		\$148,580.20	\$83,423.25	\$65,156.95
TOTAL DELINQUENT TAXES		\$200,803.54	\$124,806.94	\$75,996.60

REPORT OF DELINQUENT TAXES COLLECTED

Delinquent Taxes Collected	\$124,806.94
Tax Commission Collected	\$9,984.53
Interest Collected	\$12,206.30
Miscellaneous Costs Collected	\$1,389.02
Total Del. Taxes, Penalty, Interest and Costs Collected	\$148,386.79
TOTAL UNCOLLECTED DELINQUENT TAXES	\$75,996.60

DELINQUENT TAX LIST

FY 2012 (07/01/11-06/30/12)	
Oglesby, William A.	can.0453
# Wasiuk, Daniel and Moynahan, Jessica M.	xwoh.0580
SUB-TOTAL for FY 2012	10,839.65
FY 2013 (07/01/12-06/30/13)	
# Boyko, Kristine	hub.0181
# Boyko, Kristine	pen.0511
# Burd, Zachary R.	bro.1250
# Creagh, Diane	mcm.0012
# Creagh, Diane; Anderson, Lynn; Dickinson III, Ralph	pen.1843
# Crosby III, Frederick A. and Melanie L.	brn.0195
* Dickinson III, Ralph	pen.1749
* Farrington, Harry and Patricia	cln.1950
# Nugent, David A. and Marble, Cynthia L.	spr.0299
Oglesby, William A.	can.0453
* Reavey, William A. and Jacqueline et al	phl.0460
# Sanders, Lia	wht.0310
# Swislosky III, Edward W. and Louise K.	han.0521
SUB-TOTAL for FY 2013	65,156.95
GRAND TOTAL for FY 2012 - FY 2013	75,996.60

= Paid in Full as of Jan. 27, 2014

* = Payments are being made

DELINQUENT TAX BALANCE AS OF JAN. 27, 2014	47,325.96
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H. M. SCOTT FUND
July 1, 2012 – June 30, 2013

Assets held at Edward Jones & Co. L.P.

Value of Fund July 1, 2012	291,681.08
Income	
Dividends & Interest	15,580.12
Sales/redemptions of securities	<u>1,780.73</u>
	17,360.85
	309,041.93
Disbursements	
Town of Halifax	12,000.00
Securities Purchased	1,984.13
Foreign tax paid	<u>124.89</u>
	(14,109.02)
	294,932.91
Increase in value of securities	25,388.02
Value of Fund June 30, 2013	320,320.93

Investment Portfolio Market Value June 30, 2013

Stocks

<u>Company</u>	<u>Shares</u>	<u>Value</u>
BCE	210	8,614.20
Duke Energy	145	9,787.50
DuPont de Nemours	375	19,687.50
Emerson Electric	300	16,362.00
General Electric	1200	27,828.00
Johnson & Johnson	370	31,768.20
Pfizer, Inc	400	11,204.00
Proctor & Gamble	190	14,628.10
Royal Dutch Shell	103	6,571.40
Southern Co.	200	8,826.00
Vodafone Group	66	1,897.17

Mutual Funds

Franklin Income Fund	7,867	18,093.49
J.P.Morgan High Yield Fund	1,141	9,117.64

Municipal Bonds

NJ St Edl Facs Auth Rev I		25,808.25
Univ of VT & State Agric Coll Rev		4,816.45

Corporate Bonds

Morgan Stanley Capital Trust	920	23,257.60
Verizon NY Inc Deb Ser A		9,647.84

Real Estate Investment Trust

Martin Midstream Partners	975	42,987.75
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Limited Liability Corp

Linn Energy LLC	500	<u>16,590.00</u>
		307,493.09

Edward Jones Cash Account		12,827.84
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Total account value June 30, 2013		320,320.93
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**Town of Halifax Cemetery Fund
Balance Sheet
As of June 30, 2013**

	<u>Jun 30, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · TD Bank North	10,620.00
10001 · TD Bank Savings	4,571.53
Total Checking/Savings	<u>15,191.53</u>
Other Current Assets	
18700 · Stock Investment	4,200.00
Total Other Current Assets	<u>4,200.00</u>
Total Current Assets	<u>19,391.53</u>
TOTAL ASSETS	<u><u>19,391.53</u></u>
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Eq...	14,634.50
32000 · Unrestricted Net Ass...	4,481.44
Net Income	275.59
Total Equity	<u>19,391.53</u>
TOTAL LIABILITIES & EQUITY	<u><u>19,391.53</u></u>

