

Town of Bethel
Selectboard Agenda
Monday, April 14, 2025
6 pm @ Bethel Town Hall & via Zoom

Zoom Meeting Link Meeting ID: 856 4812 9644 Passcode: 109253 Dial: 1-646-558-8656

6 pm Call the meeting to order and approve/edit agenda

The Selectboard will interview Mark Boettcher, Christina Fabiano Ben Roberts and Adam Stearns in public session for the balance of the vacant one-year selectboard seat.

Motion to go into executive session to discuss the appointment of a public officer per 1 VSA § 313 (3)

The Selectboard will make a final decision to appoint a public officer in an open session and will explain the reasons for their decision.

Appointments:

Bethel ATV Club, Richard Manning re: annual approval of using specific public roads (see Map)

Motion

Bethel Planning Commission re: discussion of their work on the Town Plan, etc.

Public Comment

Sally Roberts, Jamie Floyd and Reed Osbourne to be officially appointed to the Bethel Fire Advisory Board, per Geary Coogler's request as Chair.

Motion

Caleb Harwood would like to be appointed to the Class 4 Road Committee.

Motion

Jason Roger (Captain at BFD) to be appointed as Fire Warden, to serve the one-year balance of Geary Coogler's term.

Motion

Selectboard Chair to be appointed as Health Officer per State law.

Motion

Annual second-class liquor license and tobacco license for Robertson, Ida J. (Locust Creek Store) and an Annual second-class liquor license for Giraffe's Gems, 144 Main Street (owner Timothy Fournier)

Motion

**Authorization for Town Manager to sell the Town's 2021 John Deere Z915 EzTrak.
Motion**

Minutes and Communications:

- 1. Town Manager's Report**
- 2. Selectboard Minutes from 3/24/2025**
- 3. Other Communications**
- 4. Any Other Business Necessary to Come Before the Board**

Selectboard Meeting Agenda Notes for 4/14/2025 Meeting

- You will once again interview candidates to fill the balance of the Selectboard seat recently vacated. The person you appoint will serve until the March 2026 Town Meeting. They will need to run for the remaining one-year balance of the seat, if they are interested in continuing.
- Bethel ATV club will be here for their annual request to use specific roads as outline in their map.
- Per your invitation, the Bethel Planning Commission Chair will be here to update you on what they are working on and to discuss taking over future surveys.
- Appointments to the Bethel Fire Advisory Board, Class 4 Road Committee, Fire Warden and Health Officer.
- Two liquor licenses.
- Authorization to sell mower

Town Manager's Notes

- We were awarded a \$220,380 grant for the Falcon Drive/North Street Stormwater Project. We are responsible for a \$55,095 match for a total project cost of \$275,475. I do not yet know if this will be a 2025 or 2026 construction season project.
- The bids are in for Sugar Hill. That is the last FEMA project for the December 2023 Flood Event. The low bidder is Waters Excavation, Inc for \$735,995. That large culvert will be replaced by a 20' x 34' bridge. That project should go in 2025.
- The fire truck on order is coming along great. The chassis has been built and we are still hoping to take delivery in December 2025.
- There are two new and one update suggested operating guidelines in your packet. I don't know if you want to officially adopt them or just accept them from the Advisory Board. In the past you have adopted them.
- I awarded the two-year mowing contract to Ketchum Property Maintenance.
- Chris Fors, VOREC Project Manager will be at your 4/28 meeting to update you that project.
- Ted Brady, VLCT Executive Director, is coming to Bethel for a visit on April 16th.

Mark Boettcher
529 Royalton Hill Road
Bethel, VT 05032
802-431-8903

Dear Bethel Selectboard,

I am writing to request your consideration of my application to fill the vacancy on the Bethel Selectboard.

As background, in 1988 I was honorably discharged from the US Navy after more than 15 years on active duty. During my military service, and since, I have been fortunate enough to live in many parts of the US and in several foreign countries. In 2007, my wife, two sons and I had been living in Christchurch, New Zealand; after a few years we missed the US and decided that it was time to move back. After some 10,000 hours of searching online, we decided that Bethel, Vermont (or maybe Royalton) was probably about the best place to live in America. In 2008 we made the move and bought our 1840's farmhouse on Royalton Hill Road from Ella Mae Grady, the former Bethel Town Lister. I have lived here ever since and will never leave. It is my home.

My motivation for seeking this appointment is to pay Bethel back in some small way for everything that this town has given me and my family over the years. I have stayed in the background, silently rooting and helping out a tiny bit here and there. That is not enough. My commitment to seeing Bethel continue to thrive and continue to succeed cannot be overstated. I hope that I can lend some of my unique skills and experience for the short duration of this appointment until the next Selectboard election. My former wife, Erin Boettcher, was the Bethel Town Health Officer during Hurricane Irene, so I have some familiarity with the town government inner workings. I recognize the dedication and hard work of each and every Bethel Town employee and official at every level, and I hope to be part of that team.

Skills/Training/Qualifications

- Extensive professional leadership training in the US Navy, strongly aligned with the value of servant leadership and leading from the front.
- Years of supervisory positions in the US Navy. Everything from running small aviation electronics shops to managing large aircraft quality inspection cycles to Senior Section Leader for four duty sections/80+ sailors.
- Equal Opportunity & Diversity Facilitator for all of the Sigonella Naval Air Station, running group training for everyone from the newest seaman to the Captain of the base.
- Lead software engineer on numerous projects ranging from AAA games to academic research to advanced R&D for top companies and Ivy League colleges.
- Extensive experience in all aspects of concept-to-production multi-million dollar project development including: analysis, budget planning, actual development, marketing and maintenance.
- Team player, always willing to listen and learn.

Hobbies and Interests

- Gold panning in the White River
- Fishing in the White River

- Tubing in the White River
- Working on my cabin (next to the White River)
- Working on my 1842 farmhouse (Perron Farm)
- Bethel historical research. I spent years looking for an original copy of the 1895 Bethel Illustrated. Finally got one
- Milling fallen lumber on my sawmill
- Cribbage Tournaments and Trivia Night at Babe's Bar
- Hunting, never successfully, but I like the walk

Education

Associates of Arts, General Studies, University of Maryland

Bachelor of Science, Business Management, University of Maryland

Professional Experience

1972-1988:

Aviation Electronics Technician, Petty Officer First Class, US Navy

- Electronics Technician, Patrol Squadron 11, Brunswick, ME
- Bench Tech/Workcenter Supervisor, NAF Mildenhall, England
- Avionics Shop Supervisor/Senior Section Leader, NAF Sigonella, Sicily
- Recruiter-in-Charge, Cape Cod & Islands, Navy Recruiting District, Boston, MA

1989-1991:

Electronics Technician/Alvin Pilot-in-Training | Alvin Group, Woods Hole Oceanographic Institution, Woods Hole, MA

1991-2022:

Software Engineer | Dynamix, Inc (Sierra Online), Eugene, OR

Senior Programmer | Eidetic, Inc./Sony Bend, Bend, OR

Senior Software Engineer | Inkjet Division, Hewlett Packard (HP), Vancouver, WA

Staff Engineer | Sharp Labs of America, Vancouver, WA

Senior Software Engineer | Trimble Navigation, Christchurch, New Zealand

Senior Programmer Analyst | Psyc Dept, University of Canterbury, Christchurch, New Zealand

Senior Computer Scientist | Applied Research Associates, Inc., Randolph, VT

Senior Programmer Analyst | Research Computing Dept., Dartmouth College, Hanover NH

Dear Selectboard Members and Ms. Kirby,

I am excited to submit my letter of interest to fill the vacant selectboard seat. Just over two years ago, my husband and I purchased a house on Graham Street in Bethel, drawn in by the town's charm, strong sense of community, and potential for continued smart growth. Since moving to Vermont, I have become devoted to this area and its future, and I would be honored to contribute to the town's leadership.

My work as the co-founder and Head of Operations for the Municipal Solutions Summit has given me a deep understanding of the challenges and opportunities facing local governments, particularly in rural Vermont and the Upper Valley. Additionally, in my role as a program manager, I have developed the ability to navigate complex projects, engage stakeholders, and manage resources effectively, all skills that I believe would serve Bethel well.

What excites me most about this opportunity is the chance to help shape Bethel's future while preserving what makes it special. As a child and young adult, I spent a significant amount of time in Bethel in a little cabin off of Dartt Hill Road. It has been amazing to return to this town and experience how it has evolved through revitalized businesses, community-driven projects like Bethel University, and a strong commitment to civic engagement. This is a town that cares deeply about its present and future, and I would love to help keep the momentum going by bringing my experience and dedication to the Selectboard.

Bethel has a strong tradition of civic engagement, evident in its high Town Meeting turnout. I want to help build on that foundation while addressing key issues such as:

- Expanding shared services to improve efficiency
- Balancing fiscal responsibility with public safety coverage through the Sheriff's Office
- Evaluating a local option tax to support town initiatives
- Preparing for potential statewide school tax changes and their impact on Bethel

I also believe in fostering a culture of respect and collaboration among board members to ensure productive decision-making. I understand that serving on the Selectboard requires time, effort, and a willingness to be open to criticism, and I am fully prepared to take on that responsibility.

I would welcome the opportunity to discuss my interest further and learn more about how I can best serve Bethel in this role. Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

Christina Fabiano

14 Graham Street, Bethel, VT 05032

christina.fabiano@gmail.com | 802-735-6769

Benjamin (Ben) Roberts
587 River Street
Bethel, VT 05032

March 17, 2025

Bethel Selectboard
Bethel, VT 05032

Dear Selectboard Members,

I am responding to your notice of vacancy on the board. I would be interested in interviewing for the remainder of the term for the open seat. I understand this is an unpaid role in service to the town. I would be happy to donate my free time to participate in town administrative matters, and I have recently acquainted myself with the *Handbook for Vermont Selectboards* to best understand the obligations of a selectboard member.

I have lived in Bethel for the last 11 years with my wife, Sally, and my two children, Ella and Caleb (who are now both adults, but still living at home). When not working from my home office, I have made friends and built relationships in town and in neighboring towns, started my own business, and cultivated a variety of hobbies.

I am quite fond of the way our town is nestled into the Green Mountains, with easy access to the interstate, but remote enough to preserve what makes Vermont great. While we prefer to be left alone and put off change as long as possible, from time to time, opportunities for progress will present themselves, such as modernizing town infrastructure or services. I would bring a realist's perspective to such opportunities, focusing on pragmatism and frugality.

In my career, I have both been a successful individual contributor and team leader. I know how to work to build inclusive environments for dialogue, even with those that may not agree with me. Building relationships is often the foundation on which work is done. When you understand people on a personal level, it's much easier to understand their perspective, how to find common ground, and move things forward. I have also managed large projects and teams to innovate an organization or overcome its obstacles. I don't back down from a logistical challenge.

Overall, I always strive to keep things simple and affordable, look out for friends and family, and to mind my own business. If these qualities are a fit for the board and the Town of Bethel, please consider me for the position.

Thank you,
Ben Roberts
ben.r.roberts@gmail.com
802-431-8725

Adam Stearns
114 Cherry Lane
Bethel, VT 05032
(802)281-2401

Thursday, March 27, 2025

RECEIVED MAR 27 2025

Bethel Town Selectboard
134 Main Street
Bethel, VT 05032

Selectboard Members,

My name is Adam Stearns, and I am writing to you today requesting your consideration for the vacant selectboard position. I have resided at my current address in Bethel since 2012. My family has had residents in Bethel and surrounding towns since the early 1900's (maybe earlier).

I graduated from Whitcomb High School in 2005 and attended Vermont Technical College in Randolph, VT starting in the fall of 2005. I stepped away from college in 2007 and worked as a laborer for Green Mountain Pipeline Services until 2009. Returning to VTC in 2009, I completed their Civil and Environmental Engineering program in 2010 with an associate degree. A couple years later I took part time business management classes for Champlain College, but did not complete a degree program.

