

2
0
1
8



Annual Report

Town Of Woodbury, Connecticut



To the Community and Taxpayers of Woodbury

In accordance with the Charter of the Town of Woodbury, the Board of Finance prepares this Annual Report of the fiscal Year 2017-2018 for presentation to the legislative body of Woodbury - the Town Meeting. Also in accordance with Charter, department heads and board/commission/committee chairmen are required to provide reports of their activities and actions as well as the meeting attendance record for board members. These reports form the basis for the information in the following pages.

Most importantly, this report provides a look not just of the activities of your Town government, but of the audited financial condition of the Town. In these days where misinformation can travel quickly, a clear picture of a municipality's financial condition can be readily ascertained by the professional audits mandated by state statute and local Charter.

Woodbury enjoys a healthy financial position that enables our residents to enjoy the services and security that are essential building blocks in every vibrant community.

We appreciate all the Town departments, elected officials and volunteers who put so much time and effort into making Woodbury the very special place it is.

We are again pleased to feature in this year's Annual Report the outstanding artwork from some of the students in our schools. Our very special thanks and congratulations go to the talented students, teachers and administration of Region 14. The artists' credits are on the back cover.

Please take the time to read through this report. Enjoy the artwork from our talented young people while you see how your tax dollars are managed. Thank you for your continued support.

November 2018

Woodbury Board of Finance

Alex DeSorbo, *Chairman*

Michael Cunningham

William Monti

Nancy Grasing, *Vice Chairman*

Steven J. Tranguch

Karen McWhirt

TABLE OF CONTENTS

BOARDS AND COMMISSIONS

Board of Selectmen	1
Aquifer Protection Agency	2
Board of Assessment Appeals	2
Commission for Seniors	2-3
Conservation Commission.	3-4
Historic District Commission	4
Inland Wetlands & Watercourse	4
Library Board of Trustees	5
Parks & Recreation Commission.	5
Planning Commission	6
Public Building Commission	6-7
Retirement & Pension Board	7-8
Shade Tree & Sidewalk Committee	7
Trustees of Town Funds.	8-9
Zoning Commission.	9-10
Zoning Board of Appeals.	10

MUNICIPAL DEPARTMENTS

Animal Control	12
Assessor.	12-13
Building Official.	13
Fire Department	14
Fire Marshal	14-15
Land Use Department	15-17
Parks & Recreation Department.	18
Police/Resident Trooper	19
Public Library	20-21
Public Works.	21-22
Registrar of Voters	22-23
Senior Services	24
Social Services.	24-25
Tax Collector.	25
Town Clerk	26-28
Region 14 School District	29-31

FINANCIAL INFORMATION

Fiscal Office	33-34
Board of Finance	34-35
General Fund Revenues.	36
General Fund Expenditures	37

Boards, Commissions and Committees

BOARD OF SELECTMEN

William J. Butterly, Jr., First Selectman

At the end of another busy and productive year for Woodbury progress is evident in many areas.

We have worked hard to continue preserving our history. The replacement of the rear wall of the Hurd House on Hollow Road, which dates back to 1700, is one example. That work, done under the auspices of The Old Woodbury Historic Society, used no taxpayer dollars.

Just around the corner in Hollow Park, a modern playground featuring the tallest Pentagode in the area was erected, funded primarily by state grants and citizen donations supplemented by some taxpayer money. The joyful daily use of the equipment and the accolades from parents and grandparents make clear the success of this endeavor.

The Gallery section of our library was structurally reinforced, the pillars removed, and the room given a face-lift to rave reviews, again without using taxpayer dollars. Also, the sidewalk access to the building was repaired.

Our Transfer Station was given safety as well as cosmetic upgrades. Our contractor, HQ Dumpster, runs a neat and efficient operation in a cheerful and helpful manner.

East Hill Road, Paper Mill Road, and Leavenworth Road all received major repairs and improvements, and steps were taken to improve drainage and sight lines on the sharp and frequently iced-over curve on Middle Toad Turnpike west of Mill Road. Kudos to the Highway Department for accomplishing this (along with the normal highway work) despite what has seemed to be endless rain this year.

All these improvements are readily seen, but the past year has also included less visible changes that will benefit all. Viewpoint software is now up and running, which means land use and building applications can be filled in

(including payment) from your computer in the comfort of your home, day or night. In addition, all applicable departments can see the application and its progress through the various stages of construction. And, of course, assistance is always available from any of the departments in person or by phone during normal working hours.

I believe it is safe to say that the biggest source of contention in our community has, for many years, centered around land use. Unfortunately, Inland Wetland issues are regulated by state statutes and are generally out of our hands. However, locally we can control zoning and planning matters via regulations, and in an attempt to minimize disputes and promote good growth, we have elected to update our Plan of Conservation and Development at the same time we take the necessary steps to upgrade our zoning regulations. There is a great deal of work involved in this project, but our elected boards and our Town Planner, Mary Ellen Edwards, and her staff think is important to do both now and are willing to do the necessary work to get it done. The goal is to have both documents updated and before the public by next summer.

In the areas I've just touched on, and in too many others to mention here, a common element that is visible and accounts for the vibrancy of Woodbury is the positive attitude, dedication and effort of both town employees and community volunteers. Working together, they have contributed much to Woodbury being named this year as Readers' Digest's *Most Charming Small Town in Connecticut*. On behalf of the Town, Selectmen Barbara Perkinson and George Hale, and myself, thank you to all.

The Board of Selectmen held 24 regular and 16 special meetings during FY 2018.

Meeting Attendance (of eligible meeting):
Bill Butterly (100%); Barbara Perkinson (100%); George Hale (96%); Mike Gransky (100%).

AQUIFER PROTECTION AGENCY

Robert Clarke, Chairman

During the fiscal year 2017-2018 the Aquifer Protection Agency considered no new registrations or applications.

Due to limited activity, the Agency held 4 regular meetings.

Meeting attendance: Thomas Amatruda (100%); Robert Clarke (100%); Beverly Deickler (100% of eligible meetings); David Lampart (50%); Robert Maciulewski {alt.} (0%); Jon Quint (75%); Theodore Tietz, Jr. (100%); Jack Well {alt.} (100%).

BOARD OF ASSESSMENT APPEALS

Bonnie Sherman, Chairman

The Board of Assessment Appeals had one meeting in September of 2017 for motor vehicles and two meetings in March 2018, for real estate, personal property, and motor vehicles combined. There were two (2), appeals for motor vehicles in September 2017. In the month of March 2018, there were twenty (20), applications for real estate: one (1), application for Motor Vehicle. One (1), of the twenty (20), withdrew prior to the meeting. Of the remaining nineteen (19), the Board made no changes to fifteen (15), of them, four (4), had reductions, and the one (1), Motor Vehicle had a decrease.

There are three elected members on the board, three alternates. Linda Leigh serves as the Clerk for the Board. Bonnie Sherman serves as the Chairman. Nancy Mackey serves as the Vice Chairman. Richard Snider is the third member, elected in November 2017. Clifford Atkin, Thomas Amatruda, and Vanita Bhalla, are the alternates, in accordance with

the charter revisions in 2015. In November of 2019, there will be an election for two regular members and the two alternates members recently appointed in 2015.

Meeting attendance: Bonnie Sherman (100%); Nancy Mackey (100%); Richard Snider (100%); Clifford Atkin {alt} (100%); K David Schultz (100% of eligible meetings); Thomas Amatruda {alt} (100% of eligible meetings); Vanita Bhalla {alt} (100% of eligible meetings).

COMMISSION FOR SENIORS

Dale White, Chairman

Continuing its mission, the Commission worked to improve examine the conditions and needs of Woodbury residents over 60 years old advising the Town and advocating services and programming related to housing, finance, employment, health, and recreational themes.

The 501(c)3 Friends of the Woodbury Senior Community Center continues to provide free concerts and raise funds for needed projects. This year included a 49 inch TV for the television room and the fireplace replacement at the Senior Community Center.

Woodbury is fortunate to have excellent leadership and personnel resulting in a vibrant, active Senior Community Center much admired by surrounding communities.

Ongoing Goals:

The Commission for Seniors corresponded via letters, postcards, emails and phone calls to all state and federal legislators regarding proposed budget cuts to Medicare and Medicaid programs, Meals on Wheels, Snap programs and Energy Assistance programs which would have had a devastating effect on many seniors and also affected town budgets. Happily, most of the funds were restored.

We will re-examine town conversation on aging, getting input from various community stake-holders especially seniors, town officials, civic and town organizations, town Boards and Commissions using the “Town Conversation on Aging Multi Ranking Model.” Invitations will be sent out in September for program to be held in October. A grant of \$2,000 will be used for presenting the program and follow up actions.

Other Commission for Seniors activities:

- **Monthly Utilization Information:** Data provided by the Director of Senior Services and the Municipal Agent has given the Commission invaluable information to identify Center programs and services strengths and occasional need for addressing for change/improvement.
- **Distribution of Updated Senior Services Booklet.** Commission members gave out the updated “Services Supporting Seniors, Woodbury Resource Booklet” funded by the Friends to the Woodbury Library, local churches, doctor and dentist offices, real estate offices and civic organizations.
- **Assisted with following programs –** Town Wide Fall Festival, Telephone Reassurance Program, Meals on China, Senior/Community 10th Anniversary Fall Celebration.

The Commission held 10 meetings.

Meeting attendance: Peter Arnold (90%), Bob Budney (60% - resigned March 2018), Sharon Botelle-Sherman (40% - resigned January 2018), Adele Taylor (100%), Dale White (100%), Cathy Monckton (40% - appointed March 2018)

Alternates: Dana Manzi (40%), Rev. John Thomason (20% - resigned March 2018), Cathy Monckton (10% - alternate for one meeting), Dorothy Russo (20% - appointed alternate April 2018).

CONSERVATION COMMISSION

David Taylor, Chairman

The Woodbury Conservation Commission is made up of seven members, appointed by the Board of Selectmen for rotating three-year terms. Its primary mission is to identify environmental concerns and provide recommendations to various Town Boards and Commissions.

During the last year, Conservation has worked with the Town Planner and other Land Use Commissions on environmental issues including open space (OS) acquisitions, OS monitoring issues, and taking positions on applications before Planning and Inland Wetlands. Woodbury Conservation members continue to participate in CACIWC (Connecticut Association of Conservation and Inland Wetlands Commissions) to share information and solutions with other commissioners from the entire state.

We also participate in CLCC (CT Land Conservation Council) that keeps us in touch with many non-profit conservation groups and the issues they are facing.

Our Open Space Database was completed in the last year with an up to date list of protected and unprotected OS parcels. With Town and Flanders acquisitions over the last year, Woodbury’s protected OS count is now above 14%.

The Commission continues to maintain open dialogs on conservation issues with area non-profit groups concerned with the protection of our watershed and woodlands. We have numerous public outreach programs and information sharing through our revitalized newsletter, participation in Town events such as Earth Day, and leading hikes on Trails Day.

Our Litter Control Program continues to receive regional and State recognition. Two town-wide cleanups, spring and fall, are held each year. We now have more than 65 miles of town roads being regularly de-littered by volunteers.

The Conservation Commission held 7 regular monthly meetings and 1 Special Meeting.

Meeting attendance: Lawrence Arno (100% of eligible meetings); Skip Hobson - 0%; Dick Leavenworth - 50%; Annie Musso (88%); Lesa Peters (88%); Jeff Sherman (88%); David Taylor (100%).

HISTORIC DISTRICT COMMISSION

Susan Cheatham, Chairman

Woodbury's rich cultural history manifests itself in the many well-preserved examples of early architecture found along the Town's Main Street. Two Historic Districts, founded by authority granted to the Town of Woodbury under Chapter 97a of the Connecticut General Statutes, are located along portions of Main Street North and Main Street South.

