TOWN OF BRATTLEBORO
Finance Department
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MEMORANDUM

TO: SELECTBOARD
VIA: PETER ELWELL, TOWN MANAGER
FROM: JOHN O'CONNOR, FINANCE DIRECTOR
SUBJECT: OCTOBER 2019 FINANCIAL REPORT
DATE: NOVEMBER 6, 2019

The financial reports for the month of October 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 October 31, 2019. This report is the fourth monthly report for Fiscal Year 2020 and represents the unaudited results through the fourth month of the fiscal year.

With 33.3% of the fiscal year complete the total General Fund expenditures are 39.4% of the annual budget. The expenditures include $394,813 in semi-annual insurance payments, $185,595 in annual human service payments and $1,317,395 in annual lease and note payments which, if prorated, would reduce General Fund expenditures to 33.2% of the annual budget.

As of October 31, 2019, the Utilities Fund expenditures are 36.0% and the Parking Fund expenditures are 28.7% of their annual budgets, respectively. The Utilities Fund expenditures include a $120,000 encumbrance for sludge removal which, if prorated, would reduce expenditures to 34.7% of the annual budget.

As of October 31, 2019, the Solid Waste Disposal Fund revenues and expenditures are 28.1% and 28.0% of their annual budgets, respectively. September refuse bag revenue, curbside collection costs and tipping fees will not be recorded until October.

The loan report indicates that as of October 31, 2019 the Town had $4,206,390 in outstanding loans issued through the Town's various loan programs. One loans had a payments 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 $481,651 in available funds for additional grants and loans as of October 31, 2019.

As of October 31, 2019, the grant report contains information on 40 active grants and 3 grants in the application process.

Account	Budget	Actual	Actual % of Budget
01-5 Revenues			
01-5-2010 Town Manager			
01-5-2010-160.00 MM - Investment Income	100,000.00	41,004.78	41.00%
01-5-2010-166.00 In Lieu of Taxes	160,000.00	134,720.78	84.20%
01-5-2010-450.00 Permits/Mileage Payments	2,500.00	2,418.24	96.73%
Total Town Manager	**262,500.00**	**178,143.80**	**67.86%**
01-5-2015 Taxes			
01-5-2015-250.00 Current Taxes	14,721,497.00	14,637,323.49	99.43%
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	0.00	0.00%
01-5-2015-257.00 Sales Tax	630,000.00	9,176.09	1.46%
01-5-2015-260.00 Interest	60,000.00	20,469.36	34.12%
01-5-2015-265.00 Penalty	55,000.00	0.00	0.00%
01-5-2015-270.00 Collection Charges	20,000.00	14,095.82	70.48%
Total Taxes	**15,986,497.00**	**14,760,751.87**	**92.33%**
01-5-2020 Finance Department			
01-5-2020-136.00 Business Licenses	50,000.00	13,375.00	26.75%
01-5-2020-361.10 Interest on Receivables	0.00	57.85	100.00%
Total Finance Department	**50,000.00**	**13,432.85**	**26.87%**
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	900.00	9.47%
01-5-2030-135.00 Dog License Revenue	21,000.00	1,605.00	7.64%
01-5-2030-140.00 Town Clerk Fees	105,000.00	45,356.28	43.20%
Total Town Clerk	**135,500.00**	**47,861.28**	**35.32%**
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	102.60	100.00%
Total Listers	**1,800.00**	**-197.40**	**-10.97%**
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	275.00	100.00%
Total Risk Management	**0.00**	**275.00**	**100.00%**

Account	Budget	Actual	Actual % of Budget
01-5-2090 Planning			
01-5-2090-180.00 ZBA & Planning Commission	0.00	51.66	100.00%
01-5-2090-290.00 Planning Permit Fees	50,000.00	17,962.12	35.92%
Total Planning	**50,000.00**	**18,013.78**	**36.03%**
01-5-2260 Benefits			
Total Benefits	**0.00**	**0.00**	**0.00%**
01-5-2800 Library Revenue			
01-5-2800-120.00 Library Copier Revenue	6,500.00	2,100.10	32.31%
01-5-2800-216.00 Reimbursements	800.00	1,552.00	194.00%
01-5-2800-360.00 Library Fines	0.00	108.00	100.00%
01-5-2800-370.00 Non-Resident Fees	15,000.00	5,758.00	38.39%
01-5-2800-375.00 Gift Books & Replacement	4,000.00	577.49	14.44%
01-5-2800-390.00 Library Postage Revenue	0.00	7.50	100.00%
01-5-2800-450.00 Miscellaneous Income	5,000.00	556.29	11.13%
Total Library Revenue	**31,300.00**	**10,659.38**	**34.06%**
01-5-3500 Fire			
01-5-3500-200.00 Tower Rent	6,000.00	0.00	0.00%
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	3,600.00	32.73%
01-5-3500-450.03 Rental Housing Fees	56,250.00	0.00	0.00%
01-5-3500-455.00 Fire Outside Revenue	10,000.00	7,747.17	77.47%
Total Fire	**83,250.00**	**19,467.17**	**23.38%**
01-5-5000 Municipal Center			
01-5-5000-200.00 Municipal Center Rental	20,000.00	6,451.96	32.26%
Total Municipal Center	**20,000.00**	**6,451.96**	**32.26%**
01-5-5500 Police			
01-5-5500-110.00 Town Ordinance	20,000.00	3,558.07	17.79%
01-5-5500-115.00 Bicycle Registration	20.00	9.00	45.00%
01-5-5500-120.00 Police Dept Copy Charges	750.00	217.00	28.93%
01-5-5500-200.00 Rental Income	27,467.00	9,152.00	33.32%
01-5-5500-200.01 Up-Fit Reimbursement	11,269.00	3,756.28	33.33%
01-5-5500-220.00 False Alarm Fees	3,000.00	1,179.75	39.33%
01-5-5500-450.00 Miscellaneous Revenue	2,000.00	175.00	8.75%
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	270.00	27.00%
01-5-5500-500.00 Rescue Inc Dispatch Fees	48,020.00	16,006.68	33.33%
Total Police	**133,526.00**	**34,323.78**	**25.71%**

Account	Budget	Actual	Actual % of Budget
01-5-6 Public Works			
01-5-6015-216.01 Insurance/Reimbursements	0.00	9,359.07	100.00%
Total Public Works	**0.00**	**9,359.07**	**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	118,234.70	51.41%
01-5-7000-292.00 State Current Use Payment	160,000.00	187,080.00	116.93%
Total Regional	**395,000.00**	**305,314.70**	**77.29%**
01-5-7100 Parks and Recreation			
01-5-7100-216.01 Reimbursements	0.00	55.00	100.00%
01-5-7100-400.00 Basketball	5,500.00	0.00	0.00%
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	11,902.55	56.68%
01-5-7100-420.00 Snack Bar	1,500.00	748.00	49.87%
01-5-7100-425.00 Kiwanis Shelter	3,500.00	1,500.00	42.86%
01-5-7100-430.00 Skating Rink Revenue	120,000.00	365.00	0.30%
01-5-7100-435.00 Gibson-Aiken Center	6,200.00	1,604.61	25.88%
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	2,354.75	58.87%
01-5-7100-450.00 Misc Facilities Rentals	16,000.00	4,131.25	25.82%
01-5-7100-450.01 Cemetery Plots	3,000.00	300.00	10.00%
01-5-7100-455.00 Sr Program Donations	0.00	1,210.05	100.00%
01-5-7100-500.00 Non-Resident Fees	25,000.00	5,753.00	23.01%
Total Parks and Recreation	**251,700.00**	**42,434.21**	**16.86%**
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	96,668.00	33.33%
01-5-9999-906.06 Transfer Parking Fund	40,000.00	13,333.32	33.33%
Total Transfers	**330,000.00**	**110,001.32**	**33.33%**
Total Revenues	**18,068,192.00**	**15,556,292.77**	**86.10%**
Total Revenues	**18,068,192.00**	**15,556,292.77**	**86.10%**

Account	Budget	Actual	Actual % of Budget
01-6 Expenses			
01-6-20 General Government			
01-6-2010 Town Manager			
01-6-2010-001.00 Department Head Salary	105,060.00	34,278.37	32.63%
01-6-2010-005.00 Staff Salaries	184,691.00	60,517.30	32.77%
01-6-2010-005.16 Vacation BB - 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	100.00	20.00%
01-6-2010-126.00 Conferences/Memberships	1,000.00	261.24	26.12%
01-6-2010-450.00 Postage Expense	1,000.00	76.40	7.64%
01-6-2010-500.00 Office Supplies	1,000.00	776.71	77.67%
01-6-2010-753.00 Transportation	5,000.00	2,078.79	41.58%
Total Town Manager	**307,351.00**	**98,088.81**	**31.91%**
01-6-2020 Finance			
01-6-2020-001.00 Department Head Salary	79,840.00	26,035.50	32.61%
01-6-2020-005.00 Staff Salaries	237,177.00	78,088.55	32.92%
01-6-2020-005.16 Vacation BB - 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	25.00	1.67%
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	0.00	0.00%
01-6-2020-142.00 KRONOS & NEMRC	15,000.00	4,631.77	30.88%
01-6-2020-165.00 Tax Bills	1,000.00	0.00	0.00%
01-6-2020-218.00 Bank Service Charges	1,000.00	24.75	2.48%
01-6-2020-450.00 Postage Expense	8,500.00	4,377.15	51.50%
01-6-2020-500.00 Office Supplies	4,000.00	1,339.60	33.49%
Total Finance	**357,817.00**	**118,949.82**	**33.24%**
01-6-2029 Attorney			
01-6-2029-116.00 Contracted Legal Services	108,200.00	36,067.20	33.33%
01-6-2029-126.00 Conferences/Memberships	1,000.00	0.00	0.00%
01-6-2029-205.00 Litigation Expenses	5,000.00	45.00	0.90%
Total Attorney	**114,200.00**	**36,112.20**	**31.62%**
01-6-2030 Town Clerk			
01-6-2030-001.00 Department Head Salary	67,005.00	21,840.75	32.60%
01-6-2030-005.00 Staff Salaries	66,331.00	21,958.32	33.10%
01-6-2030-008.00 Election Salaries	4,500.00	0.00	0.00%
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	3,985.61	24.91%
01-6-2030-190.00 Election Expense	12,000.00	0.00	0.00%
01-6-2030-400.00 Copier Expense	1,100.00	283.52	25.77%
01-6-2030-450.00 Postage Expense	2,300.00	653.75	28.42%
01-6-2030-500.00 Office Supplies	4,000.00	832.81	20.82%

Account	Budget	Actual	Actual % of Budget
01-6-2030-650.00 Equipment Maintenance	300.00	0.00	0.00%
Total Town Clerk	**181,336.00**	**56,155.63**	**30.97%**
01-6-2040 Listers			
01-6-2040-001.00 Department Head Salary	63,788.00	20,838.87	32.67%
01-6-2040-005.00 Staff Salaries	74,545.00	24,100.44	32.33%
01-6-2040-023.00 Board Salaries	1,950.00	975.00	50.00%
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	150.00	12.50%
01-6-2040-126.00 Conferences/Memberships	1,000.00	483.98	48.40%
01-6-2040-168.00 Tax Map Maintenance	2,600.00	0.00	0.00%
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	576.95	38.46%
01-6-2040-500.00 Office Supplies	950.00	913.31	96.14%
01-6-2040-650.00 Equipment Maintenance Fee	1,200.00	722.52	60.21%
01-6-2040-753.00 Transportation	1,500.00	337.79	22.52%
Total Listers	**161,583.00**	**52,913.07**	**32.75%**
01-6-2050 General Services			
01-6-2050-023.00 Board Salaries	17,000.00	8,500.00	50.00%
01-6-2050-023.01 BCA Salaries	700.00	0.00	0.00%
01-6-2050-023.02 IT Salaries	7,800.00	1,310.00	16.79%
01-6-2050-120.00 Personell Mgmt Expense	20,000.00	1,860.73	9.30%
01-6-2050-121.00 Employee Recognition	0.00	1,356.51	100.00%
01-6-2050-126.00 Conferences/Memberships	20,000.00	18,817.80	94.09%
01-6-2050-140.00 Computer Equipment Maint	60,000.00	15,193.00	25.32%
01-6-2050-141.00 Software Licenses	10,000.00	5,527.00	55.27%
01-6-2050-170.00 Printing & Public Notices	12,000.00	9,761.54	81.35%
01-6-2050-173.00 Professional Services	0.00	50.00	100.00%
01-6-2050-173.01 Admiistrative Services	13,000.00	2,776.00	21.35%
01-6-2050-173.02 Technical Services	13,000.00	3,900.00	30.00%
01-6-2050-175.00 Town Report	3,250.00	0.00	0.00%
01-6-2050-203.00 GIS Mapping	19,000.00	11,340.16	59.69%
01-6-2050-220.00 Auditing	20,000.00	6,350.00	31.75%
01-6-2050-350.00 Telephone	17,000.00	4,733.47	27.84%
01-6-2050-450.00 Postage Expense	2,000.00	2,155.45	107.77%
01-6-2050-500.00 Office Supplies	1,500.00	347.90	23.19%
01-6-2050-875.01 Tax Abatements	15,000.00	4,262.73	28.42%
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%
Total General Services	**253,250.00**	**98,935.65**	**39.07%**
01-6-2070 Risk Management			
01-6-2070-035.00 Worker's Compensation	655,000.00	317,239.76	48.43%
01-6-2070-105.00 General Liability	160,000.00	77,573.00	48.48%
01-6-2070-213.00 Occupational Health	20,000.00	316.00	1.58%

Account	Budget	Actual	Actual % of Budget
01-6-2070-216.00 Insurance Deductible	10,000.00	0.00	0.00%
Total Risk Management	**845,000.00**	**395,128.76**	**46.76%**
01-6-2090 Planning			
01-6-2090-001.00 Department Head Salary	71,596.00	23,338.87	32.60%
01-6-2090-005.00 Staff Salaries	83,170.00	19,961.50	24.00%
01-6-2090-060.00 Equipment	800.00	0.00	0.00%
01-6-2090-124.00 Training	2,000.00	220.00	11.00%
01-6-2090-126.00 Conferences/Memberships	2,000.00	323.84	16.19%
01-6-2090-141.00 Computer Supplies	2,000.00	330.46	16.52%
01-6-2090-170.00 Legal Notices	2,000.00	627.48	31.37%
01-6-2090-173.00 Professional Services	30,000.00	645.00	2.15%
01-6-2090-400.00 Document Production	2,000.00	130.38	6.52%
01-6-2090-450.00 Postage Expense	1,200.00	335.05	27.92%
01-6-2090-500.00 Office Supplies	1,000.00	214.67	21.47%
01-6-2090-650.00 Equipment Maintenance	1,500.00	450.00	30.00%
01-6-2090-753.00 Transportation	1,400.00	262.18	18.73%
01-6-2090-800.00 Miscellaneous Expenses	500.00	205.97	41.19%
Total Planning	**201,166.00**	**47,045.40**	**23.39%**
Total General Government	**2,421,703.00**	**903,329.34**	**37.30%**
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	194,231.72	35.31%
01-6-2260-032.00 Employee Retirement	558,500.00	192,116.40	34.40%
01-6-2260-033.00 Health Insurance	1,616,086.00	653,513.20	40.44%
01-6-2260-033.01 Life Insurance	31,500.00	9,455.21	30.02%
01-6-2260-033.02 Opt-Out & HSA Payments	200,000.00	65,812.50	32.91%
01-6-2260-033.03 HRA Expense	279,125.00	42,271.75	15.14%
01-6-2260-033.04 HRA Administration	10,000.00	1,193.50	11.94%
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	32.00	2.13%
Total Benefits	**3,286,711.00**	**1,159,438.88**	**35.28%**
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	164,948.86	51.76%
01-6-2271-345.01 Note Interest	14,200.00	14,192.66	99.95%
01-6-2271-345.03 Lease Expense	126,925.00	126,920.18	100.00%
Total Bonds/Notes	**1,471,325.00**	**1,317,395.03**	**89.54%**
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%

Account	Budget	Actual	Actual % of Budget
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 Green Mountain Crossroads	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 Prevention Coalition	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	40,690.50	29.06%
01-6-2290-241.00 Public Sanitation	0.00	4,102.74	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	25,000.00	50.00%
01-6-2290-997.01 Ambulance Service	250,000.00	84,520.96	33.81%
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	0.00	0.00%
01-6-2290-998.50 Arts Promotion	15,000.00	0.00	0.00%
Total Auxilliary Services	**612,919.00**	**167,614.20**	**27.35%**
01-6-2800 Library			
01-6-2800-001.00 Department Head Salary	75,981.00	24,973.25	32.87%
01-6-2800-005.00 Staff Salaries	388,602.00	129,823.74	33.41%
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	824.33	20.61%
01-6-2800-140.00 Computer Equipment Maint	15,300.00	3,634.53	23.76%

Account	Budget	Actual	Actual % of Budget
01-6-2800-141.00 Computer Supplies	3,600.00	1,880.93	52.25%
01-6-2800-152.00 Book & Non-Print Supplies	4,000.00	1,857.73	46.44%
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	163.44	1.36%
01-6-2800-235.00 Electric	25,425.00	3,024.92	11.90%
01-6-2800-240.00 Utilities	2,000.00	455.70	22.79%
01-6-2800-250.00 Building Equip & Maint	17,000.00	6,754.10	39.73%
01-6-2800-255.00 Maintenance Supplies	3,500.00	271.18	7.75%
01-6-2800-350.00 Telephone	2,500.00	1,144.01	45.76%
01-6-2800-450.00 Postage Expense	2,500.00	2,030.00	81.20%
01-6-2800-500.00 Office Supplies	3,500.00	1,415.49	40.44%
01-6-2800-501.00 Books - General	5,000.00	4,987.19	99.74%
01-6-2800-502.00 Reference Sources	18,000.00	12,555.65	69.75%
01-6-2800-505.00 Juvenile Books	7,500.00	3,312.97	44.17%
01-6-2800-510.00 Young Adult Sources	1,500.00	1,043.03	69.54%
01-6-2800-515.00 Replacement Books	1,500.00	683.93	45.60%
01-6-2800-520.00 Periodicals & Newspapers	7,200.00	3,926.36	54.53%
01-6-2800-530.00 Non-Print Materials/Adult	3,500.00	1,163.27	33.24%
01-6-2800-532.00 Non-Print Mat./Children	3,800.00	962.93	25.34%
01-6-2800-650.00 Equipment Maintenance	1,500.00	501.62	33.44%
Total Library	**613,608.00**	**212,103.60**	**34.57%**
01-6-3500 Fire			
01-6-3500-001.00 Department Head Salary	87,281.00	28,536.87	32.70%
01-6-3500-005.00 Staff Salaries	1,337,988.00	424,115.17	31.70%
01-6-3500-005.16 Vacation BB - Retire Pay	10,250.00	2,820.48	27.52%
01-6-3500-006.00 Incentive Pay	56,415.00	17,470.32	30.97%
01-6-3500-010.00 Overtime	100,000.00	40,809.76	40.81%
01-6-3500-010.01 Fire Outside Overtime	5,000.00	0.00	0.00%
01-6-3500-010.02 Banner Outside Overtime	6,200.00	2,383.94	38.45%
01-6-3500-010.03 Rental Housing Overtime	50,000.00	1,244.92	2.49%
01-6-3500-015.00 Holiday Pay	48,216.00	0.00	0.00%
01-6-3500-020.00 Auxiliary Staff	8,000.00	0.00	0.00%
01-6-3500-025.00 Clerical	36,470.00	12,648.64	34.68%
01-6-3500-060.00 Equipment	17,500.00	3,442.80	19.67%
01-6-3500-124.00 Training	8,000.00	839.16	10.49%
01-6-3500-126.00 Conferences/Memberships	5,250.00	1,701.84	32.42%
01-6-3500-216.00 Reimbursable Expense	0.00	4,190.00	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	1,170.43	19.51%
01-6-3500-231.01 Diesel	13,000.00	3,038.50	23.37%
01-6-3500-235.00 Electric	21,600.00	6,332.33	29.32%
01-6-3500-240.00 Utilities	12,500.00	3,122.63	24.98%
01-6-3500-250.00 Building Repairs	6,000.00	3,101.20	51.69%
01-6-3500-350.00 Telephone	9,750.00	2,943.16	30.19%
01-6-3500-450.00 Postage Expense	600.00	430.50	71.75%
01-6-3500-500.00 Office Supplies	10,500.00	5,169.88	49.24%
01-6-3500-550.00 Operating Supplies	12,500.00	6,963.21	55.71%

Account	Budget	Actual	Actual % of Budget
01-6-3500-590.00 Clothing	30,000.00	25,789.20	85.96%
01-6-3500-635.00 Fire Prevention	650.00	234.60	36.09%
01-6-3500-650.01 Fire Alarm Repair	18,500.00	9,029.68	48.81%
01-6-3500-650.02 Equipment Maintenance	6,000.00	2,921.39	48.69%
01-6-3500-705.01 Vehicle Maintenance	45,000.00	8,286.20	18.41%
Total Fire	**1,998,170.00**	**638,322.81**	**31.95%**
01-6-4500 Facilities Maintenance			
01-6-4500-005.00 Staff Salaries	127,297.00	41,198.85	32.36%
01-6-4500-010.00 Overtime	10,000.00	4,794.43	47.94%
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**	**47,128.28**	**34.15%**
01-6-5000 Municipal Center			
01-6-5000-060.00 Equipment	3,000.00	280.63	9.35%
01-6-5000-230.00 Fuel Expense	25,960.00	654.54	2.52%
01-6-5000-235.00 Electric	25,200.00	4,499.02	17.85%
01-6-5000-240.00 Utilities	4,500.00	1,058.99	23.53%
01-6-5000-250.00 Building Repairs	15,000.00	2,213.75	14.76%
01-6-5000-255.00 Maintenance Supplies	6,000.00	1,604.74	26.75%
01-6-5000-260.00 Maintenance Contracts	10,200.00	2,134.84	20.93%
01-6-5000-263.00 Grounds Maintenance	1,500.00	778.17	51.88%
Total Municipal Center	**91,360.00**	**13,224.68**	**14.48%**
01-6-55 Police			
01-6-5500 Police Department			
01-6-5500-001.00 Department Head Salary	97,981.00	32,457.37	33.13%
01-6-5500-005.00 Staff Salaries	1,449,792.00	425,242.03	29.33%
01-6-5500-005.16 Vacation BB - Retire Pay	8,500.00	0.00	0.00%
01-6-5500-006.00 Educ/Special Incentive	29,360.00	30,435.52	103.66%
01-6-5500-010.00 Overtime	125,000.00	53,112.91	42.49%
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	0.00	0.00%
01-6-5500-020.00 Auxiliary Staff	3,000.00	600.00	20.00%
01-6-5500-025.00 Clerical	108,595.00	35,046.77	32.27%
01-6-5500-060.00 Equipment	8,000.00	123.46	1.54%
01-6-5500-116.00 Poundkeeper	10,000.00	2,152.67	21.53%
01-6-5500-124.00 Training	25,000.00	10,758.36	43.03%
01-6-5500-126.00 Conferences/Memberships	4,200.00	525.00	12.50%
01-6-5500-141.00 Computer Supplies	10,500.00	616.98	5.88%
01-6-5500-173.00 Professional Services	0.00	1,950.00	100.00%
01-6-5500-230.00 Heating Fuel	21,500.00	3,226.47	15.01%
01-6-5500-231.00 Gasoline	35,000.00	8,159.80	23.31%
01-6-5500-235.00 Electric	23,130.00	5,487.04	23.72%
01-6-5500-240.00 Utilities	5,400.00	1,049.04	19.43%
01-6-5500-250.00 Building Maintenance	10,000.00	2,507.85	25.08%

Account	Budget	Actual	Actual % of Budget
01-6-5500-255.00 Maintenance Supplies	3,500.00	789.78	22.57%
01-6-5500-263.00 Grounds Maintenance	12,000.00	2,495.00	20.79%
01-6-5500-350.00 Telephone	25,000.00	6,646.82	26.59%
01-6-5500-350.01 VIBRS/VLETS	20,000.00	0.00	0.00%
01-6-5500-355.00 Office Furniture	1,000.00	0.00	0.00%
01-6-5500-400.00 Copier Expense	6,000.00	1,399.79	23.33%
01-6-5500-450.00 Postage Expense	2,000.00	235.77	11.79%
01-6-5500-500.00 Office Supplies	6,120.00	2,955.19	48.29%
01-6-5500-501.00 Books/Reference	200.00	228.80	114.40%
01-6-5500-550.00 Operating Supplies	10,700.00	1,841.26	17.21%
01-6-5500-590.00 Clothing	23,000.00	11,772.88	51.19%
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	6,061.67	30.31%
01-6-5500-710.00 Prisoner Expense	3,500.00	1,651.50	47.19%
01-6-5500-722.00 Crime Prevention	2,000.00	682.19	34.11%
01-6-5500-753.00 Transportation	4,000.00	-77.14	-1.93%
Total Police Department	**2,182,105.00**	**665,131.32**	**30.48%**
01-6-5510 Police Dispatch			
01-6-5510-001.00 Chief Dispatcher	50,739.00	16,972.17	33.45%
01-6-5510-005.00 Staff Salaries	364,974.00	91,198.95	24.99%
01-6-5510-005.16 Vacation Buy	3,500.00	0.00	0.00%
01-6-5510-006.00 Educational Incentive	7,968.00	5,851.87	73.44%
01-6-5510-010.00 Overtime	80,600.00	66,619.70	82.65%
01-6-5510-015.00 Holiday Pay	7,837.00	0.00	0.00%
01-6-5510-060.00 Equipment	4,000.00	511.55	12.79%
01-6-5510-124.00 Training	3,500.00	322.41	9.21%
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	1,021.14	58.35%
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**	**183,497.79**	**34.78%**
Total Police	**2,709,773.00**	**848,629.11**	**31.32%**
01-6-60 Public Works			
01-6-6015 Public Works Admin			
01-6-6015-001.00 Department Head Salary	47,749.00	15,414.75	32.28%
01-6-6015-005.00 Staff Salaries	636,551.00	211,954.68	33.30%
01-6-6015-005.03 Mechanics Staff Salaries	162,021.00	49,635.28	30.64%
01-6-6015-005.16 Vacation BB - Retire Pay	1,000.00	0.00	0.00%
01-6-6015-010.00 Overtime	92,000.00	12,942.16	14.07%
01-6-6015-013.00 Holiday/Weekend Pay	16,221.00	7,673.16	47.30%
01-6-6015-025.00 Clerical	49,805.00	14,825.11	29.77%
01-6-6015-126.00 Conferences/Memberships	3,000.00	123.24	4.11%
01-6-6015-173.00 Professional Services	10,000.00	4,000.00	40.00%

