

City Manager..... (802) 334-5136
City Clerk / Treasurer..... 334-2112
Public Works..... 334-2124
Zoning Adm. / Assessor..... 334-6992
Recreation / Parks..... 334-6345
Fax..... 334-5632



City of Newport
222 Main Street
Newport, Vermont 05855
www.newportvermont.org

Newport City Council Meeting
Regular Meeting Agenda
Monday, May 4, 2020, beginning at 6:30 p.m.
REMOTE MEETING

The Municipal Building is Closed as part of the Stay Home/Stay Safe Measures

In Order to Participate Remotely:
Phone 1- (978) 990-5000 and enter PIN: 185354#

or

**by Computer go to <https://freeconferencecall.com> and join the meeting by using id:
cityofnewportremote**

City Council: Paul Monette, Mayor
Dan Ross, Council President
Kevin Charboneau
Melissa Pettersson
John Wilson

Laura Dolgin, City Manager
James D. Johnson, City Clerk/Treasurer

1. Call the Regular Council Meeting to Order
2. Approve Minutes of April 20, 2020 and April 22, 2020
3. Comments by Members of the Public
4. Request for Tax Stabilization, Eleanor Leger of the Tastings Center, Vote
5. Annual Adoption of Roads & Bridges Standards, Public Works Director Tom Bernier, Vote
6. Authorize Extension of Time to Complete Assessor Work 32VSA 4342, Vote
7. Update Police Chief Job Description, Vote
8. New Business
9. Old Business
10. Set next meeting: next Regularly Scheduled Council Meeting: May 18, 2020 @ 6:30pm
11. Adjourn

Non-confidential Materials Pertaining to this Agenda are Available for Viewing & Download on the City's Website at <https://www.newportvermont.org/> Commencing at 9:00 a.m., the Morning of the Meeting.

Newport City Council Meeting Participation Guidelines

Newport City Council meetings are for the purpose of allowing Council members to conduct City business. Distinct from public hearings or town meetings, City Council meetings are held in public, but are not meetings of the public. City Council meetings are the only time the City Council members have to discuss, deliberate and decide upon City matters. In an effort to conduct orderly and efficient meetings, the Mayor kindly requests your cooperation and compliance with the following guidelines per the policy adopted on December 21, 2015 and ratified on January 23, 2017, April 1, 2019, and again on March 16, 2020.

1. Please be respectful of each other, Council members, city staff, and the public.
2. Please raise your hand to be recognized by the Mayor. Once recognized, please state your name and address or affiliation.
3. Please address only the Mayor and not members of the public, staff, or presenters.
4. Please abide by any time limits. Time limits will be used to ensure everyone is heard and that there is sufficient time for the Council to complete their agenda within a reasonable timeframe.
5. The Mayor will make a reasonable effort to allow everyone to speak once before speakers address the Council a second time per the limits adopted on March 16, 2020.
6. Once public comment has been heard, discussion will be limited to the City Council members.
7. Please do not interrupt or mock other speakers or otherwise exhibit disruptive behavior during the City Council meeting.
8. Please do not repeat the points made by others, except to indicate agreement or disagreement with other views.
9. Please use the hallway for side conversation. It is difficult to hear speaker remarks when side conversations are occurring in the Council Chamber.
10. Presentations to the Council are not open to public comment. However, per the policy adopted on December 21, 2015, matters on the agenda requiring a vote are open to public comment immediately prior to the Council vote.
11. Individuals who do not abide by these procedures will be asked to leave the Council Chamber.

DRAFT

Council Minutes

April 20, 2020

A duly warned meeting of the Newport City Council was held remotely on Monday, April 20, 2020. Participating remotely were Mayor Paul Monette, Council President Daniel Ross, Council Members Melissa Pettersson, Kevin Charboneau, and John Wilson, City Manager Laura Dolgin, City Clerk/Treasurer James D. Johnson, PW Director Thomas Bernier, Acting Police Chief Lt. Travis Bingham, Fire Chief John Harlamert, Rebecca Therrien and members of the Press and Public.

Mayor Monette called the meeting to order at 6:30 PM.

Approval of Minutes

Ms. Pettersson moved to accept the minutes of April 6, 2020. Seconded by Mr. Wilson, motion carried unanimously.

Comments by the Public

Chris Roy from the Daily Express asked that council members identify themselves when they speak.

Self-Contained Breathing Apparatus (SCBA) Resolution to Lease

Mr. Ross moved to approve the Resolution for leasing Breathing Apparatus for the Fire Department. Seconded by Mr. Charboneau, motion carried unanimously.

Annual Adoption of Local Emergency Response Plan

Mr. Wilson noted that the former Fire Chief's name needed to be removed from page 7 of the plan.

Ms. Pettersson moved to approve the Local Emergency Response Plan. Seconded by Mr. Wilson, motion carried unanimously.

Executive Session for Real Estate 1 VSA sec 313(a)(2)

Mr. Ross moved to enter executive session to discuss Real Estate. Seconded by Mr. Wilson, motion carried unanimously.

Conveyance of Property for Eastside Water Tower Location

Mr. Charboneau moved to approve the Option to Purchase with East Main Equities for the proposed Water Tower site southerly of East Main St. (U.S. Route 5) and authorize Mayor Monette to sign the Option to Purchase on the City's behalf. Seconded by Ms. Pettersson, motion carried unanimously.

New Business

Mr. Wilson asked if the Memorial Day Celebration and the Coin Drop scheduled for May have been cancelled. Ms. Dolgin stated the Memorial Day Celebration has been cancelled and that she would reach out to the VFW Auxiliary about cancelling the coin drop.

Mayor Monette noted he had sent a letter to the Governor with his thoughts about closing NVU and VTC.

Mr. Johnson presented 2020 Liquor Licenses for approval from VFW Post 798, Tavern on the Hill, LLC and Eastside Restaurant, Corp.

Ms. Pettersson moved to approve 1st Class, 3rd Class and Outside Consumption Permits for VFW Post 798, Tavern on the Hill and Eastside Restaurant, Corp for 2020-21. Seconded by Mr. Wilson, motion carried unanimously.

Old Business

None

Next Meeting Date

May 4, 2020

Adjournment

Mr. Wilson moved to adjourn at 7:24 PM. Seconded by Mr. Charboneau, motion carried unanimously.

DRAFT

Attested _____ This _____ Day of _____ 2020

_____ Mayor

RESOLUTION – LEASE FINANCING

RESOLVED that the City Council (“Council”) of the City of Newport (“City”), in its regular meeting held April 20, 2020, which meeting was duly warned and noticed and at which a quorum of the Councilors was present and voting, determines that it is in the public interest that certain equipment, i.e., twenty-one SCBAs, forty-two cylinders and twelve voice amplifiers (the “Equipment”), be obtained by the City’s Fire Department to better protect and serve the residents and businesses in the City;

BE IT FURTHER RESOLVED that public interest and necessity demand that the Equipment be immediately available to the City but that the cost of the Equipment, \$155,727, is too great an expense to be paid from the City’s present cash flow and operations;

BE IT FURTHER RESOLVED that to avoid borrowing money to acquire the Equipment, the City’s interests and public good and necessity will be served by the City leasing the Equipment and reserving to itself the right to terminate the lease (without penalty) if funds are not appropriated to meet the lease payments in future years;

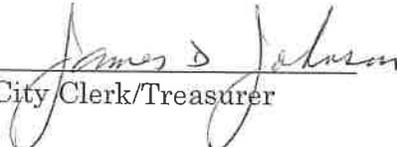
BE IT FURTHER RESOLVED that at said meeting the Council was provided a copy of the Master Equipment Lease Purchase Agreement and Exhibits A, B and D, a Bank Qualified Certification, a Notice of Assignment, an Escrow Agreement and Exhibit A thereto, a Tax Compliance certificate, and IRS Form 8038 (collectively, the “Lease Documents”) all of which were prepared by Community First National Bank (the “Bank”), as Lessor, and that it reviewed the same;

BE IT FURTHER RESOLVED that the Council adopts, confirms and approves the Lease Documents and authorizes the execution of the Lease Documents by the respective City officials designated in the particular document(s) as necessary signors, and further authorizes the delivery of the executed Lease Documents all in the form as presented to the Council at its meeting on April 20, 2020; and

BE IT FURTHER RESOLVED, that the Council approves the leasing of the Equipment on the terms stated above and authorizes the ordering of the Equipment for soonest delivery.

Duly Adopted this 20th day of April 2020.

ATTEST:



City Clerk/Treasurer

Local Emergency Management Plan Municipal Adoption Form

Town/City of Newport City
222 Main Street
Newport, VT 05855

The Local Emergency Management Plan (LEMP) must be (re)adopted annually, after town meeting day, and submitted to the appropriate Regional Planning Commission (RPC) by May 1st.

At a warned public meeting (regular selectboard/city council meeting), the municipality adopted the Local Emergency Management Plan (LEMP) on the date shown at right.

At a warned public meeting (regular selectboard/city council meeting), the municipality adopted the National Incident Management System (NIMS) on the date shown at right.

If Vermont Emergency Management needs to contact municipal leaders to determine status and support requirements during an emergency, the Emergency Management Director (EMD) and two other local Points Of Contact (POCs) who should have authoritative local information are listed at right.

Mark this block if a readopted plan has no changes since the previous year.

Municipality	Newport City
LEMP Adoption Date	April 20 2020
NIMS Adoption Date	01/2004
EMD Name	John Harlamert
Position	EMD
Primary Phone	802-334-7919
Alternate Phone	802-673-2284
Email	john.harlamert@newportvermont.org
POC 2 Name	Travis Bingham
Position	Police Chief
Primary Phone	802-334-6733
Alternate Phone	802-274-8804
Email	travis.bingham@newportpd.org
POC 3 Name	Laura Dolgin
Position	City Manager
Primary Phone	802-334-5136
Alternate Phone	802-673-5071
Email	laura.dolgin@newportvermont.org

I hereby certify that the LEMP meets Vermont National Incident Management System (NIMS) requirements and current LEMP Implementation Guidance as on page 2:

Signed* _____

John Harlamert

Printed Name; certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

I hereby attest that the municipality has adopted NIMS and the LEMP as stated above:

Signed*  04/21/2020

Paul C. Monette, Mayor

Printed Name, Selectboard / council member

Once completed, send adoption form (2 pages) and copy of Local Emergency Management Plan to Regional Planning Commission.

*A typed name is acceptable as an electronic signature if it represents an act of that person in accordance with 9 V.S.A. § 278.

CITY OF NEWPORT *LOCAL EMERGENCY OPERATIONS PLAN*

Emergency Steps

- 1) Establish an Incident Command Structure and make appropriate local decisions
- 2) Delegate Authorities to Incident Commander and request Declaration if appropriate
- 3) Contact State Emergency Operations Center (SEOC) if additional help or resources may be needed beyond mutual aid and local contractors (800-347-0488)
- 4) Alert the general population and evacuate as needed
- 5) Activate your Emergency Operations Center to support the Incident Commander as needed
- 6) Contact the Shelter Coordinator and American Red Cross (800-660-9130) to arrange a shelter opening if needed
- 7) Expand the ICS Structure as needed
- 8) Determine if additional operational shift staffing is needed
- 9) Conduct damage assessment. Report to SEOC
- 10) Conduct and document 'Emergency Repairs'

Future steps

- 11) Refer to your local codes and standards, Vermont Stream Alterations Rule, and local hazard mitigation plan before undertaking permanent repairs
- 12) If damages result in a Federal Declaration, request 406 mitigation when completing a Project Worksheet
- 13) Conduct an after-action review and develop an improvement plan

Jurisdictions' Points of Contact: Identify by priority the top three people to be Points of Contact for your Town during an emergency (ex: EMD, Town Manager, Selectboard Chair, Fire Chief)

Job Title	First Name	Last Name	Work #	Radio call sign
Fire Chief	John	Harlamert	802-334-7919	Fire 1
Email Address	Cell #	Pager #	Home #	Time
john.harlamert@newportvermont.org	802-673-2284		802-673-9702	
Job Title	First Name	Last Name	Work #	Radio call sign
Chief of Police	Travis	Bingham	802-334-6733	M1381
Email Address	Cell #	Pager #	Home #	Time
travis.bingham@newportpd.org	802-274-8804	N/A	802-274-8804	
Job Title	First Name	Last Name	Work #	Radio call sign
City Manager	Laura	Dolgin	802-334-5136	N/A
Email Address	Cell #	Pager #	Home #	Time
laura.dolgin@newportvermont.org	802-673-5071	N/A		

County: **Orleans**

Name of town EMD/C: **John Harlamert**

Date LEOP adopted:

Date NIMS adopted: **01/2004**

I, the select board chair or town manager, certify that this Local Emergency Operations Plan has been adopted (certifying individual must have taken, at minimum, ICS 402 or ICS 100 training): **Laura Dolgin.**

Physical Municipal Address: **222 Main Street, Newport VT**

Telephone: **802-334-5136**

Fax: **802-334-5632**

E-mail: laura.dolgin@newportvermont.org

Alternate communication method: **Telephone 802-334-6733**

This Local Emergency Operations Plan must be adopted annually, after town meeting day, and submitted by May 1st.

Response and Recovery Guidelines

Please use this as an aid for baseline actions that should occur in an incident.

1) Establish an Incident Command Structure and make appropriate local decisions				<input checked="" type="checkbox"/>	Time
a. Identify the Incident Commander				<input type="checkbox"/>	
b. Identify the Incident Command Post				<input type="checkbox"/>	
c. Start a log of actions taken (see Appendix A3- Activity Log (ICS Form 214))				<input type="checkbox"/>	
d. Assess the situation (deploy assessment teams)				<input type="checkbox"/>	
	Determine casualties			<input type="checkbox"/>	
	Determine structure/infrastructure losses			<input type="checkbox"/>	
	Determine resource needs			<input type="checkbox"/>	
	Identify emergency access sites or isolated citizens			<input type="checkbox"/>	
e. Request additional resources (Mutual Aid) if needed.				<input type="checkbox"/>	
f. Secure a perimeter around affected area if needed				<input type="checkbox"/>	
g. Consider potential staffing needs (extended or multiple operational periods)				<input type="checkbox"/>	

2) Delegate Authorities to Incident Commander and request Declaration if appropriate				<input checked="" type="checkbox"/>	Time
Have highest ranking town official delegate authority to and meet with Incident Commander as appropriate (see Appendix D4 – Delegation of Authority)				<input type="checkbox"/>	
If needed, the highest ranking town official should sign the Local Jurisdiction Request for Emergency Declaration, and send to DEMHS. (see Appendix A1 – Local Jurisdiction Request for Emergency Declaration)				<input type="checkbox"/>	

3) Contact State Emergency Operations Center if additional help or resources may be needed beyond mutual aid and local contractors				<input checked="" type="checkbox"/>	Time
Call State Emergency Operations Center and notify that additional resources may be needed.		1-800-347-0488		<input type="checkbox"/>	
If HAZMAT involved, contact HAZMAT Hotline		1-800-641-5005		<input type="checkbox"/>	

4) Alert the general population and evacuate as needed				<input checked="" type="checkbox"/>	Time
Alert the Public (including special needs or vulnerable populations) of the hazards of the event at the outset and during the event (including protective actions and evacuation information). Suggested methods (siren, PA, door-to-door, town website, facebook, twitter, front porch forum)				<input type="checkbox"/>	
Complete Planning Task #1 (see page 4)				<input type="checkbox"/>	

5) Activate the Emergency Operations Center to support the Incident Commander as needed (See Planning Task #3 on page 5)				<input checked="" type="checkbox"/>	Time
Facility Name	Address	Phone Number		<input type="checkbox"/>	
				<input type="checkbox"/>	
Maintain communications with the SEOC (DisasterLAN, Phone, Fax, Email)				<input type="checkbox"/>	

6) Contact the Shelter Coordinator and American Red Cross (800-660-9130) to arrange a shelter opening if needed (See Planning Task #6 on page 6)				<input checked="" type="checkbox"/>	Time
Notify the American Red Cross that shelters are needed				<input type="checkbox"/>	
Contact Shelter Manager				<input type="checkbox"/>	
Shelter Name	Physical Address/Location of the Shelter	Shelter Phone # and Manager Name	# of occupants		
				<input type="checkbox"/>	Opened: Closed:
				<input type="checkbox"/>	Opened: Closed:
				<input type="checkbox"/>	Opened: Closed:

7) Expand the ICS Structure as needed (see Appendix A3 – Incident Briefing (ICS Form 201))

8) Determine if additional operational shift staffing is needed		<input checked="" type="checkbox"/>	Time
Determine the operational period (8hrs, 12hrs, etc)		<input type="checkbox"/>	
Identify staffing for future operational periods (see Appendix A3–Organizational Assignment List (ICS Form 203))		<input type="checkbox"/>	
Develop plans for the next operational period (see Appendix A3– Incident Action Plan (ICS Forms 202, 203, 204, 205, 206))		<input type="checkbox"/>	
	What is the Operational Period? hrs to hrs	<input type="checkbox"/>	
	What is the briefing time? hrs	<input type="checkbox"/>	
As the incident winds down, release excess resources as per demobilization plans		<input type="checkbox"/>	

9) Conduct damage assessment. Report to the State Emergency Operations Center		<input checked="" type="checkbox"/>	Time
Complete Planning Task #2 (see page 4)		<input type="checkbox"/>	
Conduct a complete damage assessment for public and private damages. Submit Local Situation Report to the State Emergency Operations Center (see Appendix A2 – Local Situation Report)		<input type="checkbox"/>	

10) Conduct and document 'Emergency Repairs'		<input checked="" type="checkbox"/>	Time
Make roads passable and restore emergency access. Undertake Emergency Protective Measures (eg. removing debris threatening inhabited structures, culverts, and bridges). Emergency Protective Measures (temporary and permanent) must be consistent with the provisions of the Vermont Stream Alterations Rule (see Appendix C2)		<input type="checkbox"/>	

11) Refer to your local codes and standards, including the most current Town Road and Bridge Standards as provided by the Agency of Transportation, Vermont Stream Alterations Rule (See Appendix C2), and local hazard mitigation plan before undertaking permanent repairs

Document (photographs, maps, invoices, material quantities) all repairs for future mitigation actions. (ex: roadside/ditch erosion, repair with larger culvert, replace with better materials, etc)

Area Damaged	Cost of repair	Mitigation Solution (see local Hazard Mitigation Plan)

12) If damages result in a Federal Declaration, request 406 mitigation when completing a Project Worksheet.

13) Conduct an after-action review and develop an improvement plan.

PLANNING TASKS

Please complete the white portion of these planning tasks prior to an incident occurring. During the incident, please complete the shaded portions.

Planning Task #1				
High Risk Populations List (for special/attention/possible evacuation during an incident)			Complete this information during an incident	
High Risk Population Type (school, daycare, nursing home, medical equipment-dependent resident, handicapped resident)	High Risk Population Location (physical location)	Point of Contact	POC Phone Number	Evacuated To (physical location)
North Country Hospital	189 Prouty Drive	Tom Frank	802-334-3519	
Newport Health Care	148 Prouty Drive	David Silver	802-334-7321	
North Country Union High School	209 Veterans Avenue	Chris Miller	802-334-7921 EXT3023	
Newport City Elementary School	166 Sias Avenue	Elaine Collins	802-334-2455	
United Christian Academy	65 School Street	Dr. Vincent Montoro	802-334-3112	
Bel-Aire Quality Care	35 Bel Aire Drive	Rosemary Mayhew	802-334-2878	
Lake View Apartments	16 Governor Drive	Rural Edge On-Call Representative	802-334-1541	
Lake View Apartments	36 Field Avenue	Rural Edge On-Call Representative	802-334-1541	
Lake View Apartments	236 Highland Avenue	Rural Edge On-Call Representative	802-334-1541	
Lake Bridge Housing	343 Main Street	Rural Edge On-Call Representative	802-334-1541	
Lake Bridge Housing	48 Pleasant Street	Rural Edge On-Call Representative	802-334-1541	
Lake Bridge Housing	14, 26, 50 Compass Drive	Rural Edge On-Call Representative	802-334-1541	
Seymour Lane Apartments	72 Seymour Lane	Rural Edge On-Call Representative	802-334-1541	
Governor Mansion Apartments	88 Second Street	Rural Edge On-Call Representative	802-334-1541	
Newport Senior Apartments	107 Main Street	Rural Edge On-Call Representative	802-334-1541	
Governor Prouty Apartments	26, 28, 54 Governor Drive	Rural Edge On-Call Representative	802-334-1541	
Park View	143 Willey Street	Rural Edge On-Call Representative	802-334-1541	
Newport Place	246 Elm Street	Newport Place On-Call Representative	1-800-338-8538	

Newport Head Start School	371 Main Street	Kellie Tarryk	802-334-7253	
Private Day Care	20 Masonic Lane	Pamela Coffin	802-334-2425	
Private Day Care	123 Cliff Street	Susan Gonyaw	802-334-8538	
Private Day Care	6 Edgewood Drive	Sherri Lamoureaux	802-274-7486	
Private Day Care	179 Blake Street	Elizabeth Nadeau	802-334-5472	
Private Day Care	208 Prospect St	Cindy Boyce	802-334-1212	
Private Day Care	88 Hinman Street	Amanda Goad	802-673-5981	

Planning Task #2 Major High Hazard and/or Vulnerable Sites List (locations to check for damage)				
Site Type: (ex: dam, culvert, bridges, railway crossing, low-lying area)	Site Location (physical location)	Checked by	Status	Time
Newport City Wastewater Facility	T.P. Lane (On Call Representative)			
Newport Dam	Crawford Rd Street (Mark Hinton 673-6127,742-1308) (Jesse Hinton 673-2131)			
Arsenic Treatment Facility	Coventry Street (On Call Representative)			
Poulin Grain	Railroad Square (John Robillard 334-1316, 373-8669)			
Local Bridges	Causeway, Veterans Memorial, Clyde Street, Crawford Road, Gardner Park, Western Avenue			
Velco Substation	Clyde Street (Mark Hinton 673-6127,742-1308 pager) (Jesse Hinton 673-2131)			
Water Tower	Mountain View Drive (On Call Representative)			
Newport City Reservoir	East Main Street (On Call Representative)			
Great Bay Hydro (Newport Plant)	Clyde Street (Mark Hinton 673-6127,742-1308 pager) (Jesse Hinton 673-2131)			
D&C Transportation Fuel Tanks	Bluff Road			

Northern Vermont Rail System	Glen Road (Eric Trucott 777-2435) Maine # (800) 432-1606			
Northern State Correctional Facility	2559 Glen Road (Booking/Supervisor: 334-8960)			

**Planning Task #3
Pre-designated Local Emergency Operations Centers**

Facility Name	Facility Address (physical location)	Facility Point of Contact	Facility Phone Number
Primary: Newport Municipal Building	222 Main Street	Laura Dolgin	802-334-5136
Secondary: Newport City Fire Station	350 Western Avenue	John Halamert	802-334-7919
Tertiary: VT State Police (Derby Barracks)	35 Crawford Road	Lt. Walt Smith	802-334-8881

**Planning Task #4
Functional Area/ Local Support Function**

Please identify agencies responsible for maintaining resource lists, found in Appendix B5.