After graduating college, I returned to the work force with Green Mountain Pipeline Services as a foreman. Within five years, I was promoted to a Superintendent where I was responsible for the day to day operations of a 5 man construction crew. The primary duties included weekly scheduling, monitoring and education of crew safety practices (OSHA standards), equipment inventory and daily work reports. I took a 2 year break from Green Mountain and pursued a job at White River Toyota. There, I took a job as a service writer. My primary duties included greeting customers, accurately and effectively communicate work orders between service technicians and customers, allocate service technician time to work orders, and check customers out after service. I am currently employed by Insituform Technologies (purchased Green Mountain in June 2024) as a regional estimator. I am responsible for accurately and effectively pricing municipal construction projects across New England and New York. Projects include services such as CIPP lining and excavation of sewer and drain infrastructure typically ranging from \$20,000 to \$20,000,000.

I believe I am good candidate for this position because of my long history within the town and my municipal construction experience. I would like to thank you for your time in consideration.

Sincerely,
Adam Stearns

To go w/ PC discussion

All committees

Presentation: Pitching the VLGS Planning Assistant Role to the ~~Town Meeting &~~ Engagement Committee

Slide 1: Why This Role?

- Bethel is preparing for a major 2028 Town Plan update.
 - Community engagement, land use updates, and state law compliance will require capacity.
 - Vermont Law & Graduate School is right down the road — a major asset we can use more effectively.
-

Slide 2: What Is the VLGS Planning Assistant Role?

- Part-time role for a VLGS student during the academic year
 - Supports Planning Commission, DRB, and staff on:
 - Survey development + data analysis
 - Town Plan drafting + legal research
 - Zoning process improvements + public inquiries
 - Public meeting prep + documentation
-

Slide 3: Priority Project - Civic Survey

- Major focus of Year 1 will be creating a recurring civic engagement survey
 - Designed to address concerns raised at recent PC meetings: fragmented survey efforts, inconsistent outreach, and lack of shared access to data
 - Targets local committee members + civic leaders, including Recreation, Equity & Inclusion, Conservation, and others
 - Goal: Collect structured, cross-committee feedback to guide long-range planning and align efforts
 - You (Town Meeting & Engagement Committee) are key partners in survey design, question clarity, and public engagement strategy
-

Slide 4: Why This Matters

- Enhances collaboration across town committees
- Ensures the 2028 Town Plan reflects real community priorities

- Provides capacity Bethel currently lacks without hiring a full-time planner
 - Strengthens legal and planning compliance (Act 181, Act 250)
-

Slide 5: What We Need From You

- Support the concept and role
 - Collaborate on survey design + outreach strategy
 - Help us shape this into a standing partnership with VLGS
-

Slide 6: What's Next

- Position launch: Fall 2025 (pending MPG funding or alternate support)
- Survey design work begins over summer
- Goal: Formalize a repeatable externship or fellowship with VLGS for long-term partnership

From: Caleb Harwood <caleb.harwood@gmail.com> ✱
Date: March 28, 2025 at 2:55:31 PM EDT
To: brwgilead13@aol.com
Subject: **Class 4 Road Committee**

Brian,

It was nice to meet you at town meeting, and per our conversation, I would like to be considered for the Bethel Class-4 Road Committee.

Thanks,

Caleb Harwood
187 Cleveland Brook Rd.
802-291-1787

Vermont ~~Deputy~~ Town Forest Fire Warden

Appointment Form



Mail to: Kelsey Zaengle
 Agency of Natural Resources
 VT Dept. of Forests, Parks, and Recreation
 271 N. Main Street, Suite 217
 Rutland, VT 05701

I hereby accept the appointment to the position of TOWN FOREST FIRE WARDEN for the town of Bethel, Vermont in Windsor County for a term to commence on April 9, 2025, and terminate on June 30, 2026, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed:



 Bethel Town Forest Fire Warden

Jason Rogers

 Printed Full Name of Warden

499 Gay Hill Rd.

 Mailing Address

Bethel, VT 05032

 Mailing Town / State / Zip

499 Gay Hill Rd.

 Physical Address

Bethel, VT 05032

 Physical Town / State / Zip

~~802-234-9922~~

 Home Phone

802-345-3036

 Cell Phone

802-345-3036

 Work Phone

Cell

 Which Is Your Primary Phone?

BoarderJr3@gmail.com

 Email Address

Approved:

Chair - Selectboard

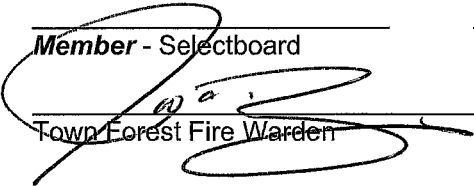
Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date



 Town Forest Fire Warden

Date

 Commissioner of Dept. of Forests, Parks and Recreation or Designee

Date



Town Health Officer Oath / Affirmation

In taking actions as a Local Health Officer under the authority of 18 VSA Chapters 3 and 11, I do solemnly swear/affirm that I will be true and faithful to the State of Vermont, and that I will not, directly or indirectly, do any act or thing injurious to the Constitution or Government thereof, so help me God (oath)/under the pains and penalties of perjury (affirmation).

I do solemnly swear/affirm that I will faithfully execute the office of Local Health Officer for the municipality named below and therein do equal right and justice to all persons, to the best of my judgment and ability, according to law, so help me God (oath)/under the pains of penalties of perjury (affirmation).

(Signature)

(Name Printed)

Local Health Officer for the Municipality of

Date



FOR OFFICE USE ONLY
 Beginning Date: _____
 Expiration Date: _____
 Resignation Date: _____
 Entered: _____

Town Health Officer Recommendation Form

This is a: New Appointment Re-appointment

Is a resignation letter needed from previous Health Officer? Yes No

Start Date: _____ Town/Municipality: _____

County: _____ Full Name: _____

Home Delivery Address: _____
 (DO NOT USE the Town Clerk Office or a Business for your Home Address)

Street Address for UPS Deliveries: _____

Email Address: _____

Telephone(s): W: _____ H: _____ Cell: _____

Education: High School ____ College ____ Other (list) _____

Professional Degree: ____ (e.g. MD, RN, DVM, DDS) Occupation: _____

Please give a brief statement noting why the select board believes the recommended individual will make a good Health Officer:

Signed: _____ Date _____
Chair of the Select Board

Print Name: _____

Return completed recommendation form to:
 AHS.VDHTHO@vermont.gov
 or
 VT Department of Health
 Environmental Health, Town Health Officer Program
 280 State Drive
 Waterbury, VT 05671-8350
 Toll-Free Telephone: 800-439-8550
 Fax: 802-863-7483

Town Received Applications
 Displaying records 1 - 4

Number of records 4 ▼

DLL - Application Id	External Status	Business/Entity Name	Application Category	Application For	Renewal Application	Start date of event	Application Type
DLL - Application - 56509	Application sent to municipality	Giraffe's Gems	Second Class	Second Class License			new License
DLL - Application - 57751	Application sent to municipality	Robertson, Ida J.	Second Class	Second Class License	✓		License
DLL - Application - 57752	Application sent to municipality	Robertson, Ida J.	Tobacco	Tobacco License	✓		License
DLL - Application - 57753	Application sent to municipality	Robertson, Ida J.	Tobacco	Tobacco Substitute Endorsement	✓		Permit

Timothy Fournier

Joan's creek store

Town of Bethel
Selectboard Agenda
Monday, March 24, 2025
6 pm @ Bethel Town Hall & via Zoom

Zoom Link Meeting ID: 875 3956 8998 Passcode: 414309 Dial: 1-646-558-8656

(Documents supporting all items are in the Selectboard Packet on the Bethel Town website for this meeting.)

Present: Dave Eddy, Jordan Garrow, Denise Guilmette, Brian Wright, Therese Kirby and Julie Kraus.

Visiting: Ben & Sally Roberts

6:00 pm: Chair Denise Guilmette called the meeting to order. Jordan Garrow moved, Dave Eddy seconded, to approve the agenda as presented. So voted.

Public Comment - NONE

Resignation of Eijah "Alvi" Reed from the Selectboard for personal reasons. The vacancy is being advertised stating letters of interest are due Wednesday, April 7, 2025 with interviews on April 14, 2025.

Jordan Garrow moved, Brian Wright seconded, to accept the resignation of Eijah "Alvi" Reed from the Selectboard for personal reasons. So voted.

Conservation Commission appointments for three-year terms are Ferron Griffin, Danny Dover and Emily Miller. Appointment for two-year terms are Mary Floyd and Stephanie Nyzio.

Dave Eddy moved, Jordan Garrow seconded, to appoint to the Conservation Commission Ferron Griffin, Danny Dover and Emily Miller for a three-year term; and Mary Floyd and Stephanie Nyzio for a two-year term. So voted.

Paul Vallee and Gene Kraus as co-representatives to the TRORC Board.

Jordan Garrow moved, Dave Eddy seconded, to appoint Paul Vallee and Gene Kraus as co-representatives to the Two Rivers Ottawaquechee Regional Commission (TRORC) Board. So voted.

Annual second-class liquor license, tobacco license for Sambor Enterprise, LLC (Sandwich Shop).

Jordan Garrow moved, Dave Eddy seconded, to approve the annual second-class liquor license, tobacco license for Sambor Enterprise, LLC (Sandwich Shop). So voted.

Annual first- and third-class liquor licenses and Outside Consumption Permit for Babe's Bar, Inc.

Jordan Garrow moved, Brian Wright seconded, to approve the annual first- and third-class liquor licenses and Outside Consumption Permit for Babe's Bar, Inc. So voted.

Minutes and Communications:

1. Town Manager's Report
 - a. From October 2024 to February 2025 the electric charger has brought in \$22.89.
 - b. ECI will be installing the bridge on Pinello Road. They hope to mobilize the week of May 5, start stone work in June and pour the bridge deck the middle of July. The middle of August they will dismantle and return the temporary bridge to the State of Vermont. This is their proposed schedule, but it could be pushed out a week, depending on other projects.
 - c. The mowing bids are out and are due Monday, April 7. The cemetery mowing contracts are good for one more year.
 - d. The Sugar Hill Bridge project is out for bid and due Thursday, April 10.
 - e. Geary Coogler will fill in as Emergency Management Director (EMD) during my 10-day vacation.
 - f. Our new office employee, Alice Leonard, will start March 31. Please stop by and say hello. The new Pool Director is Laura Rooney and Heather Tobin will be in charge of swimming lessons. Nora Harwood is the head life guard.
 - g. We are working on updating the Local Emergency Operations Plan (LEMP). It should be ready in April for your approval.
 - h. The audit received today and the Undesignated Fund balance needs to be reviewed.
 - i. Next Generation Digital has been selected to handle IT. I would like to have an IT budget for the future.
2. Selectboard Minutes from 3/10/2025. Dave Eddy moved, Jordan Garrow seconded, to approve the minutes of the Selectboard for 3/10/2025 as presented. So voted.
3. Other Communications: Conservation Commission, Recreation Committee.
4. Any Other Business Necessary to Come Before the Board.

7:16 pm: Jordan Garrow moved, Brian Wright seconded, to adjourn the Selectboard meeting. So voted.

The next Selectboard meeting will be on Monday, April 14, 2025, at 6:00 pm, at the Town Hall.

Submitted by Julie Kraus.

Fire Department Advisory Board Meeting
February 4, 2025 @ 6PM

Attendees: Geary Coogler, Greg Fedak, Paul Feeney, Lindley Brainard

6:02 PM - Call to Order

Public Comment: Geary commenced about getting the parking area sanded for safety on ice

Approval of Minutes:

Greg Fedak moved to Approve as written, Brainard Second, all approved.

Old Business:

Brainard: Still working on employee review form to pass off to Geary and Paul for review and finalization. Will do ASAP.