Account	Budget	Actual	Actual % of Budget
01-6-6015-202.00 Equip Rental - Outside	17,000.00	15,997.50	94.10%
01-6-6015-216.00 Reimbursable Expense	0.00	1,560.00	100.00%
01-6-6015-350.00 Telephone	5,400.00	1,978.39	36.64%
01-6-6015-400.00 Copier Expense	800.00	58.65	7.33%
01-6-6015-450.00 Postage Expense	300.00	37.85	12.62%
01-6-6015-500.00 Office Supplies	3,900.00	1,113.27	28.55%
01-6-6015-590.00 Clothing	6,000.00	6,000.00	100.00%
01-6-6015-595.00 Safety Equipment	6,000.00	3,267.82	54.46%
Total Public Works Admin	**1,057,747.00**	**346,581.86**	**32.77%**
01-6-6016 Public Works Bridges			
01-6-6016-550.00 Painting & Repair	10,000.00	10,528.61	105.29%
Total Public Works Bridges	**10,000.00**	**10,528.61**	**105.29%**
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	4,090.50	90.90%
01-6-6017-550.02 Other Materials	10,000.00	4,950.51	49.51%
Total Public Works Drainage	**24,500.00**	**16,239.65**	**66.28%**
01-6-6018 Public Works Equipment			
01-6-6018-550.00 Parts	98,000.00	41,416.75	42.26%
01-6-6018-550.01 Tires & Accessories	12,000.00	5,083.91	42.37%
01-6-6018-550.02 Small Tools	6,500.00	3,452.10	53.11%
Total Public Works Equipment	**116,500.00**	**49,952.76**	**42.88%**
01-6-6020 Public Works Gas & Oil			
01-6-6020-231.00 Gasoline	8,000.00	1,446.91	18.09%
01-6-6020-231.01 Diesel	80,000.00	11,779.57	14.72%
01-6-6020-650.00 Lube & Oil	7,500.00	4,722.04	62.96%
Total Public Works Gas & Oil	**95,500.00**	**17,948.52**	**18.79%**
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	17,360.38	54.25%
01-6-6022-550.02 Cold Patch	1,000.00	0.00	0.00%
01-6-6022-550.03 Gravel	32,000.00	14,221.95	44.44%
01-6-6022-550.04 Guard Rails	10,000.00	0.00	0.00%
Total Public Works Summer Roads	**101,000.00**	**38,790.94**	**38.41%**
01-6-6023 Public Works Sidewalks			
01-6-6023-660.01 Sidewalk Repairs	25,000.00	2,403.00	9.61%
Total Public Works Sidewalks	**25,000.00**	**2,403.00**	**9.61%**

Account	Budget	Actual	Actual % of Budget
01-6-6024 Public Works Streets Misc			
01-6-6024-550.00 Retaining Walls & Rails	15,000.00	0.00	0.00%
01-6-6024-550.01 Signs & Street Markings	12,500.00	945.44	7.56%
01-6-6024-550.02 Broom Material	3,000.00	0.00	0.00%
01-6-6024-750.00 Traffic Safety	10,000.00	0.00	0.00%
01-6-6024-751.00 Line Striping	27,000.00	7,116.76	26.36%
01-6-6024-754.00 Tree Removal	10,000.00	2,450.00	24.50%
01-6-6024-754.01 Tree Care	2,000.00	0.00	0.00%
Total Public Works Streets Misc	**79,500.00**	**10,512.20**	**13.22%**
01-6-6026 Public Works Winter Roads			
01-6-6026-550.00 Salt	120,000.00	30,400.00	25.33%
01-6-6026-550.02 Sand	29,000.00	29,000.00	100.00%
01-6-6026-550.04 Chains & Blades	15,600.00	11,802.14	75.65%
01-6-6026-650.00 Equipment Maintenance	21,000.00	3,435.28	16.36%
Total Public Works Winter Roads	**185,600.00**	**74,637.42**	**40.21%**
01-6-6027 Public Works Yard Expense			
01-6-6027-230.00 Fuel Expense	12,000.00	1,610.01	13.42%
01-6-6027-235.00 Electric	10,170.00	1,642.00	16.15%
01-6-6027-240.00 Utilities	5,700.00	1,667.08	29.25%
01-6-6027-250.00 Building Repairs	15,000.00	21,366.10	142.44%
01-6-6027-255.00 Maintenance Supplies	1,000.00	568.45	56.85%
01-6-6027-257.00 Refuse Charges	900.00	199.04	22.12%
Total Public Works Yard Expense	**44,770.00**	**27,052.68**	**60.43%**
01-6-6028 Public Works Traffic Lght			
01-6-6028-235.00 Electric	3,800.00	1,409.01	37.08%
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 Lght	**6,800.00**	**6,550.01**	**96.32%**
Total Public Works	**1,746,917.00**	**601,197.65**	**34.41%**
01-6-7000 Regional			
01-6-7000-101.00 Windham Regional	27,500.00	0.00	0.00%
01-6-7000-150.00 County Tax	85,000.00	83,159.00	97.83%
Total Regional	**112,500.00**	**83,159.00**	**73.92%**
01-6-71 Parks and Recreation			
01-6-7115 Recreation Administration			
01-6-7115-001.00 Department Head Salary	74,332.00	24,703.87	33.23%
01-6-7115-005.00 Staff Salaries	71,151.00	23,429.64	32.93%

Account	Budget	Actual	Actual % of Budget
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	1,880.40	48.22%
01-6-7115-025.00 Clerical	32,757.00	11,690.28	35.69%
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	1,844.95	26.36%
01-6-7115-450.00 Postage Expense	900.00	0.00	0.00%
01-6-7115-500.00 Office Supplies	3,800.00	1,833.33	48.25%
01-6-7115-753.00 Transportation	1,500.00	54.17	3.61%
Total Recreation Administration	**203,640.00**	**69,768.59**	**34.26%**
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	442.60	2.37%
01-6-7130-235.00 Electric	18,900.00	2,345.91	12.41%
01-6-7130-240.00 Utilities	4,975.00	1,198.24	24.09%
01-6-7130-250.00 Building Repairs	13,000.00	8,724.18	67.11%
01-6-7130-255.00 Maintenance Supplies	4,000.00	2,360.06	59.00%
Total Gibson-Aiken Center	**59,575.00**	**15,110.76**	**25.36%**
01-6-7131 Parks			
01-6-7131-005.00 Staff Salaries	168,508.00	56,346.05	33.44%
01-6-7131-005.16 Vacation BB - Retire Pay	716.00	0.00	0.00%
01-6-7131-010.00 Overtime	9,500.00	4,076.40	42.91%
01-6-7131-013.00 Holiday/Weekend Pay	7,695.00	1,643.36	21.36%
01-6-7131-022.00 Seasonal Employees	24,000.00	14,043.50	58.51%
01-6-7131-060.00 Equipment	7,000.00	5,733.54	81.91%
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	0.00	0.00%
01-6-7131-231.00 Gasoline	6,500.00	1,283.87	19.75%
01-6-7131-235.00 Electric	21,600.00	4,458.79	20.64%
01-6-7131-240.00 Utilities	5,000.00	1,049.20	20.98%
01-6-7131-250.00 Building Repairs	9,500.00	3,578.95	37.67%
01-6-7131-255.00 Maintenance Supplies	1,400.00	426.80	30.49%
01-6-7131-257.00 Refuse/Landfill	300.00	365.56	121.85%
01-6-7131-263.00 Grounds Maintenance	21,500.00	16,882.71	78.52%
01-6-7131-550.00 Equipment Parts	4,200.00	2,288.77	54.49%
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%
01-6-7131-595.00 Safety Equipment	1,400.00	700.41	50.03%
01-6-7131-650.00 Lube & Oil	1,100.00	135.80	12.35%
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	1,478.95	54.78%
Total Parks	**307,119.00**	**119,981.34**	**39.07%**

01-6-7132 Cemetery Maintenance

Account	Budget	Actual	Actual % of Budget
01-6-7132-116.00 Contractual Repairs	24,000.00	9,472.00	39.47%
01-6-7132-754.00 Lawn & Tree Care	3,000.00	0.00	0.00%
Total Cemetery Maintenance	**27,000.00**	**9,472.00**	**35.08%**
01-6-7140 Gibson Aiken Programs			
01-6-7140-005.00 Staff Salaries	9,000.00	332.75	3.70%
Total Gibson Aiken Programs	**9,000.00**	**332.75**	**3.70%**
01-6-7141 Senior Center			
01-6-7141-260.00 Building Maint Contract	1,800.00	530.96	29.50%
01-6-7141-550.00 Operating Supplies	2,400.00	645.74	26.91%
Total Senior Center	**4,200.00**	**1,176.70**	**28.02%**
01-6-7143 Skating Rink			
01-6-7143-005.00 Staff Salaries	11,500.00	363.85	3.16%
01-6-7143-230.02 Propane	22,000.00	0.00	0.00%
01-6-7143-235.00 Electric	28,000.00	3,955.11	14.13%
01-6-7143-240.00 Utilities	6,000.00	1,464.01	24.40%
01-6-7143-250.00 Building Repairs	7,500.00	4,191.65	55.89%
01-6-7143-550.00 Operating Supplies	11,500.00	11,224.36	97.60%
Total Skating Rink	**86,500.00**	**21,198.98**	**24.51%**
01-6-7144 Day Camp			
01-6-7144-005.00 Staff Salaries	35,350.00	30,160.09	85.32%
Total Day Camp	**35,350.00**	**30,160.09**	**85.32%**
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	758.94	12.59%
01-6-7145-240.00 Utilities	7,000.00	1,617.54	23.11%
01-6-7145-250.00 Building Repairs	1,500.00	2,120.22	141.35%
01-6-7145-550.00 Operating Supplies	10,700.00	6,902.42	64.51%
Total Pool	**62,230.00**	**38,631.71**	**62.08%**
Total Parks and Recreation	**794,614.00**	**305,832.92**	**38.49%**
01-6-76 TS Irene Projects			
Total TS Irene Projects	**0.00**	**0.00**	**0.00%**
01-6-8000 Downtown Association			
01-6-8000-996.99 Downtown Alliance	80,000.00	40,000.00	50.00%
Total Downtown Association	**80,000.00**	**40,000.00**	**50.00%**

Account	Budget	Actual	Actual % of Budget
01-6-9999 Transfers			
01-6-9999-999.00 Transfer to Capital Fund	1,295,000.00	431,666.68	33.33%
01-6-9999-999.03 Transfer to Solid Waste	510,000.00	170,000.00	33.33%
Total Transfers	**1,805,000.00**	**601,666.68**	**33.33%**
Total Expenses	**18,068,192.00**	**7,124,637.18**	**39.43%**
Total Expenditures	**18,068,192.00**	**7,124,637.18**	**39.43%**
Total General Fund	**0.00**	**8,431,655.59**	
Total All Funds	**0.00**	**8,431,655.59**	

Account	Budget	Actual	Actual % of Budget
03-5 Revenues			
03-5-20 General Revenue			
03-5-2020-160.00 MM - Interest Income	40,000.00	25,333.75	63.33%
03-5-2020-160.06 Interest From Parking	6,620.00	2,186.36	33.03%
Total General Revenue	**46,620.00**	**27,520.11**	**59.03%**
03-5-6600 Water			
03-5-6600-112.00 Water Rents	2,035,300.00	510,203.33	25.07%
03-5-6600-112.03 Water Connection Fee	5,000.00	8,184.10	163.68%
Total Water	**2,040,300.00**	**518,387.43**	**25.41%**
03-5-6700 Sewer			
03-5-6700-112.05 Sewer Rents	3,457,250.00	843,389.65	24.39%
03-5-6700-115.00 Interest & Penalties	40,000.00	14,581.03	36.45%
03-5-6700-145.00 Scrap Metal & Tower Rent	0.00	2,385.82	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	115,866.04	42.13%
03-5-6700-225.00 Jobbing	30,000.00	7,661.72	25.54%
Total Sewer	**3,807,250.00**	**993,068.36**	**26.08%**
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	1,120.00	100.00%
Total WWTP	**69,230.00**	**772,800.25**	**1,116.28%**
03-5-6860 Adminsistration			
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	70.00	100.00%
Total Adminsistration	**223,277.00**	**449.77**	**0.20%**
Total Revenues	**6,186,677.00**	**2,312,225.92**	**37.37%**
Total Revenues	**6,186,677.00**	**2,312,225.92**	**37.37%**
03-6 Expenses			
03-6-6664 Pleasant Valley Expense			
03-6-6664-230.00 Generator Fuel	4,000.00	56.94	1.42%
03-6-6664-230.01 Fuel Expense - PV	13,000.00	1,518.03	11.68%
03-6-6664-235.00 Pump Stations Electric	36,000.00	6,891.90	19.14%
03-6-6664-235.01 Electric - PV	42,000.00	7,579.05	18.05%
03-6-6664-250.00 Building Repairs	500.00	0.00	0.00%

Account	Budget	Actual	Actual % of Budget
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	19,215.89	48.04%
03-6-6664-650.00 Equipment Maintenance	10,000.00	5,244.39	52.44%
03-6-6664-650.01 Maintenance & Supplies PV	35,000.00	15,027.16	42.93%
Total Pleasant Valley Expense	**232,500.00**	**86,883.36**	**37.37%**
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	462.51	6.61%
03-6-6665-235.00 Electric - Wells	21,000.00	3,003.51	14.30%
03-6-6665-250.00 Building Repairs	2,500.00	0.00	0.00%
03-6-6665-550.00 Chemicals - Wells	4,800.00	0.00	0.00%
03-6-6665-650.00 Maintenance & Supplies	25,000.00	14,149.24	56.60%
Total Wells Expense	**61,300.00**	**17,615.26**	**28.74%**
03-6-6666 Water Dist & Storage			
03-6-6666-005.00 Staff Salaries	356,525.00	136,569.98	38.31%
03-6-6666-005.16 Vacation BB - Retire Pay	2,500.00	0.00	0.00%
03-6-6666-010.00 Overtime-Distribution	44,000.00	22,016.96	50.04%
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	3,698.59	19.99%
03-6-6666-022.00 Seasonal Employees	22,000.00	0.00	0.00%
03-6-6666-030.00 Social Security	36,000.00	11,464.91	31.85%
03-6-6666-032.00 Employee Retirement	26,000.00	8,700.70	33.46%
03-6-6666-033.00 Health Insurance	90,000.00	35,827.80	39.81%
03-6-6666-033.02 Opt-Out HSA	12,250.00	4,375.00	35.71%
03-6-6666-033.03 HRA Expense	14,000.00	0.00	0.00%
03-6-6666-033.04 HRA Administration	900.00	66.00	7.33%
03-6-6666-034.00 Unemployment Compensation	0.00	76.56	100.00%
03-6-6666-035.00 Worker's Compensation	38,250.00	18,154.00	47.46%
03-6-6666-102.00 Real Estate Rights	1,250.00	150.00	12.00%
03-6-6666-106.00 Gravel and Asphalt	16,000.00	9,500.00	59.38%
03-6-6666-110.00 Pipe Replacement & Repair	25,000.00	20,955.28	83.82%
03-6-6666-111.00 Hydrant & Meter Parts	25,000.00	5,522.93	22.09%
03-6-6666-116.00 Contract Maintenance	4,000.00	600.00	15.00%
03-6-6666-550.00 Tools & Equipment	8,000.00	2,443.73	30.55%
Total Water Dist & Storage	**768,775.00**	**293,549.29**	**38.18%**
03-6-6750 WWTP			
03-6-6750-005.00 Staff Salaries	275,150.00	89,243.05	32.43%
03-6-6750-005.16 Vacation BB/retire	2,500.00	0.00	0.00%
03-6-6750-010.00 Overtime	27,000.00	8,909.00	33.00%
03-6-6750-013.00 Holiday & Weekend Pay	12,500.00	2,745.56	21.96%
03-6-6750-030.00 Social Security	24,000.00	9,637.25	40.16%
03-6-6750-032.00 Employee Retirement	18,000.00	6,269.39	34.83%

Account	Budget	Actual	Actual % of Budget
03-6-6750-033.00 Health Insurance	77,000.00	29,986.90	38.94%
03-6-6750-033.02 Opt-Out HSA	6,750.00	3,375.00	50.00%
03-6-6750-033.03 HRA Expense	12,000.00	4,226.65	35.22%
03-6-6750-033.04 HRA Administration	700.00	55.00	7.86%
03-6-6750-035.00 Workers Compensation	24,250.00	11,511.00	47.47%
03-6-6750-124.00 Training	6,000.00	800.00	13.33%
03-6-6750-230.00 Fuel Expense	58,000.00	26,366.88	45.46%
03-6-6750-231.00 Gasoline	2,000.00	616.88	30.84%
03-6-6750-231.01 Diesel	1,000.00	60.80	6.08%
03-6-6750-235.00 Electric	109,000.00	22,551.92	20.69%
03-6-6750-250.00 Building Repairs	2,500.00	2,279.19	91.17%
03-6-6750-255.00 Odor Control	60,000.00	11,562.68	19.27%
03-6-6750-257.00 Refuse Charges	15,000.00	14,000.00	93.33%
03-6-6750-305.00 Welcome Center Jobbing	0.00	385.00	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	43.52	2.42%
03-6-6750-500.01 Lab Supplies	8,000.00	2,491.47	31.14%
03-6-6750-550.00 Tires & Accessories	1,000.00	136.00	13.60%
03-6-6750-550.01 Chemicals	70,000.00	12,185.53	17.41%
03-6-6750-590.00 Clothing	1,700.00	1,875.00	110.29%
03-6-6750-595.00 Safety Equipment	1,500.00	834.48	55.63%
03-6-6750-650.00 Lube & Oil	1,000.00	0.00	0.00%
03-6-6750-650.01 Equipment Maintenance	65,000.00	57,181.27	87.97%
03-6-6750-705.00 Auto Maintenance	2,000.00	108.42	5.42%
03-6-6750-752.00 Permits and Testing	32,000.00	19,628.64	61.34%
Total WWTP	**1,037,350.00**	**459,066.48**	**44.25%**
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	2,696.92	5.99%
03-6-6755-250.00 Building Repairs	2,500.00	30.00	1.20%
03-6-6755-255.00 Odor Control	10,000.00	1,312.50	13.13%
03-6-6755-650.01 Equipment Maintenance	20,000.00	3,061.65	15.31%
Total Pump Stations	**87,500.00**	**7,101.07**	**8.12%**
03-6-6757 Sewer Mains			
03-6-6757-005.00 Staff Salaries	128,900.00	30,403.99	23.59%
03-6-6757-005.16 Vacation Buy Back	2,500.00	0.00	0.00%
03-6-6757-010.00 Overtime-Sewer	7,400.00	3,588.91	48.50%
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	1,763.07	30.40%
03-6-6757-030.00 Social Security	11,500.00	1,974.06	17.17%
03-6-6757-032.00 Employee Retirement	8,700.00	3,263.31	37.51%
03-6-6757-033.00 Health Insurance	47,000.00	18,305.10	38.95%
03-6-6757-033.02 Opt-Out HSA	3,750.00	2,625.00	70.00%
03-6-6757-033.03 HRA Expense	7,400.00	379.49	5.13%
03-6-6757-033.04 HRA Administration	400.00	33.00	8.25%

Account	Budget	Actual	Actual % of Budget
03-6-6757-110.00 Pipe Replacement & Repair	9,000.00	1,965.00	21.83%
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	5,904.64	39.36%
03-6-6757-550.00 Tools & Equipment	7,000.00	2,196.88	31.38%
Total Sewer Mains	**268,850.00**	**79,430.23**	**29.54%**
03-6-6860 Administration			
03-6-6860-001.00 Department Head Salary	47,750.00	16,014.75	33.54%
03-6-6860-002.00 Superintendent Salary	34,450.00	11,420.77	33.15%
03-6-6860-005.00 Staff Salaries	56,000.00	20,764.07	37.08%
03-6-6860-030.00 Social Security	10,500.00	3,142.79	29.93%
03-6-6860-032.00 Employee Retirement	7,900.00	4,803.51	60.80%
03-6-6860-033.00 Health Insurance	30,000.00	11,681.80	38.94%
03-6-6860-033.01 Life Insurance	4,500.00	1,436.20	31.92%
03-6-6860-033.02 Opt-Out HSA	3,000.00	1,875.00	62.50%
03-6-6860-033.03 HRA Expense	4,700.00	0.00	0.00%
03-6-6860-033.04 HRA Admin Fee	300.00	22.00	7.33%
03-6-6860-060.00 Equipment	1,500.00	720.00	48.00%
03-6-6860-105.00 Liability Insurance	50,000.00	23,890.00	47.78%
03-6-6860-109.00 Telephones and Radios	5,000.00	2,962.42	59.25%
03-6-6860-124.00 Training	15,000.00	2,924.26	19.50%
03-6-6860-143.00 Computer Service Contract	4,500.00	0.00	0.00%
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	17,457.50	69.83%
03-6-6860-220.00 Auditing	6,500.00	2,063.00	31.74%
03-6-6860-342.01 Depreciation - Sewer	1,825,000.00	602,493.12	33.01%
03-6-6860-342.02 Depreciation - Water	675,000.00	224,945.74	33.33%
03-6-6860-350.00 Telephone	6,500.00	1,688.09	25.97%
03-6-6860-400.00 Copier Expense	1,800.00	690.01	38.33%
03-6-6860-450.00 Postage Expense	8,000.00	3,866.55	48.33%
03-6-6860-500.00 Office Supplies	5,500.00	1,604.54	29.17%
03-6-6860-590.00 Clothing	3,500.00	4,125.00	117.86%
03-6-6860-595.00 Safety Equipment	6,000.00	1,262.06	21.03%
03-6-6860-752.00 Permits and Testing	35,000.00	14,778.00	42.22%
Total Administration	**2,881,900.00**	**985,483.87**	**34.20%**
03-6-6862 Equipment Maintenance			
03-6-6862-231.00 Gasoline	12,000.00	3,875.77	32.30%
03-6-6862-231.01 Diesel	9,000.00	2,059.34	22.88%
03-6-6862-550.00 Parts & Repairs	22,000.00	10,817.84	49.17%
03-6-6862-550.01 Tires & Accessories	3,000.00	1,120.95	37.37%
03-6-6862-650.00 Lube & Oil	3,000.00	1,774.71	59.16%
Total Equipment Maintenance	**49,000.00**	**19,648.61**	**40.10%**
03-6-6868 Jobbing			
Total Jobbing	**0.00**	**0.00**	**0.00%**

Account	Budget	Actual	Actual % of Budget
03-6-6961 Debt Service			
03-6-6961-345.00 Bond Interest	530,500.00	188,658.65	35.56%
Total Debt Service	**530,500.00**	**188,658.65**	**35.56%**
03-6-9999 Transfers			
03-6-9999-999.00 Transfer Out	290,000.00	96,668.00	33.33%
Total Transfers	**290,000.00**	**96,668.00**	**33.33%**
Total Expenses	**6,207,675.00**	**2,234,104.82**	**35.99%**
Total Expenditures	**6,207,675.00**	**2,234,104.82**	**35.99%**
Total Utilities Fund	**-20,998.00**	**78,121.10**	
Total All Funds	**-20,998.00**	**78,121.10**	

Account	Budget	Actual	Actual % of Budget
06-5 Revenue			
06-5-2020-160.00 MM - Interest Income	2,000.00	1,736.45	86.82%
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	166,706.04	37.46%
06-5-5500-350.01 Meter Income-Smart Card	0.00	-295.10	100.00%
06-5-5500-355.00 Parking Boot Income	10,000.00	2,690.00	26.90%
06-5-5500-360.00 Parking Fines	160,000.00	44,608.73	27.88%
06-5-5500-365.00 Hood Rentals	5,000.00	5,283.00	105.66%
06-5-5500-370.00 Permit Stickers	160,000.00	42,788.22	26.74%
06-5-5500-375.00 BTC Rental Space Revenue	104,500.00	35,103.24	33.59%
06-5-5500-425.00 Miscellaneous Revenue	0.00	5.00	100.00%
Total Revenue	**916,350.00**	**334,108.23**	**36.46%**
Total Revenues	**916,350.00**	**334,108.23**	**36.46%**
06-6 Expenditures			
06-6-5521-005.00 Staff Salaries	155,000.00	46,922.02	30.27%
06-6-5521-010.00 Overtime	5,000.00	404.94	8.10%
06-6-5521-010.06 DPW Lot Maintenance	8,000.00	8,730.29	109.13%
06-6-5521-030.00 Social Security	12,900.00	5,157.17	39.98%
06-6-5521-031.00 Health Insurance	77,000.00	22,127.30	28.74%
06-6-5521-031.03 HRA Expense	12,700.00	0.00	0.00%
06-6-5521-032.00 Employee Retirement	8,900.00	3,614.29	40.61%
06-6-5521-033.01 Life Insurance	600.00	204.00	34.00%
06-6-5521-033.02 Opt-Out & HSA Payments	6,000.00	3,000.00	50.00%
06-6-5521-033.04 HRA Administration	810.00	44.00	5.43%
06-6-5521-035.00 Worker's Compensation	10,000.00	4,912.00	49.12%
06-6-5521-105.00 Liability Insurance	8,300.00	3,572.00	43.04%
06-6-5521-143.00 Computer Maintenance	12,000.00	1,920.00	16.00%
06-6-5521-173.00 Professional Services	0.00	500.00	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	5,742.88	21.27%
06-6-5521-220.00 Auditing	5,000.00	1,587.00	31.74%
06-6-5521-230.01 Wood Pellets	12,000.00	2,906.40	24.22%
06-6-5521-231.00 Gasoline	175.00	140.51	80.29%
06-6-5521-235.00 Electric	19,200.00	4,638.16	24.16%
06-6-5521-240.00 Utilities	1,900.00	455.70	23.98%
06-6-5521-250.00 Building Maintenance	18,000.00	7,243.87	40.24%
06-6-5521-255.00 Maintenance Supplies	3,000.00	46.56	1.55%
06-6-5521-260.00 Maintenance Contracts	7,000.00	1,167.00	16.67%
06-6-5521-342.00 Depreciation	280,000.00	91,958.16	32.84%
06-6-5521-345.01 Utilities Fund Interest	6,620.00	2,186.36	33.03%
06-6-5521-350.00 Communications	2,500.00	651.04	26.04%
06-6-5521-450.00 Postage	4,000.00	1,026.50	25.66%
06-6-5521-500.00 Office Supplies	2,000.00	246.43	12.32%
06-6-5521-550.00 Operating Supplies	15,000.00	5,269.85	35.13%