**Eames Fund
Balance Sheet
As of June 30, 2013**

	<u>Jun 30, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
Brattleboro S&L - Savings	988.49
Brattleboro S&L CD	68,857.24
TD/Bank North - Money Mar...	57,511.82
TD/Bank North - Savings	504.90
Total Checking/Savings	<u>127,862.45</u>
Total Current Assets	<u>127,862.45</u>
TOTAL ASSETS	<u><u>127,862.45</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	126,211.44
Unrestricted Net Assets	535.69
Net Income	1,115.32
Total Equity	<u>127,862.45</u>
TOTAL LIABILITIES & EQUITY	<u><u>127,862.45</u></u>

**WICKS CEMETERY FUND
July 1, 2012 – June 30, 2013**

Principal invested in AT&T Stock held at Edward Jones Co, LP

Value on 7/1/12	3,435.08
Income	
Interest	171.46
Decrease in Value	(25.05)
Value on 6/30/13	3,410.03

Cael Fund (and School Funds)

July 1, 2012 to June 30, 2013

Cael Fund

7/1/2012 TD BANK CD # 92573534	\$30,500.00
TD BANK CD #92465475	\$24,300.00
TD BANK CD #5730760768	\$27,000.00
TD BANK CORE CHECKING	\$389.72
TD BANK MONEY MARKET CHECKING	\$11,791.15
Balance	\$93,980.87
Interest Earned	\$577.99
Balance	\$94,558.86
Checks Cashed	\$20.00
6/30/2013 Ending Balance	\$94,538.86

6/30/2013 TD BANK CD #92573534	\$30,500.00
TD BANK CD #92465475	\$24,300.00
TD BANK CD #5730760768	\$27,000.00
TD BANK CORE CHECKING	\$369.72
TD BANK MONEY MARKET CHECKING	\$12,369.14
Ending Balance	\$94,538.86

School Accounts

Mary P. Butterfield (Citizenship)

Funds Added TD BANK CD #92573534	\$200.00
Funds Added TD BANK CORE CHECKING	\$24.75
7/1/2012 Balance	\$234.11
Interest Earned	\$0.64
Balance	\$234.75
Checks Cashed	\$10.00
6/30/2013 Ending Balance	\$224.75

Elizabeth Scott Fund (Willingness Award)

Funds Added TD BANK CD #92573534	\$100.00
Funds Added TD BANK CORE CHECKING	\$19.32
7/1/2012 Balance	\$124.00
Interest Earned	\$0.32
Balance	\$124.32
Checks Cashed	\$5.00
6/30/2013 Ending Balance	\$119.32

Hand Wonsey Fund (Outstanding Poet)

Funds Added TD BANK CD #92573534	\$200.00
Funds Added TD BANK CORE CHECKING	\$26.53
7/1/2012 Balance	\$225.89
Interest Earned	\$0.64
6/30/2013 Ending Balance	\$226.53

Sam Maltese Fund (Writing Award)

Funds Added TD BANK CD #92465475	\$300.00
Funds Added TD BANK CORE CHECKING	\$13.15
7/1/2012 Balance	\$295.84
Interest Earned	\$1.01
Balance	\$296.85
Checks Cashed	\$10.00
6/30/2013 Ending Balance	\$286.85

TOWN CLERK'S REPORT
July 1, 2012 - June 30, 2013

Appointments Made By Town Clerk

Assistant Town Clerk	Laura Sumner
Assistant Town Clerk	William Moore
Deputy Registers	Mark F. Shea, James J. Curley, Tom Robinson, Lewis Sumner

