



Introduction to Windham Regional Commission & Summary of Work in the Town of Brattleboro During Last 12 Months

The mission of the Windham Regional Commission (WRC) is to assist towns in Southeastern Vermont to provide effective local governance and to work collaboratively with them to address regional issues. In the absence of county government, we provide an essential link between towns, the state, and the federal government. The region is composed of 27 member towns: the 23 towns of Windham County; Readsboro, Searsburg and Winhall in Bennington County; and Weston in Windsor County.

The Commission, a political subdivision of the state, is composed of and governed by town-appointed Commissioners. Towns choose their own representatives to serve on the Commission. After town meeting, each Selectboard appoints up to two representatives to serve on the Commission for a one-year term. Each Commissioner represents their town's interests before the Commission, brings information from the Commission back to their town, and serves on at least one of a number of WRC committees that address regional and municipal issues and concerns. Active service on these committees is very important because the WRC is organized around a strong committee structure. It's within these committees that most Commission decisions are made. All WRC meetings are open to the public and subject to Vermont open meeting law. A current list of committees and meeting schedules can be found on our website, www.windhamregional.org.

We assist towns with a wide variety of activities, including town plans and bylaws; community and economic development; local emergency and hazard mitigation planning, including flood hazard and river corridor bylaw assistance; natural resources, including assisting towns with watershed restoration projects and implementation of the state's new clean water law; Act 174 town energy planning; transportation, including traffic counts (automotive, bicycles, pedestrian), inventories (bridges, culverts, signs, road erosion), road foremen training, and serving as a liaison with VTrans to report damage to town road infrastructure to the state as a result of flooding; redevelopment of "Brownfields" sites (sites that are or may be contaminated by hazardous substances); review of projects submitted for review through Act 250 (land use), Section 248 (energy generation and transmission, telecommunications), and federal permitting processes; grant application and administration; training of municipal officials and volunteers across a range of topics; and mapping and geographic information system (GIS) analyses. Some of the maps in your town office were likely produced by the WRC.

We help towns, both individually and collectively, make the most of the financial and human resources they have, assisting with projects between and among towns, building and augmenting the capacity of volunteer-based town boards and commissions, and providing professional services to towns that may want to take on a project that is beyond what they can comfortably manage with their own staff and volunteers. Our relationship with towns is inherently collaborative. For instance, towns may choose to have their plans reviewed by the Commission; town plan review and approval by the WRC is not mandatory, but is a requirement of some state grant municipal grant programs. The regional plan, which was updated in 2014 following a two-year process, is developed in consultation with member towns, reflects town plan policies, and is ultimately approved by our towns.

Funding for the WRC is provided primarily through contracts with state agencies, federal grants, and town assessments. Town assessments make up approximately 5 percent of our total budget for FY 2020, and is the only funding we receive that has no conditions placed upon it by entities beyond the WRC's borders. Each town's individual assessment makes it possible for us to leverage the resources to serve all towns. The town's assessment for this year is \$27,339 (\$2.38 per capita based upon a population of 11,487). To see our detailed Work Program and Budget for FY 2020, visit our website and click on the heading "About Us."

The following is a summary of many of the activities through which the WRC engaged with the Town of Brattleboro over the last 12 months.

Brownfields/Community Development

- Phase II assessment for Thermal House (\$13,271).
- Partial funding for Phase II assessment at Long Falls Paperboard (\$15,000).
- 250 Birge Street preparing for cleanup.
- New England Youth Theater preparing for additional cleanup with a grant/loan (\$20,000/\$30,000).
- Red Clover Commons preparing for additional cleanup with a grant/loan (\$66,910/\$66,910).
- Groundworks Collaborative asbestos remediation complete (\$11,220).
- Preparing for Phase I assessment of 80 Flat Street.
- Facilitated discussion about the possible reuse/redevelopment of the Dalem's Chalet property in West Brattleboro.
- Significant engagement in discussions about development of Winston-Prouty property.
- Participated in the Brattleboro Working Communities project development process.
- Participating in new Brattleboro Housing Action Team.

Energy

- Signed contract to provide town with \$200,000 in matched funds for an advanced wood district heating system in the Brattleboro Municipal Center and library through the WRC's Windham Wood Heat program funded through the Clean Energy Development Fund.

GIS/Inventory Projects:

- Provided general assistance with GIS (data, answering questions) to the Brattleboro zoning administrator.
- Provided information on the number of miles of bike lanes in Brattleboro to DPW staff.
- Met with Brattleboro town planner to discuss pedestrian counts for upcoming 2020 season.
- Met with Brattleboro's assistant town planner to provide some GIS support on a map he was creating.
- Attended several meetings and worked on two maps for VOREC (Vermont Outdoor Recreation Economic Collaborative) meeting in Brattleboro, at the request of the Brattleboro town planner.
- Updated Brattleboro's source protection plan maps, working with the public works director and the town's consultant.
- Collected monthly bike parking data in Brattleboro's downtown district. Created an on-line dashboard of the results and presented at the Brattleboro Committee for Active Transportation.
- Attended several meetings and worked on two maps in conjunction with the Brattleboro town planner for the Retreat Farm's application to National Park Service for assistance in trail planning in Brattleboro.
- Met with the Brattleboro town planner to discuss potential census tract changes that the US Census Bureau was proposing.
- Met with Brattleboro DPW engineering tech to discuss future plans for GIS data management.
- Created an updated map series (11x17-inch and 36x60-inch maps) of all the 300-plus road names in Brattleboro. These maps are for the general public and town departments, with the large one primarily for Brattleboro dispatch.
- Conducted on-road bicycle counts at three locations in or adjacent to Brattleboro, and trail bicycle counts at two locations.
- Conducted fourteen trail counts at nine different locations in Brattleboro.

Natural Resources/Clean Water Projects

- Town representatives from Public Works, Development Office, and Zoning Office met with representatives from Connecticut River Conservancy, Windham County Natural Resources Conservation District, Windham Regional Commission and VT Department of Environmental Conservation to coordinate and discuss clean water projects in the Town of Brattleboro.

- Representatives from Public Works, Development Office and Zoning will be meeting with Windham Regional Commission to discuss Stormwater Master Planning (meeting scheduled for March).

Transportation

- Provide support to the advisory committees related to both the new and existing Brattleboro-Hinsdale bridges.
- Organized a presentation on Rails with Trails by New England director of Rails to Trails Conservancy for Brattleboro town planners, along with Friends of the West River Trail, and staff from Southwest Region Planning Commission (SRPC) in NH, and the Franklin Regional Council of Governments (FRCOG) in MA.
- Offered assistance with Town of Brattleboro trail master planning, including assistance with grant proposal development.
- Connected the town, the Chamber and downtown with FRCOG and its efforts to market the Valley Flyer, which provides additional rail trips between Springfield and Greenfield, MA.



Brattleboro
**Recreation
& Parks**

March 11, 2020

TO: The Brattleboro Selectboard
VIA: Peter Elwell, Town Manager
FROM: Carol Lolatte, Recreation & Parks Director
RE: Skatepark Bids

.....
On Wednesday March 4TH we had a bid opening for the Skatepark Project.

We received two bids ranging from \$280,000.00 - \$288,800.00.

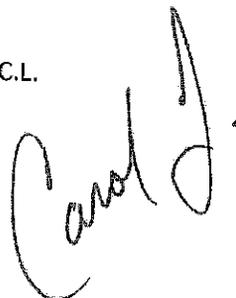
- Parker Construction of Hardwick, VT \$280,000.00 – Deducts \$4,250.00
- Bernie LaRock & Son Inc. of Guilford, VT \$288,800.00 – Deducts \$4,700.00

After consulting with Stantec The Design Firm, Steve Horton Building Consultant, The BASIC Committee and reviewing the budget, I would like to recommend that the bid be awarded to Parker Construction for \$275,750.00. The bid award of \$275,750.00 includes the three alternate deducts (the deducts include loam and seeding around the parking area and pedestrian path along with tree planting).

In addition to the bid amount the project will also require trucking in fill, drainage stone, stone base, and stone for the swales and outfalls which will add \$6,185.00 to the project cost bring the total project cost to \$281,935.00. The BASIC Committee has \$279,765.00 in donations and pledges. This leaves a deficit of \$2,170.00. In addition to awarding the bid, I am requesting that the board authorize up to \$10,000.00 from the Capital Fund balance to be used towards the project so that we will have a small contingency fund to address issues that may arise during construction. The BASIC Committee will continue to seek donations to cover the gap.

Please feel free to contact me if you have any further questions.

C.C.L.





Brattleboro
**Recreation
& Parks**

March 5, 2020

TO: The Brattleboro Selectboard
VIA: Peter Elwell, Town Manager
FROM: Carol Lolatte, Recreation & Parks Director
RE: Cemetery Seasonal Maintenance Contract

.....

On Wednesday, March 5, 2020, we had a bid opening for the Seasonal Maintenance of Prospect Hill Cemetery and Morningside Cemetery.

We received three bids:

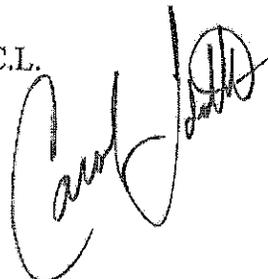
Independent Landscape & Property Management of Newfane, VT	\$17,000.00
Howe Lawn Care of Winchester, NH	\$18,500.00
Vermont Road Works LLC of Brattleboro, VT	\$19,985.00

Cemetery Maintenance expenses come out of two budget years FY20 and FY21. The balance in the FY20 is \$10,245.00 and the budget for FY21 is \$24,000.00. This bid falls within the amount budgeted for Cemetery Maintenance over the two budget years.

I am recommending the bid be awarded to Independent Landscape & Property Management for \$17,000.00

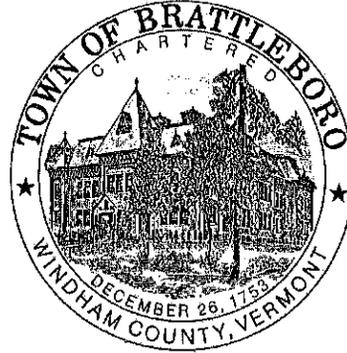
If you have any questions, please feel free to give me a call.

C.C.L.



MEMORANDUM

To: Selectboard
From: Peter B. Elwell, Town Manager
Re: Grant Agreement with VTrans for
Pedestrian Improvements Between
the New Hinsdale Bridge + Royal Road
Date: March 11, 2020



RECOMMENDED ACTION

Staff recommends that the Selectboard authorize the Town Manager to execute a Grant Agreement with the Vermont Agency of Transportation (VTrans) for the transportation project known as "Brattleboro STP BP19(17)," the project that will provide pedestrian improvements between the Morningside Commons neighborhood and the new Hinsdale Bridge.

BACKGROUND INFORMATION

On January 28, 2020, the Selectboard authorized the Town to commit to partnership with VTrans on construction of (1) a sidewalk along the eastern side of Route 142 between the new Hinsdale Bridge and Royal Road and (2) a signalized crosswalk across Route 142 to connect that sidewalk with Royal Road. This will provide residents of the Morningside Commons neighborhood with safe pedestrian access into downtown Brattleboro.

In the backup materials for that January 28 Selectboard meeting, I described the partnership as follows:

VTrans will pay 100% of the cost of modifying the intersection and signal system at the intersection of Route 142 and Royal Road. VTrans also will pay 80% of the cost of the new sidewalk section between that intersection and the new bridge. The Town's 20% cost share for the sidewalk project is expected to be about \$70,000. Most of that expense will come a few years from now when the sidewalk is actually constructed. The Town's out-of-pocket expenses during the planning/design phase of this project are expected to be about \$10,000. Town funding for this project will be drawn from capital funds authorized by Representative Town Meeting for the construction of sidewalks. Town staff also will provide in-kind services related to procurement and project management.

All of that is still accurate. In addition, we have learned that, other than right-of-way acquisition (which will be limited and accomplished directly by VTrans), the Town will take the lead on all aspects of procurement and project management. The Town will pay all out-of-pocket costs as they are incurred and then receive reimbursement from VTrans in the amounts described above. We have successfully completed projects many times before using this arrangement. The Town will be able to use pre-qualified vendors using an "at the ready process" administered by VTrans to facilitate both efficiency in completing the work and compliance with all applicable State and Federal requirements (which are extensive when utilizing Federal Highway Administration [FHWA] funding as this project will). Total project costs are expected to be \$535,000, with the State paying \$465,000 (using that FHWA funding) and the Town paying \$70,000.

The formal document necessary for the Town and VTrans to confirm these project partnership commitments and commence work is a grant agreement, the signing of which must be authorized by the Selectboard. Staff requests and recommends that authorization.

PBE:

Town of Brattleboro
DEPARTMENT OF PUBLIC WORKS

211 Fairground Road, Brattleboro, Vermont 05301
Tel: 802-254-4255 • Fax: 802-257-2316 • E-mail:
sbarrett@brattleboro.org

To: Brattleboro Selectboard
Via: Peter Elwell, Town Manager
From: Stephen Barrett, Director of Public Works
Subject: Engineering Agreement Stormwater Compliance
Date: March 9, 2020



The Department of Public Works is seeking approval to accept engineering proposals from Stevens & Associates to maintain compliance with the State of Vermont Stormwater regulations for a fee not to exceed \$30,900.

The Vermont Clean Water Initiative, known as Act 64, has been in effect since June 2015. This initiative was in response to a number of impaired bodies of water and the components of Act 64 are to improve water quality throughout the state. Municipalities are required to develop Road Stormwater Management and Inventory Plans.

Public Works staff will work with Stevens & Associates to inventory road segments and develop a multi-year plan to reduce stormwater-related erosion from municipal roads, both paved and unpaved. The team will also inspect and maintain existing stormwater treatment systems.

The Town has been working with Stevens & Associates for several years on our Stormwater Management and Inventory program. Stevens has provided the follow proposals:

Stormwater Outfall Inventory – the team will evaluate and inventory the sections of our road networks that are hydrologically connected to surface waters through ditches, culverts or other drainage structures. Estimated cost \$9,900.

Inspection and renewal of Stormwater Permits for the Town's stormwater systems at Hillwinds North and Wilson's Woods. Estimated cost \$3,500 - \$4,500.

Town of Brattleboro
DEPARTMENT OF PUBLIC WORKS

211 Fairground Road, Brattleboro, Vermont 05301
Tel: 802-254-4255 • Fax: 802-257-2316 • E-mail:
sbarrett@brattleboro.org

Inspection and renewal of Stormwater Permits for the Town's stormwater systems at Summit Circle and West River Park. Estimated cost \$6,500-\$7,500

Inspection and renewal of Stormwater Permits for the Town's stormwater systems at Morningside Commons and Exit One Industrial Park. Estimated cost \$2,500 - \$3,500.

Inspection and renewal of Stormwater Permits for the Town's stormwater systems at Ames Brook Subdivision and Sherwood Hollow. Estimated cost \$4,500 - \$5,500.

Once the inspections and surveys have been completed, the Town will develop a priority list of improvements necessary to comply with the Stormwater regulations.

The Town's stormwater infrastructure improvements and permit compliance are currently funded by the Public Works Department budget and State grants. Last year the town received \$30,870 grant from Vermont Department of Environmental Development for stormwater improvements to our gravel roadways. The proposed FY 21 Public Works budget includes \$60,000 in additional funding for Stormwater Management.

The Department of Public Works is currently evaluating the concept of developing a Stormwater Utility. A Stormwater Utility would develop user fees to fund improvements and maintain the system. Colchester, South Burlington, Burlington, Williston and St. Albans City currently have established Stormwater Utilities. The Town Meeting Finance Committee also supports exploring a Stormwater Utility option in their 2020 budget report.

The Public Works Department is recommending approval of the Stevens & Associates proposals to maintain compliance with the State of Vermont Stormwater regulations for a fee not to exceed \$30,900.



February 24, 2020

Steve Barrett
Director of Public Works
Brattleboro Department of Public Works
211 Fairground Road
Brattleboro, VT 05301

Re: Proposal for Municipal Roads General Permit Outfall Inventory Phase Services
Project #18-056

Dear Steve:

This proposal is for the Outfall Inventory Phase services for the Town of Brattleboro's Municipal Roads General Permit (MRGP) previously mentioned in the proposal for the Road Inventory Phase, dated May 22, 2019.

The Outfall Inventory Phase of the MRGP covers tasks associated with assisting DPW interns locating and evaluating hydrologically-connected outfalls. During the Outfall Inventory Phase, there may be special coordination required by Stevens & Associates with the State, Railroad owners, and the rental of water traverse equipment to ensure outfall inspections are completed correctly and safely. This Outfall Inventory Phase is assumed to cover the duration of the internship, 12 weeks.

Additional phases the MRGP can be broken into are outlined below. Each phase includes tasks that can be performed by the Town's road crews, and other tasks that will require engineering support.

- **Implementation Phase:** Prioritize hydraulically connected roads that need maintenance or construction in order to come into compliance, and then begin construction activities.
- **Compliance Phase:** Perform annual inspections and file paperwork with the state. Provide on-going assistance to Town to maintain compliance with MRGP, including maintenance recommendations for the next year. This phase would also include compliance work for other stormwater permits held by the Town. This phase will be broken into two separate proposals, one as a lump sum and another on a T&M basis.

Scope of Services

Outfall Inventory Phase

1. Assist DPW staff with preliminary outfall inspections, specifically ones that were noted as difficult to access (along Connecticut River).
2. Work with DPW Interns over course of internship to access and evaluate difficult or unsafely located outfalls and filing data collection with the State.
3. Organize special coordination with the railroad, borrowing of water vehicles, or use of drone for difficult outfall inspections. Assumes 25 out of the 175 total outfalls will require special coordination.

Supplemental services that may be needed and are not included in this proposal include:

- Implementation Phase Services
- Compliance Phase Services
- Wetland delineations
- Floodplain determinations
- Historic preservation or archeological studies
- Phase I environmental site assessments
- Topographic & boundary surveys
- Funding assistance
- Soil test pits
- Design services

Schedule

We are prepared to begin upon authorization to proceed.

Cost of Services

Compensation for our services will be in accordance with the following schedule. Please note that this is for Inventory Phase services only, and do not include fees for the Implementation or Compliance Phases.

Estimated Cost Services:

Outfall Inventory Phase \$9,800

Reimbursable Expenses:

Copies & Reproduction \$100

Estimated Total = \$9,900

Authorization to Proceed

If this proposal and the attached Terms and Conditions are acceptable, please sign and date both copies, retain one copy for your files and return one copy to our office.

The schedule and cost of services are valid for a period of 60 days from the date on the first page. If authorization is given beyond this period, we reserve the right to modify these items prior to execution of the agreement.

Thank you for the opportunity to offer our services. Please call if you have any questions.

Agreed to by:

Stevens & Associates, P.C.



Authorized Signature

Authorized Signature

Brud Sanderson, P.E., Principal

Print Name & Title

Print Name & Title

February 24, 2020

Date

Date



February 24, 2020

Steve Barrett, Dir.
Dept. of Public Works
211 Fairground Rd.
Brattleboro, VT 05301

Re: Proposal for Civil Engineering Services
Inspection & Restatement of Compliance for NOIs #6180-9010 & #6182-9010
S&A Project #20-026-1

Dear Steve,

We are pleased to provide the following proposal to provide Civil Engineering services to the Brattleboro Department of Public Works to support the annual inspection and renewal of the operational stormwater permits issued to the Town of Brattleboro.

This proposal covers the inspection and restatement of compliance for the NOIs related to permits #6180-9010 (Hillwinds North) and #6182-9010 (Wilsons Woods).

It is our understanding that these operational permits were due for renewal as of June 2019 and August 2019 respectively and that the Notice of Intent (NOI) has already been filed with the State, but are administratively incomplete until inspections are performed. This requires a licensed engineer to walk the permitted property and identify stormwater areas in need of maintenance, and certify that the property's stormwater conveyance and treatment systems are in compliance with the permitted design.

Scope of Services

Permitting Phase

1. Review available base data and permit information.
2. Visit each property with an owner's representative to review compliance with approved permits.
3. Prepare a schedule of maintenance and repairs required to comply with the issued permit.

4. Meet with representatives of Brattleboro DPW to present findings and discuss next steps.
5. Visit each property to verify maintenance and repairs have been addressed.
6. Prepare and file Designer's Restatement(s) of Compliance with Stormwater Program.

Not included in the proposal are schematic design and design development for any improvements. Also not included are public meetings or additional meetings, except those noted in the proposal. These items can be provided as an additional service proposal or on a time and expense basis as approved by the owner.

Cost for Services

The cost for these services will be performed on a time and materials basis ranging between \$3,500 and \$4,500.

Schedule

We are prepared to begin upon authorization to proceed.

Steve Barrett, Dept. of Public Works
Inspection & Restatement of Compliance
#6180-9010 & #6182-9010
February 24, 2020
Page 3 of 3

Project #20-026-1

Authorization

If this proposal is and the attached Terms & Conditions are acceptable, please sign and date both copies, retain one copy for your files and return one copy to our office.

The schedule and cost of services are valid for a period of 60 days from the date on the first page. If authorization is given beyond this period, we reserve the right to modify these items prior to execution of the agreement.

Thank you for the opportunity to offer our services. Please call if you have any questions.

Agreed to by:

Stevens & Associates, P.C.



Authorized Signature

Brud Sanderson, PE, Principal

Print Name & Title

February 24, 2020

Date

Authorized Signature

Print Name & Title

Date



February 24, 2020

Steve Barrett, Dir.
Dept. of Public Works
211 Fairground Rd.
Brattleboro, VT 05301

Re: Proposal for Civil Engineering Services
Permit Renewal, Inspection & Restatement of Compliance for
#3596-9015.2 & #6356-9015
S&A Project #20-026-2

Dear Steve,

We are pleased to provide the following proposal to provide Civil Engineering services to the Brattleboro Department of Public Works to support the annual inspection and renewal of the operational stormwater permits issued to the Town of Brattleboro.

This proposal covers the inspection and restatement of compliance for the operational stormwater permits #3596-9015.2 (Summit Circle) and #6356-9015 (West River Park).