Areas to focus on for FD specifics:

- Attendance, attitude, roles (are you meeting the expectations of the role)

Geary: SOG's working through these, building out the Table of Content based on town specific needs. Working with Dietre to update and digitalize these.

Meeting on 2/12/25 to include FD members on SOG's conversation - weigh in with department specifics.

Dietre has Universal PPE policies for the town to keep consistency.

Ideally FD will agree to final SOG's and operate based on these.

Election of Officers: Company Vote Results

- Unanimous vote for Paul Feeney as Chief
- Unanimous vote for Kory Richards as Assistant Chief

Next Step: Board to review certification and confirm eligibility. If waivers are needed, the Board will determine the parameters of the individual waivers before sending Therese for final appointment.

Discussion for current waiver needs - given the immediate need for new officers to move up in ranks.

- Officers are given 5 years for completing Fire Fighter I
- New members have to be trained in SCBA (Self-contained breathing apparatus) in order to go into a structure on fire. Local classes available. Give a 2 year limit to get this training from time of joining the department
- Potential to differentiate individuals who want to be on the team but not to go into structures: Fire Tech - driving trucks, operating pump, other jobs.

New Business:

Inviting new prospective members for joining the FD Advisory Board to a meeting to learn more.

- Aim to have that meeting before Town Meeting Day - give 2 date options.
- List of about 25-30 community members to invite
- Have FD officers available to attend one of these to meet with and talk with prospective new board members

6:33PM Brainard moved to go into executive session to discuss officer waivers and personnel information as relevant. Geary 2nd, All Approved.

7:16 PM Exit Executive Session

Discussion and decisions on officers referrals:

Paul Feeney (Chief): Certifications all set Meets all the requirements

- Board approved recommendation

Board also agreed to recommend the following officer positions with the certification needs listed below. Chair will write up the following waivers for the following officers

Kory Richards (Assistant Chief): Needs FF2 and Work towards completing NIMS ICS 300, 400, 700 + 800, (has 100 and 200) - PIO (Public Information), Communications and Staging

- Waiver to give 2 years to complete or show significant progress towards to qualify for an extension to complete remaining certifications needed to retain the officer position

Jason Rogers (Captain): Has ICS 100, FFI,

Needs ICS 200, 700, 800, PIO, Comms, Staging

Suggestion to take FF2 and ICS 300 + 400 if wanting to retain current position or move up in the ranks

Josh Tracy (LT): Did the training but did not complete for certification on FF1, Hazardous Waste, Swiftwater,

Needs FF1 - will need a 5 year waiver to complete this,

Needs ICS 100, 200, 700 and 800 - waiver 2 years to complete all of these

7:27 PM Future Discussion Item: Review current town policy on Firefighter status and qualifications to be an active member of the department

7:30 - Update from Paul: need a few items to get the Norwich Truck fully serviceable, ran the team through operating the truck fully. Reconfigured all trucks for better systems and storage.

Brainard Moved to Adjourn: 7:34PM

Fire Department Advisory Board Meeting
April 1, 2025 @ 6:00PM

Present: Geary Coogler (chair), Sally Roberts, Jamie Floyd, Reed Osborne, Greg Fedak, Lindley Brainard, Paul Feeney (Chief)

Geary called meeting to Order: 5:57PM Welcome new official board members: Sally Roberts and Jamie Floyd. Reed Osborne is present to observe the meeting as a potential new board member.

Brief discussion of the State of VT clarification about the legal structure of "Advisory Boards" - non-judicial body.

No public comment (no public present)

February Meeting Minutes - sent out and will be reviewed at the April meeting.
March Meeting Minutes: Mostly discussion of new members and SOG's
Moved to approve - Fedak

Old Business:

SOG B-003 Qualification of Officers Changes:

- Language changes around officer candidate nominations - now allow people to run for a position without requiring a nomination or a second.
- Language change around captains and assistant chief, now require FireFighter II or for the Advisory Board to provide a waiver.
- Added a requirement to have Instructor Level I before achieving Captain position or higher.
 - Board discussion of language around "Requirement" - board has the ability to "Waive" the requirement for the right individual or circumstances
 - Fire Fighter I and II are part of the command structure training. Have to have both to be eligible for Instructor Training.
- Waivers are a tool for retaining and promoting personnel already in the department. Gives individuals an ability to step up into a position of rank and work toward that with advancement with clear goals and guidelines.

SOG B-006 Fire Cadets:

- Paul raised concerns about retaining current Cadets with changes in this version of the SOG's as well as hindering future recruitment efforts
 - Written in line with state/federal child labor laws, not much this board could change. Not much the board can change regarding the policy.
- Since Cadet's responsibilities are limited by law, the board discussed ways to make the training sessions more engaging for the up and coming fire fighters.

- Utilize the “mentorship” aspect of the program to allow adult fire department members opportunities to “step up” to guide Cadets, help with training and describe observational moments during training.
- Cadet’s apply to be part of the program, re-apply to become a Firefighter once they turn 18.

Brainard, moved to approve SOG B-003 and B-006. Sally seconded. All approved.

SOG B-007 Basic Driver Requirements:

- Question about ¾ full tank - how long does that last, is that enough? Paul brought up that this is a concern and have considered having a tank that can fit in the back of a pick up truck as back up for refueling.
- No CDL requirement for emergency vehicles - Bethel does not require a CDL, some departments do.
- Discussion regarding, the driver who took out the truck being responsible for the vehicle until it is returned and protocols have been completed. This responsibility can be re-assigned by Chief or IC as needed.

Brainard, move to approve SOG B-007, Fedak second. All approved.

Swift Water: Separate training and certification. Bethel FD members that are not Swift Water Certified can show up but cannot interact with the scene unless they have specific certifications.

- Bethel is the founding department for the Swift Water Team. Team includes Bethel, Barnard and S. Royaltan.
- SOG’s will be built by all towns as part of the Swift Water Team.

Employee Evaluation:

- New process this year. New Form use for this year
 - This year evaluations will be done with Paul and Geary as they both have served as Chief over the last calendar year
 - Next year: Have department members do a self-evaluation as well as an evaluation from the Chief.
- Future Form Ideas:
 - Include check boxes of what goals or training options are available for the employee to check the boxes of interest to them.
 - Areas of Training opportunities
 - Areas of need in the department, station maintenance, vehicle maintenance, etc.
 - Need to determine what criteria would be on the form

Moved to approve the “interim” employee evaluation form for use this year, Brainard. Coogler, second. All approved

New Business:

Paul: Truck Crash - minor accident involving the Bethel Fire Truck and Barnard Fire Truck. Both trucks sustained damage.

- This will require an Accident Review Board (subcommittee of FDAB members) to assess the situation and write up the incident.
 - Paul will share incident info and photos with the board.
 - Assign 2 members to review the incident and write up the report.
 - Sally Roberts and Jamie Floyd will make up the Review Board.
 - Have 60 Days to get a report to Therese.

FD Member Incident: Needed some care, not major but did give oxygen. In this scenario, no injured but required care, does this need to have an incident report written up.

- What is the Town's policy on injury on the job? Is there an incident report form?
 - Paul will look into this and get any available forms from the town.

During the house fire last week the department lost a ladder which will need to be replaced. Currently have an additional ladder at the station which could possibly replace the one lost in the fire. Paul will assess if the additional ladder at the station is serviceable. If not, he'll look into insurance and/or replacement. Possibility of having the ladder for the new truck being made to be the replacement ladder if needed.

Geary will not be attending the May Meeting - Greg Fedak will chair the meeting.

Move to Adjourn 7:40PM

BETHEL RECREATION COMMITTEE

MEETING MINUTES

WEDNESDAY, APRIL 2, 2025

- A. The meeting was called to order at 7:02 pm. at the Town Office.
- B. In attendance were Lindsey Schell, Chris Fors, Shane Kinsley, Marty Michaels, Chuck Davis, Jordan Garrow, and Ele Griffin.
- C. Ice Rink: The ice skating season went well. Now that the season is over, Lindsey volunteered to start peeling the corners back to help with drainage. The committee targeted Saturday April 26th to get together to dismantle the rink and cut up the liner. Jordan asked where do we get the liner and how much do we pay for it. Lindsey explained that the So. Royalton committee shared information of where they get theirs. She reported that she gets the liner from a Feed Supply Store for about \$300. It holds up well, but for only one year. Ele shared that we pay for it from the Markle Grant. Chuck asked how much was the Markle Grant. Ele answered that the Markle Grant in 2016 gave us \$3,125. With it we have gotten 2 grills, 2 picnic tables, and liners for the rink every year.
- D. Select board's Reorganization Plan of Town Committees: Ele reported that the Select board recently talked about a new survey to be done by the Planning Committee. Ele said that she had attended the Planning Committee the week before. The Planning Committee with the help of a Law School intern are working on a comprehensive survey. The committee discussed better ways and the visibility online to do a new survey. Ele also shared that the Select board are wondering about the longevity of committee chairpersons. Of the 4 Recreation Committee members Caleb travels a lot for work thus missing several meetings a year. Shane and Lindsey expressed that they are not interested in becoming chair. I guess that leaves Ele as chair...Jordan reported that he is now chair of Youth Sports. He said that the town is not interested in taking care of that organization. The committee had a lengthy discussion on the confusion of why the town has a Recreation Committee when the administration does recreation stuff without including the committee or communicating to the committee. The committee showed Jordan the Master Plan (Plan C) that was selected by the select board in 2014. It is stated in black and white print in the June 30, 2014 Town Report. Ele showed Jordan how Keith Arlund and Greg Maggard did not follow the Master Plan, but made changes. The committee also shared how the Select board has only let any of the annual Improvement Fund be used for the pool repairs and other pool related items. It has never given any of the Improvement Fund for any of the projects (trails, skate park, etc.) at the center. When the committee needed \$7,000 to finish phase 2 of the skate park, the select board said **NO**. After much discussion the select board agreed to **LOAN** the committee \$7,000. The

committee later had a fund raiser of donations from town residents. We raised \$8,000 which paid back the loan. Chuck asked if there is any data of the activity at the center. There is only printed data of pool use. However, people have noted that there is lots of new activity with the trails, playground, state park, and ice rink.

- E. Spring Trail Day: Chris Fors explained to the group what VOREC is and how it works. He talked about the trails from the center to the school and the trail connecting the Athletic Fields to Carla's Meadow. He explained how they are working on having one Trail System. There will be 6 new kiosks put up in town. Bethel Mills has agreed to move the one that is near their building. Chris also talked about the wayfinding branding of signs. We hope to have a new Recreation Center sign. Instead of a Trail Day in the Spring he wants to plan one for August after the pool closes for the season. There is money for bike racks and other items. Jordan asked about using the Activity Trailer at the Athletic Fields.
- F. Programs for the Summer: We plan to hold Kids and Coffee again on Friday mornings, have Kickflip, and a Bike Maintenance Workshop. Lindsey volunteered to ask Jamie Floyd to come do a Disc Golf workshop. Jordan suggested we do a movie night. He has a popcorn machine and other items to help with a movie night.
- G. Other Business: Ele announced that a Pool Director (Laura Rooney), a WSI coordinator (Heather Tobin) has been hired. Nora Harwood is coming back as Head Lifeguard. Ele announced the pool will be open June 23rd to August 8th. She also announced the days and times for swim lesson signups. We look forward to getting to know the new staff. We will send out an invitation to our June meeting
- H. Past Minutes: The March minutes were approved by e-mail.
- I. The next meeting will be Wednesday, May 7th at the Town Office at 7pm. The meeting was adjourned at 8:27 pm.

Minutes submitted respectfully,
Ele Griffin

Town of Bethel, Vermont
Conservation Commission Meeting Minutes

Tuesday, 4/8/25, 6:30 PM

Meeting brought to order at 6:35pm.