Local Support Function	Agency Responsible for maintaining resource list: (see Appendix B5- Resource Lists)
1. Transportation - Assets in support of the movement of emergency resources, including the evacuation of people and distribution of food and supplies.	Newport City Fire Department
2. Communications - Includes emergency warning, information and guidance to the public and responders. Includes resources and back-up resources for all means of communication.	Newport Police Department
3. Public Works & Engineering - Resources in support of debris clearance, road, highway, bridge repairs and restoration of essential public works systems and services and the safety inspection of damaged public buildings.	Newport City Department of Public Works
4. Firefighting - Resources in support of structural and wildfire firefighting.	Newport City Fire Department
5. Emergency Management, Recovery & Mitigation - Resources in support of the local Incident Commander through a Local Emergency Operations Center. Includes personnel resources available to provide overall coordination of the town's emergency operations. Resources may serve as a remote ICS planning section to collect, analyze and disseminate critical information on emergency operations for decision making purposes. May provide liaison with state/federal government.	City Manager
6. Mass Care, Food & Water - Resources available to coordinate sheltering, feeding and first aid for disaster victims.	Red Cross/C.E.R.T.
7. Resource Support - Assets available for coordination and documentation of personnel, equipment, supplies, facilities and services used during disaster response and initial relief operations.	City Clerk
8. Health & Medical Services - Resources for care and treatment for the ill and injured. Includes lists of trained health and medical personnel and other emergency medical supplies, materials and facilities. Assets include public health and environmental sanitation services, disease and vector control guidelines and resources for the collection, identification, and protection of human remains.	North Country Hospital
9. Search & Rescue - Resources locally available to locate, identify and remove persons from a stricken area, including those lost or trapped in buildings and other structures. Also includes resources to coordinate S&R for those lost in non-inhabited areas.	VT State Police/C.E.R.T.
10. Hazardous Materials - Resources available for response, inspection, containment and cleanup of hazardous materials.	Newport City Fire Department/VT State Hazmat Team
11. Agriculture & Natural Resources - Assets available for use in coordinated response in the management and containment of communicable diseases in an animal health or plant emergency	Agency of Natural Resources
12. Energy - Assets available for the emergency repair and restoration of critical public energy utilities. Includes locally available back-up power resources. Coordinates the rationing and distribution of emergency power and fuel.	City Manager/Newport City Fire Department/V.E.C.
13. Law Enforcement - Assets used for the protection of life and property by enforcing laws, orders and regulations. Resources available for area security, traffic and access control.	Newport Police Department/Orleans County Sheriff's Department/VT State Police
14. Public Information - Pre-identified personnel and resources used for effective collection, control and dissemination of public information to inform the general public of emergency conditions and available assistance.	Newport Police Department

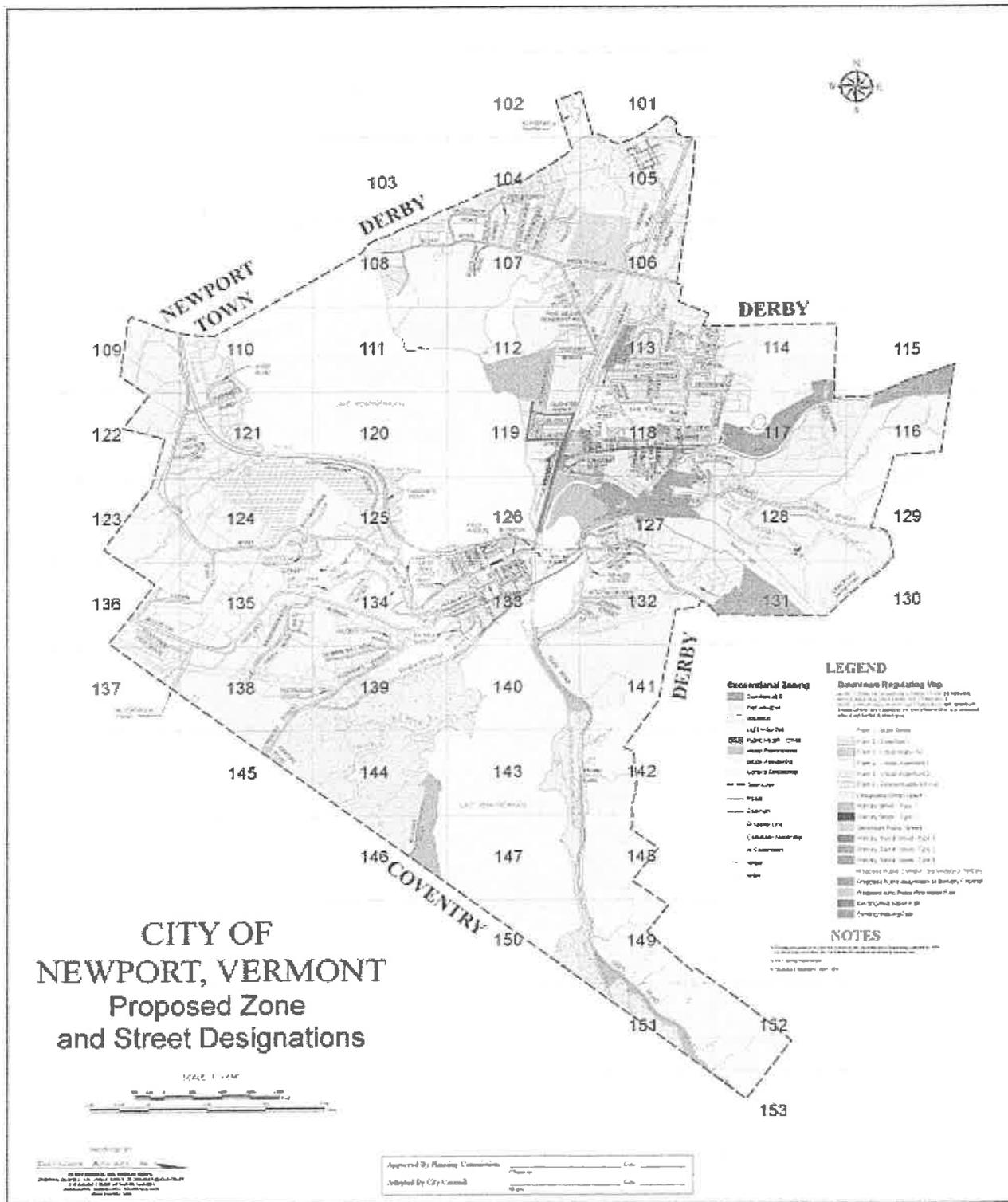
Planning Task # 6 Shelters		
Shelter 1		
Shelter Name: North Country Union High School	Physical Address/Location of the Shelter: 209 Veterans Ave Newport, VT 05855	Shelter Capacity: 1000
Shelter Manager: Chris Miller	Shelter Manager Cell #: 802-730-7078 Shelter Manager Pager #: N/A	Other Contact: Dan Pickering
<input type="checkbox"/> Warming Shelter	<input type="checkbox"/> Overnight Shelter	<input type="checkbox"/> Red Cross Agreement?
<input type="checkbox"/> Has a Backup Generator	<input type="checkbox"/> Has wiring in-place for generator hookup	
Shelter 2		
Shelter Name: Newport Municipal Building	Physical Address/Location of the Shelter: 222 Main Street Newport, VT 05855	Shelter Capacity: 50
Shelter Manager: Laura Dolgin	Shelter Manager Cell #: 802-673-5071 Shelter Manager Pager #: N/A	Other Contact: Paul Monette
<input type="checkbox"/> Warming Shelter	<input type="checkbox"/> Overnight Shelter	<input type="checkbox"/> Red Cross Agreement?
<input type="checkbox"/> Has a Backup Generator	<input type="checkbox"/> Has wiring in-place for generator hookup	
Shelter 3		
Shelter Name: Newport VT National Guard Armory	Physical Address/Location of the Shelter: 540 Union Street Newport, VT 05855	Shelter Capacity: 50
Shelter Manager: SSG. Quarmby	Shelter Manager Cell #: 802-535-1249 Shelter Manager Pager #: N/A	Other Contact: TBA
<input type="checkbox"/> Warming Shelter	<input type="checkbox"/> Overnight Shelter	<input type="checkbox"/> Red Cross Agreement?
<input type="checkbox"/> Has a Backup Generator	<input type="checkbox"/> Has wiring in-place for generator hookup	

Type	I	II	III	IV	Other	Type	I	II	III	IV	Other
Critical Incident Stress Management Team				N/A		Hydraulic Excavator, Large Mass Excavation				N/A	
Mobile Communications Center		1	1		1	Hydraulic Excavator, Medium Mass Excavation					
Mobile Communications Unit		1	N/A	N/A		Hydraulic Excavator, Compact					
All-Terrain Vehicles	N/A	N/A	N/A	N/A	1	Road Sweeper			1		
Marine Vessels	N/A	N/A	N/A	N/A	3	Snow Blower, Loader Mounted	1			1	
Snowmobile	N/A	N/A	N/A	N/A		Track Dozer					
Public Safety Dive Team						Track Loader					
SWAT/Tactical Team						Trailer, Equipment Tag-Trailer			1	N/A	
Firefighting Brush Patrol Engine	N/A	N/A	N/A		1	Trailer, Dump		N/A	N/A	N/A	
Fire Engine (Pumper)	2					Trailer, Small Equipment	1	1	N/A	N/A	
Firefighting Crew Transport			1	N/A		Truck, On-Road Dump				2	
Aerial Fire Truck	1		N/A	N/A		Truck, Plow		5	1		
Foam Tender			N/A	N/A		Truck, Sewer Flusher			1		
Hand Crew	5	20	4			Truck, Tractor Trailer				N/A	
HAZMAT Entry Team			25	N/A		Water Pumps, De-Watering					
Engine Strike Team	2					Water Pumps, Drinking Water Supply - Auxiliary Pump					
Water Tender (Tanker)				N/A		Water Pumps, Water Distribution					
Fire Boat				N/A		Water Pumps, Wastewater					
Aerial Lift - Articulating Boom						Water Truck		N/A	N/A	N/A	
Aerial Lift - Self Propelled, Scissor, Rough Terrain						Wheel Dozer			N/A	N/A	
Aerial Lift - Telescopic Boom						Wheel Loader Backhoe		2			
Aerial Lift - Truck Mounted						Wheel Loader, Large					
Air Compressor				1		Wheel Loader, Medium					
Concrete Cutter/Multi-Processor for Hydraulic Excavator						Wheel Loader, Small		1		N/A	
Electronic Boards, Arrow						Wheel Loader, Skid Steer		1		N/A	
Electronic Boards, Variable Message Signs						Wheel Loader, Telescopic Handler					
Floodlights				N/A		Wood Chipper		N/A	N/A	N/A	
Generator						Wood Tub Grinder					
Grader			1	N/A							

Information about the NIMS Typed resources can be found at: <http://www.fema.gov/resource-management>

Town Maps

Please insert town maps here. These maps can include things such as roads, town boundaries, shelter locations, high hazard/vulnerable sites, etc.



Appendix A – Disaster Forms.....	A
Local Request for Emergency Declaration.....	A1
Local Situation Report.....	A2
ICS Forms.....	A3
Appendix B – Local Documents.....	B
List of Delegations of Authority.....	B1
Communication Plan.....	B2
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List of Mutual Aid Agreements.....	B4
Resource Lists.....	B5
Maps, Diagrams, Plans, and Attachments.....	B6
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Council Minutes

DRAFT

April 22, 2020

A duly warned Special meeting of the Newport City Council was held remotely on Wednesday, April 22, 2020. Attending by conference call or by video conference were Mayor Paul Monette, Council President Daniel Ross, Council Members Melissa Pettersson, Kevin Charboneau, and John Wilson, City Manager Laura Dolgin, members of the press and public.

Mayor Monette conducted a roll call and once all council members confirmed their attendance, he called the meeting to order at 6:30 p.m.

Executive Session to Consider a Separation Agreement, 1 VSA § 313 (a)(1)(A), (F)

Mr. Ross moved to enter executive session to consider whether to enter a contract because we find that premature general public knowledge of separation agreement negotiations between the City and an employee would place one or both at a substantial disadvantage. Ms. Pettersson seconded the motion. The Mayor conducted a roll call of council members and the motions was approved unanimously. Reporter Robin Smith questioned who else would be included in the executive session and the Mayor confirmed that the city attorney and city manager would attend. The council entered the Executive Session at 6:35.

Out of Executive Session at 7:39. Mr. Ross moved to approve the Separation Agreement with Seth DiSanto and to authorize the Mayor to sign the Agreement. Ms. Pettersson seconded the motion. Public discussion over the release of the Separation Agreement ensued. The Mayor requested an executive session to consult with the city attorney.

Ms. Pettersson moved to enter an executive session to discuss the records being released to the public with the city attorney at 7:45 pm. Mr. Wilson seconded the motion. The Mayor conducted a roll call and the motion was unanimously approved.

Out of Executive session at 7:54. The City Attorney, John Klesch, from the firm of Stitzel Page and Fletcher, confirmed that this separation agreement is not final until 7 days for revocation have passed after the ratification and therefore would not be released at this time.

The Mayor then conducted a roll call of the council members on the pending motion and the motion was unanimously approved.

Consider Resignation of City Employee

Ms. Pettersson made a motion to accept the resignation of Chief DiSanto effective April 20, 2020, with Mr. Ross seconding the motion. The Mayor conducted a roll call of the council members and the motion was unanimously approved.

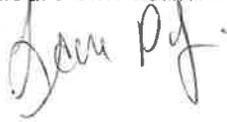
Adjournment

Mr. Charboneau moved to adjourn at 8:19 with Mr. Wilson seconding the motion. The motion carried unanimously.

Attested _____ this _____ day of _____, 2020.

_____, Mayor

To: City Council, City Clerk/Treasurer Jim Johnson
From: Laura Dolgin, City Manager
Date: May 4, 2020



Re: Request for Tax Stabilization for Northeast Kingdom Tasting Center

The City Manager has received a qualifying written request for Tax Stabilization from Eleanor Leger, of the NEK Tasting Center, 150 Main St., Newport, Vt.

Regarding Section 3: Criteria and Eligibility for Tax Stabilization, While Ms. Leger can address a) and b), please be assured that criteria c) through f) are met. Regarding Criteria f), as the Delinquent Tax Collector, I can attest that this applicant is in good standing with the City of Newport, and has made all good faith efforts to maintain any and all payment plans.

The Policy outlines that the City Council must find the minimum score of points from an evaluation in accordance with the Policy.

The written request/email exchange is below, and the Tax Stabilization Policy is attached.

On Mon, Apr 20, 2020 at 10:21 AM Eleanor Leger <eleanor@edenciders.com> wrote:
Hello Laura and Paul,

I'm writing to give you and the City Council an update on the Tasting Center, and to make a request.

The Tasting Center building at 150 Main Street closed to the public at the end of the day on March 20th. The Warehouse Restaurant ceased operations. As food and beverage companies, both Eden Ciders and Jocelyn's Bakery have continued to operate, but have lost significant business because of the virus. In the case of Eden Ciders the shut down in hospitality across Vermont and the rest of the country has cut off 90% of our business. As you may know, the building has been struggling financially since the Ciderhouse restaurant under its last ownership failed to pay rent and utility bills for over a year, leaving the building owners with no cash reserves. With the COVID19 pandemic, we are at a crisis point.

We have taken the following actions to mitigate the crisis for the building and for our tenants as much as possible:

1. applied for and received loan payment deferrals for our mortgage loans and insurance payments for 90 days
2. cut as much power usage as possible, working out deferred payment plans with utilities.
3. While we applied for an EIDL, the program appears to have effectively failed at the Federal level. The building has no employees and is not eligible for a PPP Loan.
4. We have waived / deferred rent and utility bills to our tenants for 90 days effective with the billing cycle dated March 16th through May 16th.

We are concerned about our upcoming property tax bill of \$6,742.51 due on May 15th. You may recall that the Tasting Center had a Property Tax Stabilization plan that ended on May 15, 2019. Our taxes increased from a total of \$6,623.34 for 2018-2019 to \$13,485.02 for 2019-2020.

We would like to request qualification for the Tax Stabilization program for another 5 years, with it retroactive to May 15, 2019. If we could increase from the 2018-2019 level of \$6,623.34 to \$13,485.02 for the 2023-2024 year in equal increments of \$1,372.34, that would mean our tax bill for 2019-2020 would be \$7,995.68, of which we have already paid \$6,742.51, and we will then owe \$1253 for taxes due on May 15, 2020.

I am doing my best to keep the building out of bankruptcy during this difficult time.

Please let me know if you need any additional documentation of any kind. Thank you very much for your consideration.

Eleanor Leger
Managing Member
Northeast Kingdom Tasting Center, LLC

On Mon, Apr 20, 2020 at 2:48 PM Paul Monette <Paul.Monette@newportvermont.org> wrote:

Hi Eleanor,

I cannot speak for the council but I do believe they will understand the situation and will do what they can to help. I certainly will advocate for helping the Tasting Center out since it is vital for our Main Street.

Paul Monette

On Mon, Apr 20, 2020 at 3:34 PM Eleanor Leger <eleanor@edenciders.com> wrote:

Thank you very much Paul. It is a trying time for everyone I know. We are in this together!
Eleanor

On Fri, Apr 24, 2020 at 9:39 AM Paul Monette <Paul.Monette@newportvermont.org> wrote:

Good morning Eleanor,

I was reviewing the attached Tax Stabilization Policy which the Tasting Center has used in the past. I am curious as to how many jobs are involved between the Warehouse, Jocelyns & Cintas and Eden Ice Cider. Also future plans for the center will also be very helpful for the council.

I am just prepping for the council meeting since as I have said before the Tasting Center is vital to Main Street and we need to make sure we have all of our ducks in a row.

Thank you and enjoy the sunshine.

Paul Monette

On Fri, Apr 24, 2020 at 10:04 AM Eleanor Leger <eleanor@edenciders.com> wrote:

Hi Paul,

The employment level of people before the pandemic hit was

Bakery = 3

Warehouse = 6? (not sure I need to confirm with Michelle)

Eden = 9 (plus an additional 3 in remote locations)

Jim Davis is working with us on some exciting new plans that would bring in more activity and provide more jobs, but that is in early stages right now.

Eleanor

City Manager (802) 334-5136
 334-3891
 City Clerk/Treasure 334-2112
 334-3892
 Public Works 334-2124
 Zoning Adm./Assessor 334-6992
 Recreation/Parks 334-6345
 Fax 334-5632



COPY

City of Newport
 222 Main Street
 Newport, Vermont 05855

RECEIVED & RECORDED
 On 12/29/10
 At 2:30 P. M.
 Book 15 Page 23-27

 City Clerk, City of Newport, VT

**City of Newport, Vermont
 Industrial and Commercial Tax Stabilization Policy
 December 20, 2010**

1. Statement of Purpose

One of the major objectives of the Newport City Council is to promote and encourage commercial and industrial development with the City of Newport. Tax stabilization is an incentive for businesses and or developers considering locating, relocating developing and expanding within the City of Newport or for business owners to aid new businesses moving into their building.

