

TOWN OF BRATTLEBORO
Finance Department
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MEMORANDUM

TO: SELECTBOARD
VIA: PETER ELWELL, TOWN MANAGER
FROM: JOHN O'CONNOR, FINANCE DIRECTOR
SUBJECT: SEPTEMBER 2019 FINANCIAL REPORT
DATE: OCTOBER 8, 2019

The financial reports for the month of September 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 September 30, 2019. This report is the third monthly report for Fiscal Year 2020 and represents the unaudited results through the third month of the fiscal year.

With 25.0% of the fiscal year complete the total General Fund expenditures are 25.7% of the annual budget. The expenditures include \$394,881 in semi-annual insurance payments, \$185,595 in annual human service payments and \$349,113 in annual lease and note payments which, if prorated, would reduce General Fund expenditures to 22.4% of the annual budget.

As of September 30, 2019, the Utilities Fund expenditures are 25.4% and the Parking Fund expenditures are 20.4% of their annual budgets, respectively. The Utilities Fund expenditures include a \$120,000 encumbrance for sludge removal which, if prorated, would reduce expenditures to 23.9% of the annual budget.

As of September 30, 2019, the Solid Waste Disposal Fund revenues and expenditures are 20.1% and 17.9% 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 September 30, 2019 the Town had \$4,210,395 in outstanding loans issued through the Town's various loan programs. No loans had payments that were 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 \$475,715 in available funds for additional grants and loans as of September 30, 2019.

As of September 30, 2019, the grant report contains information on 35 active grants and 4 grants in the application process.

Account	Budget	Actual	% of Budget
01-5 Revenues			
01-5-2010 Town Manager			
01-5-2010-160.00 MM - Investment Income	100,000.00	31,361.70	31.36%
01-5-2010-166.00 In Lieu of Taxes	160,000.00	27,459.49	17.16%
01-5-2010-450.00 Permits/Mileage Payments	2,500.00	1,312.88	52.52%
Total Town Manager	262,500.00	60,134.07	22.91%
01-5-2015 Taxes			
01-5-2015-250.00 Current Taxes	14,721,497.00	14,606,774.78	99.22%
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	17,472.91	29.12%
01-5-2015-265.00 Penalty	55,000.00	0.00	0.00%
01-5-2015-270.00 Collection Charges	20,000.00	1,771.26	8.86%
Total Taxes	15,996,497.00	14,714,882.15	92.05%
01-5-2020 Finance Department			
01-5-2020-136.00 Business Licenses	50,000.00	1,025.00	2.05%
01-5-2020-361.10 Interest on Receivables	0.00	42.65	100.00%
Total Finance Department	50,000.00	1,067.65	2.14%
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	780.00	8.21%
01-5-2030-135.00 Dog License Revenue	21,000.00	1,167.00	5.56%
01-5-2030-140.00 Town Clerk Fees	105,000.00	32,299.28	30.76%
Total Town Clerk	135,500.00	34,246.28	25.27%
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	225.00	100.00%
Total Risk Management	0.00	225.00	100.00%

Account	Budget	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	6,825.60	13.65%
Total Planning	50,000.00	6,877.26	13.75%
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	1,495.80	23.01%
01-5-2800-216.00 Reimbursements	800.00	0.00	0.00%
01-5-2800-360.00 Library Fines	0.00	102.00	100.00%
01-5-2800-370.00 Non-Resident Fees	15,000.00	4,413.00	29.42%
01-5-2800-375.00 Gift Books & Replacement	4,000.00	461.99	11.55%
01-5-2800-390.00 Library Postage Revenue	0.00	7.50	100.00%
01-5-2800-450.00 Miscellaneous Income	5,000.00	480.09	9.60%
Total Library Revenue	31,300.00	6,960.38	22.24%
01-5-3500 Fire			
01-5-3500-200.00 Tower Rent	6,000.00	0.00	0.00%
01-5-3500-450.00 Fire Dept - Banner	11,000.00	3,000.00	27.27%
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	3,207.60	32.08%
Total Fire	83,250.00	6,207.60	7.46%
01-5-5000 Municipal Center			
01-5-5000-200.00 Municipal Center Rental	20,000.00	4,772.56	23.86%
Total Municipal Center	20,000.00	4,772.56	23.86%
01-5-5500 Police			
01-5-5500-110.00 Town Ordinance	20,000.00	0.00	0.00%
01-5-5500-115.00 Bicycle Registration	20.00	9.00	45.00%
01-5-5500-120.00 Police Dept Copy Charges	750.00	67.00	8.93%
01-5-5500-200.00 Rental Income	27,467.00	6,864.00	24.99%
01-5-5500-200.01 Up-Fit Reimbursement	11,269.00	2,817.21	25.00%
01-5-5500-220.00 False Alarm Fees	3,000.00	1,089.75	36.33%
01-5-5500-450.00 Miscellaneous Revenue	2,000.00	160.00	8.00%
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	12,005.01	25.00%
Total Police	133,526.00	23,281.97	17.44%
01-5-6 Public Works			

Account	Budget	Actual	% of Budget
01-5-6015-216.01 Insurance/Reimbursements	0.00	5,247.85	100.00%
Total Public Works	0.00	5,247.85	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	59,528.51	25.88%
01-5-7000-292.00 State Current Use Payment	160,000.00	2,000.00	1.25%
Total Regional	395,000.00	61,528.51	15.58%
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	144.00	0.12%
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	2,184.00	54.60%
01-5-7100-450.00 Misc Facilities Rentals	16,000.00	3,338.75	20.87%
01-5-7100-450.01 Cemetery Plots	3,000.00	200.00	6.67%
01-5-7100-455.00 Sr Program Donations	0.00	850.05	100.00%
01-5-7100-500.00 Non-Resident Fees	25,000.00	5,529.00	22.12%
Total Parks and Recreation	251,700.00	40,565.96	16.12%
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	72,501.00	25.00%
01-5-9999-906.06 Transfer Parking Fund	40,000.00	9,999.99	25.00%
Total Transfers	330,000.00	82,500.99	25.00%
Total Revenues	18,068,192.00	15,048,300.83	83.29%
Total Revenues	18,068,192.00	15,048,300.83	83.29%
01-6 Expenses			

Account	Budget	Actual	% of Budget
01-6-20 General Government			
01-6-2010 Town Manager			
01-6-2010-001.00 Department Head Salary	105,060.00	22,180.12	21.11%
01-6-2010-005.00 Staff Salaries	184,691.00	39,281.77	21.27%
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	100.00	10.00%
01-6-2010-450.00 Postage Expense	1,000.00	24.50	2.45%
01-6-2010-500.00 Office Supplies	1,000.00	187.36	18.74%
01-6-2010-753.00 Transportation	5,000.00	1,153.86	23.08%
Total Town Manager	307,351.00	63,027.61	20.51%
01-6-2020 Finance			
01-6-2020-001.00 Department Head Salary	79,840.00	16,846.50	21.10%
01-6-2020-005.00 Staff Salaries	237,177.00	51,752.40	21.82%
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	0.00	0.00%
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	3,751.16	25.01%
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	25.00	2.50%
01-6-2020-450.00 Postage Expense	8,500.00	3,264.75	38.41%
01-6-2020-500.00 Office Supplies	4,000.00	890.86	22.27%
Total Finance	357,817.00	80,958.17	22.63%
01-6-2029 Attorney			
01-6-2029-116.00 Contracted Legal Services	108,200.00	27,050.40	25.00%
01-6-2029-126.00 Conferences/Memberships	1,000.00	0.00	0.00%
01-6-2029-205.00 Litigation Expenses	5,000.00	0.00	0.00%
Total Attorney	114,200.00	27,050.40	23.69%
01-6-2030 Town Clerk			
01-6-2030-001.00 Department Head Salary	67,005.00	14,132.25	21.09%
01-6-2030-005.00 Staff Salaries	66,331.00	14,296.09	21.55%
01-6-2030-008.00 Election Salaries	4,500.00	0.00	0.00%
01-6-2030-126.00 Conferences/Memberships	1,800.00	205.00	11.39%
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	1,850.17	11.56%
01-6-2030-190.00 Election Expense	12,000.00	0.00	0.00%
01-6-2030-400.00 Copier Expense	1,100.00	573.67	52.15%
01-6-2030-450.00 Postage Expense	2,300.00	419.75	18.25%
01-6-2030-500.00 Office Supplies	4,000.00	660.19	16.50%
01-6-2030-650.00 Equipment Maintenance	300.00	0.00	0.00%