Present: Emily Miller, Mark Heckman, Ferron Griffin, Stephanie Nyzio, Lisa Campbell, Chris Fors, Danny Dover, Mary Floyd, Dan Healy (virtual for item 2)

1. Minutes: Minutes from the March meeting were approved as written.
2. Meeting the new county forester, Dan Healey
 - a. Dan joined us via zoom. Most of our discussion focused on the management plan for the Quimby Town Forest.
 - b. Dan will contact the town about road improvements and about whether the logging job needs to go out to bid.
 - c. The work is on track to possibly happen winter 25-26.
 - d. The CC will review the plan before our next meeting.
 - e. It has been several years since AJ's plan. We discussed possible modifications to the plan.
 - i. One possible change to the initial plan may include some changes to stand 1 - plan called for group selections at a small size. Would recommend going up to slightly larger sizes, up to ½ acre.
 - ii. We discussed the need to think about any trails we want to save, improve, make space for. The CC will discuss this idea further at a future meeting.
3. Green up day, 5/3/25
 - a. Lunch will be provided to volunteers by BFAS and the Rotary at the White Church at 12pm.
 - b. Data collection sheet available at the trucks and lunch.
 - c. Stephanie will tackle some details for the CC. For example, are trucks scheduled? 8-12 at the lot? Stephanie will follow up.
 - d.
 - e. Publicizing
 - i. Herald (Stephanie)
 - ii. Facebook (Lisa)
 - iii. Front Porch Forum
 - iv. Hang posters (Mark and Stephanie)
 1. Addendum will be included (Emily and Stephanie).
 2. Info to include: where to pick up bags, where to bring your trash, hours, lunch
4. Kate's Pond Update
 - a. Meeting with Jaron Borg 4/23/25 at 2:30pm
 - b. Some CC members plan to join.
5. Staircase from Ballfield to brick church street
 - a. Tree fell directly on it causing minimal damage.
 - b. The tree has been removed. Repairs are planned for the next couple of weeks.

6. Other

- a. Wayfinding is going well.
- b. At least one trail intern has been hired for maintenance and some trail improvements in Bethel this summer, will likely be 2 people.
- c. Gilead Park parcel has dirt bike trails being built. The CC will approach him about it.
- d. Marsh Meadow and Spring Hollow kiosks will be relocated - one to the ball field and one to the rec center.
- e. Some discussion about what is going on at the state level about land use districts. Maybe representatives of the Planning Commission can join us for our May meeting.

Meeting adjourned at approximately 8:20pm. Next meeting will be Tuesday, 5/13/25, 6:30pm at the Town office.

Record keeping

1. Terms of Conservation Commission members (dates indicate end of 3-year terms)
 - a. Mary Floyd 2027
 - b. Ferron Griffin 2028
 - c. Emily Miller 2028
 - d. Danny Dover 2028
 - e. Lisa Campbell 2026
 - f. Mark Heckmann 2027
 - g. W. Chris Fors 2027
 - h. Stephanie Nyzio 2027
2. CC Capital Investment Fund Balance as of June 2024 = \$9074.

March

75%

04/01/25
10:31 am

Town of Bethel General Ledger
Current Yr Pd: 9 - Budget Status Report
GENERAL FUND

Page 1 of 12
Bethel

Account	Budget	Actual	Actual % of Budget
10-6-00-10 LOCAL REVENUES			
10-6-00-10.01 Dog Tax	1,500.00	-194.00	12.93%
10-6-00-10.02 Local Licenses (cannabis,	0.00	-110.00	100.00%
10-6-00-10.05 Town Clerk Fees	22,900.00	-11,084.16	48.40%
10-6-00-10.08 Recreation Area Fees	8,700.00	-5,631.99	64.74%
10-6-00-10.16 Zoning App Fees	1,830.00	-1,420.00	77.60%
10-6-00-10.18 Overweight Permit Fees	500.00	-360.00	72.00%
10-6-00-10.22 Proceeds of BRTS Sale	54,560.00	-54,559.49	100.00%
10-6-00-10.24 Town Hall Rental Fees	800.00	-325.00	40.63%
Total LOCAL REVENUES	90,790.00	-73,684.64	81.16%
10-6-00-21 MISC LOCAL REVENUE			
10-6-00-21.00 Misc Local Reven	0.00	3.00	100.00%
10-6-00-21.13 Insurance Claims	0.00	-445.00	100.00%
10-6-00-21.50 Other	1,165.00	-12,317.20	1,057.27%
Total MISC LOCAL REVENUE	1,165.00	-12,759.20	1,095.21%
10-6-00-25 STATE AND FEDERAL REVENUE			
10-6-00-25.01 Highways - Class I	11,293.00	-11,292.93	100.00%
10-6-00-25.02 Highways - Class II	55,599.00	-55,574.02	99.96%
10-6-00-25.03 Highways - Class III	97,211.00	-97,101.22	99.89%
10-6-00-25.08 State Owned Lands	1,733.00	-1,179.00	68.03%
10-6-00-25.09 Traffic Tickets	2,500.00	-1,293.56	51.74%
10-6-00-25.10 Fish & Game (fish Hatch)	175.00	0.00	0.00%
10-6-00-25.11 Pilot Payment	1,755.00	-1,755.15	100.01%
10-6-00-25.21 Other	0.00	-735.00	100.00%
10-6-00-25.46 Tower Lease	7,200.00	-3,000.00	41.67%
Total STATE AND FEDERAL REVENUE	177,466.00	-171,930.88	96.88%
10-6-00-30 MISCELLANEOUS			
10-6-00-30.02 Admin Reimb from Sewer	7,567.00	-7,567.00	100.00%
10-6-00-30.07 Admin Reimb from Water De	9,967.00	-9,967.00	100.00%
10-6-00-30.10 RR Revenue Sharing	3,700.00	0.00	0.00%
Total MISCELLANEOUS	21,234.00	-17,534.00	82.58%
10-6-00-31 INTEREST EARNINGS			
10-6-00-31.00 Checking Acct interest	6.00	-3.71	61.83%
10-6-00-31.01 Sweep Account Interest	1,210.00	-834.29	68.95%
Total INTEREST EARNINGS	1,216.00	-838.00	68.91%
10-6-00-50 TAXES - PROPERTY			
10-6-00-50.02 Current Property Taxes	5,367,487.54	-5,361,552.76	99.89%
10-6-00-50.03 Land-use	149,415.00	-164,620.00	110.18%
10-6-00-50.05 Delinquent Taxes-prior	20,000.00	0.00	0.00%
10-6-00-50.06 Penalty	10,000.00	0.00	0.00%

*received insurance
reimb. for town hall
sign damage*

Account	Budget	Actual	Actual % of Budget
10-6-00-50.07 Interest	17,000.00	-12,589.19	74.05% ✓
10-6-00-50.10 Education Billing Fee	5,961.00	0.00	0.00%
Total TAXES - PROPERTY	5,569,863.54	-5,538,761.95	99.44%
Total Revenues	5,861,734.54	-5,815,508.67	99.21%
10-7-05 PUBLIC WORKS			
10-7-05-0 PAYROLL			
10-7-05-01.00 Labor	-210,694.00	133,546.71	63.38%
10-7-05-01.02 Overtime	-40,000.00	58,736.05	146.84%
10-7-05-02.00 FICA	-15,543.00	13,179.92	84.80%
10-7-05-03.00 MEDI	-3,635.00	2,752.90	75.73%
10-7-05-04.00 Retirement	-32,783.00	31,544.22	96.22%
10-7-05-05.00 Health Insurance	-48,709.00	24,032.72	49.34%
10-7-05-06.00 Workers' Comp	-16,050.00	12,448.12	77.56%
10-7-05-06.01 Dental Insurance	-993.00	821.10	82.69%
10-7-05-06.02 Child Care Tax	-827.00	403.28	48.76%
10-7-05-08.00 Mileage Reimbursement	-500.00	104.98	21.00%
10-7-05-09.00 Training	-1,000.00	0.00	0.00%
Total PAYROLL	-370,734.00	277,570.00	74.87% ✓
10-7-05-10 TOWN OWNED EQUIPMENT			
10-7-05-10.10 Insurance for the BLDG	-21,076.00	13,541.55	64.25%
10-7-05-10.32 Repairs/Parts/Tires	-55,000.00	36,644.47	66.63%
10-7-05-10.33 TIRES CHAINS CUTTING EDGE	-20,000.00	19,809.46	99.05%
10-7-05-10.35 Permits	-1,800.00	1,350.00	75.00%
10-7-05-10.36 Garage/Bldg. Maint.	-16,000.00	5,093.36	31.83%
10-7-05-10.37 Electricity	-5,000.00	2,092.09	41.84%
10-7-05-10.38 Telephone/Internet	-7,500.00	4,207.84	56.10%
10-7-05-10.39 Uniforms	-5,000.00	3,551.70	71.03%
10-7-05-10.40 Other	-300.00	30.00	10.00%
10-7-05-10.41 Gas, Oil & Grease	-15,000.00	6,829.70	45.53%
10-7-05-10.42 Diesel	-70,000.00	22,157.00	31.65%
10-7-05-10.43 Underground Tank	-550.00	321.22	58.40%
10-7-05-10.44 Communications System	-2,500.00	2,278.56	91.14%
10-7-05-10.45 TRASH REMOVAL	-1,020.00	1,378.00	135.10%
Total TOWN OWNED EQUIPMENT	-220,746.00	119,284.95	54.04% ✓
10-7-05-12 HIRED SERVICES OR EQUIP			
10-7-05-12.25 Roadside Mowing	-16,887.00	562.92	3.33%
10-7-05-12.26 Ditching	-15,000.00	0.00	0.00%
10-7-05-12.27 Tree cutting	-3,500.00	199.23	5.69%
10-7-05-12.40 Sweeping	-2,000.00	0.00	0.00%
10-7-05-12.41 Rental Equipment	-7,000.00	5,112.00	73.03%
10-7-05-12.42 Hired Services or Equipme	-20,000.00	12,032.00	60.16%

Hopefully we are done w/ o.t.

GENERAL FUND

Account	Budget	Actual	% of Budget
10-7-05-12.43 Engineering Services	-500.00	420.90	84.18%
Total HIRED SERVICES OR EQUIP	-64,887.00	18,327.05	28.24% ✓
10-7-05-30 MATERIAL			
10-7-05-30.01 Salt	-62,040.00	37,298.17	60.12%
10-7-05-30.02 Chloride	-20,750.00	17,030.46	82.07%
10-7-05-30.03 Gravel	-85,000.00	31,912.20	37.54%
10-7-05-30.05 Sand	-75,000.00	50,233.29	66.98%
10-7-05-30.08 Culverts	-15,000.00	9,640.67	64.27%
10-7-05-30.09 Patching Material	-6,000.00	1,642.88	27.38%
10-7-05-30.10 Guardrail	-20,000.00	23,353.65	116.77%
10-7-05-30.11 Tools	-6,500.00	3,330.20	51.23%
10-7-05-30.12 Signs	-5,500.00	2,552.96	46.42%
10-7-05-30.16 Highway Rehabilitation	-220,000.00	110,000.00	50.00%
10-7-05-30.17 ERAF	-70,000.00	70,000.00	100.00%
Total MATERIAL	-585,790.00	356,994.48	60.94% ✓
10-7-05-40 OTHER PUBLIC WORKS			
10-7-05-40.01 Storm Water Catch Basins	-6,700.00	1,115.98	16.66%
10-7-05-40.02 Cemeteries	-40,000.00	17,102.40	42.76%
10-7-05-40.03 Church Street Bridge	-17,011.00	15,634.39	91.91%
10-7-05-40.11 Parking-Pedestrian Safety	-2,500.00	363.57	14.54%
10-7-05-40.13 Other	-500.00	3,318.00	663.60%
10-7-05-40.14 Highway Equip Trust Fund	-210,000.00	105,000.00	50.00%
Total OTHER PUBLIC WORKS	-276,711.00	142,534.34	51.51% ✓
Total PUBLIC WORKS			
	-1,518,868.00	914,710.82	60.22% ✓
10-7-10 FIRE DNPT			
10-7-10-01.00 Salaries	-32,479.00	29,181.17	89.85%
10-7-10-02.00 FICA	-2,014.00	1,809.33	89.84%
10-7-10-03.00 MEDI	-471.00	423.13	89.84%
10-7-10-03.01 CHILD CONT TAX	-107.00	94.91	88.70%
10-7-10-06.01 Workers' Comp	-4,160.00	2,261.43	54.36%
10-7-10-07.00 Insurance	-12,545.00	16,047.76	127.92%
10-7-10-10.00 Apparatus/repairs/maint	-10,500.00	5,276.28	50.25%
10-7-10-11.00 Gas, Oil & Lubricants	-3,800.00	64.32	1.69%
10-7-10-20.01 Electricity	-2,333.00	1,095.01	46.94%
10-7-10-21.00 Telephone/Internet	-4,512.00	2,076.42	46.02%
10-7-10-22.00 Heat	-6,835.00	3,859.80	56.47%
10-7-10-50.00 Communications/radio/page	-6,000.00	3,803.96	63.40%
10-7-10-51.01 Safety Supplies	-20,000.00	5,697.12	28.49%
10-7-10-52.00 Facility Maintenance	-500.00	1,169.30	233.86%
10-7-10-95.00 Other	-100.00	66.40	66.40%
10-7-10-96.00 Training	-1,200.00	0.00	0.00%
10-7-10-97.00 Safety & Equipment Fund	-43,550.00	43,550.00	100.00%