2. Authority to Grant Tax Stabilization

The authority to grant tax stabilization falls under Vermont State Statute 24 V.S.A. § 2741. Municipal corporations; property values fixed by contract. No tax stabilization agreement can be for more than 10 years as per statute and may only include the municipal portion of the taxes. If the commercial/industrial business wishes to have the state education tax stabilized it must apply for stabilization with the Vermont Economic Progress Council (VEPC).

3. Criteria and Eligibility for Tax Stabilization

In order for a project to qualify for tax stabilization it must meet the following criteria.

- a) Create new jobs.
- b) Create new commercial/industrial establishments or modify existing spaces.
- c) Improve aesthetics or eliminate blight on the exterior of an existing structure.
- d) Does not have a negative impact on municipal, public safety or infrastructure.
- e) Meets all current local zoning by-laws and pertinent state regulations.
- f) Applicant must be in good standing with the City of Newport, State of Vermont and the Internal Revenue Service with respect to all taxes and not under indictment, incarceration or parole.

4. General Criteria and Eligibility

The following general and specific criteria shall be used by the City Council in making determinations on eligibility and application.

- a) All applications for tax stabilization shall be presented to the City Council prior to the commencement of construction (which shall include renovations, remodeling repairs, etc. in case of existing buildings).
- b) All additions to stabilized or non-stabilized buildings for which stabilization applications are received, shall be handled as new construction with only the addition considered.
- c) Owners of properly zoned existing buildings may seek stabilization of the increase in assessment of the building(s) resulting from repairs, renovations, or remodeling.
- d) In addition, the City Council must find that the project proposal shall receive a minimum score of 20 points based upon an evaluation by the City Council in accordance with the following scoring system:

1) Size:

1000 sq. ft minimum	3 points
For each additional 1000 sq. ft. up to 10,000 sq. ft. .5 points per 1000 sq. ft.	4.5 points max
Over 10,000 sq. ft. – 1 point per 10,000 sq. ft.	20 points max

2) Cost:

For new construction (building or addition)	
\$300,000 minimum construction cost (excluding land/utilities/site)	5 points
For each full \$100,000 additional up to \$1,000,000 add	1 point
Over \$1,000,000 add .5 points per million	20 points max
For renovations	
\$100,000 minimum cost (excluding utility and site work)	3 points
For each full \$100,000 additional up to \$1,000,000 add	1 point
Over \$1,000,000 add 1 point for every \$500,000	1 point

- 3) Machinery and Equipment:
- Minimum cost new - \$100,000 4 points
- For each full \$100,000 add 1 point
- 4) Jobs:
- For each new permanent (excluding construction) job created (including retained jobs only if applicant certifies that jobs would be lost immediately if project is not completed). 3 points / job
- For each job created which is 2 times the minimum wage prevailing in the state of Vermont add 2 points / job
- 5) Diversification:
- If industrial start would, in the opinion of the City Council, diversify the industrial employment base* **OR** new or expanded industry would create markets for or be a significant supplier to existing Orleans County area industries **OR** industry is identified as a "target industry" in the Newport City Municipal Plan add 5 points
- *Generally, the diversification test is met if the proposed industry type currently employs less than 5% of the covered workforce in the Orleans County.*
- 6) Impacts – Municipal
- If the project will, over the long run, demand unusual, excessive, or unreasonable burdens on City services for police, fire, water, sewer, traffic, or roadways, and no plan for compensation or mitigation is made between the developer and City deduct <6 points>
- 7) Impacts - Environmental:
- If the project will cause degradation to the physical and natural environment of the City through discharges to the air, water, or groundwater, or by emission of noise, dust, vibration, radio interferences, threat of chemical or biological release deduct <2-8 points>
- 8) Exclusionary Criteria:
- If the project is offensive to the public values or is contrary to the ordinances and by-laws of the City of Newport, is incompatible with the City Plan, or would create an unreasonable nuisance or disturbance to neighboring landowners, no tax stabilization shall be granted.
- Under normal circumstances retail trade will be allowed unless

it is a clear public nuisance.

9) Historic Structures or Designated Downtown

Projects involving the preservation of historic structures and or are located in the designated downtown will be awarded an additional 10 points.

5. Tax Stabilization Agreements may be structured as follows:

- a) Three year tax stabilization agreement for new or existing projects under \$1,000,000 based solely on the increase in assessed valuation due to the project:

Year 1: Taxed at 25% of the current assessed value of the real property
Year 2: Taxed at 50% of the current assessed value of the real property
Year 3: Taxed at 75% of the current assessed value of the real property
Year 4: Taxed at 100% of the current assessed value of the real property

- b) Five year tax stabilization agreement for new or existing projects between \$1,000,000 and \$10,000,000 based solely on the increase in assessed valuation due to the project:

Year 1: Taxed at 10% of the current assessed value of the real property
Year 2: Taxed at 20% of the current assessed value of the real property
Year 3: Taxed at 40% of the current assessed value of the real property
Year 4: Taxed at 60% of the current assessed value of the real property
Year 5: Taxed at 80% of the current assessed value of the real property
Year 6: Taxed at 100% of the current assessed value of the real property

- c) Ten year tax stabilization agreement for new or existing projects greater than \$10,000,000 based solely on the increase in assessed valuation due to the project:

Year 1: Taxed at 10% of the current assessed value of the real property
Year 2: Taxed at 20% of the current assessed value of the real property
Year 3: Taxed at 30% of the current assessed value of the real property
Year 4: Taxed at 40% of the current assessed value of the real property
Year 5: Taxed at 50% of the current assessed value of the real property
Year 6: Taxed at 60% of the current assessed value of the real property
Year 7: Taxed at 70% of the current assessed value of the real property
Year 8: Taxed at 80% of the current assessed value of the real property
Year 9: Taxed at 90% of the current assessed value of the real property
Year 10: Taxed at 100% of the current assessed value of the real property

6. Application and Approval

- a) The applicant shall submit a letter of interest to the City Manager, prior to the start of the project and/or issuance of a zoning permit. The letter of interest must include project location, plans, estimated project cost, projected employment data and any other information that demonstrates the need for tax stabilization.

- b) Applicants for tax stabilization agreements will be invited to meet with the City Council to discuss any type of agreement before the applicant undertakes the construction of a new facility or the expansion of an existing facility. No retroactive agreements will be considered; however, applicants who commence construction of a new facility or the expansion or renovation of an existing facility during a given tax year shall be entitled to apply for stabilization prior to the start of the next tax year.
- c) The City Council shall be responsible for approving tax stabilization. All projects shall be required to obtain all applicable federal, state and local project permits.

7. Cancellation of Agreement

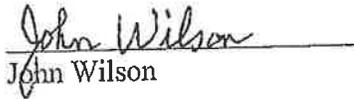
If prior to the termination of the stabilization agreement the property is used for other than commercial or industrial purposes the City shall have the right to cancel the agreement.

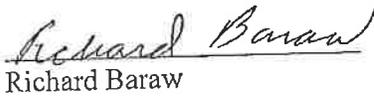
If all or part of the real property is transferred to a new owner, and that owner uses the property for other than commercial/industrial uses or there is a loss of jobs, the City shall have the right to cancel the agreement.

Such cancellations may result in the City seeking repayment of the full taxes which would have been billed without stabilization, less the amount actually paid during the actual period of stabilization, or imposing other remedies as described under the terms of the contract or by operation of law.

Approved this 20th day of December 2010 by the Newport City Council

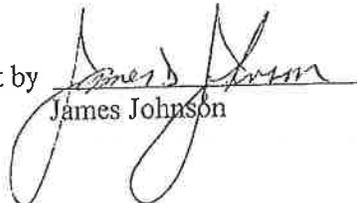

Paul F. Monette, Mayor


John Wilson


Richard Baraw


Timothy Delabruere


Denis Chenette

Attest by  City Clerk
James Johnson

TOWN ROAD AND BRIDGE STANDARDS

(June 5, 2019)

MUNICIPALITY OF Newport City, VERMONT

The Legislative Body of the Municipality of Newport City hereby adopts the following Town Road and Bridge Standards which shall apply to the construction, repair, and maintenance of town roads and bridges.

The standards below are considered minimums. Municipalities that have construction standards / specifications in place that meet or exceed the minimum standards: indicate adoption date and include as Appendix C. **Date of Adoption:** 4/11/2005

Municipalities must comply with all applicable state and federal approvals, permits and duly adopted standards when undertaking road and bridge activities and projects.

Any new road regulated by and/or to be conveyed to the municipality shall be constructed according to the minimum of these standards.

Circle YES or NO below to indicate town adoption of that section of the Standards

Road and Bridge Standards Sections	Hydrologically-connected road segments*	Non-hydrologically-connected road segments**
Section 1 – Municipal Road Standards	<input checked="" type="checkbox"/> YES (Required by Act 64)	<input checked="" type="checkbox"/> YES NO
Section 2 – Class 4 Road Standards	YES (Required by Act 64) <i>N/A</i>	YES NO <i>N/A</i>
Town wide		
Section 3 - Perennial stream- bridge and culvert standards	<input checked="" type="checkbox"/> YES (Required by DEC Stream Alteration Standard)	
Section 4 – Intermittent stream crossings	<input checked="" type="checkbox"/> YES NO	
Section 5 - Roadway construction standards	<input checked="" type="checkbox"/> YES NO	
Section 6 - Guardrail standard	<input checked="" type="checkbox"/> YES NO	
Section 7 - Driveway access standard	<input checked="" type="checkbox"/> YES NO	

Road segments – ANR Resources Atlas includes a map layer of all of Vermont’s municipal roads divided into 100-meter (328 foot) segments, each with a unique identification number.

***Hydrologically-connected road segments** - are those municipal road segments and catch basin outlets, Class 1-4, as shown on the ANR Natural Resources Hydrologically-connected municipal road segment layer (<http://anrmaps.vermont.gov/websites/anra5/>) or the Road Erosion Inventory Scoring (MRGP Implementation Table portal) layer (<https://anrweb.vt.gov/DEC/IWIS/MRGPReportViewer.aspx?ViewParms=True&Report=Portal>).

****Adoption of standards on non-hydrologically-connected road segments** does not indicate that these road segments are then subject to the Municipal Roads General Permit (MRGP).

Municipalities may also find additional resources in the latest version of the *Vermont Better Roads Manual*.
<https://vtrans.vermont.gov/sites/aot/files/highway/documents/lrf/Better%20Roads%20Manual%20Final%202019.pdf>

Road and Bridge Standards Sections

Section 1 – Municipal Road Standards - See Appendix A

These standards are required by Act 64 and the DEC Municipal Roads General Permit (MRGP) for hydrologically-connected roads only.

Municipalities may adopt Section 1 Road standards by road type for non-hydrologically-connected roads/segments/catch basins.

Section 2 – Class 4 Road Standards - See Appendix A

Section 3 - Perennial stream - bridge and culvert standards

Bridge and culvert work on perennial stream crossings must conform with the statewide DEC Stream Alteration Standard.

“Perennial stream” means a watercourse or portion, segment, or reach of a watercourse, generally exceeding 0.25 square miles in watershed size, in which surface flows are not frequently or consistently interrupted during normal seasonal low flow periods. Perennial streams that begin flowing subsurface during low flow periods, due to natural geologic conditions, remain defined as perennial. All other streams, or stream segments of significant length, shall be termed intermittent. A perennial stream shall not include the standing waters in wetlands, lakes, and ponds.

Streambank stabilization and other in-stream work must conform with the statewide DEC Stream Alteration Standard.

For River Management Engineer Districts: https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/RME_districts.pdf

Section 4 – Intermittent stream crossings – See Appendix B for sizing table and graphic. These standards are above and beyond the culvert standards in Section 1.

“Intermittent streams” are defined as streams with beds of bare earthen material that run during seasonal high flows but are disconnected from the annual mean groundwater level.

Section 5 - Roadway construction standards – Sub-base and gravel standards

All new or substantially reconstructed gravel roads shall have ___ inches* thick gravel sub-base, with an additional ___ inches* top course of crushed gravel.

All new or substantially reconstructed paved roads shall have ___ inches* thick gravel sub-base.

*Municipalities shall indicate their own construction criteria.

Section 6 - Guardrail standard

When a roadway, culvert, bridge, or retaining wall construction or reconstruction project results in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, the AASHTO Roadside Design Guide will govern the analysis of the hazard and the subsequent treatment of that hazard. For roadway situations, an approved barrier system may be steel beam guardrail with 6-foot posts and approved guardrail end treatment. If there is less than 3 feet from the rail to the hazard, then steel beam guardrail with 8-foot posts shall be used. The G-1D is an example of an approved guardrail end treatment. For bridge rails systems, VTrans bridge rail standards shall be referenced

Section 7 - Driveway access standard

The municipality has a process in place, formal or informal, to review all new drive accesses and development roads where they intersect town roads, as authorized under 19 V.S.A. Section 1111. Municipality may reference Vtrans Standard [A-76 Standards for Town & Development Roads](#) and [B-71 Standards for Residential and Commercial Drives](#); the Vtrans [Access Management Program Guidelines](#); and the latest version of the [Vermont Better Roads Manual](#) for other design standards and specifications.

Passed and adopted by the Legislative Body of the Municipality of _____, State of Vermont on _____, 20__

Selectboard / City Council / Village Board of Trustees:

Appendix A

Section 1: MUNICIPAL ROAD STANDARDS

The following standards constitute the minimum required Best Management Practices (BMPs) for municipal roads. These standards shall apply to the construction, repair, and maintenance of all town roads and bridges.

It is the municipality's responsibility to maintain all practices after installation. Roads not meeting these standards must implement the BMPs listed below in order to meet the required town's standards.

Feasibility

Municipalities shall implement these standards to the extent feasible. In determining feasibility, municipalities may consider the following criteria: The implementation of a standard listed in of this documentation does not require the acquisition of additional state or federal permits or noncompliance with such permits, or noncompliance with any other state or federal law. The implementation of a standard does not require the condemnation of private property; impacts to significant environmental and historic resources, including historic stone walls, historic structures, historic landscapes, or vegetation within 250 feet of a lakeshore; impacts to buried utilities; and excessive hydraulic hammering of ledge.

Standards for All Construction and Soil Disturbing Activities

Following construction and soil disturbance on a road, all bare or unvegetated areas shall be revegetated with see and mulch, hydroseeded, or stone lined within 5 days of disturbance of soils, or, if precipitations is forecast, sooner.

Standards for Gravel and Paved Roads with Ditches

Baseline Standards for Gravel and Paved Roads with Ditches

The following are the standards for all gravel and paved municipal roads with drainage ditches, whether or not erosion is present. These standards also apply to all new construction and significant upgrades of stormwater treatment practices.

A. Roadway/Travel Lane Standards

1. Roadway Crown

- a. Gravel roads shall be crowned, in or out-sloped:
Minimum: ¼ inch per foot
Recommended: ¼ inch to ½ inch per foot or 2% - 4%
- b. Paved/ditched roads shall be crowned during new construction, redevelopment, or repaving where repaving involves removal of the existing paving.
Minimum: 1/8 inch per foot or 1%
Recommended: 1% - 2%

2. Shoulder berms (also called Grader/Plow Berm/Windrows)

Shoulder berms shall be removed to allow precipitation to shed from the travel lane into the road drainage system. Roadway runoff shall flow in a distributed manner to the drainage ditch or filter area and there shall be no shoulder berms or evidence of a "secondary ditch". Shoulder berms may remain in place if the road crown is in-sloped or out-sloped to the opposite side of the road from berm side of road. The shoulder berm standard only applies to gravel roads with drainage ditches.

B. Road Drainage Standards

Roadway runoff shall flow in a distributed manner to grass or a forested area by lowering road shoulders or conversely by elevating the travel lane level above the shoulder. Road shoulders shall be lower than travel lane elevation. If distributed flow is not possible, roadway runoff may enter a drainage ditch, stabilized as follows:

1. For roads with slopes between 0% and 5%: At a minimum, grass-lined ditch, no bare soil. Geotextile and erosion matting may be used instead of seed and mulch. Alternatively, ditches may be stabilized using any of the practices identified for roads with slopes 5% or greater included in subpart B.2 below.

Recommended shape: trapezoidal or parabolic cross section with mild side slopes; 2 foot horizontal per 1 foot vertical or flatter and 2-foot ditch depth.

2. For roads with slopes 5% or greater but less than 8%:
 - a. Stone-lined ditch: minimum 6 to 8-inch minus stone or the equivalent for new practice construction. Recommended 2-foot ditch depth from top of stone-lined bottom,
 - b. Grass-lined ditch with stone check dams¹, or
 - c. Grass-lined ditch if installed with disconnection practices such as cross culverts and/or turnouts to reduce road stormwater runoff volume. There shall be at least two cross culverts or turnouts per segment disconnecting road stormwater out of the road drainage network into vegetated areas or spaced every 160 feet.
3. For roads with slopes of 8% or greater: Stone-lined ditch.
 - a. For slopes greater than or equal to 8% but less than 10%: minimum 6 to 8-inch minus stone or the equivalent for new construction. Recommended 2-foot ditch depth from top of stone-lined bottom.
 - b. For slopes greater than 10%: minimum 6 to 8-inch minus stone. Recommended 12-inch minus stone or the equivalent. Recommended 2-foot ditch depth from top of stone-lined bottom.
4. If appropriate, bioretention areas, level spreaders, armored shoulders, and sub-surface drainage practices may be substituted for the above road drainage standards.

C. Drainage Outlets to Waters & Turnouts

Roadway drainage shall be disconnected from waterbodies and defined channels, since the latter can act as a stormwater conveyance, and roadway drainage shall flow in a distributed manner to a grass or forested filter area. Drainage outlets and conveyance areas shall be stabilized as follows:

1. Turn-outs – all drainage ditches shall be turned out to avoid direct outlet to surface waters.
2. There must be adequate outlet protection at the end of the turnout, based upon slope ranges below. Turnout slopes shall be measured on the bank where the practice is located and not based on the road slope.
 - a. For turnouts with slopes of 0% or greater but less than 5%: stabilize with grass at minimum. Alternatively, stabilize using the practices identified in subpart b – c below, when possible.
 - b. For turnouts with slopes 5% or greater: stabilize with stone.
 - c. For slopes greater than 5% but less than 10%: minimum 6-inch to 8-inch minus stone or the equivalent for new construction.
 - d. For slopes greater than 10%: minimum 6 to 8-inch minus stone or equivalent for new construction. Recommend 12-inch minus stone or the equivalent.

¹ See check dam installation specifications.

Drainage and Intermittent Stream Culvert Standards

The following are the required culvert standards for all gravel and paved roads with ditches where rill or gully erosion is present. These standards also apply to new construction and significant upgrades of stormwater treatment practices.

1. Municipal Culverts (Drainage and Intermittent Streams)
 1. Culvert end treatment or headwall required for areas with road slopes 5% or greater if erosion is due to absence of these structures. End treatment or headwall is required for new construction on slopes 5% or greater.
 2. Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction on road slopes 5% or greater.
 3. Upgrade to 18-inch culvert (minimum), if erosion is due to inadequate size or absence of structure.
 4. A French Drain (also called an Underdrain) or French Mattress (also called a Rock Sandwich) sub-surface drainage practice may be substituted for a cross culvert.
2. Driveway Culverts within the municipal ROW
 1. Culvert end treatment or headwall required for areas with road slopes of 5% or greater, if erosion is due to absence of these structures. End treatment or headwall is required for new construction.
 2. Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction.
 3. Upgrade to minimum 15-inch culvert, 18-inch recommended, if erosion is due to inadequate size or absence of structure.

Standards for Paved Roads with Catch Basins

Catch Basin Outlet Stabilization: All catch basin outlets shall be stabilized to eliminate all rill and gully erosion. Catch basin outfall stabilization practices include: stone-lined ditch, stone apron, check dams and culvert header/headwall.