The preservation of these historic structures and the areas in which they have survived is the main purpose of the Historic District Commission. The Commission is responsible for regulating structures, signs and site development activities within these two Historic Districts of Woodbury.

The Commission reviewed 16 applications: 11 were approved, 1 determination that no application was required, 2 were unaccepted or incomplete and 2 were denied.

The Commission held 12 regular meetings and one special meeting.

Meeting attendance: Susan Cheatham (100%); Maureen Donnarumma (100%); Lois Fiftal (85%); Robert Kolesnik, Jr. (85%); Frank Sherer (77%); Gene Crawford {alt.} (38%); Nancy Bailey {alt} (85%); Marc Kroll {alt.} (85%);

INLAND WETLANDS & WATERCOURSES AGENCY

Mary Tyrrell, Chairman

As provided in the State Inland Wetlands and Watercourses Act, the Woodbury Inland Wetlands and Watercourses Agency regulates construction and land use activities within wetlands and within a 100 foot regulated upland review area surrounding all wetlands and within a 500 foot regulated area of all vernal pools. The primary purpose of the Agency is to ensure that any development, filling or dredging activity avoids or reduces potential impacts to the wetlands resource.

The agency reviewed 20 applications covering a variety of regulated activities in the fiscal year 2017-2018, of which 17 were approved, 1 denied and the remaining two will be decided in the next fiscal year. There was one request for extension that was denied, a modification review and a reapplication review. The Land Use Enforcement Officer, as agent, performs inspections and provides reports and recommendations to the Agency. Two wetlands enforcement issues were inspected in the fiscal year.

The agency held 22 Regular meetings and 6 Special Meetings.

Meeting attendance: Wes Clow {alt.} (57%); Andrew Lampart {alt.} (54%); Charles Lewis (46%); Martha Newell (68%); Donald Richards {alt.} (96%); Mary Tyrrell (100%); Ernest Werner (75%); Sue Windesheim (89%).



In early fall 2017 the Library staff completed a major renovation of the children's section, made possible by a generous bequest from the late John Naylor. The renovation included updating and refurbishing the stacks, replacing some of the furniture, upgrading the computers, repainting the entire area and replacing the carpet. The Library Board approved the project, welcomed financial participation by the Friends of the Library, and helped to cover its costs. Again, no taxpayer funds were used for this project.

In June, Lisa Armatruda was elected Chair of the Board of Trustees following the resignation of Leslie Lebl.

The Trustees held 9 regular meetings and 1 special meeting.

Meeting attendance: Lisa Amatruda (89%); Jean Carnese (78%); Diana Chamberlain (78%); Linda Grayson (100%); Paul Hadzima (83%); George Hale (100%); Sylvia Herbstritt (100%); Leslie Lebl (100%); Deborah Schultz (100%); Bonnie Sherman (78%).

LIBRARY BOARD OF TRUSTEES

Leslie S. Lebl, Chairman

The 17-18 fiscal year saw the successful completion of two major renovation projects at the Woodbury Public Library.

In May 2017, the Woodbury Library, its Board of Trustees and the Friends of the Woodbury Library celebrated the renovation of the library's gallery. The makeover created an excellent space for meetings, events, and art exhibitions that is available to all Town residents.

A companion project to renovate the small attached kitchen attached to the gallery was also completed, benefiting from grants from the Junior Women's Club of Woodbury, the Thomaston Savings Bank, and Ted and Carl's Burghart memorials. None of this work required any taxpayer funds.

PARKS & RECREATION COMMISSION

Dorothy 'Kippy' West, Chairman

{The Park and Recreation Director's Report is on pg 18} The commission held 12 meetings (10 regular, 2 special).

Meeting attendance: Mimi Delessio-Matta (90%); Tim Drakeley (70%); Leslie Gamsjager (90%); Sean Moran (60%); Kathy Nichols (100%); K. Packett (100%); Kippy West (80%).

PLANNING COMMISSION

Katy Sherer, Chairman

The Planning Commission is responsible for the development and interpretation of the Town Plan of Conservation and Development (“POCD”). Under State law, the Commission is required to review and update the POCD every 10 years; Woodbury’s POCD was adopted in March 2010 and therefore must be updated by March 2020. In addition to the responsibility for the POCD, the Planning Commission is responsible for review and approval of subdivisions and acts as the Town’s Water Pollution Control Authority.

During the 2017-2018 fiscal year, the Planning Commission started the process to update the Plan of Conservation and Development. The Commission sought and received commentary from representatives of Flanders Nature Center and the Conservation Commission regarding open space considerations, conducted a preliminary on-line survey, and hosted two workshops facilitated by the Naugatuck Valley Council of Governments.

Pursuant to its responsibility to interpret the POCD, the Commission reviews proposed changes to zoning regulations, acquisitions and dispositions of land by the Town, and certain other actions to determine whether the proposed actions are consistent with the Plan. Where the Planning Commission determines that a proposed action is not consistent with the POCD, a supermajority vote by the relevant approval authority is required to proceed.

During the year, determinations reached by the Commission included the following:

- proposed amendments to the Zoning Regulations relating to Planned Industrial Districts, Middle Quarter and Garden Apartments were found consistent with the POCD;
- a proposed use of the Curtis House property as a “sober house” was found not consistent with the POCD; and
- proposed acquisitions of property by the Town on Pomperaug Road and Westwood

Road, and the disposition of property on Rail Tree Hill Road were all found consistent with the POCD.

There were no new subdivision applications in the 2017-2018 fiscal year, and there was no significant activity connected to the Planning Commission’s role as the Water Pollution Control Authority.

Each year the Commission accepts nominations for outstanding volunteer service and presents the *Bernard Rosenberg Award*, given in memory of former commission member Bernard Rosenberg. The Commission presented the 2017 award to Pat and Chet Gage in recognition of their many volunteer contributions to Woodbury.

The Planning Commission held 9 Regular Meetings and 1 Special Meeting

Meeting attendance: Andrew Chapman – (80%); Mary Connolly (80%); Eileen Denver – (100% of eligible meetings); Andrew Heavens (50% of eligible meetings); Joann King (100% of eligible meetings); Andrew Lampart (60% of eligible meetings); Ruth Melchiori (90%); Kenneth Schultz (100%); Joel Serota (80% of eligible meetings); Katy Sherer (90%); Peter Perkinson (60% of eligible meetings).

PUBLIC BUILDING COMMISSION

Wayne Anderson, Chairman

The transitory membership issues of the past year continued into 2017/18 with the resignation of Chairman Victor G. Fagella. However, the appointments of William Anthony in October 2017 and Wayne Anderson in April 2018 filled the vacancies and the commission has all seats filled.

The commission, specifically former Chair Faggella, was involved in a supervisory/

advisory capacity for the completion of the Gallery Project in the library.

In preparation for a formal inspection of all municipal buildings, Wayne Anderson held informal discussions with the principal town employees who use the facilities on a daily basis. A formal inspection has been set for the Commission in September. The data collected from these inspections will be used to analyze evaluate and plan future capital project expenditures for Town facilities. A formal report on and recommendations for all buildings are planned to be submitted to the Board of Selectmen by late Fall 2018.

Seven regular and one special meeting were held.

Meeting attendance: (of eligible meetings) Wayne Anderson (100%); William Anthony (100%); John-Paolo Fernandes: (86%); Dennis Rose (29%); Todd Woodward (57%); Victor Faggella (100%)

SHADE TREE AND SIDEWALK COMMITTEE

K. Campbell, Chairman

The final draft of a Town Sidewalk Report, including an inventory of current sidewalks, suggested intersection improvements and a listing of possible future sidewalk additions, was approved by the Committee. The Report will be forwarded to the Planning Commission, Selectmen, Finance and other interested parties. The Report recommends that funds be allocated to maintenance of current sidewalks.

In a cooperative effort of the Pomperaug Valley Garden Club, Park and Recreation Commission, and the Shade Tree Committee, two Hawthorne trees were planted in memory of David Monckton at Washington Green Park to complement Garden Club installed benches on the Green. The Shade Tree Fund paid for the trees.

As part of the Library's Thoreau celebration, Bud Neal led a tree walk along Main Street and also presented his popular Tree Maintenance Course in the spring. Tree related displays were mounted in the Library.

The Committee held five meetings.

Meeting attendance: M. Angelopoulos (100%); K. Campbell (80%); D. Garred (60%); P. North (80%); M. Pieper (40%); P. Steponaitis (60%); L. Warner (100%); T. Zissu (80%). M. Alvarez and F. Sherer resigned.

RETIREMENT & PENSION BOARD

Eugene F. Shugrue, Chairman

The Woodbury Retirement & Pension Board is responsible for the prudent management and investment of the pension assets held in trust for Town employees eligible for retirement benefits. Pension fund assets, held at Wells Fargo Bank, NA, as of June 30, 2018 were valued at \$6,802,363.32 compared to \$6,285,142.55 as of June 30, 2017.

According to the actuarial adviser to the Retirement & Pension Board, the Plan's assets are adequate to meet our retirees' current and future benefits. The current Plan funded status is just slightly below the National average of 71%.

Over the last several years the Retirement & Pension Board and the Board of Finance has consistently funded the Pension Plan annual contribution at levels higher than recommended by our Town Actuarial advisor. For fiscal year end June 30, 2018, our Actuary recommended a Plan contribution (ARC) of \$596,038. The Retirement & Pension Board voted and approved a \$626,038 Town of Woodbury contribution that was funded in the Town budget (fiscal year July 2017 to June 2018).

For the upcoming fiscal year 2019 the Retirement & Pension Board recommended

the annual contribution to be \$630,000, above the ARC of \$581,432. This amount was included in the Town approved budget. Contribution levels at or above the Actuary's recommended amount insures adequate Plan fund levels for future retirement benefits.

To properly manage Plan assets the Town utilized competent outside actuarial and investment advisors including Finley Actuaries and Wells Fargo Bank, NA.

Given the strong conditions in the global capital markets, continued improving economic conditions and sustained record low interest rate environment, the Retirement & Pension Board's investment policies and strategies were reviewed and deemed to be appropriate during the past year. Given this environment, Plan assets grew by almost \$520,000 during this same time period. Besides recommending annual Town Pension Plan contributions in excess of the Actuary's recommended funding levels, over the past year the Retirement & Pension Board earnestly began studying alternatives to the current Town Employee Pension Plan. This activity continues in the current Town fiscal year.

Meetings were held to monitor the performance of the Pension Plan assets, approve Plan payouts, elect Retirement & Pension Board Officers, set meeting dates and working with outside advisors, assess the adequacy of the Plan's Investment Policy and strategies.

This body also commenced discussions of strategies related to the Town of Woodbury's future funding of the growing annual Town Pension Plan contribution needed to meet the Plan's current and future benefit commitments. Both Actuarial Advisors and Investment Advisors participated in several of these meetings. Town Treasurer/Chief Fiscal Officer Manuel Gomes; Personnel Administrator, Sarah Wirtes; Board of Finance members Alex DeSorbo and William Monti and First Selectman William Butterly were also present at several of these meetings.

The Retirement & Pension Board held two regular and three special meetings.

Meeting attendance: Mike Cunningham (100%), Marc Kroll (100%), Peter Mastroianni (80%), Richard Snider (100%), and Eugene Shugrue (100%).

TRUSTEES OF TOWN FUNDS

Andrew Sherman, Chairman

From time to time, individuals or other entities may donate funds in trust to the Town of Woodbury to be used for specific purposes as directed by the donors. For example, gifts have been designated for education (such as prize money for scholarships), for assistance to residents in financial need, for the library, and for public works including maintenance of local roads and Town buildings.