Account	Budget	Actual	Actual % of Budget
06-6-5521-590.00 Uniforms	2,000.00	875.00	43.75%
06-6-5521-660.00 Parking Lot Maintenance	10,000.00	9,238.68	92.39%
06-6-5521-660.01 Snow Removal	95,000.00	0.00	0.00%
06-6-5521-705.00 Vehicle Maintenance	500.00	0.00	0.00%
06-6-9999-999.00 Transfer Out	40,000.00	13,333.32	33.33%
Total Expenditures	**872,105.00**	**249,821.43**	**28.65%**
Total Expenditures	**872,105.00**	**249,821.43**	**28.65%**
Total Parking Fund	**44,245.00**	**84,286.80**	
Total All Funds	**44,245.00**	**84,286.80**	

Town of Brattleboro General Ledger
Current Yr Pd: 4 - Budget Status Report
Solid Waste Disposal Fund

Account	Budget	Actual	Actual % of Budget
08-5 Revenues			
08-5-2020-160.00 MM - Interest Income	100.00	4.16	4.16%
08-5-4100-257.00 Refuse Bag Revenue	325,000.00	64,617.00	19.88%
08-5-4100-550.02 Container Sales	2,500.00	814.00	32.56%
08-5-9999-999.00 Transfer In	510,000.00	170,000.00	33.33%
Total Revenues	**837,600.00**	**235,435.16**	**28.11%**
Total Revenues	**837,600.00**	**235,435.16**	**28.11%**
08-6 Expenses			
08-6-4100-116.00 Refuse Collection	138,000.00	35,971.28	26.07%
08-6-4100-116.01 Recycling Collection	278,000.00	70,413.21	25.33%
08-6-4100-116.02 Town Dumpsters	40,000.00	10,915.97	27.29%
08-6-4100-257.00 Tipping Fee - Refuse	100,000.00	23,570.40	23.57%
08-6-4100-257.01 Tipping Fee - Recycling	125,000.00	34,954.80	27.96%
08-6-4100-257.02 Tipping Fee - Compost	41,000.00	10,347.36	25.24%
08-6-4100-257.10 WSWMD Assessment	82,795.00	41,396.20	50.00%
08-6-4100-550.01 Management & Education	2,000.00	0.00	0.00%
08-6-4100-550.02 Refuse Containers	805.00	0.00	0.00%
08-6-4100-550.03 Refuse Bags	30,000.00	6,779.70	22.60%
Total Expenses	**837,600.00**	**234,348.92**	**27.98%**
Total Expenditures	**837,600.00**	**234,348.92**	**27.98%**
Total Solid Waste Disposal Fund	**0.00**	**1,086.24**	
Total All Funds	**0.00**	**1,086.24**	

Monthly Loan Report to the Selectboard

October 2019

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 Penalities	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 Penalities	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 Penalities	Current Balance	Pymt Status
DUO RESTAURANT	07/28/14	Active	$ 40,000.00	$ 11,404.80		$ 1,436.29	$ 108.67	$ -	$ 9,968.51	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		$ 1,212.80	$ 409.44	$ -	$ 40,185.33	Current
TRUE NORTH GRANOLA	11/21/16	Active	$ 34,000.00	$ 16,405.26		$ 1,639.09	$ 157.91	$ -	$ 14,766.17	Current
HERMIT THRUSH BREW	03/22/17	Active	$ 70,000.00	$ 46,365.59		$ 3,429.35	$ 367.45	$ -	$ 42,999.52	Current
PETER HAVENS 2	03/27/17	Active	$ 70,000.00	$ 50,801.97		$ 3,193.95	$ 537.41	$ -	$ 47,608.02	Current
WHETSTONE STATION	04/26/17	Active	$ 70,000.00	$ 56,318.85		$ 3,133.94	$ 597.42	$ -	$ 53,184.91	Current
NECCA	01/22/18	Active	$ 50,000.00	$ 43,957.87		$ 2,197.95	$ 467.29	$ -	$ 41,759.92	Current
ORTHEAST PROCESSING	08/28/19	Active	$ 70,000.00	$ -	$ 70,000.00	$ 749.93	$ 175.00	$ -	$ 69,250.07	Current
RGE J. BROOKS FLORIST	08/28/19	Active	$ 45,000.00	$ -	$ 45,000.00	$ (40.43)	$ -	$ -	$ 45,040.43	Late 1
			$ 631,000.00	$ 334,489.28	$ 115,000.00	$ 16,952.87	$ 2,820.59	$ -	$ 364,762.88	

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 Penalities	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		$ 571.44	$ -	$ -	$ 33,856.83	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			$ 1,500.00	$ -	$ 150,000.00	Deferred
			$ 648,100.00	$ 651,698.53	$ -	$ 571.44	$ 1,500.00	$ -	$ 651,127.09	

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 Penalities	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 Penalities	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	

	Loan Principal	6/30/2019 Balance	FY 2020 New Loans	FY 2020 Principal Pyts	FY 2020 Interest	FY 2020 Penalities	Current Balance
TOTALS OF ALL LOANS	$ 4,518,600.00	$ 4,177,529.98	$ 115,000.00	$ 18,366.48	$ 4,320.59	$ -	$ 4,206,389.97

ALLOWANCE FOR UNCOLLECTABLE ACCOUNTS	Balance		Balance
	$ 310,007.08	$ 67,836.81	$ 242,170.27

VCDP Program Income and Unrestricted Revenue Report

October 31, 2019

Fiscal Year Beginning Cash on Hand Balance (Due From/Due To 6/30/19)			
Disaster Relief Fund 35	35-1-0000-305.00	48,451.44	
RHIP Fund 40	40-1-0000-305.00	69,304.67	
SBAP/RLF Other Fund 41	41-1-0000-305.00	355,902.01	
VCDP1 Fund 57	57-1-0000-305.00	301,836.57	
VCDP 1 Fund 57 Accounts Payable	57-1-0000-700.00	$ -	
		Beginning Balance 7/1/19	**$ 775,495**

Receipts Thru October 31 2019			
Disaster Relief Fund 35 Revenue	35-Budget Status	222.75	
RHIP Fund 40 Revenue	40-Budget Status	322.32	
SBAP/RLF Other Fund 41 Revenue	41-Budget Status	5,782.39	
VCDP1 Fund 57 Revenue	57-Budget Status	1,387.70	
Change in RLF Balance - Decrease (Increase)	Schedule 1, below	(96,696.80)	
		Total Receipts thru October 31 2019	**$ (88,982)**

Outlays Thru October 31 2019			
Disaster Relief Fund 35 Expenses	35-Budget Status	0.00	
RHIP Fund 40 Expenses	40-Budget Status	0.00	
SBAP/RLF Other Fund 41 Expenses	41-Budget Status	25,000.00	
VCDP1 Fund 57 Expenses/AP	57-Budget Status	0.00	
		Total Outlays thru October 31 2019	**$ 25,000**

		Ending Balance	**$ 661,513**

Obligations			
Apartments in Homes FY2018 Ending Balance		16,330.00	
FY 2020 Expenses	41-6-2097-300.00	0.00	
		16,330.00	
SB 11/15/11 vote $15,000 for admin expenses			
State Hazard Mitigation Admin FY18 EndBal		13,531.74	
FY 2020 Expenses	57-6-2106-174.00	0.00	
		13,531.74	
SB 1/17/17 vote $40,000 Tri-Park			
Tri-Park Housing Cooperative		40,000.00	
FY 2020 Expenses	57-6-2106-336.00	40,000.00	
		0.00	
RTM Vote 3/23/19 $25,000 SeVEDS			
SeVEDS		25,000.00	
FY 2019 Expenses	41-6-2097-310.00	25,000.00	
		0.00	
SB Vote 2/5/19 & 7/9/19 Groundworks			
Groundworks Collaborative		150,000.00	
FY 2020 Expenses	57-6-2106-338.00	0.00	
		150,000.00	
		Total Obligations	**$ 179,862**

Amount Potentially Available (ending balance less obligations)	**$ 481,651**

Historical	FY 2018	FY 2019	FY 2020
Beginning Balance less obligations	$ 543,306	$ 555,136	$ 775,495
Receipts	$ 392,913	$ 284,359	$ (88,982)
Outlays	$ (381,084)	$ (64,000)	$ (25,000)
Obligations	$ 93,862	$ 104,862	$ 179,862
Ending Balance	$ 461,274	$ 670,633	$ 481,651

Schedule 1: Change in RLF Balance (adds payments/payoffs, subtracts new loans)			
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)	
		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	364,762.88	
VCDP2 - Current	Loan Report to SB	651,127.09	
Allowance for Uncollectable FY2019	41-1-0000-500.00	(242,170.27)	
		Current Principal Balance	773,719.70
		Total Change in RLF	**(96,696.80)**

Controls			
Fund 35 Due From/To Other Funds	35-1-0000-305.00	48,674.19	
Fund 40 Due From/To Other Funds	40-1-0000-305.00	70,469.16	
Fund 41 Due From/To Other Funds	41-1-0000-305.00	239,145.43	
Fund 57 Due From/To Other Funds	57-1-0000-305.00	303,224.27	
		Total Due From/To Other Funds	**661,513.05**
		Difference between control and ending balance	**0.00**

MONTHLY MASTER GRANT LIST TO SELECTBOARD
October-19

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	$ 29,648.15	$ 50,851.85	$ 56,620.00
Downtown Design	VCDP	Planning Grant	5/31/2020	$ 22,000.00	$ 18,100.00	$ 40,100.00	$ 11,309.98	$ 28,790.02	$ 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	TBD	$ 32,000.00	$ 8,000.00	$ 40,000.00	$ 40,000.00	$ -	
						$ 594,200.00			
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	$ 300.00	$ -	$ 300.00
Crosby-Gannett	VCF	Archivist for local history	7/16/2020	$ 990.00	$ -	$ 990.00	$ 990.00	$ -	$ 990.00
						$ 1,972.50			
FIRE DEPARTMENT									
POLICE DEPARTMENT									
BPV - 2018	BJA	Purchase bulletproof vests	8/31/2020	$ 1,598.00	$ 1,598.00	$ 3,196.00	$ -	$ 3,196.00	$ 1,679.84
BPV - 2019	BJA	Purchase bulletproof vests	8/31/2021	$ 2,517.16	$ 2,517.16	$ 5,034.32	$ 1,391.48	$ 3,642.84	$ -
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	$ 10,600.00	$ -	$ 10,600.00	$ 5,114.85	$ 5,485.15	$ 1,598.52
WC Sheriff's Dept	Subgrant	OP	9/30/2019	$ 13,250.00	$ -	$ 13,250.00	$ 11,087.37	$ 2,162.63	$ 379.77
WC Sheriff's Dept	Subgrant	Equipment	9/30/2019	$ 8,000.00	$ -	$ 8,000.00	$ 5,388.65	$ 2,611.35	$ -
WC Sheriff's Dept	Subgrant	DUI	9/30/2020	$ 10,400.00	$ -	$ 10,400.00	$ 10,400.00	$ -	$ -
WC Sheriff's Dept	Subgrant	OP	9/30/2020	$ 12,200.00	$ -	$ 12,200.00	$ 12,200.00	$ -	$ -
JAG - 2017	BJA	Upgrade IT equipment	9/30/2020	$ 17,264.00	$ -	$ 17,264.00	$ 12,427.16	$ 4,836.84	$ 2,428.60
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	$ 45,000.00	$ 15,000.00	$ 15,000.00
						$ 212,277.32			

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 Tr	TTT	Pay in part for skatepark	8/31/2019	$ 15,000.00	$ -	$ 15,000.00	$ 15,000.00	$ -	$ 15,000.00
Spark! 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	$ 175,000.00	$ 17,500.00	$ 192,500.00	$ 123,768.82	$ 68,731.18	$ -
Exit 1 Industrial Park	DOC-EDA	Water & ww upgrades	TBD	$ 440,000.00	$ 320,000.00	$ 760,000.00	$ 760,000.00	$ -	$ -
						$ 1,389,214.56			
TOWN MANAGERS OFFICE									
WWHT	VCDP	SE VT 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 Hsg	VCDP	Create supportive housing	6/30/2019	$ 425,000.00	$ -	$ 425,000.00	$ 5,000.00	$ 420,000.00	$ 420,000.00
WWHT-SS 2016	VCDP	5 County Rehab Loan	12/31/2018	$ 1,000,000.00	$ -	$ 1,000,000.00	$ 157,493.00	$ 842,507.00	$ 842,507.00
						$ 3,314,931.00			
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	$ 111,064.66	$ 208,935.34	$ 208,563.81
						$ 957,500.00			
				CLOSED					

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: Daniel Tyler, Highway/Utilities Superintendent
Date: November 6, 2019
Subject: Better Roads Grant

The Vermont Agency of Transportation is accepting applications for the 2021 Better Roads Grant Program. If awarded, funding will assist with implementing best management practices, on hydrologically connected road segments, in compliance with the Municipal Roads General Permit. Awarded funds will require a 20% match by the municipality. Four categories of funding will be applied for.

A. Road Erosion Inventory ($8000 Maximum Grant Amount)
Funding would support the continuation of the erosion inventory. We hope to hire two summer interns to complete the inventory of the remaining road segments and outfalls.

B. Correction of Erosion/Stormwater Problems ($20,000 Maximum Grant Amount)
Funding would support the continuation of previously identified MRGP issues on Bonnyvale Road.

C. Correction of Stream Bank Related Problems ($40,000 Maximum Grant Amount)
Funding would support the design and repairs to a failing wing/retaining wall on Ames Hill Road.

D. Structure/Culvert Installation or Replacement ($60,000 Maximum Grant Amount)
Funding would support the design and replacement of aging narrow structure on Akley Road.

I am requesting an approval and signature of the application for the Better Roads Grant Program.

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

MEMORANDUM

DATE: November 13, 2019

TO: Brattleboro Selectboard

VIA: Peter B. Elwell, Town Manager

FROM: Kim Ellison, Grants Manager

SUBJECT: Better Roads Grant FY2021

For the 11/19/19 Selectboard meeting, please add the following to the agenda:

The Public Works Department requests authority to apply for a $128,000 FY2021 Better Roads Grant from the Vermont Agency of Transportation to promote Better Management Practices for erosion control and maintenance techniques along municipal roads.

Please see the attached GISTD and other supporting documents for additional details.

Request a Motion:

To approve the Public Works Department's application for a $128,000 FY2021 Better Roads Grant from the Vermont Agency of Transportation to promote Better Management Practices for erosion control and maintenance techniques along municipal roads.

TOWN OF BRATTLEBORO

GRANT INFORMATION STATUS TRACKING DOCUMENT (GISTD)

APPLICATION PHASE

Date: **11/8/19**

Grantor/funder: **VTrans**

Funder's name of grant: **Better Roads**

Internal name of grant: **Better Roads**

Funder's grant description/purpose: **Promote BMPs for erosion control and maintenance techniques along municipal roads.**

Applicant's purpose/use of grant: **Continue repairs identified by MRGP inventory and Engineering/Structure repair and replacement**

What will the money be spent on specifically? **Erosion control**

Amount being requested: **$128,000** Required match amount: **$25,600**

Sources of Match Funds, i.e. donations, general funds? **General fund and staff services**

Application deadline: **12/13/19** Award notification date: **March 2020**

Grant term start date: **March 2020** Grant term end date: **12/31/2021 & 6/30/2021**

Grant payout: ☐ Up-front (deferred), or ☒ Reimbursed basis (accrued)

How much administrative allowance does the grant permit if any: **$0** or **%**

Department or community group requesting grant: **DPW**

Department sponsoring the grant: **DPW**

Contact name (person submitting): **Daniel Tyler**

Contact phone: **802 254 4255** Contact email: **dtyler@brattleboro.org**

Second contact:

2nd contact phone: 2nd contact email:

Is this a new program or new service(s)? ☐ yes ☒ no

Is this a ☒ new grant, or ☐ renewal of an existing/active grant?

How will this grant improve functions in your department or for the town and/or how will it save money or increase services? **Funds will offset the cost of MRGP compliance**

How will the program or service be sustained after end of grant? **General maintenance as needed**

How will the project impact the resources of the rest of the department? **This project will utilize some DPW staff time**

How will the project affect the resources of other departments? **N/A**

Will this grant trigger review by the Capital Grants Review Committee? ☐ yes ☒ no

Is this a program/service/item that would need to be paid for out of the general fund if the grant is not awarded, accepted and appropriated? ☒ yes ☐ no

TOWN OF BRATTLEBORO

GRANT INFORMATION STATUS TRACKING DOCUMENT (GISTD)

What are the other sources of funding for this project? **Stormwater budget items**

What other town commitments will be required during the life of the grant?

What are the on-going commitments or costs to town after the end of the grant?

Department Head Name & Title: DANIEL TYLER HIGHWAY/UTILITIES SUPERINTENDENT

Department Head Signature: _____ Date: 11/13/2019

Finance Director Recommendations/Comments: _____

Application Approved ☒ yes, or ☐ no

Printed Name: JOHN O'CONNOR

Finance Director Signature: _____ Date: 11/13/19

Town Manager Recommendations/Comments: _____

Application Approved ☒ yes, or ☐ no

Printed Name: PETER B. ELWELL

Town Manager Signature: _____ Date: 11/13/19

Capital Grants Review Committee Recommendations/Comments: _____

Application Approved ☐ yes, or ☐ no, or ☒ not applicable

Printed Name: _____

Committee Member Signature: _____ Date: _____

Selectboard Recommendations/Comments: _____

Application Approved ☐ yes, or ☐ no, or ☐ not applicable

Printed Name: _____

Selectboard Member Signature: _____ Date: _____

BRATTLEBORO DEVELOPMENT CREDIT CORPORATION

SeVEDS
Advancing Southern Vermont

June 24, 2019

Peter Elwell
Town Manager
230 Main Street
Suite 208
Brattleboro, VT 05301

Dear Mr. Elwell:

I would like to thank the Selectboard and voters from the town of Brattleboro for your ongoing support of Southeastern Vermont Economic Development Strategies (SeVEDS). Since 2012, SeVEDS has sought funding from every town in the Windham Region to support long-term economic development strategies that generate growth and prosperity. In 2019, thirteen towns funded SeVEDS, representing nearly 75% of Windham residents. That funding is invested in staff to carry out programs and planning. Your investment is leveraged to bring additional funding into the region, which has allowed us to increase regional programming and the collective impact on the region's economy.

To address shared regional challenges like declining population, and to realize regional goals like improving wages and opportunities for residents, a shared effort above and beyond the capacity of any individual community is required. The investment that municipalities make through SeVEDS demonstrates our region's commitment to creating a vibrant regional economy and healthy workforce. Municipal support for SeVEDS leverages state and federal funding, as well as funding from the BDCC to support strategic planning and program implementation for projects designed to help the region reach the goals and objectives of the 2014 the Comprehensive Economic Development Strategy (CEDS), our regional economic growth plan. Your support helped to create a new five-year plan, the Southern Vermont CEDS, which is the region's next step on the path to becoming an Economic Development District with better access to federal support for economic development efforts. The draft plan is available through the BDCC and SeVEDS web sites.

SeVEDS leads regional economic development with strategy and insight, which means:

- Southern Vermont Workforce Center of Excellence which includes the Southern Vermont Young Professionals, BDCC College Internship Program and a newly launched major high school career awareness and readiness initiative, the Pipelines and Pathways Program.
- Research-guided development of services for small businesses and startups through INSTIG8.
- Connecting extensive labor market research and local hiring needs assessments to build a workforce development and training system in the region that connects people with opportunities, and employers with people.
- SeVEDS special capacity-building efforts to serve communities, which include Southern Vermont Economy Project and Community Facilities Assistance Program, to support local organizations and town officials in their efforts to improve community vibrancy.

BRATTLEBORO DEVELOPMENT CREDIT CORPORATION

SeVEDS
Advancing Southern Vermont

Information about BDCC & SeVEDS programs is available online at brattleborodevelopment.com and through Town Bulletin mailed to each community on a regular basis. The BDCC staff who implement SeVEDS strategic priorities through programs and projects are out in communities working with partners and clients, hosting trainings and events, but also collaborating on everything from local business plan competitions and creative economy summits, to startup-workshops, childcare and diversity initiatives.

BDCC & SeVEDS also work to secure new public and private investment for the region, whether it's federal funding to develop the five year regional economic development plan (CEDS), or new dollars to help fund regional and municipal infrastructure projects such as the Exit 1 Industrial Park water and wastewater project - $440,000 of Economic Development Administration (EDA) federal investment for the Town of Brattleboro. The capacity that municipal investment has helped to build by investing in SeVEDS makes it possible for this organization to invest in the individuals, non-profits, towns, and businesses of all sizes that power the economy.

SeVEDS is continuing to *request municipal funding for the 2020-2021 fiscal year.* In years past you have added us as an article- thank you! We ask all towns in the Windham Region to contribute towards this regional economic development effort at the rate of $3.00 per person, based on town population. **We are asking the Town of Brattleboro to fund the request of $36,138.00 (based on population of 12,046, U.S. Census 2010) through program funds or general funds, to support continued implementation of SeVEDS efforts.**

We look forward to scheduling a meeting with the Selectboard in the coming months to provide a more detailed update on existing and new regional programs and projects.

Thank you for your consideration and I look forward to following up with the board on this request.

Sincerely,

Adam Grinold
Executive Director
Brattleboro Development Credit Corporation

BRATTLEBORO DEVELOPMENT CREDIT CORPORATION

REPORT

SeVEDS
Advancing Southern Vermont

Brattleboro Economic Update

November 2019

Adam Grinold, Executive Director Brattleboro Development Credit Corporation
76 Cotton Mill Hill • Brattleboro, VT • 05301 • 802 257-7731 ext. 224
agrinold@brattleborodevelopment.com

BDCC | SeVEDS

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Adam Grinold, Executive Director Brattleboro Development Credit Corporation
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agrinold@brattleborodevelopment.com

This economic overview has been prepared by Southeastern Vermont Economic Development Strategies, by Brattleboro Development Credit Corporation staff at the request of the Brattleboro Selectboard.

All data used in this report is from publicly available state or federal government sources. For more detail on any of the topics covered please refer to:

- The Vermont Department of Health
- The Vermont Department of Labor (vtlmi.org)
- The Bureau of Labor Statistics
- U.S. Census and American Community Survey
- Windham Regional Commission

The Town of Brattleboro may benefit from additional analysis regarding long-term changes in sources of tax revenue, and changes in subsidy from outside sources particularly state and federal funding for infrastructure. We encourage efforts to increase understanding among local decision-makers and residents of long-term of cost-drivers which include changing demographics and services, as well as changing needs and expectations. From steady inflation, to new regulations, municipalities create budgets and plans based on factors which range from largely knowable to extremely variable, but they must plan nonetheless. This report provides an array of baseline information to inform such discussion, but by no means represents the full range of analysis and scenarios which must be thoughtfully considered in order to effectively steward the resources of this or any community.

Southeastern Vermont Economic Development Strategies

Since 2011 the grassroots organization, Southeastern Vermont Economic Development Strategies (SeVEDS) has conducted research, education, organizing, and planning to increase the ability of southeastern Vermont communities and leaders to understand and respond to long-term economic challenges. SeVEDS is an affiliated entity of Brattleboro Development Credit Corporation (BDCC) which has enabled the Windham region to leverage modest state investment in economic and community development in order to generate the research, planning, and programs necessary for a proactive approach to rural regional economic development.

SeVEDS helps the 27 communities of the Windham region by:

- Leading the development of the five-year plan, the 2019 Southern Vermont Comprehensive Economic Development Strategies (CEDS);
- Helping community leaders better understand economic conditions and economic development - through BDCC staff visiting town Selectboards, running small conferences, hosting the annual Southern Vermont Economy Summit, and hundreds of other small group and individual meetings per year;
- Designing, identifying, and promoting regional projects via the annual CEDS project process;
- Fostering partnerships to advance CEDS goals, including business and workforce development;
- Implementing programs and projects through BDCC staffing and initiatives; and
- Building grassroots energy and buy-in for economic development.

From 2014 to 2019 the goals outlined in the 2014 Windham CEDS focused on:

- Increasing the size and quality of the labor force;
- Retaining and growing great employers;
- Sectors and employers that can pay above average wages;
- Attracting and retaining workers and young people;
- Wraparound support for entrepreneurs from startup to financing;
- Improving flow of capital into the region – from capital available to businesses, to private investors, to state and federal grant dollars; and
- Recovery from the impacts of Vermont Yankee nuclear power plant closure.

The Windham County Economic Development Program (WCEDP) was the result of SeVEDS research and partnerships with Windham Regional Commission, the Town of Brattleboro and others, which resulted in $10 million for economic recovery plus additional funds for Windham Wood Heat and energy programs. WCEDP is administered through the state, but local partners ensure it's done with our CEDS priorities in mind. The majority of WCEDP grants and funding have been expended in Brattleboro.