These operational permits were due for renewal as of May 2015 and April 2020 respectively, which entails an inspection and designer's restatement of compliance of the stormwater infrastructure. This requires a licensed engineer to walk the permitted property and identify stormwater areas in need of maintenance, and certify that the property's stormwater conveyance and treatment systems are in compliance with the permitted design.

Scope of Services

Permitting Phase

1. Review available base data and permit information.
2. Visit each property with an owner's representative to review compliance with approved permit.

3. Prepare a schedule of maintenance and repairs required to comply with the issued permit.
4. Meet with representatives of Brattleboro DPW to present findings and discuss next steps.
5. Visit each property to verify maintenance and repairs have been addressed.
6. Prepare and file Designer's Restatement(s) of Compliance with Stormwater Program.
7. File both permits with the local land records.
8. Prepare a Notice of Intent (NOI) for submission to the Stormwater Program.

Not included in the proposal are schematic design and design development for any improvements. Also not included are public meetings or additional meetings, except those noted in the proposal. These items can be provided as an additional service proposal or on a time and expense basis as approved by the owner.

Cost for Services

The cost for these services will be performed on a time and materials basis ranging between \$6,500 and \$7,500.

Schedule

We are prepared to begin upon authorization to proceed.

Steve Barrett, Dept. of Public Works
Permit Renewal, Inspection & Restatement of Compliance
#3596-9015.2 & 6356-9015
February 24, 2020
Page 3 of 3

Project #20-026-2

Authorization

If this proposal is and the attached Terms & Conditions are acceptable, please sign and date both copies, retain one copy for your files and return one copy to our office.

The schedule and cost of services are valid for a period of 60 days from the date on the first page. If authorization is given beyond this period, we reserve the right to modify these items prior to execution of the agreement.

Thank you for the opportunity to offer our services. Please call if you have any questions.

Agreed to by:

Stevens & Associates, P.C.



Authorized Signature

Brud Sanderson, PE, Principal

Print Name & Title

February 24, 2020

Date

Authorized Signature

Print Name & Title

Date



February 24, 2020

Steve Barrett, Dir.
Dept. of Public Works
211 Fairground Rd.
Brattleboro, VT 05301

Re: Proposal for Civil Engineering Services
Annual Inspection for #3711-9010.R & #3742-9010.RA
S&A Project #20-026-4

Dear Steve,

We are pleased to provide the following proposal to provide Civil Engineering services to the Brattleboro Department of Public Works to support the renewal of the operational stormwater permits issued to the Town.

This proposal covers the annual inspection for the operational stormwater permits #3711-9010.R (Morningside Commons) and #3742-9010.RA (Exit One Industrial Park).

These operational permits will be due for a renewal in January 2022 and October 2025 respectively.

Scope of Services

Permitting Phase

1. Review available base data and permit information.
2. Visit each property with an owner's representative to review compliance with approved permit.
3. Prepare a schedule of maintenance and repairs required to comply with the issued permit.
4. Meet with representatives of Brattleboro DPW to present findings and discuss next steps.
5. Visit each property to verify maintenance and repairs have been addressed.
6. Prepare and file Annual Inspection(s) with Stormwater Program.
7. File #3711-9010.R with the local land records.

Steve Barrett, Dept. of Public Works
Annual Inspection for Operational Stormwater Permits
#3711-9010.R & #3742-9010.RA
February 24, 2020
Page 2 of 3

Project #20-026-4

Not included in the proposal are schematic design and design development for any improvements. Also not included are public meetings or additional meetings, except those noted in the proposal. These items can be provided as an additional service proposal or on a time and expense basis as approved by the owner.

Cost for Services

The cost for these services will be performed on a time and materials basis ranging between \$2,500 and \$3,500.

Schedule

We are prepared to begin upon authorization to proceed.

Steve Barrett, Dept. of Public Works
Annual Inspection for Operational Stormwater Permits
#3711-9010.R & #3742-9010.RA
February 24, 2020
Page 3 of 3

Project #20-026-4

Authorization

If this proposal is and the attached Terms & Conditions are acceptable, please sign and date both copies, retain one copy for your files and return one copy to our office.

The schedule and cost of services are valid for a period of 60 days from the date on the first page. If authorization is given beyond this period, we reserve the right to modify these items prior to execution of the agreement.

Thank you for the opportunity to offer our services. Please call if you have any questions.

Agreed to by:

Stevens & Associates, P.C.



Authorized Signature

Authorized Signature

Brud Sanderson, PE, Principal
Print Name & Title

Print Name & Title

February 24, 2020
Date

Date



February 24, 2020

Steve Barrett, Dir.
Dept. of Public Works
211 Fairground Rd.
Brattleboro, VT 05301

Re: Proposal for Civil Engineering Services
Permit Renewal, Inspection & Restatement of Compliance for
#3302.9010.R & #3838.9010.R
S&A Project #20-026-3

Dear Steve,

We are pleased to provide the following proposal to provide Civil Engineering services to the Brattleboro Department of Public Works to support the annual inspection and renewal of the operational stormwater permits issued to the Town of Brattleboro.

This proposal covers the inspection and restatement of compliance for the operational stormwater permits #3302.9010.R (Ames Brook Subdivision) and #3838.9010.R (Sherwood Hollow).

It is our understanding that these operational permits are due for a renewal in November 2020, which entails an inspection and designer's restatement of compliance of the stormwater infrastructure. This requires a licensed engineer to walk the permitted property and identify stormwater areas in need of maintenance, and certify that the property's stormwater conveyance and treatment systems are in compliance with the permitted design.

Scope of Services

Permitting Phase

1. Review available base data and permit information.
2. Visit each property with an owner's representative to review compliance with approved permit.

3. Prepare a schedule of maintenance and repairs required to comply with the issued permit.
4. Meet with representatives of Brattleboro DPW to present findings and discuss next steps.
5. Visit each property to verify maintenance and repairs have been addressed.
6. Prepare and file Designer's Restatement(s) of Compliance with Stormwater Program.
7. File both permits with the local land records.
8. Prepare a Notice of Intent (NOI) for submission to the Stormwater Program.

Not included in the proposal are schematic design and design development for any improvements. Also not included are public meetings or additional meetings, except those noted in the proposal. These items can be provided as an additional service proposal or on a time and expense basis as approved by the owner.

Cost for Services

The cost for these services will be performed on a time and materials basis ranging between \$4,500 and \$5,500.

Schedule

We are prepared to begin upon authorization to proceed.

Steve Barrett, Dept. of Public Works
Permit Renewal, Inspection & Restatement of Compliance
#3302-9010.R & #3838-9010.R
February 24, 2020
Page 3 of 3

Project #20-026-3

Authorization

If this proposal is and the attached Terms & Conditions are acceptable, please sign and date both copies, retain one copy for your files and return one copy to our office.

The schedule and cost of services are valid for a period of 60 days from the date on the first page. If authorization is given beyond this period, we reserve the right to modify these items prior to execution of the agreement.

Thank you for the opportunity to offer our services. Please call if you have any questions.

Agreed to by:

Stevens & Associates, P.C.



Authorized Signature

Authorized Signature

Brud Sanderson, PE, Principal
Print Name & Title

Print Name & Title

February 24, 2020
Date

Date

1. Billing and Payment:

- a. Invoices will be sent monthly in proportion to services rendered or upon completion of the project.
- b. Payment is due upon receipt. After 30 days and for each successive 30-day period, a late-payment interest charge of 1.5% per month will be added to the invoice.

2. Reimbursable Expenses:

- a. Reimbursable expenses for the project are in addition to the fee and shall include the following: long distance telephone calls, all project-related photography, mileage, reproductions, printing, mylar's, duplicating, binding, postage, shipping and courier services. The estimated reimbursable expenses are estimates, but the amount invoiced may be greater depending upon the costs incurred.
- b. Reimbursable expenses will be billed monthly for the actual cost of expenditures plus a 15% administrative fee.

3. Additional Services: Services not indicated or which are subsequently requested, either verbally or in writing, will be considered additional services. The fee will be based upon either a mutually agreed fixed fee or an hourly basis at rates in effect at the time the services are performed; plus reimbursable expenses previously defined.4. Client's Responsibilities: Client shall make available all records and data pertinent to the project and will give all reasonable assistance in obtaining such additional information as may be required. Client shall provide access to and make all provisions to enter upon public and private lands as required to perform such work as surveys and observations in the development of the project.5. Documents: All documents produced under this agreement shall remain the property of Stevens & Associates and may not be used by this client on any other endeavor without written consent.6. Professional Standard: The only obligation of Stevens & Associates and its employees is to meet normal professional standards in performing its obligation under this agreement. Apart from such obligation there is no representation, warranty, guarantee of other obligation of Stevens & Associates or its employees arising out of this proposal, its acceptance, the provisions of services, or the relationship between the parties in respect to

any of them. In recognition of the relative risks and benefits of the project to both the client and Stevens & Associates, the cumulative liability of Stevens & Associates and its employees for all types of damages incurred or suffered as a result of any breach of such obligation, howsoever arising, (including negligence) shall be limited in the aggregate to \$100,000 or the design fee, whichever is greater.

7. Indemnification:

- a. The client shall indemnify and hold harmless, Stevens & Associates and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorneys' fees) arising out of or resulting from the performance of the services, provided that all such claims, damage, loss or expense are caused in whole or in part by the negligent act or omission (and/or strict liability) of the client, or anyone directly employed by the client (except Stevens & Associates, or anyone for whose acts any of them may be liable).
- b. Stevens & Associates agrees to save and indemnify and hold client and owner harmless against all liabilities, claims and demands or judgment for damages arising from injury, death, damage or loss to persons or tangible property caused by the negligence or fault of Stevens & Associates, their agents or employees and will pay judgment rendered in such suits and will reimburse or indemnify client/or owner for all expenditures or expenses, including court costs and counsel fees, made or incurred by client/or owner by reason of such injury, death, damage or loss.
- c. The client and Stevens & Associates shall indemnify, defend and hold the other harmless from claims, demands and causes of action asserted against the indemnitee by any person (including, without limitation, client's employees, Stevens & Associates subcontractors and employees of such subcontractors or any other third party) for personal injury or death or for loss of or damage to property and resulting from the indemnitor's negligence or willful misconduct hereunder. In cases in which personal injury, death or loss of or damage to property is the result of the joint negligence or willful misconduct of client and Stevens & Associates, the indemnitor's duty of indemnification shall be in proportion to its allocable share of joint negligence or willful misconduct.

8. Contingency: The Owner and the Consultant agree that certain increased costs and changes may be required because of possible omissions, ambiguities, or inconsistencies in the drawings and specifications. The Owner agrees to set aside a reserve in the amount of 5% to 10% of the project construction cost as a contingency to be used to pay for any such increased costs and changes.
9. Termination of Services: This contract can be terminated by either party upon receipt of a 30-day written notice. Stevens & Associates will be paid in full for all services and reimbursements provided up to the date of termination.
10. Agreement Period: The agreement period is to last 12 months from the Stevens & Associates signature date on the last page.
11. Contract Disputes: If a dispute arises out of or related to this contract, or breach thereof, and if the said dispute cannot be settled through direct discussions, the parties agree to first endeavor to settle the dispute in an amicable manner by non-binding mediation before seeking settlement in a judicial forum.

TOWN OF BRATTLEBORO
Finance Department
230 Main Street, Suite 208
Brattleboro, VT 05301
Phone (802) 251-8104 • FAX (802) 257-2322
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MEMORANDUM

TO: SELECTBOARD
VIA: PETER ELWELL, TOWN MANAGER
FROM: LAURIE GARLAND, INTERIM FINANCE DIRECTOR
SUBJECT: FEBRUARY 2020 FINANCIAL REPORT
DATE: MARCH 4, 2020

The financial reports for the month of February provide line item detail of activity for the General Fund, Utilities Fund, Parking Fund and Solid Waste Disposal Fund. There is a separate report for each fund that reflects the year to date revenues and expenditures, the budget for each account and the percentage of the budget realized or expended through February 29, 2020. This report is the eighth monthly report for Fiscal Year 2020 and represents the unaudited results through the eighth month of the fiscal year.

With 66.6% of the fiscal year complete the total General Fund expenditures are 68.2% of the annual budget. The expenditures include \$734,028 in annual insurance payments, \$185,595 in annual human service payments and \$1,314,775 in annual lease and note payments which, if prorated, would reduce General Fund expenditures to 64.1% of the annual budget.

As of February 29, 2020, the Utilities Fund expenditures are 66.1% and the Parking Fund expenditures are 67.8% of their annual budgets, respectively. The Utilities Fund expenditures include a \$120,000 encumbrance for sludge removal and \$347,589 in annual interest expense which, if prorated, would reduce expenditures to 63.6% of the annual budget.

As of February 29, 2020, the Solid Waste Disposal Fund revenues and expenditures are 61.4% and 62.8% of their annual budgets, respectively. February refuse bag revenue, curbside collection costs and tipping fees will not be recorded until March.

The loan report indicates that as of February 29, 2020 the Town had \$4,202,458 in outstanding loans issued through the Town's various loan programs. Two loans had a payment that was overdue and one loan is in default and fully reserved. Following court action discharging all debts of Cultural Intrigue, the Town wrote off the outstanding loan balance of \$67,837.

The program income report indicates that the Town has \$493,185 in available funds for additional grants and loans as of February 29, 2020.

As of February 29, 2020, the grant report contains information on 42 active grants and 6 grants in the application process.

Account	Budget	Actual	% of Budget
01-5 Revenues			
01-5-2010 Town Manager			
01-5-2010-160.00 MM - Investment Income	100,000.00	73,440.16	73.44%
01-5-2010-166.00 In Lieu of Taxes	160,000.00	162,180.27	101.36%
01-5-2010-450.00 Permits/Mileage Payments	2,500.00	4,508.98	180.36%
Total Town Manager	262,500.00	240,129.41	91.48%
01-5-2015 Taxes			
01-5-2015-250.00 Current Taxes	14,721,497.00	14,537,534.68	98.75%
01-5-2015-250.01 DID Property Taxes	80,000.00	79,687.11	99.61%
01-5-2015-256.00 Meals, Alcohol and Rooms	420,000.00	233,070.97	55.49%
01-5-2015-257.00 Sales Tax	630,000.00	438,887.77	69.66%
01-5-2015-260.00 Interest	60,000.00	46,148.26	76.91%
01-5-2015-265.00 Penalty	55,000.00	0.00	0.00%
01-5-2015-270.00 Collection Charges	20,000.00	14,233.42	71.17%
Total Taxes	15,986,497.00	15,349,562.21	96.02%
01-5-2020 Finance Department			
01-5-2020-136.00 Business Licenses	50,000.00	43,762.40	87.52%
01-5-2020-216.01 Reimbursements/Insurance	0.00	45.65	100.00%
01-5-2020-361.10 Interest on Receivables	0.00	120.43	100.00%
Total Finance Department	50,000.00	43,928.48	87.86%
01-5-2029 Attorney			
Total Attorney	0.00	0.00	0.00%
01-5-2030 Town Clerk			
01-5-2030-130.00 Liquor & Tobacco License	9,500.00	7,445.00	78.37%
01-5-2030-135.00 Dog License Revenue	21,000.00	8,567.00	40.80%
01-5-2030-140.00 Town Clerk Fees	105,000.00	85,468.56	81.40%
01-5-2030-160.00 Town Clerk Misc Income	0.00	894.95	100.00%
Total Town Clerk	135,500.00	102,375.51	75.55%
01-5-2040 Listers			
01-5-2040-265.00 Personal Property Fines	1,800.00	-300.00	-16.67%
01-5-2040-450.00 Listers Office Misc	0.00	202.60	100.00%
Total Listers	1,800.00	-97.40	-5.41%
01-5-2050 General Services			
Total General Services	0.00	0.00	0.00%
01-5-2070 Risk Management			
01-5-2070-216.02 Restitution	0.00	475.00	100.00%

Account	Budget	Actual	% of Budget
Total Risk Management	0.00	475.00	100.00%
01-5-2090 Planning			
01-5-2090-180.00 ZBA & Planning Commission	0.00	105.16	100.00%
01-5-2090-290.00 Planning Permit Fees	50,000.00	21,509.14	43.02%
01-5-2090-293.00 Planning Fines	0.00	2.00	100.00%
01-5-2090-450.00 Planning Misc Revenue	0.00	47.00	100.00%
Total Planning	50,000.00	21,663.30	43.33%
01-5-2260 Benefits			
01-5-2260-450.00 Miscellaneous Revenue	0.00	1,000.00	100.00%
Total Benefits	0.00	1,000.00	100.00%
01-5-2800 Library Revenue			
01-5-2800-120.00 Library Copier Revenue	6,500.00	3,907.65	60.12%
01-5-2800-216.00 Reimbursements	800.00	1,552.00	194.00%
01-5-2800-360.00 Library Fines	0.00	175.00	100.00%
01-5-2800-370.00 Non-Resident Fees	15,000.00	10,691.00	71.27%
01-5-2800-375.00 Gift Books & Replacement	4,000.00	1,202.78	30.07%
01-5-2800-390.00 Library Postage Revenue	0.00	37.50	100.00%
01-5-2800-450.00 Miscellaneous Income	5,000.00	1,334.82	26.70%
Total Library Revenue	31,300.00	18,900.75	60.39%
01-5-3500 Fire			
01-5-3500-200.00 Tower Rent	6,000.00	126.95	2.12%
01-5-3500-216.01 Insurance Proceeds	0.00	8,120.00	100.00%
01-5-3500-450.00 Fire Dept - Banner	11,000.00	6,000.00	54.55%
01-5-3500-450.03 Rental Housing Fees	56,250.00	2,475.00	4.40%
01-5-3500-455.00 Fire Outside Revenue	10,000.00	25,674.54	256.75%
Total Fire	83,250.00	42,396.49	50.93%
01-5-5000 Municipal Center			
01-5-5000-200.00 Municipal Center Rental	20,000.00	12,011.92	60.06%
01-5-5000-216.00 Reimbursements	0.00	300.00	100.00%
Total Municipal Center	20,000.00	12,311.92	61.56%
01-5-5500 Police			
01-5-5500-110.00 Town Ordinance	20,000.00	10,344.07	51.72%
01-5-5500-115.00 Bicycle Registration	20.00	13.00	65.00%
01-5-5500-120.00 Police Dept Copy Charges	750.00	514.20	68.56%
01-5-5500-200.00 Rental Income	27,467.00	18,304.00	66.64%
01-5-5500-200.01 Up-Fit Reimbursement	11,269.00	7,512.56	66.67%
01-5-5500-220.00 False Alarm Fees	3,000.00	3,099.75	103.33%
01-5-5500-450.00 Miscellaneous Revenue	2,000.00	375.00	18.75%

Account	Budget	Actual	% of Budget
01-5-5500-452.00 Police Outside Revenue	20,000.00	0.00	0.00%
01-5-5500-455.00 Animal Control	1,000.00	570.00	57.00%
01-5-5500-500.00 Rescue Inc Dispatch Fees	48,020.00	32,013.36	66.67%
Total Police	133,526.00	72,745.94	54.48%
01-5-6 Public Works			
01-5-6015-216.01 Insurance/Reimbursements	0.00	14,319.47	100.00%
Total Public Works	0.00	14,319.47	100.00%
01-5-7000 Regional			
01-5-7000-280.00 Railroad Revenue Sharing	5,000.00	0.00	0.00%
01-5-7000-290.00 State Road Construction	230,000.00	176,940.89	76.93%
01-5-7000-292.00 State Current Use Payment	160,000.00	187,080.00	116.93%
01-5-7000-450.00 Overweight Permits	0.00	90.00	100.00%
Total Regional	395,000.00	364,110.89	92.18%
01-5-7100 Parks and Recreation			
01-5-7100-216.01 Reimbursements	0.00	61.00	100.00%
01-5-7100-400.00 Basketball	5,500.00	5,275.00	95.91%
01-5-7100-410.00 Softball Field Rental	25,000.00	955.00	3.82%
01-5-7100-415.00 Swimming Pool	21,000.00	11,908.55	56.71%
01-5-7100-420.00 Snack Bar	1,500.00	1,864.00	124.27%
01-5-7100-425.00 Kiwanis Shelter	3,500.00	1,725.00	49.29%
01-5-7100-430.00 Skating Rink Revenue	120,000.00	101,826.96	84.86%
01-5-7100-435.00 Gibson-Aiken Center	6,200.00	3,209.22	51.76%
01-5-7100-440.00 Day Camp	21,000.00	11,555.00	55.02%
01-5-7100-445.00 Facilities Use Fees	4,000.00	4,299.75	107.49%
01-5-7100-450.00 Misc Facilities Rentals	16,000.00	9,001.25	56.26%
01-5-7100-450.01 Cemetery Plots	3,000.00	650.00	21.67%
01-5-7100-455.00 Sr Program Donations	0.00	3,785.45	100.00%
01-5-7100-500.00 Non-Resident Fees	25,000.00	13,952.00	55.81%
Total Parks and Recreation	251,700.00	170,068.18	67.57%
01-5-8000 Intergovernmental			
Total Intergovernmental	0.00	0.00	0.00%
01-5-9000 Fund Balance			
01-5-9000-900.00 Use of Fund Balance	337,119.00	0.00	0.00%
Total Fund Balance	337,119.00	0.00	0.00%
01-5-9999 Transfers			
01-5-9999-906.03 Transfer Utility Fund	290,000.00	193,336.00	66.67%
01-5-9999-906.06 Transfer Parking Fund	40,000.00	26,666.64	66.67%
Total Transfers	330,000.00	220,002.64	66.67%