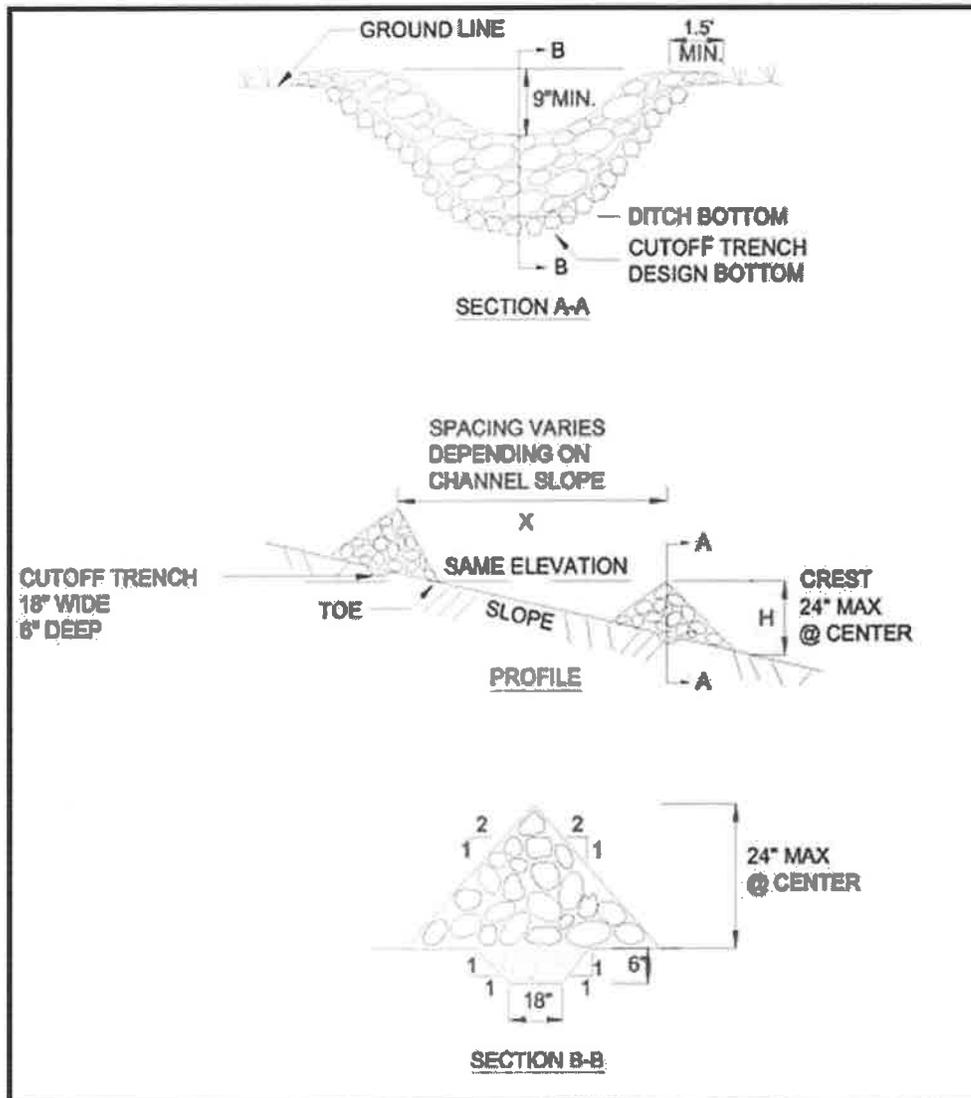
Stone Check Dam Specification

- Height: No greater than 2 feet. Center of dam should be 9 inches lower than the side elevation
- Side slopes: 2:1 or flatter
- Stone size: Use a mixture of 2 to 9-inch stone
- Width: Dams should span the width of the channel and extend up the sides of the banks
- Spacing: Space the dams so that the bottom (toe) of the upstream dam is at the elevation of the top (crest) of the downstream dam. This spacing is equal to the height of the check dam divided by the channel slope.

$$\text{Spacing (in feet)} = \frac{\text{Height of check dam (in feet)}}{\text{Slope in channel (ft/ft)}}$$

- Maintenance: Remove sediment accumulated behind the dam as needed to allow channel to drain through the stone check dam and prevent large flows from carrying sediment over the dam. If significant erosion occurs between check dams, a liner of stone should be installed.

Check Dam Specification:



Section 2: STANDARDS FOR CLASS 4 ROADS

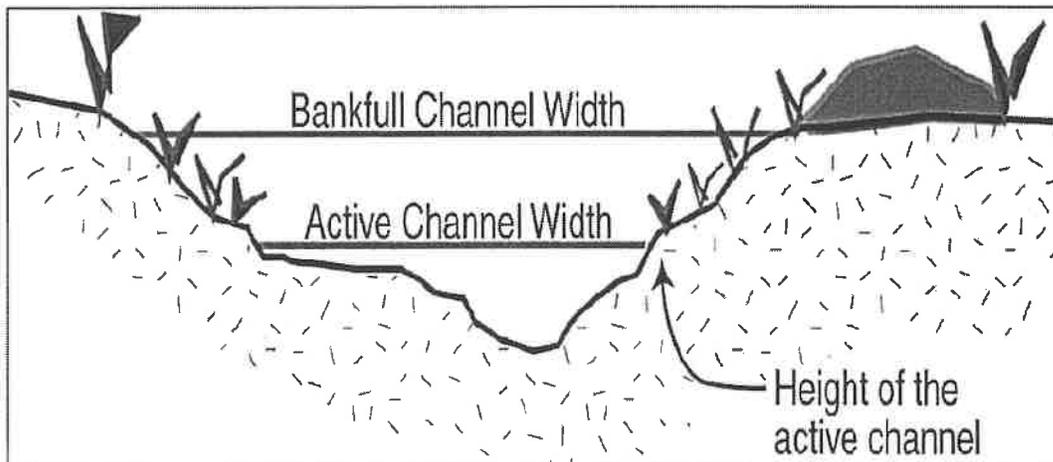
Stabilize any areas of gully erosion with the practices described above or equivalent practices. Disconnection practices such as broad-based dips and water bars may replace cross culverts and turnouts.

Appendix B Active Channel Culvert Sizing for Intermittent Stream Crossings

Choose the drainage area closest to your crossing site drainage area

Drainage Area (Acres)	Minimum Diameter for Culverts on Intermittent Streams (inches)
4	15
8	18
16	24
20	30
40	36
50	42
80	48
120	60
160	66
200	<i>Streams with drainage areas of 160 acres or greater are likely to be perennial. Adhere to the VTDEC Technical Guidance for Identification of Perennial Streams</i>
320	
350	
450	
640	

Active Channel Width



Active Channel Width means the limits of the streambed scour formed by prevailing stream discharges, measured perpendicular to streamflow. The active channel is narrower than the bankfull width (approximately 75%) and is defined by the break in bank slope and typically extends to the edge of permanent vegetation.

Culvert sizing for crossings on intermittent streams: Determine the Active Channel Width by field measurements, *the culvert size should meet or exceed the Active Channel Width*. To obtain the measurements go to the crossing location and obtain several upstream Active Channel Width measurements in riffle (fast moving water) narrower channel locations. The selected channel width should be a representative average of the field measurements. In the absence of field measurements, the drainage areas in the table can be used.



State of Vermont
Department of Taxes
133 State Street
Montpelier, VT 05633-1401

Agency of Administration

April 14, 2020

To: Board of Listers/Assessors, All Vermont Towns

Dear Listers/Assessors:

Under the provisions of 32 V.S.A § 4342, with the approval of the Selectboard, the Board of Listers may request an extension of time to complete work relating to the duties of listers and/or assessors.

Due to the COVID-19 impacts on operations, an extension of all towns to August 15, 2020, is hereby granted and applies to all acts mentioned in 32 V.S.A § 4341. The requirements of 32 V.S.A § 5404 (b) for transmission to the Director of the Division of Property Valuation and Review (PVR) are also extended to September 15, 2020. The electronic grand list and 411 must be transmitted to the Director *on or before* this date.

Sincerely,

Jill Remick, Director, Property Valuation & Review Division

If you do not plan to file your Grand List past the June deadline, then you may disregard this letter and no further action needs to be taken. IF your town wishes to take advantage of this extension, please do the following.

Please sign and submit a copy to PVR on or before June 4 or June 24 depending on your town's filing requirements. You may submit a copy electronically at tax.pvr@vermont.gov, or via Fax at (802) 828-2239, or via postal mail at the address above, Attn: PVR. **Please retain a copy of this letter for your Grand List as well to file with the town or city clerk.**

We, the Selectboard for the Town of _____ approve of this extension for the 2020 grand list filing.

Selectboard Chair:

_____/_____/2020
(Printed Name) (Signature) (Date)



To: City Council
From: Laura Dolgin, City Manager
Date: May 4, 2020



Re: Updated Police Chief Job Description

As we go through the recruitment process for the Chief of Police position, we can see that the current job description is a bit out of date. It was last updated in 2011 and since then, Human Resources (HR) law has evolved. We have received some recommendations from VLCT to modernize our job descriptions, including but not limited to, gender neutrality and to address ADA issues.

In an effort to ensure the City uses compliant job descriptions, please find attached the current (outdated) job description, and compare to it a job description that is modernized and fulfills the HR requirements for recruitment.

I request the City Council approve the proposed job description so that we can continue to move forward with the recruitment process for Newport City Police Chief.

Thank you.

POLICE CHIEF

A. SUMMARY

The Chief of Police is the Chief administrative officer, the appointing authority, and the final departmental authority on all matters of policy, operations and discipline. He exercises all lawful powers of his office and issues such lawful orders as are necessary to assure the effective performance of the Department. Activities are conducted with considerable operational independence and personal judgment, under the general administrative direction of the City Manager. Through the Police Chief the Department is responsible for the effective delivery of police service to the community including dispatching services for police, fire and ambulance activities, as well as the enforcement of all laws coming within his legal jurisdiction. The Chief of Police is responsible for planning, directing, coordinating, controlling and staffing all activities of the Department and the training of its personnel. He is also responsible for its continuous and efficient operation, the enforcement of rules and regulations within the Department, for the completion and forwarding of such reports as may be required by proper authority and for the Department's relations with local citizens, local government and other related agencies.

B. GENERAL DUTIES AND RESPONSIBILITIES

1. Insure compliance with all laws which the Department or its officers have the authority to enforce.
2. Organize, direct and control all resources of the Department to preserve the peace, protect persons and property and enforce the law.
3. Develop a professional organizational structure for the Department, establishing Divisions, Bureaus, and positions in accordance with administrative authority.
4. Establish a routine of daily duties to be performed by officers. Designate an officer to serve as Acting Chief in his absence.
5. Assign, detail or transfer any member or employee of the Department to or from any Unit or assignment whenever he shall deem such action to be in the best interest of the efficiency, discipline or morale of the Department.
6. Institute an adequate and progressive program of training for members and employees of the Department.
7. Insure that all members have available to them copies of the Department's Police Manual.

8. Promulgate all General and Special Orders of the Department and issue on his own authority orders, written and oral, consistent with his powers, duties and responsibilities.
9. Plan and execute police programs designed to prevent and repress crime, to apprehend and prosecute offenders and to recover property. Modify these programs to meet current trends.
10. Provide for investigation into all cases of alleged or apparent misconduct by department personnel.
11. Enlist the suggestions of members and employees of the Department to insure maximum relevance and acceptance of all departmental regulations.
12. Keep himself informed as to the affairs of the Department, insuring that the duties and responsibilities of members and employees are being discharged.
13. Be responsible for the necessary delegation of authority to those under his command, commensurate with their duties and responsibilities.
14. Exercise general supervision and inspection of all licensed public places within the community.
15. Develop or adopt new technologies to improve effectiveness in the discharge of police obligations of the Department.
16. Submit an Annual Report to the City Manager outlining the activities of the Department.
17. Be responsible for the preparation and justification of the annual department budget and for the control of all departmental expenditures.
18. Submit the appropriate data forms to the proper authority for the purpose of compiling the uniform crime report.
19. Maintain a personnel record system in which will be kept all pertinent information on all departmental members and employees.
20. Submit such other reports as required by law.
21. Establish departmental goals, objectives, policies, regulations and procedures based upon the needs of the city and the Police Department; continually evaluating the effectiveness and responsiveness of the Department.

22. Direct, coordinate and keep apprised of all Department procedures, practices and functions; established and maintain formal channels of communications through which information must flow and specific authority is delegated; take necessary steps to improve police operations.
23. Conduct staff meetings, review schedules and personnel plans. Participate in contract negotiations, carries out provisions of the labor contract and merit plan, and maintain discipline within the Department.
24. Cooperates with other city, state, Federal law enforcement officials in the apprehension and detection of wanted persons. Cooperates with other city departments where activities of the Police Department are involved.
25. Serve as primary representative of the Department with civic organizations, public interest groups, elected representatives, schools, etc. by attending meetings related to public safety problems and enforcement.
26. Advise and assist Departmental personnel in non-routine investigations and personally participate in more difficult police problems.
27. Serve as a member of city boards and committees as required.
28. Advise the City Manager and City Council on parking and traffic issues and policies.
29. Performs related work as required.

C. SKILLS, KNOWLEDGE AND ABILITIES

Thorough knowledge of the principles and practices of modern police administration and police methods. Extensive knowledge of the standards by which the quality of police service is evaluated and the use of police records and their application to police administration. Thorough knowledge of statutes and ordinances relating to law enforcement. Ability to plan, organize, and direct the work of a large number of subordinates performing varied operations connected with police activities. Ability to develop proper training and instructional procedures. Ability to maintain effective working relationships with other city officials, State and Federal authorities, civic leaders and the public. Ability to prepare and present effectively oral and written materials relating to the activities of the Department.

D. QUALIFICATIONS

Bachelor's Degree in Criminal Justice preferred, Police Administration, or related field with course work in Management Practices, budgeting and labor relations. Ability to receive required certification by the Police Standards Training Council. At least 10 years progressively responsible experience in law enforcement and crime prevention, or any combination of education and experience which demonstrates possession of the required knowledge, skill and abilities.

Sources: Job Analysis by N.H. Municipal Association (1984); Job Description for Chief of Police, June 1, 1979; Revised: July 1, 1983

Adopted by Newport City Council on 6/06/2011

City of Newport, Vermont
Chief of Police
Job Description
Approved by City Council: _____

The Police Chief is the chief administrative officer and the final departmental authority on all matters of policy, operations, and discipline within the department. This position is a full time, salaried position. The Police Chief exercises all powers of this office and issues such lawful orders as are necessary to assure the effective performance of the department. Activities are conducted with considerable operational independence and personal judgement, under the general administrative direction of the City Manager. Through the police chief, the department is responsible for the effective delivery of police service to the community, as well as the enforcement of all laws coming within the legal jurisdiction. The chief of police is responsible for planning, directing, coordinating, controlling and staffing all activities of the department and the training of its personnel. This person is also responsible for its continuous and efficient operation, the enforcement of rules and regulations within the department, for the completion and forwarding of such reports as may be required by proper authority and for the department's relations with local citizens, local government and other related agencies.

Duties and responsibilities:

- Work to gain compliance with all laws which the department or its officers have the authority to enforce.
- Organize, direct and control all resources of the department to preserve the peace, protect persons and property and enforce the law.
- Establish a routine of daily duties to be performed by officers. Designate an officer to serve as acting chief in their absence.
- Assign, detail or transfer any member or employee of the department to or from any assignment whenever they deem such action to be in the best interest of the efficiency, discipline or morale of the department.
- Coordinate an adequate and progressive program of training for members and employees of the department.
- Ensure that all members have available to them copies of the department's police manual and policies and ensure these policies are legal and updated.
- Ensure that all members receive training on policies on a regular basis and that they are clearly understood
- Promulgate all general and special orders of the department and issue their own authority orders, written and oral, consistent with their powers, duties and responsibilities.
- Plan and execute police programs designed to prevent and repress crime, to apprehend and prosecute offenders and to recover property. Modify these programs to meet current trends.
- Provide for investigation into all cases of alleged or apparent misconduct by department personnel.
- Enlist the suggestions of members and employees of the department to ensure maximum relevance and acceptance of all departmental regulations.
- Stay informed as to the affairs of the department, ensuring that the duties and responsibilities of members and employees are being properly and effectively discharged.
- Delegate authority as appropriate to those under their command, commensurate with their duties and responsibilities.
- Exercise general supervision and inspection of all licensed public places within the community.
- Develop or adopt new technologies to improve effectiveness in the discharge of police obligations of the department.
- Submit an annual report to the town administrator outlining the activities of the department.
- Be responsible for the preparation and justification of the annual department budget and for the control of all departmental expenditures.
- Submit the appropriate data, in the proper form, to the proper authority for the purpose of compiling

City of Newport, Vermont

Chief of Police

Job Description

Approved by City Council: _____

- the uniform crime report and other Vermont crime reporting.
- Maintain a personal record system in which will be kept all pertinent information on all departmental members and employees.
 - Submit such other reports as required by law.
 - Establish departmental goals, objectives, policies, regulations and procedures based on the needs of the town and the police department; continually evaluating the effectiveness and responsiveness of the department.
 - Direct, coordinate and keep apprised of all department procedures, practices and functions; establish and maintain formal channels of communications through which information must flow and specific authority is delegated; take necessary steps to improve police operations.
 - Serve as coach, mentor and roll model to staff and colleagues.
 - Provide timely performance feedback and conduct meaningful performance reviews, documented in writing, at least annually.
 - Conduct staff meetings, review schedules, personnel plans and maintain discipline within the department.
 - Cooperate with other municipal, state and federal law enforcement officials in the detection of crime, and apprehension of those responsible. Cooperate with other departments where activities of the police department are involved.
 - Serve as a primary representative of the department with civic organizations, public interest groups, elected representatives, schools, etc. by attending meetings related to public safety problems and enforcement.
 - Advise and assist departmental personnel in non-routine investigations and personally participate in more difficult police problems.
 - Serve as a member of town boards and committees as required.
 - Advise the town administrator and Selectboard on parking, traffic and development issues and related policies; including assistance with developing such policies.
 - Performs related work as required.
 - Insure that evidence handling and storage meets best practice standards and is regularly audited.

Requirements and competencies:

- Bachelor's degree in Criminal Justice preferred, Police Administration, or related field with course work or equivalent work experience in Management Practices, budgeting and labor relations.
- Receive, and maintain, required Level III certification by the Vermont Criminal Justice Training Council within 1 year of employment.
- Strong managerial and supervisory skills.
- Excellent problem solving and decision-making skills.
- A minimum of 10 years progressively responsible experience in law enforcement and crime prevention, or any combination of education and experience which demonstrates possession of the required knowledge, skill and abilities.
- Thorough knowledge of the principles and practices of modern police administration and police methods.
- Extensive knowledge of the standards by which the quality of police service is evaluated and the use of police records and their application to police administration.
- Thorough knowledge of statutes and ordinances relating to law enforcement. Ability to plan, organize, and direct the work of subordinates performing varied operations connected with police activities.
- Ability to develop proper training and instructional procedures.
- Ability to maintain effective working relationships with other town officials, state and federal

City of Newport, Vermont
Chief of Police
Job Description
Approved by City Council: _____

authorities, civic leaders and the public.

- Ability to prepare and present effective oral and written material relating to the activities of the department.
- Possess excellent driving skills and obtain a VT driver's license within 6 month of employment.
- Ability to pass a comprehensive background investigation to include polygraph examination (for non-VT Level III certified officers) and pre-employment drug test.

Physical Requirements:

- Duties are largely performed in the field, usually driving a motor vehicle, during an assigned shift of duty under all types of weather conditions. Some outdoor exposure, in all types of weather, should be expected.
- Duties require evening, night, weekend, and other irregular duty hours and overtime duty.
- Exposure to physical risk and danger may occur in a variety of ways.
- Attendance at meetings, court hearings, trainings and seminars may be required.
- Work requirements dictate dress code. Carrying Firearms is expected during duty shifts.
- Emergency needs and departmental priorities may result in interruption and/or cancellation of scheduled days off. The chief is subject to call-in duty for whenever the need arises.

The following are physical and mental requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the organization may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential functions to which it relates, and the proposed accommodation.

- | | |
|--|--|
| <u>X</u> Seeing | <u>X</u> Ability to Move Distances Within and Between Facilities/Offices |
| <u>X</u> Color Perception | <u>X</u> Climbing |
| <u>X</u> Hearing/Listening | <u>X</u> Ability to Mount and Dismount Equipment |
| <u>X</u> Clear Speech | <u>X</u> Pushing/Pulling |
| <u>X</u> Touching | <u>X</u> Hand Dexterity |
| <u>X</u> Lifting 50 + Pounds | <u>X</u> Standing |
| <u>X</u> Carrying 50+ Pounds | <u>X</u> Typing |
| <u>X</u> Driving (local/over the road) | <u>X</u> Sitting |

Mental Reasoning Requirements:

- X Reading - Simple
- X Reading - Complex
- X Writing - Simple

Work Environment:

- | | |
|---------------------------------|-----------------------------------|
| <u>X</u> Writing-Complex | <u>X</u> Judgment/Decision Making |
| <u>X</u> Clerical | <u>X</u> Stress |
| <u>X</u> Basic Math Skills | <u>X</u> Shift Work |
| <u>X</u> Analysis/Comprehension | <u>X</u> Works Alone |

City of Newport, Vermont
Chief of Police
Job Description
Approved by City Council: _____

Disclaimers:

- The above information is intended to describe the general nature of this position and should not be considered a comprehensive statement of duties, activities, responsibilities, and requirements. Additional duties, activities, responsibilities, and requirements may be assigned, with or without notice, at any time.
- This job description is neither an employment contract nor a promise of work for any specific length of time.