The Town Charter provides for three individuals to be appointed as Trustees of Town Funds by the Board of Selectmen. Trustees are responsible for the administration and investment of the funds held in trust. In some instances, a donor may impose specific conditions on the administration of a trust, including the election of a single trustee. The Trustees of Town Funds ensure that these conditions are met. The chair of the Trustees of Town Funds has traditionally been appointed by the Town Meeting in November of each year to serve a one-year term as the single trustee for trusts that require one. Throughout the fiscal year ended June 30, 2018, Andrew Sherman served as chair and as the elected single trustee.

Gifts administered by the Trustees may be made in one of two forms: either as directly expendable trusts, or as non-expendable permanent endowment trusts (which are then invested to generate expendable investment income held in associated expendable accounts). All funds held in trust are comingled

and invested in accordance with state statutes, with policies of the Trustees and the Board of Selectmen, and subject to the specific terms of the trust documents under which the funds were donated. Investment income is allocated to expendable trusts and accounts on a pro rata basis. Currently, all trustee funds are held in a trust account at Fidelity Investments.

Generally, subject to the terms of applicable trust documents, expendable funds may be used either for capital (one-time) expenses, or for recurring expenses. Some trust documents do not permit funds to be used for purposes that are ordinary responsibilities of the Town or the regional school district, though they may permit expenditures to supplement funds used for such purposes. The Board of Selectmen directs the use of the expendable funds, subject to the fiduciary approval of the Trustees of Town Funds, and, in some cases, to the request and/or approval of other cognizant boards or commissions.

As of June 30, 2018, the aggregate balance held in non-expendable endowment trusts was \$657,367.70 and the aggregate balance held in expendable trusts was \$137,803.47. During the calendar year ended December 31, 2017, the rate of return on trust investments was approximately 6%, which was generally consistent with the overall conservative performance of investments permitted by the Trustees' investment policy. The prior-year rate of return provides guidance to the Trustees and the Boards of Selectmen and Finance as to the amount of spending from trustee funds that would be prudent and sustainable for recurring expenditures.

During the fiscal year ended June 30, 2018, the Trustees authorized expenditures of \$110,740 for library renovations; \$5,000 for food vouchers for low-income residents; and \$450 for three scholarships to graduating seniors at Nonnewaug High School. The funds for these expenditures were drawn from a number of expendable trusts permitting such expenditures in accordance with Town's policies, regulations, and standard operating procedures.

For the period July 1, 2017 through August 2017, the three Trustees were Andrew Sherman (chair), Charles Heaven, and George Assenza. In August 2017, Mr. Assenza resigned as a trustee because he was no longer a resident of Woodbury. On August 24, 2017, the Board of Selectmen appointed John Pronovost as the third trustee. The Trustees held no meetings and took no actions during the portion of the fiscal year prior to Mr. Pronovost's appointment.

On November 20, 2017, the Annual Town Meeting voted to appoint Mr. Sherman as the single trustee for the Roger B. Sherman Fund and the Frank Ward Strong School Fund, to serve from November 21, 2017 until November 19, 2018.

The Trustees held two regular meetings and two special meetings.

Meeting attendance: A. Sherman (100%), C. Heaven (100%); J. Pronovost (50%).

ZONING COMMISSION

Robert Clarke, Chairman

The zoning review process ranges from administrative zoning permits to complex special permits that require public hearings and extensive review. The construction of single-family homes, pools, sheds, decks and similar projects may be reviewed and permitted by an agent of the Commission such as the Zoning Enforcement Officer or the Town Planner. More complex proposals, such as new commercial construction, certain multi-family housing developments, or changes of use within the specific districts, generally require a formal application and review by the Commission in order to make an informed determination as to the proposal's compliance with local regulations. These reviews are conducted within parameters set forth in the Connecticut General Statutes.

ZONING BOARD OF APPEALS

Michael Novak, Chairman

During the fiscal year 2017-2018 the Commission reviewed 24 applications (4 of which were withdrawn). Included in these were special permits for major home occupations, changes of use, permanent signs, earth materials permit renewals, earth excavation permit renewals, and site plan modifications. Three regulation amendments were reviewed and approved. The Commission had two pre-application reviews and also opted out of Public Act 17-155. There were 5 reviews of new businesses and 8 zoning enforcement issues inspected. Two petitions for zoning regulation amendments were received by the Commission in the fiscal year.

The Commission meets twice a month with one meeting dedicated to workshop discussions of potential amendments to regulations.

The Commission held 22 Regular Meetings.

Meeting attendance: Robert Clarke (100%); Beverly Deickler (80% of eligible meetings); Christopher Griffith {alt.} (100% of eligible meetings); David Lampart (45%); Theodore Tietz, Jr. (95%); Jon Quint (77%); Thomas Amatruda {alt. appointed reg member} (67%); Robert G. Maciulewski {alt.} (0%); Jack Well {alt.} (77%).

The Zoning Board of Appeals considers requests for variances from provisions of the zoning regulations, special permits for non-conforming use changes, and appeals to rulings of the Zoning Enforcement Officer.

The Board's decisions on variances to the zoning regulations are based on specific statutory guidelines regarding hardship created by unusual conditions affecting a parcel of land but not generally affecting the district in which it is situated. Hardships, therefore, cannot be personal in nature and are based on restrictive lot attributes that do not arise, or are not otherwise caused, by actions of the owner or applicant.

There were eight applications in the fiscal year 2016-2017. Three variance requests were reviewed and approved, one special exception was denied without prejudice and four applications were withdrawn.

The Board held 7 Regular Meetings and 2 Special Meetings.

Meeting attendance: Joe Donato (71%); Michael Novak (71%); Robert Ratzenberger (86%); Claudette Volage (100%); Frank Kovacs (100% of eligible meetings). Adam Goldberg {alt} (71%); Vincent Farisello {alt} (75% of eligible meetings); Ron Judson {alt} (0%); Deborah Schultz {alt} (100%).



Municipal Departments

ANIMAL CONTROL

Judy Umstead, Animal Control Officer

The duties of the Animal Control Department are established by state statute and Town Charter, but that is not where the responsibilities end. Our main objective is to promote the safety and well being of Woodbury residents and their pets.

The majority of calls are not to impound animals but to resolve conflicts and issues. Occasionally, we have taken in a dog when the resident either passes away or needs to go into assisted living and can't take their pet. We always find new homes.

Judy and her Lab "Lola" continue to work as a therapy dog team by attending public events and going into the schools.

We take proactive measures to prevent animal cruelty by investigating all complaints. Recently in court, we won custody of a dog in town that was the victim of neglect and abuse. A great deal of time was spent investigating and giving testimony in court. We are pleased to say this dog has a whole new life with a family where he is happy and safe.

We also work with the CT DEEP to resolve ever-increasing wildlife issues. DEEP will not come out for most issues so we must try to resolve them ourselves. Education is key and we spend a great deal of time fielding calls from residents in an attempt to help people and wildlife coexist.

Woodbury residents are generally compliant with dog licensing. All dogs six months of age and older are required by law to be licensed.

We will continue to take steps to improve the animal shelter to make it more inviting to the public and a more comfortable and safe environment for the animals in our care.

In the last fiscal year we have received over 700 calls for information, guidance or help. Our

number of impounded animals has almost doubled since last year.

The following is a brief summary of activity:

Impounded	82
Redeemed	56
Sold as pets	17

ASSESSOR

Rae Ann Walcott, CCMA II, Assessor

The final net assessment for the October 1, 2017 Grand List was \$1,152,558,362, an increase of 0.657% from last year. Real estate increased 0.5%, motor vehicles increased by 0.3% and personal property increased by 8.5%. The increase overall is typical for the current economy.

State Statute requires all businesses to declare Personal Property for tax purposes. Permits for operating all types of businesses can be obtained from the Land Use Office and Trade names should be filed with the Town Clerk's Office. Personal Property forms are mailed out on or about October 1st each year as a courtesy; however, failure to receive a form does not absolve a business owner from filing and will incur a 25% penalty on the assessment for not filing or not filing on time.

Commercial property owners are expected to submit an Income and Expense form every year; except the year after the revaluation. Forms were sent out in the spring and were expected back on June 1st. If you have not submitted a form, please do so. This information is confidential, as it is used in determining the values on commercial properties during the time of revaluation. As a reminder, owners who do not return the form by June 1st each year will be subject to a 10% penalty on the assessment of the property as required by law.

We have placed various forms and applications on the Town's website for public access. Also, field cards are available online through a link located in the Assessor's section of the Town website. The link to the GIS maps is on the Town's main page at www.woodburyct.org. As a reminder, the GIS directly link to the field cards for easy viewing and printing. We encourage taxpayers to view their current property information online or at our office.

In 2018 Woodbury is undergoing a full revaluation. Workers have been out in the field viewing and properties. The department will notify taxpayers of their new assessments by late October/early November 2018. The notices will include instructions for hearings.

If you wish to appeal your assessment, forms are available in the Assessor's office and on the website under the assessor tab on February 1st each year. Contact the Assessor's Office at (203)-263-2435.

BUILDING OFFICIAL
Gary Testa, Building Inspector

General responsibilities of the Building Official are to insure compliance with Connecticut General Statutes Chapters 29 and 31; 2016 Connecticut State Building Code and Chapter 4 of the Town Ordinances for all new structural, electrical, plumbing, and mechanical constructions to include issuance of all necessary building permits, collections of fees and all necessary inspections of work for permits issued.

Prior to the issuing of a Building Permit, approvals may have to be obtained from Land Use, Historic, Sanitation, Fire Marshal and Public Works.

Woodbury requires that Town Taxes be paid before a Building Permit can be approved and issued for the construction or alteration of any

building on any lot or parcel of land within the Town of Woodbury where past taxes are owed.

Type of Permit	7/1/17– 6/30/18
New Single-Family Dwellings	21
Alterations and Additions to Single Family Dwellings	47
New & Alterations Commercial Structures	3
Accessory Structures (Garages/Barns/Sheds/Gazebo)	13
Pools & Hot Tubs	8
Mechanical Permits (Plumbing, HVAC, Electric, Oil tank, Propane)	295
Roofing, Siding and Windows	124
Generators	17
Demolition	3
Tents	2
Woodstoves/Gas Log Sets/Pellet Stoves/Chimney Liners	52
Solar Installations	7
Decks	13
Cell Antenna	2
Signs	2

Total Value of Permits \$46,410,643 *
Total of Fees Collected \$341,368 *
(* \$232,276 for Region 14 permit fees)

FIRE DEPARTMENT

Janet Morgan, Chief

The Woodbury Volunteer Fire Department responded to 395 incidents during the fiscal year.

Firefighters responded to many types of situations including: Fires – structures, cars, brush, forest fires, dumpsters, chimney, cooking, Motor Vehicle Accidents, Search & Rescue, Rope Rescue, Cold Water, Hazardous Conditions – CO, gas leaks, power lines down, Fire Alarms, Elevator Emergencies, Good Intent Responses and Weather Emergencies.

When the Firefighters were called, they responded with an average engine response time of 9 min and 11 seconds and provided the citizens with well trained, properly equipped and the most knowledge and professional group of Officers and Firefighters that are dedicated to protecting the Town of Woodbury. The majority of all calls happen between 5-7pm, the quietest time period being at 4am.

The Department maintains its two Fire Stations with 7 main pieces of apparatus:

- Engine 8 – 6 man w/ 2500 gal
- Engine 5 – 6 man w/ 1000 gal
- Engine 4 – 6 man w/ 1000 gal
- Brush 7 – brush fire and emergency
- Tanker 9 – 2500 gal storage/transport
- Reel Truck w/ 3000 ft. of hose
- Rescue Truck – 1st response all-purpose

Plus 1 “gator” vehicle, a Hazmat response trailer and one command vehicle.