Account	Budget	Actual	% of Budget
10-7-10-97.01 2017 Kenworth Tanker	-21,381.00	21,380.80	100.00%
10-7-10-98.03 Fire Protection	-5,500.00	5,500.00	100.00%
Total FIRE DEPT	-177,987.00	143,357.14	80.54% ✓
10-7-15 LAW ENFORCEMENT			
10-7-15-06.00 Workers' Comp	0.00	154.25	100.00%
10-7-15-07.00 Insurance on Equipment	0.00	1,987.47	100.00%
10-7-15-07.02 Professional Liability	0.00	785.18	100.00%
10-7-15-70.00 Contract Services	-80,000.00	53,333.28	66.67%
10-7-15-90.01 ANIMAL CONTROL	-500.00	0.00	0.00%
Total LAW ENFORCEMENT	-80,500.00	56,260.18	69.89% ✓
10-7-20 RECREATION AREA			
10-7-20-01.00 Staff And Labor	-50,100.00	27,835.47	55.56%
10-7-20-02.00 FICA	-3,106.00	1,726.33	55.58%
10-7-20-03.00 MEDI	-726.00	403.75	55.61%
10-7-20-03.01 CHILD CONT TAX	-165.00	0.00	0.00%
10-7-20-06.00 Workers Comp	-1,670.00	1,472.15	88.15%
10-7-20-07.00 Insurance On Bldg & Equip	-2,275.00	1,433.97	63.03%
10-7-20-20.00 Electricity	-2,800.00	3,123.40	111.55%
10-7-20-21.00 Telephone	-480.00	512.96	106.87%
10-7-20-25.00 Repairs & Maint	-8,500.00	1,794.09	21.11%
10-7-20-27.00 Recreation Facility Fund	-10,000.00	10,000.00	100.00%
10-7-20-30.00 Programming & Activities	-2,000.00	220.24	11.01%
10-7-20-51.00 Supplies	-2,000.00	345.60	17.28%
10-7-20-52.00 Chlorine	-3,500.00	1,999.44	57.13%
10-7-20-53.00 American Red Cross	-3,200.00	0.00	0.00%
10-7-20-60.00 Water & Sewer	-1,400.00	932.64	66.62%
10-7-20-95.00 Other	-250.00	173.26	69.30%
Total RECREATION AREA	-92,172.00	51,973.30	56.39% ✓
10-7-25 PARKS AND PUBLIC PLACES			
10-7-25-01.00 Labor	-47,840.00	14,580.00	30.48%
10-7-25-02.00 FICA	-2,966.00	66.95	2.26%
10-7-25-03.00 MEDI	-694.00	15.66	2.26%
10-7-25-03.01 CHILD CONT TAX	-158.00	0.00	0.00%
10-7-25-04.00 Retirement	-8,611.00	0.00	0.00%
10-7-25-05.00 Health Insurance	-35,102.00	0.00	0.00%
10-7-25-06.00 Workers' Compensation	-3,013.00	0.00	0.00%
10-7-25-06.01 Dental Insurance	-1,214.00	196.66	16.20%
10-7-25-07.00 Insurance	-1,613.00	352.01	21.82%
10-7-25-12.01 Mowing	-500.00	0.00	0.00%
10-7-25-12.02 Utility Truck Maint.	-1,200.00	0.00	0.00%
10-7-25-20.00 Street Lights	-21,000.00	15,149.30	72.14%
10-7-25-20.01 Electricity - Parks	-2,000.00	1,127.93	56.40%
10-7-25-25.01 Maintenance	-1,000.00	1,402.18	140.22%
10-7-25-26.00 Parks Beautification	0.00	-30.39	100.00%

Account	Budget	Actual	Actual % of Budget
10-7-25-27.00 Flags and Poles	-480.00	0.00	0.00%
10-7-25-35.00 TRAIL MAINT.	-750.00	0.00	0.00%
10-7-25-95.00 Other	-50.00	1,633.95	3,267.90%
Total PARKS AND PUBLIC PLACES	-128,191.00	34,494.25	26.91% ✓
10-7-30 MUNICIPAL OFFICE			
10-7-30-01.01 Clerical Labor-Town Mgs	-86,464.00	51,323.40	59.36%
10-7-30-01.02 Salary - Town Clerk	-39,822.00	27,991.64	70.29%
10-7-30-01.03 Treasurer	-5,522.00	4,035.60	73.08%
10-7-30-01.04 Town Manager	-95,461.00	69,830.02	73.15%
10-7-30-01.05 CONTRACT LABOR	-10,000.00	0.00	0.00%
10-7-30-02.00 FICA	-14,091.00	9,492.09	67.36%
10-7-30-03.00 MEDI	-3,295.00	2,204.28	66.90%
10-7-30-03.01 CHILD CONT TAX	-750.00	240.33	32.04%
10-7-30-04.00 Retirement	-40,908.00	27,469.14	67.15%
10-7-30-05.00 Health Ins	-115,306.00	72,761.86	63.10%
10-7-30-06.00 Workers' Comp	-1,665.00	1,276.74	76.68%
10-7-30-06.01 Dental Insurance	-3,641.00	2,478.84	68.08%
10-7-30-07.00 Insurance - Bldg	-5,000.00	2,946.11	58.92%
10-7-30-07.01 Bond Insurance	-3,900.00	4,471.62	114.66%
10-7-30-20.00 Electricity	-2,300.00	1,309.21	56.92%
10-7-30-21.00 Telephone/Internet	-8,282.00	5,747.66	69.40%
10-7-30-22.00 Heat	-5,000.00	2,169.47	43.39%
10-7-30-25.00 Maintenance - Bldg	-2,000.00	1,511.18	75.56%
10-7-30-25.01 trash removal	-150.00	150.43	100.29%
10-7-30-26.01 Maintenance - Copier	-3,000.00	1,165.01	38.83%
10-7-30-26.02 Maintenance - Computer	-10,000.00	8,136.03	81.36%
10-7-30-26.03 Office Equipment	-500.00	311.64	62.33%
10-7-30-27.04 Purchase Office Furnitu	-250.00	0.00	0.00%
10-7-30-28.00 Lease - Photocopier	-1,138.00	853.65	75.01%
10-7-30-51.00 Supplies	-6,300.00	2,245.22	35.64%
10-7-30-52.01 postage mailing	-3,850.00	2,294.47	59.60%
10-7-30-60.00 Water & Sewer	-1,360.00	983.67	72.33%
10-7-30-70.00 Bank Fees	-100.00	20.72	20.72%
10-7-30-71.00 CompuCount	-3,500.00	2,813.60	80.39%
10-7-30-95.00 Other	-350.00	214.32	61.23%
10-7-30-95.01 Training	-400.00	259.00	64.75%
10-7-30-95.02 Town Mgr Expense	-300.00	-3.91	-1.30%
Total MUNICIPAL OFFICE	-474,605.00	306,703.04	64.62% ✓
10-7-35 TOWN HALL			
10-7-35-02.00 Social Security	0.00	11.70	100.00%
10-7-35-03.00 Medicare	0.00	2.74	100.00%
10-7-35-03.01 Child Care Tax Credit	0.00	0.34	100.00%
10-7-35-07.00 Insurance	-10,500.00	7,478.73	71.23%
10-7-35-20.00 Electricity	-1,300.00	682.92	52.53%
10-7-35-21.00 Telephone/Internet	-1,600.00	1,114.04	69.63%
10-7-35-22.00 Heat	-4,766.00	3,009.47	63.14%

- Will be spending some on I.T. Contract

GENERAL FUND

Account	Budget	Actual	Actual % of Budget
10-7-35-25.00 Bldg Repair	-1,500.00	5,317.03	354.47%
10-7-35-25.02 Repair-clock	-360.00	0.00	0.00%
10-7-35-51.00 Supplies	-500.00	52.80	10.56%
10-7-35-60.00 Water & Sewer	-1,296.00	983.67	75.90%
10-7-35-95.00 Other	-25.00	0.00	0.00%
Total TOWN HALL	-21,847.00	18,653.44	85.38% ✓
10-7-40 TOWN OFFICER SALARIES			
10-7-40-01.01 Select Board	-3,750.00	3,050.00	81.33%
10-7-40-01.04 Trustee of Public Funds	-600.00	600.00	100.00%
10-7-40-01.06 Health Officer	-1,200.00	0.00	0.00%
10-7-40-01.07 Elections	-250.00	0.00	0.00%
10-7-40-01.08 Board of Civil Authority	-50.00	0.00	0.00%
10-7-40-01.10 Cemetery Commissioner	-1,600.00	1,600.00	100.00%
10-7-40-01.11 FIRE WARDEN	-3,000.00	3,000.00	100.00%
10-7-40-01.12 TREE WARDEN	-600.00	0.00	0.00%
10-7-40-02.00 FICA/MEDI	-570.00	455.81	79.97%
10-7-40-03.01 CHILD CONT. TAX	-36.00	76.75	213.19%
Total TOWN OFFICER SALARIES	-11,656.00	8,782.56	75.35% ✓
10-7-45 LISTERS			
10-7-45-01.00 Salaries	-20,592.00	2,975.50	14.45%
10-7-45-02.00 FICA	-1,277.00	184.99	14.49%
10-7-45-03.00 MEDI	-299.00	43.28	14.47%
10-7-45-03.01 Child Care Tax Credit	0.00	4.83	100.00%
10-7-45-27.00 Computer	-3,000.00	2,867.83	95.59%
10-7-45-51.00 Supplies	-900.00	350.91	38.99%
10-7-45-63.00 Assessor Services	-5,000.00	4,900.00	98.00%
10-7-45-64.00 Mapping Services	-3,000.00	2,950.00	98.33%
10-7-45-70.00 Training	-900.00	95.00	10.56%
10-7-45-80.00 Memberships	-350.00	0.00	0.00%
10-7-45-95.00 Other	-100.00	0.00	0.00%
Total LISTERS	-35,418.00	14,372.34	40.58% ✓
10-7-50 GOVERNMENT OPERATIONS			
10-7-50-90.01 Town Meeting	-400.00	550.00	137.50%
10-7-50-90.02 Town Reports	-4,000.00	2,572.48	64.31%
10-7-50-90.03 Tax Billing	-450.00	0.00	0.00%
10-7-50-90.04 Preservation Of Records	-1,525.00	1,862.91	122.16%
10-7-50-90.05 Tax Abatements	-1,000.00	7.02	0.70%
10-7-50-90.08 Legal	-10,000.00	13,435.51	134.36%
10-7-50-90.09 Planning	-1,200.00	101.50	8.46%
10-7-50-90.10 Auditing Services	-26,500.00	22,794.00	86.02%
10-7-50-90.11 Training	-500.00	808.20	161.64%
10-7-50-90.12 Recording Fees	-200.00	345.00	172.50%
10-7-50-90.13 Maintain Website	-2,000.00	998.33	49.92%
10-7-50-90.14 Insurance-shooting range	-1,750.00	0.00	0.00%

inc. elevator Repair
and alarm panel
Report.