Account	Budget	Actual	% of Budget
0-00-20 TAXES			
0-00-20.00 Property Taxes	3,957,859.00	8,323,831.02	210.31%
0-00-20.04 Fish & Wildlife Taxes	400.00	239.40	59.85%
0-00-20.06 Interest Current	22,000.00	18,827.04	85.58%
0-00-20.08 Corrections Contract	81,350.00	0.00	0.00%
0-00-20.10 Payments in Lieu of Taxes	380,000.00	460,569.00	121.20%
0-00-20.11 Tax Refunds (Crdt Ovrpmt)	0.00	-4,878.30	100.00%
0-00-20.13 PILOT - NEKHS	700.00	700.00	100.00%
0-00-20.15 Interest Delinquent	5,000.00	13,656.45	273.13%
0-00-20.16 Penalty Delinquent	30,000.00	-3.78	-0.01%
0-00-20.19 State Muni Tax Adj	150,000.00	220,299.34	146.87%
0-00-20.21 PILOT Hospital #2	30,000.00	30,000.00	100.00%
Total TAXES	4,657,309.00	9,063,240.17	194.60%
0-00-21 LICENSES & FEES			
0-00-21.01 Beverage Licenses	2,400.00	1,805.00	75.21%
0-00-21.20 Dog Licenses	1,800.00	1,163.00	64.61%
0-00-21.30 Zoning Permits/Misc Copie	7,000.00	4,477.38	63.96%
0-00-21.40 Misc - City Clerk Receipt	4,400.00	2,422.00	55.05%
0-00-21.45 Vault Time	0.00	130.00	100.00%
0-00-21.47 Vault Copies	0.00	435.25	100.00%
0-00-21.50 City Clerk Recording Fees	46,000.00	37,954.00	82.51%
0-00-21.55 Certified Birth Certs	0.00	1,070.00	100.00%
0-00-21.56 Marriage Certificate	0.00	130.00	100.00%
0-00-21.57 Certified Death Certs	0.00	2,517.00	100.00%
0-00-21.63 Record Restoration Reserv	0.00	9,492.00	100.00%
Total LICENSES & FEES	61,600.00	61,595.63	99.99%
0-00-22 REIMBURSEMENTS			
0-00-22.61 Cty Treasurer Reim School	7,500.00	0.00	0.00%
0-00-22.75 Hold Harmless	13,500.00	28,603.00	211.87%
Total REIMBURSEMENTS	21,000.00	28,603.00	136.20%
0-00-23 MISCELLANEOUS REVENUES			
0-00-23.42 Vendor Permits	0.00	200.00	100.00%
0-00-23.43 Private Donation	0.00	50,000.00	100.00%
0-00-23.46 Centennial Reimbursment	0.00	98.00	100.00%
0-00-23.51 Centennial Revenue	0.00	11.00	100.00%
0-00-23.66 Reim Recycled Metal	0.00	94.15	100.00%
0-00-23.67 Equalization Reim.	0.00	2,085.00	100.00%
0-00-23.70 Lister Education	400.00	0.00	0.00%
0-00-23.72 Refunds	0.00	167.37	100.00%
0-00-23.78 Cellular One Lease	34,000.00	27,561.70	81.06%
0-00-23.81 Haz Waste SWIP Grant	2,000.00	3,570.12	178.51%
0-00-23.86 ACT60 Reappr-EEGL Asst	0.00	17,722.50	100.00%
0-00-23.87 Wal-Mart Funds	0.00	100,000.00	100.00%
0-00-23.90 Municipal Building Income	500.00	60.00	12.00%

Account	Budget	Actual	% of Budget
0-00-23.94 NCRC Reimbursement	30,000.00	0.00	0.00%
0-00-23.95 Admin reimbursement	0.00	875.00	100.00%
0-00-23.98 Insurance Refunds/Claims	0.00	14.00	100.00%
0-00-23.99 Misc Income	300.00	8,146.64	2,715.55%
Total MISCELLANEOUS REVENUES	67,200.00	210,605.48	313.40%
0-00-24 POLICE DEPT INCOME			
0-00-24.25 Waived Event Fees	900.00	0.00	0.00%
0-00-24.31 Special Invest Unit SIU	0.00	22,500.00	100.00%
0-00-24.32 VT Traffic Court Fines	10,000.00	2,910.00	29.10%
0-00-24.52 Police Contracted Service	0.00	4,167.74	100.00%
0-00-24.56 Oper Stonegarden 97.067	0.00	33,253.04	100.00%
0-00-24.59 Stonegarden Equip 97.067	0.00	2,262.73	100.00%
0-00-24.70 Parking Fines	450.00	160.00	35.56%
0-00-24.72 USDA Equip Grant	0.00	38,393.22	100.00%
0-00-24.77 STOP Grant	0.00	21,951.72	100.00%
0-00-24.80 District Court Restitutio	0.00	135.25	100.00%
0-00-24.90 Police Reports	1,500.00	1,885.00	125.67%
0-00-24.91 Police Invoice Income	4,000.00	8,491.92	212.30%
0-00-24.92 Insurance Claims	0.00	13,625.00	100.00%
0-00-24.94 VT Drug Task Force Grant	0.00	42,473.35	100.00%
0-00-24.97 Dispatch Income	50,000.00	38,625.00	77.25%
0-00-24.98 Other Income	0.00	4,316.41	100.00%
0-00-24.99 Dog Impound Fees	200.00	256.00	128.00%
Total POLICE DEPT INCOME	67,050.00	235,406.38	351.09%
0-00-25 FIRE DEPT INCOME			
0-00-25.79 Coventry Capital Share	35,500.00	41,029.71	115.58%
0-00-25.90 Fire Dept-Labor & Materia	300.00	350.00	116.67%
0-00-25.91 Fire Dept-Miscellaneous	100.00	2,867.50	2,867.50%
Total FIRE DEPT INCOME	35,900.00	44,247.21	123.25%
0-00-26 STREET DEPT INCOME			
0-00-26.15 Waived Event Fees	1,000.00	0.00	0.00%
0-00-26.19 Lane Mileage	0.00	1,589.97	100.00%
0-00-26.20 Street Dept-St Aid to Hig	138,500.00	139,958.12	101.05%
0-00-26.24 Public Works Other Income	0.00	17,825.00	100.00%
0-00-26.31 Regional Plan Grant	0.00	-2,775.01	100.00%
0-00-26.43 Highway Structures Grant	0.00	54,900.00	100.00%
Total STREET DEPT INCOME	139,500.00	211,498.08	151.61%
0-00-27 RECREATION DEPT INCOME			
0-00-27.1 SENIOR CENTER			
0-00-27.10 Senior Center-Salary Reim	3,000.00	2,190.18	73.01%
0-00-27.12 Senior Ctr Other Reim	300.00	984.00	328.00%
Total SENIOR CENTER	3,300.00	3,174.18	96.19%

Account	Budget	Actual	% of Budget
0-00-27.2 MUNICIPAL BUILDING			
0-00-27.24 Gym Rental	3,000.00	3,219.00	107.30%
0-00-27.25 Playworld	0.00	209.97	100.00%
Total MUNICIPAL BUILDING	3,000.00	3,428.97	114.30%
0-00-27.3 GRANTS & FEES			
0-00-27.30 AARP Grant	0.00	24,172.35	100.00%
0-00-27.31 VOREC Grant	0.00	12.00	100.00%
0-00-27.35 Aquatic Nuis AQ19-55	0.00	6,249.00	100.00%
0-00-27.37 Wavied Event Fees	11,700.00	729.00	6.23%
Total GRANTS & FEES	11,700.00	31,162.35	266.34%
0-00-27.4 PROUTY BEACH			
0-00-27.40 Prouty Beach-Admissions	400.00	1,622.40	405.60%
0-00-27.41 P B Transient Camping	130,000.00	80,274.05	61.75%
0-00-27.42 Prouty Beach Seasonal Pmt	0.00	10,716.66	100.00%
0-00-27.43 Prouty Beach-Misc Income	200.00	3,643.85	1,821.93%
0-00-27.44 PB Green Space Rental	300.00	0.00	0.00%
0-00-27.45 PB Facility Rental	800.00	1,215.00	151.88%
0-00-27.46 PB Athletic Fields Rental	1,500.00	185.00	12.33%
0-00-27.47 Prouty Beach-Electric	4,000.00	5,109.68	127.74%
0-00-27.48 Campground Store	3,000.00	2,168.75	72.29%
0-00-27.49 Equipment Rental	400.00	491.00	122.75%
Total PROUTY BEACH	140,600.00	105,426.39	74.98%
0-00-27.5 RECREATION PROGRAMS			
0-00-27.55 Discount Tickets	5,000.00	12,196.00	243.92%
0-00-27.56 Annual Events	45,000.00	24,374.29	54.17%
0-00-27.57 Adult Programs	4,000.00	6,752.90	168.82%
0-00-27.58 Summer Programs	24,000.00	7,719.05	32.16%
0-00-27.59 School Vacation Camps	0.00	160.00	100.00%
Total RECREATION PROGRAMS	78,000.00	51,202.24	65.64%
0-00-27.6 GARDNER PARK			
0-00-27.64 Field Rental	10,000.00	3,873.40	38.73%
0-00-27.67 GP Green Space Rental	800.00	100.00	12.50%
0-00-27.68 Skating Rink Income	0.00	298.25	100.00%
Total GARDNER PARK	10,800.00	4,271.65	39.55%
0-00-27.7 GARDNER PARK CON'T			
Total GARDNER PARK CON'T	0.00	0.00	0.00%
0-00-27.8 WATERFRONT-REIMB			

Account	Budget	Actual	% of Budget
0-00-27.81 Gateway Utility Reim	8,000.00	7,588.59	94.86%
0-00-27.85 Dock Rent Northern Star	0.00	650.00	100.00%
0-00-27.88 Dinghy Dock Revenue	1,500.00	0.00	0.00%
Total WATERFRONT-REIMB	9,500.00	8,238.59	86.72%
0-00-27.9 WATERFRONT			
0-00-27.90 Gateway Center Rental	14,400.00	11,925.00	82.81%
0-00-27.95 Waterfront-Pump Outs	100.00	0.00	0.00%
0-00-27.96 Waterfront-Gasoline Sales	60,000.00	41,409.23	69.02%
0-00-27.97 Waterfront-Misc Sales	3,000.00	1,256.00	41.87%
0-00-27.98 Waterfront Transient	3,000.00	407.00	13.57%
0-00-27.99 Waterfront Seasonal Slips	36,000.00	42,903.00	119.18%
Total WATERFRONT	116,500.00	97,900.23	84.03%
Total RECREATION DEPT INCOME	373,400.00	304,804.60	81.63%
0-00-28 ANIMAL CONTROL			
Total ANIMAL CONTROL	0.00	0.00	0.00%
0-00-29 OTHER INTEREST INCOME			
0-00-29.24 Wal-Mart Fund Interest	0.00	318.61	100.00%
0-00-29.26 Bike Path Fund Interest	15.00	0.00	0.00%
0-00-29.29 Interest Tennis Court Fun	15.00	18.06	120.40%
0-00-29.32 Interest on Checking MBA	2,000.00	4,980.19	249.01%
0-00-29.37 Interest Coventry St Fd	75.00	59.29	79.05%
0-00-29.38 Int Reappraisal Fund	0.00	26.95	100.00%
0-00-29.46 Other Interest	15.00	0.00	0.00%
Total OTHER INTEREST INCOME	2,120.00	5,403.10	254.86%
0-00-30 Revenue Transfer			
Total Revenue Transfer	0.00	0.00	0.00%
0-00-31 City Landscaper			
0-00-31.10 Labor & Materials	0.00	5,505.95	100.00%
Total City Landscaper	0.00	5,505.95	100.00%
0-00-80 BOAT WASHING STATION			
0-00-80.20 Boat Wash Season Stickers	100.00	0.00	0.00%
Total BOAT WASHING STATION	100.00	0.00	0.00%
0-00-81 MOORING MANAGEMENT			
Total MOORING MANAGEMENT	0.00	0.00	0.00%

Account	Budget	Actual	Actual % of Budget
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Total Revenues	5,425,179.00	10,170,909.60	187.48%
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O T E S P Const (FED)

0-30 GOVERNMENT OPERATIONS

0-30-30 CITY COUNCIL

0-30-30.10 Salaries	8,250.00	6,260.00	75.88%
0-30-30.20 Office Supplies	100.00	67.76	67.76%
0-30-30.30 Waived Event Fees	13,600.00	0.00	0.00%
0-30-30.34 Communications	1,200.00	111.40	9.28%
0-30-30.40 Travel & Miscellaneous	1,200.00	104.28	8.69%
0-30-30.50 Council Special Projects	3,000.00	1,310.39	43.68%
0-30-30.51 Social Security	632.00	478.89	75.77%
0-30-30.55 Worker's Comp	0.00	30.51	100.00%

Total CITY COUNCIL	27,982.00	8,363.23	29.89%
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0-30-31 CITY MANAGER

0-30-31.10 Salaries	45,991.00	33,665.42	73.20%
0-30-31.11 Vacation	3,244.00	4,604.28	141.93%
0-30-31.12 Holiday	2,334.00	2,614.95	112.04%
0-30-31.13 Sick Pay	0.00	2,394.38	100.00%
0-30-31.17 COVID-19 Pay	0.00	2,974.34	100.00%
0-30-31.20 Office Supplies	1,500.00	329.62	21.97%
0-30-31.21 COVID-19 Expenses	0.00	365.09	100.00%
0-30-31.30 Advertising	300.00	0.00	0.00%
0-30-31.34 Communications	6,000.00	3,182.48	53.04%
0-30-31.40 Training, Conferences & D	500.00	419.86	83.97%
0-30-31.52 Social security	3,945.00	4,024.54	102.02%
0-30-31.53 Retirement	3,803.00	3,811.62	100.23%
0-30-31.54 Health Insurance	11,735.00	8,810.25	75.08%
0-30-31.55 Work's Comp	227.00	196.45	86.54%
0-30-31.56 Unemployment	282.00	66.92	23.73%
0-30-31.57 Life/AD&D/Disability	380.00	481.80	126.79%
0-30-31.58 HRA Expence	1,687.00	185.68	11.01%
0-30-31.68 Repair & Maintenance	1,500.00	1,041.13	69.41%
0-30-31.80 Travel & Misc	2,900.00	1,789.52	61.71%
0-30-31.82 New Equipment	500.00	717.14	143.43%

Total CITY MANAGER	86,828.00	71,675.47	82.55%
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0-30-32 ELECTION EXPENSE

0-30-32.10 Salaries	2,000.00	1,293.28	64.66%
0-30-32.20 Ballots - LHS & Memph Pre	2,700.00	40.00	1.48%
0-30-32.30 Advertising	500.00	458.26	91.65%
0-30-32.34 Communications	200.00	198.70	99.35%
0-30-32.52 Social Security	153.00	97.95	64.02%
0-30-32.68 Repair & Maintenance	2,500.00	484.10	19.36%

Account	Budget	Actual	% of Budget
0-30-32.79 Other Expenses	1,000.00	461.07	46.11%
Total ELECTION EXPENSE	9,053.00	3,039.36	33.51%
0-30-33 CITY TREASURER			
0-30-33.10 Salaries	85,418.00	69,150.88	80.96%
0-30-33.11 Overtime Pay	1,000.00	1,015.11	101.51%
0-30-33.12 Vacation	3,985.00	4,088.54	102.60%
0-30-33.13 Holiday	2,475.00	1,942.24	78.47%
0-30-33.14 Sick Pay	0.00	1,162.64	100.00%
0-30-33.15 Longevity Pay	300.00	350.00	116.67%
0-30-33.18 COVID-19 Pay	0.00	461.24	100.00%
0-30-33.20 Office Supplies	2,300.00	1,912.26	83.14%
0-30-33.34 Communications	3,300.00	2,862.77	86.75%
0-30-33.52 Social Security	7,128.00	6,034.84	84.66%
0-30-33.53 Muni Retirement	6,872.00	5,683.21	82.70%
0-30-33.54 Health Insurance	9,943.00	8,196.84	82.44%
0-30-33.55 Workman's Comp	116.00	286.10	246.64%
0-30-33.56 Unemployment	141.00	33.46	23.73%
0-30-33.57 Life/AD&D/Disability Ins.	713.00	760.56	106.67%
0-30-33.58 HRA EXPense	693.00	0.00	0.00%
0-30-33.68 Repair & Maintenance	1,600.00	1,515.73	94.73%
0-30-33.79 Other Expenses	200.00	215.86	107.93%
0-30-33.80 Equipment	1,000.00	407.14	40.71%
0-30-33.81 Conf & Dues	75.00	52.50	70.00%
Total CITY TREASURER	127,259.00	106,131.92	83.40%
0-30-34 TAX LISTING			
0-30-34.10 Salaries	0.00	46.40	100.00%
0-30-34.20 Office Supplies	300.00	180.21	60.07%
0-30-34.34 Communications	1,600.00	1,348.84	84.30%
0-30-34.60 Professional Expense	25,000.00	24,477.63	97.91%
0-30-34.68 Repair & Maintenance	650.00	1,669.18	256.80%
0-30-34.80 Training	300.00	0.00	0.00%
0-30-34.83 Equipment	0.00	1,106.14	100.00%
0-30-34.88 Reappraisal Software Main	7,000.00	2,152.50	30.75%
0-30-34.90 Tax Map Maintenance	3,500.00	3,000.00	85.71%
Total TAX LISTING	38,350.00	33,980.90	88.61%
0-30-35 CITY CLERK			
0-30-35.10 Salaries	85,408.00	67,927.99	79.53%
0-30-35.11 Overtime	1,000.00	825.06	82.51%
0-30-35.12 Vacation	3,984.00	2,090.40	52.47%
0-30-35.13 Holiday	2,475.00	1,942.24	78.47%
0-30-35.14 Sick Pay	0.00	1,100.70	100.00%
0-30-35.15 Longevity Pay	300.00	350.00	116.67%
0-30-35.18 COVID-19 Pay	0.00	461.24	100.00%
0-30-35.20 Office Supplies	2,500.00	2,012.21	80.49%

Account	Budget	Actual	% of Budget
0-30-35.30 Recording Supplies	2,500.00	2,927.94	117.12%
0-30-35.34 Communications	3,200.00	3,155.36	98.61%
0-30-35.40 Training & Conferences	0.00	359.86	100.00%
0-30-35.52 Social Security	7,127.00	5,191.29	72.84%
0-30-35.53 Muni Retirement	6,871.00	5,684.98	82.74%
0-30-35.54 Health Ins	9,943.00	8,417.47	84.66%
0-30-35.55 Workman's Comp	116.00	286.10	246.64%
0-30-35.56 Unemployment	141.00	33.46	23.73%
0-30-35.57 Life/AD&D/Disability	713.00	633.80	88.89%
0-30-35.58 HRA Insurance	693.00	0.00	0.00%
0-30-35.68 Repair & Maintenance	1,600.00	1,874.43	117.15%
0-30-35.79 Other Expenses	350.00	215.87	61.68%
0-30-35.82 New Equipment	1,000.00	533.88	53.39%
0-30-35.83 Record Preservation	1,700.00	662.50	38.97%
0-30-35.84 Record Restoring Project	1,700.00	662.50	38.97%
0-30-35.86 Conf & Dues	40.00	52.50	131.25%
Total CITY CLERK	133,361.00	107,401.78	80.53%
0-30-36 PLANNING & ZONING			
0-30-36.10 Salaries	32,010.00	26,452.16	82.64%
0-30-36.14 Sick Pay	0.00	208.80	100.00%
0-30-36.16 Holiday	1,763.00	1,345.60	76.32%
0-30-36.18 COVID-19 Pay	0.00	139.20	100.00%
0-30-36.20 Office Supplies	400.00	137.96	34.49%
0-30-36.30 Advertising	1,600.00	2,119.00	132.44%
0-30-36.34 Communications	1,800.00	1,662.77	92.38%
0-30-36.35 Municipal Plan Grant Exp	0.00	226.50	100.00%
0-30-36.52 Social Security	2,584.00	2,234.01	86.46%
0-30-36.53 Muni Retirement	2,491.00	2,113.62	84.85%
0-30-36.54 Workman's Comp	77.00	128.66	167.09%
0-30-36.55 Unemployment	141.00	33.46	23.73%
0-30-36.60 Professional Expense	500.00	1,198.10	239.62%
0-30-36.68 Repair & Maintenance	500.00	593.18	118.64%
0-30-36.80 Training	200.00	359.86	179.93%
0-30-36.82 New Equipment	0.00	407.14	100.00%
0-30-36.83 Board Salaries	2,500.00	1,638.00	65.52%
0-30-36.88 Software Maintenance	8,400.00	3,000.00	35.71%
Total PLANNING & ZONING	54,966.00	43,998.02	80.05%
0-30-37,9 AUDIT AND CITY REPORT			
0-30-37.91 Professional Expense	34,000.00	34,750.00	102.21%
0-30-37.92 Printing	3,500.00	4,576.00	130.74%
0-30-37.93 Other Expenses	1,000.00	1,975.00	197.50%
0-30-37.94 Annual Report	500.00	1,275.00	255.00%
Total AUDIT AND CITY REPORT	39,000.00	42,576.00	109.17%
0-30-38,9 CORPORATE COUNSEL			