The officers for the year were:

Chief: Janet Morgan,

Deputy Chief: William Garms,

Captains: Corey Shaker

Dave Lampart

1st Lieutenants: Kurt Gengenbach

Andrew Heavens,

2nd Lieutenants: Chris Start

Mark Mastrangelo

Chief Engineer: Don Harris.

This year the department added five new trainees added to its ranks. Our current roster of firefighters is 44 ~ 40 are active, 4 are trainees. Our goal is to reach 70, which according to our A & O is a full roster.

Training is always a big part of The WVFD. Firefighter I certification. Approximately 160 hours of basic firefighting skills, is one of the first steps we encourage all of our trainees to obtain. This training allows them to perform almost all functions on an emergency scene. The total hours of training received by the firefighters this year was approximately 1626 hours and all this took place along with their fire call responses and full time jobs.

The Association of the Woodbury Volunteer Fire Department continues to provide the funding for the Association/Department’s website that keeps the firefighters and community up to date with current news and information. The address is: woodburyfd.org. There are pictures of events, fires and other “happenings”. Both the Association and the Department use Facebook to spread the “news”.

The Officers and Firefighters that make up the Woodbury Volunteer Fire Department continue to grow with the ever-changing needs of the Town of Woodbury and its residents. We are always looking for members. If you are a resident of the town or work a full time job in town and are over 18 years of age – consider stopping by and seeing what it takes to be a member.

The Woodbury Volunteer Fire Department is a great “family” to belong to and can always add another member!

FIRE MARSHAL

Janet Morgan, Marshal

The Woodbury Fire Marshal’s Office continues to strive to meet the statutory requirements as set forth by Connecticut General Statute Chapter 541, as well as numerous codes referenced through out these statutes. Part of

the code requires this office to annually inspect all buildings and facilities of public service and occupancies regulated by the Connecticut State Fire Safety Code and the Connecticut Fire Prevention Code. These codes cover all occupancies except one and two family dwellings and premises used for manufacturing. As statutes and the codes change, so must this office to keep current with the ever-changing rules and regulations. All staff attend regular training and educational classes in order to provide the best possible services to the Town of Woodbury.

To eliminate hazards in a new or existing structure, this office conducts a plan review prior to construction, occupancy change and renovations as per State Code requires. The plan reviews ensure the public's safety is provided for and that the CT. Fire codes are adhered to. The Fire Marshal participates in a round table meeting every Monday morning with the Building Official, Land Use, the Assessor and any property owners, prospective owners/tenants

Annual inspections, required by the Code, now have fewer violations due to the help of the property and business owners in the town. Over the past several years the property owners, business owners and tenants have all stepped up and understand the importance of fire and life safety - making Woodbury a safe place to shop, live and do business.

The Fire Marshal's Office full time staff consists of Janet B. Morgan, Fire Marshal and the Administrative Assistant, Robin Tofield who both are in the office Monday – Friday. The Deputy Marshals are – Mike Devine (DFM2), Brian Proulx (DFM3) and Ned Dalton (DFM4) and William Garms (DFM5) who perform inspections, investigate fires and perform other duties as requested by the Fire Marshal on an on call basis. The office investigated 126 incidents, issued 192 burning permits, and inspected 15 underground oil tank removals. They also performed 22 plan reviews and followed up on numerous complaints from concerned citizens.

The Woodbury Fire Marshal's Office continues to maintain a website. The information contained on the site should help property owners understand fire code requirements from simple campfires to annual inspection requirements – be sure to check it out: woodburyfm.org. The website also contains all the rules, regulations and town ordinance information for brush burning permits and recreational burns.

The Woodbury Fire Marshal's Office is continuing to make Woodbury a Fire Safe Community and to raise the public awareness of Fire Prevention. Our Office motto: "Fire Prevention ~ Everyone ~ Everyday", states our overall objective for the town.

LAND USE DEPARTMENT

Maryellen Edwards, Town Planner

The Land Use Department services the residents of Woodbury by assisting them with land use matters including answering questions regarding Zoning, Zoning Board of Appeals, Planning, Inland Wetlands and Historic District Regulations and the Land Use application process. The Land Use Department provides support to the Land Use Commissions, Boards and Agencies by reviewing applications, enforcing regulations, drafting regulations and providing administrative support including posting of agendas, legal notices and supervision of land use clerks and ensuring compliance with all statutory requirements. Other functions of the Land Use Department include preparation of grant applications, implementation of the Town MS4 Stormwater Permit as well as support for the various ad-hoc committees, as requested.

During the past fiscal year, the Land Use Department accomplished the following:

- Continued the implementation of the 2010 Plan of Conservation and Development

(POCD) and began discussions regarding the 2020 POCD.

- Posted an initial online public survey to gather information from residents and business owners to assist in the POCD update.
- Organized three public workshops, facilitated by the Naugatuck Valley Council of Governments, to solicit public input for the POCD update.
- Supported the Planning Commission POCD booth at Earth Day.
- Worked with the Zoning Commission to approve mobile food truck regulations.
- Worked with the Zoning Commission to amend the Planned Industrial District and Main Street Design District Regulations.
- Supported the Planning and Zoning Commissions on petitions for Zoning Amendments.
- Implemented a Stormwater Management Committee.
- Implementation and coordination of the Town's DEEP MS4 Stormwater Permit.
- Drafted and adopted an Illicit Discharge Ordinance as required by the MS4 Stormwater Permit.
- Drafted the Town of Woodbury's MS4 General Permit Annual Report and Illicit Discharge Detection and Elimination (IDDE) Plan.
- Created a Stormwater Management website and made educational information available in Town Hall.
- Continued discussion of sign regulations relative to temporary signs and the impact of the Supreme Court decision on sign regulations.
- Began utilizing the Viewpoint online permitting system.
- Continued coordination with other town staff at weekly Development Services Team meetings regarding town development projects.
- Reviewed and commented on Town Ordinances.
- Worked with the Sidewalk and Shadetree Committee to prepare a list of sidewalk recommendations.
- Attended Connecticut Association of Conservation and Inland Wetland

Commissions Annual Meeting and Environmental Conference.

- Attended Naugatuck Valley Council of Government, Southern New England American Planning Association, and Connecticut Association of Wetland Scientist Annual Meeting.
- Initiated discussions with the Board of Selectman regarding Sustainable CT certification.
- The Town Planner completed the Connecticut Land Use for Municipal Land Use Agencies, Boards and Commissions training and completed CAZEO Training as a Certified Zoning Enforcement Officer
- Hired a new Land Use Enforcement Officer.
- Reviewed and processed the following applications and permits during the fiscal year (July 2017 – June 2018):
 - Aquifer Protection Agency: 0 Municipal Registration for Regulated Activity
 - Historic District Commission: 16 Applications
 - Inland Wetlands & Watercourses Agency: 20 Applications; 2 Enforcement issues
 - Planning Commission: Four 8-24 Referrals, Four 8-3 Referrals and Four Zoning Commission Referrals
 - Zoning Board of Appeals: 5 Applications
 - Zoning Commission: 24 Applications, 5 Reviews for New Business/Tenants, 8 Enforcement issues

Land Use office staff processed 72 Zoning Permits during that time.

Goals for next year include:

- Improve coordination and communication between boards, agencies and commissions.
- Hold joint meetings with Planning and Zoning to discuss proposed zoning regulation amendments.
- Review Zoning Regulations for potential changes and improvements.
- Review DEEP model IWWA regulations once they are available.
- Continue discussions and recommendations to the Board of Selectmen for a Municipal

Citation Ordinance and possibly a Farmland Preservation Committee.

- Continue discussions regarding the 2020 POCD.
- Continue Development Services Team meetings.
- Continue Land Use Records organization and consolidation.
- Continue staff development
 - Town Planner taking steps to receive the American Planning Association, AICP certification.
 - Land Use Enforcement Officer and the Town Planner taking steps to become CAZEO certified Enforcement Officers.

- Continue to meet the requirements of the Town's DEEP MS4 Stormwater Permit.
- Make improvements to the Land Use website, to include Zoning, Planning, Inland Wetlands, Historic and Conservation.
- Develop a Citizen's Guide to Land Use Permitting.
- Develop Standard Zoning Enforcement Procedures.
- Expand the use of the online permitting system to include all land use applications.



PARKS & RECREATION DEPARTMENT

Jenifer Miller, Director

The Park and Recreation department's regular work of programming, maintaining the parks and fields, and special events continued as scheduled plus some major projects were accomplished.

The Management Plan for the Trolley Bed Preserve was completed and some clearing and maintenance of the trail was started. Eagle Scout Trevor Hecht marked the boundaries and Eagle Scout Jared Neidermeyer put up a kiosk, marked an orienteering course and ran a program to teach people how it was done. A program with New England Mountain Bike Association to create some trails in the preserve was initiated, starting off with one trail with more to follow in the coming year.

The replacement of the playground at Hollow Park was accomplished through many hours of effort by the Playground Committee, the volunteers who dismantled the old playground for reassembly by Kids Around the World, and those who helped raise additional funds. Since the "Grand Opening" in May, the new playground has been busy, very well received and is a draw not only for the people of Woodbury but also from surrounding towns.

Mike Lodice continues the superb upkeep of our fields and parks. His small department of temporary help has been able to keep the sports organizations very happy with the condition of the fields. The new irrigation in the park area at the surrounding the Hollow Park pavilion and down to the playground will enable us to make a better grass area for the many activities that occur there.

The programs remained steady this year with some new ones and some popular that we have run for many years continuing to thrive. Basketball and Summer Camp numbers were similar to previous years. We remain indebted to our terrific Basketball Coach volunteers who make the program possible. The Summer Camp Counselors, under the outstanding

leadership of Cindy Tilbe, put produced a great summer program.

The department continued to lead annual events such as the Egg Hunt, Memorial Day Parade, and Tree Lighting. The Halloween Trick or Trunk, organized by a volunteer group assisted by the department, is another well-received community event.

Community and cultural activities bring visitors to our Town and provide a wonderful engaging social opportunity for residents. Earth Day alone, sponsored by the Pomperaug River Watershed Coalition, welcomed over 6,000 visitors to our community.

Summer concerts are very popular and well attended. Monthly Friday night movies during the fall and winter were popular for young families. Community Theater at Woodbury (CTAW) held four successful and highly acclaimed productions at Old Town Hall.

The Parks and Recreation Department online presence allows program participants to access information and register for programs, events, as well as our parks and facilities. The Department has a Facebook page with daily postings and monthly newsletters highlight upcoming programs and activities.

The collaboration with the Library and Senior Services, known as WOW (What's on in Woodbury), has continued its success with a third Fall Festival, a Hoe Down at the Hollow, Cookbook club, and other free programs throughout the year.

We would like to thank the many businesses, residents, town staff and organizations who support our efforts to offer the recreational opportunities that are an important part of what makes Woodbury a special place to live.

POLICE/RESIDENT TROOPER'S OFFICE

Sgt. Joseph Roden - Resident Trooper Supervisor

The town of Woodbury continues to contract with the State of Connecticut for the services of the Resident State Trooper program. Under the Resident Trooper program, the Resident Trooper supervises the town's police staff, and has direct access to all of the resources of the Connecticut State Police to best serve the town. The Resident Trooper's Office is comprised of the Resident Trooper Sergeant, an evening shift Resident Trooper, seven (7) full-time town police officers, and nine (9) part-time town police officers. All of the Woodbury Officers possess have the experience and knowledge to investigate any incident with little need for additional outside assistance.