Account	Budget	Actual	% of Budget
Total Revenues	18,068,192.00	16,673,892.79	92.28%
Total Revenues	18,068,192.00	16,673,892.79	92.28%
01-6 Expenses			
01-6-20 General Government			
01-6-2010 Town Manager			
01-6-2010-001.00 Department Head Salary	105,060.00	66,540.37	63.34%
01-6-2010-005.00 Staff Salaries	184,691.00	117,784.34	63.77%
01-6-2010-005.16 Vacation EB - Retire Pay	8,800.00	0.00	0.00%
01-6-2010-060.00 Equipment	300.00	0.00	0.00%
01-6-2010-124.00 Training	500.00	152.90	30.58%
01-6-2010-126.00 Conferences/Memberships	1,000.00	346.24	34.62%
01-6-2010-450.00 Postage Expense	1,000.00	149.40	14.94%
01-6-2010-500.00 Office Supplies	1,000.00	1,305.28	130.53%
01-6-2010-753.00 Transportation	5,000.00	3,924.08	78.48%
Total Town Manager	307,351.00	190,202.61	61.88%
01-6-2020 Finance			
01-6-2020-001.00 Department Head Salary	79,840.00	50,539.50	63.30%
01-6-2020-005.00 Staff Salaries	237,177.00	155,011.60	65.36%
01-6-2020-005.16 Vacation EB - Retire Pay	6,500.00	4,357.50	67.04%
01-6-2020-060.00 Equipment	500.00	0.00	0.00%
01-6-2020-124.00 Training	1,500.00	85.00	5.67%
01-6-2020-126.00 Conferences/Memberships	1,000.00	70.00	7.00%
01-6-2020-140.00 Office Equipment Maint	1,200.00	0.00	0.00%
01-6-2020-141.00 Computer Supplies	600.00	90.00	15.00%
01-6-2020-142.00 KRONOS & NEMRC	15,000.00	10,008.65	66.72%
01-6-2020-165.00 Tax Bills	1,000.00	0.00	0.00%
01-6-2020-173.00 Finance Consultant Fees	0.00	5,000.00	100.00%
01-6-2020-218.00 Bank Service Charges	1,000.00	23.93	2.39%
01-6-2020-450.00 Postage Expense	8,500.00	6,608.20	77.74%
01-6-2020-500.00 Office Supplies	4,000.00	2,653.92	66.35%
Total Finance	357,817.00	234,448.30	65.52%
01-6-2029 Attorney			
01-6-2029-116.00 Contracted Legal Services	108,200.00	72,134.40	66.67%
01-6-2029-126.00 Conferences/Memberships	1,000.00	0.00	0.00%
01-6-2029-205.00 Litigation Expenses	5,000.00	472.45	9.45%
Total Attorney	114,200.00	72,606.85	63.58%
01-6-2030 Town Clerk			
01-6-2030-001.00 Department Head Salary	67,005.00	42,554.25	63.51%
01-6-2030-005.00 Staff Salaries	66,331.00	43,476.58	65.54%
01-6-2030-008.00 Election Salaries	4,500.00	1,959.29	43.54%

Account	Budget	Actual	% of Budget
01-6-2030-126.00 Conferences/Memberships	1,800.00	625.87	34.77%
01-6-2030-153.00 Records Restoration	6,000.00	5,975.00	99.58%
01-6-2030-154.00 Computer - Land Records	16,000.00	6,135.22	38.35%
01-6-2030-190.00 Election Expense	12,000.00	160.00	1.33%
01-6-2030-400.00 Copier Expense	1,100.00	569.51	51.77%
01-6-2030-450.00 Postage Expense	2,300.00	2,008.15	87.31%
01-6-2030-500.00 Office Supplies	4,000.00	2,234.38	55.86%
01-6-2030-650.00 Equipment Maintenance	300.00	0.00	0.00%
Total Town Clerk	181,336.00	105,698.25	58.29%
01-6-2040 Listers			
01-6-2040-001.00 Department Head Salary	63,788.00	40,410.87	63.35%
01-6-2040-005.00 Staff Salaries	74,545.00	38,069.35	51.07%
01-6-2040-023.00 Board Salaries	1,950.00	1,950.00	100.00%
01-6-2040-060.00 Equipment Purchases	1,750.00	0.00	0.00%
01-6-2040-116.00 Professional Services	5,000.00	0.00	0.00%
01-6-2040-124.00 Training	1,200.00	330.96	27.58%
01-6-2040-126.00 Conferences/Memberships	1,000.00	523.29	52.33%
01-6-2040-168.00 Tax Map Maintenance	2,600.00	1,350.00	51.92%
01-6-2040-425.00 Annual Software Fees	4,600.00	3,814.21	82.92%
01-6-2040-450.00 Postage Expense	1,500.00	745.75	49.72%
01-6-2040-500.00 Office Supplies	950.00	1,118.73	117.76%
01-6-2040-650.00 Equipment Maintenance Fee	1,200.00	853.92	71.16%
01-6-2040-753.00 Transportation	1,500.00	337.79	22.52%
Total Listers	161,583.00	89,504.87	55.39%
01-6-2050 General Services			
01-6-2050-023.00 Board Salaries	17,000.00	17,000.00	100.00%
01-6-2050-023.01 BCA Salaries	700.00	0.00	0.00%
01-6-2050-023.02 IT Salaries	7,800.00	3,235.00	41.47%
01-6-2050-120.00 Personell Mgmt Expense	20,000.00	24,612.73	123.06%
01-6-2050-121.00 Employee Recognition	0.00	1,937.60	100.00%
01-6-2050-126.00 Conferences/Memberships	20,000.00	21,467.31	107.34%
01-6-2050-140.00 Computer Equipment Maint	60,000.00	39,980.00	66.63%
01-6-2050-141.00 Software Licenses	10,000.00	11,119.28	111.19%
01-6-2050-170.00 Printing & Public Notices	12,000.00	13,637.39	113.64%
01-6-2050-173.00 Professional Services	0.00	50.00	100.00%
01-6-2050-173.01 Admiistrative Services	13,000.00	7,398.11	56.91%
01-6-2050-173.02 Technical Services	13,000.00	4,524.00	34.80%
01-6-2050-175.00 Town Report	3,250.00	2,847.94	87.63%
01-6-2050-203.00 GIS Mapping	19,000.00	13,380.32	70.42%
01-6-2050-220.00 Auditing	20,000.00	12,725.00	63.63%
01-6-2050-350.00 Telephone	17,000.00	10,539.80	62.00%
01-6-2050-450.00 Postage Expense	2,000.00	4,327.49	216.37%
01-6-2050-500.00 Office Supplies	1,500.00	576.10	38.41%
01-6-2050-875.01 Tax Abatements	15,000.00	5,905.22	39.37%
01-6-2050-875.02 Interest Abatements	1,000.00	527.70	52.77%
01-6-2050-875.03 Penalty Abatements	1,000.00	165.66	16.57%

Account	Budget	Actual	% of Budget
Total General Services	253,250.00	195,956.65	77.38%
01-6-2070 Risk Management			
01-6-2070-035.00 Worker's Compensation	655,000.00	575,370.98	87.84%
01-6-2070-105.00 General Liability	160,000.00	158,657.00	99.16%
01-6-2070-213.00 Occupational Health	20,000.00	1,287.00	6.44%
01-6-2070-216.00 Insurance Deductible	10,000.00	2,069.86	20.70%
Total Risk Management	845,000.00	737,384.84	87.26%
01-6-2090 Planning			
01-6-2090-001.00 Department Head Salary	71,596.00	45,418.87	63.44%
01-6-2090-005.00 Staff Salaries	83,170.00	51,334.09	61.72%
01-6-2090-060.00 Equipment	800.00	0.00	0.00%
01-6-2090-124.00 Training	2,000.00	571.12	28.56%
01-6-2090-126.00 Conferences/Memberships	2,000.00	1,241.36	62.07%
01-6-2090-141.00 Computer Supplies	2,000.00	753.92	37.70%
01-6-2090-170.00 Legal Notices	2,000.00	719.02	35.95%
01-6-2090-173.00 Professional Services	30,000.00	18,819.70	62.73%
01-6-2090-400.00 Document Production	2,000.00	205.76	10.29%
01-6-2090-450.00 Postage Expense	1,200.00	594.05	49.50%
01-6-2090-500.00 Office Supplies	1,000.00	515.40	51.54%
01-6-2090-650.00 Equipment Maintenance	1,500.00	450.00	30.00%
01-6-2090-753.00 Transportation	1,400.00	699.27	49.95%
01-6-2090-800.00 Miscellaneous Expenses	500.00	372.96	74.59%
Total Planning	201,166.00	121,695.52	60.50%
Total General Government	2,421,703.00	1,747,497.89	72.16%
01-6-2260 Benefits			
01-6-2260-009.00 Vacation Accrual	30,000.00	0.00	0.00%
01-6-2260-030.00 Social Security	550,000.00	372,296.45	67.69%
01-6-2260-032.00 Employee Retirement	558,500.00	372,653.43	66.72%
01-6-2260-033.00 Health Insurance	1,616,086.00	1,075,804.68	66.57%
01-6-2260-033.01 Life Insurance	31,500.00	18,971.53	60.23%
01-6-2260-033.02 Opt-Out & HSA Payments	200,000.00	159,062.50	79.53%
01-6-2260-033.03 HRA Expense	279,125.00	97,792.57	35.04%
01-6-2260-033.04 HRA Administration	10,000.00	7,808.00	78.08%
01-6-2260-034.00 Unemployment Compensation	10,000.00	812.60	8.13%
01-6-2260-035.00 Dependent Care Administra	1,500.00	144.00	9.60%
Total Benefits	3,286,711.00	2,105,345.76	64.06%
01-6-2271 Bonds/Notes			
01-6-2271-340.00 Bond Principal	803,500.00	803,333.33	99.98%
01-6-2271-341.07 Note Principal	208,000.00	208,000.00	100.00%
01-6-2271-345.00 Bond Interest	318,700.00	162,328.86	50.93%
01-6-2271-345.01 Note Interest	14,200.00	14,192.66	99.95%

Account	Budget	Actual	% of Budget
01-6-2271-345.03 Lease Expense	126,925.00	126,920.18	100.00%
Total Bonds/Notes	1,471,325.00	1,314,775.03	89.36%
01-6-2280 Human Services			
01-6-2280-998.01 Senior Solutions	3,000.00	3,000.00	100.00%
01-6-2280-998.02 Brattleboro Senior Meals	7,000.00	7,000.00	100.00%
01-6-2280-998.03 Youth Services	10,000.00	10,000.00	100.00%
01-6-2280-998.07 Women's Freedom Center	12,370.00	12,370.00	100.00%
01-6-2280-998.08 Brattleboro Area Hospice	1,825.00	1,825.00	100.00%
01-6-2280-998.09 VNA & Hospice of VT & NH	12,200.00	12,200.00	100.00%
01-6-2280-998.10 Green Mountain RSVP	700.00	700.00	100.00%
01-6-2280-998.11 Vt Center for Ind Living	1,600.00	1,600.00	100.00%
01-6-2280-998.13 Aids Project of So. Vt.	2,000.00	2,000.00	100.00%
01-6-2280-998.14 SEVCA	12,000.00	12,000.00	100.00%
01-6-2280-998.15 The Gathering Place	4,000.00	4,000.00	100.00%
01-6-2280-998.16 Boys & Girls Club	17,275.00	17,275.00	100.00%
01-6-2280-998.22 HCRS	7,725.00	7,725.00	100.00%
01-6-2280-998.23 Summer Lunch Program	7,500.00	7,500.00	100.00%
01-6-2280-998.24 Kidsplayce	4,000.00	4,000.00	100.00%
01-6-2280-998.32 Turning Point	17,375.00	17,375.00	100.00%
01-6-2280-998.35 American Red Cross	3,950.00	3,950.00	100.00%
01-6-2280-998.36 Family Garden	2,500.00	2,500.00	100.00%
01-6-2280-998.39 Windham Co. Safe Place	2,500.00	2,500.00	100.00%
01-6-2280-998.40 Meeting Waters YMCA	7,500.00	7,500.00	100.00%
01-6-2280-998.41 Groundworks Colaborative	20,000.00	20,000.00	100.00%
01-6-2280-998.43 Out in the Open	6,625.00	6,625.00	100.00%
01-6-2280-998.44 Big Brothers Big Sisters	7,500.00	7,500.00	100.00%
01-6-2280-998.45 Bratt Centre for Children	5,000.00	5,000.00	100.00%
01-6-2280-998.47 Vermont Family Network	2,150.00	2,150.00	100.00%
01-6-2280-998.48 Positive Community	6,300.00	6,300.00	100.00%
01-6-2280-998.49 W.C. Humane Society	1,000.00	1,000.00	100.00%
Total Human Services	185,595.00	185,595.00	100.00%
01-6-2290 Auxilliary Services			
01-6-2290-236.00 Street Lights	140,000.00	73,253.47	52.32%
01-6-2290-241.00 Public Sanitation	0.00	5,152.74	100.00%
01-6-2290-375.00 Civil Defense	2,500.00	0.00	0.00%
01-6-2290-390.00 Local Bus Service	50,000.00	50,000.00	100.00%
01-6-2290-997.01 Ambulance Service	250,000.00	169,041.92	67.62%
01-6-2290-998.04 Museum & Art Center	7,000.00	7,000.00	100.00%
01-6-2290-998.08 BCTV	5,000.00	5,000.00	100.00%
01-6-2290-998.25 Climate Protection	100,000.00	0.00	0.00%
01-6-2290-998.26 West River Watershed	1,000.00	1,000.00	100.00%
01-6-2290-998.48 Green Up Day	300.00	300.00	100.00%
01-6-2290-998.49 Business Promotion	42,119.00	42,119.00	100.00%
01-6-2290-998.50 Arts Promotion	15,000.00	15,000.00	100.00%
Total Auxilliary Services	612,819.00	367,867.13	60.02%

Account	Budget	Actual	% of Budget
01-6-2800 Library			
01-6-2800-001.00 Department Head Salary	75,981.00	48,289.25	63.55%
01-6-2800-005.00 Staff Salaries	388,602.00	255,006.90	65.62%
01-6-2800-005.16 Vacation BB - Retire Pay	3,000.00	3,108.80	103.63%
01-6-2800-060.00 Office Equipment	4,000.00	2,549.61	63.74%
01-6-2800-140.00 Computer Equipment Maint	15,300.00	10,555.99	68.99%
01-6-2800-141.00 Computer Supplies	3,600.00	2,719.11	75.53%
01-6-2800-152.00 Book & Non-Print Supplies	4,000.00	3,486.19	87.15%
01-6-2800-173.00 Professional Services	400.00	52.50	13.13%
01-6-2800-216.00 Reimbursable Expense	800.00	1,552.00	194.00%
01-6-2800-230.00 Fuel Expense	12,000.00	6,120.53	51.00%
01-6-2800-235.00 Electric	25,425.00	10,038.92	39.48%
01-6-2800-240.00 Utilities	2,000.00	1,298.28	64.91%
01-6-2800-250.00 Building Equip & Maint	17,000.00	7,068.64	41.58%
01-6-2800-255.00 Maintenance Supplies	3,500.00	2,145.14	61.29%
01-6-2800-350.00 Telephone	2,500.00	1,324.08	52.96%
01-6-2800-450.00 Postage Expense	2,500.00	3,003.55	120.14%
01-6-2800-500.00 Office Supplies	3,500.00	2,257.94	64.51%
01-6-2800-501.00 Books - General	5,000.00	5,000.00	100.00%
01-6-2800-502.00 Reference Sources	18,000.00	13,203.76	73.35%
01-6-2800-505.00 Juvenile Books	7,500.00	5,012.97	66.84%
01-6-2800-510.00 Young Adult Sources	1,500.00	1,258.63	83.91%
01-6-2800-515.00 Replacement Books	1,500.00	1,199.06	79.94%
01-6-2800-520.00 Periodicals & Newspapers	7,200.00	6,695.89	93.00%
01-6-2800-530.00 Non-Print Materials/Adult	3,500.00	2,662.07	76.06%
01-6-2800-532.00 Non-Print Mat./Children	3,800.00	1,446.72	38.07%
01-6-2800-650.00 Equipment Maintenance	1,500.00	730.25	48.68%
Total Library	613,608.00	397,786.78	64.83%
01-6-3500 Fire			
01-6-3500-001.00 Department Head Salary	87,281.00	55,206.87	63.25%
01-6-3500-005.00 Staff Salaries	1,337,988.00	824,496.61	61.62%
01-6-3500-005.16 Vacation BB - Retire Pay	10,250.00	5,639.48	55.02%
01-6-3500-006.00 Incentive Pay	56,415.00	34,052.32	60.36%
01-6-3500-010.00 Overtime	100,000.00	67,719.23	67.72%
01-6-3500-010.01 Fire Outside Overtime	5,000.00	1,733.85	34.68%
01-6-3500-010.02 Banner Outside Overtime	6,200.00	3,769.84	60.80%
01-6-3500-010.03 Rental Housing Overtime	50,000.00	3,508.77	7.02%
01-6-3500-015.00 Holiday Pay	48,216.00	41,026.72	85.09%
01-6-3500-020.00 Auxiliary Staff	8,000.00	2,169.00	27.11%
01-6-3500-025.00 Clerical	36,470.00	24,684.65	67.68%
01-6-3500-060.00 Equipment	17,500.00	11,746.60	67.12%
01-6-3500-124.00 Training	8,000.00	3,462.99	43.29%
01-6-3500-126.00 Conferences/Memberships	5,250.00	3,681.84	70.13%
01-6-3500-216.00 Reimbursable Expense	0.00	8,427.93	100.00%
01-6-3500-230.02 Propane	29,000.00	19,586.00	67.54%
01-6-3500-231.00 Gasoline	6,000.00	4,524.40	75.41%
01-6-3500-231.01 Diesel	13,000.00	7,274.16	55.96%

Account	Budget	Actual	% of Budget
01-6-3500-235.00 Electric	21,600.00	15,257.22	70.64%
01-6-3500-240.00 Utilities	12,500.00	9,330.29	74.64%
01-6-3500-250.00 Building Repairs	6,000.00	6,285.20	104.75%
01-6-3500-350.00 Telephone	9,750.00	7,408.12	75.98%
01-6-3500-450.00 Postage Expense	600.00	560.83	93.47%
01-6-3500-500.00 Office Supplies	10,500.00	6,478.92	61.70%
01-6-3500-550.00 Operating Supplies	12,500.00	13,269.88	106.16%
01-6-3500-590.00 Clothing	30,000.00	27,495.13	91.65%
01-6-3500-635.00 Fire Prevention	650.00	234.60	36.09%
01-6-3500-650.01 Fire Alarm Repair	18,500.00	9,372.94	50.66%
01-6-3500-650.02 Equipment Maintenance	6,000.00	4,875.21	81.25%
01-6-3500-705.01 Vehicle Maintenance	45,000.00	24,651.40	54.78%
Total Fire	1,998,170.00	1,247,931.00	62.45%
01-6-4500 Facilities Maintenance			
01-6-4500-005.00 Staff Salaries	127,297.00	81,181.39	63.77%
01-6-4500-010.00 Overtime	10,000.00	10,788.92	107.89%
01-6-4500-590.00 Clothing	0.00	1,125.00	100.00%
01-6-4500-705.00 Automotive Maintenance	700.00	10.00	1.43%
Total Facilities Maintenance	137,997.00	93,105.31	67.47%
01-6-5000 Municipal Center			
01-6-5000-060.00 Equipment	3,000.00	625.62	20.85%
01-6-5000-230.00 Fuel Expense	25,960.00	15,756.06	60.69%
01-6-5000-235.00 Electric	25,200.00	9,175.53	36.41%
01-6-5000-240.00 Utilities	4,500.00	3,263.37	72.52%
01-6-5000-250.00 Building Repairs	15,000.00	6,183.16	41.22%
01-6-5000-255.00 Maintenance Supplies	6,000.00	3,080.37	51.34%
01-6-5000-260.00 Maintenance Contracts	10,200.00	3,312.05	32.47%
01-6-5000-263.00 Grounds Maintenance	1,500.00	954.93	63.66%
Total Municipal Center	91,360.00	42,351.09	46.36%
01-6-55 Police			
01-6-5500 Police Department			
01-6-5500-001.00 Department Head Salary	97,981.00	62,511.37	63.80%
01-6-5500-005.00 Staff Salaries	1,449,792.00	868,694.91	59.92%
01-6-5500-005.16 Vacation BB - Retire Pay	8,500.00	1,772.55	20.85%
01-6-5500-006.00 Educ/Special Incentive	29,360.00	31,435.52	107.07%
01-6-5500-010.00 Overtime	125,000.00	106,182.88	84.95%
01-6-5500-010.01 Police Outside Overtime	20,000.00	0.00	0.00%
01-6-5500-015.00 Holiday Pay	30,127.00	26,250.48	87.13%
01-6-5500-020.00 Auxiliary Staff	3,000.00	600.00	20.00%
01-6-5500-025.00 Clerical	108,595.00	72,094.53	66.39%
01-6-5500-060.00 Equipment	8,000.00	449.60	5.62%
01-6-5500-116.00 Poundkeeper	10,000.00	4,296.94	42.97%
01-6-5500-124.00 Training	25,000.00	22,002.85	88.01%
01-6-5500-126.00 Conferences/Memberships	4,200.00	3,027.85	72.09%