Account	Budget	Actual	% of Budget
0-30-38.90 Professional Expense	15,000.00	5,045.50	33.64%
0-30-38.91 Bond Counsel	500.00	0.00	0.00%
Total CORPORATE COUNSEL	15,500.00	5,045.50	32.55%
0-30-39 DELINQUENT TAX COLLECTOR			
0-30-39.10 Salaries	3,900.00	1,951.60	50.04%
0-30-39.20 Office Supplies	50.00	0.00	0.00%
0-30-39.34 Communications	1,200.00	1,225.73	102.14%
0-30-39.52 Social Security	299.00	140.68	47.05%
0-30-39.79 Other Expenses	200.00	146.08	73.04%
0-30-39.90 Professional Expenses	0.00	1,222.95	100.00%
Total DELINQUENT TAX COLLECTOR	5,649.00	4,687.04	82.97%
0-30-40 MUNICIPAL BUILDING			
0-30-40.10 Salaries	41,605.00	36,449.52	87.61%
0-30-40.11 Vacation	2,678.00	1,144.28	42.73%
0-30-40.12 Holiday	2,143.00	1,958.96	91.41%
0-30-40.13 Sick Pay	0.00	1,160.64	100.00%
0-30-40.14 On Call	0.00	46.00	100.00%
0-30-40.15 Fuel Oil	14,000.00	12,107.61	86.48%
0-30-40.16 Operating Supplies	3,000.00	1,831.12	61.04%
0-30-40.17 Repair & Maint Supplies	1,600.00	589.48	36.84%
0-30-40.18 Small Tools & Equip	300.00	0.00	0.00%
0-30-40.19 Misc Expense	500.00	357.50	71.50%
0-30-40.20 Repair & Maintenance	14,000.00	17,653.13	126.09%
0-30-40.21 Utilities	17,000.00	13,105.80	77.09%
0-30-40.22 Improvements	5,000.00	4,312.41	86.25%
0-30-40.24 Propane for Generator	500.00	56.03	11.21%
0-30-40.25 Work Attire	300.00	166.22	55.41%
0-30-40.26 Gym Deposit Refunds	0.00	209.00	100.00%
0-30-40.52 Social Security	3,552.00	3,201.02	90.12%
0-30-40.53 Muni Retirement	3,424.00	3,203.57	93.56%
0-30-40.55 Workman's Comp	4,383.00	2,446.85	55.83%
0-30-40.56 Unemployment	141.00	33.46	23.73%
0-30-40.57 Life/AD&D/Disability	475.00	367.18	77.30%
0-30-40.58 Health Ins Opt Out	2,500.00	1,950.00	78.00%
Total MUNICIPAL BUILDING	117,101.00	102,349.78	87.40%
0-30-41 REAPPRAISAL			
0-30-41.90 Professional Expense	0.00	734.40	100.00%
Total REAPPRAISAL	0.00	734.40	100.00%
Total GOVERNMENT OPERATIONS	655,049.00	529,977.40	80.91%
0-4 PUBLIC SAFETY			
0-40 POLICE DEPARTMENT			

Account	Budget	Actual	Actual % of Budget
0-40-40 POLICE ADMINISTRATION			
0-40-40.10 Salaries	62,807.00	99,878.66	159.02%
0-40-40.12 Vacation	7,041.00	16,909.72	240.16%
0-40-40.13 Holiday	3,380.00	5,002.65	148.01%
0-40-40.14 Sick Pay	0.00	8,373.77	100.00%
0-40-40.18 Uniform Allowance	500.00	666.40	133.28%
0-40-40.20 Office Supplies	150.00	160.00	106.67%
0-40-40.21 Operating Supplies	150.00	0.00	0.00%
0-40-40.30 Advertising	600.00	0.00	0.00%
0-40-40.31 On-Call Pay	1,040.00	552.00	53.08%
0-40-40.34 Communications	2,000.00	531.63	26.58%
0-40-40.40 Travel & Misc Expense	1,000.00	469.36	46.94%
0-40-40.52 Social Security	5,640.00	10,410.15	184.58%
0-40-40.53 Muni Retirement	7,396.00	14,030.17	189.70%
0-40-40.54 Health Insurance	0.00	18,947.21	100.00%
0-40-40.55 Worker's Comp	6,591.00	10,849.71	164.61%
0-40-40.56 Unemployment	141.00	66.92	47.46%
0-40-40.57 Life/AD&D/Disability	475.00	1,234.97	259.99%
0-40-40.58 Health Ins Opt Out	2,500.00	2,600.00	104.00%
0-40-40.59 HRA Expense	0.00	1,802.87	100.00%
0-40-40.78 Police Liability Ins	35,000.00	28,962.34	82.75%
0-40-40.79 Other Expenses	1,000.00	1,719.80	171.98%
0-40-40.89 Training	1,000.00	925.00	92.50%
Total POLICE ADMINISTRATION	138,411.00	224,093.33	161.90%
0-40-41 POLICE PATROL			
0-40-41.11 Sick Pay	0.00	19,549.25	100.00%
0-40-41.13 Vacation	38,788.00	31,144.88	80.30%
0-40-41.14 Holiday	62,686.00	16,052.28	25.61%
0-40-41.16 Salaries	574,218.00	392,420.85	68.34%
0-40-41.17 Overtime	70,000.00	87,763.49	125.38%
0-40-41.18 Part-Time	50,000.00	11,786.47	23.57%
0-40-41.19 On-Call Pay	5,200.00	3,440.00	66.15%
0-40-41.21 Operating Supplies	6,000.00	2,031.09	33.85%
0-40-41.22 Office Supplies	2,750.00	909.44	33.07%
0-40-41.24 Gasoline	18,000.00	10,641.36	59.12%
0-40-41.30 SIU Salaries	0.00	38,128.99	100.00%
0-40-41.35 Communications	15,000.00	9,653.18	64.35%
0-40-41.50 Uniform Purchases	3,000.00	2,440.67	81.36%
0-40-41.52 Social Security	61,426.00	43,501.15	70.82%
0-40-41.53 Muni Retirement	62,688.00	62,656.82	99.95%
0-40-41.54 Health Ins.	166,551.00	111,667.32	67.05%
0-40-41.55 Worker's Comp	72,265.00	56,169.70	77.73%
0-40-41.56 Unemployment	1,831.00	401.50	21.93%
0-40-41.57 Life/AD&D/Disability	6,175.00	4,932.31	79.88%
0-40-41.58 HRA Insurance	19,041.00	50.00	0.26%
0-40-41.59 Health Insurance Opt Out	5,600.00	6,538.47	116.76%
0-40-41.69 Vehicle Repair & Maintena	23,000.00	20,330.33	88.39%
0-40-41.70 Outside Services	7,000.00	13,376.24	191.09%

Account	Budget	Actual	% of Budget
0-40-41.78 Uniform Allowance/Gym Rmb	5,850.00	5,850.00	100.00%
0-40-41.80 Training	15,000.00	11,519.07	76.79%
0-40-41.82 Bproof Vest DOJ Grant	0.00	7,143.25	100.00%
0-40-41.90 Equipment	13,500.00	2,959.19	21.92%
0-40-41.91 Oper Stonegarden 97.067	0.00	42,131.64	100.00%
0-40-41.92 EFF Grant 99.99	0.00	289.49	100.00%
0-40-41.93 Stonegarden Equip 97.067	0.00	65,315.69	100.00%
0-40-41.94 VT Drug Task Force Grant	0.00	51,043.23	100.00%
0-40-41.95 K-9 Expenses	1,200.00	913.32	76.11%
0-40-41.96 Bullet Proof Vests	2,000.00	2,097.60	104.88%
Total POLICE PATROL	1,308,769.00	1,134,848.27	86.71%
0-40-42 POLICE DISPATCH			
0-40-42.11 Sick Pay	0.00	4,874.12	100.00%
0-40-42.13 Vacation	8,545.00	4,639.61	54.30%
0-40-42.14 Holiday	14,507.00	3,807.55	26.25%
0-40-42.16 Salaries	150,929.00	132,695.23	87.92%
0-40-42.17 Overtime	13,000.00	20,333.73	156.41%
0-40-42.18 Part-Time	6,000.00	16,779.32	279.66%
0-40-42.21 Operating Supplies	1,000.00	891.80	89.18%
0-40-42.22 Office Supplies	1,000.00	1,240.69	124.07%
0-40-42.35 Communications	24,000.00	14,445.15	60.19%
0-40-42.50 Uniform Purchases	1,000.00	517.64	51.76%
0-40-42.52 Social Security	14,643.00	13,662.08	93.30%
0-40-42.53 Muni Retirement	13,049.00	12,960.85	99.32%
0-40-42.54 Health Insurance	42,330.00	45,104.28	106.55%
0-40-42.55 Worker's Comp	17,227.00	818.26	4.75%
0-40-42.56 Unemployment	564.00	133.83	23.73%
0-40-42.57 Life/AD&D/Disability	1,900.00	1,575.42	82.92%
0-40-42.58 HRA Expense	4,307.00	2,567.63	59.62%
0-40-42.70 Outside Services	3,000.00	2,071.54	69.05%
0-40-42.78 Uniform Allowance/Gym Rmb	1,350.00	1,800.00	133.33%
0-40-42.80 Training	2,000.00	454.86	22.74%
0-40-42.90 Equipment	1,500.00	0.00	0.00%
Total POLICE DISPATCH	321,851.00	281,373.59	87.42%
0-40-43 ANIMAL CONTROL			
0-40-43.21 Operating Supplies	100.00	0.00	0.00%
0-40-43.60 Outside Services	2,000.00	432.00	21.60%
Total ANIMAL CONTROL	2,100.00	432.00	20.57%
0-40-50 POLICE CONTACTED SCVS			
0-40-50.10 Salaries	0.00	2,008.81	100.00%
0-40-50.11 Social Security	0.00	147.79	100.00%
0-40-50.30 *Salaries - N C Hospital	0.00	377.16	100.00%
0-40-50.31 *Social Security	0.00	28.65	100.00%
Total POLICE CONTACTED SCVS	0.00	2,562.41	100.00%

Account	Budget	Actual	% of Budget
Total POLICE DEPARTMENT	1,771,131.00	1,643,309.60	92.78%
0-45 FIRE DEPARTMENT			
0-45-44.18 COVID-19 Pay	0.00	1,141.88	100.00%
0-45-45 FIRE FIGHTING			
0-45-45.05 Salary Administration	44,062.00	34,101.74	77.39%
0-45-45.10 Salaries	23,000.00	21,135.48	91.89%
0-45-45.12 Vacation	2,837.00	4,398.13	155.03%
0-45-45.13 Holiday	2,269.00	1,323.89	58.35%
0-45-45.16 Social Security	0.00	80.06	100.00%
0-45-45.21 Operating Supplies	1,500.00	47.98	3.20%
0-45-45.22 Repair & Maintenance Supp	1,000.00	0.00	0.00%
0-45-45.24 COVID-19 Expense	0.00	327.35	100.00%
0-45-45.25 P & C Insurance	8,500.00	6,108.97	71.87%
0-45-45.26 Worker's Comp Assig Risk	15,000.00	11,056.29	73.71%
0-45-45.28 Gasoline	4,000.00	2,902.27	72.56%
0-45-45.35 Postage	25.00	64.03	256.12%
0-45-45.40 Other Expense	6,000.00	100.00	1.67%
0-45-45.45 Other Equip Maintenance	5,000.00	0.00	0.00%
0-45-45.50 Volunteer Firefighter	9,700.00	0.00	0.00%
0-45-45.52 Social Security	5,521.00	4,707.22	85.26%
0-45-45.53 Muni Retirement	3,688.00	3,246.07	88.02%
0-45-45.54 Health Insurance	0.00	2,713.09	100.00%
0-45-45.56 Unemployment	325.00	33.46	10.30%
0-45-45.57 Life/AD&D/Disability	475.00	464.64	97.82%
0-45-45.59 Health Ins Opt Out	2,500.00	1,400.00	56.00%
0-45-45.68 Repair & Maintenance	500.00	17.64	3.53%
0-45-45.69 Personnel Equipment	20,000.00	6,148.53	30.74%
0-45-45.70 Chief Work Attire	0.00	201.75	100.00%
0-45-45.80 Travel	150.00	67.16	44.77%
0-45-45.81 Liability	600.00	403.65	67.28%
0-45-45.85 Coventry Expense	300.00	0.00	0.00%
Total FIRE FIGHTING	156,952.00	101,049.40	64.38%
0-45-46 FIRE TRAINING			
0-45-46.10 Salaries	1,500.00	0.00	0.00%
0-45-46.40 Other Expense	2,500.00	429.46	17.18%
Total FIRE TRAINING	4,000.00	429.46	10.74%
0-45-47 FIRE COMMUNICATIONS			
0-45-47.22 Repair & Maintenance Supp	2,500.00	101.72	4.07%
0-45-47.34 Communications	4,000.00	2,893.69	72.34%
0-45-47.69 Equipment	4,000.00	1,942.92	48.57%
Total FIRE COMMUNICATIONS	10,500.00	4,938.33	47.03%
0-45-48 FIRE STATION			

Account	Budget	Actual	% of Budget
0-45-48.19 Fuel Oil	5,500.00	4,378.00	79.60%
0-45-48.22 Repair & Maintenance Supp	500.00	300.28	60.06%
0-45-48.68 Repair & Maintenance	1,900.00	4,309.12	226.80%
0-45-48.76 Utilities	4,000.00	3,278.82	81.97%
0-45-48.87 Equipment	500.00	295.00	59.00%
Total FIRE STATION	12,400.00	12,561.22	101.30%
0-45-49 FIRE DEPT EQUIP & GRANTS			
0-45-49.81 Truck Maintenance	7,000.00	9,656.07	137.94%
0-45-49.82 Repair & Maintenance	7,500.00	7,718.95	102.92%
0-45-49.83 Fire Trucks & Equipment	5,000.00	2,785.31	55.71%
0-45-49.87 Equipment	6,000.00	3,462.91	57.72%
0-45-49.96 Fire Fighters Grant	8,000.00	0.00	0.00%
Total FIRE DEPT EQUIP & GRANTS	33,500.00	23,623.24	70.52%
Total FIRE DEPARTMENT	217,352.00	143,743.53	66.13%
Total PUBLIC SAFETY	1,988,483.00	1,787,053.13	89.87%
0-50 PUBLIC WORKS			
0-50-50 PUBLIC WORKS ADMINISTRATI			
0-50-50.10 Salaries	26,258.00	18,528.72	70.56%
0-50-50.12 Vacation	22,779.00	30,105.18	132.16%
0-50-50.13 Holiday	23,188.00	24,238.59	104.53%
0-50-50.14 Sick Pay	0.00	28,172.71	100.00%
0-50-50.15 Longevity Pay	1,870.00	1,130.68	60.46%
0-50-50.18 COVID-19 Pay	0.00	6,047.19	100.00%
0-50-50.19 COVID-19 Sick Pay	0.00	3,088.80	100.00%
0-50-50.20 Office Supplies	900.00	770.77	85.64%
0-50-50.21 Employee Work Attire	3,900.00	3,757.84	96.35%
0-50-50.34 Communications	2,900.00	2,083.77	71.85%
0-50-50.52 Social Security	37,424.00	41,912.67	111.99%
0-50-50.53 Muni Retirement	36,078.00	27,123.67	75.18%
0-50-50.54 Health Ins	49,266.00	51,978.33	105.51%
0-50-50.55 Worker's Comp	41,160.00	34,052.88	82.73%
0-50-50.56 Unemployment	1,690.00	401.50	23.76%
0-50-50.57 Life/AD&D/Disability	5,700.00	3,854.22	67.62%
0-50-50.58 HRA Expense	13,793.00	1,496.94	10.85%
0-50-50.59 Health Ins Opt Out	5,000.00	3,900.00	78.00%
0-50-50.60 Professional Expense	300.00	609.86	203.29%
0-50-50.68 Repair & Maintenance	2,200.00	4,130.67	187.76%
0-50-50.79 Other Expense	150.00	20.00	13.33%
0-50-50.82 New Equipment	500.00	579.97	115.99%
0-50-50.88 Software Maintenance	800.00	0.00	0.00%
Total PUBLIC WORKS ADMINISTRATI	275,856.00	287,984.96	104.40%
0-50-51 STREET MAINTENANCE			

Account	Budget	Actual	% of Budget
0-50-51.10 Regular Pay	111,599.00	31,080.79	27.85%
0-50-51.11 Street Maint-Overtime	10,000.00	23,199.05	231.99%
0-50-51.13 Vac-Sick-Holiday Pay	8,000.00	0.00	0.00%
0-50-51.15 Other Pay	1,200.00	749.71	62.48%
0-50-51.17 Repair/Maintenance	0.00	25,226.53	100.00%
0-50-51.18 Sweeping/Washing	0.00	8,438.22	100.00%
0-50-51.19 Hot Mix/Paving	0.00	29,014.16	100.00%
0-50-51.20 Grading Roads	0.00	1,628.12	100.00%
0-50-51.21 Dust Control	0.00	285.66	100.00%
0-50-51.22 Tree/Brush Removal	0.00	695.41	100.00%
0-50-51.23 Bridge Maint-Long Bridge	0.00	218.51	100.00%
0-50-51.26 Long Bridge Lighting	0.00	336.77	100.00%
0-50-51.31 Materials	36,000.00	39,519.05	109.78%
0-50-51.32 Truck & Equip Maint Suppl	6,000.00	5,340.42	89.01%
0-50-51.33 Truck & Equipment Parts	18,500.00	25,729.50	139.08%
0-50-51.34 Small Tools & Equipment	2,500.00	2,261.26	90.45%
0-50-51.38 Fuel	19,000.00	15,963.31	84.02%
0-50-51.65 Tree Removal-Contractors	2,500.00	0.00	0.00%
0-50-51.66 Truck & Equipment Rental	3,000.00	140.00	4.67%
0-50-51.68 Truck & Equipment Repairs	9,500.00	6,679.23	70.31%
0-50-51.80 Equipment	2,200.00	0.00	0.00%
0-50-51.81 Outside Contracting	200.00	1,695.00	847.50%
Total STREET MAINTENANCE	230,199.00	218,200.70	94.79%
0-50-52 WINTER MAINTENANCE			
0-50-52.10 Regular Pay	96,000.00	99,643.59	103.80%
0-50-52.11 Winter Maint-Overtime	11,000.00	10,567.55	96.07%
0-50-52.14 On-Call Pay	3,800.00	3,818.00	100.47%
0-50-52.15 Other Pay	0.00	60.00	100.00%
0-50-52.16 Regular Pay-Snow Plowing	30,000.00	26,302.87	87.68%
0-50-52.17 Regular Pay-Salt/Sand	25,000.00	15,106.50	60.43%
0-50-52.21 Materials	130,000.00	130,670.29	100.52%
0-50-52.22 Truck & Equip Parts	24,000.00	33,145.01	138.10%
0-50-52.23 Small Tools & Equipment	500.00	858.40	171.68%
0-50-52.28 Fuel	25,000.00	21,891.76	87.57%
0-50-52.31 Truck & Equip Maint Suppl	6,700.00	8,706.92	129.95%
0-50-52.66 Truck & Equipment Rental	5,000.00	5,993.49	119.87%
0-50-52.68 Truck & Equipment Repair	13,000.00	9,002.73	69.25%
0-50-52.82 Equipment	500.00	0.00	0.00%
Total WINTER MAINTENANCE	370,500.00	365,767.11	98.72%
0-50-53 GARAGE & FACILITIES			
0-50-53.10 Regular Pay	6,500.00	694.72	10.69%
0-50-53.19 Propane	7,000.00	8,030.61	114.72%
0-50-53.21 Operating Supplies	3,900.00	3,124.94	80.13%
0-50-53.22 Repair Supplies	500.00	197.12	39.42%
0-50-53.23 Small Tools & Equipment	1,400.00	1,776.40	126.89%
0-50-53.34 Communications	3,400.00	2,962.68	87.14%