Account	Budget	Actual	% of Budget
Total Town Clerk	181,336.00	38,112.12	21.02%
01-6-2040 Listers			
01-6-2040-001.00 Department Head Salary	63,788.00	13,501.62	21.17%
01-6-2040-005.00 Staff Salaries	74,545.00	15,141.12	20.31%
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	413.98	41.40%
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	41.50	2.77%
01-6-2040-500.00 Office Supplies	950.00	792.69	83.44%
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	35,890.43	22.21%
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	505.00	6.47%
01-6-2050-120.00 Personell Mgmt Expense	20,000.00	1,665.00	8.33%
01-6-2050-121.00 Employee Recognition	0.00	1,356.51	100.00%
01-6-2050-126.00 Conferences/Memberships	20,000.00	18,622.80	93.11%
01-6-2050-140.00 Computer Equipment Maint	60,000.00	10,472.00	17.45%
01-6-2050-141.00 Software Licenses	10,000.00	4,768.00	47.68%
01-6-2050-170.00 Printing & Public Notices	12,000.00	6,785.59	56.55%
01-6-2050-173.01 Admiistrative Services	13,000.00	1,421.00	10.93%
01-6-2050-173.02 Technical Services	13,000.00	1,128.00	8.68%
01-6-2050-175.00 Town Report	3,250.00	0.00	0.00%
01-6-2050-203.00 GIS Mapping	19,000.00	9,830.12	51.74%
01-6-2050-220.00 Auditing	20,000.00	6,350.00	31.75%
01-6-2050-350.00 Telephone	17,000.00	3,317.10	19.51%
01-6-2050-450.00 Postage Expense	2,000.00	1,649.70	82.49%
01-6-2050-500.00 Office Supplies	1,500.00	347.90	23.19%
01-6-2050-875.01 Tax Abatements	15,000.00	0.00	0.00%
01-6-2050-875.02 Interest Abatements	1,000.00	0.00	0.00%
01-6-2050-875.03 Penalty Abatements	1,000.00	0.00	0.00%
Total General Services	253,250.00	76,718.72	30.29%
01-6-2070 Risk Management			
01-6-2070-035.00 Worker's Compensation	655,000.00	317,308.16	48.44%
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	126.00	0.63%
01-6-2070-216.00 Insurance Deductible	10,000.00	0.00	0.00%
Total Risk Management	845,000.00	395,007.16	46.75%

Account	Budget	Actual	% of Budget
01-6-2090 Planning			
01-6-2090-001.00 Department Head Salary	71,596.00	15,101.62	21.09%
01-6-2090-005.00 Staff Salaries	83,170.00	10,902.07	13.11%
01-6-2090-060.00 Equipment	800.00	0.00	0.00%
01-6-2090-124.00 Training	2,000.00	130.00	6.50%
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	120.40	6.02%
01-6-2090-450.00 Postage Expense	1,200.00	248.55	20.71%
01-6-2090-500.00 Office Supplies	1,000.00	120.86	12.09%
01-6-2090-650.00 Equipment Maintenance	1,500.00	450.00	30.00%
01-6-2090-753.00 Transportation	1,400.00	153.60	10.97%
01-6-2090-800.00 Miscellaneous Expenses	500.00	205.97	41.19%
Total Planning	201,166.00	29,359.85	14.59%
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	134,525.68	24.46%
01-6-2260-032.00 Employee Retirement	558,500.00	129,052.57	23.11%
01-6-2260-033.00 Health Insurance	1,616,086.00	397,152.56	24.57%
01-6-2260-033.01 Life Insurance	31,500.00	7,086.79	22.50%
01-6-2260-033.02 Opt-Out & HSA Payments	200,000.00	65,062.50	32.53%
01-6-2260-033.03 HRA Expense	279,125.00	22,150.73	7.94%
01-6-2260-033.04 HRA Administration	10,000.00	588.50	5.89%
01-6-2260-034.00 Unemployment Compensation	10,000.00	0.00	0.00%
01-6-2260-035.00 Dependent Care Administra	1,500.00	16.00	1.07%
Total Benefits	3,286,711.00	755,635.33	22.99%
01-6-2271 Bonds/Notes			
01-6-2271-340.00 Bond Principal	803,500.00	0.00	0.00%
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	0.00	0.00%
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	349,112.84	23.73%
01-6-2280 Human Services			
01-6-2280-998.01 Senior Solutions	3,000.00	3,000.00	100.00%
01-6-2280-998.02 Brattleboro Senior Meals	7,000.00	7,000.00	100.00%
01-6-2280-998.03 Youth Services	10,000.00	10,000.00	100.00%
01-6-2280-998.07 Women's Freedom Center	12,370.00	12,370.00	100.00%
01-6-2280-998.08 Brattleboro Area Hospice	1,825.00	1,825.00	100.00%

Account	Budget	Actual	% of Budget
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 HCERS	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	19,987.84	14.28%
01-6-2290-241.00 Public Sanitation	0.00	3,380.50	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	63,390.72	25.36%
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%
01-6-2290-998.24 Work Today Program	0.00	65,000.00	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	190,059.06	31.01%
01-6-2800 Library			
01-6-2800-001.00 Department Head Salary	75,981.00	16,229.75	21.36%
01-6-2800-005.00 Staff Salaries	388,602.00	84,952.41	21.86%
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	586.60	14.67%
01-6-2800-140.00 Computer Equipment Maint	15,300.00	1,714.95	11.21%
01-6-2800-141.00 Computer Supplies	3,600.00	1,149.98	31.94%
01-6-2800-152.00 Book & Non-Print Supplies	4,000.00	953.78	23.84%

Account	Budget	Actual	% of Budget
01-6-2800-173.00 Professional Services	400.00	52.50	13.13%
01-6-2800-216.00 Reimbursable Expense	800.00	0.00	0.00%
01-6-2800-230.00 Fuel Expense	12,000.00	163.44	1.36%
01-6-2800-235.00 Electric	25,425.00	2,978.77	11.72%
01-6-2800-240.00 Utilities	2,000.00	455.70	22.79%
01-6-2800-250.00 Building Equip & Maint	17,000.00	6,058.59	35.64%
01-6-2800-255.00 Maintenance Supplies	3,500.00	215.20	6.15%
01-6-2800-350.00 Telephone	2,500.00	779.44	31.18%
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	1,022.02	29.20%
01-6-2800-501.00 Books - General	5,000.00	4,956.79	99.14%
01-6-2800-502.00 Reference Sources	18,000.00	12,305.65	68.36%
01-6-2800-505.00 Juvenile Books	7,500.00	2,512.97	33.51%
01-6-2800-510.00 Young Adult Sources	1,500.00	438.98	29.27%
01-6-2800-515.00 Replacement Books	1,500.00	428.28	28.55%
01-6-2800-520.00 Periodicals & Newspapers	7,200.00	3,433.99	47.69%
01-6-2800-530.00 Non-Print Materials/Adult	3,500.00	1,042.86	29.80%
01-6-2800-532.00 Non-Print Mat./Children	3,800.00	740.78	19.49%
01-6-2800-650.00 Equipment Maintenance	1,500.00	262.62	17.51%
Total Library	613,608.00	148,574.85	24.21%
01-6-3500 Fire			
01-6-3500-001.00 Department Head Salary	87,281.00	18,535.62	21.24%
01-6-3500-005.00 Staff Salaries	1,337,988.00	275,787.99	20.61%
01-6-3500-005.16 Vacation BB - Retire Pay	10,250.00	0.00	0.00%
01-6-3500-006.00 Incentive Pay	56,415.00	11,252.07	19.95%
01-6-3500-010.00 Overtime	100,000.00	23,977.83	23.98%
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	1,666.98	26.89%
01-6-3500-010.03 Rental Housing Overtime	50,000.00	0.00	0.00%
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	8,360.14	22.92%
01-6-3500-060.00 Equipment	17,500.00	3,045.09	17.40%
01-6-3500-124.00 Training	8,000.00	604.16	7.55%
01-6-3500-126.00 Conferences/Memberships	5,250.00	1,701.84	32.42%
01-6-3500-230.02 Propane	29,000.00	19,586.00	67.54%
01-6-3500-231.00 Gasoline	6,000.00	698.03	11.63%
01-6-3500-231.01 Diesel	13,000.00	2,153.51	16.57%
01-6-3500-235.00 Electric	21,600.00	4,256.95	19.71%
01-6-3500-240.00 Utilities	12,500.00	3,122.63	24.98%
01-6-3500-250.00 Building Repairs	6,000.00	3,152.17	52.54%
01-6-3500-350.00 Telephone	9,750.00	2,097.25	21.51%
01-6-3500-450.00 Postage Expense	600.00	330.02	55.00%
01-6-3500-500.00 Office Supplies	10,500.00	4,913.98	46.80%
01-6-3500-550.00 Operating Supplies	12,500.00	5,132.26	41.06%
01-6-3500-590.00 Clothing	30,000.00	25,634.21	85.45%
01-6-3500-635.00 Fire Prevention	650.00	234.60	36.09%
01-6-3500-650.01 Fire Alarm Repair	18,500.00	8,716.41	47.12%

Account	Budget	Actual	% of Budget
01-6-3500-650.02 Equipment Maintenance	6,000.00	2,226.39	37.11%
01-6-3500-705.01 Vehicle Maintenance	45,000.00	6,055.19	13.46%
Total Fire	1,998,170.00	433,241.32	21.68%
01-6-4500 Facilities Maintenance			
01-6-4500-005.00 Staff Salaries	127,297.00	26,669.25	20.95%
01-6-4500-010.00 Overtime	10,000.00	3,214.43	32.14%
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	31,018.68	22.48%
01-6-5000 Municipal Center			
01-6-5000-060.00 Equipment	3,000.00	0.00	0.00%
01-6-5000-230.00 Fuel Expense	25,960.00	149.01	0.57%
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	547.77	9.13%
01-6-5000-260.00 Maintenance Contracts	10,200.00	1,343.09	13.17%
01-6-5000-263.00 Grounds Maintenance	1,500.00	483.32	32.22%
Total Municipal Center	91,360.00	10,294.95	11.27%
01-6-5500 Police			
01-6-5500 Police Department			
01-6-5500-001.00 Department Head Salary	97,981.00	21,337.12	21.78%
01-6-5500-005.00 Staff Salaries	1,449,792.00	276,808.09	19.09%
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	48,143.79	38.52%
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	22,705.04	20.91%
01-6-5500-060.00 Equipment	8,000.00	0.00	0.00%
01-6-5500-116.00 Poundkeeper	10,000.00	152.67	1.53%
01-6-5500-124.00 Training	25,000.00	6,988.35	27.95%
01-6-5500-126.00 Conferences/Memberships	4,200.00	150.00	3.57%
01-6-5500-141.00 Computer Supplies	10,500.00	0.00	0.00%
01-6-5500-173.00 Professional Services	0.00	1,950.00	100.00%
01-6-5500-230.00 Heating Fuel	21,500.00	2,022.78	9.41%
01-6-5500-231.00 Gasoline	35,000.00	5,387.69	15.39%
01-6-5500-235.00 Electric	23,130.00	4,231.58	18.29%
01-6-5500-240.00 Utilities	5,400.00	1,049.04	19.43%
01-6-5500-250.00 Building Maintenance	10,000.00	1,054.97	10.55%
01-6-5500-255.00 Maintenance Supplies	3,500.00	0.00	0.00%
01-6-5500-263.00 Grounds Maintenance	12,000.00	2,155.00	17.96%
01-6-5500-350.00 Telephone	25,000.00	4,480.29	17.92%