Account	Budget	Actual	% of Budget
01-6-5500-141.00 Computer Supplies	10,500.00	1,612.96	15.36%
01-6-5500-173.00 Professional Services	0.00	1,950.00	100.00%
01-6-5500-230.00 Heating Fuel	21,500.00	10,494.54	48.81%
01-6-5500-231.00 Gasoline	35,000.00	19,161.23	54.75%
01-6-5500-231.01 Diesel	0.00	209.48	100.00%
01-6-5500-235.00 Electric	23,130.00	13,768.02	59.52%
01-6-5500-240.00 Utilities	5,400.00	3,147.12	58.28%
01-6-5500-250.00 Building Maintenance	10,000.00	9,226.42	92.26%
01-6-5500-255.00 Maintenance Supplies	3,500.00	919.84	26.28%
01-6-5500-263.00 Grounds Maintenance	12,000.00	10,690.00	89.08%
01-6-5500-350.00 Telephone	25,000.00	15,118.19	60.47%
01-6-5500-350.01 VIBRS/VLETS	20,000.00	11,861.50	59.31%
01-6-5500-355.00 Office Furniture	1,000.00	0.00	0.00%
01-6-5500-400.00 Copier Expense	6,000.00	2,381.87	39.70%
01-6-5500-450.00 Postage Expense	2,000.00	567.34	28.37%
01-6-5500-500.00 Office Supplies	6,120.00	4,324.89	70.67%
01-6-5500-501.00 Books/Reference	200.00	228.80	114.40%
01-6-5500-550.00 Operating Supplies	10,700.00	4,730.58	44.21%
01-6-5500-590.00 Clothing	23,000.00	14,146.13	61.50%
01-6-5500-650.00 Equipment Maintenance	17,000.00	14,996.54	88.21%
01-6-5500-700.00 Automotive Equipment	1,000.00	0.00	0.00%
01-6-5500-705.00 Automotive Maintenance	20,000.00	12,993.17	64.97%
01-6-5500-710.00 Prisoner Expense	3,500.00	2,612.89	74.65%
01-6-5500-722.00 Crime Prevention	2,000.00	702.19	35.11%
01-6-5500-753.00 Transportation	4,000.00	1,683.77	42.09%
Total Police Department	2,182,105.00	1,356,046.95	62.18%
01-6-5510 Police Dispatch			
01-6-5510-001.00 Chief Dispatcher	50,739.00	32,498.57	64.05%
01-6-5510-005.00 Staff Salaries	364,974.00	191,878.30	52.57%
01-6-5510-005.16 Vacation Buy	3,500.00	2,824.80	80.71%
01-6-5510-006.00 Educational Incentive	7,968.00	5,851.87	73.44%
01-6-5510-010.00 Overtime	80,600.00	94,913.58	117.76%
01-6-5510-015.00 Holiday Pay	7,837.00	5,917.52	75.51%
01-6-5510-060.00 Equipment	4,000.00	1,510.38	37.76%
01-6-5510-124.00 Training	3,500.00	374.05	10.69%
01-6-5510-350.00 Telephone	600.00	0.00	0.00%
01-6-5510-500.00 Office Supplies	500.00	0.00	0.00%
01-6-5510-550.00 Operating Supplies	1,750.00	1,307.68	74.72%
01-6-5510-590.00 Uniforms	200.00	0.00	0.00%
01-6-5510-650.00 Equipment Maintenance	1,500.00	1,000.00	66.67%
Total Police Dispatch	527,668.00	338,076.75	64.07%
Total Police	2,709,773.00	1,694,923.70	62.55%
01-6-60 Public Works			
01-6-6015 Public Works Admin			
01-6-6015-001.00 Department Head Salary	47,749.00	29,922.75	62.67%

Account	Budget	Actual	% of Budget
01-6-6015-005.00 Staff Salaries	636,551.00	411,286.32	64.61%
01-6-6015-005.03 Mechanics Staff Salaries	162,021.00	93,623.73	57.78%
01-6-6015-005.16 Vacation BB - Retire Pay	1,000.00	970.80	97.08%
01-6-6015-010.00 Overtime	92,000.00	64,273.89	69.86%
01-6-6015-013.00 Holiday/Weekend Pay	16,221.00	13,306.80	82.03%
01-6-6015-025.00 Clerical	49,805.00	28,974.24	58.18%
01-6-6015-126.00 Conferences/Memberships	3,000.00	973.24	32.44%
01-6-6015-173.00 Professional Services	10,000.00	8,370.57	83.71%
01-6-6015-202.00 Equip Rental - Outside	17,000.00	21,757.50	127.99%
01-6-6015-216.00 Reimbursable Expense	0.00	1,560.00	100.00%
01-6-6015-350.00 Telephone	5,400.00	4,389.11	81.28%
01-6-6015-400.00 Copier Expense	800.00	479.16	59.90%
01-6-6015-450.00 Postage Expense	300.00	48.69	16.23%
01-6-6015-500.00 Office Supplies	3,900.00	2,123.62	54.45%
01-6-6015-590.00 Clothing	6,000.00	6,000.00	100.00%
01-6-6015-595.00 Safety Equipment	6,000.00	4,707.49	78.46%
Total Public Works Admin	1,057,747.00	692,767.91	65.49%
01-6-6016 Public Works Bridges			
01-6-6016-550.00 Painting & Repair	10,000.00	8,214.57	82.15%
Total Public Works Bridges	10,000.00	8,214.57	82.15%
01-6-6017 Public Works Drainage			
01-6-6017-550.00 Pipes	10,000.00	7,198.64	71.99%
01-6-6017-550.01 Grates & Risers	4,500.00	4,317.70	95.95%
01-6-6017-550.02 Other Materials	10,000.00	5,454.61	54.55%
Total Public Works Drainage	24,500.00	16,970.95	69.27%
01-6-6018 Public Works Equipment			
01-6-6018-550.00 Parts	98,000.00	67,394.09	68.77%
01-6-6018-550.01 Tires & Accessories	12,000.00	11,822.51	98.52%
01-6-6018-550.02 Small Tools	6,500.00	4,623.13	71.13%
Total Public Works Equipment	116,500.00	83,839.73	71.97%
01-6-6020 Public Works Gas & Oil			
01-6-6020-231.00 Gasoline	8,000.00	3,556.70	44.46%
01-6-6020-231.01 Diesel	80,000.00	43,602.23	54.50%
01-6-6020-650.00 Lube & Oil	7,500.00	7,051.61	94.02%
Total Public Works Gas & Oil	95,500.00	54,210.54	56.76%
01-6-6022 Public Works Summer Roads			
01-6-6022-550.00 Chloride	26,000.00	7,208.61	27.73%
01-6-6022-550.01 Hot Mix	32,000.00	20,470.17	63.97%
01-6-6022-550.02 Cold Patch	1,000.00	1,949.90	194.99%
01-6-6022-550.03 Gravel	32,000.00	19,940.95	62.32%

Account	Budget	Actual	% of Budget
01-6-6022-550.04 Guard Rails	10,000.00	4,800.00	48.00%
Total Public Works Summer Roads	101,000.00	54,369.63	53.83%
01-6-6023 Public Works Sidewalks			
01-6-6023-660.01 Sidewalk Repairs	25,000.00	2,409.25	9.64%
Total Public Works Sidewalks	25,000.00	2,409.25	9.64%
01-6-6024 Public Works Streets Misc			
01-6-6024-550.00 Retaining Walls & Rails	15,000.00	182.81	1.22%
01-6-6024-550.01 Signs & Street Markings	12,500.00	7,959.06	63.67%
01-6-6024-550.02 Broom Material	3,000.00	0.00	0.00%
01-6-6024-750.00 Traffic Safety	10,000.00	7,055.00	70.55%
01-6-6024-751.00 Line Striping	27,000.00	8,223.89	30.46%
01-6-6024-754.00 Tree Removal	10,000.00	4,250.00	42.50%
01-6-6024-754.01 Tree Care	2,000.00	937.50	46.88%
Total Public Works Streets Misc	79,500.00	28,608.26	35.99%
01-6-6026 Public Works Winter Roads			
01-6-6026-550.00 Salt	120,000.00	123,190.48	102.66%
01-6-6026-550.02 Sand	29,000.00	38,009.00	131.07%
01-6-6026-550.04 Chains & Blades	15,600.00	19,833.64	127.14%
01-6-6026-650.00 Equipment Maintenance	21,000.00	12,311.45	58.63%
Total Public Works Winter Roads	185,600.00	193,344.57	104.17%
01-6-6027 Public Works Yard Expense			
01-6-6027-230.00 Fuel Expense	12,000.00	7,843.09	65.36%
01-6-6027-235.00 Electric	10,170.00	5,066.75	49.82%
01-6-6027-240.00 Utilities	5,700.00	5,535.96	97.12%
01-6-6027-250.00 Building Repairs	15,000.00	29,499.69	196.66%
01-6-6027-255.00 Maintenance Supplies	1,000.00	757.24	75.72%
01-6-6027-257.00 Refuse Charges	900.00	515.13	57.24%
Total Public Works Yard Expense	44,770.00	49,217.86	109.93%
01-6-6028 Public Works Traffic Light			
01-6-6028-235.00 Electric	3,800.00	2,489.97	65.53%
01-6-6028-260.01 Contractual Repairs	1,000.00	1,725.00	172.50%
01-6-6028-550.00 Parts	2,000.00	3,416.00	170.80%
Total Public Works Traffic Light	6,800.00	7,630.97	112.22%
Total Public Works	1,746,917.00	1,191,584.24	68.21%
01-6-7000 Regional			
01-6-7000-101.00 Windham Regional	27,500.00	27,276.45	99.19%

Account	Budget	Actual	% of Budget
01-6-7000-150.00 County Tax	85,000.00	83,159.00	97.83%
Total Regional	112,500.00	110,435.45	98.16%
01-6-71 Parks and Recreation			
01-6-7115 Recreation Administration			
01-6-7115-001.00 Department Head Salary	74,332.00	47,547.37	63.97%
01-6-7115-005.00 Staff Salaries	71,151.00	46,687.32	65.62%
01-6-7115-005.16 Vacation BB - Retire Pay	7,500.00	3,498.95	46.65%
01-6-7115-010.00 Overtime	3,900.00	2,358.41	60.47%
01-6-7115-025.00 Clerical	32,757.00	22,496.21	68.68%
01-6-7115-126.00 Conferences/Memberships	800.00	440.00	55.00%
01-6-7115-216.00 Insurable Expense	0.00	393.00	100.00%
01-6-7115-350.00 Telephone	7,000.00	3,624.49	51.78%
01-6-7115-450.00 Postage Expense	900.00	385.55	42.84%
01-6-7115-500.00 Office Supplies	3,800.00	3,146.04	82.79%
01-6-7115-753.00 Transportation	1,500.00	383.61	25.57%
Total Recreation Administration	203,640.00	130,960.95	64.31%
01-6-7130 Gibson-Aiken Center			
01-6-7130-005.00 Staff Salaries	0.00	39.77	100.00%
01-6-7130-230.00 Fuel Expense	18,700.00	12,260.32	65.56%
01-6-7130-235.00 Electric	18,900.00	7,982.76	42.24%
01-6-7130-240.00 Utilities	4,975.00	3,335.52	67.05%
01-6-7130-250.00 Building Repairs	13,000.00	13,224.92	101.73%
01-6-7130-255.00 Maintenance Supplies	4,000.00	3,094.71	77.37%
Total Gibson-Aiken Center	59,575.00	39,938.00	67.04%
01-6-7131 Parks			
01-6-7131-005.00 Staff Salaries	168,508.00	107,009.50	63.50%
01-6-7131-005.16 Vacation BB - Retire Pay	716.00	0.00	0.00%
01-6-7131-010.00 Overtime	9,500.00	11,851.63	124.75%
01-6-7131-013.00 Holiday/Weekend Pay	7,695.00	4,938.09	64.17%
01-6-7131-022.00 Seasonal Employees	24,000.00	14,613.50	60.89%
01-6-7131-060.00 Equipment	7,000.00	6,930.43	99.01%
01-6-7131-116.00 Contractual Repairs	800.00	0.00	0.00%
01-6-7131-124.00 Training	600.00	0.00	0.00%
01-6-7131-230.02 Propane	4,800.00	2,845.59	59.28%
01-6-7131-231.00 Gasoline	6,500.00	2,508.72	38.60%
01-6-7131-235.00 Electric	21,600.00	6,117.25	28.32%
01-6-7131-240.00 Utilities	5,000.00	4,751.91	95.04%
01-6-7131-250.00 Building Repairs	9,500.00	6,027.88	63.45%
01-6-7131-255.00 Maintenance Supplies	1,400.00	988.69	70.62%
01-6-7131-257.00 Refuse/Landfill	300.00	421.56	140.52%
01-6-7131-263.00 Grounds Maintenance	21,500.00	18,565.84	86.35%
01-6-7131-550.00 Equipment Parts	4,200.00	3,897.85	92.81%
01-6-7131-550.01 Tires	1,000.00	0.00	0.00%
01-6-7131-590.00 Clothing	1,300.00	1,516.68	116.67%

Account	Budget	Actual	% of Budget
01-6-7131-595.00 Safety Equipment	1,400.00	1,033.63	73.83%
01-6-7131-650.00 Lube & Oil	1,100.00	199.33	18.12%
01-6-7131-754.00 Lawn and Tree Care	6,000.00	3,972.00	66.20%
01-6-7131-900.00 Miscellaneous	2,700.00	1,661.69	61.54%
Total Parks	307,119.00	199,851.77	65.07%
01-6-7132 Cemetery Maintenance			
01-6-7132-116.00 Contractual Repairs	24,000.00	13,755.00	57.31%
01-6-7132-754.00 Lawn & Tree Care	3,000.00	0.00	0.00%
Total Cemetery Maintenance	27,000.00	13,755.00	50.94%
01-6-7140 Gibson Aiken Programs			
01-6-7140-005.00 Staff Salaries	9,000.00	5,640.25	62.67%
Total Gibson Aiken Programs	9,000.00	5,640.25	62.67%
01-6-7141 Senior Center			
01-6-7141-260.00 Building Maint Contract	1,800.00	1,061.92	59.00%
01-6-7141-550.00 Operating Supplies	2,400.00	1,998.03	83.25%
Total Senior Center	4,200.00	3,059.95	72.86%
01-6-7143 Skating Rink			
01-6-7143-005.00 Staff Salaries	11,500.00	9,219.16	80.17%
01-6-7143-230.02 Propane	22,000.00	13,958.95	63.45%
01-6-7143-235.00 Electric	28,000.00	16,636.91	59.42%
01-6-7143-240.00 Utilities	6,000.00	5,416.83	90.28%
01-6-7143-250.00 Building Repairs	7,500.00	7,502.55	100.03%
01-6-7143-550.00 Operating Supplies	11,500.00	15,374.83	133.69%
Total Skating Rink	86,500.00	68,109.23	78.74%
01-6-7144 Day Camp			
01-6-7144-005.00 Staff Salaries	35,350.00	30,412.17	86.03%
Total Day Camp	35,350.00	30,412.17	86.03%
01-6-7145 Pool			
01-6-7145-005.00 Staff Salaries	37,000.00	27,232.59	73.60%
01-6-7145-235.00 Electric	6,030.00	1,981.21	32.86%
01-6-7145-240.00 Utilities	7,000.00	5,633.42	80.48%
01-6-7145-250.00 Building Repairs	1,500.00	2,128.00	141.87%
01-6-7145-550.00 Operating Supplies	10,700.00	6,902.42	64.51%
Total Pool	62,230.00	43,877.64	70.51%
Total Parks and Recreation	794,614.00	535,604.96	67.40%

Account	Budget	Actual	% of Budget
01-6-8000 Downtown Association			
01-6-8000-996.99 Downtown Alliance	80,000.00	80,000.00	100.00%
Total Downtown Association	80,000.00	80,000.00	100.00%
01-6-9999 Transfers			
01-6-9999-999.00 Transfer to Capital Fund	1,295,000.00	863,333.36	66.67%
01-6-9999-999.03 Transfer to Solid Waste	510,000.00	340,000.00	66.67%
Total Transfers	1,805,000.00	1,203,333.36	66.67%
Total Expenses	18,068,192.00	12,318,136.70	68.18%
Total Expenditures	18,068,192.00	12,318,136.70	68.18%
Total General Fund	0.00	4,355,756.09	
Total All Funds	0.00	4,355,756.09	

Account	Budget	Actual	% of Budget
03-5 Revenues			
03-5-20 General Revenue			
03-5-2010-392.00 Sale of Fixed Asset	0.00	16,000.00	100.00%
03-5-2020-160.00 MM - Interest Income	40,000.00	44,886.49	112.22%
03-5-2020-160.06 Interest From Parking	6,620.00	4,941.57	74.65%
Total General Revenue	46,620.00	65,828.06	141.20%
03-5-6600 Water			
03-5-6600-112.00 Water Rents	2,035,300.00	1,021,693.92	50.20%
03-5-6600-112.03 Water Connection Fee	5,000.00	9,184.10	183.68%
Total Water	2,040,300.00	1,030,878.02	50.53%
03-5-6700 Sewer			
03-5-6700-112.05 Sewer Rents	3,457,250.00	1,681,501.27	48.64%
03-5-6700-115.00 Interest & Penalties	40,000.00	45,295.36	113.24%
03-5-6700-145.00 Scrap Metal & Tower Rent	0.00	3,077.50	100.00%
03-5-6700-157.00 Sewer Connection Fees	5,000.00	9,184.10	183.68%
03-5-6700-158.00 Sewage Disposal Revenue	275,000.00	201,371.68	73.23%
03-5-6700-225.00 Jobbing	30,000.00	12,423.06	41.41%
Total Sewer	3,807,250.00	1,952,852.97	51.29%
03-5-6750 WWTP			
03-5-6750-160.01 Interest Income RF3-163	69,230.00	765,230.25	1,105.34%
03-5-6750-160.06 Efficiency Vermont Grant	0.00	6,450.00	100.00%
03-5-6750-305.00 Welcome Center Jobbing	0.00	1,960.00	100.00%
Total WWTP	69,230.00	773,640.25	1,117.49%
03-5-6860 Administration			
03-5-6860-115.00 TriPark Bond Revenue	223,277.00	0.00	0.00%
03-5-6860-216.00 Reimbursement	0.00	379.77	100.00%
03-5-6860-290.00 Utilities Application Fee	0.00	105.00	100.00%
Total Administration	223,277.00	484.77	0.22%
Total Revenues	6,186,677.00	3,823,684.07	61.81%
Total Revenues	6,186,677.00	3,823,684.07	61.81%
03-6 Expenses			
03-6-6664 Pleasant Valley Expense			
03-6-6664-230.00 Generator Fuel	4,000.00	995.16	24.88%
03-6-6664-230.01 Fuel Expense - PV	13,000.00	8,169.28	62.84%
03-6-6664-235.00 Pump Stations Electric	36,000.00	20,151.46	55.98%
03-6-6664-235.01 Electric - PV	42,000.00	23,683.92	56.39%

Account	Budget	Actual	% of Budget
03-6-6664-250.00 Building Repairs	500.00	0.00	0.00%
03-6-6664-253.00 Watershed Maintenance	20,000.00	9,850.00	49.25%
03-6-6664-313.00 Sludge Removal - PV	32,000.00	21,500.00	67.19%
03-6-6664-550.01 Chemicals - PV	40,000.00	28,986.75	72.47%
03-6-6664-650.00 Equipment Maintenance	10,000.00	5,867.57	58.68%
03-6-6664-650.01 Maintenance & Supplies PV	35,000.00	24,502.33	70.01%
Total Pleasant Valley Expense	232,500.00	143,706.47	61.81%
03-6-6665 Wells Expense			
03-6-6665-109.00 Labs & Testing	1,000.00	0.00	0.00%
03-6-6665-230.00 Fuel Expense - Wells	7,000.00	3,327.52	47.54%
03-6-6665-235.00 Electric - Wells	21,000.00	10,250.35	48.81%
03-6-6665-250.00 Building Repairs	2,500.00	0.00	0.00%
03-6-6665-550.00 Chemicals - Wells	4,800.00	1,173.56	24.45%
03-6-6665-650.00 Maintenance & Supplies	25,000.00	22,935.94	91.74%
Total Wells Expense	61,300.00	37,697.37	61.48%
03-6-6666 Water Dist & Storage			
03-6-6666-005.00 Staff Salaries	356,525.00	256,104.04	71.83%
03-6-6666-005.16 Vacation BB - Retire Pay	2,500.00	2,237.60	89.50%
03-6-6666-010.00 Overtime-Distribution	44,000.00	40,817.57	92.77%
03-6-6666-010.01 Emergency Repair Overtime	5,100.00	0.00	0.00%
03-6-6666-012.00 Flushing Overtime	23,500.00	13,426.85	57.14%
03-6-6666-013.00 Holiday & Weekend Pay	18,500.00	11,729.79	63.40%
03-6-6666-022.00 Seasonal Employees	22,000.00	0.00	0.00%
03-6-6666-030.00 Social Security	36,000.00	20,796.76	57.77%
03-6-6666-032.00 Employee Retirement	26,000.00	16,153.40	62.13%
03-6-6666-033.00 Health Insurance	90,000.00	61,601.58	68.45%
03-6-6666-033.02 Opt-Out HSA	12,250.00	10,875.00	88.78%
03-6-6666-033.03 HRA Expense	14,000.00	8,720.48	62.29%
03-6-6666-033.04 HRA Administration	900.00	297.00	33.00%
03-6-6666-034.00 Unemployment Compensation	0.00	76.56	100.00%
03-6-6666-035.00 Worker's Compensation	38,250.00	35,968.00	94.03%
03-6-6666-102.00 Real Estate Rights	1,250.00	1,250.00	100.00%
03-6-6666-106.00 Gravel and Asphalt	16,000.00	10,532.50	65.83%
03-6-6666-110.00 Pipe Replacement & Repair	25,000.00	27,783.99	111.14%
03-6-6666-111.00 Hydrant & Meter Parts	25,000.00	9,677.37	38.71%
03-6-6666-116.00 Contract Maintenance	4,000.00	600.00	15.00%
03-6-6666-550.00 Tools & Equipment	8,000.00	5,984.98	74.81%
Total Water Dist & Storage	768,775.00	534,633.47	69.54%
03-6-6750 WWTP			
03-6-6750-005.00 Staff Salaries	275,150.00	169,358.68	61.55%
03-6-6750-005.16 Vacation BB/retire	2,500.00	1,978.40	79.14%
03-6-6750-010.00 Overtime	27,000.00	17,712.66	65.60%
03-6-6750-013.00 Holiday & Weekend Pay	12,500.00	8,290.94	66.33%
03-6-6750-030.00 Social Security	24,000.00	17,432.38	72.63%