Data-driven action has made it possible to attract resources, build capacity, and through hundreds of initiatives both large and small, to make a real difference in the regional economy. From growth in the manufacturing sector to recovery from wages lost to the VY closure, the data in this report illustrates some of the near-term outcomes of the collaborative, strategic, and ambitious approach to creating economic vitality, fostered by SeVEDS.

The 2019 Southern Vermont CEDS goals are simple: strengthen business, support people.

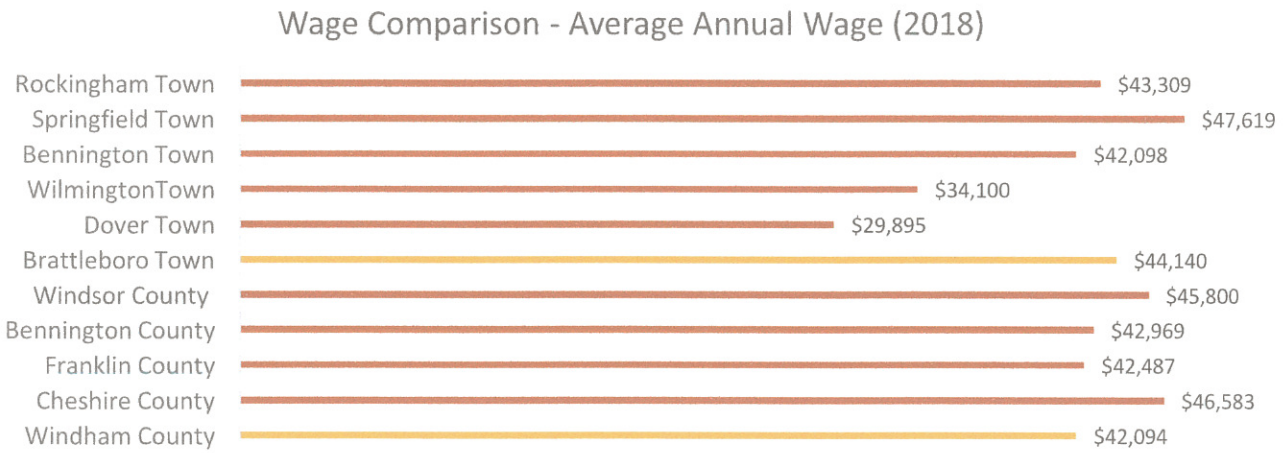
Going forward, economic development work in the region will be guided by the new five-year 2019 Southern Vermont CEDS[i], created in conjunction with our partners in Bennington County. The 2019 CEDS is organized around five objectives:

1) **Increase our Population:** Attract more people to live in southern Vermont, participate in the community and the workforce, and support the business and civic environment.
2) **Improve our Physical Infrastructure:** Make critical infrastructure improvements so southern Vermont is resident and business ready.
3) **Enhance our Social Infrastructure**: Improve the quality of life and stability for residents.
4) **Expand our Business Infrastructure:** Create an environment that will encourage more jobs and opportunities in Southern Vermont.
5) **Develop our Economic Development Capacity:** Enhance the ability for economic development professionals and partners to play a role in implementation.

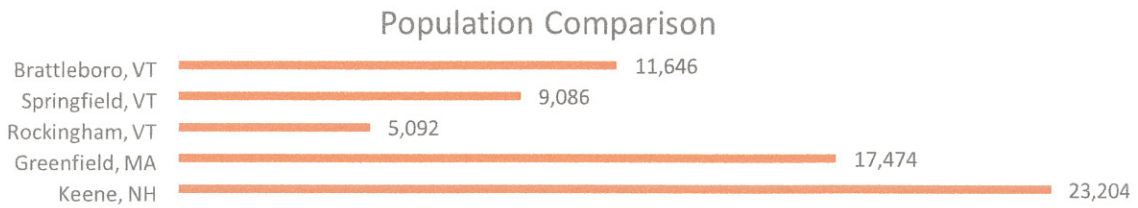
Brattleboro Overview & Regional Context

Brattleboro is the cultural, educational, service, residential, transportation, and economic hub of southeastern Vermont. It is one of several economic hubs the Southern Vermont Economic Zone as designated by the Vermont legislature, which includes both Bennington and Windham Counties as well as the Town of Weston. Brattleboro is also part of a multi-state economic region which shares services, amenities, and workforce with adjacent counties in New Hampshire and Vermont.

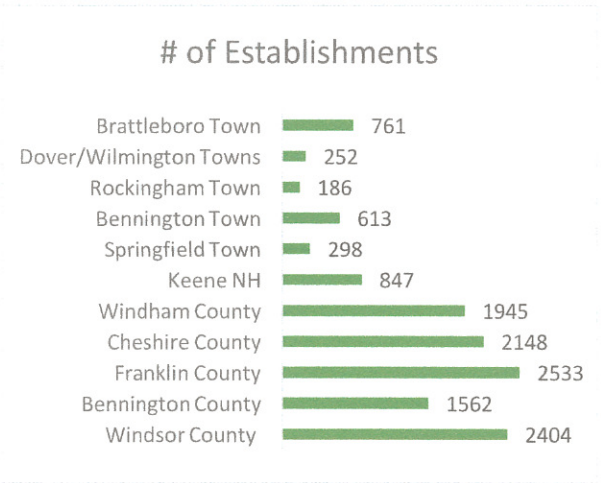
Brattleboro is the largest town in Windham County, but smaller in comparison with other nearby economic hubs that are part of the shared economic region. Brattleboro is home to a large number of establishments which provide employment to residents from all over the region. Wages in Brattleboro are high for the county, but Windham county is below neighboring areas. This difference was identified in the 2014 CEDS, which focused economic development on growing jobs, skills, and employers to close the gap.

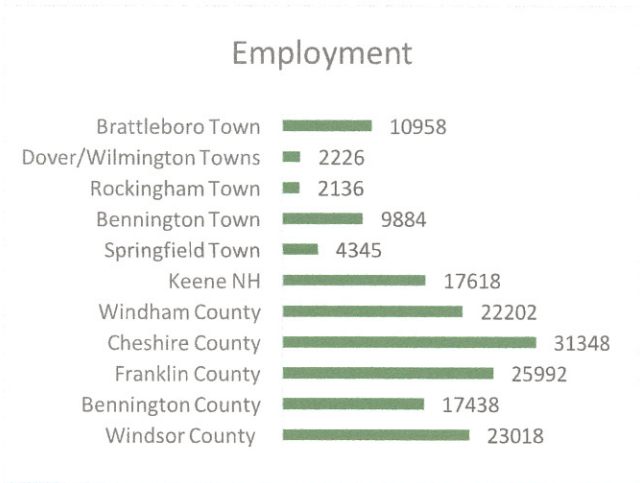


Sources: Vermont Department of Labor Economic and Labor Market Information Tool & Bureau of Labor Statistics Quarterly Census of Employment and Wages



Sources: American Community Survey five year data 2017

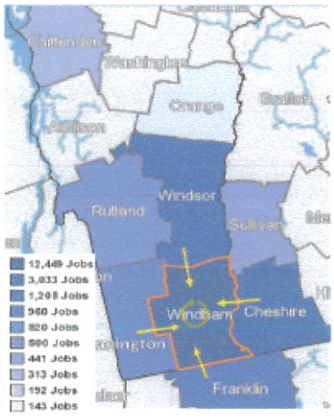




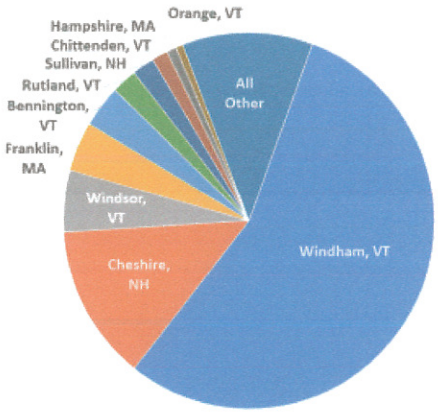
Sources: Vermont Department of Labor Economic and Labor Market Information Tool & Bureau of Labor Statistics Quarterly Census of Employment and Wages

Windham Regional Commission (WRC), the regional planning commission which serves Brattleboro, provides comprehensive and up to date information through their website. They describe Brattleboro as a "regional employment center" where about 30% of the region's residents are employed. Other employment centers are Rockingham and Westminster, Dover and Wilmington in the Deerfield Valley, and Londonderry which provide 19.7% of the regional employment. According to WRC, the remaining 22 towns provide 15% of employment. Using Census OnTheMap, WRC illustrates the dynamics of commuter flows within, in, and out of the region. It shows the large proportion of Windham county residents who leave the region for work, and the large number of people who commute in from adjacent areas: Cheshire County, NH; Franklin County, MA; and Windsor and Bennington Counties, VT.

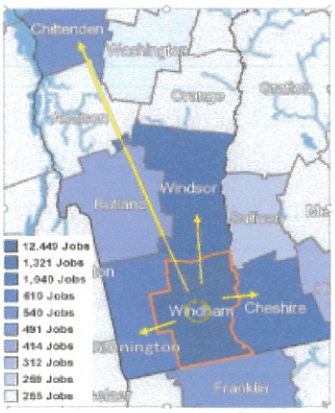
Work in Windham County and Live In or Outside



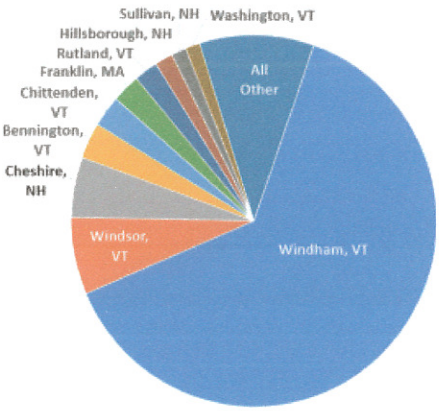
	2015 Count	2015 Share
Work In Windham County	**22,623**	**100.0%**
Top 10 Counties Where they Live		
Windham County, VT	12,449	55.0%
Cheshire County, NH	3,033	13.4%
Windsor County, VT	1,208	5.3%
Franklin County, MA	960	4.2%
Bennington County, VT	820	3.6%
Rutland County, VT	500	2.2%
Sullivan County, NH	441	1.9%
Chittenden County, VT	313	1.4%
Hampshire County, MA	192	0.8%
Orange County, VT	143	0.6%
All Other Locations	2,564	11.3%



Live In Windham County and Work In or Outside



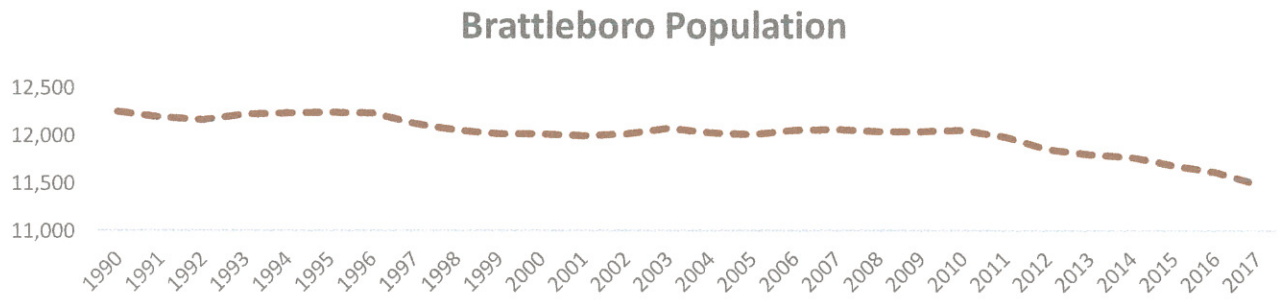
	2015 Count	2015 Share
Live In Windham County	**19,670**	**100.0%**
Top 10 Counties Where they Work		
Windham County, VT	12,449	63.3%
Windsor County, VT	1,321	6.7%
Cheshire County, NH	1,040	5.3%
Bennington County, VT	610	3.1%
Chittenden County, VT	540	2.7%
Franklin County, MA	491	2.5%
Rutland County, VT	414	2.1%
Hillsborough County, NH	312	1.6%
Sullivan County, NH	259	1.3%
Washington County, VT	255	1.3%
All Other Locations	1,979	10.1%



Source: Windham Regional Commission, Census OnTheMap data

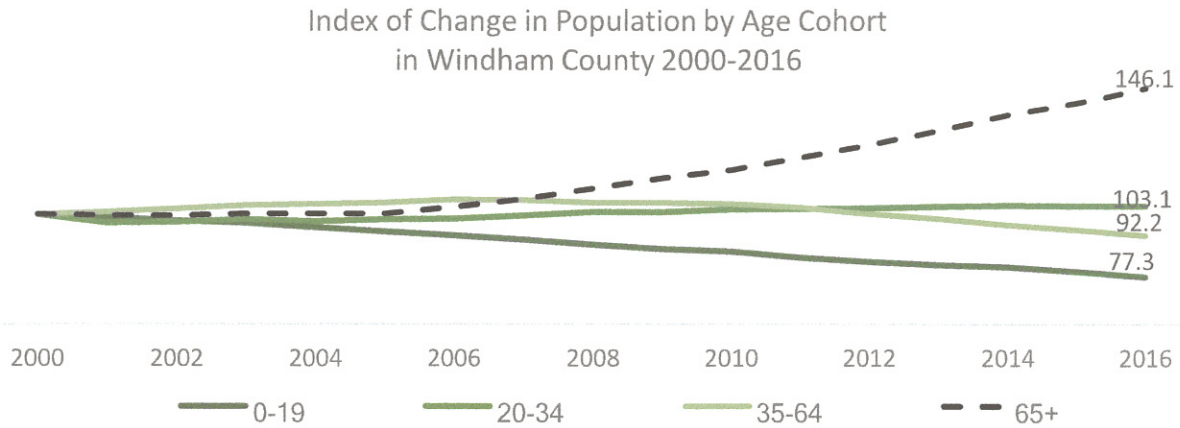
Demographic Overview

The town of Brattleboro is the largest municipality in Windham County, Vermont. The population is estimated today at 11,471 people, the lowest since the 1950s. Brattleboro hit peak population twice in the 20th century; once in 1970 with 12,239 residents and once in 1990 with 12,241. Since 1990 the population has become older on average, with birthrates and school enrollment falling. Absent an increase of in-migration, these trends are expected to continue.



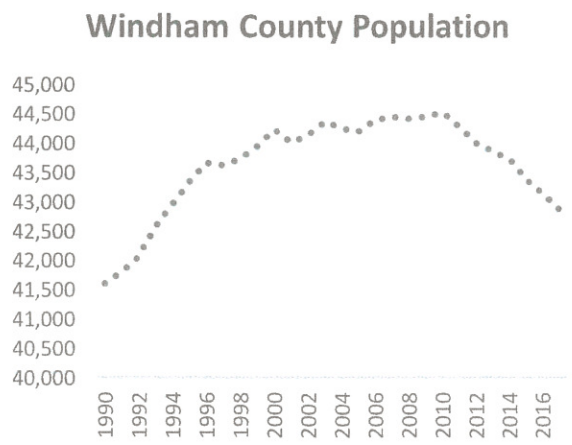
Source: U.S. Census and American Community Survey

Population decline and aging have important implications in terms of understanding future workforce availability, k-12 and post-secondary education planning, childcare demand, housing requirements, and of course changes in the need for various local services.



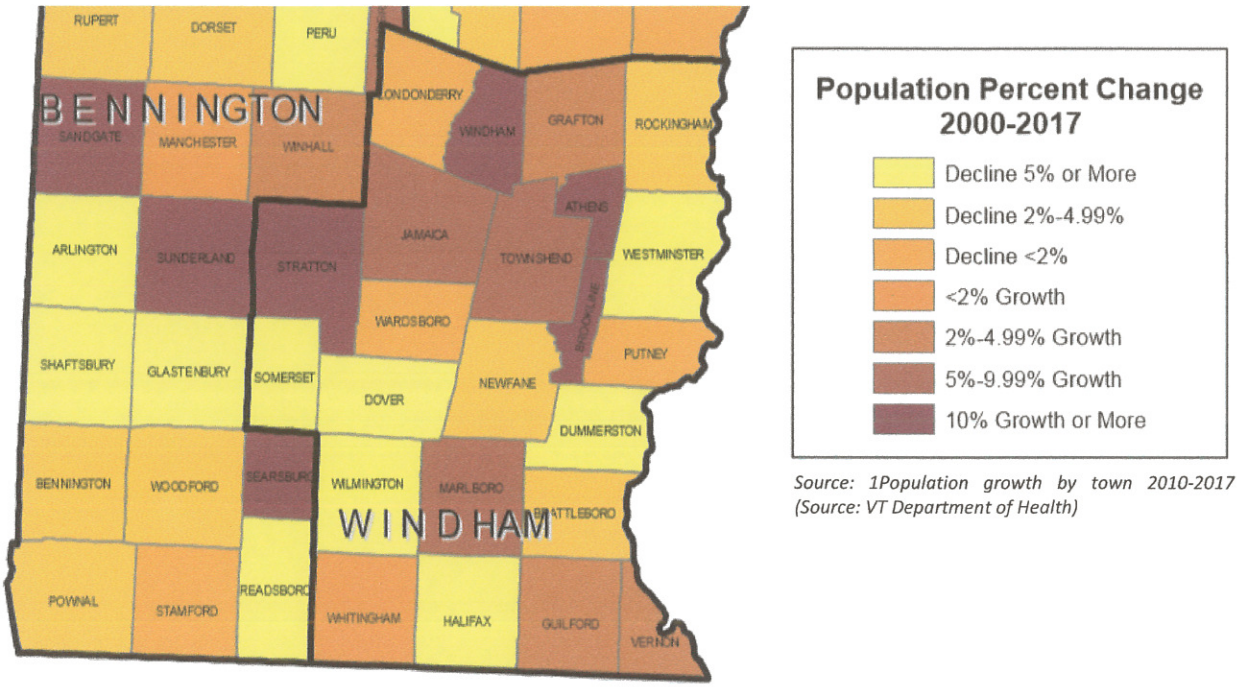
Source: Vermont Department of Labor (Economist, Kevin Stapleton)

The county's population has been flat or declining slightly—the 2020 census will help establish more clearly what has been happening. But viewing population changes town-by-town we can also see how dynamics at county level can diverge from local experience. In recent years some towns have been losing population, some gaining, and some staying the same. For example, Readsboro, VT had 1,252 residents in 1910, but only 763 in 2010. Conversely, Dummerston had 643 people in 1910 but by 2010 1,864 residents (an all-time high, although in 1810 it was close at 1,704 residents).



Source: Census and American Community Survey

Regional towns have seen various highs and lows based on historic changes in agriculture, manufacturing, demographics, migration, and the national economy. Brattleboro's peak population was a few decades ago, Readsboro's a century ago, Dummerston's today. Many regional residents came to the region during a time of growth in the 1960s through 1990s, one which impacted the entire state and spurred regulatory action to preserve towns, land, and farms. These are examples of experiences and dynamics that create very different local and individual perceptions about growth and change.



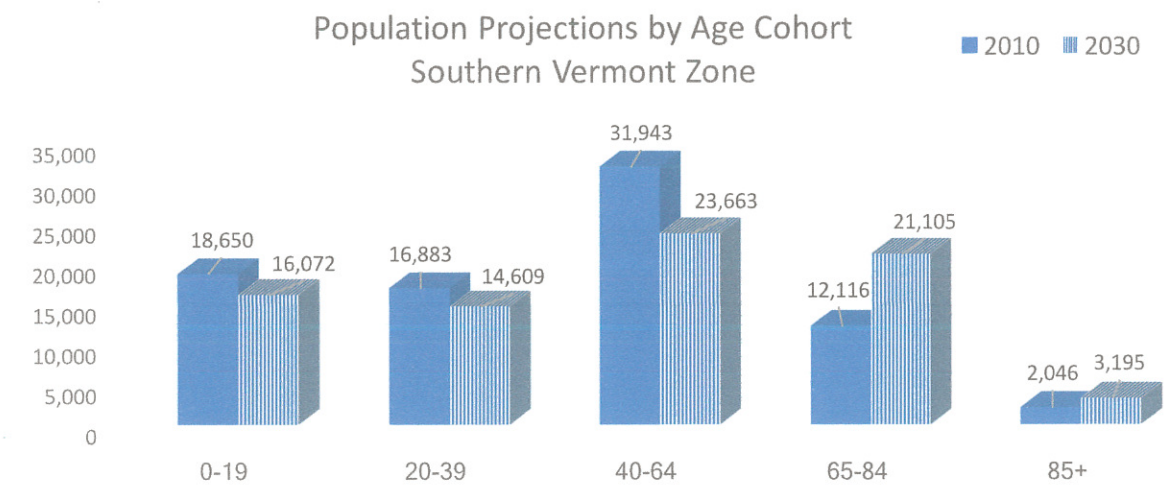
Source: 1Population growth by town 2010-2017 (Source: VT Department of Health)

In 2016 Brattleboro had 96 births, 158 deaths.

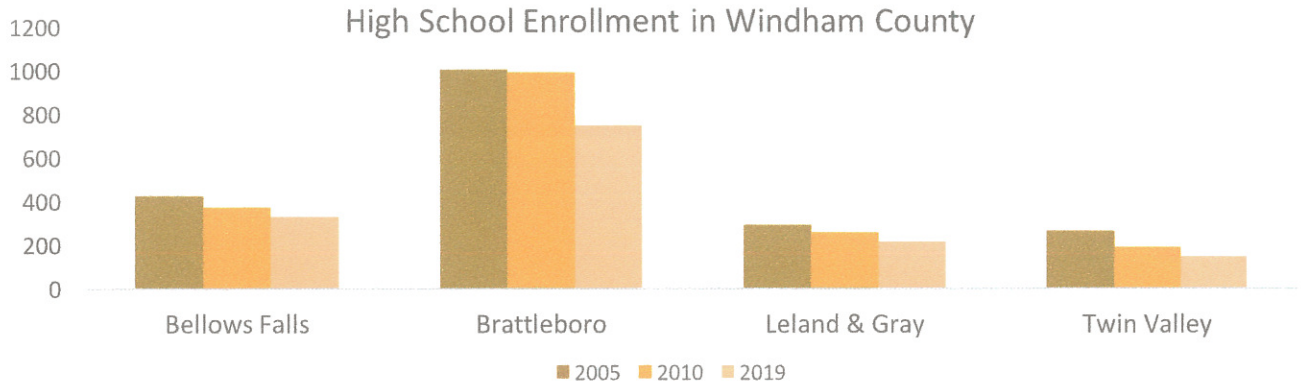
Windham county also had fewer births (347) than deaths (484).

source: VT Department of Health

Population changes have major policy and budget implications. Brattleboro, as home to a large portion of the county's residents, experiences these changes at a larger scale. For instance, while there is a shrinking high school population across all four supervisory districts in Windham County and small schools are deeply affected, the effect of population changes in Brattleboro schools involves a bigger change both as a proportion of the school population and in sheer numbers.

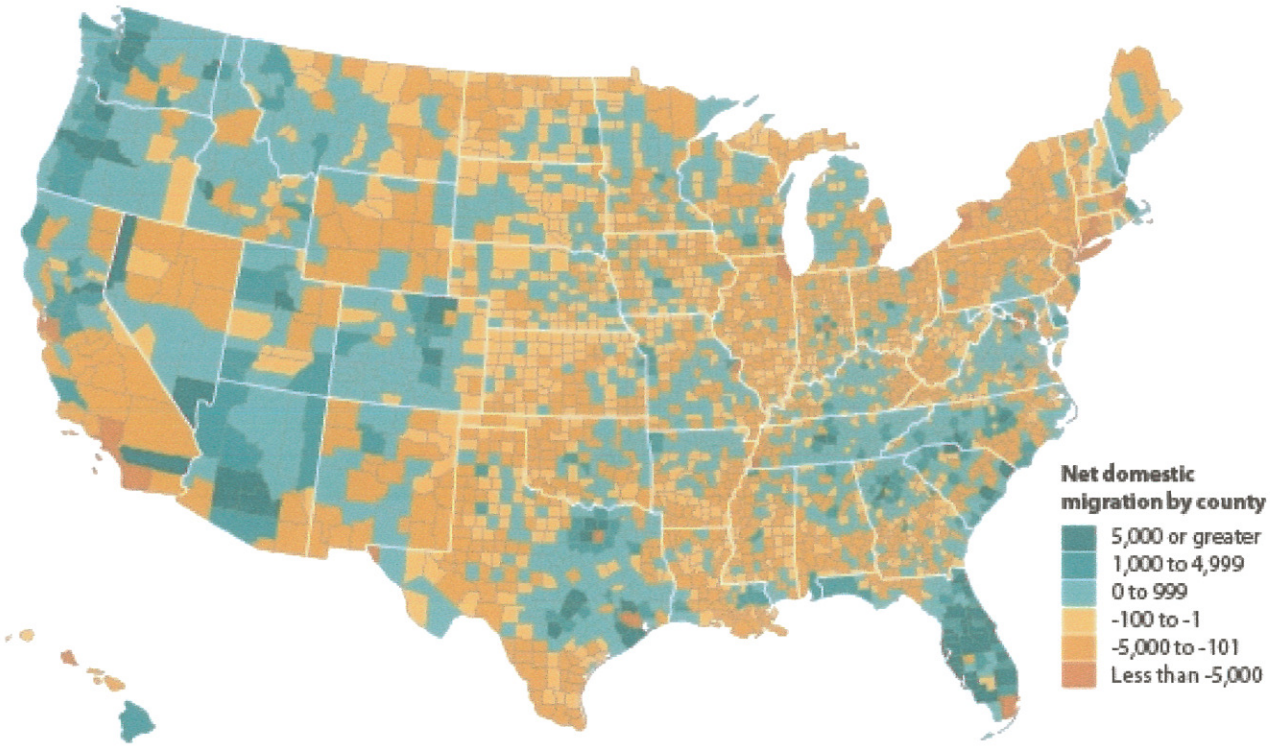


Source: Vermont Agency of Commerce & Community Development, Long Term Population Projections.