Account	Budget	Actual	% of Budget
0-50-53.68 Repair & Maintenance	5,000.00	5,366.11	107.32%
0-50-53.76 Utilities	8,000.00	5,678.69	70.98%
0-50-53.78 Professional Services	800.00	732.00	91.50%
0-50-53.80 Improvements	2,000.00	1,816.73	90.84%
0-50-53.82 Equipment	500.00	25.64	5.13%
0-50-53.83 State Operating Fees	350.00	0.00	0.00%
Total GARAGE & FACILITIES	39,350.00	30,405.64	77.27%
0-50-55 STORM MAINTENANCE			
0-50-55.10 Regular Pay	50,762.00	424.58	0.84%
0-50-55.11 Storm Maint-Overtime	1,000.00	1,566.76	156.68%
0-50-55.16 Capital Improvements	0.00	20,882.11	100.00%
0-50-55.17 Repairs/Thaw Lines	0.00	1,986.59	100.00%
0-50-55.18 Ditching	0.00	1,351.81	100.00%
0-50-55.19 Ditch Cleaning	0.00	2,397.96	100.00%
0-50-55.20 Shoulders/Mowing	0.00	7,188.62	100.00%
0-50-55.21 Truck & Equip Maint Suppl	300.00	317.63	105.88%
0-50-55.22 Truck & Equip Parts	1,200.00	3,554.78	296.23%
0-50-55.23 Small Tools & Equipment	750.00	0.00	0.00%
0-50-55.25 Materials	18,000.00	9,674.44	53.75%
0-50-55.66 Truck & Equipment Rental	1,000.00	212.50	21.25%
0-50-55.68 Truck & Equip Repairs	200.00	73.62	36.81%
0-50-55.81 Outside Contracting	9,500.00	0.00	0.00%
0-50-55.90 State Fee - Stormwater	3,000.00	246.40	8.21%
Total STORM MAINTENANCE	85,712.00	49,877.80	58.19%
0-50-57 TRAFFIC MAINTENANCE			
0-50-57.10 Regular Pay	34,000.00	15,309.83	45.03%
0-50-57.11 Traffic Maint-Overtime	0.00	77.19	100.00%
0-50-57.16 Pavement Marking	0.00	6,458.39	100.00%
0-50-57.18 Flagging	0.00	979.16	100.00%
0-50-57.19 Sign Repair/Replace	0.00	1,527.20	100.00%
0-50-57.23 Small Tools & Equipment	100.00	42.13	42.13%
0-50-57.25 Materials-Line Striping	4,000.00	1,532.35	38.31%
0-50-57.26 Materials-Road Signs	5,000.00	5,309.61	106.19%
0-50-57.60 Outside Contracting	3,000.00	3,197.43	106.58%
0-50-57.61 Traffic Light Maintenance	3,000.00	2,760.00	92.00%
0-50-57.76 Street Lights	80,000.00	70,739.79	88.42%
0-50-57.86 Utility Traffic Lights	6,800.00	4,391.61	64.58%
Total TRAFFIC MAINTENANCE	135,900.00	112,324.69	82.65%
0-50-58 CITY PROPERTY			
0-50-58.10 Regular Pay	27,000.00	27,684.12	102.53%
0-50-58.21 Repair Supplies	0.00	23.72	100.00%
0-50-58.22 Small Tools & Equipment	200.00	0.00	0.00%
0-50-58.76 Utilities (Railroad Sq)	700.00	418.38	59.77%
0-50-58.78 Tree Maintenance	250.00	3,414.89	1,365.96%

Account	Budget	Actual	% of Budget
0-50-58.79 Property Insurance	22,000.00	20,264.03	92.11%
Total CITY PROPERTY	50,150.00	51,805.14	103.30%
0-50-59 PRIVATE WORK EXPENDITURES			
0-50-59.10 Private Work-Labor	0.00	2,874.37	100.00%
Total PRIVATE WORK EXPENDITURES	0.00	2,874.37	100.00%
0-50-60 PB PATH DEVELOPMENT			
0-50-60.10 Labor	0.00	28,144.27	100.00%
0-50-60.21 Materials	0.00	19,074.43	100.00%
0-50-60.22 Rental Equipment	0.00	40,135.50	100.00%
0-50-60.23 Engineering	0.00	250.00	100.00%
0-50-60.52 Social Security	0.00	611.46	100.00%
Total PB PATH DEVELOPMENT	0.00	88,215.66	100.00%
0-50-61 DOWNTOWN TRANS GRANT			
0-50-61.23 Engineering	0.00	8,710.90	100.00%
Total DOWNTOWN TRANS GRANT	0.00	8,710.90	100.00%
Total PUBLIC WORKS	1,187,667.00	1,216,166.97	102.40%
0-60-10 City Landscaper			
0-60-10.10 Salaries	28,800.00	25,934.27	90.05%
0-60-10.13 Holiday	0.00	115.40	100.00%
0-60-10.15 Workers Comp	1,785.00	1,693.73	94.89%
0-60-10.16 Social security	2,203.00	1,816.68	82.46%
0-60-10.17 Retirement	2,160.00	1,962.76	90.87%
0-60-10.18 Health Insurance	7,286.00	4,815.39	66.09%
0-60-10.19 Unemployment	171.00	33.46	19.57%
0-60-10.20 Life/Disability	475.00	261.36	55.02%
0-60-10.21 HRA Expense	1,800.00	0.00	0.00%
0-60-10.22 Supplies	1,000.00	4,208.76	420.88%
0-60-10.23 Material	14,000.00	10,314.96	73.68%
0-60-10.24 Equipment	0.00	237.50	100.00%
0-60-10.25 Other Expense	723.00	16,767.90	2,319.21%
0-60-10.26 Seasonal Salaries	0.00	1,500.00	100.00%
Total City Landscaper	60,403.00	69,662.17	115.33%
0-70 RECREATION DEPARTMENT			
0-70-70 RECREATION ADMINISTRATION			
0-70-70.10 Salaries	41,870.00	15,656.06	37.39%
0-70-70.11 COVID-19 Pay	0.00	1,702.11	100.00%
0-70-70.12 Vacation	0.00	6,777.19	100.00%
0-70-70.13 Holiday	0.00	2,502.43	100.00%
0-70-70.14 Sick Pay	0.00	2,451.04	100.00%

Account	Budget	Actual	% of Budget
0-70-70.15 Longevity Pay	0.00	400.00	100.00%
0-70-70.16 Admin Duties	0.00	26,669.58	100.00%
0-70-70.17 Professional Development	0.00	599.70	100.00%
0-70-70.18 Third Party Events	0.00	96.70	100.00%
0-70-70.20 Office Supplies	1,000.00	705.53	70.55%
0-70-70.21 Employee Work Attire	100.00	75.99	75.99%
0-70-70.34 Communications	3,600.00	2,537.43	70.48%
0-70-70.40 Travel & Misc Expense	200.00	1,068.33	534.17%
0-70-70.42 Social Security	3,203.00	4,381.03	136.78%
0-70-70.43 Muni retirement	2,668.00	2,430.30	91.09%
0-70-70.44 Health Ins	2,964.00	23.66	0.80%
0-70-70.45 Worker's Comp	2,596.00	2,222.16	85.60%
0-70-70.46 Unemployment	72.00	33.46	46.47%
0-70-70.47 Life/AD&D/Disability	494.00	249.26	50.46%
0-70-70.48 HRA Expense	1,499.00	0.00	0.00%
0-70-70.49 Health Ins Opt Out	1,500.00	2,184.00	145.60%
0-70-70.60 Professional Expense	1,000.00	659.54	65.95%
0-70-70.68 Repair & Maintenance	1,000.00	950.86	95.09%
0-70-70.82 New Equipment	1,000.00	777.47	77.75%
0-70-70.83 Other Expenses	200.00	663.42	331.71%
0-70-70.86 Publications	0.00	50.00	100.00%
0-70-70.89 Property & Casualty Insur	7,500.00	6,538.10	87.17%
Total RECREATION ADMINISTRATION	72,466.00	82,405.35	113.72%
0-70-71 SENIOR CITIZENS CENTER			
0-70-71.10 Salaries	5,500.00	4,068.90	73.98%
0-70-71.20 Events	1,000.00	1,111.84	111.18%
0-70-71.21 Rental	250.00	0.00	0.00%
0-70-71.52 Social Security	0.00	303.12	100.00%
0-70-71.55 Worker's Comp	0.00	281.44	100.00%
0-70-71.56 Unemployment	0.00	33.46	100.00%
Total SENIOR CITIZENS CENTER	6,750.00	5,798.76	85.91%
0-70-72.61 VOREC Grant	0.00	14,418.00	100.00%
0-70-73 PROUTY BEACH			
0-70-73.10 Salaries	63,043.00	8,354.84	13.25%
0-70-73.11 PB Waterfront	0.00	92.75	100.00%
0-70-73.13 PB Admin	0.00	13,939.95	100.00%
0-70-73.14 Campground Events	0.00	210.28	100.00%
0-70-73.17 PB Operations	0.00	29,287.59	100.00%
0-70-73.18 Gasoline	1,600.00	937.72	58.61%
0-70-73.19 PB Security	0.00	330.53	100.00%
0-70-73.20 Merchandise for Resale	0.00	-1,038.81	100.00%
0-70-73.21 Operating Supplies	4,000.00	2,487.09	62.18%
0-70-73.22 Repair & Maint Supplies	8,000.00	6,597.07	82.46%
0-70-73.23 Small Tools & Equipment	500.00	439.05	87.81%
0-70-73.25 Equip Maintenance	400.00	600.38	150.10%
0-70-73.34 Communications	6,300.00	3,646.05	57.87%

GENERAL FUND

Account	Budget	Actual	% of Budget
0-70-73.36 Social Security	4,823.00	4,340.54	90.00%
0-70-73.37 Muni Retirement	2,286.00	2,138.55	93.55%
0-70-73.38 Health Ins	2,052.00	4,657.99	227.00%
0-70-73.39 Workman's Comp	3,909.00	3,322.72	85.00%
0-70-73.40 Unemployment	50.00	33.46	66.92%
0-70-73.41 Life/AD&D/Disability	342.00	286.66	83.82%
0-70-73.42 HRA Expense	675.00	0.00	0.00%
0-70-73.43 Health Ins Opt Out	125.00	708.00	566.40%
0-70-73.54 Health Insurance	0.00	739.26	100.00%
0-70-73.68 Repair & Maintenance	0.00	184.99	100.00%
0-70-73.76 Utilities	16,000.00	15,642.05	97.76%
0-70-73.78 Refunds	0.00	1,322.09	100.00%
0-70-73.79 Other Expenses	200.00	1,238.39	619.20%
0-70-73.82 New Equipment	500.00	829.77	165.95%
0-70-73.83 Improvements	3,000.00	90.84	3.03%
0-70-73.84 Solid Waste Disposal	2,500.00	1,837.53	73.50%
0-70-73.87 PB Resale Goods	400.00	1,264.40	316.10%
0-70-73.88 Prouty Beach Attire	300.00	92.14	30.71%
0-70-73.89 Vehicle Maintenance	500.00	0.00	0.00%
0-70-73.90 Pest Control	400.00	8.53	2.13%
0-70-73.91 Camper Events	300.00	859.84	286.61%
Total PROUTY BEACH	122,205.00	105,482.24	86.32%
0-70-74 COMMUNITY KITCHEN			
Total COMMUNITY KITCHEN	0.00	0.00	0.00%
0-70-76 RECREATION PROGRAMS			
0-70-76.10 Salaries	65,291.00	14,539.64	22.27%
0-70-76.11 Summer Camp Salary	0.00	20,462.84	100.00%
0-70-76.12 Summer Prog Salary	0.00	490.90	100.00%
0-70-76.13 Winter Prog Salary	0.00	8,028.24	100.00%
0-70-76.14 Annual Events Salary	0.00	8,108.74	100.00%
0-70-76.17 Adult Programs	3,500.00	768.19	21.95%
0-70-76.21 Operating Supplies	0.00	23.76	100.00%
0-70-76.24 Other Programs	200.00	0.00	0.00%
0-70-76.27 COVID-10 Refunds	0.00	15.00	100.00%
0-70-76.32 Annual Events	47,000.00	36,069.72	76.74%
0-70-76.37 New Equipment	100.00	0.00	0.00%
0-70-76.38 Discount Tickets	5,500.00	10,589.00	192.53%
0-70-76.39 Summer Programs	2,000.00	3,053.71	152.69%
0-70-76.40 Winter Programs	0.00	107.07	100.00%
0-70-76.41 Playworld - GF	500.00	893.88	178.78%
0-70-76.44 Social Security	4,995.00	3,344.46	66.96%
0-70-76.45 Muni Retirement	2,374.00	2,369.87	99.83%
0-70-76.46 Health Ins	1,995.00	2,046.13	102.56%
0-70-76.47 Worker's Comp	4,048.00	0.00	0.00%
0-70-76.48 Unemployment	48.00	0.00	0.00%
0-70-76.49 Life/AD&D/Disability	333.00	182.60	54.83%

Account	Budget	Actual	% of Budget
0-70-76.50 HRA Expense	656.00	0.00	0.00%
0-70-76.51 Health Ins Opt Out	375.00	468.00	124.80%
0-70-76.52 Summer Camp Operations	6,000.00	4,090.16	68.17%
0-70-76.53 Equipment Repair	500.00	0.00	0.00%
0-70-76.54 Health Insurance	0.00	291.90	100.00%
Total RECREATION PROGRAMS	145,415.00	115,943.81	79.73%

0-70-78 GARDNER PARK

0-70-78.10 Salaries	56,717.00	4,107.44	7.24%
0-70-78.11 Gardner Park Operations	0.00	32,497.97	100.00%
0-70-78.12 GP Administration	0.00	2,845.57	100.00%
0-70-78.13 Ice Rink Maintenance	0.00	8,856.15	100.00%
0-70-78.15 On-Call Pay	0.00	630.00	100.00%
0-70-78.18 Gasoline	2,000.00	1,654.46	82.72%
0-70-78.19 Fuel Oil	0.00	1,388.01	100.00%
0-70-78.21 Operating Supplies	2,000.00	1,464.31	73.22%
0-70-78.22 Repair & Maint Supplies	7,500.00	2,205.43	29.41%
0-70-78.23 Small Tools & Equipment	500.00	893.63	178.73%
0-70-78.29 Security	0.00	554.52	100.00%
0-70-78.30 Equipment Maintenance	1,000.00	2,614.67	261.47%
0-70-78.33 Overtime	0.00	31.14	100.00%
0-70-78.34 Communications	3,000.00	2,823.95	94.13%
0-70-78.36 Social security	4,947.00	3,451.92	69.78%
0-70-78.37 Muni Retirement	3,780.00	3,716.14	98.31%
0-70-78.38 Health Ins	3,534.00	6,027.85	170.57%
0-70-78.39 Worker's Comp	4,209.00	2,999.28	71.26%
0-70-78.40 Unemployment	86.00	33.46	38.91%
0-70-78.41 Life/AD&D/Disability	589.00	407.33	69.16%
0-70-78.42 HRA Expense	1,162.00	0.00	0.00%
0-70-78.43 Health Ins Opt Out	250.00	264.00	105.60%
0-70-78.54 Health Insurance	0.00	651.69	100.00%
0-70-78.76 Utilities	3,000.00	2,512.93	83.76%
0-70-78.79 Other Expenses	200.00	939.74	469.87%
0-70-78.82 Improvements	3,000.00	3,652.99	121.77%
0-70-78.83 New Equipment	300.00	123.99	41.33%
0-70-78.84 GP Restoration Grant	0.00	5,179.34	100.00%
0-70-78.85 Solid Waste Disposal	1,200.00	900.00	75.00%
0-70-78.89 Resale Goods	300.00	301.04	100.35%
0-70-78.90 Gardner Park Attire	200.00	97.02	48.51%
0-70-78.91 Vehicle Maintenance	500.00	428.76	85.75%
0-70-78.92 Pest Control	200.00	0.00	0.00%
Total GARDNER PARK	100,174.00	94,254.73	94.09%

0-70-79 WATERFRONT

0-70-79.10 Dock Administration	40,800.00	10,150.53	24.88%
0-70-79.12 Operations	0.00	12,586.45	100.00%
0-70-79.13 AIS Management	0.00	4,061.69	100.00%
0-70-79.21 Operating Supplies	1,000.00	1,990.13	199.01%

Account	Budget	Actual	Actual % of Budget
0-70-79.22 Repair & Maint Supplies	6,000.00	2,677.85	44.63%
0-70-79.27 COVID-19 Refunds	0.00	1,125.00	100.00%
0-70-79.34 Communications	2,500.00	1,577.72	63.11%
0-70-79.36 Social Security	3,121.00	2,312.53	74.10%
0-70-79.37 Muni Retirement	936.00	958.76	102.43%
0-70-79.38 Health Ins	855.00	680.12	79.55%
0-70-79.39 Workman's Comp	2,530.00	2,150.37	84.99%
0-70-79.40 Unemployment	20.00	33.46	167.30%
0-70-79.41 Life/AD&D/Disability	143.00	81.07	56.69%
0-70-79.42 HRA Expense	281.00	0.00	0.00%
0-70-79.43 Health Ins Opt Out	250.00	216.00	86.40%
0-70-79.54 Health Insurance	0.00	97.09	100.00%
0-70-79.68 Repair & Maintenance	0.00	35.74	100.00%
0-70-79.76 Utilities	9,000.00	5,239.14	58.21%
0-70-79.77 Resale Gasoline	40,000.00	35,732.27	89.33%
0-70-79.78 WF Resale Goods	1,200.00	343.37	28.61%
0-70-79.79 Other Expenses	200.00	143.79	71.90%
0-70-79.80 WF Greeter Program	300.00	0.00	0.00%
0-70-79.81 PPE & Attire	200.00	80.00	40.00%
0-70-79.82 Improvements	3,000.00	1,145.52	38.18%
0-70-79.89 Gateway Maintenance	2,000.00	12,802.44	640.12%
0-70-79.90 Gateway Center	3,200.00	4,113.61	128.55%
0-70-79.91 Solid Waste Disposal	3,600.00	2,750.00	76.39%
0-70-79.94 Permits & Inspection	1,500.00	50.00	3.33%
0-70-79.95 WF Small Tools & Equip	500.00	13.29	2.66%
0-70-79.96 New Equipment	500.00	288.72	57.74%
0-70-79.97 Equipment Maintenance	300.00	187.53	62.51%
0-70-79.98 Pest Control	200.00	0.00	0.00%
0-70-79.99 GW Inspections	550.00	455.00	82.73%
Total WATERFRONT	124,686.00	104,079.19	83.47%
Total RECREATION DEPARTMENT	571,696.00	522,382.08	91.37%
0-80-86 CONSERVATION & DEVELOPMEN			
0-80-86.83 Main St. Banners	3,000.00	3,868.32	128.94%
0-80-86.84 Bike Path & RR ROW	9,000.00	6,388.43	70.98%
0-80-86.89 VLCT Membership	6,400.00	6,527.00	101.98%
0-80-86.90 Trees	5,000.00	271.17	5.42%
0-80-86.91 NVDA	3,500.00	0.00	0.00%
0-80-86.95 Misc, Flower Beds, Etc.	0.00	1,881.00	100.00%
0-80-86.96 Main St Tree Lights	2,000.00	57.10	2.86%
0-80-86.98 Volunteer Band	500.00	500.00	100.00%
Total CONSERVATION & DEVELOPMEN	29,400.00	19,493.02	66.30%
0-81 CONSERVATION PROJECT			
0-81-80 BOAT WASHING STATION			
Total BOAT WASHING STATION	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
0-81-95 PERSONNEL EXPENSES			
Total PERSONNEL EXPENSES	0.00	0.00	0.00%
0-82 CONSERVATION PROJECT			
Total CONSERVATION PROJECT	0.00	0.00	0.00%
0-82 HEALTH & WELFARE			
0-82-68.10 Health Officer Salary	3,500.00	2,041.69	58.33%
0-82-68.52 Social Security	0.00	636.82	100.00%
0-82-69.00 Recycling Expense	17,000.00	12,787.42	75.22%
0-82-69.10 Recycling Salaries	16,000.00	13,274.51	82.97%
0-82-69.50 Haz Waste Disposal SWIP	23,600.00	20,473.98	86.75%
0-82-69.51 Haz Waste Mailing SWIP	300.00	0.00	0.00%
0-82-69.52 Social Security	0.00	476.21	100.00%
0-82-69.55 Worker's Comp	0.00	1,925.20	100.00%
0-82-69.56 Unemployment Insur	0.00	66.92	100.00%
0-82-69.91 Waste Disposal	16,000.00	8,098.91	50.62%
Total HEALTH & WELFARE	76,400.00	59,781.66	78.25%
0-90 DEBT SERVICE AND MISC			
0-90-90 DEBT SERVICE			
0-90-90.31 2017 Fire Veh Prin. 2473	5,701.00	4,925.57	86.40%
0-90-90.32 2017 Fire Veh Int. 2473	585.00	312.93	53.49%
0-90-90.40 Long Bridge Princ 2016-2	50,000.00	47,517.01	95.03%
0-90-90.41 Long Bridge Int 2016-2	4,192.00	6,675.47	159.24%
0-90-90.45 2020 Expl Q43 prin 2930	9,800.00	2,099.95	21.43%
0-90-90.46 2020 Expl Q43 Int 2930	600.00	138.20	23.03%
0-90-90.52 2017 PD Cruis Q43 Prin 2	6,720.00	5,929.87	88.24%
0-90-90.53 2017 PD Cru Q43 Int 2467	96.00	23.73	24.72%
0-90-90.55 Late payments	0.00	2,212.53	100.00%
0-90-90.56 2017 Ford Exp Pd Q44 2608	9,220.00	8,073.49	87.56%
0-90-90.57 2017 Ford Expl PD Q44 Int	720.00	208.41	28.95%
0-90-90.60 2018 PD Cru Q40 Prin 2670	8,300.00	6,960.60	83.86%
0-90-90.61 2018 PD Cru Q40 Int 2670	500.00	365.80	73.16%
0-90-90.79 Fr Trk Bd Fed Seq 2010-2	100.00	0.00	0.00%
0-90-90.80 Fire Trk Bd Prin 2010-2	35,000.00	34,093.15	97.41%
0-90-90.81 Fire Trk Bd Int 2010-2	1,400.00	1,868.96	133.50%
0-90-90.89 Tennis Court Sinking Fund	1,440.00	23,788.00	1,651.94%
0-90-90.90 Current Expense-Note Inte	0.00	752.86	100.00%
0-90-90.92 2018 Rec Veh Prin 2618	4,550.00	4,045.73	88.92%
0-90-90.93 2018 Rec Veh Int. 2618	550.00	117.47	21.36%
0-90-90.96 2014 Heavy Res Prin 1988	34,692.00	36,371.46	104.84%
0-90-90.97 2014 Heavy Res Int 1988	7,475.00	5,794.74	77.52%
0-90-90.98 Fr Trk Bd Pr 2001/2010-4	35,000.00	0.00	0.00%
0-90-90.99 Fr Trk Bd Int 2001/2010-4	3,854.00	471.30	12.23%
Total DEBT SERVICE	220,495.00	192,747.23	87.42%