Account	Budget	Actual	Actual % of Budget
03-6-6750-032.00 Employee Retirement	18,000.00	11,885.84	66.03%
03-6-6750-033.00 Health Insurance	77,000.00	49,264.30	63.98%
03-6-6750-033.02 Opt-Out HSA	6,750.00	6,750.00	100.00%
03-6-6750-033.03 HRA Expense	12,000.00	4,615.67	38.46%
03-6-6750-033.04 HRA Administration	700.00	247.50	35.36%
03-6-6750-035.00 Workers Compensation	24,250.00	22,806.00	94.05%
03-6-6750-124.00 Training	6,000.00	1,425.00	23.75%
03-6-6750-230.00 Fuel Expense	58,000.00	56,434.38	97.30%
03-6-6750-231.00 Gasoline	2,000.00	1,060.23	53.01%
03-6-6750-231.01 Diesel	1,000.00	1,181.97	118.20%
03-6-6750-235.00 Electric	109,000.00	47,132.87	43.24%
03-6-6750-250.00 Building Repairs	2,500.00	3,987.96	159.52%
03-6-6750-255.00 Odor Control	60,000.00	23,038.78	38.40%
03-6-6750-257.00 Refuse Charges	15,000.00	15,217.00	101.45%
03-6-6750-305.00 Welcome Center Jobbing	0.00	808.00	100.00%
03-6-6750-313.00 Sludge Removal	120,000.00	120,000.00	100.00%
03-6-6750-500.00 Office Supplies	1,800.00	1,174.40	65.24%
03-6-6750-500.01 Lab Supplies	8,000.00	3,823.89	47.80%
03-6-6750-550.00 Tires & Accessories	1,000.00	136.00	13.60%
03-6-6750-550.01 Chemicals	70,000.00	30,899.79	44.14%
03-6-6750-590.00 Clothing	1,700.00	1,875.00	110.29%
03-6-6750-595.00 Safety Equipment	1,500.00	1,791.67	119.44%
03-6-6750-650.00 Lube & Oil	1,000.00	3,611.26	361.13%
03-6-6750-650.01 Equipment Maintenance	65,000.00	64,558.66	99.32%
03-6-6750-705.00 Auto Maintenance	2,000.00	510.14	25.51%
03-6-6750-752.00 Permits and Testing	32,000.00	23,068.36	72.09%
Total WWTP	1,037,350.00	712,077.73	68.64%
03-6-6755 Pump Stations			
03-6-6755-230.00 Fuel Expense	10,000.00	0.00	0.00%
03-6-6755-235.00 Electric	45,000.00	7,275.36	16.17%
03-6-6755-250.00 Building Repairs	2,500.00	30.00	1.20%
03-6-6755-255.00 Odor Control	10,000.00	7,032.49	70.32%
03-6-6755-650.01 Equipment Maintenance	20,000.00	3,061.65	15.31%
Total Pump Stations	87,500.00	17,399.50	19.89%
03-6-6757 Sewer Mains			
03-6-6757-005.00 Staff Salaries	128,900.00	47,778.72	37.07%
03-6-6757-005.16 Vacation Buy Back	2,500.00	5,399.85	215.99%
03-6-6757-010.00 Overtime-Sewer	7,400.00	8,125.46	109.80%
03-6-6757-010.01 Emergency Repair Overtime	4,300.00	0.00	0.00%
03-6-6757-010.02 Emergency Clean Overtime	2,700.00	0.00	0.00%
03-6-6757-013.00 Holiday & Weekend Pay	5,800.00	3,292.81	56.77%
03-6-6757-030.00 Social Security	11,500.00	4,331.80	37.67%
03-6-6757-032.00 Employee Retirement	8,700.00	5,615.54	64.55%
03-6-6757-033.00 Health Insurance	47,000.00	26,046.10	55.42%
03-6-6757-033.02 Opt-Out HSA	3,750.00	3,750.00	100.00%
03-6-6757-033.03 HRA Expense	7,400.00	379.49	5.13%

Account	Budget	Actual	% of Budget
03-6-6757-033.04 HRA Administration	400.00	148.50	37.13%
03-6-6757-110.00 Pipe Replacement & Repair	9,000.00	2,328.00	25.87%
03-6-6757-112.00 Manhole Replace & Repair	7,500.00	7,027.78	93.70%
03-6-6757-116.00 Contract Maintenance	15,000.00	7,454.64	49.70%
03-6-6757-550.00 Tools & Equipment	7,000.00	5,312.19	75.89%
Total Sewer Mains	269,850.00	126,990.88	47.23%
03-6-6860 Administration			
03-6-6860-001.00 Department Head Salary	47,750.00	30,522.75	63.92%
03-6-6860-002.00 Superintendent Salary	34,450.00	22,169.73	64.35%
03-6-6860-005.00 Staff Salaries	56,000.00	39,889.53	71.23%
03-6-6860-030.00 Social Security	10,500.00	5,798.59	55.22%
03-6-6860-032.00 Employee Retirement	7,900.00	9,073.95	114.86%
03-6-6860-033.00 Health Insurance	30,000.00	20,630.52	68.77%
03-6-6860-033.01 Life Insurance	4,500.00	2,621.02	58.24%
03-6-6860-033.02 Opt-Out HSA	3,000.00	3,375.00	112.50%
03-6-6860-033.03 HRA Expense	4,700.00	0.00	0.00%
03-6-6860-033.04 HRA Admin Fee	300.00	99.00	33.00%
03-6-6860-060.00 Equipment	1,500.00	720.00	48.00%
03-6-6860-105.00 Liability Insurance	50,000.00	49,066.00	98.13%
03-6-6860-109.00 Telephones and Radios	5,000.00	3,806.02	76.12%
03-6-6860-124.00 Training	15,000.00	5,377.74	35.85%
03-6-6860-143.00 Computer Service Contract	4,500.00	1,702.00	37.82%
03-6-6860-150.00 Property Taxes	9,000.00	8,852.69	98.36%
03-6-6860-173.00 Professional Services	25,000.00	27,457.73	109.83%
03-6-6860-220.00 Auditing	6,500.00	4,675.00	71.92%
03-6-6860-342.01 Depreciation - Sewer	1,825,000.00	1,204,986.24	66.03%
03-6-6860-342.02 Depreciation - Water	675,000.00	451,207.42	66.85%
03-6-6860-350.00 Telephone	6,500.00	3,333.50	51.28%
03-6-6860-400.00 Copier Expense	1,800.00	1,380.01	76.67%
03-6-6860-450.00 Postage Expense	8,000.00	6,313.40	78.92%
03-6-6860-500.00 Office Supplies	5,500.00	4,773.06	86.78%
03-6-6860-590.00 Clothing	3,500.00	4,125.00	117.86%
03-6-6860-595.00 Safety Equipment	6,000.00	2,117.00	35.28%
03-6-6860-752.00 Permits and Testing	35,000.00	40,863.34	116.75%
Total Administration	2,881,900.00	1,954,936.24	67.83%
03-6-6862 Equipment Maintenance			
03-6-6862-231.00 Gasoline	12,000.00	8,210.64	68.42%
03-6-6862-231.01 Diesel	9,000.00	4,454.76	49.50%
03-6-6862-550.00 Parts & Repairs	22,000.00	16,943.37	77.02%
03-6-6862-550.01 Tires & Accessories	3,000.00	1,580.95	52.70%
03-6-6862-650.00 Lube & Oil	3,000.00	2,999.58	99.99%
Total Equipment Maintenance	49,000.00	34,189.30	69.77%
03-6-6868 Jobbing			
Total Jobbing	0.00	0.00	0.00%

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Town of Brattleboro General Ledger
Current Yr Pd: 8 - Budget Status Report
Utilities Fund

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Account	Budget	Actual	% of Budget
03-6-6961 Debt Service			
03-6-6961-345.00 Bond Interest	530,500.00	347,589.31	65.52%
Total Debt Service	530,500.00	347,589.31	65.52%
03-6-9999 Transfers			
03-6-9999-999.00 Transfer Out	290,000.00	193,336.00	66.67%
Total Transfers	290,000.00	193,336.00	66.67%
Total Expenses	6,207,675.00	4,102,546.27	66.09%
Total Expenditures	6,207,675.00	4,102,546.27	66.09%
Total Utilities Fund	-20,998.00	-278,862.20	
Total All Funds	-20,998.00	-278,862.20	

Account	Budget	Actual	% of Budget
06-5 Revenue			
06-5-2020-160.00 MM - Interest Income	2,000.00	3,122.62	156.13%
06-5-2020-160.01 Bond Interest	29,850.00	35,482.65	118.87%
06-5-5500-350.00 Parking Meter Revenue	445,000.00	324,739.52	72.98%
06-5-5500-350.01 Meter Income-Smart Card	0.00	-429.50	100.00%
06-5-5500-355.00 Parking Boot Income	10,000.00	3,590.00	35.90%
06-5-5500-360.00 Parking Fines	160,000.00	77,169.29	48.23%
06-5-5500-365.00 Hood Rentals	5,000.00	8,463.00	169.26%
06-5-5500-370.00 Permit Stickers	160,000.00	79,350.10	49.59%
06-5-5500-375.00 BTC Rental Space Revenue	104,500.00	63,997.25	61.24%
06-5-5500-425.00 Miscellaneous Revenue	0.00	5.00	100.00%
Total Revenue	916,350.00	595,489.93	64.98%
Total Revenues	916,350.00	595,489.93	64.98%

06-6 Expenditures			
06-6-5521-005.00 Staff Salaries	155,000.00	96,712.49	62.40%
06-6-5521-010.00 Overtime	5,000.00	1,517.75	30.36%
06-6-5521-010.06 DPW Lot Maintenance	8,000.00	9,454.89	118.19%
06-6-5521-030.00 Social Security	12,900.00	8,785.48	68.10%
06-6-5521-031.00 Health Insurance	77,000.00	37,648.84	48.89%
06-6-5521-031.03 HRA Expense	12,700.00	4,984.03	39.24%
06-6-5521-032.00 Employee Retirement	8,900.00	7,172.17	80.59%
06-6-5521-033.01 Life Insurance	600.00	405.28	67.55%
06-6-5521-033.02 Opt-Out & HSA Payments	6,000.00	5,250.00	87.50%
06-6-5521-033.04 HRA Administration	810.00	192.50	23.77%
06-6-5521-035.00 Worker's Compensation	10,000.00	9,715.00	97.15%
06-6-5521-105.00 Liability Insurance	8,300.00	7,560.00	91.08%
06-6-5521-143.00 Computer Maintenance	12,000.00	13,670.93	113.92%
06-6-5521-173.00 Professional Services	0.00	875.00	100.00%
06-6-5521-173.01 Towing	500.00	0.00	0.00%
06-6-5521-174.00 Marketing	1,000.00	0.00	0.00%
06-6-5521-218.00 Bank Service Charges	2,500.00	0.00	0.00%
06-6-5521-218.01 Parking Meter Fees	27,000.00	17,546.20	64.99%
06-6-5521-220.00 Auditing	5,000.00	3,597.00	71.94%
06-6-5521-230.01 Wood Pellets	12,000.00	6,211.40	51.76%
06-6-5521-231.00 Gasoline	175.00	283.09	161.77%
06-6-5521-235.00 Electric	19,200.00	10,992.71	57.25%
06-6-5521-240.00 Utilities	1,900.00	1,349.82	71.04%
06-6-5521-250.00 Building Maintenance	18,000.00	14,629.07	81.27%
06-6-5521-255.00 Maintenance Supplies	3,000.00	978.32	32.61%
06-6-5521-260.00 Maintenance Contracts	7,000.00	2,052.46	29.32%
06-6-5521-342.00 Depreciation	280,000.00	184,662.31	65.95%
06-6-5521-345.01 Utilities Fund Interest	6,620.00	4,941.57	74.65%
06-6-5521-350.00 Communications	2,500.00	1,256.25	50.25%
06-6-5521-450.00 Postage	4,000.00	1,930.15	48.25%
06-6-5521-500.00 Office Supplies	2,000.00	589.18	29.46%
06-6-5521-550.00 Operating Supplies	15,000.00	27,380.33	182.54%

03/04/20
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Town of Brattleboro General Ledger
Current Yr Pd: 8 - Budget Status Report
Parking Fund

Page 2 of 2
jocconnor

Account	Budget	Actual	% of Budget
06-6-5521-590.00 Uniforms	2,000.00	1,472.93	73.65%
06-6-5521-660.00 Parking Lot Maintenance	10,000.00	10,582.59	105.83%
06-6-5521-660.01 Snow Removal	95,000.00	69,356.75	73.01%
06-6-5521-705.00 Vehicle Maintenance	500.00	226.00	45.20%
06-6-9999-999.00 Transfer Out	40,000.00	26,666.64	66.67%
Total Expenditures	872,105.00	590,649.13	67.73%
Total Expenditures	872,105.00	590,649.13	67.73%
Total Parking Fund	44,245.00	4,840.80	
Total All Funds	44,245.00	4,840.80	

Account	Budget	Actual	% of Budget
08-5 Revenues			
08-5-2020-160.00 MM - Interest Income	100.00	305.68	305.68%
08-5-4100-257.00 Refuse Bag Revenue	325,000.00	172,654.00	53.12%
08-5-4100-550.02 Container Sales	2,500.00	1,230.00	49.20%
08-5-9999-999.00 Transfer In	510,000.00	340,000.00	66.67%
Total Revenues	937,600.00	514,189.68	61.39%
Total Revenues	937,600.00	514,189.68	61.39%
08-6 Expenses			
08-6-4100-116.00 Refuse Collection	138,000.00	82,539.32	59.81%
08-6-4100-116.01 Recycling Collection	278,000.00	164,315.49	59.11%
08-6-4100-116.02 Town Dumpsters	40,000.00	25,658.60	64.15%
08-6-4100-257.00 Tipping Fee - Refuse	100,000.00	55,185.90	55.19%
08-6-4100-257.01 Tipping Fee - Recycling	125,000.00	92,135.55	73.71%
08-6-4100-257.02 Tipping Fee - Compost	41,000.00	24,012.32	58.57%
08-6-4100-257.10 WSWMD Assessment	82,795.00	62,094.30	75.00%
08-6-4100-550.01 Management & Education	2,000.00	0.00	0.00%
08-6-4100-550.02 Refuse Containers	805.00	2,079.00	258.26%
08-6-4100-550.03 Refuse Bags	30,000.00	18,341.14	61.14%
Total Expenses	937,600.00	526,361.62	62.84%
Total Expenditures	937,600.00	526,361.62	62.84%
Total Solid Waste Disposal Fund	0.00	-12,171.94	
Total All Funds	0.00	-12,171.94	

Monthly Loan Report to the Selectboard

February 2020

DISASTER RELIEF- 35	Origination Date	Deferred Until	Loan Principal	6/30/2019 Balance	FY 2020 New Loans	FY 2020 Principal Pyts	FY 2020 Interest	FY 2020 Penalties	Current Balance	Pymt Status
			\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	

RENTAL HOUSING-40	Origination Date	Deferred Until	Loan Principal	6/30/2019 Balance	FY 2020 New Loans	FY 2020 Principal Pyts	FY 2020 Interest	FY 2020 Penalties	Current Balance	Pymt Status
DANIEL	04/15/10	Active	\$ 24,000.00	\$ 170.00		\$ 170.00	\$ -	\$ -	\$ 0.00	Paid
SHAW	06/23/14	Active	\$ 25,000.00	\$ 672.17		\$ 672.17	\$ -	\$ -	\$ -	Paid
			\$ 49,000.00	\$ 842.17		\$ 842.17	\$ -	\$ -	\$ 0.00	

SBAP - 41	Origination Date	Deferred Until	Loan Principal	6/30/2019 Balance	FY 2020 New Loans	FY 2020 Principal Pyts	FY 2020 Interest	FY 2020 Penalties	Current Balance	Pymt Status
DUO RESTAURANT	07/28/14	Active	\$ 40,000.00	\$ 11,404.80		\$ 11,404.80	\$ 157.61	\$ -	\$ -	Current
CULTURAL INTRIGUE	10/07/16	Active	\$ 70,000.00	\$ 67,836.81		\$ -	\$ -	\$ -	\$ -	Bankruptcy Discharged
IRONWOOD BRAND	10/24/16	Active	\$ 25,000.00	\$ -		\$ -	\$ -	\$ -	\$ -	REFI
21 O'BRYAN DRIVE	10/31/16	Active	\$ 45,000.00	\$ -		\$ -	\$ -	\$ -	\$ -	REFI
IRONWOOD BRAND	04/26/19	Active	\$ 42,000.00	\$ 41,398.13		\$ 2,437.77	\$ 806.71	\$ -	\$ 38,960.36	Current
TRUE NORTH GRANOLA	11/21/16	Active	\$ 34,000.00	\$ 16,405.26		\$ 3,311.02	\$ 299.33	\$ -	\$ 13,093.84	Current
HERMIT THRUSH BREW	03/22/17	Active	\$ 70,000.00	\$ 48,365.59		\$ 8,045.32	\$ 813.88	\$ 83.20	\$ 38,383.55	Late 1
PETER HAVENS 2	03/27/17	Active	\$ 70,000.00	\$ 50,801.97		\$ 6,422.84	\$ 1,040.08	\$ -	\$ 44,379.33	Current
WHETSTONE STATION	04/26/17	Active	\$ 70,000.00	\$ 56,318.85		\$ 6,301.87	\$ 1,160.76	\$ -	\$ 50,016.88	Current
NECCA	01/22/18	Active	\$ 50,000.00	\$ 43,957.87		\$ 4,419.80	\$ 910.68	\$ -	\$ 39,538.07	Current
EAST PROCESSING	08/28/19	Active	\$ 70,000.00	\$ -	\$ 70,000.00	\$ 3,769.44	\$ 856.21	\$ -	\$ 66,231.56	Late 2
RGE J. BROOKS FLORIST	08/28/19	Active	\$ 45,000.00	\$ -	\$ 45,000.00	\$ 1,201.15	\$ 325.17	\$ 181.72	\$ 43,798.85	Current
DUO VT LLC	01/13/20	Active	\$ 27,000.00	\$ -	\$ 27,000.00	\$ -	\$ -	\$ -	\$ 27,000.00	
			\$ 658,000.00	\$ 334,489.28	\$ 142,000.00	\$ 47,313.81	\$ 6,380.42	\$ 225.00	\$ 361,401.84	

RLF Other - 41	Origination Date	Deferred Until	Loan Principal	6/30/2019 Balance	FY 2020 New Loans	FY 2020 Principal Pyts	FY 2020 Interest	FY 2020 Penalties	Current Balance	Pymt Status
TONTINE & CANAL	02/14/08	02/14/38	\$ 185,100.00	\$ 185,100.00		\$ -	\$ -	\$ -	\$ 185,100.00	Deferred
AW RICHARDS	07/23/09	Active	\$ 48,000.00	\$ 34,428.27		\$ 1,142.88	\$ -	\$ -	\$ 33,285.39	Current
LESLIE PROP	05/22/86	Overdue	\$ 225,000.00	\$ 242,170.26		\$ -	\$ -	\$ -	\$ 242,170.26	Default
WILDER #2	01/24/06	01/24/26	\$ 40,000.00	\$ 40,000.00		\$ -	\$ -	\$ -	\$ 40,000.00	Deferred
BROOKS HOUSE	07/08/13	07/08/23	\$ 150,000.00	\$ 150,000.00		\$ -	\$ 3,000.00	\$ -	\$ 150,000.00	Deferred
			\$ 648,100.00	\$ 651,698.53	\$ -	\$ 1,142.88	\$ 3,000.00	\$ -	\$ 650,558.65	

VCDP 1st GEN ACTIVE - 5	Origination Date	Deferred Until	Loan Principal	6/30/2019 Balance	FY 2020 New Loans	FY 2020 Principal Pyts	FY 2020 Interest	FY 2020 Penalties	Current Balance	Pymt Status
			\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	

VCDP 1st GEN DEFERRE	Origination Date	Deferred Until	Loan Principal	6/30/2019 Balance	FY 2020 New Loans	FY 2020 Principal Pyts	FY 2020 Interest	FY 2020 Penalties	Current Balance	Pymt Status
WILDER #1	01/24/06	01/24/36	\$ 200,000.00	\$ 200,000.00		none	none	none	\$ 200,000.00	Deferred
WILDER #3	08/24/05	08/24/35	\$ 175,000.00	\$ 175,000.00		none	none	none	\$ 175,000.00	Deferred
BIRGE WORDEN #1	02/09/07	02/01/37	\$ 50,000.00	\$ 50,000.00		none	none	none	\$ 50,000.00	Deferred
BIRGE WORDEN #2	01/23/08	02/01/38	\$ 50,000.00	\$ 50,000.00		none	none	none	\$ 50,000.00	Deferred
ESTEYVILLE	02/09/07	02/01/37	\$ 642,000.00	\$ 642,000.00		none	none	none	\$ 642,000.00	Deferred
WESTERN AVENUE	07/18/02	07/17/22	\$ 150,000.00	\$ 150,000.00		none	none	none	\$ 150,000.00	Deferred
WESTGATE #1	07/18/02	07/18/32	\$ 308,633.00	\$ 308,633.00		none	none	none	\$ 308,633.00	Deferred
WESTGATE #2	07/18/02	07/18/32	\$ 125,000.00	\$ 125,000.00		none	none	none	\$ 125,000.00	Deferred
WESTGATE BOND	07/18/02	07/18/32	\$ 170,867.00	\$ 170,867.00		none	none	none	\$ 170,867.00	Deferred
AW RICHARDS VCDP	07/16/09	07/16/39	\$ 480,000.00	\$ 480,000.00		none	none	none	\$ 480,000.00	Deferred
PE III HOUSING	04/19/16	04/19/46	\$ 419,000.00	\$ 419,000.00		none	none	none	\$ 419,000.00	Deferred
GREAT RIVER TERRACE	09/25/17	09/25/47	\$ 420,000.00	\$ 420,000.00		none	none	none	\$ 420,000.00	Deferred
			\$ 3,190,500.00	\$ 3,190,500.00	\$ -				\$ 3,190,500.00	