Source: VT DOL VTLM (2019 Economic and Demographic Profile Series)

Population challenges facing Brattleboro and other parts of the county typical of the rural US. Yet Brattleboro also finds itself in a very special rural area, within easy reach of several metropolitan economies which is one of the many assets that has long attracted people to visit and live here. Increasingly, national reporting has begun to focus on the high cost of living and low quality of life in major cities. Data has begun to show out-migration of younger workers from major metropolitan areas. State, regional, and local efforts such as Stay-to-Stay and the Diverse Workforce Committee have sought to capitalize on these more recent trends to attract newcomers to the region.



Source: Census On The Move 2015-2016

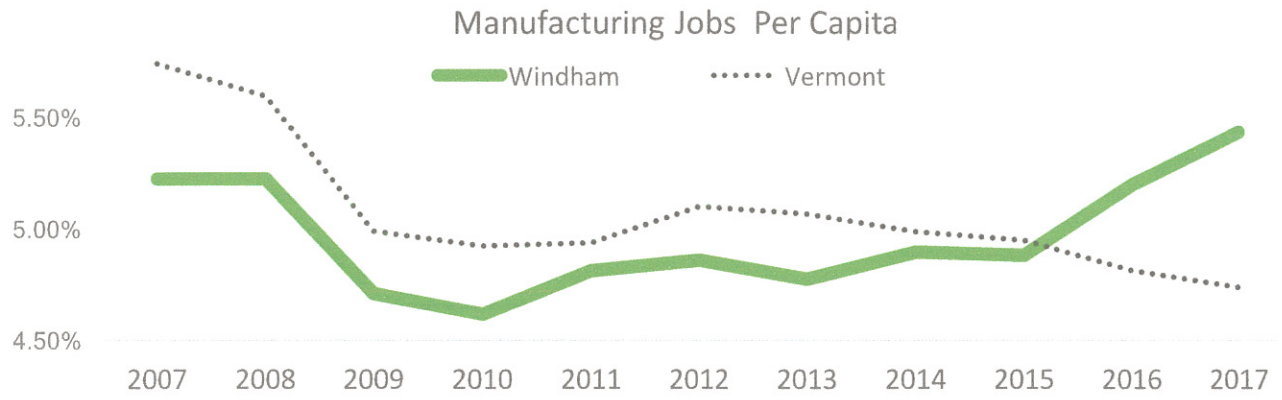
Employment

Brattleboro has 761 establishments where people are employed, 31 of which are in the public sector (local, state or federal government). That number has changed little over the past decade. There are 10,958 jobs in these establishments, 9,784 of which are in the private sector. Employers have created overall job growth of 1.8% since 2009. (source: VT Department of Labor)

However, the employment base has shifted in Brattleboro in ways that reflect national changes; more low-pay and low-skill service jobs and fewer skilled manufacturing jobs at higher wages. However, this region has managed to retain, grow, and start manufacturing firms despite global trends. Brattleboro and Bellows Falls are home to numerous manufacturing companies with unique products and services, representing diverse sub-sectors. As the chart below shows, Brattleboro's manufacturing sector has grown in number of establishments (companies) and job growth, outstripping the statewide performance of this sector.

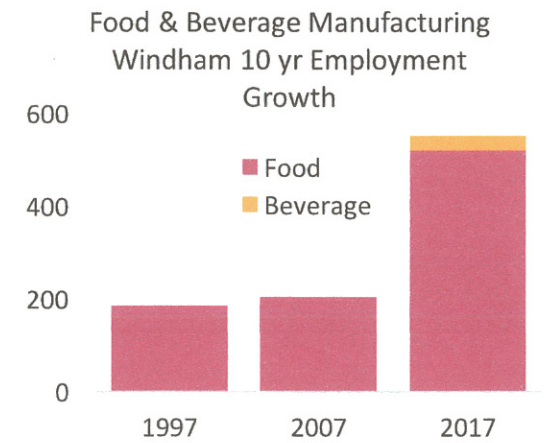
	Establishments		**Employment**		**Avg Wage**	
	2018	% chg from 2009	2018	% chg from 2009	2018	% chg from 2009
Brattleboro - Manufacturing Supersector	46	15	1581	33.4	51025	14.4
Vermont - Manufacturing Supersector	1108	2.8	29827	-4.4	59390	14.6

Source: Vermont Department of Labor VTLMI



Source: Bureau of Labor Statistics Quarterly Census of Employment and Wages (BLS QCEW)

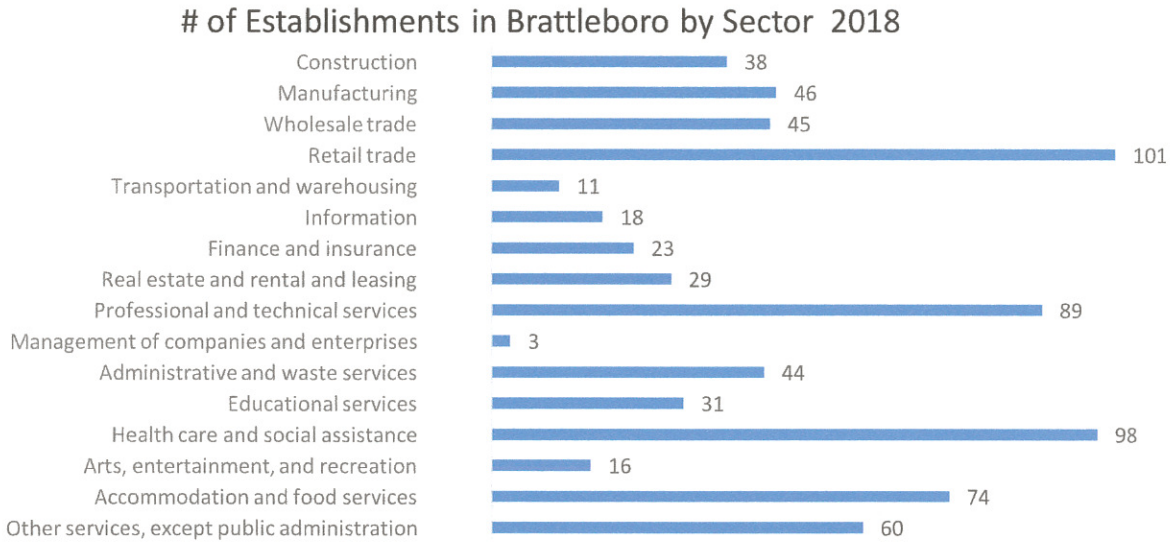
Brattleboro manufacturing sector 10-year wage growth is nearly on par with statewide growth. Sector-level wage growth is a key indicator to track progress towards a major CEDS goal—the gap between Windham wages and those in neighboring regions. Vermont's median hourly wage is $18.23, compared to the nationwide level of $17.81. Southern Vermont's hourly wage is $17.74. To produce economic outcomes that counter negative wage trends in rural areas, this region pursues thoughtful, sustained action and investment across multiple economic sectors. (Source Bureau of Labor Standards OES)



Source: Bureau of Labor Standards QCEW

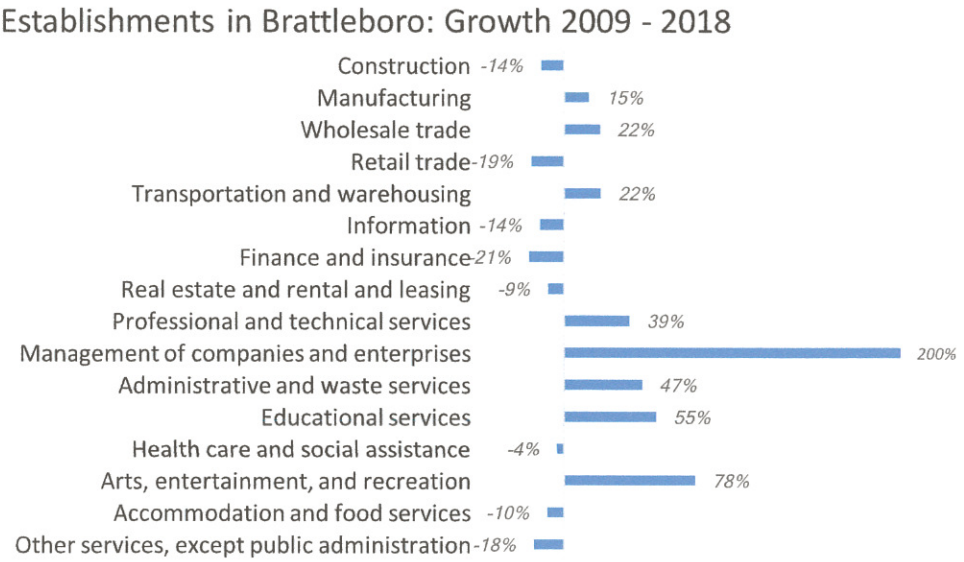
Manufacturing growth in the region, largely in Brattleboro and Bellows Falls, has played a major role in job creation over the past decade. Manufacturing job creation trends in Windham have run contrary to statewide trends. Some of the activity driving growth in this sector is coming out of food and beverage production, which has taken off county-wide. Many if not most of those producers are based in Brattleboro: Commonwealth Dairy, Against the Grain Gourmet, Vermont Bread, Hermit Thrush Brewery, Backroads Granola, and Sidehill Farms to name a few.

The following table shows the kinds of businesses that exist in Brattleboro today.



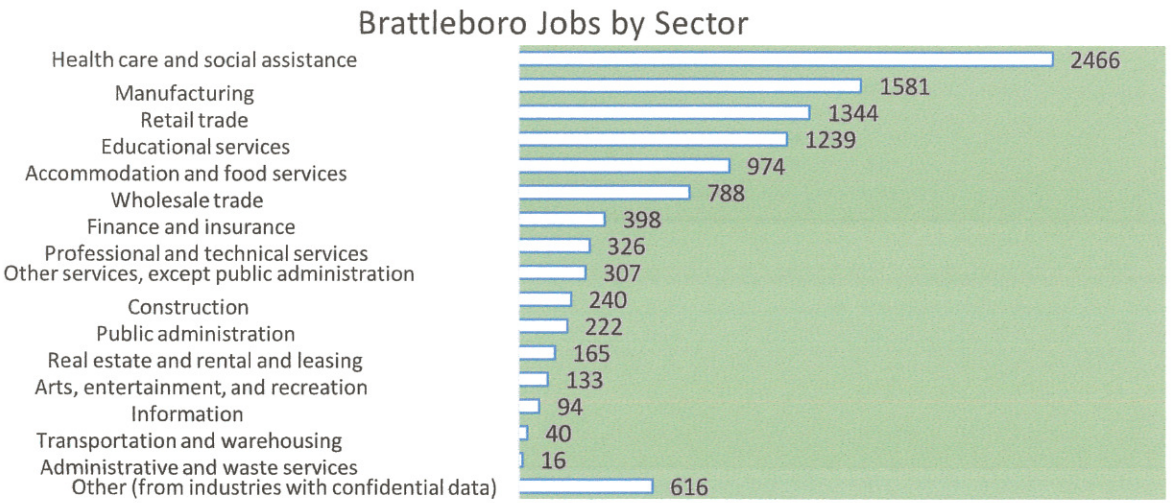
Source: QCEW & Economic and Labor Market Information Division of the Vermont Department of Labor in cooperation with the U.S. Bureau of Labor Statistics.

One difficulty in understanding local economies is that only retail and service establishments are highly visible to people. This snapshot of all businesses by type provides a more accurate reflection of the diversity of enterprises contributing to the economy, many of which are tucked away in side streets, upper stories, and business parks. The following chart shows trends affecting the employment base.

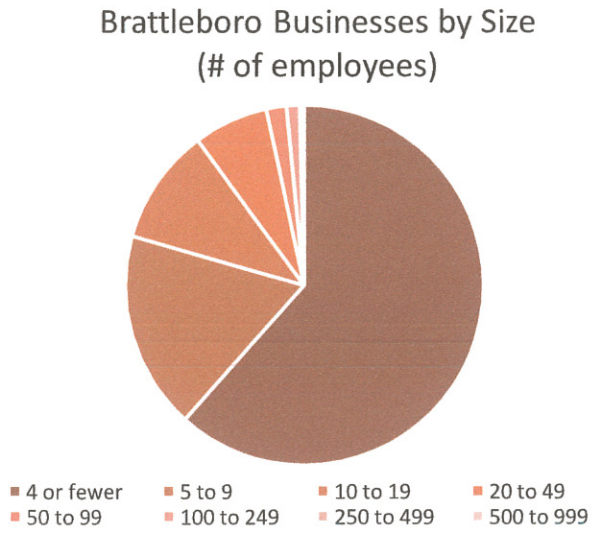


Source: Quarterly Census of Employment and Wages Program (QCEW) produced by the Economic and Labor Market Information Division of the Vermont Department of Labor in cooperation with the U.S. Bureau of Labor Statistics.

This breakdown by sector shows jobs provided by both public and private establishments.



Source: Quarterly Census of Employment and Wages Program (QCEW) produced by the Economic and Labor Market Information Division of the Vermont Department of Labor in cooperation with the U.S. Bureau of Labor Statistics.



Source: QCEW, produced by the Economic and Labor Market Information Division of the Vermont Department of Labor in cooperation with the U.S. Bureau of Labor Statistics.

As with most of Vermont, Brattleboro's employment base is overwhelmingly made up of small and very small companies. Only three regional employers have 500 employees or more. Another three have 250-499. While most employers are small, the total number of jobs provided by the other 1,069 companies (which have 4 or fewer employees) is totally eclipsed by the quantity of employment provided by the few, largest organizations. Brattleboro's largest employers are in healthcare and manufacturing.

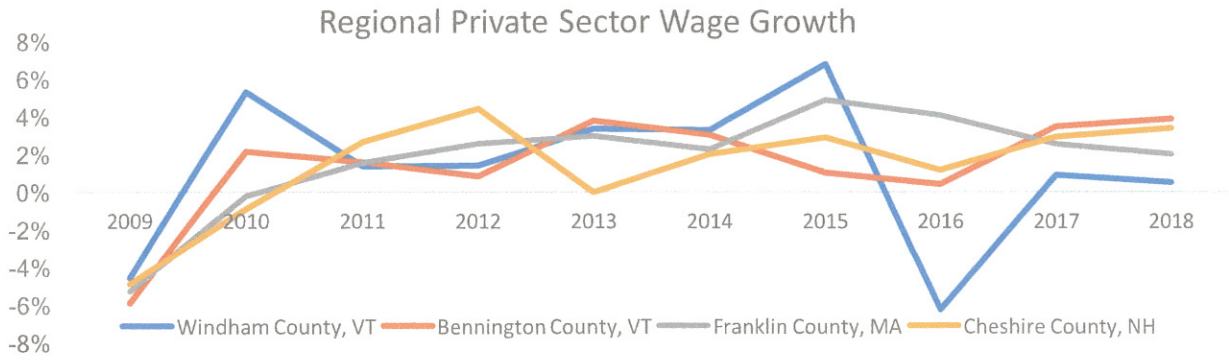
Over-dependence on a very small number of employers for most of the region's jobs can create risk. It creates a challenge for local and regional economic development partners who are trying to work with very different types of organizations. For long-term economic resilience, it is critical to find ways to support all types of businesses and employers. When considering ways in which the Town can foster desired economic and community development at the local level, it is important to use data and information-gathering to inform that desire and balance focus on retention vs new. The data is helpful, but a direct understanding of local companies and their sector provides even more valuable context.

Setting priorities for town-level investment, policy, or regulatory change in order to foster economic development requires alignment with other local values and goals. For instance, certain types of economic activity are beneficial to the community in special ways, such as social responsible businesses or creative economy establishments. Every rural area wants to support the knowledge economy to attract and grow 21st century talent and jobs. Towns can create an environment that makes it possible to foster new growth by first understanding what is working, and what gaps might present new opportunities. But it's important not to lose sight of what is already working, or what is impeding the success of those already here. We cannot afford to lose ground while striving to break new ground.

To aid local understanding of workforce development, BDCC & SeVEDS' Workforce Center of Excellence published a paper entitled "What is a Good Job?". It unpacks the various pathways to opportunity, based on factors including wage growth, potential for on-the-job education and training, sector growth, and growing employment demand due to company growth and employee retirement.[ii]

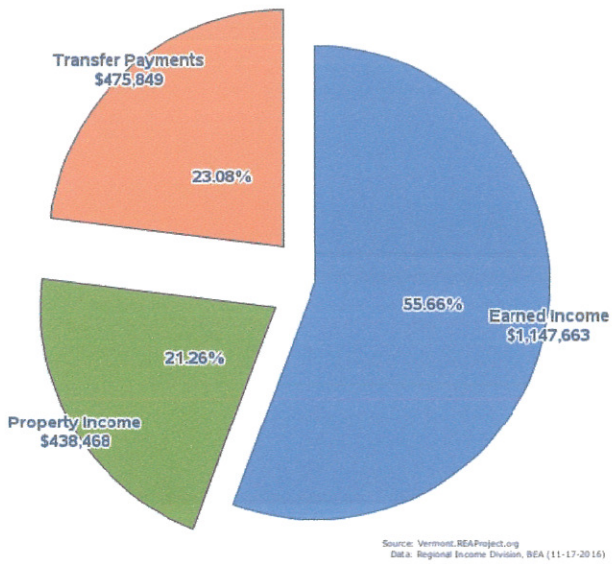
Wages & Income

The average wage of $44,140 is higher in Brattleboro than in the county overall ($42,094), but both are low compared to the average wage for the state of Vermont ($47,639). Coming out of the 2008 recession Windham wage growth was growing relative to neighboring counties, after lagging behind for some time. However, the 2014 Vermont Yankee nuclear power plant closure created a serious setback, dropping Windham wage growth to a position from which recovery is unlikely for another 1-2 years at best. (source Vermont Department of Labor Economic & Labor Market Information)



Source: BLS QCEW

Sources of personal income - Windham Ratio: 0.557



Last year overall wage growth got back on track for the region, with help from the manufacturing sector, after layoffs at Vermont Yankee dramatically reduced utility sector wages and (source VT DOL).

One important factor to note is that regionally (and statewide) about half of household income is not derived from wages. Rather it comes from benefits and entitlements, investment, or other passive sources of income.

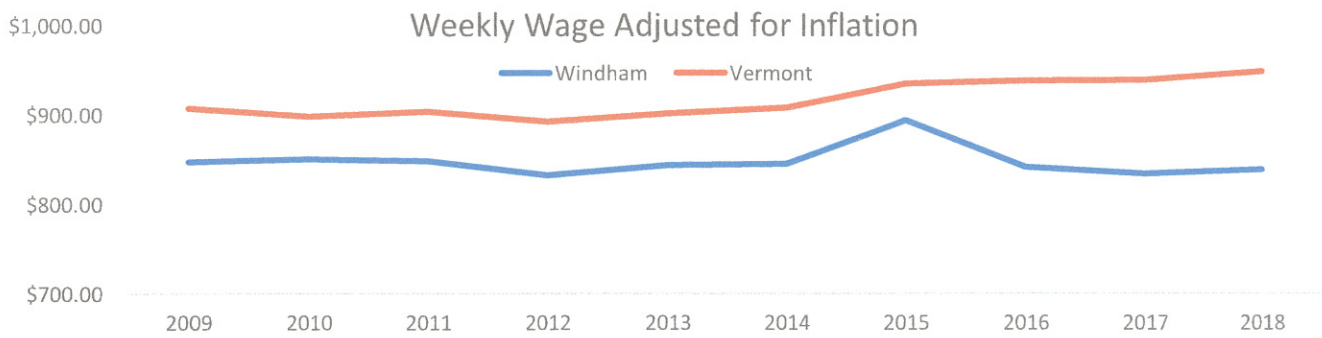
Source: Vermont. REAProject.org | Data: Regional Income Division, BEA (11-17-2016)

Brattleboro Wages by Sector (2018)

Professional and technical services	$65,448
Finance and insurance	$64,350
Wholesale trade	$53,745
Manufacturing	$51,025
Health care and social assistance	$49,487
Construction	$46,988
Real estate and rental and leasing	$43,565
Information	$41,211
Educational services	$36,794
Retail trade	$32,247
Other services, except public administration	$31,395
Accommodation and food services	$19,865
Arts, entertainment, and recreation	$16,791
Transportation and warehousing	*Suppressed due to low # of est.*
Management of companies and enterprises	*Suppressed due to low # of est.*
Administrative and waste services	*Suppressed due to low # of est.*

Source Vermont Department of Labor Economic & Labor Market Information

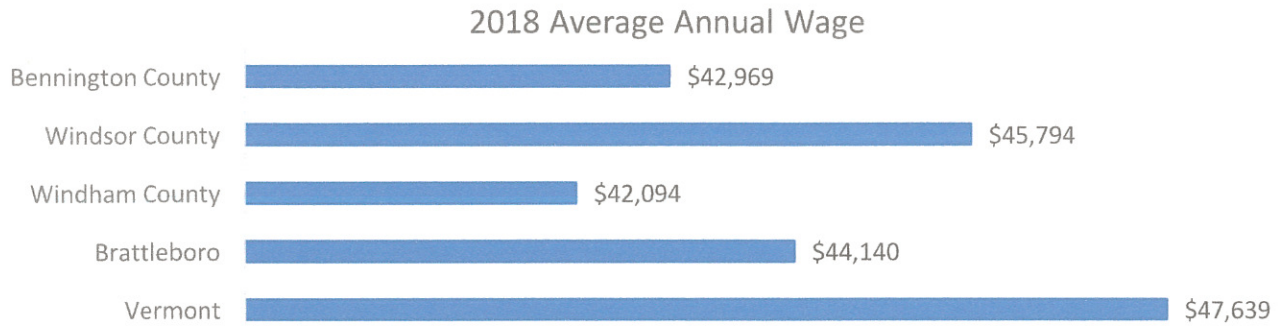
Note the number of suppressed records due to the low number of establishments. One or two very large employers can be missing entirely from local data analysis due to this factor, which can seriously skew attempts to build understanding of economic data at a local level. This is why local officials benefit from gaining direct knowledge of various local businesses and employers.



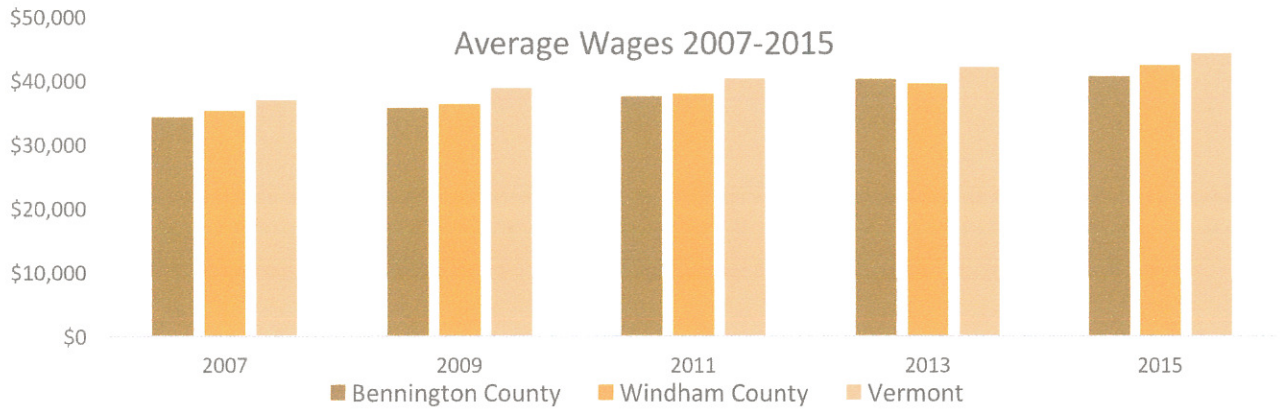
Source: BLS QCEW

The chart on Weekly Wage Adjusted for Inflation includes public sector employment, and thus shows a more positive trend than a previous chart on regional wage growth. Public sector employment is a major source of stability and wages in the region, however it is not from an economic development standpoint an area directly influenced by regional or local efforts, and thus often excluded from data for analysis and planning purposes. Also of note is the regional "bump" in 2015, a phenomenon typical to nuclear plant closures due to special expenditures around that time period, including relocation packages and retention bonuses to maintain necessary personnel throughout the transition.

Adjusted for inflation, the weekly wage earned in Windham County has not kept up with inflation over the past 10 years. In reality, this represents a divergence with some sectors and job categories moving with or ahead of inflation and others, such as service sector jobs, lagging behind. Wage growth in the county lags behind the state and when adjusted for inflation, does not even represent true recovery from the recession. This divergence is even stronger when one compares the Chittenden–Burlington economy with all other areas of Vermont.



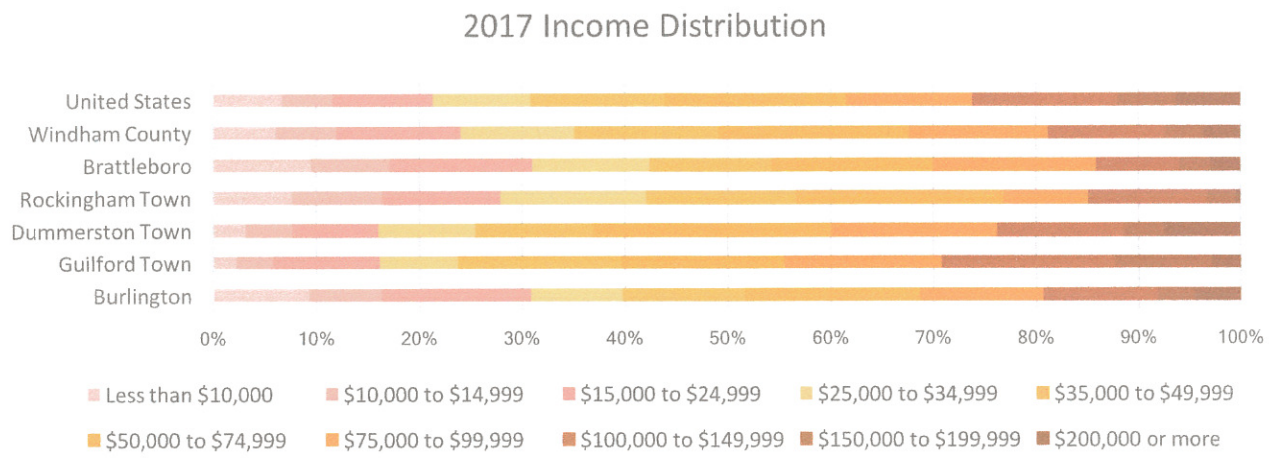
Source: Quarterly Census of Employment and Wages Program (QCEW) produced by the Economic and Labor Market Information Division of the Vermont Department of Labor in cooperation with the U.S. Bureau of Labor Statistics.