Account	Budget	Actual	% of Budget
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	715.79	11.93%
01-6-5500-450.00 Postage Expense	2,000.00	125.37	6.27%
01-6-5500-500.00 Office Supplies	6,120.00	2,779.18	45.41%
01-6-5500-501.00 Books/Reference	200.00	0.00	0.00%
01-6-5500-550.00 Operating Supplies	10,700.00	1,555.34	14.54%
01-6-5500-590.00 Clothing	23,000.00	10,348.12	44.99%
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	4,539.39	22.70%
01-6-5500-710.00 Prisoner Expense	3,500.00	1,162.93	33.23%
01-6-5500-722.00 Crime Prevention	2,000.00	682.19	34.11%
01-6-5500-753.00 Transportation	4,000.00	-41.18	-1.03%
Total Police Department	2,182,105.00	466,515.60	21.38%
01-6-5510 Police Dispatch			
01-6-5510-001.00 Chief Dispatcher	50,739.00	11,101.77	21.88%
01-6-5510-005.00 Staff Salaries	364,974.00	57,842.15	15.85%
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	48,241.86	59.85%
01-6-5510-015.00 Holiday Pay	7,837.00	0.00	0.00%
01-6-5510-060.00 Equipment	4,000.00	187.58	4.69%
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	546.48	31.23%
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	125,094.12	23.71%
Total Police	2,709,773.00	591,609.72	21.83%
01-6-60 Public Works			
01-6-6015 Public Works Admin			
01-6-6015-001.00 Department Head Salary	47,749.00	9,974.25	20.89%
01-6-6015-005.00 Staff Salaries	636,551.00	136,565.77	21.45%
01-6-6015-005.03 Mechanics Staff Salaries	162,021.00	31,931.63	19.71%
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	6,037.40	6.56%
01-6-6015-013.00 Holiday/Weekend Pay	16,221.00	3,142.71	19.37%
01-6-6015-025.00 Clerical	49,805.00	9,567.57	19.21%
01-6-6015-126.00 Conferences/Memberships	3,000.00	0.00	0.00%
01-6-6015-173.00 Professional Services	10,000.00	4,000.00	40.00%
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	1,366.10	25.30%

Account	Budget	Actual	% of Budget
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	517.76	13.28%
01-6-6015-590.00 Clothing	6,000.00	6,000.00	100.00%
01-6-6015-595.00 Safety Equipment	6,000.00	2,600.94	43.35%
Total Public Works Admin	1,087,747.00	229,358.13	21.68%
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	3,994.50	88.77%
01-6-6017-550.02 Other Materials	10,000.00	3,895.90	38.96%
Total Public Works Drainage	24,500.00	15,089.04	61.59%
01-6-6018 Public Works Equipment			
01-6-6018-550.00 Parts	98,000.00	30,215.48	30.83%
01-6-6018-550.01 Tires & Accessories	12,000.00	4,144.97	34.54%
01-6-6018-550.02 Small Tools	6,500.00	2,502.24	38.50%
Total Public Works Equipment	116,500.00	36,862.69	31.64%
01-6-6020 Public Works Gas & Oil			
01-6-6020-231.00 Gasoline	8,000.00	1,011.68	12.65%
01-6-6020-231.01 Diesel	80,000.00	8,777.99	10.97%
01-6-6020-650.00 Lube & Oil	7,500.00	2,609.75	34.80%
Total Public Works Gas & Oil	95,500.00	12,399.42	12.98%
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	14,860.38	46.44%
01-6-6022-550.02 Cold Patch	1,000.00	0.00	0.00%
01-6-6022-550.03 Gravel	32,000.00	9,221.95	28.82%
01-6-6022-550.04 Guard Rails	10,000.00	0.00	0.00%
Total Public Works Summer Roads	101,000.00	31,290.94	30.98%
01-6-6023 Public Works Sidewalks			
01-6-6023-660.01 Sidewalk Repairs	25,000.00	2,073.51	8.29%
Total Public Works Sidewalks	25,000.00	2,073.51	8.29%
01-6-6024 Public Works Streets Misc			
01-6-6024-550.00 Retaining Walls & Rails	15,000.00	0.00	0.00%

Account	Budget	Actual	% of Budget
01-6-6024-550.01 Signs & Street Markings	12,500.00	909.45	7.28%
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	10,476.21	13.18%
01-6-6026 Public Works Winter Roads			
01-6-6026-550.00 Salt	120,000.00	0.00	0.00%
01-6-6026-550.02 Sand	29,000.00	0.00	0.00%
01-6-6026-550.04 Chains & Blades	15,600.00	9,664.96	61.95%
01-6-6026-650.00 Equipment Maintenance	21,000.00	2,665.74	12.69%
Total Public Works Winter Roads	185,600.00	12,330.70	6.64%
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	1,588.70	15.62%
01-6-6027-240.00 Utilities	5,700.00	1,667.08	29.25%
01-6-6027-250.00 Building Repairs	15,000.00	20,945.98	139.64%
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	26,579.26	59.37%
01-6-6028 Public Works Traffic Light			
01-6-6028-235.00 Electric	3,800.00	709.22	18.66%
01-6-6028-260.01 Contractual Repairs	1,000.00	0.00	0.00%
01-6-6028-550.00 Parts	2,000.00	3,416.00	170.80%
Total Public Works Traffic Light	6,800.00	4,125.22	60.67%
Total Public Works	1,746,917.00	391,113.73	22.39%
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	16,196.62	21.79%
01-6-7115-005.00 Staff Salaries	71,151.00	15,185.53	21.34%
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	1,808.91	46.38%
01-6-7115-025.00 Clerical	32,757.00	7,647.02	23.34%

Account	Budget	Actual	% of Budget
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	1,367.71	19.54%
01-6-7115-450.00 Postage Expense	900.00	0.00	0.00%
01-6-7115-500.00 Office Supplies	3,800.00	1,463.88	38.52%
01-6-7115-753.00 Transportation	1,500.00	54.17	3.61%
Total Recreation Administration	203,640.00	48,053.79	23.60%
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	366.95	1.96%
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	7,045.91	54.20%
01-6-7130-255.00 Maintenance Supplies	4,000.00	375.47	9.39%
Total Gibson-Aiken Center	59,575.00	11,372.25	19.09%
01-6-7131 Parks			
01-6-7131-005.00 Staff Salaries	168,508.00	37,185.02	22.07%
01-6-7131-005.16 Vacation BB - Retire Pay	716.00	0.00	0.00%
01-6-7131-010.00 Overtime	9,500.00	3,000.05	31.58%
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	13,948.56	58.12%
01-6-7131-060.00 Equipment	7,000.00	5,491.47	78.45%
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	1,076.42	16.56%
01-6-7131-235.00 Electric	21,600.00	2,997.97	13.88%
01-6-7131-240.00 Utilities	5,000.00	964.49	19.29%
01-6-7131-250.00 Building Repairs	9,500.00	2,202.26	23.18%
01-6-7131-255.00 Maintenance Supplies	1,400.00	422.81	30.20%
01-6-7131-257.00 Refuse/Landfill	300.00	365.56	121.85%
01-6-7131-263.00 Grounds Maintenance	21,500.00	14,435.24	67.14%
01-6-7131-550.00 Equipment Parts	4,200.00	2,342.05	55.76%
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	467.58	33.40%
01-6-7131-650.00 Lube & Oil	1,100.00	0.00	0.00%
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	1,078.29	39.94%
Total Parks	307,119.00	93,109.81	30.32%
01-6-7132 Cemetery Maintenance			
01-6-7132-116.00 Contractual Repairs	24,000.00	6,448.00	26.87%
01-6-7132-754.00 Lawn & Tree Care	3,000.00	0.00	0.00%
Total Cemetery Maintenance	27,000.00	6,448.00	23.88%

Account	Budget	Actual	% of Budget
01-6-7140 Gibson Aiken Programs			
01-6-7140-005.00 Staff Salaries	9,000.00	0.00	0.00%
Total Gibson Aiken Programs	9,000.00	0.00	0.00%
01-6-7141 Senior Center			
01-6-7141-260.00 Building Maint Contract	1,800.00	398.22	22.12%
01-6-7141-550.00 Operating Supplies	2,400.00	301.47	12.56%
Total Senior Center	4,200.00	699.69	16.66%
01-6-7143 Skating Rink			
01-6-7143-005.00 Staff Salaries	11,500.00	0.00	0.00%
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	2,426.67	32.36%
01-6-7143-550.00 Operating Supplies	11,500.00	8,206.33	71.36%
Total Skating Rink	86,500.00	16,052.12	18.56%
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	5,720.42	53.46%
Total Pool	62,230.00	37,449.71	60.18%
Total Parks and Recreation	794,614.00	243,347.46	30.62%
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%
01-6-9999 Transfers			
01-6-9999-999.00 Transfer to Capital Fund	1,295,000.00	323,750.01	25.00%