Vital Records Filed

Marriages	5
Deaths	10
Births	3

Land Records Recorded

Act 250 Disclosure	6
Affidavit of Scriveners Error	2
Cemetery Deed	2
Certificate Evidencing Merger	1
Certificate of Highway Mileage	1
Certificate of Name Change	2
Certificate of Non-Redemption	1
Certificate of Trust	3
Complaint	1
Current Use Value	12
Death Certificates Recorded	2
Decree of Distribution	2
Delinquent Tax Collectors Warrant	1
Easements	5
Engineer Designer/Installer Certificate	1
Executors Deed	1
Foreclosure Complaints	4
Foreclosure Judgment & Decree	1
Guardians Deed	1
Judgment Order	1
Land Use Permit	1
License to Sell	2
Lot Line Adjustment	1
Mobile Home Bill of Sale	3
Mortgage Assignments	7
Mortgage Deeds	44
Mortgage Discharge	46
Mortgage Note Modification	1
Order Declaring Title	1
Permit for Driveway	3
Permit for New Parcel	4
Permit for Renewal	2
Permit for Zoning	29
Permit for Zoning Appeal Approval	1
Power of Attorney	15
Property Transfer Tax Return	41
Quit Claim Deed	10

Town of Halifax – Auditors Annual Report

We reviewed the records of the Town Treasurer, Road Commissioner, Delinquent Tax Collector and other municipal officers provided for the period ending June 30, 2013. We closely looked at the bank accounts and analyzed activity for the trust funds and delinquent tax collections. Records appeared to be very clean with clear audit trails.

We conducted the annual Town audit for Fiscal Year Ending June 30, 2013 in accordance with the statutory requirements identified at 24 V.S.A. §§ 1681, 1682(a). This statutory requires that the elected auditors review the accounts of local officials and report the findings directly to the taxpayers for review through the annual Town Report. Auditors may make notes to bring irregularities to light, but may not change the actual reports provided by the municipal officials.

Through our review and testing of the financial documents requested of the Treasurer, Select board and other municipal officials we were able to obtain reasonable assurance that the financial records presented within this annual report are free from material misstatement. Do note that records are kept on a cash basis rather than the accrual basis, therefore income is recorded when the cash or check is received and the expenses are not counted until they are actually paid.

We were able to attend additional training sessions this year. Alane and I (Sarah) we able to attend a spring seminar and then Alane also attended a fall seminar.

We have done our best to review the records provided by municipal officials. We would like to remind you that all financial records are available upon request from Town Officials if additional questions remain.

Respectfully submitted,

Sarah Barnett (chair)

April Sumner Dupuis

Alane B Smith

ELECTED OFFICERS OF THE TOWN OF HALIFAX, VERMONT
For the Year 2013

TOWN OFFICE	NAME	TERM EXPIRES
TOWN MODERATOR (1 yr)	Patricia A. Pusey	2014
TOWN CLERK (3 yrs)	Patricia Dow	2014
TOWN TREASURER (3 yrs)	Patricia Dow	2014
SELECTMEN (3 yrs)	Edee Edwards, Chair	2016
	Lewis Sumner, Vice Chair	2014
	Earl B. Holtz	2015
LISTERS (3 yrs)	Charlene Martynowski	2016
	Phyllis Evanuk	2014
	Joseph Tamburrino	2015
AUDITORS (3 yrs)	April Sumner Dupuis	2016
	Alane Smith	2015
	Sarah Barnett	2014
FIRST CONSTABLE (1 yr)	Leonard Derby	2014
SECOND CONSTABLE (1 yrs)	Roy Richardson	2014
COLLECTOR OF DELINQUENT TAXES (1yr)	Laura Sumner	2014
TRUSTEES OF PUBLIC FUNDS (3 yrs)	Samuel Groves	2016
	Howard Smith	2014
	William J. Moore	2015
TOWN AGENT (1 yr)	Melissa Green	2014
TOWN GRAND JUROR (1 yr)	William Pusey	2014
CEMETERY COMMISSIONERS (3 yrs)	Clifton Inman	2014
	Jesse White	2015
	Jeff DeForest	2016
SCHOOL DISTRICT MODERATOR (1 yr)	Patricia A. Pusey	2014
SCHOOL DIRECTORS (3 yrs)	Homer Sumner	2016
	Paul Blais	2014
	Shelby Brimmer	2015
TRUSTEE TO THE WHITINGHAM LIBREARY	Vicki B. Allen	2015
JUSTICES OF THE PEACE (2 yrs)	Joan Wonsey-Courser	2016
	Patricia Pusey	2016
	Rebecca Stone	2016
	Craig J. Stone	2016
	Malcolm K. Sumner	2016
STATE REPRESENTATIVE	Ann Manwaring	