Between 7/01/2017 and 6/30/2018, the Resident Trooper's Office, along with troopers from Troop L, Litchfield, responded to 5,428 calls for service (CFS). This was a decrease from 6,200 from the previous year. These totals are broken down to include, but not limited to the following general categories:

Alarms (402)	Burglaries (13)
Criminal Mischief (8)	Disturbances (49)
Domestics (21)	DWI (14)
Harassment (11)	Larceny (47)
Medical Assists (428)	Missing Person (7)
Narcotics (11)	Patrol Check (1587)
Robbery (0)	Traffic Accident (155)
Fatal Accidents (1)	Traffic Stop (1491)
Untimely Death (11)	Admin Services (150)

Of these incidents, 75 resulted in the arrest of a subject. While these listed categories are not all encompassing, they represent the majority of the total calls for service.

Speeding and other traffic violations are the number one safety concern amongst residents. Increased enforcement, aided by unmarked vehicles and speed recording equipment, have greatly aided in targeting specific problem areas throughout the town. Town officers, along with the State Police patrols, vigorously enforce all motor vehicle laws.

Woodbury has seen an increase in larcenies involving unlocked motor vehicles during this past year. Through investigative efforts it has been determined that juveniles and groups target rural residential areas where they locate unlocked vehicles, enter them, and steal valuables. They have taken the vehicles when they find the vehicle's key inside the unlocked car. Residents and visitors are strongly advised to lock their cars and to secure their personal possessions even when the vehicle is parked at a residence.

The Resident Trooper's Office works diligently with Regional School District 14 on safety and security issues, and the local prevention counsel, The Advocates for Substance Abuse Prevention (ASAP) to address substance abuse issues and challenges facing our nation. Additionally, the Resident Trooper's Office continues to be heavily involved in the Juvenile Review Board (JRB). The JRB serves as a Juvenile court diversion program with the goal of keeping good kids who make bad choices out of the juvenile court system for minor crimes.

The Woodbury Resident Trooper's Office participates in the partnership to provide School Resource Officers (SROs) to all four Region 14 district schools. The SROs are an integral part of the school communities – deterring crime, providing security, mentorship, law enforcement advice, teach DARE, and serving as a resource to students, parents and staff.

The Woodbury Resident Trooper's Office is dedicated to serving the town by providing professional law enforcement through enforcement of both state statutes and town ordinances. The initiatives undertaken by the Resident Trooper's Office are in direct response to the public's concerns as we seek to improve the quality of life for both Woodbury residents and visitors alike. The partnership between the public and law enforcement in the Town of Woodbury continues to be strong and a model for other communities. Please do not hesitate to call or stop into the Residents Troopers' Office.

PUBLIC LIBRARY

Susan D. Piel, Director

Woodbury Public Library has had a rewarding year of renovations. One Woodbury patron's dream to create a new Children's Library has finally reached fruition. The Jack Naylor Children's Library was dedicated on October 21, 2017. Painting, new carpet, computer reconfiguration, new oak shelving and end panels provides a bright new space to welcome our town's youngest patrons. We're proud of one of our cozy new reading spaces that highlight a beautiful meadow mural created by Cherie and Mark Dalton. Andrew Peklo also designed a gorgeous Sapele bench for this reading nook.



With the completion of our new children's space came the adoption of a new slogan for the department, "Read, Play, Grow," that is playfully printed on the wall of the playroom. Feedback from the community regarding the

newly renovated space is overwhelmingly positive. A favorite quote from a young patron: "Wow, this was worth the wait."

With the new movable furniture in the department, programs for all ages are able to be held in the study nook. Families enjoy the space and it means more patrons upstairs in the children's department. In addition to in house programs offered monthly for all ages, Bonnie Knapik continues to do monthly outreach to the afterschool program at MES and Denise Butwill does monthly outreach to the MES preschool and CAST. In addition to the popular Summer Reading program the library is now also offering a winter reading program. The children's department entered a Piggy scarecrow to the Glebe House scarecrow competition and won first place. We continue to look for opportunities to partner with organizations in our community to broaden our impact.

Bonnie and Denise attended professional development at the Eric Carle Museum, learning the Whole Book Approach, a new and fun way to engage little people in conversation about the picture books we read with them.

Another renovation highlight was the completion of our Gallery community room, which was dedicated on May 20th. It has been a long journey to replace four little poles and to update this room to a space where professional artists are proud to display their works. We celebrate all those who made this renovation possible and the Friends of the Library who updated the A/V system in memory of Murray Belsky. Bill and Joan Wildman from Bill Wildman Floor Covering donated a portion of flooring in our restroom hallway as part of this renovation. We were honored to host Woodbury artist, Peter Seltzer, as our inaugural artist. A new exhibitions committee, facilitated by Marla Martin, chooses the artwork that will be displayed in our new space.

Due to a generous donation in memory of Martin DeSomma, we have created an annual current events lecture. Dr. Jeremy Pressman from UCONN was our first speaker with Israel and Palestine in the Holy Land as the topic. This was presented in conjunction with our Great Decisions foreign policy discussion series, facilitated by Don Giroux.

Marla Martin, in a dual role as Teen Librarian and Adult Programming Librarian, has created a Teen Advisory Board (TAB) with high school students from the community. The group has been very active, from choosing color schemes and carpeting for the newly decorated teen department to offering programs for their peers and for the younger set in town. She has made several connections with Nonnewaug High School and Woodbury Middle School including creating programs and book displays with the Librarians. The weekly "Teen Drop-in" during the school year continues to be well attended, and programs throughout the year, ranging from college prep programs to gaming programs and bi-monthly crafts, are also offered. Summertime programs are available for the teens and Marla makes sure that we have copies of books teens might need for summer reading. She is active with the ASAP (Advocates for Substance Abuse Prevention) group and the Juvenile Review Board.

As Adult Programming Librarian, organized a variety of programming opportunities for our community from technology to the arts. We host a well-attended, monthly book club, and offer book suggestions at our monthly Book Chat. Every month Marla offers a popular Bibliocraft program that always includes creating something book related. Marla also works closely with WOW (What's On in Woodbury) and is involved in all the community offerings including the Fall Fest, interactive movie nights, and Town Volunteer Appreciation Day.

This year we welcomed Ron Fairchild as our new Reference/Technology Librarian. Ron continues our reputation of excellence in computer instruction and reference services.

This past year we have added more film streaming databases through Kanopy and soon we will add Acorn TV. EBook offerings through our Bibliomation consortium continue to be popular and digital magazines are also available with your Woodbury Library card.

Our thanks for the hardworking counsel of the Library Board of Trustees and the Friends of the Library, who work to supplement the library's budget to augment our programming efforts.

PUBLIC WORKS DEPARTMENT

Rich Lamothe, Director

The Department of Public Works staff includes: Director, Rich Lamothe; Administrative Assistant, Marge Warner; Mechanic, David Slason; Equipment Operators Mike Crownshaw, Bill Kern, Ed King, Ben Paparazzo, Ron Smith, John Thomas, Pete Wall and Lee Warner. Training is conducted throughout the year assuring the Public Works and personnel are current on safety standards and comply with DOT and OSHA regulations.

The Department of Public Works maintains 92 miles of improved road and 8 miles of unimproved (unpaved) roads.

This year the Department continued with maintenance, capital projects and road improvements.

Most significantly, the longstanding hazardous triangle intersection at Middle Quarter, Old Sherman Hill Road, and Sherman Hill Road was re-designed and modified to create a safer thruway for travel.

Crack sealing was completed on Silver Brook Lane, Plumb Brook Road, David's Hill, Quail Run, Woodside Circle, Stagecoach Road and Deerwood Lane. Chip sealing was accomplished on Transylvania Road, Grassy Hill Road and Upper Grassy Hill Road. The

headwall at Barbara Lane was repaired and a pipe was added within the culvert. Public Works replaced the drainage pipe at Farview Lane to Indian Lane.

Projects included the milling and paving of Town Line Road, Artillery Road and Leavenworth Road, including the installation of drainage improvements. Scuppo Road was widened eliminating a narrow hazard thereby creating safer travel way. Drainage improvements were made to Quanopaug Trail. The Public Works Department also designed and added an additional parking area to the rear of the Senior Center enabling access to the lower floor with a possibility for future use.

This department continues to work with WMC Engineering Firm on the improvements and replacement of the Hazel Plain Road Bridge which has been approved for Federal funding assistance.

The winter season for the Public Works consisted of 25 events with 72.7 inches of snowfall. The Town continued to use both chemically treated and environmentally safe material for snow and ice control, anticipating that Spring Season cleanup could be minimal. The crew placed 1750 Tons of salt along with approximately 3000 Tons of sand.

Regular maintenance continues throughout the year with sweeping the roads, catch basin cleaning, roadside mowing, pothole patching, tree trimming and tree removal. Safety improvements were also completed with the continuation of guardrail installation on Middle Road Turnpike.

The Transfer Station/Recycling Center processed approximately 1100 Tons of municipal waste, 840 Tons of bulky waste and 550 Tons of recyclables. Other items recycled totals were: 123 Tons of metal, 500 gallons of used motor oil, 37 Tons of electronics and 4 tons of mattresses. Approximately 1550 cubic yards of brush brought to the Transfer Station/Recycling Center was double-ground and produced mulch, a usable product made available to residents at a nominal cost.

Improvements at the Transfer Station included rebuilding around the recycling containers along with repaving the area. Railings were installed for the safety of residents.

REGISTRARS OF VOTERS

Judith W. Henderson (R), Registrar
Anne Cushman Schwaikert (D), Registrar

During the 2017-2018 Fiscal Year, the following votes and related activities were held:

- Nov 8, 2017 Municipal Election
- May 8, 2017 Region 14 Budget Referendum – FAILED
- May 23, 2017 Region 14 Budget Referendum II – PASSED
- May 30, 2017 Town Budget Referendum – PASSED
- Region 14 School Board Election

The number of active electors in Woodbury as of June 30, 2018 was:

Affiliation	6/30/17	6/30/18	Change	%Diff
Republicans	2607	2594	-13	-0.5
Democrats	1823	1888	65	3.4
Unaffiliated	2767	2793	26	0.9
Other	183	192	9	4.7
Total	7381	7467	86	1.2

After the unprecedented activity leading up to the 2016 Presidential FY2018 saw relatively modest changes. In the early months of 2018 there was a slight decline in registrations, that turned into a modest rate of increase for the remainder of the year as interest in budget referenda and, later, the municipal Election generated some interest in voter registration.

Input came from registration cards submitted by mail, in person or online by voters; DMV records, notices from the Secretary of the State, and death notices from a combination of newspaper obituaries and the website tributes.com.

Activity	June 30 2017	June 30 2018	Change	%Diff
New Registrations	1007	399	-608	-69.6
Registration Changes	586	219	-367	-37.4
Deletions	705	415	-290	-58.9
Total	2298	1033	-1265	-44.9

In addition to maintaining the accuracy of Woodbury's voting records both in the paper files and the state database, the registrars processed voter lists, vote results, party enrollment reports and other reports for party committees, candidate and candidate committees, research companies and private individuals. Requests for these reports were markedly fewer than the previous year.

Use of online and DMV registrations continued to increase during this year and played a significant role in the voter registration function.

Turnout for this year's municipal election was predictably low, and was lower yet for the two Region14 referenda and the single referendum on the Town Budget.

The Registrars and Deputy Registrars attended the Fall and Spring statewide conferences sponsored by ROVAC and the Secretary of the State thereby satisfying elements of the continuing education requirements for Registrar certification.

Following the October, 2012 snowstorm and 2013's Tropical Storm Sandy, the Registrars and Town Clerk continue to fine-tune our Emergency Plan for Elections which was approved by the Board of Selectmen in 2013. Thankfully, we had no emergencies this past fiscal year.