Source: QCEW, Economic & Labor Market Information Division of the VT Department of Labor in cooperation with BLS

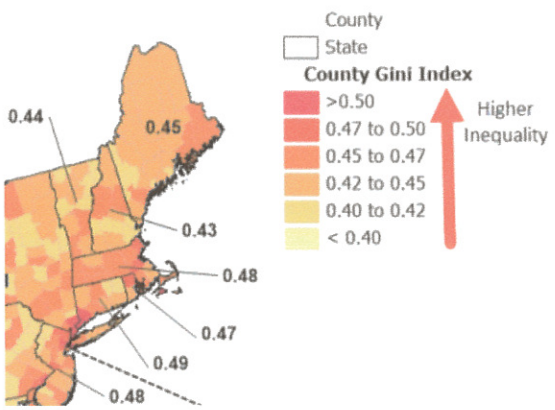
Brattleboro wages are stronger than the county overall. Windham County wages lag behind neighboring Vermont counties, and far behind the state. Brattleboro's positive contribution to regional wage levels is underscored here.

One way to look at the income levels in a community is to analyze the distribution in comparison to benchmarks. Below Brattleboro's income distribution is displayed with the middle four segments in orange to emphasize households living in the range of a single-income livable wage job, through households earning above median but still in a range that for multi-person households would be considered moderate or middle income. The chart below shows Brattleboro in comparison with the county and nation as a whole, some neighboring communities, and Burlington.

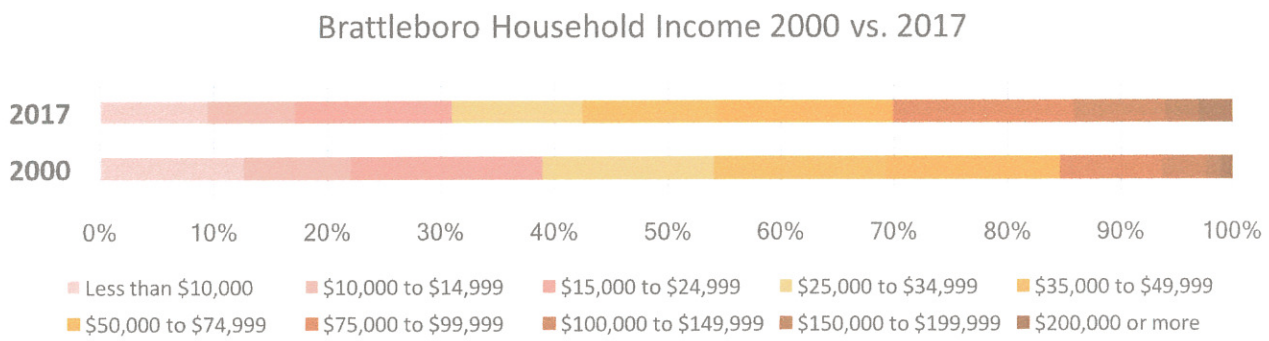


Source: American Community Survey (ACS) 2017 Five Year Data

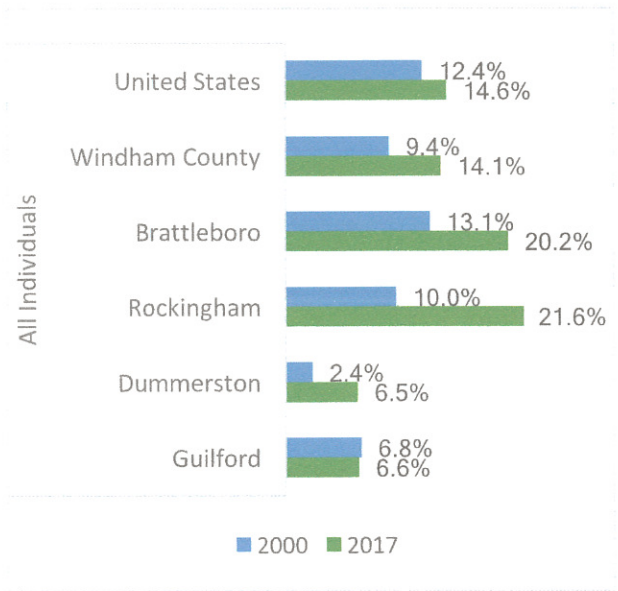
Another way to look at income distribution is to consider what is happening over time. The nation as a whole has experienced growing income inequality, which in this census data can manifest as a shrinking number of households within those moderate to middle income ranges. With so many variables, such as household size, assets (homes, investments) and life stages it's difficult to look at this data and determine exactly how national and statewide trends towards inequality are impacting individuals and the community as a whole. But these distributions correlate with real and perceived resource changes.

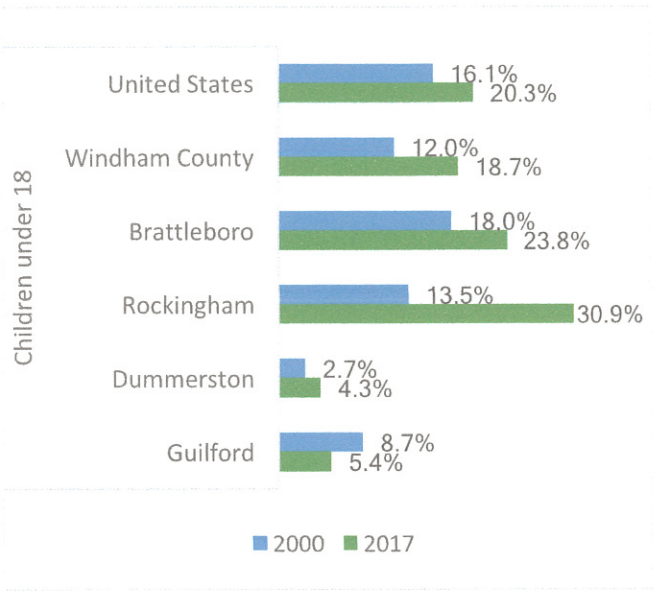


Source: Metricmaps.org retrieved October 31 2019



Finally, data on individuals living in poverty provides a sense of recent changes, and the special role that regional hubs like Brattleboro and Rockingham play as home to many of the county's most vulnerable people. One manifestation of income inequality is the growing share of individuals living in poverty. Of particular concern is the increased proportion of children affected by these economic trends.

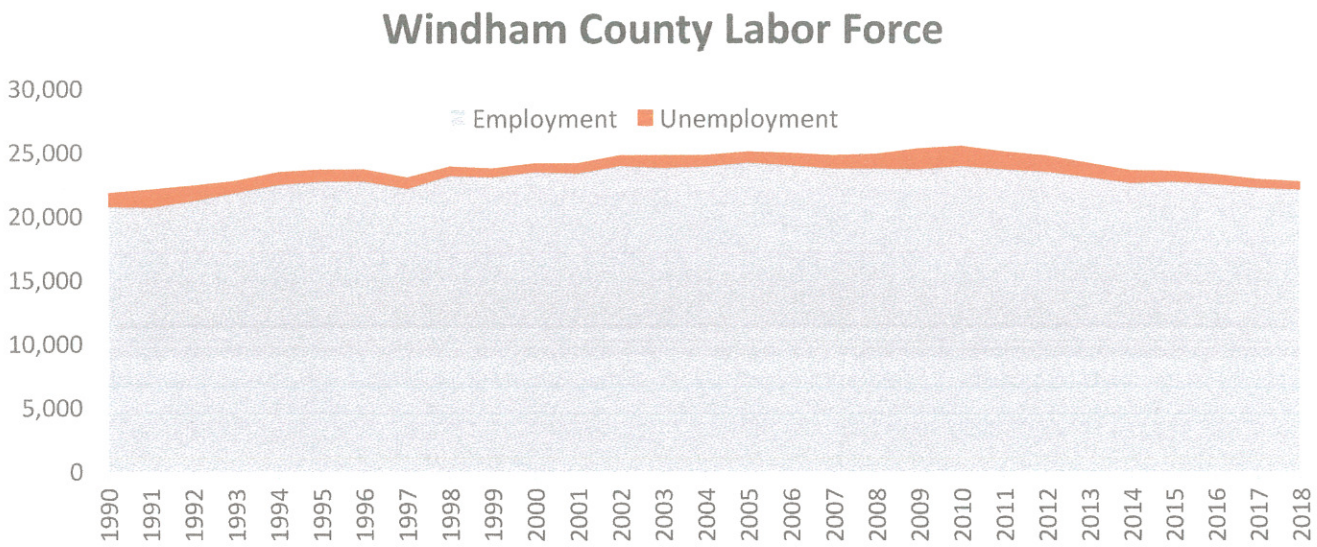




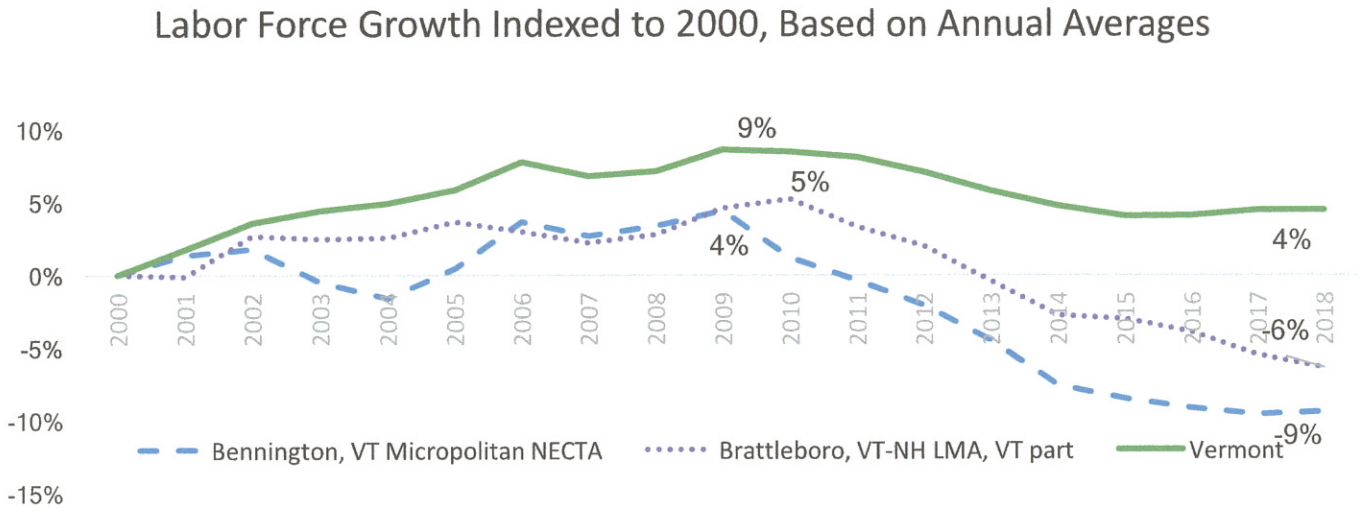
Labor Force

The Windham county labor force grew until the early 2000s. It has since been on the decline in terms of size, and has a higher median age with an increasing proportion of workers nearing retirement. At this time local, regional and state unemployment rates are all around 2-3%, which means the available labor pool is very tight for employers. There is also a group of people who are not counted in those statistics, representing people who are both voluntarily and involuntarily out of the labor force but not counted in the most commonly used unemployment data. There is also a large informal labor force, people who work partially or fully "under the table", a group for which there is little reliable local data.

The labor shortage has created new opportunities, as employers reduce requirements for hiring and raise wages to attract and retain the talent they need. The tight labor pool is shared across Vermont, rural areas, and to some extent the nation. This is causing concern about how employers may respond. With a shrinking labor force due to aging and depopulation, an increasing number of jobs goes unfilled. Therefore, underneath the simple employment statistics lie questions economists and policy-makers have begun to ask about how labor shortage is driving employers to compromise and lose productivity, and in some cases to reduce reliance upon labor. In order to adapt to unfilled jobs, employers are having to innovate, outsource, and automate. Responses that reduce a need for personnel may impact future opportunities available to local people in ways we don't yet understand.

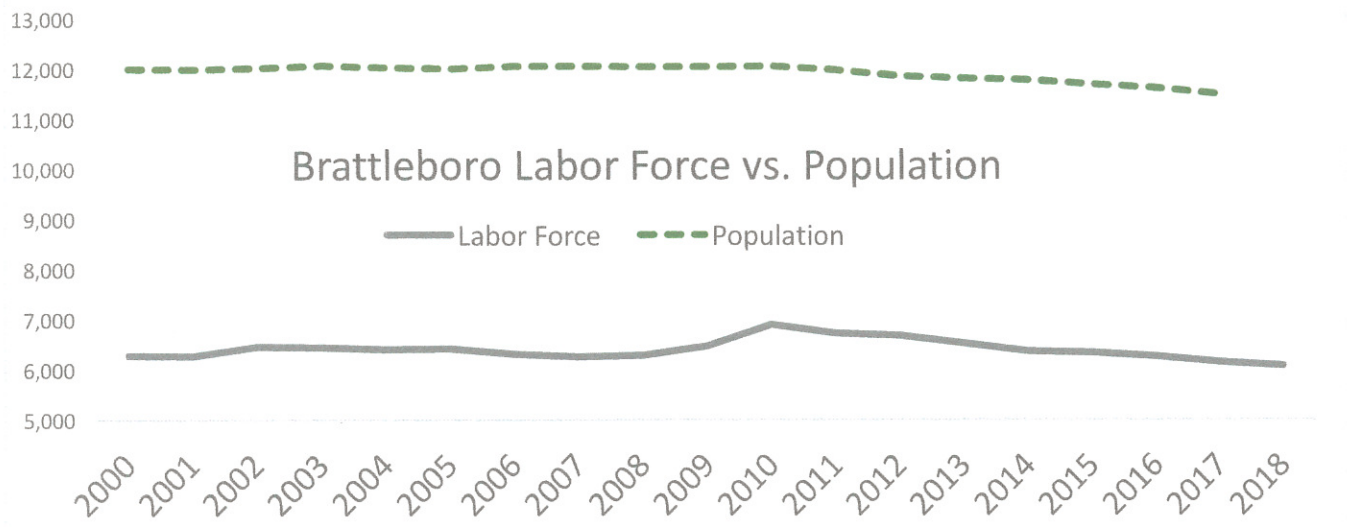


Source: Quarterly Census of Employment and Wages Program (QCEW) produced by the Economic and Labor Market Information Division of the Vermont Department of Labor in cooperation with the U.S. Bureau of Labor Statistics.



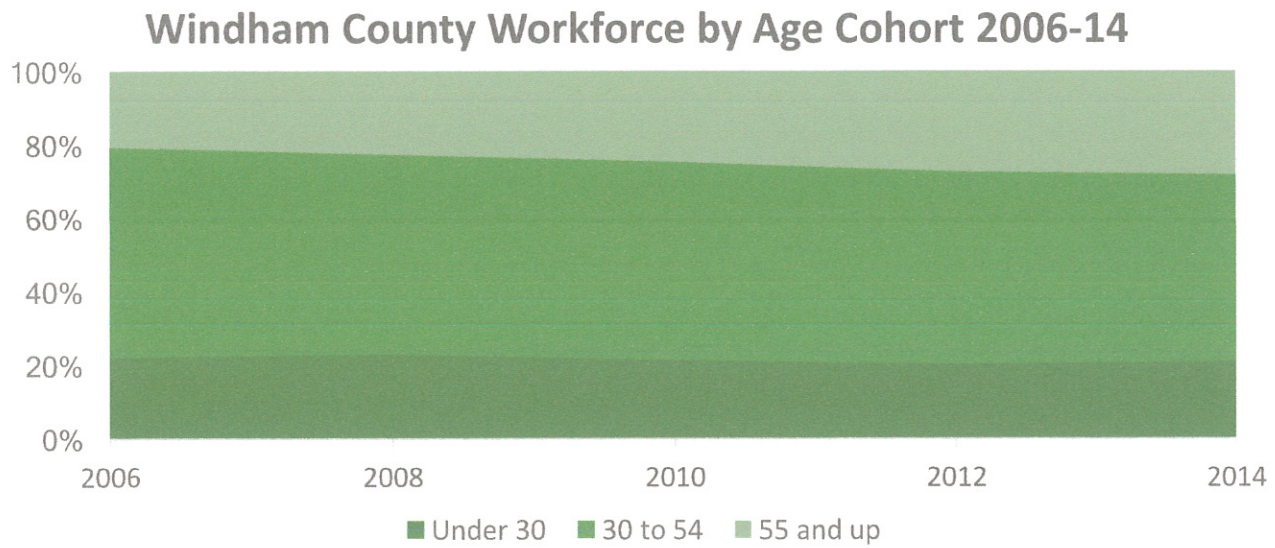
Source: Vermont Department of Labor, Kevin Stapleton

Regional demographic trends and implications for workforce were raised in SeVEDS research back in 2013. Talent supply is now a major focus of statewide policy. This is likely to continue as a growing share of the VT workforce is made up of individuals near, at, or past retirement age. Without compensating gains in younger cohorts through in-migration and better retention of young residents, labor supply will continue to be a challenge. Without workers to fill jobs, employment rates will further decline.

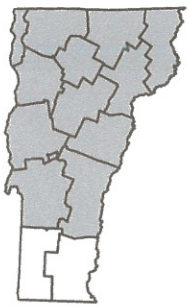


Sources: Bureau of Labor Statistics LAUS and VT Department of Health

The charts below illustrate the downward trend in southern Vermont, versus a plateau statewide.

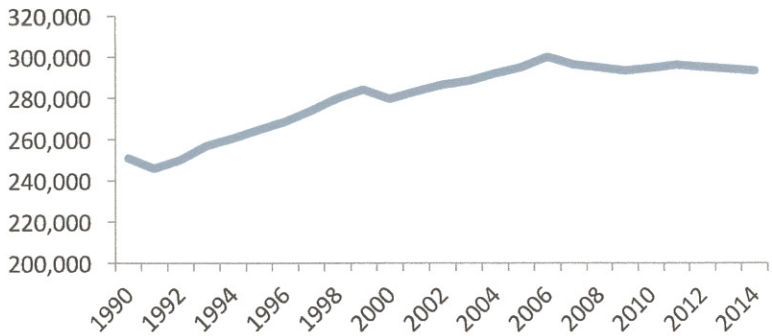


Source: American Community Survey and Census



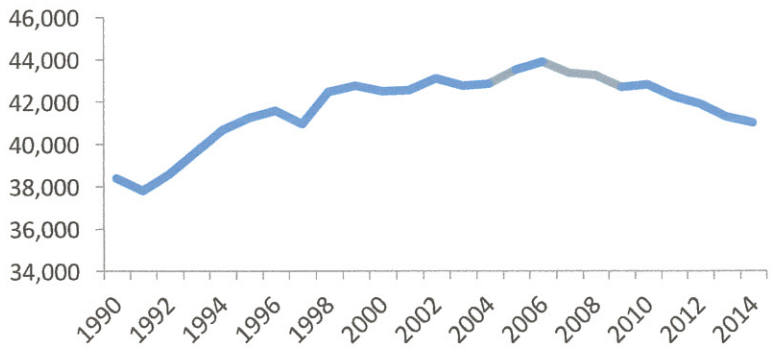
EMPLOYMENT:

REST OF VERMONT



EMPLOYMENT:

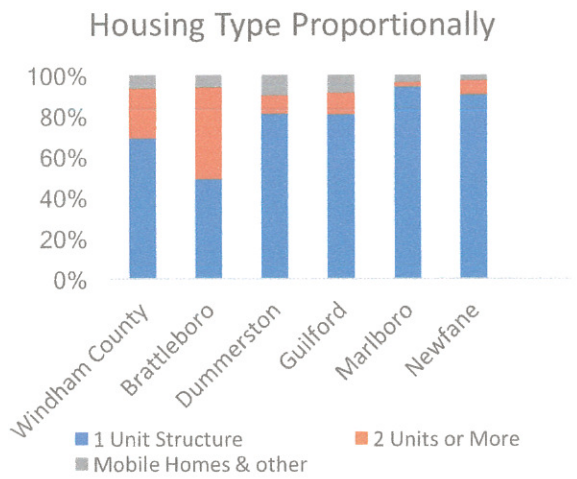
SOUTHERN VERMONT

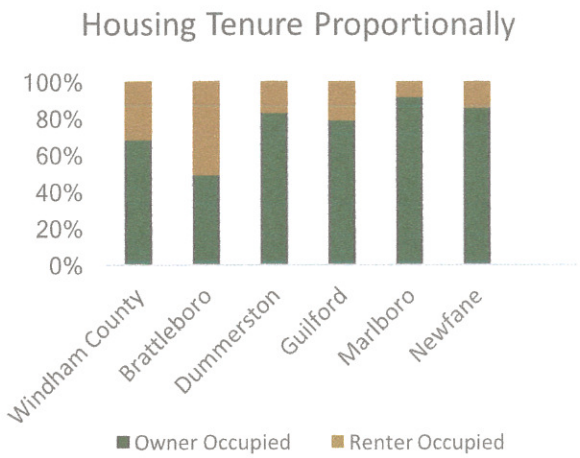


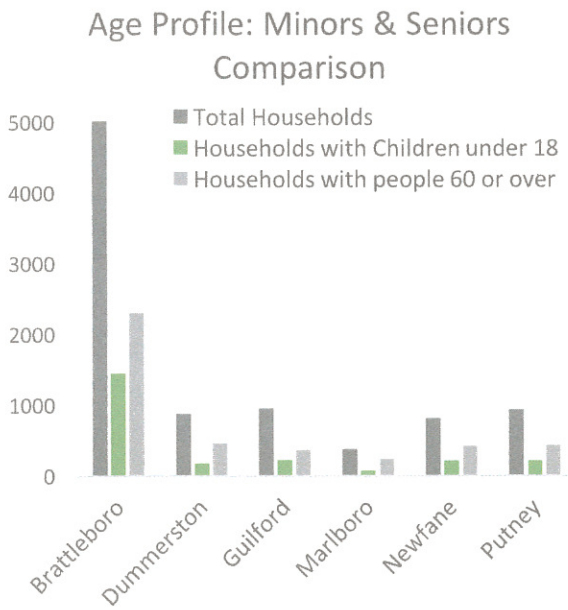
Source: Quarterly Census of Employment and Wages Program (QCEW) produced by the Economic and Labor Market Information Division of the Vermont Department of Labor in cooperation with the U.S. Bureau of Labor Statistics.

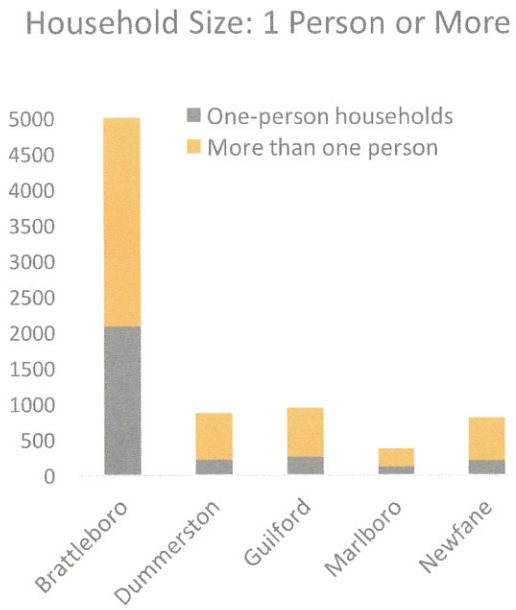
Housing and Households

Brattleboro hosts more multi-family units (apartments), and more of the region's minors and elders, than the five nearest towns combined. Brattleboro's households consist of nearly 40% single adults—more than nearby towns, even more than Burlington, Springfield, and Bennington. In these and other ways, Brattleboro functions much more as an urban community than a rural or suburban setting.





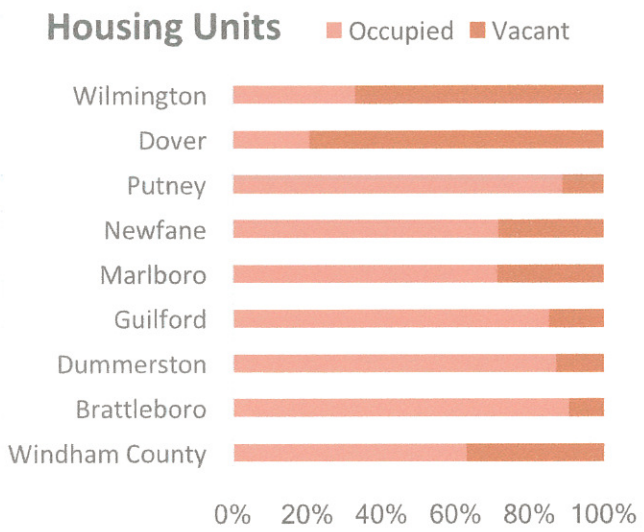


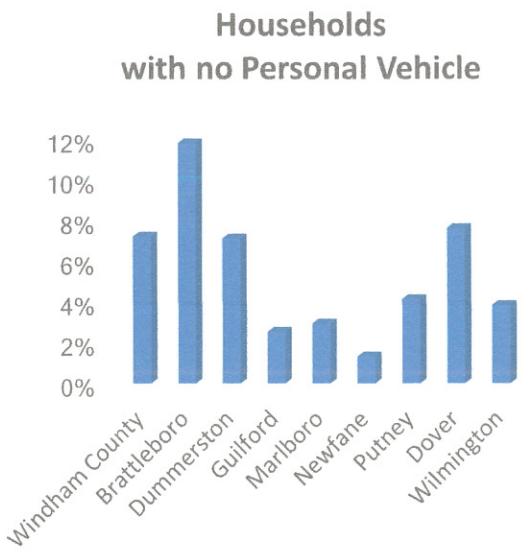


Source: American Community Survey 5 year data 2017

Of 5,421 occupied housing units in town, 51% are renter-occupied and 49% owner-occupied. Brattleboro's predominance of renters contrasts with the county where 68% of units are owner-occupied, but it is still below Burlington's 61% renter rate. Of the town's owner households, 15% experience cost burden (30% or more of income spent on housing related costs like mortgage, insurance, utilities). The rate is nearly double for renters: 29% of Brattleboro renting households are cost burdened, which translates to 1,549 renting households vs. 803 owner households. The dynamic at county level is inverted, with a greater percentage of owners (22%) experiencing cost burden than renters (16%).