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Town of Brattleboro General Ledger
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General Fund

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Account	Budget	Actual	% of Budget
01-6-9999-999.03 Transfer to Solid Waste	510,000.00	127,500.00	25.00%
Total Transfers	1,805,000.00	451,250.01	25.00%
Total Expenses	18,068,192.00	4,650,136.41	25.74%
Total Expenditures	18,068,192.00	4,650,136.41	25.74%
Total General Fund	0.00	10,398,164.42	
Total All Funds	0.00	10,398,164.42	

Account	Budget	Actual	% of Budget
03-5 Revenues			
03-5-20 General Revenue			
03-5-2020-160.00 MM - Interest Income	40,000.00	19,924.89	49.81%
03-5-2020-160.06 Interest From Parking	6,620.00	1,638.06	24.74%
Total General Revenue	46,620.00	21,562.95	46.25%
03-5-6600 Water			
03-5-6600-112.00 Water Rents	2,035,300.00	-166.46	-0.01%
03-5-6600-112.03 Water Connection Fee	5,000.00	0.00	0.00%
Total Water	2,040,300.00	-166.46	-0.01%
03-5-6700 Sewer			
03-5-6700-112.05 Sewer Rents	3,457,250.00	-10,550.21	-0.31%
03-5-6700-115.00 Interest & Penalties	40,000.00	14,351.94	35.88%
03-5-6700-145.00 Scrap Metal & Tower Rent	0.00	2,197.82	100.00%
03-5-6700-157.00 Sewer Connection Fees	5,000.00	1,000.00	20.00%
03-5-6700-158.00 Sewage Disposal Revenue	275,000.00	90,502.80	32.91%
03-5-6700-225.00 Jobbing	30,000.00	6,477.20	21.59%
Total Sewer	3,807,250.00	103,979.55	2.73%
03-5-6750 WWTTP			
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	577.50	100.00%
Total WWTTP	69,230.00	772,257.75	1,115.50%
03-5-6860 Administration			
03-5-6860-115.00 TriPark Bond Revenue	223,277.00	0.00	0.00%
03-5-6860-216.00 Reimbursement	0.00	379.77	100.00%
03-5-6860-290.00 Utilities Application Fee	0.00	35.00	100.00%
Total Administration	223,277.00	414.77	0.19%
Total Revenues	6,186,677.00	898,048.56	14.52%
Total Revenues	6,186,677.00	898,048.56	14.52%
03-6 Expenses			
03-6-6664 Pleasant Valley Expense			
03-6-6664-230.00 Generator Fuel	4,000.00	0.00	0.00%
03-6-6664-230.01 Fuel Expense - PV	13,000.00	1,161.74	8.94%
03-6-6664-235.00 Pump Stations Electric	36,000.00	5,035.82	13.99%
03-6-6664-235.01 Electric - PV	42,000.00	6,233.23	14.84%
03-6-6664-250.00 Building Repairs	500.00	0.00	0.00%

Account	Budget	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	0.00	0.00%
03-6-6664-550.01 Chemicals - PV	40,000.00	12,829.51	32.07%
03-6-6664-650.00 Equipment Maintenance	10,000.00	5,137.96	51.38%
03-6-6664-650.01 Maintenance & Supplies PV	35,000.00	11,181.63	31.95%
Total Pleasant Valley Expense	232,500.00	51,429.89	22.12%
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	376.19	5.37%
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	12,798.18	51.19%
Total Wells Expense	61,300.00	16,177.88	26.39%
03-6-6666 Water Dist & Storage			
03-6-6666-005.00 Staff Salaries	356,525.00	89,160.51	25.01%
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	14,512.57	32.98%
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	0.00	0.00%
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	6,855.72	19.04%
03-6-6666-032.00 Employee Retirement	26,000.00	5,524.98	21.25%
03-6-6666-033.00 Health Insurance	90,000.00	21,496.68	23.89%
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	33.00	3.67%
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	0.00	0.00%
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	20,099.42	80.40%
03-6-6666-111.00 Hydrant & Meter Parts	25,000.00	5,418.94	21.68%
03-6-6666-116.00 Contract Maintenance	4,000.00	600.00	15.00%
03-6-6666-550.00 Tools & Equipment	8,000.00	1,496.64	18.71%
Total Water Dist & Storage	768,775.00	200,926.05	26.14%
03-6-6750 WWTP			
03-6-6750-005.00 Staff Salaries	275,150.00	57,244.97	20.81%
03-6-6750-005.16 Vacation BB/retire	2,500.00	0.00	0.00%
03-6-6750-010.00 Overtime	27,000.00	5,615.88	20.80%
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	6,428.06	26.78%
03-6-6750-032.00 Employee Retirement	18,000.00	4,222.70	23.46%
03-6-6750-033.00 Health Insurance	77,000.00	17,992.14	23.37%

Account	Budget	Actual	% of Budget
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	27.50	3.93%
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	8,729.20	15.05%
03-6-6750-231.00 Gasoline	2,000.00	514.20	25.71%
03-6-6750-231.01 Diesel	1,000.00	39.60	3.96%
03-6-6750-235.00 Electric	109,000.00	22,551.92	20.69%
03-6-6750-250.00 Building Repairs	2,500.00	2,184.59	87.38%
03-6-6750-255.00 Odor Control	60,000.00	11,062.68	18.44%
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	315.00	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	1,973.62	24.67%
03-6-6750-550.00 Tires & Accessories	1,000.00	0.00	0.00%
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	592.80	39.52%
03-6-6750-650.00 Lube & Oil	1,000.00	0.00	0.00%
03-6-6750-650.01 Equipment Maintenance	65,000.00	53,977.99	83.04%
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	383,972.17	37.01%
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	2,318.68	5.15%
03-6-6755-250.00 Building Repairs	2,500.00	30.00	1.20%
03-6-6755-255.00 Odor Control	10,000.00	437.50	4.38%
03-6-6755-650.01 Equipment Maintenance	20,000.00	1,531.60	7.66%
Total Pump Stations	87,500.00	4,317.78	4.93%
03-6-6757 Sewer Mains			
03-6-6757-005.00 Staff Salaries	128,900.00	19,117.11	14.83%
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	1,688.63	22.82%
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	1,243.73	10.82%
03-6-6757-032.00 Employee Retirement	8,700.00	1,968.90	22.63%
03-6-6757-033.00 Health Insurance	47,000.00	10,983.06	23.37%
03-6-6757-033.02 Opt-Out HSA	3,750.00	1,125.00	30.00%
03-6-6757-033.03 HRA Expense	7,400.00	379.49	5.13%
03-6-6757-033.04 HRA Administration	400.00	16.50	4.13%
03-6-6757-110.00 Pipe Replacement & Repair	9,000.00	300.00	3.33%

Account	Budget	Actual	% of Budget
03-6-6757-112.00 Manhole Replace & Repair	7,500.00	6,537.04	87.16%
03-6-6757-116.00 Contract Maintenance	15,000.00	487.50	3.25%
03-6-6757-550.00 Tools & Equipment	7,000.00	1,498.48	21.41%
Total Sewer Mains	268,850.00	47,108.51	17.52%
03-6-6860 Administration			
03-6-6860-001.00 Department Head Salary	47,750.00	10,574.25	22.15%
03-6-6860-002.00 Superintendent Salary	34,450.00	7,389.91	21.45%
03-6-6860-005.00 Staff Salaries	56,000.00	13,437.58	24.00%
03-6-6860-030.00 Social Security	10,500.00	2,118.07	20.17%
03-6-6860-032.00 Employee Retirement	7,900.00	3,216.11	40.71%
03-6-6860-033.00 Health Insurance	30,000.00	7,009.08	23.36%
03-6-6860-033.01 Life Insurance	4,500.00	1,077.15	23.94%
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	11.00	3.67%
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	2,755.52	55.11%
03-6-6860-124.00 Training	15,000.00	84.00	0.56%
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	457,044.09	25.04%
03-6-6860-342.02 Depreciation - Water	675,000.00	165,576.21	24.53%
03-6-6860-350.00 Telephone	6,500.00	1,213.29	18.67%
03-6-6860-400.00 Copier Expense	1,800.00	555.01	30.83%
03-6-6860-450.00 Postage Expense	8,000.00	1,930.05	24.13%
03-6-6860-500.00 Office Supplies	5,500.00	817.26	14.86%
03-6-6860-590.00 Clothing	3,500.00	4,125.00	117.86%
03-6-6860-595.00 Safety Equipment	6,000.00	453.82	7.56%
03-6-6860-752.00 Permits and Testing	35,000.00	12,584.00	35.95%
Total Administration	2,881,900.00	746,829.59	25.91%
03-6-6862 Equipment Maintenance			
03-6-6862-231.00 Gasoline	12,000.00	2,730.30	22.75%
03-6-6862-231.01 Diesel	9,000.00	1,398.56	15.54%
03-6-6862-550.00 Parts & Repairs	22,000.00	9,632.80	43.79%
03-6-6862-550.01 Tires & Accessories	3,000.00	1,097.00	36.57%
03-6-6862-650.00 Lube & Oil	3,000.00	0.00	0.00%
Total Equipment Maintenance	49,000.00	14,858.66	30.32%
03-6-6868 Jobbing			
Total Jobbing	0.00	0.00	0.00%