TOTALS OF ALL LOANS	Loan Principal	6/30/2019 Balance	FY 2020 New Loans	FY 2020 Principal Pyts	FY 2020 Interest	FY 2020 Penalties	Current Balance
	\$ 4,545,600.00	\$ 4,177,529.98	\$ 142,000.00	\$ 49,298.86	\$ 9,380.42	\$ 225.00	\$ 4,202,457.89

ALLOWANCE FOR UNCOLLECTABLE ACCOUNTS	Balance	Balance
	\$ 310,007.08	\$ 67,836.81

VCDP Program Income and Unrestricted Revenue Report

February 29, 2020

Fiscal Year Beginning Cash on Hand Balance (Due From/Due To 6/30/19)	Beginning Balance 7/1/19 \$	775,495
35-1-0000-305.00	48,451.44	
Disaster Relief Fund 35	69,304.67	
RHIP Fund 40	355,902.01	
SBAP/RLF Other Fund 41	301,836.57	
VCDP1 Fund 57	-	
VCDP 1 Fund 57 Accounts Payable	-	
	Beginning Balance 7/1/19 \$	775,495

Receipts Thru February 29 2020	Total Receipts thru February 29 2020 \$	(77,448)
35-Budget Status	361,172	
Disaster Relief Fund 35 Revenue	531,89	
RHIP Fund 40 Revenue	11,912.80	
SBAP/RLF Other Fund 41 Revenue	2,510.18	
VCDP1 Fund 57 Revenue	(92,764.42)	
Change in RLF Balance - Decrease (Increase)	-	
	Total Receipts thru February 29 2020 \$	(77,448)

Outlays Thru February 29 2020	Total Outlays thru February 29 2020 \$	25,000
35-Budget Status	0.00	
Disaster Relief Fund 35 Expenses	0.00	
RHIP Fund 40 Expenses	25,000.00	
SBAP/RLF Other Fund 41 Expenses	0.00	
VCDP1 Fund 57 Expenses/AP	0.00	
	Total Outlays thru February 29 2020 \$	25,000
	Ending Balance \$	673,047

Obligations	Total Obligations \$	179,862
Apartments in Homes FY2018 Ending Balance	16,330.00	
FY 2020 Expenses	0.00	
SB 11/15/11 vote \$15,000 for admin expenses	16,330.00	
State Hazard Mitigation Admin FY18 EndBal	13,531.74	
FY 2020 Expenses	0.00	
SB 1/17/17 vote \$40,000 Tri-Park	13,531.74	
Tri-Park Housing Cooperative	40,000.00	
FY 2020 Expenses	0.00	
RTM Vote 3/23/19 \$25,000 SeVEDS	40,000.00	
SeVEDS	0.00	
FY 2019 Expenses	25,000.00	
SB Vote 2/5/19 & 7/9/19 Groundworks	0.00	
Groundworks Collaborative	150,000.00	
FY 2020 Expenses	0.00	
	Total Obligations \$	179,862
	Amount Potentially Available (ending balance less obligations) \$	493,185

Historical	FY 2018	FY 2019	FY 2020
Beginning Balance less obligations	\$ 543,306	\$ 555,136	\$ 775,495
Receipts	\$ 392,913	\$ 284,959	\$ (77,448)
Outlays	\$ (381,084)	\$ (64,000)	\$ (25,000)
Obligations	\$ 93,862	\$ 104,862	\$ 179,862
Ending Balance	\$ 481,274	\$ 670,633	\$ 493,185

Schedule 1: Change in RLF Balance (adds payments/payoffs, subtracts new loans)	Ending Principal Balance	677,022.90
DRF FY2019 Ending Principal	Loan Report to SB	0.00
RHIP FY2019 Ending Principal	Loan Report to SB	842.17
SBAP FY2019 Ending Principal	Loan Report to SB	334,489.28
VCDP2 FY2019 Ending Principal	Loan Report to SB	651,698.53
Allowance for Uncollectable FY2019 End Balance	(310,007.08)	(310,007.08)
	Ending Principal Balance	677,022.90
DRF - Current	Loan Report to SB	0.00
RHIP - Current	Loan Report to SB	0.00
SBAP - Current	Loan Report to SB	361,401.94
VCDP2 - Current	Loan Report to SB	650,555.55
Allowance for Uncollectable FY2019	41-1-0000-500.00	(242,170.27)
	Current Principal Balance	769,787.32
	Total Change in RLF	(92,764.42)

Controls	Total Due From/To Other Funds	673,046.86
Fund 35 Due From/To Other Funds	35-1-0000-305.00	48,813.16
Fund 40 Due From/To Other Funds	40-1-0000-305.00	70,678.73
Fund 41 Due From/To Other Funds	41-1-0000-305.00	249,208.22
Fund 57 Due From/To Other Funds	57-1-0000-305.00	304,346.75
	Total Due From/To Other Funds	673,046.86
	Difference between control and ending balance	0.00

MONTHLY MASTER GRANT LIST TO SELECTBOARD
February-20

GRANT NAME	FUNDER/ GRANTOR	PURPOSE	END DATE	GRANT AWARDED	MATCH REQUIRED	TOTAL	AVAILABLE BALANCE	EXPENDED TO DATE	TOTAL REVENUE REC'D
PLANNING									
Quails Hill	VT DEC	Renewal of stormwater permit	Extended	\$ 158,000.00	\$ -	\$ 158,000.00	\$ 87,637.93	\$ 70,362.07	\$ 158,000.00
Brownfields	EPA	Assess brownfield sites	9/30/2019	\$ 275,000.00	\$ -	\$ 275,000.00	\$ 74,787.47	\$ 200,212.53	\$ 185,787.53
Tri-Park PG	VCDP	Master Plan	6/30/2019	\$ 30,000.00	\$ 50,500.00	\$ 80,500.00	\$ 6,200.63	\$ 74,299.37	\$ 66,243.44
Downtown Design	VCDP	Planning Grant	5/31/2020	\$ 22,000.00	\$ 18,100.00	\$ 40,100.00	\$ 1,513.64	\$ 38,586.36	\$ 15,400.00
2019 Tiny Grant	AVCC	Assist Conservation Comm	5/4/2020	\$ 600.00	\$ -	\$ 600.00	\$ 526.91	\$ 73.09	\$ 600.00
Route 9 Bike Lane	VT AOT	Scoping Study	1/12/2022	\$ 32,000.00	\$ 8,000.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -
				\$ 594,200.00		\$ 594,200.00			
VT Outdoor Recreation	VTFP/ACCD	Consultant for trail brand		\$ 50,000.00		\$ 50,000.00			

GRANT NAME	FUNDER/ GRANTOR	PURPOSE	END DATE	GRANT AWARDED	MATCH REQUIRED	TOTAL	AVAILABLE BALANCE	EXPENDED TO DATE	TOTAL REVENUE REC'D
LIBRARY									
Loan Courier	VT DOL	Interlibrary courier services	9/30/2019	\$ 292.50	\$ -	\$ 292.50	\$ -	\$ 292.50	\$ 292.50
Loan Courier	VT DOL	Interlibrary courier services	9/30/2020	\$ 390.00	\$ -	\$ 390.00	\$ 390.00	\$ -	\$ 390.00
Dunham-Mason	VCF	Archivist for local history	7/16/2020	\$ 300.00	\$ -	\$ 300.00	\$ 90.00	\$ 210.00	\$ 300.00
Crosby-Gannett	VCF	Archivist for local history	7/16/2020	\$ 990.00	\$ -	\$ 990.00	\$ -	\$ 990.00	\$ 990.00
				\$ 1,972.50		\$ 1,972.50			

GRANT NAME	FUNDER/ GRANTOR	PURPOSE	END DATE	GRANT AWARDED	MATCH REQUIRED	TOTAL	AVAILABLE BALANCE	EXPENDED TO DATE	TOTAL REVENUE REC'D
FIRE DEPARTMENT									
Technical Rescue MIPD	DPS	Purchase 2 MIPDs	8/31/2020	\$ 1,600.00	\$ -	\$ 1,600.00	\$ 1,600.00	\$ -	\$ -

GRANT NAME	FUNDER/ GRANTOR	PURPOSE	END DATE	GRANT AWARDED	MATCH REQUIRED	TOTAL	AVAILABLE BALANCE	EXPENDED TO DATE	TOTAL REVENUE REC'D
POLICE DEPARTMENT									
BPV - 2018	BJA	Purchase bulletproof vests	8/31/2020	\$ 1,598.00	\$ 1,598.00	\$ 3,196.00	\$ -	\$ 3,196.00	\$ 3,193.84
BPV - 2019	BJA	Purchase bulletproof vests	8/31/2021	\$ 2,517.16	\$ 2,517.16	\$ 5,034.32	\$ -	\$ 5,034.32	\$ -
Child Advocacy Ctr '19	SOV	Reimb officer assigned SIU	6/30/2019	\$ 60,000.00	\$ -	\$ 60,000.00	\$ -	\$ 60,000.00	\$ 60,000.00
WC Sheriff's Dept	Subgrant	DUI	9/30/2019	\$ 5,298.51	\$ -	\$ 5,298.51	\$ -	\$ 5,298.51	\$ 5,298.48
WC Sheriff's Dept	Subgrant	OP	9/30/2019	\$ 2,654.43	\$ -	\$ 2,654.43	\$ -	\$ 2,654.43	\$ 2,789.59
WC Sheriff's Dept	Subgrant	Equipment	9/30/2019	\$ 2,611.35	\$ -	\$ 2,611.35	\$ -	\$ 2,611.35	\$ 2,611.35
WC Sheriff's Dept	Subgrant	DUI	9/30/2020	\$ 10,400.00	\$ -	\$ 10,400.00	\$ 9,576.70	\$ 823.30	\$ 512.84
WC Sheriff's Dept	Subgrant	OP	9/30/2020	\$ 12,200.00	\$ -	\$ 12,200.00	\$ 10,700.63	\$ 1,499.37	\$ 1,015.51
WC Sheriff's Dept	Subgrant	Equipment	9/30/2020	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 3,570.50	\$ 1,429.50	\$ -
JAG - 2017	BJA	Upgrade IT equipment	9/30/2020	\$ 17,264.00	\$ -	\$ 17,264.00	\$ 7,815.24	\$ 9,448.76	\$ 10,095.15
JAG - 2019	BJA	OT, Equipment, Supplies	9/30/2022	\$ 12,333.00	\$ -	\$ 12,333.00	\$ 12,333.00	\$ -	\$ -
Child Advocacy Ctr '20	SOV	Reimb officer assigned SIU	6/30/2020	\$ 60,000.00	\$ -	\$ 60,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
				\$ 195,991.61		\$ 195,991.61			

GRANT NAME	FUNDER/ GRANTOR	PURPOSE	END DATE	GRANT AWARDED	MATCH REQUIRED	TOTAL	AVAILABLE BALANCE	EXPENDED TO DATE	TOTAL REVENUE REC'D
REC & PARKS DEPARTMENT									
Tony Hawk	Tony Hawk	Pay in part for skatepark	On-going	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00
Rec Facilities	VT Bldg &	Pay in part for skatepark	N/A	\$ 14,000.00	\$ 14,000.00	\$ 28,000.00	\$ 28,000.00	\$ -	\$ 14,000.00
Crosby-Gannett	VCF	Pay in part for skatepark	12/31/2019	\$ 1,400.00	\$ -	\$ 1,400.00	\$ 1,400.00	\$ -	\$ 1,400.00
Thomas Thompson Jr	TTT	Pay in part for skatepark	8/31/2019	\$ 15,000.00	\$ -	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000.00
Sparkl Connecting	VCF	Pay in part for skatepark	12/31/2019	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00
Tarrant Foundation	Tarrant	Pay in part for skatepark	N/A	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 38,395.30
Small & Inspiring	VCF	Pay in part for dogpark	3/30/2017	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
Crosby-Gannett	VCF	Pay in part for dogpark	5/9/2017	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
Dunham-Mason	VCF	Pay in part for dogpark	6/9/2017	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
Rec Facilities-DP	VT Bldg &	Pay in part for dogpark	12/31/2017	\$ 7,200.00	\$ 7,200.00	\$ 14,400.00	\$ 13,626.84	\$ 773.16	\$ 7,200.00
						\$ 99,100.00			

PUBLIC WORKS DEPARTMENT									
Welcome Ctr Pump	AOT/BGS	Replace pump station	6/30/2018	\$ 436,714.56	\$ -	\$ 436,714.56	\$ (494.55)	\$ 437,209.11	\$ 436,714.56
Hinesburg Rd Culvert	VT AOT	Replace culvert	12/31/2020	\$ 69,191.26	\$ 7,687.92	\$ 76,879.18	\$ -	\$ 76,879.18	\$ 76,879.18
Exit 1 Industrial Park	DOC-EDA	Water & ww upgrades	TBD	\$ 440,000.00	\$ 320,000.00	\$ 760,000.00	\$ 760,000.00	\$ -	\$ -
Better Roads	VT AOT	Erosion control		\$ 128,000.00		\$ 1,273,593.74			

TOWN MANAGERS OFFICE									
WWHT	VCDP	SEVT Rehab Loan Fund	12/31/2017	\$ 1,340,000.00	\$ -	\$ 1,340,000.00	\$ -	\$ 1,340,000.00	\$ 1,340,000.00
Bradley House	VCDP	Renovation & expansion	6/30/2019	\$ 499,931.00	\$ 50,000.00	\$ 549,931.00	\$ -	\$ 549,931.00	\$ 549,931.00
WWHT-Support Hse	VCDP	Create supportive housing	6/30/2019	\$ 421,663.00	\$ -	\$ 421,663.00	\$ -	\$ 421,663.00	\$ 421,663.00
WWHT-SS 2016	VCDP	5 County Rehab Loan	12/31/2018	\$ 1,000,000.00	\$ -	\$ 1,000,000.00	\$ -	\$ 1,000,000.00	\$ 1,000,000.00
RT 142 Sidewalk	AOT/MAB	Sidewalk/light 142 & Royal		\$ 402,000.00		\$ 3,311,594.00			
Groundworks	VCDP	54/60 South Main Street		\$ 400,000.00					
Red Clover Commons 2	VCDP	18 units		\$ 300,000.00					
WWHT-SS 2019	VCDP	5 County Rehab Loan		\$ 375,000.00					

JUSTICE CENTER									
Justice Center FY18	VT DOC	Fund Justice Ctr operations	6/30/2018	\$ 637,500.00	\$ -	\$ 637,500.00	\$ (1,281.57)	\$ 638,781.57	\$ 648,355.40
Justice Center FY19	VT DOC	Fund Justice Ctr operations	6/30/2020	\$ 320,000.00	\$ -	\$ 320,000.00	\$ 54,030.25	\$ 265,969.75	\$ 255,654.73
						\$ 957,500.00			
CLOSED									

TOWN OF BRATTLEBORO

Town Manager's Office · 230 Main Street · Brattleboro, VT 05301
(802) 251-8151 Fax (802) 257-2322

March 9, 2020

Memo To: Brattleboro Selectboard
Via: Peter B. Elwell, Town Manager
Memo From: Patrick Moreland, Assistant Town Manager
Re: Groundworks Collaborative

Recommendation: The Board is asked to approve a grant in the amount of \$100,000 from the Town's Revolving Loan Fund (Program Income) to Groundworks Collaborative in support of 54/60 South Main Street, the project to establish a permanent seasonal overflow shelter.

Background

In January of 2019, the Selectboard authorized the submission of an Implementation Grant Application, in the amount of \$500,000, to the Vermont Community Development Program (VCDP) to support Groundworks Collaborative with the 54/60 South Main Street, which is described in detail below. At the time, the Board authorized a grant in the amount of \$50,000 from the Town's Revolving Loan Fund (Program Income). On April 19, the Town received preliminary notification of a grant award in the amount of \$400,000. As a result, the Board voted in June of 2019 to provide a supplementary appropriation of \$100,000, also from the Revolving Loan Fund, so as not to add any additional challenges to an already complicated project. With all project permits in place, the only remaining hurdle is to secure commitments from all remaining project funding sources.

Timing Pressure

Staff at Groundworks have been busy all winter, maintaining essential services for the community while actively fundraising for this essential capital project. While a significant portion of the fundraising has been successfully completed, Groundworks is running out of time before they must sign off on a contract for construction services (no later than the second or third week of April), if they are to open the seasonal overflow shelter in its new location in time for the winter of 2020/2021. Construction of the project will last six months, leaving just enough time for Groundworks to initiate operations by November.

Funding Gap & Proposed Sources

As of March 9, there is a funding gap of \$506,973 in the \$3.1M project (see attached). The USDA Rural Development grant and the incentives from Green Mountain Power are not technically committed at this time, but their participation is considered near certain. The Town submitted an Enhancement Request of \$100,000 to the Vermont Community Development Program (VCDP). That request will be considered at their next meeting on April 2. If VCDP and the Selectboard each authorize an additional \$100,000 that has been requested, the funding gap will be reduced to \$240,970. That final gap will be made up from a combination of

Opportunity Zone Tax Credits and/or private fundraising, each of which can be backstopped if necessary, by a loan on the organization's fixed assets. Given the nature of the need for the services in the community and considering the timing pressures at hand, the organization is prepared to move forward with this plan, as it is, at this time. If the Selectboard approves the additional funding, staff will make certain that VCDP is aware of this action in time for their consideration of the Enhancement Request on April 2.

Revolving Loan Fund (Program Income)

As of March 1, 2020, the Town's Revolving Loan Fund had a balance of Program Income and Unrestricted Revenue of \$673,047. The fund has outstanding obligations of \$179,862 for Apartments in Homes (\$16,330), State Mitigation Admin (\$13,531.74), and the previously pledged support for Groundworks (\$150,000). But even after these obligations are deducted from the balance, there is still \$493,185 currently available for additional local grants and loans.

Staff is recommending this supplemental award for several reasons. This project is worthy of the additional investment because it represents a once in a generation facility upgrade for the organization working to combat homelessness in our community. The project is a perfect fit for both the state goals for the use of VCDP program funds, and for Brattleboro's use of local Program Income and Unrestricted Revenue. For these reasons, staff recommends approval.

General Project Background

Groundworks Collaborative has operated a year-round shelter at 81 Royal Road in Brattleboro serving the region's homeless population for 39 years. When the Brattleboro Area Drop-In Center and Morningside Shelter merged in June 2015 to form Groundworks Collaborative, Groundworks assumed responsibility for operating the existing Drop-In Center at 60 S. Main Street as well as the seasonal overflow shelter that had operated in leased space since 2006. It was apparent, following the merger, that expanded and permanent space for a seasonal overflow shelter was an immediate and strategic need for the newly formed organization.

What is needed is a consolidated, multi-use facility: a drop-in center, seasonal overflow shelter, and office space for Groundworks administrative and program staff. One expanded and unified facility will allow Groundworks to meet ever-increasing demand, as well as to provide a spatially cohesive program of shelter and supportive services for people experiencing homelessness in Brattleboro.

To that end, Groundworks is planning a \$3.1 million effort to purchase 54 South Main Street, the property immediately adjacent to Groundworks' current Drop-In Center, and construct a new building in its place that will connect to a newly renovated Drop In Center at 60 South Main. The project will create a campus at 54-60 South Main Street, large enough to provide a permanent home for Brattleboro's Seasonal Overflow Shelter, Groundworks' Day Shelter/Drop-In Center, and space to consolidate program and administrative offices into a single location. Currently, program and administrative offices are spread across multiple locations in Brattleboro, proving inefficient and costly for Groundworks' operations.

The campus at South Main Street will house the Seasonal Overflow Shelter and Groundworks Drop-In Center / Day Shelter. This will enable Groundworks to permanently site the Seasonal

Overflow Shelter. The plan will also create additional client space for beds at Groundworks Shelter (81 Royal Road) by relocating the administrative offices to the new South Main Street campus. The expanded facilities will provide adequate restrooms showers, laundry facilities, and lockers for clients to store personal belongings and provide enough space for confidential counseling and case management services. Current service collaborations include partners such as the Brattleboro Retreat, Brattleboro Memorial Hospital, and Health Care & Rehabilitative Services (HCRS). This project will result in appropriately sited programs for improved access and program efficiency throughout Groundworks Collaborative—allowing members of our community to get their basic needs met with dignity. It also would provide the facilities necessary for a year-round emergency overnight shelter. An expansion of Groundwork's overnight shelter services to include all 12 months of the year would not only benefit the individuals who are directly served; it would benefit our entire community.

Attachments

54/60 South Main Street Fundraising as of 3/5/20

SOURCES	TOTAL BUDGET	% IDC	COMMITTED AS OF 5/10/2020	% COMMITTED	AMOUNT NOT COMMITTED	COMMITTED AS OF 1/1/2020	COMMITMENT PROGRESS SINCE 1/1/2020
Opportunity Zone Equity Investment Enhancements	200,000	6.37%	0	0.00%	200,000	0	NO CHANGE
Vermont Housing and Conservation Board (VHCB) VHCB - Feasibility	360,000	11.47%	360,000	100.00%	0	325,000	+\$35,000 / +10.8%
Vermont Community Development Program (VCDP-CDBG)	10,000	0.32%	10,000	100.00%	0	10,000	NO CHANGE
GMP/EVT Energy Incentives	400,000	12.75%	400,000	100.00%	0	400,000	NO CHANGE
Municipal Contribution - Cash	36,000	1.15%	0	0.00%	36,000	0	NO CHANGE
Rural Development Community Facilities Grant	150,000	4.78%	150,000	100.00%	0	150,000	NO CHANGE
Private Grants	30,003	0.96%	0	0.00%	30,003	0	NO CHANGE
Groundworks Investment (Fundraising)	215,500	6.87%	215,500	100.00%	0	210,500	+\$5,000 / +2.4%
Windham Regional/EPA Brownfield Funds	1,525,180	48.61%	1,499,662	97.34%	40,970	1,262,307	+\$237,355 / +18.8%
TOTAL SOURCES	3,137,903	100.00%	2,646,382	84.34%	506,973	2,369,027	+\$277,355 / +11.7%

USES	TOTAL BUDGET	% IDC	APPLICATION BUDGET FEB 2019	CHANGE 2/2019 to 2/2020
Acquisition	58,024	1.85%	63,000	-\$4,976 / -7.9%
Construction Hard Costs	2,218,562	70.70%	2,163,794	\$54,768 / 2.5%
Soft Costs	681,735	21.73%	712,756	-\$31,021 / -4.4%
Reserve Accounts	179,582	5.72%	227,450	-\$47,868 / -21.0%
TOTAL USES	3,137,903	100.0%	3,167,000	-\$29,097 / -0.9%

TOWN OF BRATTLEBORO
Finance Department
230 Main Street, Suite 208
Brattleboro, VT 05301
Phone (802)251-8104 • FAX (802)257-2322

MEMORANDUM

DATE: February 27, 2020
TO: Brattleboro Selectboard
VIA: Peter B. Elwell, Town Manager
FROM: Kim Ellison, Grants Manager
GRANT: HSU 2017 Reallocated Funds

For the 3/17/20 Selectboard agenda, please add the following:

The Fire Department requests approval to accept and appropriate a \$1,600.00 Reallocation of 2017 Funds-State Homeland Security Grant from the VT Department of Public Safety awarded to the Town of Brattleboro on 2/19/20. This grant will pay for 2 MPDs used in rope applications during rescue work.