There are 559 unoccupied units, over 9% of the housing stock. This is a very low rate of vacancy compared to nearby communities where second homes are a large part of the housing stock. A more accurate assessment of homestead versus non-homestead properties town by town is available through local and state tax data. An understanding of housing stock or rentals that are actually available, not just "vacant", is best ascertained through realtors. But statewide and national studies indicate vacancy rates are very low, and housing costs far exceed that which local wages truly support.[iii]



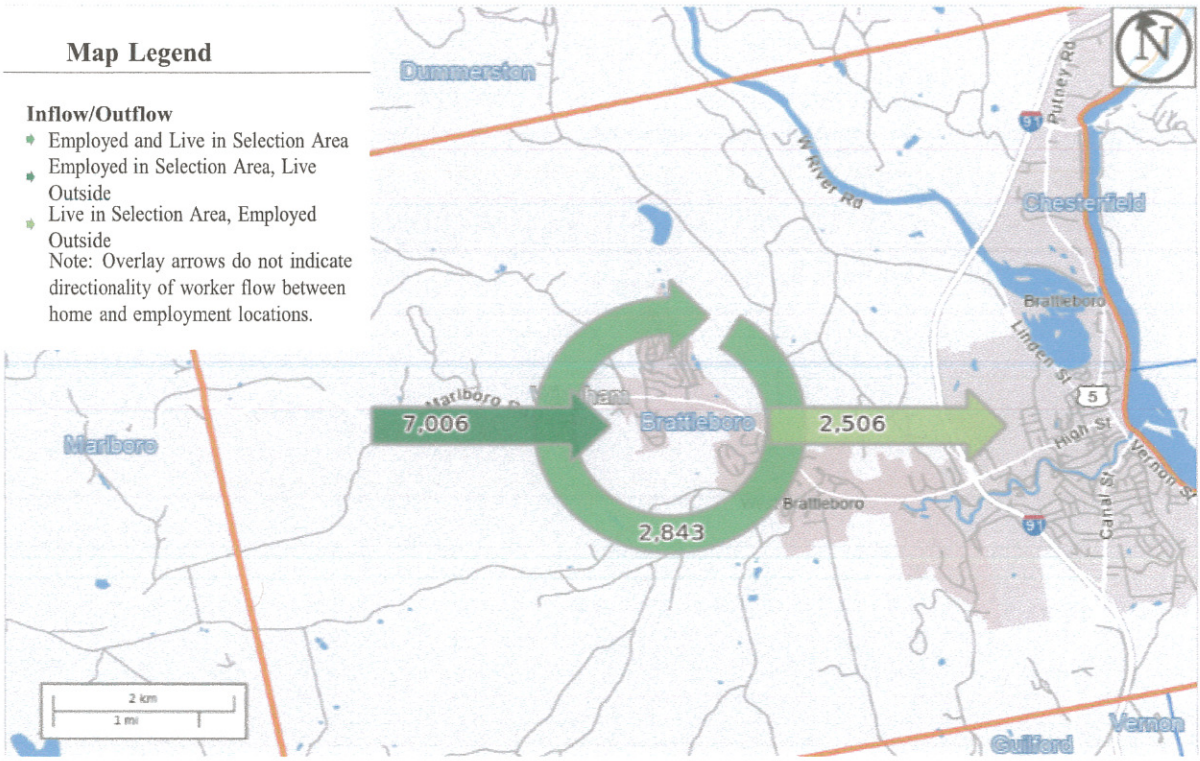


Source: American Community Survey 5 year data 2017

Finally, Brattleboro is home to 46% of the 1,379 households in the county with no personal vehicle. That means 638 households are reliant upon public transportation or other multi-modal solutions. This reflects a number of dynamics, including Brattleboro's role as host to the vast majority of regional renters many young adults, low-income households and diverse housing options. It is also a town where people seeking a certain quality of life can easily choose to both live and work in town, which many do as the commuter data illustrates. All of these factors contribute to local diversity, and to divergent perspectives and needs among residents.

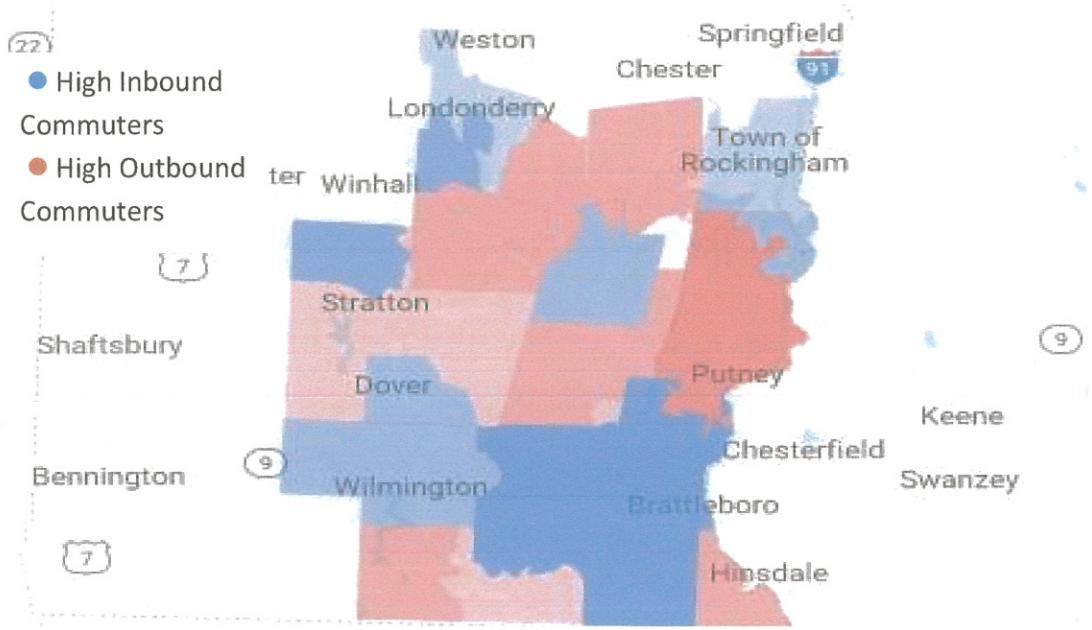
Commuter Dynamics

The labor force that resides in Brattleboro includes people who both work in Brattleboro, and who commute to jobs in other towns and states. The Windham county level data introduced at the start of this report illustrates a dynamic that connects this region with adjacent regions. Similarly Brattleboro, as a major employment hub for the region, welcomes workers from around the region who benefit from the diverse employment base to which the town is home. The diagram below illustrates this dynamic using three categories: non-residents of Brattleboro who enter town to work (7,006), residents who stay to work in town (2,843), and Brattleboro residents who leave town to work (2,506).



Source: Census OnTheMap Brattleboro Worker Flow

Another way to think about commuter dynamics is to look across the county and compare those towns which are employment hubs, importing workers each day, to those towns which are home to workers but have few jobs by comparison. The chart and image on the following page provide use ZIP codes to categorize data. It bundles Brattleboro with adjacent areas including Dummerston and Guilford, hence a higher labor force "Resident Workforce" than in the OntheMap data which is strictly Brattleboro. However, it's a useful comparison of the role each town plays in the regional employment base.



Source EMSI Developer, Bureau of Labor Standards QCEW

2018 Net Flow Data (table and map) Source EMSI Developer, Bureau of Labor Standards QCEW

ZIP	Town / Area	Resident Workers	Jobs	Net Commuters
05301	Brattleboro	7,855	10,159	2,304
05346	Putney	2,413	1,911	-502
05101	Bellows Falls	2,396	2,492	96
05302	Brattleboro	1,897	1,897	0
05354	Vernon	834	574	-260
05363	Wilmington	827	1,001	174
05148	Londonderry	796	837	41
05345	Newfane	754	454	-300
05155	South Londonderry	531	1,849	1,318
05343	Jamaica	518	266	-252
05353	Townshend	403	552	149
05158	Westminster	393	546	153
05361	Whitingham	354	113	-241
05356	West Dover	334	648	314
05342	Jacksonville	306	242	-64
05146	Grafton	302	145	-157
05344	Marlboro	276	276	0
	Windham County	*22,808*	*25,149*	*2,352*

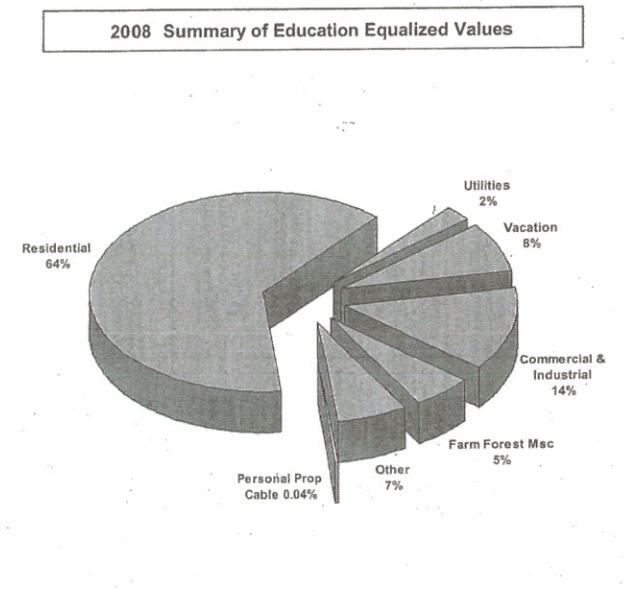
Taxes

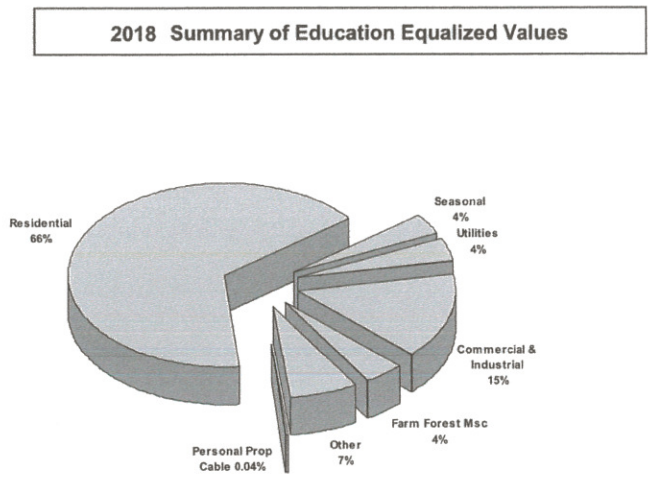
It is beyond the scope of this project to conduct an analysis of the Brattleboro property tax base, but we recommend a joint fiscal impact analysis and economic impact analysis be undertaken to better understand how land use dynamics might be shaped to create a sustainable tax base, given the large amount of infrastructure and services Brattleboro is committed to maintaining.

One basic observation is that the Vermont grand list, particularly for areas outside the Chittenden region, has simply not kept pace with inflation. This means that property value growth has not kept pace with the rise in liabilities associated with local and state government. There are three ways the grand list grows: new taxable development, rising value of existing taxable property through improvements (redevelopment, additions, upgrades), and rising markets. Absent these factors, new sources of revenue must be found to meet budgets. According to the Vermont Department of Taxes, Brattleboro in 2018 had 4,294 taxable parcels with a total equalized education grand list value of $10,691,050. In 2009, the town had 4,298 parcels which yielded $11,552,310 in 2009 dollars – over $17.5 million in today's dollars.

Of note is also a shift in the proportion of property taxes statewide. There is today an increased relative burden on residential property owners. This trend has been ongoing (the residential share was 63% in 2006, 64% in 2008, last year 66%). Analysis of this nature at the local level, including how property improvements or additions have contributed to the grand list over time, can shed light on factors driving the residential property tax burden, relief from which motivated the passage of a Brattleboro 1% local option tax in 2019. Understanding ways to reduce reliance on residential taxes could inform policy action in the future, because this challenge is unlikely to go away.

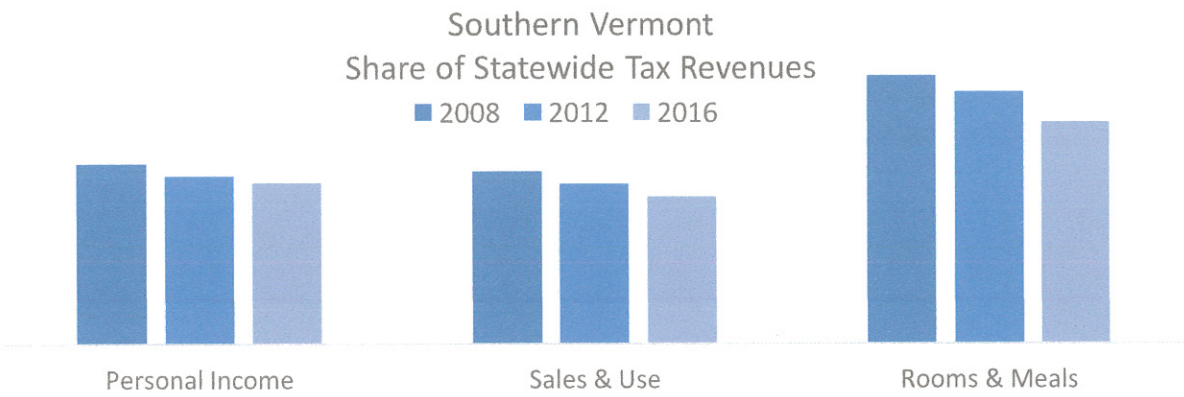
Grand list trends are major contributors to a structural deficit for towns. There are local policies and practices that can foster redevelopment and reinvestment in the private sector with long-term gains to the local bottom line, but the local toolkit is limited. Much of the real estate activity in rural communities since the 1980s has been public sector or non-profit projects, low-value projects designed to depreciate such as dollar stores, and a large stock of aging structures owned by investors or struggling occupants who are not investing in the upkeep and value of those assets. Long experience in redevelopment and infill, even in very strong markets, has shown a need for increased resources, expertise, investment and innovation to foster sustainable growth that meets local social, environmental, and economic goals.





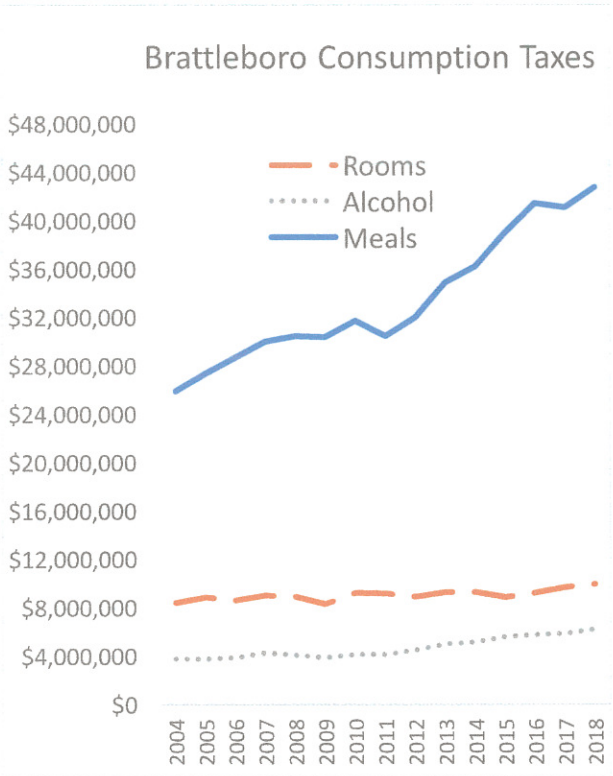
Source: Vermont Department of Taxes Annual Reports

When it comes to other sources of tax revenue, only some of which provide revenue directly to the town, the overall trend in southern Vermont is that the production of tax revenue has not kept pace with state growth levels. This is not surprising, given the relative stagnation in wages, aging population and growing share of retires, as well as shrinking households with fewer children. To some extent the region can rely upon visitor spending to make up for low local consumption levels, as sources of tax revenue to municipalities. Many variables impact the effectiveness of a visitor-centered revenue model, from changing demographics and preferences, to changes in hospitality choices, to weather events.



Source: Vermont Department of Taxes, Courtesy of Bennington County Regional Commission

Brattleboro's trends in tax production have diverged widely. Sales & Use dropped off over a decade ago and has mainly trended down. Alcohol and Rooms taxes have grown slightly, but the meals tax receipts have climbed. One economic development action at the local level to consider is how local permitting, land use, and other policies impact establishments that generate these taxes. There are three sources of customers: nearby towns, out of town overnight, and in-town. Marketing, market rate housing availability, and lodging options are all influenced at the local level. Paying attention to these drivers is critical. For instance, in the Leisure and Hospitality Supersector there are 209 establishments in the Brattleboro Labor Market Area, only 4% more than there were 20 years ago. Employment in these businesses is actually down 10.4%. The high number of second homes, and ever-growing stock of vacant inns and motels, tells us that consumption habits among tourists have changed markedly. Brattleboro's revenue plans must account for these and other emerging trends. (source VT Department of Labor Economic and Labor Market Information)



Marketplace Profiles

Local economic development is a combination of understanding existing opportunities, such as market trends, and having local goals that are then supported by investment, policy, and action to realize something that the marketplace might otherwise manifest in your community. For instance, the current economic and demographic trends in rural America have led to a proliferation of dollar stores and urgent care clinics, which are inserted by large-scale organizations that utilize national financial structures and by-right local zoning. These buildings depreciate quickly, these businesses direct profit out of the region. Inserting a home-grown, locally owned small business into a historic building requires a much more complex process, is difficult to finance, and has little margin for error. Yet it's nearly universally preferred by locals. Right-sizing efforts and investments towards that which is preferred is difficult, but can have long-term benefits to the triple bottom line.

One thing that towns can do is direct scarce resources towards entities which are not only desired by residents, but which have a chance to thrive given the market opportunities. Looking at "leakage" data can provide insight as to what goods or services may find local market demand. Obviously a factor that must be taken into account is the adjacency of New Hampshire where there is no sales tax, and the proximity of large national retail chains in the Keene, NH area. While Brattleboro may not favor competing for box store business, this data nonetheless provides a sense of spending norms and what types of businesses might do well locally.

The marketplace profiles included here also highlight a tremendous "surplus" that is the result of Brattleboro functioning as a hub for services and recreation. Brattleboro has a tremendous number of assets in this regard from music every night, to nationally renowned performers and venues. Economic trend-watchers emphasize the general downturn in retail demand, and uptick in demand for experiences, based on preferences among what is becoming the dominant demographic, millennials. The town can further leverage its role as a recreational destination, capitalize on these national trends, and in doing so increase the flow of revenue through consumption taxes, as well as the new local option tax. This fits neatly with the need to attract and retain people in order to sustain the vitality of the town, and of the region.

Retail MarketPlace Profile

Brattleboro town, VT
Brattleboro town, VT (5002507900)
Geography: County Subdivision

Prepared by Esri

Summary Demographics	
2018 Population	11,714
2018 Households	5,443
2018 Median Disposable Income	$36,743
2018 Per Capita Income	$29,531

2017 Industry Summary	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Total Retail Trade and Food & Drink	44-45,722	$161,527,007	$327,626,932	-$166,099,925	-34.0	256
Total Retail Trade	44-45	$146,767,397	$296,294,813	-$149,527,416	-33.7	191
Total Food & Drink	722	$14,759,610	$31,332,119	-$16,572,509	-36.0	65

2017 Industry Group	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Motor Vehicle & Parts Dealers	441	$29,185,821	$76,247,268	-$47,061,447	-44.6	16
Automobile Dealers	4411	$24,631,180	$71,478,883	-$46,847,703	-48.7	9
Other Motor Vehicle Dealers	4412	$2,200,297	$645,735	$1,554,562	54.6	1
Auto Parts, Accessories & Tire Stores	4413	$2,354,344	$4,122,650	-$1,768,306	-27.3	6
Furniture & Home Furnishings Stores	442	$5,053,118	$8,652,130	-$3,599,012	-26.3	13
Furniture Stores	4421	$3,094,050	$2,559,389	$534,661	9.5	5
Home Furnishings Stores	4422	$1,959,068	$6,092,741	-$4,133,673	-51.3	8
Electronics & Appliance Stores	443	$5,174,061	$12,064,403	-$6,890,342	-40.0	13
Bldg Materials, Garden Equip. & Supply Stores	444	$7,804,195	$9,753,819	-$1,949,624	-11.1	15
Bldg Material & Supplies Dealers	4441	$7,112,784	$9,164,235	-$2,051,451	-12.6	14
Lawn & Garden Equip & Supply Stores	4442	$691,411	$589,584	$101,827	7.9	1
Food & Beverage Stores	445	$24,473,133	$73,229,272	-$48,756,139	-49.9	19
Grocery Stores	4451	$21,393,715	$64,587,315	-$43,193,600	-50.2	12
Specialty Food Stores	4452	$1,517,198	$5,569,997	-$4,052,799	-57.2	5
Beer, Wine & Liquor Stores	4453	$1,562,220	$3,071,960	-$1,509,740	-32.6	2
Health & Personal Care Stores	446,4461	$9,697,513	$38,140,746	-$28,443,233	-59.5	17
Gasoline Stations	447,4471	$18,552,488	$28,501,805	-$9,949,317	-21.1	9
Clothing & Clothing Accessories Stores	448	$10,197,848	$10,735,661	-$537,813	-2.6	21
Clothing Stores	4481	$7,564,795	$5,085,074	$2,479,721	19.6	11
Shoe Stores	4482	$1,057,736	$4,158,042	-$3,100,306	-59.4	6
Jewelry, Luggage & Leather Goods Stores	4483	$1,575,317	$1,492,545	$82,772	2.7	4
Sporting Goods, Hobby, Book & Music Stores	451	$10,899,151	$18,258,694	-$7,359,543	-25.2	19
Sporting Goods/Hobby/Musical Instr Stores	4511	$10,190,541	$15,028,283	-$4,837,742	-19.2	16
Book, Periodical & Music Stores	4512	$708,610	$3,230,411	-$2,521,801	-64.0	3
General Merchandise Stores	452	$14,001,422	$6,008,724	$7,992,698	39.9	10
Department Stores Excluding Leased Depts.	4521	$9,117,752	$2,981,379	$6,136,373	50.7	4
Other General Merchandise Stores	4529	$4,883,670	$3,027,345	$1,856,325	23.5	6
Miscellaneous Store Retailers	453	$4,996,975	$10,419,845	-$5,422,870	-35.2	36
Florists	4531	$195,968	$1,067,365	-$871,397	-69.0	3
Office Supplies, Stationery & Gift Stores	4532	$1,497,366	$3,517,101	-$2,019,735	-40.3	10
Used Merchandise Stores	4533	$635,137	$1,776,864	-$1,141,727	-47.3	8
Other Miscellaneous Store Retailers	4539	$2,668,504	$4,058,515	-$1,390,011	-20.7	15
Nonstore Retailers	454	$6,731,672	$4,282,446	$2,449,226	22.2	3
Electronic Shopping & Mail-Order Houses	4541	$6,010,445	$314,549	$5,695,896	90.1	1
Vending Machine Operators	4542	$118,474	$0	$118,474	100.0	0
Direct Selling Establishments	4543	$602,753	$3,967,897	-$3,365,144	-73.6	2
Food Services & Drinking Places	722	$14,759,610	$31,332,119	-$16,572,509	-36.0	65
Special Food Services	7223	$487,557	$122,788	$364,769	59.8	2
Drinking Places - Alcoholic Beverages	7224	$511,700	$214,569	$297,131	40.9	1
Restaurants/Other Eating Places	7225	$13,760,353	$30,994,762	-$17,234,409	-38.5	62

Data Note: Supply (retail sales) estimates sales to consumers by establishments. Sales to businesses are excluded. Demand (retail potential) estimates the expected amount spent by consumers at retail establishments. Supply and demand estimates are in current dollars. The Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area. The Retail Gap represents the difference between Retail Potential and Retail Sales. Esri uses the North American Industry Classification System (NAICS) to classify businesses by their primary type of economic activity. Retail establishments are classified into 27 industry groups in the Retail Trade sector, as well as four industry groups within the Food Services & Drinking Establishments subsector. For more information on the Retail MarketPlace data, please click the link below to view the Methodology Statement.
http://www.esri.com/library/whitepapers/pdfs/esri-data-retail-marketplace.pdf

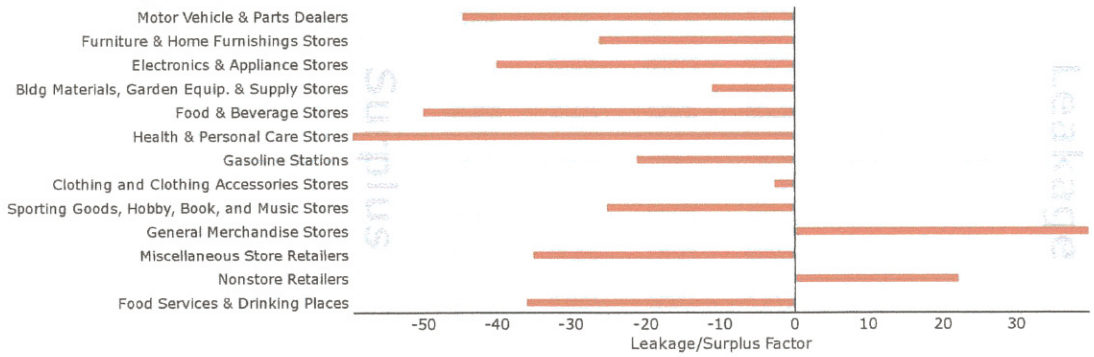
Source: Esri and Infogroup. Esri 2018 Updated Demographics. Esri 2017 Retail MarketPlace. Copyright 2018 Esri. Copyright 2017 Infogroup, Inc. All rights reserved.