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Town of Brattleboro General Ledger
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Utilities Fund

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Account	Budget	Actual	% of Budget
03-6-6961 Debt Service			
03-6-6961-345.00 Bond Interest	530,500.00	36,244.41	6.83%
Total Debt Service	530,500.00	36,244.41	6.83%
03-6-9999 Transfers			
03-6-9999-999.00 Transfer Out	290,000.00	72,501.00	25.00%
Total Transfers	290,000.00	72,501.00	25.00%
Total Expenses	6,207,675.00	1,574,365.94	25.36%
Total Expenditures	6,207,675.00	1,574,365.94	25.36%
Total Utilities Fund	-20,998.00	-676,317.38	
Total All Funds	-20,998.00	-676,317.38	

Account	Budget	Actual	% of Budget
06-5 Revenue			
06-5-2020-160.00 MM - Interest Income	2,000.00	1,441.74	72.09%
06-5-2020-160.01 Bond Interest	29,850.00	0.00	0.00%
06-5-5500-350.00 Parking Meter Revenue	445,000.00	122,089.69	27.44%
06-5-5500-350.01 Meter Income-Smart Card	0.00	-215.90	100.00%
06-5-5500-355.00 Parking Boot Income	10,000.00	2,590.00	25.90%
06-5-5500-360.00 Parking Fines	160,000.00	34,455.32	21.53%
06-5-5500-365.00 Hood Rentals	5,000.00	4,980.00	99.60%
06-5-5500-370.00 Permit Stickers	160,000.00	32,784.50	20.49%
06-5-5500-375.00 BTC Rental Space Revenue	104,500.00	26,246.43	25.12%
06-5-5500-425.00 Miscellaneous Revenue	0.00	5.00	100.00%
Total Revenue	916,350.00	224,376.78	24.49%
Total Revenues	916,350.00	224,376.78	24.49%
06-6 Expenditures			
06-6-5521-005.00 Staff Salaries	155,000.00	30,188.68	19.48%
06-6-5521-010.00 Overtime	5,000.00	195.15	3.90%
06-6-5521-010.06 DPW Lot Maintenance	8,000.00	4,693.78	58.67%
06-6-5521-030.00 Social Security	12,900.00	3,850.13	29.85%
06-6-5521-031.00 Health Insurance	77,000.00	12,468.90	16.19%
06-6-5521-031.03 HRA Expense	12,700.00	0.00	0.00%
06-6-5521-032.00 Employee Retirement	8,900.00	2,412.07	27.10%
06-6-5521-033.01 Life Insurance	600.00	149.60	24.93%
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	22.00	2.72%
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%
06-6-5521-173.01 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	0.00	0.00%
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	92.48	52.85%
06-6-5521-235.00 Electric	19,200.00	3,710.32	19.32%
06-6-5521-240.00 Utilities	1,900.00	455.70	23.98%
06-6-5521-250.00 Building Maintenance	18,000.00	4,796.49	26.65%
06-6-5521-255.00 Maintenance Supplies	3,000.00	46.56	1.55%
06-6-5521-260.00 Maintenance Contracts	7,000.00	875.25	12.50%
06-6-5521-342.00 Depreciation	280,000.00	68,769.87	24.56%
06-6-5521-345.01 Utilities Fund Interest	6,620.00	1,638.06	24.74%
06-6-5521-350.00 Communications	2,500.00	499.61	19.98%
06-6-5521-450.00 Postage	4,000.00	458.50	11.46%
06-6-5521-500.00 Office Supplies	2,000.00	60.20	3.01%
06-6-5521-550.00 Operating Supplies	15,000.00	4,686.06	31.24%
06-6-5521-590.00 Uniforms	2,000.00	875.00	43.75%

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Town of Brattleboro General Ledger
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Parking Fund

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Account	Budget	Actual	% of Budget
06-6-5521-660.00 Parking Lot Maintenance	10,000.00	9,174.43	91.74%
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	9,999.99	25.00%
Total Expenditures	872,105.00	178,016.23	20.41%
Total Expenditures	872,105.00	178,016.23	20.41%
Total Parking Fund	44,245.00	46,360.55	
Total All Funds	44,245.00	46,360.55	

Town of Brattleboro General Ledger
Current Yr Pd: 3 - Budget Status Report
Solid Waste Disposal Fund

Account	Budget	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	39,757.00	12.23%
08-5-4100-550.02 Container Sales	2,500.00	774.00	30.96%
08-5-9999-999.00 Transfer In	510,000.00	127,500.00	25.00%
Total Revenues	837,600.00	168,035.16	20.06%
Total Revenues	837,600.00	168,035.16	20.06%
08-6 Expenses			
08-6-4100-116.00 Refuse Collection	138,000.00	23,367.52	16.93%
08-6-4100-116.01 Recycling Collection	278,000.00	46,942.14	16.89%
08-6-4100-116.02 Town Dumpsters	40,000.00	7,238.98	18.10%
08-6-4100-257.00 Tipping Fee - Refuse	100,000.00	16,424.10	16.42%
08-6-4100-257.01 Tipping Fee - Recycling	125,000.00	24,288.60	19.43%
08-6-4100-257.02 Tipping Fee - Compost	41,000.00	7,053.16	17.20%
08-6-4100-257.10 WSWMD Assessment	82,795.00	20,698.10	25.00%
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	4,147.89	13.83%
Total Expenses	837,600.00	150,160.49	17.93%
Total Expenditures	837,600.00	150,160.49	17.93%
Total Solid Waste Disposal Fund	0.00	17,874.67	
Total All Funds	0.00	17,874.67	

Monthly Loan Report to the Selectboard
September 2019

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

RENTAL HOUSING-40	Origination	Deferred	Loan	6/30/2019	FY 2020	FY 2020	FY 2020	FY 2020	Current	Pymt
	Date	Until	Principal	Balance	New Loans	Principal Pyts	Interest	Penalties	Balance	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	Deferred	Loan	6/30/2019	FY 2020	FY 2020	FY 2020	FY 2020	Current	Pymt
	Date	Until	Principal	Balance	New Loans	Principal Pyts	Interest	Penalties	Balance	Status
DUO RESTAURANT	07/28/14	Active	\$ 40,000.00	\$ 11,404.80		\$ 1,075.87	\$ 82.85	\$ -	\$ 10,328.93	Current
CULTURAL INTRIGUE	10/07/16	Active	\$ 70,000.00	\$ 67,836.81		\$ -	\$ -	\$ -	\$ -	Bankruptcy Discharged
IRONWOOD BRAND	10/24/16	Active	\$ 25,000.00	\$ -		\$ -	\$ -	\$ -	\$ -	REPI
21 O'BRYAN DRIVE	10/31/16	Active	\$ 45,000.00	\$ -		\$ -	\$ -	\$ -	\$ -	REPI
IRONWOOD BRAND	04/26/19	Active	\$ 42,000.00	\$ 41,398.13		\$ 908.46	\$ 309.22	\$ -	\$ 40,489.67	Current
TRUE NORTH GRANOLA	11/21/16	Active	\$ 34,000.00	\$ 16,405.26		\$ 1,227.78	\$ 119.97	\$ -	\$ 15,177.48	Current
HERMIT THRUSH BREW	03/22/17	Active	\$ 70,000.00	\$ 46,365.59		\$ 3,482.53	\$ 367.45	\$ -	\$ 42,936.24	Current
PETER HAVENS 2	03/27/17	Active	\$ 70,000.00	\$ 50,801.97		\$ 2,382.22	\$ 406.30	\$ -	\$ 48,409.75	Current
WHETSTONE STATION	04/26/17	Active	\$ 70,000.00	\$ 56,318.85		\$ 2,347.27	\$ 451.25	\$ -	\$ 53,971.58	Current
NECCA	01/22/18	Active	\$ 50,000.00	\$ 43,957.87		\$ 1,846.23	\$ 382.70	\$ -	\$ 42,311.64	Current
ORTHEAST PROCESSING	08/28/19	Active	\$ 70,000.00	\$ -	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 70,000.00	
RGE J. BROOKS FLORIST	08/28/19	Active	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00	
			\$ 631,000.00	\$ 334,489.28	\$ 115,000.00	\$ 13,090.46	\$ 2,088.74	\$ -	\$ 368,625.29	

RLF Other - 41	Origination	Deferred	Loan	6/30/2019	FY 2020	FY 2020	FY 2020	FY 2020	Current	Pymt
	Date	Until	Principal	Balance	New Loans	Principal Pyts	Interest	Penalties	Balance	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		\$ 428.58	\$ -	\$ -	\$ 33,999.69	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		\$ -	\$ 1,129.60	\$ -	\$ 150,000.00	Deferred
			\$ 648,100.00	\$ 651,698.53	\$ -	\$ 428.58	\$ 1,125.00	\$ -	\$ 651,269.95	

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

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

TOTALS OF ALL LOANS	Loan	6/30/2019	FY 2020	FY 2020	FY 2020	FY 2020	Current
	Principal	Balance	New Loans	Principal Pyts	Interest	Penalties	Balance
	\$ 4,518,600.00	\$ 4,177,529.98	\$ 115,000.00	\$ 14,361.21	\$ 3,213.74	\$ -	\$ 4,210,395.24

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

VCDP Program Income and Unrestricted Revenue Report

September 30, 2019

Fiscal Year Beginning Cash on Hand Balance (Due From/Due To 6/30/19)		48,451.44
Disaster Relief Fund 35	35-1-0000-305.00	69,304.67
RHIP Fund 40	40-1-0000-305.00	355,302.01
SBAP/RLF Other Fund 41	41-1-0000-305.00	301,536.57
VCDP1 Fund 57	57-1-0000-305.00	-
VCDP 1 Fund 57 Accounts Payable	57-1-0000-700.00	-
	Beginning Balance 7/1/19	\$ 775,495