We strongly encourage anyone 18 or over, not currently registered, to call us, stop in to the Town Clerk's office, or go online at voterrgistration.ct.gov and register to vote. Once you are registered, we urge you to vote.

Voter Turnout	Date	Total Registered Voters	Total EDRs and Restored Voters	Total Voted in Person	Total Absentee	Total Eligible to Vote	Total Who Voted	% Turnout
Municipal Election	11/7/2017	7454	5	2596	120	7459	2721	36.5%
Vote	Date	Total Registered Voters	Total Property Owners	Total Voted in Person	Total Absentee	Total Eligible to Vote	Total Who Voted	% Turnout
Town Budget Referendum	5/30/2018	7469	8	997	18	7477	1015	13.6%
Region 14 Budget Ref. #2	5/23/2018	7379	10	1520	16	7389	1536	20.8%
Region 14 Budget Ref. #1	5/8/2018	7473	7	1381	23	7480	1404	18.8%

SENIOR SERVICES

Loryn Ray, Director

The Woodbury Senior Center is home to the Department of Senior Services, which provides services to our town's older residents and those who care for them. Services include nutrition services, social services, programs at the Center to maximize physical and mental health and community engagement, educational and advocacy programs to support older adults living independently in Woodbury, senior and disabled adult transportation, and a medical loan closet for residents of all ages. The department also ensures readiness of the Center for town-wide emergencies and is one of three departments comprising WOW (What's on in Woodbury).

This past year saw increases in the number of seniors receiving supportive services at home. While the total number of meals served through our various nutrition program increased by just 2% (12,425), 64% of that total were home delivered meals-on-wheels. Use of the Senior Bus from home is also up; with the bus providing 34% more rides (7600) than last year. The Town took delivery on a new Senior Bus through the State of Connecticut Section 5310 Transportation Program. We continue to utilize the Senior Van for short trips, backup transportation and for outreach services. Many seniors rely on FISH for their volunteer service of providing transportation for medical appointments; this non-profit, volunteer service is both reassuring to those who need it and a tremendous resource for the Town. Thank you to our town residents who volunteer to keep FISH active in town.

At the Center, 35,300 participation units were logged. Over 1000 people participated in 4043 distinct services, classes and programs. Seventy-five percent of Center members participate in more than one service or program. Support services were provided through home and office visits, support groups, telephone, and outreach services. Information, referral, intervention and reassurance calls with residents and caregivers totaled more than 750

calls per month. Volunteers logged many hours assisting in senior center programs and services, at a value of approximately \$13,000.

Direct health services provided at the center include blood pressure and weight monitoring, dental cleaning and foot care clinics, health screenings, flu and pneumonia shots clinics, wellness services, health classes, and ask-a-nurse consultations; 890 units of service were logged in this area. Another 450 people attended programs addressing specific health concerns, the uses of adaptive equipment, insurance issues, navigating Medicare and more. New this year was our certification as a National Memory Screening Site offering memory testing for concerned individuals. Grants allow us to provide subsidized routine foot care and dental cleanings for seniors who qualify. Our Loan Closet made 82 loans of free durable medical equipment to the community last year.

SOCIAL SERVICES

*Jennifer Moshier,
Director and Municipal Agent*

During the fiscal year 2017-2018, my appointment to the position of Social Services Director and Municipal Agent as of May 1, 2018, following the retirement of Sandee Vicari. Since my arrival to this position, I completed training with the WCAAA and subsequently received official certification as a Choices Counselor.

The services offered by Social Services continues to be varied and complex - from advice and assistance to helping people receive food and medication to helping secure funds for necessities.

This office provided 410 services to 449 people (couples and families count as a single unit). Thirty-Four of the 449 were new to the office. This year, 146 people applied for Energy

Assistance and Three clients received aid from Operation Fuel. 77 clients received Renters Rebate from the state. This office made 14 referrals to the Safelink/Assurance phone program to get free cell phones for those eligible. 19 new clients were referred to the Food Bank. 55 Seniors received vouchers from the Department of Agriculture for the Farmers Market. 13 applications were made for the Medicare Savings Program. 10 referrals were made to Community Services for oil assistance and propane.

Our ongoing involvement and reliance on Community Services Council of Woodbury, helps provide needed financial assistance in emergencies as well as food from the food bank and gifts during the holiday times. This office works closely with Protective Services when needed, nursing homes and assisted living facilities. We assist with Medicare, Medicaid, Husky A, B, C, and D, and Medigap/Supplemental insurances, Medicare D, SNAP as well as other referrals and various applications having to do with Social Services Agency and Social Security offices.

Currently there are three open Protective Services for the Elderly cases in Woodbury, with possible new referrals in the making. These cases require time consuming case management and integration of services. As the population in the town ages, demands on these services are expected to increase also.

Membership in and attendance at informational meetings held by various organizations includes: Western Connecticut Area Agency on Aging (WCAAA), The Home Care Program (CCCI), Connecticut Association of Municipal Agents for the Elderly (CAMAE), and Connecticut Local Administrators of Social Services (CLASS), along with other training sessions coordinated through the Town's Human Resources department.

TAX COLLECTOR

Linda G. Lewis

The total budgeted tax to be collected for fiscal year 2017 – 2018 was \$31,275,549.00. The collection rate for Current Year Tax set by the Board of Finance was 98.5%. The total tax actually collected as of June 30, 2018 was \$31,325,974.48, a surplus of \$50,425.48. The collection breakdown is as follows:

Current Year Tax	\$30,413,255.61
Prior Year Tax	394,777.77
Interest and Lien Fees	242,857.49
Supplemental MV Tax	<u>275,083.61</u>
	\$31,325,974.48

As of June 30, 2018, 98.49% of the current adjusted tax levy was collected. The total collection rate, which includes all taxes, current and prior, interest and lien fees and supplemental motor vehicle taxes, was 101.4%.

The Tax Office operates almost exclusively under the Statutes of the State of Connecticut. The Tax Collector strives to collect the maximum amount of revenue possible and to safeguard those revenues for the Town of Woodbury.

The Tax Office makes every effort to provide efficient, helpful and courteous service to the public, town officials, banks and mortgages companies, attorneys and title searchers.

Taxpayers who are having difficulty paying their taxes should contact the Tax Collector. The office looks to find ways to work with those who may be behind to help bring delinquent taxes current.

The Tax Office continues to use the lock box service, Lighthouse Financial, provided by the town's local bank and payments are deposited directly into the town's account. Online payments through the town's website over the last six years has increased. It is important to note that banking convenience fees apply when making online payments. The Town of Woodbury collects only the bill amount.

TOWN CLERK
Linda Carlson, Town Clerk

State Statute and Town Charter determine the duties and responsibilities of the Town Clerk. The Town Clerk's Office maintains permanent land records of all documents recorded and survey maps filed for the Town of Woodbury. A listing of all Boards and Commissions along with all the meeting minutes and agendas for each board in our office. The Town Charter, the rules and procedures for Town Meetings, and the minutes of all meetings are kept as permanent record in our vault.

The Town Clerk is the Registrar of Vital Statistics. Records of Birth, Marriage and Death are permanent records in our office and date back to the 1700's. Certified copies of these records can be issued according to the Connecticut General State Statutes. Veteran discharge papers (DD214), are also filed here which entitles the Veteran to a Tax Exemption.

The Town Clerk's Office issues Marriage licenses, Dog licenses and Hunting and Fishing licenses. Trade Name Certificates are also available. Most forms are available on the Town Clerk's website by request for Certified Copies of Birth, Death & Marriage licenses, absentee ballots, trade name certificates and more.

The Town Clerk and Assistant Town Clerk are Notary Publics. Please note that wills and living wills are excluded from this service. The Town Clerk's Office is also responsible for issuing absentee ballots and registering voters in the absence of the Registrar of Voters.

The Town Clerk records and transcribes the minutes of all Town Meetings and certifies action taken by Town Meeting as to bonding and contractual agreements. The Town Clerk is the custodian of the Town Seal.

Town wide referenda/election results:

Municipal Offices November 7, 2017 (Totals)

First Selectman

Kathleen M Dowd	1040
William J Butterly Jr	1500*

Selectman

George W Hale III	1508*
Michael J Gransky	1310
Barbara K Perkinson	1537*

Board of Finance

Alexander DeSorbo	1603*
Karen A McWhirt	1523*
Steven J Tranguch	1577*

Board of Assessment Appeals

Richard C Snider	1235*
Kenneth (David) Schultz	1221

Board of Assessment Appeals Alternate

Thomas M Amatruda	1659*
-------------------	-------

Planning Commission

Andrew B Chapman	1759*
Kenneth (David) Schults	1588*

Planning Commission Alternate

Ruth T Melchiori	1562*
------------------	-------

Planning Commission Alternate (2 yr vac)

Andrew L Lampart	1648*
------------------	-------

Zoning Commission

Robert F Clarke	1598*
Jon H Quint	1642*
Thomas M Amatruda	1608*

Zoning Commission Alternate

Christopher D Griffith	1618*
------------------------	-------

Zoning Board of Appeals

Adam Goldberg	1471*
Michael A Novak	1603*
Robert E Ratzenberger	1532*

Zoning Board of Appeals Alternate

Deborah B Schultz 1604*

Zoning Board of Appeals Alt (2 yr vac)

Vincent M Farisello 1551*

Inland Wetlands & Watercourses Agency

Mary Elsenboss Tyrrell 1604*

Ernest L Werner 1574*

Susan D Windesheim 1539*

Inland Wetlands & Watercourses Agency Alt

Donald W Richards 1547*

Wes D Clow 1581*

Moderator

Louis C DeLuca 1624*

May 8, 2018 School Budget Referendum

Shall the Budget submitted by the Board of Education for Regional School District No 14 for the fiscal year commencing July 1, 2018 and ending June 30 2019 in the amount of \$34,137,402 be approved?

DEFEATED

Woodbury 670 Yes - 664 No

Bethlehem 145 Yes - 236 No

Totals Yes 815 No 900

May 23, 2018 School Budget Referendum

Shall the Budget submitted by the Board of Education for Regional School District No 14 for the fiscal year commencing July 1, 2018 and ending June 30, 2019 in the amount of \$33,988,629 be approved?

PASSED

Woodbury 654 Yes - 482 No

Bethlehem 143 Yes - 181 No

Totals Yes 797 No 663

Town Budget Referendum May 30, 2018

Shall the Town of Woodbury approve the proposed municipal budget of \$11,115,316 (which does not include the Woodbury share of estimated Regional School District No 14 education expenditures) for the fiscal year commencing July 1, 2018 and ending June 30, 2019?

PASSED

Yes 455 No 285

Town Meetings Actions

(Town meeting minutes are available online and in the Town Clerk’s Office)

Annual Town Meeting November 20, 2017

Item 1. To appoint Andrew Sherman as Trustee for the Frank Ward Strong School Fund to serve from November 21, 2017 to November 19, 2018.

APPROVED.

Item 2. To appoint Andrew Sherman as Trustee for the Roger B. Sherman Fund to serve from November 21, 2017 to November 19, 2018.

APPROVED

Item 3. To receive the 2017 Annual Report and a report on the Annual Audit. Board of Finance Chairman Alex DeSorbo delivered a presentation.

Item 4. To receive the State of the Town Report.

First Selectman Butterly reported on various matters and provided a presentation.

Item 5. To award the Woodbury Historic District Commission Annual Historic Preservation Award.

The award was presented to the DeWitt family property at 4 Flanders Rd.

Item 6. To approve the sale of Town owned property – 352 Rail Tree Road. APPROVED.