Account	Budget	Actual	Actual % of Budget
10-7-50-90.15 Meeting Minute Taking	-2,775.00	1,244.70	44.85%
10-7-50-90.16 Conservation Commision	-2,500.00	0.00	0.00%
10-7-50-90.17 Red Cross Shelter Mainten	-750.00	890.00	118.67%
10-7-50-90.18 Energy Comm.	-100.00	0.00	0.00%
10-7-50-90.20 Voting Equip & Supplies	-500.00	2,567.98	513.60%
10-7-50-90.80 Advertising	-5,000.00	632.03	12.64%
10-7-50-90.81 Other	-500.00	359.96	71.99%
10-7-50-90.90 Tax Sale Expenses	-8,000.00	0.00	0.00%
10-7-50-90.96 Reappraisal Fund	-8,000.00	8,000.00	100.00%
10-7-50-90.98 Capital Improv. Reserve F	-82,500.00	41,250.00	50.00%
Total GOVERNMENT OPERATIONS	-160,150.00	98,419.62	61.45% ✓
10-7-55 APPROPRIATIONS, DUES, ETC			
10-7-55-70.02 Council On The Arts	-2,000.00	2,000.00	100.00%
10-7-55-70.03 Bethel Historical Society	-500.00	500.00	100.00%
10-7-55-70.04 League Of Cities & Towns	-3,771.00	3,771.00	100.00%
10-7-55-70.05 Two Rivers Reg Plan Comm	-3,263.00	3,263.00	100.00%
10-7-55-70.06 Green Mt Econ Dev	-976.00	976.00	100.00%
10-7-55-70.07 Green Up Day	-150.00	150.00	100.00%
10-7-55-70.09 White River Partnership	-500.00	500.00	100.00%
10-7-55-70.10 VT Rural Fire (VACD)	-100.00	100.00	100.00%
10-7-55-71.01 So.Royal Senior Citizens	-10,000.00	10,000.00	100.00%
10-7-55-71.02 Visiting Nurse Alliance (-7,000.00	7,000.00	100.00%
10-7-55-71.03 Clara Martin Center	-3,265.00	3,265.00	100.00%
10-7-55-71.07 Safeline	-1,000.00	1,000.00	100.00%
10-7-55-71.08 Tri Valley Transit	-5,800.00	5,800.00	100.00%
10-7-55-71.09 Windsor County Mentors	-500.00	500.00	100.00%
10-7-55-71.11 Central Vt Council On Age	-650.00	650.00	100.00%
10-7-55-71.13 Vt Assoc For The Blind	-400.00	400.00	100.00%
10-7-55-71.17 Vt Ctr for Ind Living	-300.00	300.00	100.00%
10-7-55-71.23 ORange County Parent Chil	-1,000.00	1,000.00	100.00%
10-7-55-71.27 One Planet	-2,500.00	2,500.00	100.00%
10-7-55-71.29 Health Care&Rehab service	-500.00	500.00	100.00%
10-7-55-71.30 VT FAMILY NETWORK	-250.00	250.00	100.00%
10-7-55-72.01 WRV Ambulance	-155,328.00	128,156.70	82.51%
10-7-55-72.02 Playhouse Movie Theatre	-3,000.00	3,000.00	100.00%
10-7-55-72.03 Bethel Area Food Shelf	-30,000.00	30,000.00	100.00%
10-7-55-72.04 Bethel Library	-35,000.00	35,000.00	100.00%
Total APPROPRIATIONS, DUES, ETC	-267,753.00	240,581.70	89.85% ✓
10-7-60 DEBT SERVICE			
10-7-60-54.04 2011 Debt Financing	-82,946.00	82,945.58	100.00%
10-7-60-88.04 long term debt - town hal	-54,589.00	49,656.25	90.96%
10-7-60-91.00 Int Tax Anticip Notes	-500.00	0.00	0.00%
10-7-60-97.00 Capital Projects (RSP/WW)	-13,940.00	0.00	0.00%
Total DEBT SERVICE	-151,975.00	132,601.83	87.25% ✓

Pam has a grant for this

*DWSRF loan
Town price*

04/01/25
10:31 am

Town of Bethel General Ledger
Current Yr Pd: 9 - Budget Status Report
GENERAL FUND

Page 8 of 12
Bethel

Account	Budget	Actual	Actual % of Budget
<hr/>			
10-7-65 TAXES			
10-7-65-88.00 School Tax Payment	-2,818,340.36	2,104,050.50	74.66%
10-7-65-89.00 County Taxes	-14,021.00	11,727.69	83.64%
10-7-65-90.00 Reimb of overpaid taxes	0.00	356.77	100.00%
Total TAXES	-2,832,361.36	2,116,134.96	74.71% ✓
<hr/>			
10-7-70 MISC			
10-7-70-91.00 BRTS Alliance Fee	-26,163.00	0.00	0.00%
Total MISC	-26,163.00	0.00	0.00%
<hr/>			
Total Expenditures	-5,979,646.36	4,137,045.18	69.19% ✓
<hr/>			
Total GENERAL FUND	-117,911.82	-1,678,463.49	
<hr/>			

75%

Account	Budget	Actual	Actual % of Budget
20-6-00 SEWER			
20-6-00-81.00 Fees	269,478.00	-193,228.02	71.70%
20-6-00-95.00 Interest & Penalty	3,500.00	-1,469.44	41.98%
Total SEWER	272,978.00	-194,697.46	71.32%
Total Revenues	272,978.00	-194,697.46	71.32%



20-7-00 SEWER EXP			
20-7-00-01.00 Labor - Operations	-59,880.00	50,046.88	83.58%
20-7-00-01.02 LABOR OT	-10,000.00	0.00	0.00%
20-7-00-02.00 FICA	-4,333.00	2,997.83	69.19%
20-7-00-03.00 MEDI	-1,013.00	701.12	69.21%
20-7-00-03.01 Child Care Tax Credit	0.00	75.16	100.00%
20-7-00-04.00 Retirement	-10,642.00	5,321.98	50.01%
20-7-00-05.00 Health Insurance	-26,327.00	16,117.90	61.22%
20-7-00-06.00 Workers' Comp/UE	-5,800.00	2,785.62	48.03%
20-7-00-06.01 Dental Insurance	-911.00	771.06	84.64%
20-7-00-07.00 Insurance	-4,300.00	2,251.07	52.35%
20-7-00-20.00 Electricity	-27,000.00	15,634.72	57.91%
20-7-00-21.00 Telephone/Internet	-3,150.00	1,055.75	33.52%
20-7-00-25.00 Maintenance - Bldg	-5,000.00	2,763.74	55.27%
20-7-00-25.01 Maintenance - System	-25,000.00	7,440.36	29.76%
20-7-00-26.00 Maintenance - Equip	-19,455.00	8,687.98	44.66%
20-7-00-33.00 Flushing Sewer Lines	-3,500.00	0.00	0.00%
20-7-00-34.00 Sludge Disposal	-25,000.00	12,600.00	50.40%
20-7-00-35.00 Supplies	-3,000.00	1,128.78	37.63%
20-7-00-35.05 Postage/mailings	-500.00	0.00	0.00%
20-7-00-40.00 Lab testing	-8,000.00	2,977.00	37.21%
20-7-00-40.10 Lab supplies	-2,000.00	689.03	34.45%
20-7-00-50.00 Generator	-500.00	1,664.00	332.80%
20-7-00-51.01 Chemicals	-250.00	0.00	0.00%
20-7-00-53.00 Engineering Charges	-750.00	0.00	0.00%
20-7-00-73.00 Legal Services	-400.00	0.00	0.00%
20-7-00-75.00 Reimb - Town Of Bethel	-7,567.00	7,567.00	100.00%
20-7-00-75.01 Reimb - Use Of Emp Trk	-1,500.00	969.39	64.63%
20-7-00-77.00 Leases	-500.00	350.00	70.00%
20-7-00-78.00 Training	-250.00	72.00	28.80%
20-7-00-79.00 Certification	-700.00	345.00	49.29%
20-7-00-80.00 Dues	-150.00	0.00	0.00%
20-7-00-81.00 UNIFORMS	-300.00	0.00	0.00%
20-7-00-95.00 Other	-300.00	248.30	82.77%
20-7-00-95.03 Debt Service	-7,998.00	0.00	0.00%
20-7-00-96.02 Reimburse General Fund	-15,000.00	0.00	0.00%
Total SEWER EXP	-280,976.00	145,261.67	51.70%
20-7-60-91.00 Debt Service - interest	-36.00	0.00	0.00%
Total Expenditures	-281,012.00	145,261.67	51.69%

- more repairs to come -

04/01/25
10:31 am

Town of Bethel General Ledger
Current Yr Pd: 9 - Budget Status Report
SEWER

Account	Budget	Actual Actual % of Budget
Total SEWER	-8,034.00	-49,435.79

75%

04/01/25
10:31 am

Town of Bethel General Ledger
Current Yr Pd: 9 - Budget Status Report
WATER FUND

Page 11 of 12
Bethel

Account	Budget	Actual	Actual % of Budget
30-6-00 WATER DEPT.			
30-6-00-81.00 Water Rentals	256,879.00	-182,831.32	71.17%
30-6-00-95.00 Interest & Penalty	4,988.00	-2,319.88	46.51%
30-6-00-95.02 MISC	175.00	0.00	0.00%
30-6-00-95.03 FIRE PROTECTION	5,500.00	-5,500.00	100.00%
30-6-00-96.02 Grant Revenue	0.00	-903,805.89	100.00%
Total WATER DEPT.	267,542.00	-1,094,457.09	409.08%
Total Revenues	267,542.00	-1,094,457.09	409.08%