Receipts Thru September 30 2019		
Disaster Relief Fund 35 Revenue		169.74
RHIP Fund 40 Revenue		245.57
SBAP/RLF Other Fund 41 Revenue		4,311.37
VCDP1 Fund 57 Revenue		1,057.45
Change in RLF Balance - Decrease (Increase)	Schedule 1, below	(100,702.07)
	Total Receipts thru September 30 2019	\$ (94,918)

Outlays Thru September 30 2019		
Disaster Relief Fund 35 Expenses		0.00
RHIP Fund 40 Expenses		0.00
SBAP/RLF Other Fund 41 Expenses		25,000.00
VCDP1 Fund 57 Expenses/AP		0.00
	Total Outlays thru September 30 2019	\$ 25,000

Ending Balance	\$ 655,577
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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		13,531.74
State Hazard Mitigation Admin FY:18 EndBal		0.00
FY 2020 Expenses	57-6-2106-174.00	0.00
		13,531.74
SB 1/17/17 vote \$40,000 Tri-Park		40,000.00
Tri-Park Housing Cooperative		40,000.00
FY 2020 Expenses	57-6-2106-336.00	0.00
		0.00
RTM Vote 3/23/19 \$25,000 SeVEDS		25,000.00
SeVEDS	41-6-2097-310.00	0.00
FY 2019 Expenses		25,000.00
		0.00
SB Vote 2/5/19 & 7/9/19 Groundworks		150,000.00
Groundworks Collaborative		150,000.00
FY 2020 Expenses	57-6-2106-338.00	0.00
		0.00
	Total Obligations	\$ 179,862

Amount Potentially Available (ending balance less obligations)	\$ 475,715
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	Historical	
	FY 2018	FY 2020
Beginning Balance less obligations	\$ 543,306	\$ 555,136
Receipts	\$ 392,913	\$ 284,359
Outlays	\$ (381,084)	\$ (64,000)
Obligations	\$ 93,862	\$ 104,862
Ending Balance	\$ 461,274	\$ 670,633
		\$ 775,495
		\$ (94,918)
		\$ (25,000)
		\$ 179,862
		\$ 475,715

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 Uncollectible FY2019 End Balance	Ending Principal Balance	(310,007.08)
		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	368,625.29
VCDP2 - Current	Loan Report to SB	651,289.95
Allowance for Uncollectible FY2019	41-1-0000-500.00	(242,170.27)
	Current Principal Balance	777,724.97
	Total Change in RLF	(100,702.07)

Controls		
Fund 35 Due From/To Other Funds	35-1-0000-305.00	48,624.18
Fund 40 Due From/To Other Funds	40-1-0000-305.00	70,392.41
Fund 41 Due From/To Other Funds	41-1-0000-305.00	238,689.14
Fund 57 Due From/To Other Funds	57-1-0000-305.00	302,894.02
	Total Due From/To Other Funds	655,576.75
	Difference between control and ending balance	0.00

MONTHLY MASTER GRANT LIST TO SELECTBOARD
September-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	\$ 88,018.73	\$ 69,981.27	\$ 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	\$ 32,303.55	\$ 48,196.45	\$ 56,620.00
Downtown Design	VCDP	Planning Grant	5/31/2020	\$ 22,000.00	\$ 18,100.00	\$ 40,100.00	\$ 33,941.00	\$ 6,159.00	\$ -
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
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
				\$	\$	\$ 1,582.50			

FIRE DEPARTMENT

POLICE DEPARTMENT									
BPV - 2018	BJA	Purchase bulletproof vests	8/31/2020	\$ 1,598.00	\$ 1,598.00	\$ 3,196.00	\$ 1,516.16	\$ 1,679.84	\$ 1,679.84
BPV - 2019	BJA	Purchase bulletproof vests	8/31/2021	\$ 2,517.16	\$ 2,517.16	\$ 5,034.32	\$ 5,034.32	\$ -	\$ -
Child Advocacy Ctr '19	SOV	Reimb officer assigned SIU	6/30/2019	\$ 60,000.00	\$ -	\$ 60,000.00	\$ -	\$ 60,000.00	\$ 60,000.00
WC Sheriff's Dept	Subgrant	DUI	9/30/2019	\$ 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	\$ 8,000.00	\$ -	\$ -
JAG - 2017	BJA	Upgrade IT equipment	9/30/2020	\$ 17,264.00	\$ -	\$ 17,264.00	\$ 15,033.89	\$ 2,230.11	\$ 1,612.45
Jag - 2019	BJA	OT, Equipment, Supplies		\$ 12,333.00	\$ -	\$ 117,344.32			

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

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

PUBLIC WORKS DEPARTMENT									
Welcome Ctr Pump	AOT/BGS	Replace pump station	6/30/2018	\$ 436,714.56	\$ -	\$ 436,714.56	\$ (494.55)	\$ 437,209.11	\$ 436,714.56
Hinesburg Rd Culvert	VT AOT	Replace culvert	12/31/2020	\$ 175,000.00	\$ 17,500.00	\$ 192,500.00	\$ 192,500.00	\$ -	\$ -
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	\$ 221,076.00	\$ 778,924.00	\$ 778,924.00
						\$ 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	\$ 128,303.82	\$ 191,696.18	\$ 208,235.85
						\$ 957,500.00			

CLOSED

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

MEMORANDUM

TO: Selectboard
VIA: Peter Elwell, Town Manager
FROM: John O'Connor, Finance Director
SUBJECT: Resolutions for Wire Transfers

DATE: September 30, 2019

Currently I am the only person on the Town staff authorized to direct and effect wire transfers from the Town's bank accounts. I have requested a wire transfer to US Bank of close to two million dollars to be executed on October 31, 2019. The wire transfer is for the payment of principal and interest on a variety of bonds the Town has issued through the Vermont Municipal Bond Bank. The bank's policy is to call and confirm the transfer on the date of the transfer with an individual authorized to direct and effect wire transfers for the Town. With my retirement pending and the exact date somewhat uncertain, I thought it would be a good idea to add Debbie, Brenda and Peter to those individuals authorized to direct and effect wire transfers for the Town. To accomplish this, the bank requires that the Selectboard adopt the resolutions as stated in the italics below. Please note that the Town is implementing a procedure, effective immediately, that the Town Manager must co-sign a wire transfer request along with a Finance staff member authorized to request wire transfers before any such request is forwarded to the bank. The Selectboard is requested to pass the following resolutions:

RESOLVED, that the municipality authorize and designate, and it hereby does authorize and designate the following named individuals to direct and effect wire transfers of funds from the municipality's account with Community Bank National Association (hereafter identified as "Bank") by instructions to the Bank in the method indicated for each: John O'Connor, Brenda Emery, Deborah Desrosiers and Peter Elwell and that the Bank is hereby authorized to honor and implement wire transfer requests from the municipality's accounts so issued without inquiry, regardless of the payee or holder or purpose of tender.

RESOLVED, that the Treasurer of this municipality be and is authorized to certify to the above bank, the foregoing resolutions and that the provisions thereof are in conformity with the charter and bylaws of this municipality. No law, ordinance, statute or other binding stipulation contain any special requirements as to the number of members required to pass such resolutions or any requirement or prior approval or consent to such resolutions or otherwise conflict with or prohibit the enactment of the resolutions as herein stated.

FURTHER RESOLVED, that the authority conferred herein shall continue in full force and effect until written notice of its revocation shall be received by the Bank.

TOWN OF BRATTLEBORO

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

MEMORANDUM

To: Brattleboro Selectboard
From: Peter B. Elwell, Town Manager
Subject: Employee Health Insurance Renewal for Calendar Year 2020
Date: October 10, 2019

Recommendation

Staff recommends that the Selectboard approve renewal of the Town's Employee Health Insurance Program for calendar year 2020, as described in this memorandum and on the attached summary of costs.

Background Information

In 2016, the Selectboard approved a structural transition to the delivery of employee health insurance. A plan had been developed, with broad staff support, to maintain the affordability of the current employee health insurance program by increasing the deductible (to lower premiums) and including a Health Reimbursement Arrangement (HRA) to cover the gap between the employees' established liability (\$1,500 for single coverage, \$3,000 for family coverage) and the new deductible. The structural change involved the Town partially self-insuring employee healthcare costs. This arrangement reduced the cost to taxpayers of providing health insurance for Town employees without diminishing the quality of that benefit for employees and our families.

In 2018, our plan membership experienced higher than normal health care claims. For Blue Cross Blue Shield (BCBS) this means that claims paid exceeded premiums received. Unfortunately, BCBS's costs from the second half of 2018 (and the first half of 2019, which has been a more normal year for claims) form the basis for our renewal. Therefore, just as for 2019, BCBS proposed a higher than market trend premium increase for the Town's 2020 renewal. That initial offer from BCBS was an increase of 14.7%. Because the magnitude of premium increases is muted somewhat by the static value of the Town's HRA exposure, the overall increase in the cost of the Health Insurance Program would have been 12% or \$278,770.

Earlier this year, Town administration worked with a committee of employees to establish a cost sharing approach for future premium increases. The committee included representation of each of the 4 unions that bargain collectively for Town employees and a representative of the Town's non-union employees. The committee unanimously agreed to have employees begin sharing the cost of BCBS premiums.