Item 7. To approve a land purchase – parcel known as the Sherwood Property. APPROVED.

Annual Town Budget Meeting May 21, 2018

Item 1. To authorize the Board of Selectmen to enter into agreements with the Connecticut Commissioner of Transportation for State Aid for construction, improvement and maintenance of highways or sections of highways and bridges pursuant to Section 13a-175a through 13ap-175j, Connecticut General Statutes.

APPROVED.

Item 2. To authorize the Board of Selectmen to dispose of obsolete Town equipment with a potential sale value not in excess of \$10,000 per item by sealed bid.

APPROVED

Item 3. To discuss and act upon the budget presented by the Board of Finance and to adopt a budget for fiscal year commencing July 1, 2018 and ending June 30, 2019, pursuant to Section 203.A.1. and 702.D Woodbury Charter.

ADJOURNED TO MACHINE VOTE May 30, 2018.

Item 4. To approve the enactment of the new ordinance to Woodbury's Code of Ordinances titled as Chapter 208 Stormwater Management Article I Illicit Discharges and Connections, Sections 208-1 through 208-222 as set forth in the proposed changes to the Code of Ordinances as approves and recommended by the Board of Selectmen.

APPROVED.

Item 5. To approve the enactment of all other changes to Woodbury's Code of Ordinances, which includes additions, deletions, and amendments thereto, as set forth in the proposed changes to the Code of Ordinances as approved and recommended by the Board of Selectmen.

APPROVED.

Fee income for Fiscal Year 17-18

Land Record Recordings	\$ 73,610.00
Document Preservation	\$ 9,687.00
Open Space	\$ 57,200.00
Conveyance Tax – Town	\$ 134,206.60
Map Filings	\$ 40.00
Sport Licenses	\$ 7,853.00
Dog Licenses	\$ 9,074.00
Marriage Licenses	\$ 1,080.00
Miscellaneous Income	\$ 23,521.66
<u>Map Copies</u>	<u>\$ 210.00</u>
Total Income	\$ 316,482.26

Less fees paid to the State for Sport, Dog & Marriage Licenses, Document Preservation and Open Space (\$101,023.00)

Net income \$210,687.26

Vitals Information:

Recorded Deaths	80
Recorded Births	63
Recorded Marriages	36



Bethlehem Elementary School
Alyce Misuraca, Principal

Bethlehem Elementary School is a Pre-kindergarten through grade 5 school, welcoming 268 students from Bethlehem and Woodbury. The school provides an inviting learning environment that nurtures the social, emotional, and academic well-being of our young learners. Central to the educational program is our mission: “The Bethlehem School community is committed to helping all learners to realize their potential in our ever-changing world. We provide an environment that encourages learning and cooperation, and one that fosters responsibility for self and others.”

The goal in every classroom is that each child is actively engaged in student-driven, teacher facilitated, authentic, purposeful learning. A comprehensive curriculum is offered for students in Pre-kindergarten through grade 5 with a strong emphasis on balanced literacy, focusing on the development and integration of reading and writing skills. Through the mathematics program, students develop and demonstrate competency and fluency in problem solving, communication, reasoning, and application of mathematical concepts. With the understanding that children possess a myriad of strengths and to that end, the Unified Arts are woven into inter-disciplinary content areas and celebrated in many ways throughout the school year. The district’s 1-1 technology initiative has allowed our students and staff to demonstrate their mastery of many concepts and skills through a variety of creative projects. Please visit our learning community if you’re in the area- we welcome visitors and community members!

REGION 14 SCHOOL DISTRICT

Dr. Anna Cutaia-Leonard, Superintendent

Regional School District 14 is comprised of the towns of Woodbury and Bethlehem. The Board of Education is made up of four members from each town and is the governing body over all aspects of the school district. Approximately 75% of the student population is from Woodbury.

The mission of the Region 14 community is to ensure an engaging and positive learning environment where every student is valued as a respected contributing member of society, who graduates prepared to meet the challenges of a rapidly changing world.

The district’s goal is to “Inspire Excellence” in all parts of the school community.

Mitchell Elementary School
Jodie Roden, Principal

Mitchell Elementary School enjoys a population of approximately 350 students in grades pre-kindergarten through five. Leadership opportunities for students of all ages empower our Eagles to soar. Safe School Climate Committee for Students, Safety Patrol and Student Council enable our students to become role models for our entire school community. Mitchell Elementary School has three classroom teachers at each grade level, a team of special education service providers and paraprofessionals, and a unified arts staff including physical education, library media, music and art. The staff at Mitchell Elementary School unites to provide an engaging education for the children of Woodbury with just the right balance of fun and rigor.

Our language arts curriculum focuses on a balanced literacy approach and includes the support of two Instructional Leaders for Literacy. Summer reading, author visits, and Read Across America are incentives to facilitate our love for reading. The Instructional Leader for Math supports teachers with our math curriculum, as well as provides daily scaffolding for concepts and lessons. The addition of our Math Club, run by Mr. Mahoney, was so popular that students traded in recess to solve math equations through an inquiry based, hands on approach. Our new Instructional Leader for Science collaborates closely with our teachers, students, and parents to incorporate NGSS into our daily academic lives. Mrs. Cragan excites the scientist in all our students with everyday objects that transform their scientific thinking. Mitchell Elementary students are active learners in every content area including technology. We support our students' research and inquiry based learning with devices through our 1:1 initiative. In addition, Mrs. Benedict has taken STEM to a whole new level with recycled boxes and our Cardboard Challenge.

Mitchell Elementary is fortunate to have the support of an active PTO and parent volunteers who take time to give back to

students as room parents, library volunteers or field trip chaperones. Relationships within the community have been built with the Woodbury Food Bank, Woodbury Public Library and Woodbury Senior Center.

Woodbury Middle School
William Nemeč, Principal

Woodbury Middle School proudly welcomes the students of Bethlehem and Woodbury as they represent Region 14 in grades 6-8. The initial union of these two communities is the foundation to our student's secondary educational experience. We strive to make WMS a positive community and work towards incorporating core values of responsibility, respectfulness and citizenship. Starting with our "Family" groups, each day our vision is to build relationships with our students and community emphasizing the importance of a respectful school culture. Our Second Steps Program addresses the ongoing need to promote the social-emotional development, safety, and well being of all our students. Working toward increased independence and choice WMS now offers 7th and 8th grade students electives in culinary, art, drumming and ukulele, engineering, and a capstone experience.

We also offer a variety of extracurricular activities. WMS promotes intellectual, physical, social, and emotional development. Through these experiences, students are afforded the opportunity to develop in a safe, supportive and challenging environment. These activities include athletics, music, the arts, clubs and a variety of other student groups.

The Administrative team at WMS is excited to work with Parents in the Middle and the entire WMS community as we strive to build a positive culture that focuses on the safety and academic development of all students. We encourage all our clubs, teams, and groups to give back to the community.

Nonnewaug High School **Julie Luby, Principal**

Nonnewaug High School is a comprehensive, regional public high school serving the towns of Woodbury and Bethlehem with a nationally acclaimed Agriscience and Technology center that draws students from more than 20 surrounding communities. With approximately 700 students, Nonnewaug is large enough to offer a wide variety of academic, vocational, athletic and co-curricular opportunities, yet small enough for all to enjoy close connections and relationships in the classroom, in clubs and on the field.

To support our school culture, Nonnewaug has the distinction of being the first Wingman High School. Wingman is a youth leadership program designed to increase empathy and decrease isolation.



In recognition of our positive school environment, Nonnewaug has been named a Banner Unified Champion School by the CIAC and Special Olympics in recognition of our unified sports, inclusive youth leadership and school engagement.

Approximately 90% of our graduates go on to two and four year colleges upon graduation. During high school, approximately 50% of our students have at least one college articulation class, meaning that they can get advanced standing in college for the work they do here at Nonnewaug.

Some of our exciting newer courses include American Sign Language, Farm to Table, Sports Literature, Biotechnology, Computer Science, AP Calculus BC, American Government and the Law and Marketing in Sports, Fashion and Entertainment.

We have six teams of incredible students competing at the National FFA convention this school year. Additionally, we have five graduates who have been awarded their "American Degree" from the National FFA, meaning that they have achieved the highest level of success within the FFA organization.

In the Fall 2018 season, all of our sports teams are having winning seasons! Girls Volleyball and Field Hockey are both in first place in the Berkshire League.

Seniors who wish to attend our sports, theater or musical events can get a Senior Pass at the Woodbury Senior Center for free admission.

Financial Information

FISCAL OFFICE

Manuel Gomes, Fiscal Officer/Treasurer

The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$12,210,886 (net position). Of this amount, the unrestricted net position was a deficit of (\$3,864,373).

The Town's total net position increased by \$689,911. The increase is substantially due to the net governmental fund operations deficit of \$(208,462) offset by the difference in accounting for general obligation bond principle payments for government-wide financial statements.

As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$8,536,382, a decrease of \$208,462 in comparison with the prior year. This decrease is a result of the positive operations in the general fund of \$718,030 offset by the net expenditures of \$670,837 in the bonded projects fund and \$255,655 in other governmental funds. \$3,810,787 of the total fund balance is non-spendable, restricted, committed or assigned.

At the end of the current fiscal year, unassigned fund balance for the general fund was \$4,744,393, an increase of \$418,030 in comparison with the prior year. This unassigned fund balance represents 14.26% of total budgetary general fund expenditures and transfers out.

As of the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$8,536,382. \$3,810,787 is not available for new spending because it has already been classified as:

- 1) non-spendable as endowments of the permanent trust funds (\$294,632),
- 2) restricted (\$810,425),
- 3) committed (\$1,215,730)
- 4) assigned (\$1,490,000).

The total fund balance decreased by \$208,462 to \$8,536,382. This decrease is a result of the positive operations in the general fund of

\$718,030 off set by the net expenditure activity in the bonded projects fund and other governmental funds of \$670,837 and \$255,655, respectively.

The general fund is the operating fund of the Town. At the end of the current fiscal year, unassigned fund balance of the general fund was \$4,744,393. As a measure of the general fund's liquidity, it is useful to compare unassigned fund balance to total fund expenditures. Unassigned fund balance represents 14.26% of total general fund budgetary expenditures and transfers out.

There were no additional appropriations approved during the fiscal year.

There were budget transfers from contingency totaling \$73,684. The transfers were used to fund items such as road maintenance, fire department operations, and library.

The Town's investment in capital assets amounts to \$23,414,859 (net of accumulated depreciation). This investment in capital assets includes land, collections, buildings and improvements, machinery, equipment and vehicles, infrastructure and construction in progress. The total decrease in the Town's investment in capital assets for the current fiscal year was \$59,572 (-0.25%). This decrease is due to the net effect of purchases, disposals, and depreciation. Only those assets costing \$5,000 or more, with a useful life exceeding two years, are capitalized. Assets costing less than \$5,000 are expensed.

Major capital asset events during the current fiscal year included the following:

- Sherwood Property purchase (\$89,000)
- Transylvania Road improvements (\$222,900)
- New vehicles and equipment included a bus for seniors (\$63,981) and a Tractor (\$172,744)
- Hollow Park Playground (\$222,882)
- Library Renovations (\$135,035)

At the end of the current fiscal year, the Town had total bonded debt outstanding of \$7,245,000. All debt is backed by the full faith and credit of the Town.

General Obligation Bonds Outstanding

<u>2017</u>	<u>2018</u>
\$7,895,000	\$7,245,000

The decrease in the bonds payable is due to scheduled debt service payments of \$650,000.

The Town maintains an “Aa2” rating from Moody’s Investor Service.