Please see the attached GISTD and award letter for additional details.

Request a Motion:

To accept the Reallocation of 2017 Funds-State Homeland Security Grant and to appropriate \$1,600.00 from the from the VT Department of Public Safety for 2 MPDs used in rope applications during rescue work.

TOWN OF BRATTLEBORO
GRANT INFORMATION STATUS TRACKING DOCUMENT (GISTD)

AWARD PHASE

Grant Name: **HSU 2017 Reallocated Funds**

Date funder awarded the grant: **2/19/20**

Amount awarded: **\$1,600.00**

Required match: **\$n/a**

Sources of match funds, i.e. donations, general funds? **n/a**

Funder's grant number: **02140-77152-1742**

Grant term start date: **Execution date**

Grant term end date: **8/31/20**

Special grant requirements and/or conditions: **See grant details**

Changes from information listed on pages 1 and 2:

Does grant require tracking of staff time? yes no

Are any purchases from the grant considered fixed assets? yes no

If yes, copies of invoices should be forwarded to accountant for recording in fixed assets module.

Reporting frequency to funder (i.e. monthly, quarterly, annually, final): **final**

What kind of report is required? (i.e. financial, summary of work/project) **financial**

Person responsible for filing reports with funder: **Michael Bucossi**

Does funder require an invoice for payout? yes no

Does funder require a drawdown for payout? yes no

Frequency/dates to send invoice to funder: **Following purchase of equipment**

Person responsible for invoicing or drawing down: **Michael Bucossi**

Selectboard Recommendations/Comments: _____

Award Accepted & Appropriated Approved yes, or no

Printed Name: _____

Selectboard Member Signature: _____ Date: _____



VERMONT DEPARTMENT OF PUBLIC SAFETY

STATE OF VERMONT
STANDARD SUBRECIPIENT AGREEMENT
(Federal Fund Source to Non-State Subrecipient)

FEDERAL PROGRAM TITLE
FY 17 State Homeland Security Grant Program

AGREEMENT WITH
Brattleboro Fire Dept-Town of
Agreement # 02140-77152-1742

Award Amount - \$1,600.00

DPS Financial Office Use Only

SAM checked for DUNS Suspension and Debarment Exclusions <https://www.sam.gov/portal/public/SAM/>

Date: _____ Initial: _____ SAM Expiration Date: _____

Print Screen Placed in Grant File

DPS Restricted Parties List Checked Date: _____ Initial: _____

Risk Assessment Completed Date: _____ Initial: _____

Subrecipient Vs. Contractor Determination Form Completed Date: _____ Initial: _____

Single Audit Check & Delinquent SAR Completed Date: _____ Initial: _____

VT Bulletin 5 Eligibility Query

BGS Office of Purchasing & Contracting Debarment List Checked Date: _____ Initial: _____
<http://www.bgs.vermont.gov/purchasing-contracting/debarment>

Certificate of Insurance Date: _____ Initial: _____

Entered In: VT Grant Tracking (VISION) Date: _____ Initial: _____

Entered In: FFATA (if \$25K or over) Date: _____ Initial: _____

Federal Fund Standard Format to Non-State Subrecipients Only

VERMONT DEPARTMENT OF PUBLIC SAFETY

STATE OF VERMONT GRANT AGREEMENT

Part I-Grant Award Detail

SECTION I - GENERAL GRANT INFORMATION

¹ Grant #: 02140-77152-1742		² Original <input checked="" type="checkbox"/> Amendment #	
³ Grant Title: FY 17 State Homeland Security Grant Program			
⁴ Amount Previously Awarded: \$		⁵ Amount Awarded This Action: \$1,600.00	⁶ Total Award Amount: \$1,600.00
⁷ Award Start Date: Execution Date		⁸ Award End Date: 08/31/2020	⁹ Subrecipient Award: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
¹⁰ Supplier #: 312	¹¹ Grantee Name: Brattleboro Fire Department, Town of		
¹² Grantee Address: 103 Elliot St			
¹³ City: Brattleboro		¹⁴ State and Zip Code: VT 05301	
¹⁶ State Granting Agency: Department of Public Safety			¹⁷ Business Unit: 02140
¹⁸ Performance Measures: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	¹⁹ Match/In-Kind: \$ Description:		
²⁰ If this action is an amendment, the following is amended: Amount: <input type="checkbox"/> Funding Allocation: <input type="checkbox"/> Performance Period: <input type="checkbox"/> Scope of Work: <input type="checkbox"/> Other: <input type="checkbox"/>			

SECTION II - SUBRECIPIENT AWARD INFORMATION

²¹ Grantee DUNS #: 073995169		²² Indirect Rate: ___% (Approved rate or de minimis 10%)	²³ FFATA: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
²⁴ Grantee Fiscal Year End Month (MM format): 6/30		²⁵ R&D: <input type="checkbox"/>	
²⁶ DUNS Registered Name (if different than VISION Vendor Name in Box 11):			

SECTION III - FUNDING ALLOCATION

STATE FUNDS

Fund Type	²⁷ Awarded Previously	²⁸ Award This Action	²⁹ Cumulative Award	³⁰ Special & Other Fund Descriptions
General Fund	\$0.00	\$0.00	\$0.00	
Special Fund	\$0.00	\$0.00	\$0.00	
Global Commitment (non-subrecipient funds)	\$0.00	\$0.00	\$0.00	
Other State Funds	\$0.00	\$0.00	\$0.00	

FEDERAL FUNDS

(includes subrecipient Global Commitment funds)

Required Federal Award Information

³¹ CFDA#	³² Program Title	³³ Awarded Previously	³⁴ Award This Action	³⁵ Cumulative Award	³⁶ FAIN	³⁷ Federal Award Date	³⁸ Total Federal Award
97.067	FY 17 State Homeland Security Grant Program	\$0.00	\$1,600.00	\$1,600.00	EMW-2017-SS-000017	09/01/17	\$4,086,899.00

Federal Awarding Agency:

⁴⁰ Federal Award Project Descr:

this Agreement (refer to Attachment B, Payment Provisions). Examples include changes in scope of work, budget modification, and change in Subgrant term (period of performance).

Cancellation: This Agreement may be suspended or cancelled by either party by giving written notice at least 30 days in advance.

Attachments: This Agreement consists of 25 pages including the following attachments that are incorporated herein:

Please initial that you have read and understand each Attachment

- Grant Agreement-Part 1 – Grant Award Detail
- Grant Agreement-Part 2
- Attachment A - Scope of Work to be Performed
- Attachment B - Payment Provisions
- Attachment C - Customary State Agreement Provisions
- Attachment D - Other Provisions
- Attachment E - Funding Source Special Conditions

We, the undersigned parties, agree to be bound by this agreement, its provisions, attachments and conditions contained herein.

STATE OF VERMONT
Department of Public Safety

SUBRECIPIENT
Authorized Representative

By:

By:

Signature

Signature

Printed Name: _____
Commissioner/Deputy Commissioner

Printed Name: _____

Title: _____

Date: _____

Date: _____

Your signature on this agreement attests to the acceptance of all provisions, attachments and conditions contained herein.

ATTACHMENT A
SCOPE OF WORK TO BE PERFORMED

Objective: State Homeland Security Grant Program supports the implementation of the Department of Public Safety (DPS), Homeland Security Unit (HSU) priorities to address the identified planning, organization, equipment, training, and exercise needs to prevent, protect against, respond to, recover from, and mitigate acts of terrorism.

The Subrecipient agrees to the below which have been approved by the Department of Public Safety, Homeland Security Unit (HSU). The Subrecipient may not change any information listed below. Any alternate information must be approved in writing with an executed Subrecipient amendment by the Department of Public Safety.

Purchase of the following:

Two (2) Multipurpose Devices (MPD's). No shipping cost will be funded.

Performance Measures:

1. **Brattleboro Fire Department, Town of** will ensure that all members utilizing equipment provided by this grant are trained to the appropriate level to utilize the equipment and the agency will maintain records of training.
2. All items purchased must be on the DHS Authorized Equipment list. Items not listed on the DHS Authorized Equipment List may not be purchased, until a waiver of approval has been granted from DHS. If these items are not approved, an amendment to utilize the funds for different approved items on DHS Authorized Equipment List may be sought from the Department of Public Safety in writing.
 - a. For equipment in which a waiver is required, an approved waiver from DHS must be received prior to any purchase.
3. **Brattleboro Fire Department, Town of** will ensure that equipment is accounted for throughout its operational lifetime.
 - a. Agencies must maintain a Homeland Security Unit (HSU) Property Records List. This can be combined with the agencies ongoing asset list, however, items purchased with Homeland Security Grant Funds must be identified as such on the asset list.
 - b. If the agencies ongoing asset list is utilized, then **2 CFR 200.313** Code of Federal Regulations must be referenced to ensure that all categories detailed are utilized, as required.
 - c. All equipment over \$5,000.00 per unit price, as well as electronics and IT related equipment, purchased through this grant must be included on the Homeland Security Unit (HSU) Property Records List.
 - d. A complete, up to date, Homeland Security Unit (HSU) Property Records List must be submitted with each Financial Reimbursement Form. Final payment may be held until this is received by Department of Public Safety (DPS), Homeland Security Unit (HSU).
4. **Brattleboro Fire Department, Town of** will submit a completed Program Progress Report Form detailing status of performance measures and project progress.
 - a. A completed Program Progress Report Form must be submitted each time reimbursement is requested or bi-annually, at a minimum. The reporting periods are July 1 - December 31 (due January 15), January 1 – June 30 (due July 15). If the due date falls on a weekend or holiday, please submit the following business day. A final report is due within 30 days of the end date of this grant agreement. Program Progress Report Form is required even if no activity has been performed on the project.
 - b. Program Progress Report Form is required even if no activity has been performed on the project.

- c. The Program Progress Report Form shall be completed to the best of the grantees' ability. Blank, incomplete, or insufficient Program Progress Report Forms will not be accepted.
 - d. The State reserves the right to withhold part or all grant funds if the State does not receive timely documentation of the successful completion of grant deliverables.
- 5. **Brattleboro Fire Department, Town of** will ensure that this project is fully operational within the Period of Performance and report back to the DPS Financial Office accordingly.
- 6. **Brattleboro Fire Department, Town of** will inform the DPS Financial Office in writing of any delays, proposed equipment substitutions, or desired changes to the physical/geographic deployment, concept of operations, equipment substitutions, and/or technical specifications in order to determine if an amendment to this agreement is warranted prior to any changes or purchases being made.
 - a. If an amendment to this agreement is necessary, no purchases or work may be completed under the adjusted scope of the agreement until the amendment has been executed by DPS.
- 7. Any subrecipient of Homeland Security Grant Program funds may be subject to programmatic monitoring to ensure that the subrecipient is in compliance with applicable Federal statutes and regulations and terms of the subrecipient agreement.
- 8. All funds must be expended by 8/31/2020. Final request for reimbursement must be submitted no later than 30 days after the end of the period of performance.

ATTACHMENT B
PAYMENT PROVISIONS

The State agrees to compensate the Subrecipient for services performed, up to the Federal share amount stated below, provided such services are within the scope of the Agreement and are authorized as provided for under the terms and conditions of this Agreement.

Budget Detail:

Salaries and Benefits	\$	
Contractual	\$	
Supplies	\$	
Travel & Mileage	\$	
Equipment *	\$	1,600.00
Other Costs	\$	
Indirect Cost **	\$	
Total Federal Share	\$	1,600.00
Total Non-Federal Share (Match)	\$	

Project	Description	Total
77152-1714	Two (2) Multipurpose Devices (MPD's)	\$1,600.00

Subrecipient agrees that grant funds awarded will be used to supplement existing funds for program activities, and will not supplant (replace) non-Federal funds Subrecipients must be able to document local funds were not supplanted with funds from this award (for example: personnel expenses must be supported with actual budget allocations which include this funding source).

* Federal equipment threshold is \$5,000.00¹. Please reference Federal equipment compliance requirements.² Subrecipients must follow their own procurement policy unless the Federal and State requirements are more restrictive.

** Current Rate Approval Letter (under 2 CFR 200.331(a)(4)) must be on file with DPS. It is also important to note that indirect rates may be subject to statutory caps of the Federal program which supersede the requirements of the Uniform Guidance. Refer to Bulletin 5 for further guidance.

During the performance of this Agreement, any of the cost categories may be increased or decreased by up to 10% of the total award with prior written approval from the DPS Financial Office contact shown on page 3. Approval may be authorized provided:

1. The request is within the Total Award Amount in effect at the time of the adjustment
2. The request does not change the Scope of Work in Attachment A

PROGRAMMATIC REPORTING REQUIREMENTS:

1. Under 2 CFR 200.328 (d) *Significant Developments*: Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, the subrecipient **must** inform DPS *as soon as* the following types of conditions become known:

¹ 2 CFR § 200.313 (d)(1)

² 2 CFR § 200.313 (d)(2)

- a) Problems, delays, or adverse conditions which will *materially impair* the ability to meet the objective of the award. This disclosure **must** include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
 - b) Favorable developments which enable meeting time schedules and objectives *sooner or at less cost* than anticipated or producing *more or different beneficial results* than originally planned.
2. Under 2 CFR 200.201: The subrecipient **must** certify in writing to DPS at the end of the award that the project or activity was completed or the level of effort was expended. If the required level of activity or effort was not carried out, the amount of the Federal award must be adjusted.
 3. Changes in principal personnel or scope of effort **must** receive the prior written approval of DPS.

FINANCIAL REPORTING REQUIREMENTS /PAYMENT REQUESTS:

The State, at its discretion, will reimburse the Subrecipient by one of the following options depending on the needs of the Subrecipient and their standing with the State at the time they request Agreement funds:

1. Limited cash advance with prior approval.
 - a. The subrecipient can send a written request for a limited cash advance by providing:
 - i. Copy of agency's Cash Advance Policy if not submitted with application
 - ii. an explanation of why the subrecipient needs limited cash advance,
 - iii. the period or activity covered by the cash advance,
 - iv. the amount requested, and
 - v. any other information as requested by DPS. The Financial Office will send this request to the Financial Office Supervisor for approval and will then notify the subrecipient of the decision.
 - b. Subrecipient will purchase the item(s)/service(s)
 - c. Subrecipient must submit the DPS Financial Report Form with detailed documentation of incurred expenses marked "Goods/Services received, not paid." DPS will process and make payment to Subrecipient. Next, the Subrecipient **MUST** make payment to the vendor and provide DPS proof of such (i.e. copy of cancelled check) within ten (10) days of receipt of the State of Vermont payment. Subrecipients may receive cash advance however they may be required to deposit funds in an interest-bearing account and possibly return interest earned more than \$500 per year (see 2 CFR §200.305(b)(8)). Any interest earned must be reported to the Department of Health and Human Services, Payment Management System
2. Reimbursement in arrears of expenditures with attached documentation:
 - a. Subrecipient must submit the DPS Financial Report Form (DPS Form ADM-116a) with attached detailed documentation of incurred expenses paid to receive payment.
 - b. Requests for reimbursement, or payment, must be made using the DPS Financial Report Form (DPS Form ADM-116a). The Request for Reimbursement must include detailed supporting documentation, such as payroll reports, timesheets, general ledger reports, paid vendor invoices, and cancelled checks.
 - c. When submitting the Financial Report form, it should include the following items:
 - i. Purchase Order, if invoice is dated after the end of the performance period, if applicable.
 - ii. Copy of Invoice.
 - iii. Copy of the Cancelled Check.
 - iv. Program Progress Report Form
 - v. HSU Property Records List - All equipment over \$5,000.00 per unit price, as well as electronics and IT related equipment, purchased through this grant must be included on the HSU Property Records List. The Subrecipient shall indicate all information listed in the 2CFR 200.

- d. Requests for reimbursements, with complete Program Progress Report form must be submitted to the Vermont Department of Public Safety, no later than the end of the month following the month in which the expenses were incurred.
- e. All requests for reimbursement and Program Progress Report(s) should reference this agreement and shall be submitted in electronic format to:

DPS Financial Office Contact:

Name: Monica Buzzell
Address: 45 State Drive, Waterbury, VT 054671-1300
Phone #: 802-241-5395
FAX#: 802-241-5553
Email: Monica.Buzzell@vermont.gov

- 3. DPS will not make any payments on this Agreement unless the Subrecipient meets all provisions contained herein. DPS may withhold payment until required documentation is complete and correct.

CLOSEOUT:

When a performance period is nearing its end, the subrecipient should ensure all work is complete and file their reports by the deadlines noted in Attachments A and B of the subrecipient agreement. If they have determined a need for an extension, it must be requested with one (1) month notice to allow for DPS to review and approve prior to the end of the current award term. If the performance period and date for the final report ends and the subrecipient does not contact DPS for an extension, the Financial Office will close out the award. Upon final payment and verification that all reporting obligations have been met, a closeout letter will be issued to the Subrecipient.

**FY20 Committee and Board Interviews and Vacancies
March 17, 2020**

<u>Tree Committee Applicants (in order received)</u>	<u>No. of Vacancies</u>	<u>All Interviews</u>
Gayle Marie Weitz	1	5:15pm
Sharon Vollmuth		
Chris Mansfield		
Kenneth Colburn		

<u>Remaining Committee Vacancies</u>	<u>No. of Vacancies</u>
ADA Committee	1
Arts Committee	1
Citizen Police Communications Committee (CPCC)	1
Conservation Commission	1
Development Review Board Alternate	2
Inspector of Lumber, Shingles & Wood	1

Town of Brattleboro, VT
Board and Committee Application

Date:

Feb 12, 2020

Applicant's Name:

gayle marie weitz

Name of Town Committee or Board to which you are applying: (hold Ctrl key for multiple selections)

- ADA Advisory Committee 1 year
- ADA Advisory Committee 2 year
- ADA Advisory Committee 3 year
- Agricultural Advisory Committee
- Arts Committee
- Cemetery Committee
- Citizen Police Communications Committee
- Conservation Commission
- Development Review Board
- Development Review Board, Alternate
- Design Review Committee
- Design Review Committee, Alternate
- Energy Committee, one year term
- Energy Committee, two year term
- Energy Committee, three year term
- Honor Roll Committee
- Planning Commission
- Recreation & Parks Board
- Skatepark Committee (BASIC)
- Traffic Safety and Control Committee
- [*] Tree Advisory Committee

Town Appointed Committee Member for which you are applying: (hold Control key for multiple selections)

- Brattleboro Housing Partnership
- Nelson E Withington Fund Advisory Committee

Senior Solutions

Appointed position for which you are applying: (hold Control key for multiple selections)

Energy Coordinator

Fence Viewer

Rescue, Inc., Trustee

Tree Warden

Weigher of Coal

Windham Regional Commission

Other position not listed:

email: (none@none.com if none)

gayleweitz@yahoo.com

Residential Address

Street Name: *CHESTNUT HL*

Street Num: *103* Unit:

If your street address is not listed, enter it here:

Town:

Brattleboro

State:

VT

Zip Code:

05301

Phone Number:

Home:	
Work:	
Cell:	8287732406

Employer

retired

Address:

Position:

Other Relevant Employment:

Owner, ArtRageUs Gallery/Studio, 57 Elliot Street

Educational Background:

Ph.D. in Art Education

Number of Years as a Resident of Brattleboro:

6

How Much Time Are You Able to Give?

monthly meetings

Other Information: Please answer the following questions.

List your involvement on other municipal committees, commissions or boards, civic organizations, school or neighborhood groups whether in Brattleboro or another community. Please include any offices held on any of the groups listed.

Coordinator of an arts collective in Brattleboro from 2015-19. 30-year member of National Arbor Day Foundation

Why are you interested in this position and what particular skills would you bring to the organization?

Desire to become more involved in the community, learned there was an opening on the Tree Advisory Committee and have an fondness for trees.

Have you ever attended a meeting of this committee?

Yes

No

What is your vision of the Town of Brattleboro?

A smart engaged tolerant community.

Do you or any member of your family have any business dealings with the Town?

Yes

No

If yes, please explain. (Note that rules of law or ethics may prohibit members from participating in or voting on matters in which they have a direct or indirect financial interest.)