Phase II water project

30-7-00 WATER EXP.			
30-7-00-01.00 Salaries	-24,295.00	17,641.26	72.61%
30-7-00-01.02 Overtime	-10,000.00	5,635.45	56.35%
30-7-00-02.00 FICA	-2,126.00	1,295.28	60.93%
30-7-00-03.00 MEDI	-497.00	311.42	62.66%
30-7-00-03.01 Child Care Tax Credit	0.00	32.76	100.00%
30-7-00-04.00 Retirement	-4,000.00	1,773.98	44.35%
30-7-00-05.00 Health/Accident Insurance	-8,775.00	5,372.63	61.23%
30-7-00-05.01 Dental Insurance	-303.00	267.09	88.15%
30-7-00-06.00 Workers' Comp.	-3,200.00	945.14	29.54%
30-7-00-20.00 Electricity	-21,000.00	20,036.09	95.41%
30-7-00-25.00 Repairs-Maintenance Pumps	-10,000.00	11,919.77	119.20%
30-7-00-25.01 Repair Hydrants	-600.00	0.00	0.00%
30-7-00-25.02 Rep. Telemetering System	-1,500.00	600.00	40.00%
30-7-00-26.00 Mains & Distribution Line	-12,500.00	2,689.79	21.52%
30-7-00-28.00 Building Maintenance	-5,000.00	359.64	7.19%
30-7-00-29.00 CONTRACTED SERV	-9,500.00	0.00	0.00%
30-7-00-51.00 Supplies	-5,500.00	306.95	5.58%
30-7-00-51.01 POSTAGE	-3,200.00	655.79	20.49%
30-7-00-51.02 METERS	-2,000.00	0.00	0.00%
30-7-00-52.00 Water Testing	-2,000.00	936.48	46.82%
30-7-00-53.00 Engineering Charges	-5,000.00	22,691.57	453.83%
30-7-00-54.00 Reserve Funds	-3,100.00	0.00	0.00%
30-7-00-55.00 Utility Truck Maintenance	-2,000.00	178.49	8.92%
30-7-00-70.00 Insurance	-750.00	2,605.26	347.37%
30-7-00-75.00 Reimb. To Town Of Bethel	-9,967.00	9,967.00	100.00%
30-7-00-75.01 Mileage Reimburse	-800.00	650.25	81.28%
30-7-00-76.00 State of Vermont Permits	-4,100.00	2,490.50	60.74%
30-7-00-77.00 Leases	-200.00	100.00	50.00%
30-7-00-78.00 Chlorine	-1,550.00	465.94	30.06%
30-7-00-79.00 Training	-300.00	536.50	178.83%
30-7-00-80.00 dues	-375.00	415.00	110.67%
30-7-00-81.00 UNIFORMS	-950.00	161.50	17.00%
30-7-00-95.00 Other	-100.00	3,318.00	3,318.00%
Total WATER EXP.	-155,188.00	114,359.53	73.69%

phase II

VOSTHA

Account	Budget	Actual	Actual % of Budget
30-7-60-91.00 Debt Service - Principal	-28,362.00	28,362.26	100.00%
30-7-60-91.02 Debt Service - Interest	-2,123.00	1,884.46	88.76%
30-7-60-91.04 DWSRF	-17,181.00	16,847.78	98.06%
30-7-80-80.00 Capital Outlay	-64,187.00	386,201.34	601.68%
30-7-80-83.00 REIMB. GF	-500.00	0.00	0.00%
Total Expenditures	-267,541.00	547,655.37	204.70%
Total WATER FUND	1.00	-546,801.72	
Total All Funds	-125,944.82	-2,274,701.00	

Phase II

04/01/25
10:27 am

Town of Bethel General Ledger
Balance Sheet Current Year - Period 9 Mar
GENERAL FUND

Page 1 of 1
Bethel

Account	Curr Yr Pd 9 Mar Actual
ASSET	
10-1-00-00.00 Chck Acct - General	-640,709.94
10-1-00-00.04 HRA Savings Account	2,769.74
10-1-00-00.05 Petty Cash - Town Office	250.00
10-1-01-00.00 Due From<to>Other Funds	-280,958.92
10-1-01-00.06 Tower Lease Receivable GA	68,675.38
10-1-01-00.07 BRTS (Royalton) Receivabl	163,678.47
10-1-05-00.01 Cash Sweep Account	3,514,807.19
10-1-05-00.02 ICS Sweep Savings	100.00
10-1-07-00.01 Taxes Receivable	1,183,870.39
10-1-07-00.02 Prepaid Expense	5,487.67
10-1-07-00.03 Taxes Interest Receivable	8,250.82
10-1-07-00.04 Taxes Penalty Receivable	2,324.42
Total Asset	4,028,545.22
LIABILITY	
10-2-00-10.03 Tax Overpayments	-7,539.65
10-2-00-10.04 Deferred Revenue	-71,000.00
10-2-00-50.08 Deferred BRTS (Royalton)	-163,678.47
10-2-00-90.31 Vision Plan	-30.64
10-2-00-90.37 AFLAC-After Tax	-558.94
10-2-00-90.38 Aflac - Pre-Taxed	-182.66
10-2-00-90.45 Retirement	-32,558.53
10-2-00-90.46 457(b) Deferred Comp Plan	-200.00
10-2-00-90.77 Mural Donations	-50.00
10-2-01-00.06 Tower Lease Deferred Infl	-66,009.48
10-2-10-00.01 Utility Clearing	-559.48
10-2-11-00.14 Tax Sale Overages	0.01
Total Liability	-342,367.84
FUND BALANCE	
10-2-80-23.06 Fund Balance Forward	-1,194,081.29
10-3-00-00.00 Fund Balance	-813,632.60
Total Prior Years Fund Balance	-2,007,713.89
Fund Balance Current Year	-1,678,463.49
Total Fund Balance	-3,686,177.38
Total Liability, Fund Balance	-4,028,545.22

75%

04/01/25
10:28 am

Town of Bethel General Ledger
Balance Sheet Current Year - Period 9 Mar
SEWER

Page 1 of 1
Bethel

Account

Curr Yr Pd 9 Mar
Actual

ASSET

20-1-01-00.00 Due From<to> Other Funds	72,402.96
20-1-02-00.00 Land & Sewer System	3,227,725.08
20-1-03-00.00 Accumulated Depreciation	-1,950,420.51
20-1-07-00.02 Prepaid Expense	-1,993.40
20-1-10-00.00 Sewer Receivable	10,078.34
20-1-10-00.01 Allowance for Bad Debts	-5,000.00
20-1-20-00.00 Deferred Outflows - VSERS	38,073.00

Total Asset	1,390,865.47
--------------------	---------------------

=====

LIABILITY

20-2-00-90.08 Compensated Absences	-3,611.23
20-2-20-00.00 Net Pension Liab - VSERS	-94,294.00
20-2-20-00.01 Deferred Inflows - VSERS	-36,118.00

Total Liability	-134,023.23
------------------------	--------------------

FUND BALANCE

20-2-80-23.06 Fund Balance Forward	891,871.90
20-3-00-00.00 Fund Balance	-2,099,278.35

Total Prior Years Fund Balance	-1,207,406.45
---------------------------------------	----------------------

Fund Balance Current Year	-49,435.79
---------------------------	------------

Total Fund Balance	-1,256,842.24
---------------------------	----------------------

Total Liability, Fund Balance	-1,390,865.47
--------------------------------------	----------------------

=====

04/01/25
10:30 am

Town of Bethel General Ledger
Balance Sheet Current Year - Period 9 Mar
WATER FUND

75/10

Account Curr Yr Pd 9 Mar
Actual

ASSET

30-1-01-00.00 Due From <to> Other Funds	150,879.50
30-1-03-00.00 Water System	4,754,435.89
30-1-03-00.01 CWIP Water	1,507,348.85
30-1-04-00.00 Accumulated Depreciation	-1,292,457.78
30-1-07-00.02 Prepaid Expense	-674.47
30-1-10-00.00 Water Receivable	12,536.34
30-1-10-00.01 Allowance For Bad Debts	-5,000.00
30-1-20-00.00 Deferred Outflows - VSERS	12,684.00
Total Asset	5,139,752.33

LIABILITY

30-2-00-50.12 RF3-423-3.0	-634,407.34
30-2-00-50.13 DWSRF LOAN 2020	-640,215.78
30-2-00-50.15 Accrued Interest	-2,826.50
30-2-00-50.20 Water Main Relocate Bond	-188,445.60
30-2-00-60.00 Accrued Comp. Absenses	-1,203.54
30-2-20-00.00 Net Pension Liab - VSERS	-31,406.00
30-2-20-00.01 Deferred Inflows - VSERS	-12,029.00
Total Liability	-1,510,533.76

FUND BALANCE

30-2-80-23.06 Fund Balance Forward	-27,039.08
30-3-00-00.00 Fund Balance	-3,532,276.36
30-3-00-00.04 Water Dept Mini Custody	476,898.59
Total Prior Years Fund Balance	-3,082,416.85
Fund Balance Current Year	-546,801.72
Total Fund Balance	-3,629,218.57
Total Liability, Fund Balance	-5,139,752.33

Bethel Fire Department

Basic Driver Requirements - SOG

B-007

April 2025

Purpose and Policy

The purpose of this policy is to lay out the basic requirements for any member that wants to drive the departmental emergency vehicles either to an emergency scene, or to any event or service needed. These are in addition to the other Motor Vehicle SOG's including B-005, C-002, D-001 and D-004 and all other Guidelines involving vehicle operations.

Procedures

The primary message in this SOG is that the member that drives an Emergency Vehicle, Trailer, UTV, Sled, Snowmobile, or ATV to any emergency scene or department sanctioned event, or for service reasons including fueling, is responsible for that Emergency Vehicle, Trailer, UTV, Sled, Snowmobile, or ATV and shall remain with and operate that piece of equipment including returning it to the station after the event and ensuring that that equipment is properly placed back in service as laid out below.

Basic requirements/ responsibilities for drivers

- The Driver of any emergency or fire department vehicle is responsible for that vehicle and any and all equipment on that vehicle, from the pre-operation checks through placing that vehicle back in service including the replacing/ cleaning/ servicing of all equipment and vehicle including washing that vehicle after every run.
- Driver will ensure that all tanks are filled including fuel, foam, and water and will note in the fire report the vehicle state at start and placing back in service including quantities of material used to fill all tanks.
- At no point will a vehicle be placed back in service with less than a full water tank, a full foam tank, and no less than $\frac{3}{4}$ of a tank of fuel.
- The driver will also ensure that all equipment on the vehicle is in service including fuel, oils, and hydraulic fluid and also includes blades, batteries and so forth.
- Drivers will always maintain possession of that vehicle including on scene and will not leave that vehicle at any time unless their responsibility is transferred by the Incident Commander with another operator replacing the driver for the duration of the event. The first Driver will reclaim the vehicle at the end of the event and will then proceed with getting the vehicle back to the station and back in service correctly.
- The Driver of any vehicle such as the Rescue that is used simply to convey manpower or equipment to the scene can leave that vehicle in a secure place until the cleanup stage of the event. That driver will still be responsible for that vehicle

on scene including any additional movement and will maintain equipment responsibility start to finish.

Prior to any operation all operators are required to:

1. Check around the vehicle to see that there are no obstructions, all compartment doors are closed, clearance is adequate, and electrical cables and/or exhaust connections are detached or ready for automatic detachment.
2. Ascertain all passengers are seated and secured with seat belts.
3. Turn on all lights required based on outside conditions and type of run. Headlights will be on every time the vehicle goes in motion, emergency or non-emergency.
4. Prior to backing, a spotter or 'ground guide' will be present to assist. No vehicle should be moved in reverse without a competent spotter in place.
5. Notify the OIC or dispatcher of the vehicle's departure from the station or scene.

During Non-Emergency Travel:

1. Drivers should obey all traffic control signals, speed limits, and rules-of-the-Road of all jurisdictions traveling in or involved.
2. Emergency warning lights should not be on. When backing the vehicle on a roadway or busy parking area or lot, all emergency lights will be turned on for safety purposes.
3. No audible signals should be used except the horn, when necessary, in a non-emergency.
4. The vehicle will be brought to a complete stop at all railroad crossings and proceed on only after the driver is certain it is clear.

During Emergency Response:

1. Drivers should bring the vehicle to a complete stop and proceed on only when safe under the following circumstances:
 - When directed by law enforcement
 - Red Traffic Lights
 - Stop Signs
 - Negative Right-of-Way intersections
 - Blind intersections
 - When the driver cannot account for all lanes if traffic is in an intersection
 - When any intersection is not completely clear of traffic or pedestrians
 - When encountering a stopped school bus with flashing lights
 - At a railroad grade crossing
2. Drivers should ONLY proceed through an intersection when the driver can account for all lanes of traffic.

3. Vehicles should not attempt to circumvent any traffic law without the use of audible AND visual warning devices. These devices should conform to NFPA standard 1901.
4. Extra space should be maintained between two emergency vehicles traveling in the same direction. Traffic will likely move after the first vehicle has exited the intersection making it imperative for the second vehicle to come to a complete stop. Escorts should be discouraged for this same reason.
5. Per 23 VSA, §1015, Authorized Emergency Vehicles, the driver of an authorized vehicle, when responding to an emergency scene, but not returning from, may exceed the posted speed limit. The exemptions granted to an authorized motor vehicle apply only when the vehicle has an approved Vermont Department of Motor Vehicles Light Permit and is making use of both audible and visual signals.