The Selectboard and each of the unions approved having employees pay 1% of the premiums in 2020, 3% of the premiums in 2021, and 5% of the premiums in 2022. In addition, the Town agreed to convene this committee each year during renewal of the Health Insurance Program so that we can collaborate on future changes in the same manner as our successful experiences in 2016 and 2019.

Recently, the Committee reviewed the BCBS offer for 2020, discussed several potential cost saving measures with Jackie Brady from The Richards Group, and ultimately came to unanimously support a reduced increase negotiated by Ms. Brady that will maintain the Town's existing program with a premium increase of 11.8%. That will result in an overall increase in the cost of the Health Insurance Program of 9.7% or \$223,776. Since Town employees will pay \$21,202 toward premiums in 2020, the overall increase for Town taxpayers will be 8.7% or \$202,574.

Last year's renewal was an overall cost increase of 12.7% or \$253,038. Since our group's 2019 claims experience has been well below our 2018 claims experience, we can reasonably expect that the 2021 renewal will not be as significant an increase as the past two years. However, the magnitude of that renewal premium at that time will depend in part upon our claims experience between now and next summer and in part upon broader trends in the health insurance market. In any event, we will plan to again address that renewal cycle in partnership with the employee unions. This partnership has consistently yielded savings for Town taxpayers (compared to straight renewals with no plan adjustments or cost sharing) while preserving a platinum level health insurance plan for Town employees and our families.

Attached is a summary table provided by The Richards Group. The rows on that table show the structure of the Town's Health Insurance Program and the component costs to fund that program. The columns on that table show the comparative numbers for the "current" 2019 Plan, the "renewal offer" for 2020 that we first received from BCBS, and the "negotiated renewal" for 2020 that is recommended for Selectboard approval.

PBE:



1 1 2020 BCBS Medical Plan Renewal
October 10, 2019

Plan Design	2019	2020	2020
	current	renewal offer	negotiated renewal
deductible	\$4,000/\$8,000	\$4,000/\$8,000	\$4,000/\$8,000
H.S.A.	\$750/\$1,500	\$750/\$1,500	\$750/\$1,500
EE Responsibility	\$750/\$1,500	\$750/\$1,500	\$750/\$1,500
H.R.A.	\$2,500/\$5,000	\$2,500/\$5,000	\$2,500/\$5,000

Premium

BCBS Premium			
s 41	\$672.90	\$773.38	\$753.69
d 40	\$1,168.18	\$1,340.91	\$1,306.92
f 46	\$1,819.94	\$2,085.20	\$2,032.68
A. Total Annual Premium	\$1,896,400	\$2,175,170	\$2,120,176
<i>BCBS increase from 2019:</i>		<i>14.7%</i>	<i>11.8%</i>

H.S.A. Funding

	\$750/\$1,500		
s \$750	\$30,750	\$30,750	\$30,750
d/f \$1,500	\$129,000	\$129,000	\$129,000
B. Total H.S.A. Funding	\$159,750	\$159,750	\$159,750

H.R.A. Funding

single liability	\$102,500	\$102,500	\$102,500
double liability	\$430,000	\$430,000	\$430,000
Total HRA Liability	\$532,500	\$532,500	\$532,500
Expected Utilization	49.0%	49.0%	49.0%
C. Expected HRA Funding	\$260,925	\$260,925	\$260,925
Total Plan Cost (A+B+C)	\$2,317,075	\$2,595,845	\$2,540,851
<i>total plan renewal increase:</i>		<i>12.0%</i>	<i>9.7%</i>
		<i>\$278,770</i>	<i>\$223,776</i>

Town of Brattleboro
DEPARTMENT OF PUBLIC WORKS
211 Fairground Road, Brattleboro, Vermont 05301
Tel: 802-254-4255 • Fax: 802-257-2316 • E-mail: dtyler@brattleboro.org

MEMORANDUM

To: Brattleboro Selectboard
VIA: Peter Elwell, Town Manager
From: Dan Tyler, Highway/Utilities Superintendent
Date: October 8, 2019
Subject: Sand Proposals



The Department of Public Works advertised for Winter Sand Price Proposals for both delivered and picked up. We received two proposals. The proposed unit cost for sand as requested is as follows:

Northeast Paving Brattleboro, VT	\$ 16.22 per cubic yard delivered \$ 9.91 per cubic yard picked up
Zaluzny Excavating Vernon, VT	\$ 10.40 per cubic yard delivered \$ 9.00 per cubic yard picked up

Public Works recommends that we accept the low-price proposal of \$10.40 per cubic yard delivered from Zaluzny Excavating.

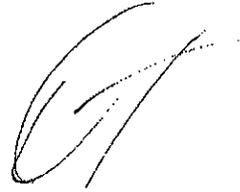
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MEMORANDUM

To: Brattleboro Selectboard
VIA: Peter Elwell, Town Manager
From: Dan Tyler, Highway/Utilities Superintendent
Date: October 8, 2019
Subject: Winter Road Salt 2019-20



The State of Vermont Purchasing and Contract Administration Division solicited bids for winter salt. The Town of Brattleboro can purchase salt for the awarded unit price. This year, Apalachee Salt of Rochester, NY provided the low bid of \$76.00 per ton.

The Public Works Department recommends that we accept the state bid proposal of \$76.00 per ton from Apalachee Salt.

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

MEMORANDUM

DATE: September 25, 2019
TO: Brattleboro Selectboard
VIA: Peter B. Elwell, Town Manager
FROM: Kim Ellison, Grants Manager
GRANT: Bulletproof Vests 2019

For the 10/15/2019 Selectboard agenda, please add the following:

The Police Department requests approval to accept and appropriate a \$2,517.16 Bulletproof Vest Partnership Grant from the Bureau of Justice Assistance program awarded to the Town of Brattleboro on 9/24/19. This grant will pay for bulletproof vests.

Please see the attached GISTD and emails for additional details.

Request a Motion:

To accept the Bulletproof Vest Partnership Grant and to appropriate \$2,517.16 from the Bureau of Justice Assistance to purchase bulletproof vests.

TOWN OF BRATTLEBORO
GRANT INFORMATION STATUS TRACKING DOCUMENT (GISTD)

AWARD PHASE

Grant Name: **BPV 2019**

Date funder awarded the grant: **9/24/19**

Amount awarded: **\$2,517.16**

Required match: **\$2,517.16**

Sources of match funds, i.e. donations, general funds? **GF**

Funder's grant number:

Grant term start date: **4/1/19**

Grant term end date: **8/31/2021**

Special grant requirements and/or conditions:

Changes from information listed on pages 1 and 2: **requested \$2,900.00**

Does grant require tracking of staff time? yes no

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

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

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

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

Person responsible for filing reports with funder: **Virginia Yager**

Does funder require an invoice for payout? yes no

Does funder require a drawdown for payout? yes no

Frequency/dates to send invoice to funder: **following purchase**

Person responsible for invoicing or drawing down: **Virginia Yager**

Selectboard Recommendations/Comments: _____

Award Accepted & Appropriated Approved yes, or no

Printed Name: _____

Selectboard Member Signature: _____ Date: _____

Kim Ellison

From: Yager, Virginia <Virginia.Yager@vermont.gov>
Sent: Wednesday, September 25, 2019 8:51 AM
To: Kim Ellison
Subject: Re: Bulletproof Vest Partnership 2019 Award Announcement

There's some paperwork in the bag that I printed off for you. There's no "award" that I can print. No one-page grant document.

The amount they approved is \$2517.16, and we're going ahead and using \$1821.42 of it this time around. (They also are using the \$1.08 we had left from the 2018 award)

From: Kim Ellison <grantmgr@brattleboro.org>
Sent: Wednesday, September 25, 2019 8:40 AM
To: Yager, Virginia <Virginia.Yager@vermont.gov>
Subject: RE: Bulletproof Vest Partnership 2019 Award Announcement

Ginny,

Just in time!! Can you send me the award information from their website so I can put "accept and appropriate" on a SB agenda?

Thanks.

Kim

Kim Ellison

Kim Ellison
Town of Brattleboro
Grants & Loans Manager
802.251.8122

From: Yager, Virginia <Virginia.Yager@vermont.gov>
Sent: Tuesday, September 24, 2019 11:36 AM
To: Kim Ellison <grantmgr@brattleboro.org>
Subject: Fw: Bulletproof Vest Partnership 2019 Award Announcement

Hi Kim! See below--this is great news! I can use this grant to pay for the 5 vests I need to pay for this/next week! I ordered them in July, which is after April, so I can use this money!

I'm thrilled. You should see the payment request tomorrow.

From: Carignan, Mark <Mark.Carignan@vermont.gov>
Sent: Tuesday, September 24, 2019 11:00 AM
To: Fitzgerald, Michael <Michael.Fitzgerald@vermont.gov>; Yager, Virginia <Virginia.Yager@vermont.gov>
Subject: Fw: Bulletproof Vest Partnership 2019 Award Announcement

I assume we ordered ours after April 1? This should cover the ones we just got, yes?

From: John O'Connor <joconnor@brattleboro.org>
Sent: Tuesday, September 24, 2019 10:56 AM
To: Fitzgerald, Michael <Michael.Fitzgerald@vermont.gov>; Carignan, Mark <Mark.Carignan@vermont.gov>; Yager, Virginia <Virginia.Yager@vermont.gov>; Kim Ellison <grantmgr@brattleboro.org>
Subject: FW: Bulletproof Vest Partnership 2019 Award Announcement

Hi Everyone:

FYI

John O'Connor
Finance Director
Town of Brattleboro
802-251-8104
802-579-8990 (cell)
joconnor@brattleboro.org

From: BVP Email Account <ojp@public.govdelivery.com>
Sent: Tuesday, September 24, 2019 10:52 AM
To: John O'Connor <joconnor@brattleboro.org>
Subject: Bulletproof Vest Partnership 2019 Award Announcement

Dear BVP applicant,

The Bureau of Justice Assistance (BJA) is pleased to inform you that your agency will receive an award under the Fiscal Year (FY) 2019 Bulletproof Vest Partnership (BVP) solicitation. These funds have been posted to your account in the BVP System. A complete list of FY 2019 BVP awards is available at: <https://ojp.gov/bvpbasi/>.