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Or call us by phone at 802-251-8100

Town of Brattleboro, VT

Board and Committee Application

Date:

Feb 12, 2020

Applicant's Name:

Sharon Vollmuth

Name of Town Committee or Board to which you are applying: (hold Ctrl key for multiple selections)

- ADA Advisory Committee 1 year
- ADA Advisory Committee 2 year
- ADA Advisory Committee 3 year
- Agricultural Advisory Committee
- Arts Committee
- Cemetery Committee
- Citizen Police Communications Committee
- Conservation Commission
- Development Review Board
- Development Review Board, Alternate
- Design Review Committee
- Design Review Committee, Alternate
- Energy Committee, one year term
- Energy Committee, two year term
- Energy Committee, three year term
- Honor Roll Committee
- Planning Commission
- Recreation & Parks Board
- Skatepark Committee (BASIC)
- Traffic Safety and Control Committee
- [*] Tree Advisory Committee

Town Appointed Committee Member for which you are applying: (hold Control key for multiple selections)

- Brattleboro Housing Partnership
- Nelson E Withington Fund Advisory Committee

Senior Solutions

Appointed position for which you are applying: (hold Control key for multiple selections)

Energy Coordinator

Fence Viewer

Rescue, Inc., Trustee

Tree Warden

Weigher of Coal

Windham Regional Commission

Other position not listed:

email: (none@none.com if none)

myroseofsharon@yahoo.com

Residential Address

Street Name: *STONEWALL DR*

Street Num: 6 Unit:

If your street address is not listed, enter it here:

c/o 258 Mountain Home Park (mailing address)

Town:

Brattleboro

State:

VT

Zip Code:

05301

Phone Number:

Home:	
Work:	
Cell:	8026899131

Employer

self employed, semi-retired

Address:

Position:

internet marketer

Other Relevant Employment:

education director Horticultural Society of NY

Educational Background:

New York Botanical Garden, certificate of horticulture

Number of Years as a Resident of Brattleboro:

1

How Much Time Are You Able to Give?

not sure

Other Information: Please answer the following questions.

List your involvement on other municipal committees, commissions or boards, civic organizations, school or neighborhood groups whether in Brattleboro or another community. Please include any offices held on any of the groups listed.

Why are you interested in this position and what particular skills would you bring to the organization?

knowledge and interest in trees

Have you ever attended a meeting of this committee?

[] Yes

No

What is your vision of the Town of Brattleboro?

where residents could integrate more nature into their daily activities like shopping

Do you or any member of your family have any business dealings with the Town?

Yes

No

If yes, please explain. (Note that rules of law or ethics may prohibit members from participating in or voting on matters in which they have a direct or indirect financial interest.)

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Town of Brattleboro, VT

Board and Committee Application

Date:

Feb 13, 2020

Applicant's Name:

Chris Mansfield

Name of Town Committee or Board to which you are applying: (hold Ctrl key for multiple selections)

- ADA Advisory Committee 1 year
- ADA Advisory Committee 2 year
- ADA Advisory Committee 3 year
- Agricultural Advisory Committee
- Arts Committee
- Cemetery Committee
- Citizen Police Communications Committee
- Conservation Commission
- Development Review Board
- Development Review Board, Alternate
- Design Review Committee
- Design Review Committee, Alternate
- Energy Committee, one year term
- Energy Committee, two year term
- Energy Committee, three year term
- Honor Roll Committee
- Planning Commission
- Recreation & Parks Board
- Skatepark Committee (BASIC)
- Traffic Safety and Control Committee
- [*] Tree Advisory Committee

Town Appointed Committee Member for which you are applying: (hold Control key for multiple selections)

- Brattleboro Housing Partnership
- Nelson E Withington Fund Advisory Committee

Senior Solutions

Appointed position for which you are applying: (hold Control key for multiple selections)

Energy Coordinator

Fence Viewer

Rescue, Inc., Trustee

Tree Warden

Weigher of Coal

Windham Regional Commission

Other position not listed:

email: (none@none.com if none)

tina.mans@gmail.com

Residential Address

Street Name: *NEW ENGLAND DR*

Street Num: *151* Unit:

If your street address is not listed, enter it here:

Town:

Brattleboro

State:

VT

Zip Code:

05301

Phone Number:

Home:	
Work:	
Cell:	

Employer

Brattleboro Memorial Hospital

Address:

17 Belmont Ave

Position:

Revenue Cycle Analyst

Other Relevant Employment:

Educational Background:

Number of Years as a Resident of Brattleboro:

11

How Much Time Are You Able to Give?

My schedule is flexible

Other Information: Please answer the following questions.

List your involvement on other municipal committees, commissions or boards, civic organizations, school or neighborhood groups whether in Brattleboro or another community. Please include any offices held on any of the groups listed.

I'm an active member of the Brattleboro Area Jewish Community. And I sit on the LGBTQ+ Council at BMH. This includes the subcommittees for education, events and forms.

Why are you interested in this position and what particular skills would you bring to the organization?

I have a passion for trees.

Have you ever attended a meeting of this committee?

Yes

No

What is your vision of the Town of Brattleboro?

My vision is that Brattleboro will figure out how to support our people who are suffering as a result of the opioid crisis or other issues that might result in homelessness.

Do you or any member of your family have any business dealings with the Town?

Yes

No

If yes, please explain. (Note that rules of law or ethics may prohibit members from participating in or voting on matters in which they have a direct or indirect financial interest.)

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Or call us by phone at 802-251-8100

Town of Brattleboro, VT

Board and Committee Application

Date:

Feb 21, 2020

Applicant's Name:

Kenneth Colburn

Name of Town Committee or Board to which you are applying: (hold Ctrl key for multiple selections)

- ADA Advisory Committee 1 year
- ADA Advisory Committee 2 year
- ADA Advisory Committee 3 year
- Agricultural Advisory Committee
- Arts Committee
- Cemetery Committee
- Citizen Police Communications Committee
- Conservation Commission
- Development Review Board
- Development Review Board, Alternate
- Design Review Committee
- Design Review Committee, Alternate
- Energy Committee, one year term
- Energy Committee, two year term
- Energy Committee, three year term
- Honor Roll Committee
- Planning Commission
- Recreation & Parks Board
- Skatepark Committee (BASIC)
- Traffic Safety and Control Committee
- [*] Tree Advisory Committee

Town Appointed Committee Member for which you are applying: (hold Control key for multiple selections)

- Brattleboro Housing Partnership
- Nelson E Withington Fund Advisory Committee

Senior Solutions

Appointed position for which you are applying: (hold Control key for multiple selections)

Energy Coordinator

Fence Viewer

Rescue, Inc., Trustee

Tree Warden

Weigher of Coal

Windham Regional Commission

Other position not listed:

email: (none@none.com if none)

ken.colburn7@gmail.com

Residential Address

Street Name: *CLARK AVE*

Street Num: *121* Unit:

If your street address is not listed, enter it here:

Town:

Brattleboro

State:

VT

Zip Code:

05301

Phone Number:

Home:	
Work:	
Cell:	802.275.8153

Employer

Community House Day School

Address:

135 High Street

Position:

Assistant Teacher

Other Relevant Employment:

Educational Background:

Number of Years as a Resident of Brattleboro:

25

How Much Time Are You Able to Give?

Whatever is needed

Other Information: Please answer the following questions.

List your involvement on other municipal committees, commissions or boards, civic organizations, school or neighborhood groups whether in Brattleboro or another community. Please include any offices held on any of the groups listed.

Why are you interested in this position and what particular skills would you bring to the organization?

my way of giving back to the community

Have you ever attended a meeting of this committee?

[] Yes

No

What is your vision of the Town of Brattleboro?

Do you or any member of your family have any business dealings with the Town?

Yes

No

If yes, please explain. (Note that rules of law or ethics may prohibit members from participating in or voting on matters in which they have a direct or indirect financial interest.)

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Or call us by phone at 802-251-8100

_____ **Preliminary Motion #1**

I move that the following persons be authorized to sit in the reserved section with the Selectboard: Town Manager Peter Elwell and Town Attorney Robert Fisher.

_____ **Preliminary Motion #2**

I move that the electronic media be permitted to remain in the reserved section.

_____ **ARTICLE 1:** To act on the Town's Auditor's reports.

I move that the Town's Auditor's reports be accepted as printed.

_____ **ARTICLE 2:** To see if the Town will authorize its Selectboard to employ a certified public accountant or public accountants.

I move that the Town authorize its Selectboard to employ a certified public accountant or public accountants.

_____ **ARTICLE 3:** To see if the Town will ratify, approve and confirm the Selectboard's appointment of a Town Clerk for a term of one year.

I move that the appointment of Hilary Francis as Town Clerk for a term of one year from March 23, 2020, be ratified, approved, and confirmed.

_____ **ARTICLE 4:** To see if the Town will ratify, approve and confirm the Selectboard's appointment of an Interim Town Treasurer for a term of up to one year.

I move that the appointment of Deborah Desrosiers as Interim Town Treasurer for a term of up to one year from March 23, 2020, be ratified, approved, and confirmed.

_____ **ARTICLE 5:** To see if the Town will ratify, approve and confirm the Selectboard's appointment of a Town Attorney for a term of one year.

I move that the appointment of the firm of Fisher and Fisher Law Offices, P.C., as Town Attorney for a term of one year from March 23, 2020, be ratified, approved, and confirmed.

_____ **ARTICLE 6:** To elect two representatives to the Capital Grant Review Board for a term of one year. Members to be nominated from the floor.

I move that the following people be appointed to serve on the Capital Grants Review Board for a term of one year from March 23, 2020:
_____ and _____.

_____ **ARTICLE 7:** To see if the Town will elect or appoint members to the Town Finance Committee for a term of one year. Members to be nominated from the floor.

I move that the following people be appointed to serve on the Representative Town Meeting Finance Committee for a term of one year from March 23, 2020: Oscar Heller, David Levenbach, Maya Hasegawa, Wendy Levy, and Millicent Cooley, and to further authorize the Moderator to make additional interim appointments to the Finance Committee for a term to expire at the next annual Representative Town Meeting.

_____ **ARTICLE 8:** To see if the Town will elect members to the Human Services Review Committee for a term of one year. Members to be nominated from the floor.

Note for Moderator: These are members who served on the committee in 2019. They volunteered to serve for another year.

I move that the following people be appointed to serve on the Human Services Review Committee for a term of one year from March 23, 2020: Ann Fielder, Sue Graff, John Kennedy, David Miner, and Kipton Tewksbury, and to further authorize the Moderator to make additional interim appointments to the Human Services Review Committee for a term to expire at the next annual Representative Town Meeting.

_____ **ARTICLE 9:** To elect three Trustees for the Brooks Memorial Library to serve three years, and one Trustee to fill a 1-year unexpired term. The names for consideration for the term 2020-2023 are: John Woodward and Jennifer Rowe. The other people for consideration to be nominated from the floor.

Note for Moderator: Since the time that the Articles were approved, the Library Board of Trustees submitted two new nominees.

I move that the following people be appointed to serve on the Board of Trustees for the Brooks Memorial Library: John Woodward, Jennifer Rowe, and Karen Tyler for three-year terms (2020-2023), and Gabriel I. Sistare for an unexpired one-year term (ending in 2021).

ARTICLE 10: To see if the Town will authorize its Selectboard to borrow money in anticipation of taxes, grants and other revenue.

I move that the Selectboard be authorized to borrow money in anticipation of taxes, grants and other revenue.

ARTICLE 11: To see what salaries the Town will pay its Selectboard members.

I move that the salary of the Selectboard Chairperson be set at \$5,000 and that the salaries of the other members of the Selectboard be set at \$3,000 each.

ARTICLE 12: To see if the Town will transfer from the Unassigned General Fund Balance to the Capital Fund the sum of \$223,000 to fund a portion of the cost of a new fire engine to replace a 1994 fire engine.

I move that the Town transfer from the Unassigned General Fund Balance to the Capital Fund the sum of \$223,000 to fund a portion of the cost of a new fire engine to replace a 1994 fire engine.

ARTICLE 13: To see if the Town will appropriate the sum of \$43,748 for the Community Marketing Initiative promotion of Brattleboro performed jointly by the Brattleboro Area Chamber of Commerce and the Downtown Brattleboro Alliance.

I move that the Town raise and appropriate the sum of \$43,748 for the Community Marketing Initiative promotion of Brattleboro performed jointly by the Brattleboro Area Chamber of Commerce and the Downtown Brattleboro Alliance, to be disbursed to those agencies by the Selectboard upon review and acceptance of a satisfactory plan for the use of the funds and the evaluation of the results.

ARTICLE 14: To see if the Town will raise and appropriate the sum of \$80,000 through special assessments on properties within the Downtown Improvement District (as approved by Town Meeting March 19, 2005, and as delineated in the Town Ordinance entitled "Municipal Act to Establish and Regulate the Downtown Improvement District") to be used for capital and operating costs of projects of the Town's duly designated downtown organization as reflected in its work plan and budget.

I move that the Town raise and appropriate the sum of \$80,000 through special assessments on properties within the Downtown Improvement District (as approved by Town Meeting March 19, 2005, and as delineated in the Town Ordinance entitled "Municipal Act to Establish and Regulate the Downtown Improvement District") to be used for capital and operating costs of projects of the Town's duly designated downtown organization as reflected in its work plan and budget.

ARTICLE 15: To see if the Town will raise and appropriate the sum of \$190,105 to support human service programs and facilities for the residents of Brattleboro to be allocated among service providers in the following manner: Aids Project of Southern Vermont - \$2,000; Big Brothers Big Sisters - \$6,375; Boys & Girls Club of Brattleboro – \$17,000; Brattleboro Area Hospice - \$2,550; Brattleboro Area Prevention Coalition (a/k/a Building a Positive Community) - \$11,250; Brattleboro Centre for Children - \$4,500; Brattleboro Community Justice Center - \$5,950; Brattleboro Senior Meals - \$5,250; Family Garden - \$2,500; Gathering Place - \$3,750; Green Mountain RSVP - \$700; Groundworks Collaborative - \$19,000; Health Care & Rehabilitation Services of Southeastern Vermont- \$7,500; KidsPLAYce - \$4,000; Meeting Waters YMCA - \$7,125; Out in the Open (f/k/a Green Mountain Crossroads) - \$8,500; The Root Social Justice Center - \$5,250; Senior Solutions - \$2,700; Southeastern Vermont Community Action, Inc. (SEVCA) - \$11,400; Turning Point - \$15,000; Vermont Association for the Blind and Visually Impaired - \$700; Vermont Center for Independent Living - \$1,600; Visiting Nurse and Hospice for VT and NH - \$10,980; Windham County Humane Society - \$1,000; Windham County Safe Place Child Advocacy Center and Southeastern Unit for Special Investigations - \$2,700; Women's Freedom Center - \$14,250; Windham Southeast Supervisory Union Summer Food Program - \$6,375; Youth Services - \$10,200.

I move that the Town raise and appropriate the sum of \$190,105 to support human service programs and facilities for the residents of Brattleboro to be allocated among service providers in the following manner: Aids Project of Southern Vermont - \$2,000; Big Brothers Big Sisters - \$6,375; Boys & Girls Club of Brattleboro – \$17,000; Brattleboro Area Hospice - \$2,550; Brattleboro Area Prevention Coalition (a/k/a Building a Positive Community) - \$11,250; Brattleboro Centre for Children - \$4,500; Brattleboro Community Justice Center - \$5,950; Brattleboro Senior Meals - \$5,250; Family Garden - \$2,500; Gathering Place - \$3,750; Green Mountain RSVP - \$700; Groundworks Collaborative - \$19,000; Health Care & Rehabilitation Services of Southeastern Vermont- \$7,500; KidsPLAYce - \$4,000; Meeting Waters YMCA - \$7,125; Out in the Open (f/k/a Green Mountain Crossroads) - \$8,500; The Root Social Justice Center - \$5,250; Senior Solutions - \$2,700; Southeastern Vermont Community Action, Inc. (SEVCA) - \$11,400; Turning Point - \$15,000; Vermont Association for the Blind and Visually Impaired - \$700; Vermont Center for Independent Living - \$1,600; Visiting Nurse and Hospice for VT and NH - \$10,980; Windham County Humane Society - \$1,000; Windham County Safe Place Child Advocacy Center and Southeastern Unit for Special Investigations - \$2,700; Women's Freedom Center - \$14,250; Windham Southeast Supervisory Union Summer Food Program - \$6,375; Youth Services - \$10,200.

ARTICLE 16: To see how much money the Town will raise, appropriate and expend to defray all of its expenses and liabilities, in addition to any funds authorized for any other Articles in these Warnings.

I move that the Selectboard be authorized to raise, appropriate and expend the sum not to exceed \$17,890,779 (Seventeen Million, Eight Hundred Ninety Thousand, Seven Hundred Seventy-Nine Dollars) in order to defray to that extent all general fund expenses for the period of July 1, 2020 through June 30, 2021, including all highway and Windham County taxes, and that the Selectboard be authorized to expend, in addition, any sum authorized for special purpose under any article contained in the warning for this meeting or any special Representative Town Meeting. This motion includes \$15,234,841 (Fifteen Million, Two Hundred Thirty-Four Thousand, Eight Hundred Forty-One Dollars) to be collected in property taxes, and the balance to be comprised of all other sources of revenue collected by the Town. This motion also provides that the Town and School District taxes assessed on the Grand List as of April 1, 2020, shall be due and payable in four (4) equal installments payable to the Town Treasurer until overdue, then to the Collector of Taxes; that such payment of the installments shall be received by the Town Treasurer's Office on or before 5:00pm on August 17, 2020, November 16, 2020, February 16, 2021, and May 17, 2021; and that interest at a rate of one percent (1%) per month be charged from the due date of payment on any overdue payment of the town tax, installment, or portion thereof; and that a penalty of eight percent (8%) be charged on any overdue payment that remains due and owing on May 18, 2021.

ARTICLE 17: To see if the Town will authorize the expenditure of \$36,147 from Program Income (a revolving loan fund that disperses proceeds which originated as Community Development Block Grants) as a contribution to the operation of Southeastern Vermont Economic Development Strategies (SeVEDS).

I move that the Town authorize the Selectboard to expend \$36,147 from Program Income (a revolving loan fund that disperses proceeds which originated as Community Development Block Grants) as a contribution to the operation of Southeastern Vermont Economic Development Strategies (SeVEDS).

ARTICLE 18: To see if the Town will raise and appropriate the sum of \$223,276.47 through special assessments on property within the "Mountain Home Park Special Benefit Assessment Tax District" (as approved by Town Meeting, March 24, 2007, and as delineated in the Town Ordinance entitled "Municipal Act to Establish and Regulate the Mountain Home Park Special Benefit Assessment Tax District") for the purpose of paying debt service on the capital improvements to the water and sewer lines serving the Mountain Home and Deepwood Mobile Home Parks.

I move that the Town raise and appropriate the sum of \$223,276.47 through special assessments on property within the "Mountain Home Park Special Benefit Assessment Tax District" (as approved by Town Meeting, March 24, 2007, and as delineated in the Town Ordinance entitled "Municipal Act to Establish and Regulate the Mountain Home Park Special Benefit Assessment Tax District") for the purpose of paying debt service on the capital improvements to the water and sewer lines serving the Mountain Home and Deepwood Mobile Home Parks.

ARTICLE 19: To see if the Town will adopt the following resolution and submit it to the Federal Energy Regulatory Commission (FERC) as comments to communicate the Towns' ongoing concerns and interests:

"Whereas, the peaking operations of Wilder, Bellows Falls and Vernon dams have been causing daily surface water elevation fluctuations of, on average 2-3 feet every day in the impoundments behind the dams for at least 70 years, resulting in loss of land for landowners in VT and NH and degradation of water quality and habitat of the river for decades;

"Whereas, in the late 1970s, during the last relicensing process, the Army Corps of Engineers (ACOE) conducted an erosion study on the project area; and FERC issued the last licenses in early 1979 just months before the ACOE completed their study in November of that year; and the ACOE study clearly states that pool level fluctuations are the *second most important causative factor* for erosion in the project areas.

"Whereas, the erosion study completed for the current relicensing by Great River Hydro, the current owner of these three projects did not look at the effect of pool level changes on erosion, instead, focusing only on potential erosion due to velocity along the bank edge that would be typical for a natural river system; and the Connecticut River in the project area does not function as a natural river, instead functioning as a series of lakes, with water flow controlled by the dams.

"Whereas, many towns and landowners up and down the river have used millions of dollars in public and private money to attempt to stabilize and restore their streambanks to protect property and infrastructure over the past 70 years;

"Therefore, be it resolved that the Town of Brattleboro, formally requests that the Federal Energy Regulatory Commission require, via license article, the current and any subsequent owners of the Wilder, Bellows Falls and Vernon Dams to modify current dam operations to minimize peaking; provide for ongoing streambank monitoring; develop a shoreline adaptive management plan; and create a mitigation and

enhancement fund to support riverbank restoration and/or property owner compensation to reimburse towns and landowners for any and all damages resulting from the deterioration of the riverbank."

I move that the Town adopt the following resolution and submit it to the Federal Energy Regulatory Commission (FERC) as comments to communicate the Towns' ongoing concerns and interests:

"Whereas, the peaking operations of Wilder, Bellows Falls and Vernon dams have been causing daily surface water elevation fluctuations of, on average 2-3 feet every day in the impoundments behind the dams for at least 70 years, resulting in loss of land for landowners in VT and NH and degradation of water quality and habitat of the river for decades;

"Whereas, in the late 1970s, during the last relicensing process, the Army Corps of Engineers (ACOE) conducted an erosion study on the project area; and FERC issued the last licenses in early 1979 just months before the ACOE completed their study in November of that year; and the ACOE study clearly states that pool level fluctuations are the *second most important causative factor* for erosion in the project areas.

"Whereas, the erosion study completed for the current relicensing by Great River Hydro, the current owner of these three projects did not look at the effect of pool level changes on erosion, instead, focusing only on potential erosion due to velocity along the bank edge that would be typical for a natural river system; and the Connecticut River in the project area does not function as a natural river, instead functioning as a series of lakes, with water flow controlled by the dams.

"Whereas, many towns and landowners up and down the river have used millions of dollars in public and private money to attempt to stabilize and restore their streambanks to protect property and infrastructure over the past 70 years;

"Therefore, be it resolved that the Town of Brattleboro, formally requests that the Federal Energy Regulatory Commission require, via license article, the current and any subsequent owners of the Wilder, Bellows Falls and Vernon Dams to modify current dam operations to minimize peaking; provide for ongoing streambank monitoring; develop a shoreline adaptive management plan; and create a mitigation and enhancement fund to support riverbank restoration and/or property owner compensation to reimburse towns and landowners for any and all damages resulting from the deterioration of the riverbank."

ARTICLE 20: To transact any other business that may lawfully come before the meeting.