



## Town of Middlebury Quick Guide to Municipal Services

Department	Location & Hours	Contact for
<b>Town Manager's Office</b> Kathleen Ramsay, Town Mgr. <a href="mailto:kramsay@townofmiddlebury.org">kramsay@townofmiddlebury.org</a>	77 Main Street – 2 <sup>nd</sup> Floor 802-388-8100 ext 202  Monday - Friday 8:30 a.m. – 4:30 p.m.	<ul style="list-style-type: none"> <li>• Town budget information</li> <li>• Public Assemblage Permits</li> <li>• Town policies &amp; ordinances</li> <li>• General Town Govt inquiries</li> <li>• After-hours meeting room reservations</li> </ul>
<b>Town Clerk's Office</b> Ann Webster, Town Clerk <a href="mailto:awebster@townofmiddlebury.org">awebster@townofmiddlebury.org</a>	77 Main Street -1 <sup>st</sup> Floor 802-388-8100 ext 211  Monday - Thursday 7:30 a.m. – 5:30 p.m.	<ul style="list-style-type: none"> <li>• Certified copies of Vital Records</li> <li>• Marriage license applications</li> <li>• Land records/Deeds/Surveys</li> <li>• Voter registration</li> <li>• Vehicle registration</li> <li>• Dog licensing</li> <li>• Green Mountain Passports</li> </ul>
<b>Treasurer &amp; Accounting Services</b> Jackie Sullivan, Treasurer & Accounting Services Mgr. <a href="mailto:jsullivan@townofmiddlebury.org">jsullivan@townofmiddlebury.org</a>	77 Main Street – 1 <sup>st</sup> Floor 802-388-8100 ext 203  Monday - Friday 8:30 a.m. – 4:30 p.m.	<ul style="list-style-type: none"> <li>• Property Tax bills</li> <li>• Water/Sewer bills</li> <li>• Accounts payable</li> </ul>
<b>Planning &amp; Zoning</b> Jennifer Murray, Planning & Zoning Director <a href="mailto:jmurray@townofmiddlebury.org">jmurray@townofmiddlebury.org</a>	77 Main Street – 1 <sup>st</sup> Floor 802-388-8100 ext 226  Monday - Friday 8:30 a.m. – 4:30 p.m.	<ul style="list-style-type: none"> <li>• Zoning Permits</li> <li>• Sign Permits</li> <li>• Tax maps</li> <li>• Land use information</li> <li>• Design Advisory Committee info</li> <li>• Planning Commission info</li> <li>• Development Review Board info</li> </ul>
<b>Tax Assessor &amp; Lister's Office</b> Alison Joseph, Acting Town Assessor <a href="mailto:ajoseph@townofmiddlebury.org">ajoseph@townofmiddlebury.org</a>	77 Main Street – 2 <sup>nd</sup> Floor 802-388-8100 ext 207  Wednesdays (or by appt.) 9:00 a.m. – 4:30 p.m.	<ul style="list-style-type: none"> <li>• Self-serve access to:                Property records                Grand List information</li> <li>• Property Appraisal/Assessment questions</li> <li>• <b>Town-wide Reappraisal</b></li> <li>• Tax appeals</li> </ul>
<b>Parks &amp; Recreation</b> Dustin Hunt, Superintendent <a href="mailto:dhunt@townofmiddlebury.org">dhunt@townofmiddlebury.org</a>	154 Creek Road <b>(Mail to: 77 Main St.)</b> 802-388-8100 ext 205  Monday – Friday 8:00 a.m. – 4:00 p.m.	<ul style="list-style-type: none"> <li>• Seasonal Activity Guide</li> <li>• Recreation program registration help</li> <li>• Recreation program scholarships</li> <li>• Reserving Rec Facility space</li> </ul>

Department	Location & Hours	Contact for
<p><b>Public Works – Highway &amp; Water Div.</b>            Bill Kernan, PW Operations Dir.  <a href="mailto:bkernan@townofmiddlebury.org">bkernan@townofmiddlebury.org</a></p> <p>Dan Werner, PW Planning Dir.  <a href="mailto:dwerner@townofmiddlebury.org">dwerner@townofmiddlebury.org</a></p>	<p>1020 S. Route 7  <b>(Mail to: 77 Main St.)</b>            802-388-4045</p> <p>Monday – Friday            7:30 a.m. – 3:30 p.m.</p>	<ul style="list-style-type: none"> <li>• Reporting repair needs:                Roadways &amp; sidewalks                Blocked culverts/storm basins                Water main breaks                Damaged trees in public ROW</li> <li>• Work in the ROW Permit applications</li> </ul> <p style="text-align: right;"><b>After Hours and Emergencies:</b>            Call the Middlebury Police Department  <b>802-388-3191</b></p>
<p><b>Wastewater Facility</b>            Bob Wells, Wastewater Supt.  <a href="mailto:rwells@townofmiddlebury.org">rwells@townofmiddlebury.org</a></p>	<p>243 Industrial Ave.  <b>(Mail to: 77 Main St.)</b>            802-388-6514</p> <p>Monday – Friday            7:00 a.m. – 3:30 p.m.</p>	<ul style="list-style-type: none"> <li>• Reporting sewer main blockages</li> </ul> <p style="text-align: right;"><b>After Hours and Emergencies:</b>            Call the Middlebury Police Department  <b>802-388-3191</b></p>
<p><b>Ilsley Public Library</b>            Dana Hart, Director  <a href="mailto:dana.hart@ilsleypubliclibrary.org">dana.hart@ilsleypubliclibrary.org</a></p>	<p>75 Main Street            802-388-4095</p> <p><b>Info on hours:</b>  <a href="http://www.ilsleypubliclibrary.org">www.ilsleypubliclibrary.org</a></p>	<ul style="list-style-type: none"> <li>• Public access computers</li> <li>• Summer reading programs for kids and teens</li> <li>• Monthly Used Book Sales</li> <li>• First Wednesdays lecture series</li> <li>• Genealogy and local history info</li> <li>• Reserving the Community Mtg. Room</li> </ul>
<p><b>Middlebury Police Department</b>            Tom Hanley, Chief  <a href="mailto:thanley@middleburypolice.org">thanley@middleburypolice.org</a></p>	<p>1 Lucius Shaw La.            802-388-3191  <b>(Mail to: 77 Main St.)</b></p> <p><b>Emergencies: 911</b></p>	<ul style="list-style-type: none"> <li>• Copies of police reports</li> <li>• Burn permits</li> <li>• Animal control</li> <li>• Parking violations</li> <li>• E911 special assistance forms</li> </ul>
<p><b>Middlebury Fire Department</b>            David Shaw, Chief  <a href="mailto:dshaw@middleburyfiredept.org">dshaw@middleburyfiredept.org</a></p>	<p>5 Seymour St.            802-388-4462  <b>(Mail to: 77 Main St.)</b></p> <p><b>Emergencies: 911</b></p>	<ul style="list-style-type: none"> <li>• Copies of fire reports</li> <li>• Burn permits</li> </ul>