The FY 2019 award may be used for National Institute of Justice (NIJ) compliant armored vests which were ordered after April 1, 2019. The deadline to request payments from the FY 2019 award is August 31, 2021, or until all available funds have been requested. Awards will not be extended past that date, and any unused funds will be forfeited.

Please see the following websites for a list of NIJ compliant vests:

Ballistic Vests: <https://nij.gov/topics/technology/body-armor/pages/compliant-ballistic-armor.aspx>

Stab Resistant Vests: <https://nij.gov/topics/technology/body-armor/pages/compliant-stab-armor.aspx>

As a reminder, all jurisdictions that applied for FY 2019 BVP funding certified that a mandatory wear policy was in place for their jurisdiction. BJA will be conducting reviews of the mandatory wear policies as funds are requested from the BVP System. For more information on the BVP mandatory wear policy, please see the BVP Frequently Asked Questions document: <https://ojp.gov/bvpbasi/docs/FAQsBVP MandatoryWearPolicy.pdf>.

Finally, please visit the following page for checklists and guides for each step of the BVP process:

<https://ojp.gov/bvpbasi/bvpprogramresources.htm>.

For questions regarding the BVP Program or your award, please do not hesitate to contact the BVP Help Desk at vests@usdoj.gov or 1-877-758-3787.

Thank you

BVP Program Support Team
Bureau of Justice Assistance

Annual Selectboard Goals
Adopted by the Brattleboro Selectboard at Its Meeting on June 4, 2019
Status of Implementation (*in bold italics below*) as of October 10, 2019

Governance

1. Together with the Vermont League of Cities and Towns, continue to support the Vermont State Legislature's passage of S.106 to create a Municipal Self Governance Pilot Program. ***S.106 was adopted in the Senate in April but did not make it out of the House Government Operations Committee before the session ended in May. Town Manager Elwell is working together with the VLCT Board and staff to develop and implement a strategy for achieving adoption of S.106 in the House during the 2020 Legislative Session. Gwyn Zakov, Legislative Advocate on the VLCT staff, attended the September 17 Selectboard meeting at which this topic was discussed at length. Brattleboro Selectboard members and other Town officials will remain actively engaged in this work as the strategy is implemented.***
2. Together with the Vermont League of Cities and Towns, continue to lead a Regional Economic Hub Coalition to promote information exchange and collaborative action among Vermont's larger and more complex municipalities. ***Town Manager Elwell facilitated a Hub Town session at the 2019 Town Fair (the annual conference of municipal officials from all over Vermont) regarding transportation related issues and the challenges of addressing poverty, addiction, and homelessness in Hub Towns. Additional meetings are being planned for 2020 and beyond.***
3. Consider the possibility of proposing Town Charter changes to address housekeeping matters (e.g. the elimination of Town School District sections) and/or substantive matters that might otherwise be addressed via the municipal Self Governance Pilot Project. ***At this time, the Selectboard has decided not to appoint a Charter Review Commission.***

Diversity, Inclusion, and Equity in Town Government and the Community

1. After the new Human Resources professional is hired, conduct implicit bias training (and potentially other equity focused training) for the Selectboard and all Town employees. ***Human Resources Director Sally Nix joined our Town team on June 17. An RFP for this training was issued in September. Proposals are due October 31. We plan to complete the training during the upcoming winter months.***
2. After the new Human Resources professional is hired, review all job descriptions and revise them and the Town's recruitment practices, as needed, to ensure that they are as free of bias as possible. ***Human Resources Director Sally Nix joined our Town team on June 17 and has begun working on this goal.***
3. Continue efforts to develop a day-work program to provide employment to people living at the margins of Brattleboro's economy. ***The Work Today program was approved by the Selectboard for 90-day pilot project funding of \$65,000. The pilot project is intended to be implemented in Spring 2020.***
4. Continue to support and collaborate with organizations working to achieve racial equity, gender equity, economic equity, and social equity in and around Brattleboro. ***This work continues, both through collaboration with specific organizations on specific projects and as a guiding principle of our work in all areas of Town government.***

Housing

1. Adopt and Implement the Rental Housing Registration and Inspection Program. ***The ordinance was adopted in July and implementation began in September (after the State-mandated 60-day waiting period for the ordinance to take effect).***
2. Determine if there is an appropriate Town government role in collaboration with others in Brattleboro and beyond to address concerns related to the condition and affordability of Brattleboro's housing stock. If there is, take steps to start implementing that role.

Annual Selectboard Goals

Adopted by the Brattleboro Selectboard at Its Meeting on June 4, 2019
Status of Implementation (*in bold italics below*) as of October 10, 2019

Page 2

Opioids Crisis

1. Continue to support inter-agency efforts in the opiate crisis through active collaboration, raising awareness of unmet needs, and communicating effective strategies. **All prior actions (most notably but not exclusively through Project CARE) are continuing. New efforts during the summer of 2019 included public forums for education/dialogue and distribution of the Project CARE brochure to every mailing address in Brattleboro. Inter-agency efforts have increased to share data and use data to drive decision making and trend monitoring as we continue to collaboratively address this crisis.**
2. Consider additional Town funding for Project CARE and other opioid related initiatives with Groundworks, Turning Point, and the AIDS Project of Southern Vermont.

Energy Efficiency / Sustainability

1. Consider creation of a Sustainability Officer on the Town staff if there is agreement on a mission for this position that includes energy efficiency but also extends to a broader definition of sustainability. **The Selectboard approved creation of this position. Recruitment is underway and we have a very strong pool of applicants.**
2. Continue to implement energy efficiency projects in Town facilities as recommended by the 2016-2017 Town Energy Audits and as other opportunities arise. Be specific about next steps in FY21 Budget.
3. Work with Southeastern Vermont Transportation to increase bus ridership (both by those who need the service and those who choose to use the service) by increasing the visibility, affordability, and frequency of bus service in Brattleboro. **Some improvements have been specifically identified (especially regarding signage and other public information) and will be pursued in conjunction with the SEVT staff.**

Facilities

1. Begin construction (and complete it, if possible) of the skatepark at Living Memorial Park. **This project went to bid in June. Contractors' prices were higher than the Town can afford because contractors' schedules were already full for this summer's construction season. Town staff plans to rebid the project in the near future so that we will be "first in line" for contractors as they look ahead to the 2020 summer construction season.**
2. Develop a plan for capital improvement and future use of the Municipal Center. **A partnership has been formed with the Windham and Windsor Housing Trust to plan and execute a restoration of the Municipal Center that will provide housing on the top 2 floors and Town facilities on the lower 2 floors.**
3. Develop a plan for future capital improvement of the Public Works Facility on Fairground Road. **A facility needs analysis and site evaluation are underway as the first steps toward developing a plan to provide proper modern facilities for DPW (administration, highway, maintenance, and utilities).**

Utilities

1. Develop a plan for upgrading the Water Treatment Plant and addressing other capital improvements.
2. Update the Water and Sewer Ordinance and rates.

Public Outreach

1. Update and improve the Town's website.

(The Selectboard will review implementation progress in July, October, & January.)

**FY20 Committee and Board Vacancies
Announced October 1, 2019
Appointments to be made at October 15, 2019 Selectboard Meeting**

<u>Committees and Terms</u>	<u>No. of Vacancies</u>	<u>Applicants (in order received)</u>
Planning Commission	1	Prudence MacKinney

Town of Brattleboro, VT

Board and Committee Application

Date:

Oct 05, 2019

Applicant's Name:

Prudence MacKinney

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 *not available*
- 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)

pmack5062@gmail.com

Residential Address

Street Name: *BRETS RD*

Street Num: *84* Unit:

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

Town:

Brattleboro

State:

VT

Zip Code:

05301

Phone Number:

Home:	8022542975
Work:	
Cell:	8023183335

Employer

Retired

Address:

Position:

Other Relevant Employment:

Vermont Dept of Health, District Director 2013-2019 Brattleboro Memorial Hospital, Vice President 1992-2012

Educational Background:

University of Pittsburgh, BA Urban Studies and Poli Sci University of MA, Master of Science in Public Health

Number of Years as a Resident of Brattleboro:

29

How Much Time Are You Able to Give?

Whatever is necessary within reason for a volunteer position

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.

Brattleboro Town Meeting Rep since 2007 Windham Regional Commission - Special Interest Commissioner for Healthy Communities Garden Path Elder Living (Holton Home & Bradley House) Board WWHT Project Committee Brattleboro Coalition for Active Transportation

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

I've had a life long interest in city/town planning, making towns livable and vibrant. I'm committed to

helping Brattleboro improve the safety of its streets and roads for all users. I have administrative, planning, budgetary skills and can add a public health perspective. I also have an understanding of business operations from my years at BMH.

Have you ever attended a meeting of this committee?

Yes

No

What is your vision of the Town of Brattleboro?

My vision is for Brattleboro to maintain its vibrant downtown, interesting architecture, beautiful views and outdoor recreation while meeting challenges of housing, climate change, affordability and improved streets and sidewalks for active connections.

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