Retail MarketPlace Profile

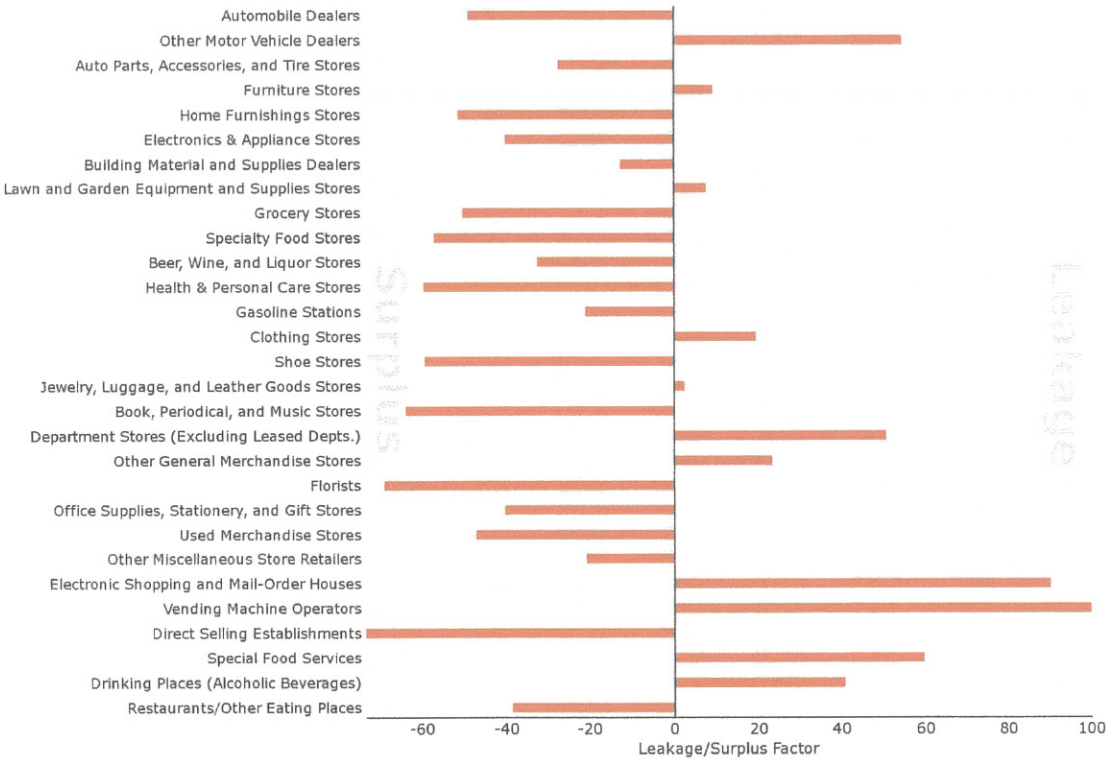
Brattleboro town, VT
Brattleboro town, VT (5002507900)
Geography: County Subdivision

Prepared by Esri

2017 Leakage/Surplus Factor by Industry Subsector



2017 Leakage/Surplus Factor by Industry Group

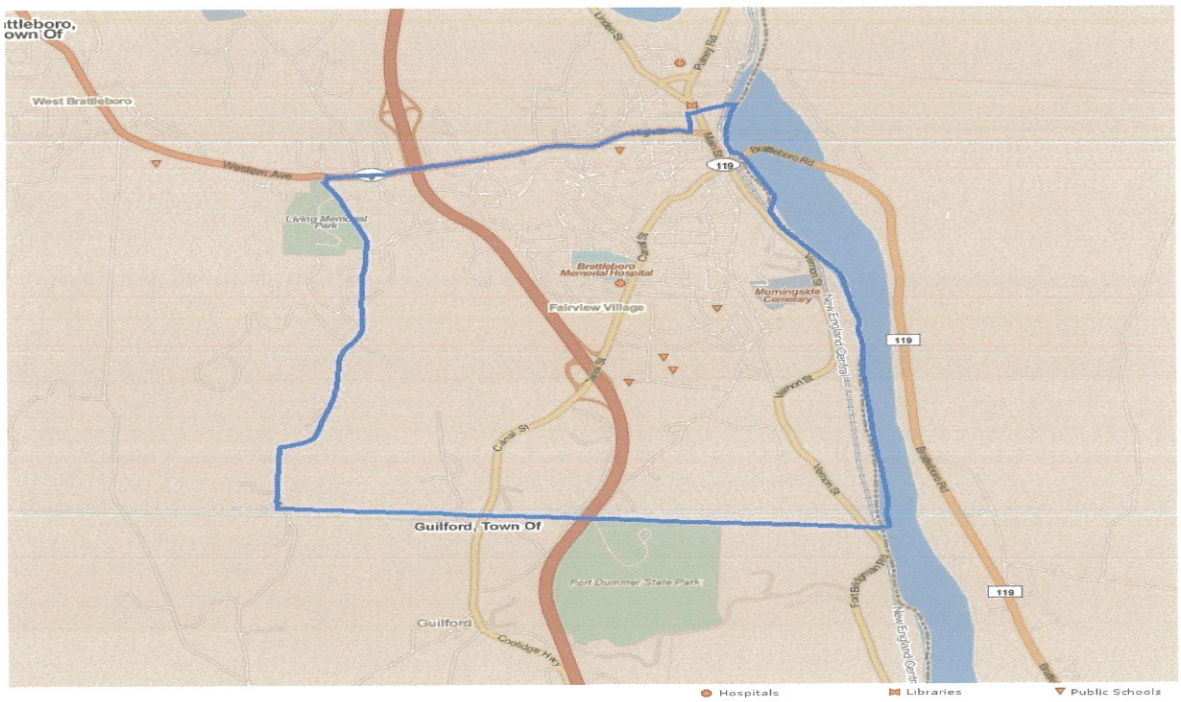


Source: Esri and Infogroup. Esri 2018 Updated Demographics. Esri 2017 Retail MarketPlace. Copyright 2018 Esri. Copyright 2017 Infogroup, Inc. All rights reserved.

June 06, 2019

Opportunity Zones

Opportunity zones are special federally designated districts that qualify for special investment tax breaks due to a number of economic distress factors. Census tract 9685 located in Brattleboro, which includes much of the downtown and exit one, is one of 25 opportunity zones in the state of Vermont.



Investors into businesses and development projects that are located within Opportunity Zones are able to defer and reduce capital gains taxes if this investment is done through a qualified fund. This helps projects in Opportunity Zones appear more attractive to investors, as potentially weaker investment returns are offset by the breaks in capital gains taxes.

A Qualified Opportunity Fund (QOF) is any investment vehicle organized as a corporation or partnership with the specific purpose of investing in Opportunity Zones. The private sector is responsible for establishing Opportunity Funds. When investors move their capital into a QOF the funds can then be invested into businesses within the Opportunity Zone through things like real estate and infrastructure development in both new and expanding businesses. New or existing businesses with tangible assets within Brattleboro's Opportunity Zone can use this funding to grow and expand.

With December 31st, 2019 as the deadline for funds to be invested in order to realize the full gains of this program, it is unclear whether many rural municipalities will be ready to take advantage of this incentive to advance local goals.

[i] To view the 2019 Southern Vermont CEDS (Comprehensive Economic Development Strategies) visit www.SoVermontZone.com or you may request a hard copy from BDCC & SeVEDS.

[ii] *What is a Good Job: Defining Opportunity in Southern Vermont* may be accessed at www.brattleborodevelopment.com/publications or you may request a hard copy from BDCC & SeVEDS.

[iii] The Vermont Housing Finance Agency publishes research on housing affordability at www.housingdata.org. The National Low Income Housing Coalition Out of Reach series https://reports.nlihc.org/oor

Adam Grinold, Executive Director Brattleboro Development Credit Corporation
76 Cotton Mill Hill • Brattleboro, VT • 05301 • 802 257-7731 ext. 224
agrinold@brattleborodevelopment.com

BRATTLEBORO POLICE DEPARTMENT
62 BLACK MOUNTAIN ROAD
BRATTLEBORO, VERMONT 05301
(802) 257-7950 **FAX (802) 257-2303**

Michael R. Fitzgerald
Chief Of Police

Mark E. Carignan
Captain

To: Brattleboro Select board

Via: Peter Elwell, Town Manager

From: Michael R. Fitzgerald, Chief of Police

Date: 8 November 2019

SUBJ: HYBRID CRUISERS FOR FY2021

The Ford Motor Company has introduced a hybrid police utility cruiser that I recommend we purchase for the replacement of the outgoing cruiser in the FY 2021 Equipment Capital Improvement Plan.

By purchasing the hybrid utility cruiser, some of the immediate benefits would be: we will save money in fuel costs, get better gas mileage and emit lower emissions. Better fuel economy and lower emissions would be impressive in any car, but in cruisers, it is particularly significant because they are run harder than any other vehicle on the road. The engine of a cruiser is seldom shut off for an extended period of time while on shift. They are run continuously even when officers are out of the car to conduct an investigation or directing traffic because of the power demands from the car's emergency lights, radio, computers and electronics. A **hybrid system's battery capacity will help run this array of electronics with the engine off. In the past this would require keeping the engine idling.** Endless hours of idling are not only tough on engines, but burn large amounts of fuel. The hybrid cruisers will be able to use the lithium-ion battery instead of the engine for much of that power.

This vehicle is new for 2020 and we will be replacing the cruisers in FY 2021. I initially advised that it would be wise to wait several years before replacing the BPD's fleet with hybrids as it was unknown if the new technology could meet the demands of the power draw required of police cruisers. I wanted to be sure the vehicle would be able to meet our needs. The research I have conducted has reduced those concerns and I feel comfortable in requesting that we start replacing our fleet with hybrids sooner.

Sincerely,

Michael R. Fitzgerald, Chief
Brattleboro Police Department

Brattleboro Fire Department

103 Elliot Street * Brattleboro, VT 05301 * 802-254-4831 * FAX: 802-257-2323

Michael Bucossi
Fire Chief

Leonard Howard III
Assistant Chief

To: Brattleboro Selectboard
Via: Peter Elwell; Town Manager
From: Michael Bucossi; Fire Chief/Leonard Howard; Asst. Fire Chief
Date: November 7, 2019

Re: 2021 Capital Fire Truck Replacement

This year the fire department is requesting to replace Engine 1, a pumper. This vehicle was purchased in June of 1993 and was delivered and put into service the spring of 1994. The cost of the vehicle was $189,952.00.

This truck served the town as a front-line apparatus for fourteen years and when Engine 3 was purchased in 2008, Engine 1 came off from the front line and has served as a reserve piece, for the past 11 years. On days when one of the two front line engines are out of service it is moved back to the front line.

Engine 1 currently has 92,379 road miles, 6,689 engine hours which converts to a total of 401,340 road miles, and the fire pump has 1,743 hours of use.

This truck has a 1500 gallon per minute pump, carries 1000 gallons of water, and can transport six personnel.

The 2021 Capital Equipment budget has $550,000 budgeted for the replacement of Engine 1. If approved the new vehicle will be a pumper truck, have a 1500 gallon per minute pump, carry 1500 gallons of water and carry 5 personnel.

The truck will be housed at Station Two and serve as the front-line piece out of that station. The current truck at Station Two is a 2012 pumper truck. This allows for that truck to be moved to a reserve piece and lengthens the life span to 20 years of service and will be replaced in 2032.

Brattleboro Fire Department

103 Elliot Street * Brattleboro, VT 05301 * 802-254-4831 * FAX: 802-257-2323

The fire department has a fleet of four pumper trucks and one aerial ladder truck along with some smaller utility vehicles. Central Station has two engines and a ladder truck and Station Two has two engines. Over the last 20 years we have reduced our fleet from six engines to four and replaced a rescue truck and engine with a combination vehicle. We replace engines every 20 years and the ladder truck every 25 years.

In talking with other fire departments our size, with similar call volume they are replacing fire engines on a 20-year cycle and the ladder truck on a 25-year cycle. The National Fire Protection Associations recommends the same replacement cycle. This has proven to be true for us as we had to remove a fire engine from service at the 20-year mark due to failure and our ladder truck was removed from service due to failure at the 26th year of service. With Engine 1 being 25 years old we are recommending it be replaced.

The FY21 Proposed Budget is a separate document. See the Town's website (www.brattleboro.org) or contact the Town Manager's Office (251-8151) to obtain a copy of the budget.

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

MEMORANDUM

DATE: November 13, 2019

TO: Brattleboro Selectboard

VIA: Peter B. Elwell, Town Manager

FROM: Kim Ellison, Grants Manager

SUBJECT: EPA Brownfields Assessment Grant

For the 11/19/19 Selectboard meeting, please add the following to the agenda:

The Planning Department requests authority to apply for a $200,000 Brownfields Assessment Grant from the US EPA to inventory, characterize, assess and conduct planning and community involvement related to brownfield sites.

Please see the attached GISTD for additional details.

Request a Motion:

To approve the Planning Department's application for a $200,000 Brownfields Assessment Grant from the US EPA to inventory, characterize, assess and conduct planning and community involvement related to brownfield sites.

TOWN OF BRATTLEBORO

GRANT INFORMATION STATUS TRACKING DOCUMENT (GISTD)

APPLICATION PHASE

Date: **November 13, 2019**

Grantor/funder: **US Environmental Protection Agency (EPA)**

Funder's name of grant: **Brownfields Assessment Grant**

Internal name of grant: **Brownfields Assessment Grant**

Funder's grant description/purpose: **To inventory, characterize, assess, and conduct planning and community involvement related to brownfield sites**

Applicant's purpose/use of grant: **Continue the municipal Brownfields Program that provides technical and financial assistance to private businesses and landowners, nonprofit organizations, and the Town (in limited situations) interested in redeveloping a brownfields site(s). Financial assistance can include funding the following:**

1. Phase I Environmental Site Assessment: This report includes a background and historical investigation and a site inspection. It is conducted prior the transfer of a property and is the minimum report required in order to establish federal liability protection for the purchaser of a brownfield site.

2. Phase II Environmental Site Assessment, including sampling activities to identify types and concentrations of contaminants and the areas of contamination that must be cleaned up; and

3. Cleanup Planning: The determination of how much more investigation is needed and/or the establishment of cleanup options and cost estimates based on future uses and redevelopment plans.

What will the money be spent on specifically? **The money will be spent on the following tasks: 1) Cooperative Agreement Oversight: These tasks include project coordination, reporting, managing sub-consultant agreements, and attending EPA sponsored trainings. 2) Community Engagement: resources will be dedicated to community outreach and education. Staff will dissemninate user-friendly financial, technical and educational materials that outline brownfields redevelopment issues. 3) Assesment: the majority of the funding will be used to contract with qualified environmental firms to conduct Phase I and Phase II environmental site assessments and cleanup planning. 4) Site Reuse and Cleanup Planning: Evaluate cleanup alternatives for specific sites.**

Amount being requested: **$$200,000 for hazardous substance assessment funds** Required match amount: **$0**

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

Application deadline: **December 3, 2019** Award notification date: **May 20~~19~~** 20 ~~20~~

TOWN OF BRATTLEBORO

GRANT INFORMATION STATUS TRACKING DOCUMENT (GISTD)

Grant term start date: **October 1, 2020** Grant term end date: **September 30, 2023**

Grant payout: ☐ Up-front (deferred), or ☒ Reimbursed basis (accrued)

How much administrative allowance does the grant permit if any: $ or **the grant allows for up to 10% of the funds to cover personnel costs associated with the grant management ; idirect costs cannot exceed 5% of the personnel costs%**

Department or community group requesting grant: **Planning Services Department**

Department sponsoring the grant: **Planning Services Department**

Contact name (person submitting): **Sue Fillion**

Contact phone: **251-8112** Contact email: **sfillion@brattleboro.org**

Second contact:

2nd contact phone: 2nd contact email:

Is this a new program or new service(s)? ☐ yes ☒ no

Is this a ☐ new grant, or ☒ renewal of an existing/active grant?

How will this grant improve functions in your department or for the town and/or how will it save money or increase services? **This will result in an increase in service and resources that the Town can draw on to promote economic development by maximizing opportunities to redevelop land. Assessment funding would allow the Town to offer all or a portion of the costs for environmental site assessments and/or remediation planning. Federal and state laws were passed in 2002 to remove barriers to reusing sites with environmental issues. The program will assist an owner or developer establish liability limitations/amnesty for environmental issues and give them access state and federal funds to help address those issues.**

How will the program or service be sustained after end of grant? **The Town could re-apply for additional funds to continue the program.**

How will the project impact the resources of the rest of the department? **It is anticipated that one staff member will spend approximately 1/2 day per week on this program. The amount of time can fluctuate depending on the number of sites being assessed at one time.**

How will the project affect the resources of other departments? **The Finance Department will need to assist with requisition and providing financial information for the quarterly reports and the Final Report. Total time on these tasks should not exceed 15 hours annually.**

Will this grant trigger review by the Capital Grants Review Committee? ☐ yes ☒ no

Is this a program/service/item that would need to be paid for out of the general fund if the grant is not awarded, accepted and appropriated? ☐ yes ☒ no

TOWN OF BRATTLEBORO

GRANT INFORMATION STATUS TRACKING DOCUMENT (GISTD)

What are the other sources of funding for this project? **The Windham Regional Commission has limited remaing funding for environmental assessment and plans to apply for their own funds. Those funds are generally allocated on a first-come, first-serve basis for worthy projects from all 27 towns in their region. Starting our own program will increase the funding available for Brattleboro.**

What other town commitments will be required during the life of the grant? **1) Reporting - submission of quarterly reports and a final report as well as updating the EPA database when milestones occur. 2) Attendance at EPA-sponsored trainings. The grant funding will cover the expenses for these commitments.**

What are the on-going commitments or costs to town after the end of the grant? **There are no ongoing costs at the end of the grant. Staff will need to continue to provide information (e.g funding leveraged, jobs created) in the EPA database as sites are redeveloped.**

Department Head Name & Title: Sue Fillion, Planning Services Director

Department Head Signature: Susan Fillion Date: 11/13/19

Finance Director Recommendations/Comments: _____

Application Approved ☑ yes, or ☐ no

Printed Name: JOHN O'CONNOR

Finance Director Signature: _____ Date: 11/13/19

Town Manager Recommendations/Comments: _____

Application Approved ☒ yes, or ☐ no

Printed Name: PETER B. ELWELL

Town Manager Signature: Peter B Elwell Date: 11/13/19

Capital Grants Review Committee Recommendations/Comments: _____

Application Approved ☐ yes, or ☐ no, or ☒ not applicable

Printed Name: _____

Committee Member Signature: _____ Date: _____

TOWN OF BRATTLEBORO

GRANT INFORMATION STATUS TRACKING DOCUMENT (GISTD)

Selectboard Recommendations/Comments: _____

_____

Application Approved ❑ yes, or ❑ no, or ❑ not applicable

Printed Name: _____

Selectboard Member Signature: _____ Date: _____

FY20 Committee and Board Vacancies
Announced October 1, 2019
Appointments to be made at November 19, 2019 Selectboard Meeting

Committees	No. of Vacancies	Applicants
Cemetery Committee	1	Raymond Doyle
Energy Committee	1	Millicent Cooley
Fence Viewer	1	Nicholas Biddle

Town of Brattleboro, VT

Board and Committee Application

Date:

Nov 09, 2019

Applicant's Name:

Raymond Doyle

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)

huntersgd@yahoo.com

Residential Address

Street Name: *MARLBORO AVE*

Street Num: *94* Unit:

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

Town:

Brattleboro

State:

VT

Zip Code:

05301

Phone Number:

Column 1	Column 2

Home:	257-1512
Work:	
Cell:	380-2483

Employer

Retired

Address:

Position:

Other Relevant Employment:

39 years working for companies that owned the electrical stations on the Connecticut River

Educational Background:

Keene State Assoc. Degree (History and English) National Univ. of Ireland Galway 2 Diplomas Irish Studies and Archaeology of Ireland

Number of Years as a Resident of Brattleboro:

Most of my life

How Much Time Are You Able to Give?

I have few time restrictions

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.

Town meeting member for about 11 years Asst. Bus. Agent for IBEW Local 486 Vt. State Labor Council - Windham Ct. Area Vice Pres. and Executive Council Member at Large-Chairman of Resolutions Committee (15 years)

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

Interested in history and preservation of the various cemeteries in town Have worked on various committees

to find consensus

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.)

To complete this form, press submit to email it to the Town offices or
press print and mail with any supplemental materials to: Town Manager's Office, Ste 208, Municipal Building, 230 Main Street, Brattleboro, VT 05301.

You may visit our website for additional information on various committees, commissions or boards at: http://tinyurl.com/Brattleboro-boards-commissions

Or call us by phone at 802-251-8100

Following for office use only:

Reviewed by Committee, Board or Commission:

Voted By the Board of Selectment

[ ] yes

[ ] no

Date:

Town of Brattleboro, VT

Board and Committee Application

Date:

Nov 07, 2019

Applicant's Name:

Millicent Cooley

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)

millicent.cooley@gmail.com

Residential Address

Street Name: *KIPLING RD*

Street Num: *224* Unit:

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

Town:

Brattleboro

State:

VT

Zip Code:

05301

Phone Number:

Column 1	Column 2

Home:	
Work:	
Cell:	201-323-5838

Employer

self-employed Millicent Cooley LLC

Address:

Position:

communications design, website design, market research

Other Relevant Employment:

Educational Background:

Masters of Design in Interaction Design, Carnegie Mellon University

Number of Years as a Resident of Brattleboro:

11 months

How Much Time Are You Able to Give?

~~8~~ *hours per week*
4

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.

Weekly mentor for Infinite Family, org that helps kids from families affected by HIV/AIDS, for a teenager near Johanessburg, S Africa: mentorship for school and life confidence.

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

I am dedicated to helping my community to take effective action to fix the problems we are causing for climate and for our environment. Skills: Design, writing, research to understand and articulate the views and needs of important stakeholders, well organized, proactive, diligent and practical. Analytic in a creative way.

Experienced with business strategy and data, which I think has a useful role to play in influencing sustainability decisions.

Have you ever attended a meeting of this committee?

[ ] Yes

[*] No

What is your vision of the Town of Brattleboro?

Brattleboro becomes a regional leader and model example in sustainability achievement, that also influences and partners with surrounding towns and counties.

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.)

To complete this form, press submit to email it to the Town offices or
press print and mail with any supplemental materials to: Town Manager's Office, Ste 208, Municipal Building, 230 Main Street, Brattleboro, VT 05301.

You may visit our website for additional information on various committees, commissions or boards at: http://tinyurl.com/Brattleboro-boards-commissions

Or call us by phone at 802-251-8100

Following for office use only:

Reviewed by Committee, Board or Commission:

Voted By the Board of Selectment

[ ] yes

[ ] no

TOWN OF BRATTLEBORO
SELECTBOARD
COMMITTEE, BOARD OR COMMISSION VOLUNTEER FORM

NAME OF THE COMMITTEE, BOARD OR COMMISSION TO WHICH YOU ARE APPLYING:	Fence Viewer

INSTRUCTIONS: Please print clearly. Complete both pages. Attach additional sheets as necessary. Sign and return to Town Manager's Office, Ste 208, Municipal Building, 230 Main Street, Brattleboro, VT 05301. Thank you for your interest in serving the Town of Brattleboro.

PERSONAL DATA:

APPLICANT NAME: Nicholas Biddle
First, Middle Initial, and Last Name

RESIDENTIAL ADDRESS: 103 Chestnut Hill
Street Number and Address

CONTACT INFORMATION: nicklv4@gmail.com (Home Telephone) 802 490 0365 (Business or Cell Telephone)

E-Mail Address: ↖

PLEASE CHECK:

☐ Employed ☑ Retired ☐ Other:

IF EMPLOYED: EMPLOYER:
ADDRESS:
POSITION:

OTHER RELEVANT EMPLOYMENT:
Retired professor history.
Co-owner Artcagens (57 Elliot St)

EDUCATIONAL BACKGROUND:
PhD - history

NUMBER OF YEARS AS A RESIDENT OF BRATTLEBORO? 6
HOW MUCH TIME ARE YOU ABLE TO GIVE? 8 hrs/month

OTHER INFORMATION: Please answer the following questions.

1. 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.

Former member and chair Town Art Committee 2014-2015

2. Why are you interested in this position and what particular skills would you bring to the organization?
I learned about it recently and find its historic function worth rejuvenation.

3. Have you ever attended a meeting of this committee? ☐ YES ☑ NO

4. What is your vision of the Town of Brattleboro?
A better place to live.

5. 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.)

Please return this application with any supplemental sheets to the Town Manager's Office, Ste 208, Municipal Building, 230 Main Street, Brattleboro, VT 05301. You may visit our website for additional information on various committees, commissions or boards at http://www.brattleboro.org. Or call us by phone at 802-251-8100.

SIGNED: [signature] DATE: 11/5/19

For Official Use:
REVIEWED BY COMMITTEE, BOARD OR COMMISSION:

COMMENTS:

Signed by the Committee, Board or Commission Chair:

VOTED BY THE BOARD OF SELECTBOARD:

☐ Approved per the recommendation

☐ Denied

SIGNED:

Date: