

TOWN OF HALIFAX

INFORMATION FOR RESIDENTS AND PROPERTY OWNERS

1. **Town Clerk - Patricia Dow P.O. Box 127, West Halifax, VT 05358 802-368-7390**

TOWN CLERK HOURS	Monday, Tuesday and Friday Saturday	8:00 A.M. - 3:00 P.M. 9:00 A.M. - 12:00 P.M.
LISTERS HOURS	Monday Lister's Phone Number 802/368-2080	9:00 A.M. – 3:00 P.M.
REGULAR MEETINGS:	Board of Selectmen 1 st and 3 rd Tues. of each month at Town Office	7:00 P.M.
	School Directors 1 st Wednesday of each month at School Library	7:30 P.M.
	Planning Commission 2 nd Tuesday of each month at Town Office	7:00 P.M.

SEE THE LAST PAGE FOR A COMPLETE PHONE LIST
2. **A Zoning permit is needed for any additions/removals or new subdivisions of all properties.** Please check with the Town Clerk or the Zoning Administrator before construction of your project to see if a permit is required. Complete book of Zoning Regulations can be found on our website halifaxvermont.com. Or a hard copy can be purchased at the Town Office for \$ 5.00.
3. A State Agency of Natural Resources (ANR) permit for water supply and septic is required for any new construction, or changes in use or alterations to existing buildings which affect the water or sewer system. ANR approval is also required for subdivisions.
4. **DRIVEWAY PERMITS:** A permit must be obtained before any new driveways or secondary approaches which enter town right of ways are constructed. Permit applications are available at the Town Clerk's Office.
5. The Town Plan is available on our website: halifaxvermont.com or a hard copy can be purchased in the Town office for \$ 8.00.
6. **VOLUNTEERING WITHIN THE TOWN:** A brief list of ways you can volunteer within the Town is as follows: Join the Fire Department, Community Hall, Historical Society or EMS Squad
Become appointed to the Planning and Zoning Boards
Become a member of the Selectboard or the School Board
Maybe you have a hidden talent that would benefit the Town
Help organizing community events
The Selectboard appoints several positions every year after Town Meeting such as:
Town Service Officer, Council on Aging, Windham Regional Commissioners, ADA Coordinator, Green-Up Coordinator among others.
Public participation in the Planning/Zoning Commission, Selectboard, School Board, Community Hall etc is always welcome and a great way to get involved.
Becoming an Elected Official within the Town is always a great to get involved and contribute.

7. POLICIES AND ORDINANCES: Halifax has several adopted policies and ordinances. A binder is available for reference in the Town Office regarding all adopted policies and ordinances by the Board of Selectmen. This information is not currently available on our website.
8. **All dogs and wolf-hybrids must be licensed on or before April 1st every year.** The fees are \$ 9.00 for a neutered male or spayed female and \$ 13.00 for an unneutered male or an unspayed female. Before a dog can be licensed a valid rabies certificate must be filed. After April 1st dog owners must pay a fifty percent delinquent fee.
9. If you have found or lost a dog, please contact the 1st Constable 380-1986.
10. A permit must be obtained to burn brush except when there is snow on the ground. Please contact Malcolm Sumner, Fire Warden, 368-2484 or Lewis Sumner 368-2824 or the Halifax Fire Chief, Wayne Courser, 368-7733.
11. The Town of Halifax no longer has an operating landfill. **Individual homeowners are responsible for their own trash disposal.** Recycling dumpsters for glass, plastic and paper are located on Brook Road at the Old Town Garage location. A stock pile of sand is available at the same location for public use. There are two locations in Brattleboro where your trash/waste can be brought for a fee, or you can contract with a local trash pick-up service.
12. As a member of the Windham Solid Waste Management District, taxpayers and residents of the Town of Halifax have access to the Brattleboro landfill located on Ferry Road in Brattleboro (just north of the Agway store on Route 5). Access Permits for the Brattleboro landfill are available at the Brattleboro landfill at \$15.00 per year (year begins July 1st and ends June 30th). The tipping fees are paid in cash at the landfill. Landfill hours are 8:30 A.M. to 3:00 P.M. Monday through Friday and 8:00 A.M. to 12:00 noon on Saturday. Closed on Sunday. For information concerning prohibited items, fees for special items and hazardous waste collection, call 257-0272.
13. Town property taxes are due on or before September 30th of each year and payable to Town of Halifax, Attention: Patricia Dow, Town Treasurer, P.O. Box 127, West Halifax, VT 05358 or call 368-7390. Property Taxes are assessed on the condition and value of all properties as it stood on April 1 of every year.
14. Delinquent taxes are collected by Laura Sumner, Collector of Delinquent Taxes, P.O. Box 127, West Halifax, VT 05358 or call 368-7390 (town office) or 368-2824 (home).
15. PROPERTY VALUE GRIEVANCES: We strongly encourage an informal meeting with the Listers at any point during the year to discuss any discrepancies with the value of your property. If after the informal meeting any taxpayer who feels that the assessed value of his property listed in the Grand List is unfair may appeal in writing to the Halifax Board of Listers on or before Grievance Day which is held annually in May or June. Please write Board of Listers, Town of Halifax, P.O. Box 127, West Halifax, VT 05358. If you have any questions regarding property assessment, please call the Halifax Listers at 802-368-2080.
16. The West Halifax Elementary School serves children from Kindergarten through 8th grade. The school phone is 368-2888. Halifax students currently enjoy High School of Choice.
17. All logging operations must have their landing and loading areas completely off the town right of way.