IN CASE OF ACCIDENT: SEE VEHICLE ACCIDENT PROCEDURES

Final Statement

The purpose of this guideline is to firmly establish vehicle responsibility to ensure all equipment is maintained and kept at its highest readiness state as possible. These responsibilities do not erase the normal truck and vehicle checks done as those are slower and deeper in scope, but is meant to hold all vehicles in readiness between calls and those regular truck/ vehicle checks.

It is the responsibility of all members to read, understand and follow this Standard Operating Guideline.

Approved: _____ Date: _____
Fire Chief

Printed Name: _____

Bethel Fire Department

Fire Cadets

B-006

April 2025

Purpose and Policy

The Bethel Fire Department, due to its Volunteer/ Paid-on-Call status requires a constant flow of individuals to fulfill its mission of providing fire and live saving services to the community. The nature of the work involved, and the needs of the member's personal life, is not always something that can be continued by the average citizen that does not perform these functions as a career. The Fire Cadet program is a suitable beginning step to expose potential candidates for the fire department to the needs and rigors of department life. The reality of the fire cadet program is that these are young people, below the age of 18 and governed by additional rules and regulations at both the state and federal levels and must never be allowed to enter in or work within an IDLH (Immediately Dangerous to Life and Health) situation or potential situation. These cadets are not firefighters or medics and, as such, must always take a non-dangerous and controlled role within the department without exception.

Responsibilities

The base responsibility of the Fire Cadet is twofold. First, they must show their willingness to follow orders correctly, vigorously, consistently, and without question no matter how boring or mundane the task appears. They have every right and requirement to ask questions and voice safety concerns. Second, they must prove that they are capable, willing, and ready to take the next step, through their attendance and dedication, of a Firefighter 1 class and moving into the role of a full member of the department if they will become a firefighter, or the next level of member status such as exists for vehicle management, driving/ operations, or other level as exists at the time. These responsibilities breakdown by age group when there are cadets available. These age groups are:

1. 14 and 15 years old
2. 16 and 17 years old

Both Age Groups

First, cadets of both age groups will not receive any form of remuneration for their activities prior to becoming a member of the department at the age of 18. They will be able to skip the initial probationary period at age 18, except how it involves training and taking of Firefighter 1 class, and can begin participation in the stipend program immediately. Also, no equipment will be issued to cadets.

Each age group is responsible for providing support for the department and department personnel. This will be accomplished mostly through station maintenance and low-level

equipment maintenance in order to both learn the equipment and to appreciate its value as well as limited training participation. This includes but is not limited to:

- Washing and waxing vehicles and specialty equipment
- Station cleaning, sweep downs, windows, bathrooms, etc.
- Assist members in Equipment maintenance which cannot involve potential hazardous evolutions.
- Participate in training events that does not involve hazardous evolutions other than as an observer.
- Must establish with the Chief and maintain the correct hours for working as prescribed by Vermont and Federal laws and regulations.

Specifics for 14 and 15 year-old cadets

- This age group is beginning and, as such, will be expected to spend most of their time in the clean component of equipment/ station/ and vehicle maintenance. "Wax on, wax off"
- Each cadet will be given a set of responsibilities and a mentor.
- No PPE or communications equipment will be issued.
- At no time can this age group be on any emergency scene during an emergency.
- At no time can this age group ride on any departmental vehicle at any time.
- At no time can this age group be involved with any evolution, including training events, that present any potential of danger at any level.
- This age group can only observe most training events and can participate in classroom exercises as allowed by the instructor.

Specifics for 16 and 17 year-old cadets

- This age group is beginning and, as such, will be expected to spend most of their time in the clean component of equipment/ station/ and vehicle maintenance. "Wax on, wax off"
- Each cadet will be given a set of responsibilities and a mentor.
- No PPE or communications equipment will be issued but may be drawn for a specific event as approved by the chief as needed for training or maintenance of equipment.
- This age group can begin to present themselves on emergency scenes as approved by the Chief, or the Incident Commander for each individual event.
- On scene, they will only assist away from any area considered Immediately Dangerous to Life and Health (IDLH), or dangerous from a situation issue such as collapse zones, any HazMat incident, any event on the Interstate I-89 or other situation as defined by the Chief-of-Department.
- This age group cannot ride on the emergency vehicles to any scene at any time but can drive themselves to the scene when and where allowed.
- This age group will serve as cadet mentors for the younger group.
- This group can begin to participate in training where not considered hazardous. This age group can pull PPE and/ or communications at events requiring PPE or communications.

Final Statement

The Cadet Corp of the fire department can and should serve as the first stepping stone into the department. While several years of the cadet's time in the department may seem boring and redundant, the experience and knowledge they can have when achieving the age of membership will launch them ahead of others coming into the department after that age. They will achieve a feeling and respect for every square inch of the equipment, understand its use, how to fix it, and will have a beginning understanding of regulations, procedures, and tactics along with an appreciation for the job in total and an appreciation for the Fire Brother/ Sister- hood. Cadets have strong regulations that govern the time they can participate and how they can participate. These are not a hinderance as these young assets must be protected at all times.

It is the responsibility of all members to read, understand and follow this Standard Operating Guideline.

Chief

Date

Printed Name

I have read and understood the SOG B006 for Fire Cadets and my need to follow it to the letter.
(Sign Below)

Signature

Date

Bethel Fire Department

Qualifications for Officer Positions - SOG

B-003

Update 1, April 2025

Purpose and Policy

In order to avoid the officer corps being elected based solely on personality, to make sure the department is led and represented by qualified individuals, and to better protect the safety of all members and the public, there needs to be a set of qualifications that are, at a minimum, the expected experience and knowledge levels for each position of leadership and management. The below listed positional requirements to be considered a candidate to hold a position in the Bethel FD organization, should be considered minimal values. The Bethel Town Manager, per 24 VSA § 1236 (9) (b), will, in reality, appoint these positions for the terms indicated below. The Fire Department will conduct a vote on available positions on the first meeting in February every two years, which must coincide with the departmental annual meeting. The candidate elected by the department must submit their package of certifications and qualifications to the Advisory Board. The Advisory Board will review documentation and take 1 of 5 actions as listed below, then submit a list of candidates to the Town Manager for review and selection. Responsibilities for each position are listed in **SOG B-002, Position Descriptions and Responsibilities**.

The Process

The process begins when the candidates present themselves and is open to anyone wishing to submit their name and qualifications. Once this occurs, the nominees will be required to make a brief statement listing their qualifications to hold the position for which they are nominated, prior to the vote. The member body will then select their candidate. Once a nominee for the open position is obtained, the now candidate will assemble their package including all certifications, education as it relates to the Fire Service, a statement characterizing their time in the Fire Service, including time at Bethel, and any statements they wish to make. This will then be submitted to the Advisory Board.

The Advisory Board will then ensure the package is complete, and will take one of five actions: 1. Submit to the Town Manager with their recommendation, 2. Return the package for additional information, 3. Submit an additional candidate for consideration, 4. Grant or deny any exemptions needed for meeting the requirements for the position, or 5. Place time limited requirements, based only on current policy and guidelines, that the candidate will have to achieve or face removal from the position sought for cause.

The Fire Chief and Assistant Chief, Command Officers, will be appointed to 2-year terms. The remaining officer corps, Company Officers, will be appointed to a permanent position with a review every 2 years once they have cleared any additional conditions placed on them by the

Advisory Board. At any time, an officer may be removed from the appointed position per the Town of Bethel's Personnel Policy. Any violation by an officer of any of the governing policies, procedures, and SOG's will be subject to immediate removal from their position, once the violation has been investigated by the full Advisory Board including the Fire Chief. The officer may be placed on a probationary status depending on the nature and severity of the offense, while the investigation is underway The Advisory Board will report to the Town Manager their findings and recommendations.

Requirements

The base responsibilities for each position are the minimal requirements for membership in the department as laid out in the Bethel Fire Department Policy Manual and SOG A-007 General Conduct Guidelines. All officers will enforce the policies of this Department and the Town of Bethel at all times. Additionally, this department supports the goals of The National Incident Management System (NIMS) and subscribe to all aspects of it including the need for every member to have an understanding of what it is as given under NIMS-100, 200, 700, and 800. Each position must be able to and will actively employ NIMS for any and all events including emergency and non-emergency activities. All members must achieve these study/ courses as available online and provide certification in these as issued by FEMA.

These Basic Requirements include subject to conditions in SOG B-002:

1. Maintaining a CPR and AED card
2. NIMS
3. A complete set of all policies and an understanding of all Standard Operating Guidelines.
4. Successful completion of a Firefighter 1 course for members identified as Firefighters.

DEPARTMENT FIRE CHIEF – Also known as Chief of Department or just Chief, is a command officer and is responsible for the overall operations of the fire department in all events and situations. Must comply with Bethel Town Policy 105 – Volunteer Firefighter – Active employee. Must have a cumulative total of five (5) years of previous firefighting experience, at least three (3) of which were as an Administrative or Operational Chain-of-Command officer including, but not limited to, Chief, Assistant Chief, Captain, Lieutenant in a fire/ rescue company. The individual will possess a high school diploma or equivalent, with four (4) years of supervisory experience. Additionally, this position requires NIMS 100, 200, 700, 800, 300, and 400.

Assistant Fire Chief – Also known as the Assistant Chief (AC), is a command officer and is responsible for assisting the Fire Chief in any of their responsibilities and to maintain an understanding of the function of the Chief Officer. Must comply with Bethel Town Policy 105 – Volunteer Firefighter – Active employee. Must have a cumulative total of five (5) years of previous firefighting experience, at least three (3) of which were as an Administrative or Operational Chain-of-Command officer including, but not limited to, Deputy Chief, Assistant Chief, Captain, Lieutenant in a fire/ rescue company. The individual will possess a high school diploma or equivalent, with three (3) years of supervisory experience. Additionally, this position

requires Firefighter 1 and 2 and NIMS 100, 200, 700, 800, 300 and 400, Public Information Officer (PIO), and Communications. Also required is certification for Instructor I.

Captain – The Captain is a company officer position and is responsible for operations of the entire Station answering to the Assistant Chief. The Captain will also serve as the company Training Officer. Must comply with Bethel Town Policy 105 – Volunteer Firefighter – Active employee. Must have a cumulative total of four (4) years of previous firefighting experience, at least two (2) of which were as an Administrative or Operational Chain-of-Command officer including, but not limited to, Captain or Lieutenant in a fire/ rescue company. The individual will possess a high school diploma or equivalent, with two (2) years of supervisory experience. Additionally, this position requires Firefighter I and II, NIMS 100, 200, 700, 800, PIO, Staging, and must achieve Instructor status within 2 years of obtaining the position.

Lieutenant – This position is a company officer position and is responsible for crew management and task direction. Must comply with Bethel Town Policy 105 – Volunteer Firefighter = Active employee. Must have a cumulative total of three (3) years of previous firefighting experience. The individual will possess a high school diploma or equivalent. Additionally, this position requires Firefighter 1, and NIMS 100, 200, 700, and 800. Additionally, they will be required to achieve or be enrolled in Firefighter II by 2 years after obtaining the position.

Final Statement

The Officer Corp is the backbone of the Fire Department, and as such must be the best they can be. The work they do is critical in the development, implementation, function and work of the department. Due to the critical nature of a qualified officer corps, there are certain requirements that must be achieved prior to, and during the individual's tenure. While, in some cases, an exemption may be granted, based on time served, qualities of the individual, and the willingness to achieve those requirements, it is best to satisfy the need before seeking office. These requirements cover the areas that each officer might find themselves needing on any call. It is the responsibility of all members to read, understand and follow this Standard Operating Guideline.

Chief

Date

I have read and understood the SOG-B003 for Qualifications for Officer Positions.

Sign Below

Signature

Date