The unemployment rate for the State is currently 4.5%, which is a decrease from a rate of 5.0% a year ago. The Town’s unemployment rate was 3.6%. Inflationary trends in the region compare favorably to national indices

BOARD of FINANCE

Alex DeSorbo, Chairman

Connecticut General Statutes and the Town Charter of Woodbury give the Board of Finance the responsibility for preparing the Annual Budget, approving special appropriations and transfers, determining financial policy, procedure and record keeping, assigning an auditor for the town and establishing the annual tax (mill) rate. The Board is also responsible to present this Annual Report to the November Town Meeting.

Fiscal Year 2018 began with a state legislature that could not agree on a budget, threatened devastating cuts to municipal aid and a proposal for allocating a portion of the state Teachers Pension to the municipalities. All of these factors made it difficult for every town to plan.

The Board of Finance chose a conservative approach that kept the mill rate increase to a minimum (0.87 mills or 3.3%) but kept the Town from needing to return to the taxpayers for additional funds during the year, as many towns did. In the end, the legislature neither solved its budgeting issues but it did not, at least in this year, pass draconian aid cuts and pension costs on to the municipalities. Despite losing about \$700,000 in municipal aid, primarily in Education, the threatened \$1,000,000 in pension costs were not imposed on the towns.

The result for the Town of Woodbury was a surplus which allowed the Board of Finance to propose the establishment of a committed reserve of \$800,000 in anticipation of the Nonnewaug HS renovation costs, increase our Unassigned Fund Balance, and *lower the mill rate* to 26.58 (-2.1%) in the 2018-19 Annual Budget passed in May.

The effect of this reserve will help insulate Woodbury taxpayers from some of the peak years of construction financing costs in the Region 14 budget. Despite the fact that construction began in June as soon as the

students were off for the summer, the taxpayers in Region 14 have yet to see any material financing cost for the school in the Region budgets. These debt service costs will begin in 2019-2020 and ramp up to about \$1.8M in additional tax cost to Woodbury for about 10 years before gradually reducing over a total term of 25-30 years.

From the statements following, Town operations came in \$507,581 (5%) under budget primarily on lower costs in Police (\$104,774), Public Works (\$128,622) and healthcare costs (\$118,352).

On the revenue side current taxes (levied in the FYE2018) again fell short by \$94,157, but prior year taxes and fees of 87,635 made up the bulk of the current tax shortfall. Government grants fell by \$693,094 but charges for Town services – primarily \$232k in fees for the high school building permits from Region 14 – were over budget by \$305,812. Investment income also exceeded budget by \$113,234.

The net tax cost of Region 14 schools (R14 budget less grants) was \$23,623,083 or 74% of the tax levy.

Town operations (not including schools costs) ended the year at \$9,650,556 or about 4.9% below budget as noted above. Town operations represented about 7.06 mills or \$7.06 per thousand of assessment. Thus a \$300,000 home for example had a tax cost for FY2018 of \$2,118 for all town services.

The Town’s capital road and equipment project continues according to plan with the second half of the borrowing to finance the remaining projects likely to be in place in early 2019.

The following table reflects the changes in the mill rate from 2007 fiscal year (Grand List of October 2005). In the last 5 years the same \$300,000 assessed home saw an increase from \$7,020 to \$8,148. During that time however the net impact on the yearly mill rate resulting from Town operations was a negative 0.34 mills.

Fiscal Year ending	Tax Levy	Mill Rate	Grand List as of Oct 1
2018	31,175,995	27.16	2016
2017	30,068,493	26.29	2015
2016	29,629,544	26.07	2014
2015	29,041,986	25.69	2013
2014	29,011,852	23.40	2012
2013	28,362,557	23.00	2011
2012	27,479,740	22.46	2010
2011	26,071,554	21.45	2009
2010	25,574,256	21.13	2008
2009	25,687,041	24.35	2007
2008	25,027,818	23.96	2006
2007	23,299,245	22.79	2005

As noted in previous years, the instability of the State budget, the impact of the Region financing and the effect of the 2018 revaluation are risks and issues in our future. However the Board has taken a number of steps – a strong fund balance, reserves to stabilize mill rate impact, and a conservative budgeting approach – which will keep Woodbury both competitive and fiscally sound.

The Board held 18 meetings – 9 regular and 9 special.

Meeting attendance (of eligible meetings): William Monti (100%); Alex DeSorbo (94%); Steven Tranguch (94%); Nancy Grasing (89%); Stan Love (83%); Michael Cunningham (78%); Karen McWhirt (75%)

General Fund Revenues and Other Financing Sources - Budget and Actual Year Ended June 30, 2017

	Original Budget	Final Budget	Actual	Variance with Final Budget
Property taxes:				
Current property taxes	\$ 30,510,549	\$ 30,510,549	\$ 30,416,392	\$ (94,157)
Prior year taxes	350,000	350,000	394,778	44,778
Interest and lien fees	200,000	200,000	242,857	42,857
Supplemental motor vehicle tax	215,000	215,000	275,259	60,259
Telephone access grant	43,151	43,151	28,462	(14,689)
Total property taxes	31,318,700	31,318,700	31,357,748	39,048
Intergovernmental revenues:				
Miscellaneous state grants	10,000	10,000	28,027	18,027
OPM revenue sharing	288,147	288,147	56,908	(231,239)
Pequot fund	19,699	19,699	19,685	(14)
In lieu of taxes/state property	219	219	-	(219)
Elderly circuit breaker	52,085	52,085	-	(52,085)
Veterans property tax exempt	2,132	2,132	2,150	18
Town aid roads	295,490	295,490	295,455	(35)
Education Cost Sharing Grant	1,522,834	1,522,834	1,095,506	(427,328)
Federal drug subsidy/retirement	7,250	7,250	7,031	(219)
Total intergovernmental revenues	2,197,856	2,197,856	1,504,762	(693,094)
Charges for services:				
Field fee income	3,500	3,500	4,111	611
Town clerk fees	220,000	220,000	219,975	(25)
Public safety permits	6,000	6,000	5,510	(490)
View Point Permitting Fees	7,500	7,500	2,905	(4,595)
Building permits	80,000	80,000	343,182	263,182
Landfill fees	40,000	40,000	38,114	(1,886)
Assessor	1,200	1,200	551	(649)
Inland wetlands agency	2,500	2,500	1,380	(1,120)
Elderly transport	26,000	26,000	27,162	1,162
Planning commission	1,500	1,500	440	(1,060)
Zoning commission	9,000	9,000	42,761	33,761
Zoning board of appeals	2,225	2,225	858	(1,367)
Historic district commission	300	300	600	300
Library fines/fees	6,050	6,050	7,101	1,051
Park and recreation program income	160,000	160,000	178,192	18,192
Ambulance fee reimbursement	1,000	1,000	-	(1,000)
Motor vehicle fines	300	300	-	(300)
Dog fees	400	400	445	45
Total charges for services	567,475	567,475	873,287	305,812
Income from investments	\$ 26,500	\$ 26,500	\$ 139,734	\$ 113,234
Other revenues	35,000	35,000	116,138	81,138
Total revenues	34,145,531	34,145,531	33,991,669	(153,862)
Other financing sources:				
Appropriation of fund balance	500,000	500,000	-	(500,000)
Premium on BANs	100,000	100,000	-	(100,000)
Total other financing sources	600,000	600,000	-	(600,000)
Total revenues and other financing sources	\$ 34,745,531	\$ 34,745,531	\$ 33,991,669	\$ (753,862)

General Fund Expenditures and Other Financing Uses - Budget and Actual Year Ended June 30, 2018

	Original Budget	Additional Appropriations and transfers	Final Budget	Actual	Variance with Final Budget
General government:					
Legislative	\$ 3,700	\$ -	\$ 3,700	\$ 2,553	\$ 1,147
Board of selectmen	209,708	14,313	224,021	214,840	9,181
Judicial	4,741	-	4,741	4,740	1
Elections	55,178	1,700	56,878	43,335	13,543
Treasurer/fiscal	255,860	330	256,190	255,995	195
Board of finance	38,827	-	38,827	36,539	2,288
Assessor	166,294	-	166,294	162,991	3,303
Board of assessment appeals	1,933	-	1,933	717	1,216
Tax collector	113,985	-	113,985	112,583	1,402
Legal	155,000	-	155,000	143,021	11,979
Town clerk	141,480	5	141,485	138,562	2,923
Senior Services	221,818	2,851	224,669	221,307	3,362
Town hall and buildings	240,634	-	240,634	233,459	7,175
Land use department	175,428	1,765	177,193	156,141	21,052
Total general government	1,784,586	20,964	1,805,550	1,726,783	78,767
Public safety:					
Police	1,159,801	(11,873)	1,147,928	1,043,154	104,774
Fire department	297,908	25,347	323,255	324,033	(778)
Fire marshal	111,095	-	111,095	109,340	1,755
Fire commissioners	1,110	-	1,110	447	663
Emergency management	135,045	-	135,045	127,691	7,354
Building official	118,642	-	118,642	116,162	2,480
Animal control	35,432	-	35,432	34,573	859
Total public safety	1,859,033	13,474	1,872,507	1,755,400	117,107
Public works:					
Highways	1,503,069	40,990	1,544,059	1,461,760	82,299
Sanitary/waste removal	395,220	-	395,220	350,134	45,086
Parks and lawn maintenance	68,500	-	68,500	67,263	1,237
Total public works	1,966,789	40,990	2,007,779	1,879,157	128,622
Health and welfare:					
Health department	87,152	-	87,152	87,143	9
Welfare/social services	35,806	-	35,806	33,312	2,494
Total health and welfare	122,958	-	122,958	120,455	2,503
Parks and recreation	409,889	2,327	412,216	416,547	(4,331)
Library	629,815	8,100	637,915	629,557	8,358
Education	24,587,394	-	24,587,394	23,623,083	964,311
Fringe benefits	2,106,328	-	2,106,328	1,987,976	118,352
Other expenditures:					
Payroll adjustment	\$ 18,911	\$ (12,170)	\$ 6,741	\$ -	\$ 6,741
Tax refunds/prior years	5,000	1,521	6,521	6,520	1
Postage	34,000	(4,987)	29,013	20,941	8,072
Copy machine	2,500	-	2,500	-	2,500
Insurance/general	141,253	2,365	143,618	143,618	-
Miscellaneous	2,600	1,100	3,700	4,851	(1,151)
Total other expenditures	204,264	(12,171)	192,093	175,930	16,163
Contingency	100,000	(73,684)	26,316	-	26,316
Debt service:					
Interest	158,875	-	158,875	158,875	-
Principal	650,000	-	650,000	650,000	-
Total debt service	808,875	-	808,875	808,875	-
Capital appropriations:					
Bldg Repairs/Maintenance	21,000	-	21,000	16,642	4,358
Equipment/fixed assets	87,100	-	87,100	88,364	(1,264)
Site improvement	57,500	-	57,500	44,870	12,630
Total capital appropriations	165,600	-	165,600	149,876	15,724
Total expenditures	\$ 34,745,531	\$ -	\$ 34,745,531	\$ 33,273,639	\$ 1,471,892

Notes



The outstanding works in this report were created by student artists and provided with permission by Region 14 School District for use in this publication. Our congratulations to these talented students, their parents and the art program teachers of the Region 14 schools.

<i>Front Cover</i>	Town Hall , Mary Bibbey, NHS
<i>Pg 5</i>	Nature , Nicole Dionne, WMS
<i>Pg 11</i>	Stone House , Renee Clifford, NHS
<i>Pg 17</i>	Bench , Madison Dannenhofer, WMS
<i>Pg 29</i>	Liberty , Lincoln Nicols, MES
<i>Pg 31</i>	Chiefs , Mary Bibbey, NHS
<i>Rear cover</i>	Still Life , Leah Hungerford, NHS