18. The weight limits for town highways are 20,000 pounds for Class 1 or 2 highways and 16,000 pounds for all other town highways. Any vehicle in excess of the weight limits must obtain an overweight permit from the Town of Halifax, Board of Selectmen, P.O. Box 127, West Halifax, VT 05358.
19. Individuals plowing snow across town highways must remove all snow from town right of ways.
20. Snowmobiling is not allowed on any town maintained right of way.
21. The Annual Town and School District Meeting is held the 1st Tuesday of March for the election of Town and Town School District Officers and for other warned Town and Town School District business. Meet the Candidates Night and Informational Meeting is held the last Tuesday before the Annual Town Meeting in the Halifax School Multi-purpose room.
22. Everyone is encouraged to become a registered voter. Visit the My Voter Page on the State of Vermont website www.vermont.gov. This page will provide you with access to your specific voter information. You can change your address, register to vote or request an absentee ballot.
23. To obtain a copy of the Annual Town Report, it is available on our website, www.halifaxvermont.com, or a hard copy can be picked up at the Town Office.
24. Higher Education Scholarship assistance is available to students who are Halifax residents who wish to further their education and meet the criteria established by Donald D. Cael in his Last Will and Testament. The scholarships are awarded annually. Applications are available at the Halifax Town Clerk's Office and must be filed with the town clerk on or before May 15th.
25. Beginning September, 2006, projects that will include land disturbance of one or more acres require a Construction Storm water Permit. These permits are for Storm water runoff from construction sites. Permittees must act to prevent soil from washing into streams, lakes, and wetlands. This may also include smaller projects that are part of a larger development project (e.g. a house lot in a subdivision). Visit the Water Quality Division website at www.vtwaterquality.org for information on these Storm water permits, applications and Storm water manuals, or call 802-241-3770.
26. HOMESTEAD DECLARATIONS: If your home here in Halifax is your primary residence, you must file a Homestead Declaration each and every year with the Department of Taxes in the State of Vermont. Filing the Homestead Declaration and State Adjustment Payment form will give you the Residential Tax Rate and a possible adjustment on your property tax bill from the State of Vermont. This form is due by April 15 each year. This is unique to Vermont and an out of state tax preparer may not know about this form. This can also be filed online at www.vermont.gov.
27. The Halifax Fire Company has two main fund raising events each year. The first Saturday in July is their auction. Donations of items can be made to the Fire Company to be auctioned off on that day. The second fund raiser is the Clambake on the first Saturday of August. Tickets can be purchased from any fireman or the Town Clerk's Office.
28. The Community Hall occasionally will host various events from musical performances to Community Suppers. This is also the location of the Senior Meal which is held on the third Friday of each month. The Hall can be rented out for private use as well.
29. The Halifax Newsletter is published monthly and annual subscription can be purchased through Joan Courser or Patty Dow at the Town Clerks Office. Printed newsletters are available at the Town Clerks Office.

HALIFAX PHONE LIST

FIRE/RESUCE:

911

TOWN CONSTABLES: 1st **Andrew Rice** **380-1986**
2nd **Roy Richardson** **368-2948**

NON EMERGENCY NUMBERS

Halifax, Town of

Town Clerk's Office 368-7390

Lister's Office 368-2080

Town Garage 368-2803

Halifax Elementary School 368-2888

Selectmen

Lewis L. Sumner 368-2824

Bradley Rafus 368-7378

Mitchell Green 368-0029

Selectboard Secretary

Robbin Gabriel 368-2590

Zoning Administrator

William Moore 368-2792

Listers

Robbin Gabriel 368-2080

Mary Brewster

Kattie Russ

Treasurer

Patricia Dow 368-7390

Collector of Delinquent Taxes

Laura Sumner 368-7390

Cemetery Commissioners

Cliff Inman 368-2334

Kim Tine

Jeff DeForest

School Directors

Homer K. Sumner 368-2462

Kim Tefft 368-2568

Paul Blais

Road Commissioner and Road Foreman

Bradley Rafus 368-2803

(Town Garage) 368-2803

Justices of the Peace

Joan Wonsey-Courser 368-7733

Patricia A. Pusey 464-8075

Kaitlin Stone 368-7840

Craig J. Stone 368-2498

Malcolm K. Sumner 368-2484

Dog Officers and Pound Keeper

And Constable

Andrew Rice 380-1986

Roy Richardson 368-2948

Health Officer

Susan Kelly

Halifax Fire Chief

Wayne Courser 368-7733

Forest Fire Warden

Malcolm K. Sumner 368-2484

Revised Nov. 22, 2016