Account	Budget	Actual	% of Budget
0-90-91 Expenditure of Assigned F			
Total Expenditure of Assigned F	0.00	0.00	0.00%
0-90-92 UNANTICIPATED EXPENSES			
Total UNANTICIPATED EXPENSES	0.00	0.00	0.00%
0-90-95 PERSONNEL EXPENSES			
0-90-95.03 Social Security	0.00	6,210.52	100.00%
Total PERSONNEL EXPENSES	0.00	6,210.52	100.00%
0-90-97 OTHER EXPENDITURES			
0-90-97.00 Orleans County Tax	52,000.00	0.00	0.00%
0-90-97.29 Tax Sale Redemption	0.00	3,841.53	100.00%
0-90-97.32 ADV City Ordinances	500.00	0.00	0.00%
0-90-97.50 Claims and Damages	1,500.00	1,000.00	66.67%
0-90-97.75 Newport Ambulance	136,155.00	136,155.00	100.00%
0-90-97.79 Miscellaneous	0.00	546.94	100.00%
0-90-97.85 2018 Centennial	0.00	912.24	100.00%
0-90-97.95 Prop & Casualty Insurance	20,000.00	12,443.36	62.22%
0-90-97.98 Renaiss Proj Non-Fed	60,000.00	60,000.00	100.00%
Total OTHER EXPENDITURES	270,155.00	214,899.07	79.55%
0-90-98 LIABILITY INS EXPENSE			
0-90-98.00 Public Official Liab Ins	7,000.00	4,732.86	67.61%
0-90-98.01 Employment Practices Ins	15,000.00	10,112.03	67.41%
Total LIABILITY INS EXPENSE	22,000.00	14,844.89	67.48%
Total DEBT SERVICE AND MISC	512,650.00	428,701.71	83.62%
0-92-98 CAPITAL IMPROVEMENTS			
0-92-98.01 Street Resurfacing	290,000.00	249,855.37	86.16%
0-92-98.03 Public Works Vehicles	155,000.00	50,304.12	32.45%
0-92-98.05 Police Vehicles	0.00	20,327.24	100.00%
0-92-98.09 Street Reconstruction	50,000.00	14,820.26	29.64%
0-92-98.10 Main Street Maintenance	20,000.00	25,310.29	126.55%
0-92-98.11 Prouty Beach Improv	5,000.00	3,699.21	73.98%
0-92-98.12 BridgeCulvert/Retain Wall	7,500.00	65,049.84	867.33%
0-92-98.21 Gateway/Waterfront Impr	5,000.00	0.00	0.00%
0-92-98.40 Rec Maintenance Vehicles	8,500.00	8,368.50	98.45%
0-92-98.44 Municipal Bldg Remodel	10,000.00	10,000.00	100.00%
0-92-98.52 Replacement Docks Pre-pay	30,000.00	0.00	0.00%
0-92-98.53 Gardner Park Improvements	5,000.00	382.96	7.66%
0-92-98.57 Gardner Park Drainage	0.00	9,821.87	100.00%
0-92-98.65 PB Improvements	20,000.00	4,389.91	21.95%

GENERAL FUND

Account	Budget	Actual	% of Budget
0-92-98.78 Aquatic Weed Control	9,000.00	8,675.00	96.39%
0-92-98.80 Dock Improvements	0.00	9,400.00	100.00%
0-92-98.81 VISTA Traffic Lights	40,000.00	900.92	2.25%
0-92-98.82 Red Barn Demolition	35,000.00	26,241.47	74.98%
0-92-98.83 Crushed Tar Pile	28,000.00	93,789.98	334.96%
0-92-98.84 Fire Station Repair & Mai	25,000.00	0.00	0.00%
0-92-98.85 Bullet Proof Vest Relacem	17,000.00	3,192.00	18.78%
0-92-98.86 Tech Equip Fleef Replacem	5,000.00	0.00	0.00%
0-92-98.87 Dispatch Equipment	5,000.00	0.00	0.00%
0-92-98.88 PD Radios	0.00	69,945.22	100.00%
Total CAPITAL IMPROVEMENTS	770,000.00	674,474.16	87.59%
0-93 STREET IMPROVEMENT BOND			
Total STREET IMPROVEMENT BOND	0.00	0.00	0.00%
0-95 APPROPRIATIONS			
0-95-66 APPROPRIATIONS			
0-95-66.00 Goodrich Memorial Library	101,000.00	101,000.00	100.00%
0-95-66.59 Rural Comm Transit	11,000.00	0.00	0.00%
0-95-66.60 Orls Cty Historic Society	1,350.00	0.00	0.00%
0-95-66.61 Orleans & North Essex VNA	17,500.00	0.00	0.00%
0-95-66.62 N.E.K. Mental Health Serv	4,818.00	0.00	0.00%
0-95-66.65 Area Agency on Aging	7,000.00	0.00	0.00%
0-95-66.66 Umbrella, Inc.	8,500.00	0.00	0.00%
0-95-66.69 Orleans Co. Citizens Advo	2,000.00	0.00	0.00%
0-95-66.75 Pope Memorial Animal Soci	2,000.00	0.00	0.00%
0-95-66.96 NEK Adult Learning Scvs.	3,000.00	0.00	0.00%
0-95-66.99 Newport Com. Promise	15,000.00	15,000.00	100.00%
Total APPROPRIATIONS	173,168.00	116,000.00	66.99%
0-95-99.00 Transfer Funds School	0.00	2,211,872.00	100.00%
Total APPROPRIATIONS	173,168.00	2,327,872.00	1,344.29%
Total T E S P Const (FED)	6,024,916.00	7,635,564.30	126.73%
Total Expenditures	6,024,916.00	7,635,564.30	126.73%
Total GENERAL FUND	-599,737.00	2,535,345.30	
1-00-81.00 Mooring Mgt Income	0.00	5,250.00	100.00%
Total Revenues	0.00	5,250.00	100.00%
1-81-96 MOORING MANAGEMENT			
1-81-96.10 Salaries/Management	0.00	2,921.93	100.00%

Account	Budget	Actual	% of Budget
1-81-96.14 Harbormaster Boat Maint	0.00	815.90	100.00%
Total MOORING MANAGEMENT	0.00	3,737.83	100.00%
Total Expenditures	0.00	3,737.83	100.00%
Total MOORING MANAGEMENT FUND	0.00	1,512.17	
2-00 FED & STATE GRANT			
Total FED & STATE GRANT	0.00	0.00	0.00%
Total Revenues	0.00	0.00	0.00%
2-50-81 PB TENNIS CT RECONSTR			
Total PB TENNIS CT RECONSTR	0.00	0.00	0.00%
2-50-90 BRIDGE REPAIR			
Total BRIDGE REPAIR	0.00	0.00	0.00%
2-50-95 SIDEWALKS & RAMPS ADA			
Total SIDEWALKS & RAMPS ADA	0.00	0.00	0.00%
2-51-05 LIBRARY PROJ GRANT 14,228			
Total LIBRARY PROJ GRANT 14,228	0.00	0.00	0.00%
2-51-10 BIKE PATH (FED) 20,205			
Total BIKE PATH (FED) 20,205	0.00	0.00	0.00%
2-51-12 FHA LAKE RD. PAVING 20,20			
Total FHA LAKE RD. PAVING 20,20	0.00	0.00	0.00%
2-51-15 GATEWAY PUMP STATION			
Total GATEWAY PUMP STATION	0.00	0.00	0.00%
2-51-20 INDIAN HEAD PROJECT			
Total INDIAN HEAD PROJECT	0.00	0.00	0.00%
2-51-25 CITY CENTER INDUST PARK			
Total CITY CENTER INDUST PARK	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
2-51-30 LAKEMONT PH 2 PROJECT			
Total LAKEMONT PH 2 PROJECT	0.00	0.00	0.00%
2-51-35 T.E.S.P. PROJ 20.200			
Total T.E.S.P. PROJ 20.200	0.00	0.00	0.00%
2-51-40 WILSON ST PROJ-IN HOUSE			
Total WILSON ST PROJ-IN HOUSE	0.00	0.00	0.00%
2-51-45 2nd FLOOR GATEWAY			
Total 2nd FLOOR GATEWAY	0.00	0.00	0.00%
2-51-46 GATEWAY WATER SYSTEM			
Total GATEWAY WATER SYSTEM	0.00	0.00	0.00%
2-51-50 HIGHLAND AVE PROJ-IN HSE			
Total HIGHLAND AVE PROJ-IN HSE	0.00	0.00	0.00%
2-51-55 COVENTRY ST. PROJECT			
Total COVENTRY ST. PROJECT	0.00	0.00	0.00%
2-51-60 I/I STUDY PROJECT			
Total I/I STUDY PROJECT	0.00	0.00	0.00%
2-51-61 HOSPITAL CODE GENERATION			
Total HOSPITAL CODE GENERATION	0.00	0.00	0.00%
2-51-75 ARSENIC PROJ 66.468			
Total ARSENIC PROJ 66.468	0.00	0.00	0.00%
2-51-80 NEW WATER WELL PROJ			
Total NEW WATER WELL PROJ	0.00	0.00	0.00%
2-51-95 EMPLOYEE BENEFITS			
Total EMPLOYEE BENEFITS	0.00	0.00	0.00%
2-60-75 FIRE STATION			

Account	Budget	Actual	% of Budget
Total FIRE STATION	0.00	0.00	0.00%
2-60-85 CITY GARAGE			
Total CITY GARAGE	0.00	0.00	0.00%
2-70-75 PROUTY BEACH PROJECT			
Total PROUTY BEACH PROJECT	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00%
Total PROJECT FUND	0.00	0.00	
3-00-28 CEMETERY TRUST FUND			
3-00-28.26 Dividend Income	0.00	4,160.30	100.00%
3-00-28.27 Gains/Losses	0.00	-7,927.02	100.00%
3-00-28.30 Interest Income	0.00	384.05	100.00%
3-00-28.33 Interest MMA Checking	0.00	4.89	100.00%
3-00-28.34 Other Income	0.00	0.79	100.00%
Total CEMETERY TRUST FUND	0.00	-3,376.99	100.00%
Total Revenues	0.00	-3,376.99	100.00%
3 Muni retirement			
3-60-69 EAST MAIN ST CEMETERY			
3-60-69.22 Admin Fees	0.00	1,336.23	100.00%
3-60-69.40 Contracted Services	0.00	2,333.00	100.00%
3-60-69.41 Other Contracted Labor	0.00	2,000.00	100.00%
3-60-69.79 Other Expenses	0.00	2,039.92	100.00%
Total EAST MAIN ST CEMETERY	0.00	7,709.15	100.00%
3-90-90 PERSONNEL EXPENSES			
Total PERSONNEL EXPENSES	0.00	0.00	0.00%
3-90-99 ADMINISTRATION			
Total ADMINISTRATION	0.00	0.00	0.00%
Total Muni retirement	0.00	7,709.15	100.00%
Total Expenditures	0.00	7,709.15	100.00%
Total CEMETERY FUND	0.00	-11,086.14	

Account	Budget	Actual	% of Budget
4-00-2 NILES FUND REVENUES			
4-00-22.00 Interest Income	0.00	403.86	100.00%
4-00-23.00 Dividend Income	0.00	2,918.63	100.00%
4-00-24.00 Gains & Losses	0.00	-5,567.79	100.00%
Total NILES FUND REVENUES	0.00	-2,245.30	100.00%
Total Revenues	0.00	-2,245.30	100.00%
4-10 ADMINISTRATION			
4-10-30.00 Admin Fees	0.00	938.02	100.00%
4-10-37.00 Legal Expense	0.00	85.00	100.00%
Total ADMINISTRATION	0.00	1,023.02	100.00%
4-20 NILES FUND-OTHER EXPENSE			
4-20-40.00 Beneficiaries	0.00	571.89	100.00%
Total NILES FUND-OTHER EXPENSE	0.00	571.89	100.00%
Total Expenditures	0.00	1,594.91	100.00%
Total PERLEY S NILES FUND	0.00	-3,840.21	
5-00-2 C D B G FUNDS			
5-00-20 LOAN REPAYMENTS			
Total LOAN REPAYMENTS	0.00	0.00	0.00%
5-00-21 INTEREST INCOME			
5-00-21.00 MMA Interest PSB1750	0.00	22.25	100.00%
5-00-21.01 Interest on Savings 2555	0.00	0.69	100.00%
5-00-21.06 MMA Interest CHITT 3700	0.00	0.27	100.00%
5-00-21.08 Interest UDAG 2555	0.00	0.56	100.00%
Total INTEREST INCOME	0.00	23.77	100.00%
5-00-22 GRANT REVENUES			
Total GRANT REVENUES	0.00	0.00	0.00%
Total C D B G FUNDS	0.00	23.77	100.00%
Total Revenues	0.00	23.77	100.00%

Account	Budget	Actual	% of Budget
5-30-30 TRANSFERS			
Total TRANSFERS	0.00	0.00	0.00%
5-35 Npt Family Housing 14.228			
Total Npt Family Housing 14.228	0.00	0.00	0.00%
5-40 UNION STREET PLAN GRANT			
Total UNION STREET PLAN GRANT	0.00	0.00	0.00%
5-41 UNION STREET CONST GRANT			
Total UNION STREET CONST GRANT	0.00	0.00	0.00%
5-42 VGIS 0158/02mp 14.228			
Total VGIS 0158/02mp 14.228	0.00	0.00	0.00%
5-43 MULTI-FAM 158/01IG 14.228			
Total MULTI-FAM 158/01IG 14.228	0.00	0.00	0.00%
5-44 HOSP-CO 158/02PG 14.228			
Total HOSP-CO 158/02PG 14.228	0.00	0.00	0.00%
5-45 DOWNTOWN 0158/05PG04 FED			
Total DOWNTOWN 0158/05PG04 FED	0.00	0.00	0.00%
5-46 CHARRETTE GRANT 0158/08MP			
Total CHARRETTE GRANT 0158/08MP	0.00	0.00	0.00%
5-47 WAY FINDING SIGNS 2009			
Total WAY FINDING SIGNS 2009	0.00	0.00	0.00%
5-48 Tasting Center PG			
Total Tasting Center PG	0.00	0.00	0.00%
5-50 CITY FUNDS - UNION STREET			
5-50-41 UNION ST PLANNING - CITY			
Total UNION ST PLANNING - CITY	0.00	0.00	0.00%
5-50-42 UNION STREET PROJECT CITY			

Account	Budget	Actual	% of Budget
Total UNION STREET PROJECT CITY	0.00	0.00	0.00%
5-50-43 TRAFFIC STUDY 98MP-24			
Total TRAFFIC STUDY 98MP-24	0.00	0.00	0.00%
5-50-44 CDBG FUND			
Total CDBG FUND	0.00	0.00	0.00%
5-50-45 STORM WATER SEPERATION			
Total STORM WATER SEPERATION	0.00	0.00	0.00%
Total CITY FUNDS - UNION STREET	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00%
Total C.D.B.G. FUNDS	0.00	23.77	
6-00-25 BLOCK GRANT			
Total BLOCK GRANT	0.00	0.00	0.00%
6-00-26 COMMUNITY HEROIN REIMBURS			
Total COMMUNITY HEROIN REIMBURS	0.00	0.00	0.00%
6-00-29.00 Interest Acct #1748	0.00	0.98	100.00%
6-00-60.97 Interest #3805 Treasury	0.00	13.83	100.00%
Total Revenues	0.00	14.81	100.00%
6-50-26 COMMUNITY HEROIN EXPENSES			
Total COMMUNITY HEROIN EXPENSES	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00%
Total PUBLIC SAFETY FUNDS	0.00	14.81	
7-00-10 TRUST FUND REVENUES			
7-00-10.00 Rec Trust Income #1756	0.00	150.00	100.00%
Total TRUST FUND REVENUES	0.00	150.00	100.00%

Account	Budget	Actual	% of Budget
7-00-2 RECREATION FUND			
7-00-20 PROGRAM REVENUES			
7-00-20.35 VRPA Tickets	0.00	25.00	100.00%
Total PROGRAM REVENUES	0.00	25.00	100.00%
7-00-29 OTHER REVENUES			
7-00-29.00 Rec Trust Donations	0.00	50.00	100.00%
7-00-29.42 Ice Rink Imp Rev #3652	0.00	946.75	100.00%
Total OTHER REVENUES	0.00	996.75	100.00%
Total RECREATION FUND	0.00	1,021.75	100.00%
7-00-3 RECREATION TRUST INCOME			
7-00-30.10 Gardner Park Improvements	0.00	122,005.66	100.00%
7-00-30.12 Gardner Park Go fund Me	0.00	23.97	100.00%
7-00-30.41 Interest Babe Ruth Fund	0.00	3.52	100.00%
7-00-30.50 P B Improvements Revenue	0.00	527.32	100.00%
7-00-30.51 Interest PB Improvements	0.00	0.18	100.00%
7-00-30.52 Ice Rink Imprv Int #3652	0.00	6.01	100.00%
7-00-30.54 Perform Arts Center Int	0.00	12.77	100.00%
7-00-30.55 Rec Trust Scholar Int	0.00	0.94	100.00%
7-00-30.57 Rec Trust Scholarship	0.00	0.72	100.00%
Total RECREATION TRUST INCOME	0.00	122,581.09	100.00%
7-00-40 Winterfest			
Total Winterfest	0.00	0.00	0.00%
7-00-50 SUMMERFEST REVENUES			
Total SUMMERFEST REVENUES	0.00	0.00	0.00%
7-00-60 Ice Rink Improvements			
Total Ice Rink Improvements	0.00	0.00	0.00%
7-00-80 BAND STAND			
Total BAND STAND	0.00	0.00	0.00%
7-00-90 OTHER REVENUES			
Total OTHER REVENUES	0.00	0.00	0.00%
Total Revenues	0.00	123,752.84	100.00%

Account	Budget	Actual	% of Budget
7-70 REC TRUST FUND EXPENSES			
7-70-20 TRIPS & EVENTS			
Total TRIPS & EVENTS	0.00	0.00	0.00%
Total REC TRUST FUND EXPENSES			
0.00	0.00	0.00%	
7-71 REC TRUST PROGRAMS			
7-71-76.80 Ice Out Contest pay out	0.00	1,244.50	100.00%
Total REC TRUST PROGRAMS	0.00	1,244.50	100.00%
7-72 COMMUNITY YOUTH PRIDE			
Total COMMUNITY YOUTH PRIDE	0.00	0.00	0.00%
7-73 CRAFT FAIR			
Total CRAFT FAIR	0.00	0.00	0.00%
7-80 OTHER EXPENDITURES			
7-80-80.00 Equipment Purchases	0.00	400.00	100.00%
7-80-82.00 Other Expenses	0.00	476.89	100.00%
7-80-82.10 Splash Pad	0.00	265.00	100.00%
7-80-83.00 Snack Bar Exp	0.00	75.00	100.00%
7-80-83.13 Playground & Splash Pad	0.00	9,410.17	100.00%
7-80-83.16 Ice Out Contest	0.00	225.00	100.00%
Total OTHER EXPENDITURES	0.00	10,852.06	100.00%
7-90-30.90 Aqua-Fest Expenses	0.00	3,108.56	100.00%
7-91 WINTER CARNIVAL			
Total WINTER CARNIVAL	0.00	0.00	0.00%
7-92 BANDSTAND EXPENSES			
Total BANDSTAND EXPENSES	0.00	0.00	0.00%
Total Expenditures	0.00	15,205.12	100.00%
Total RECREATION TRUST FUND	0.00	108,547.72	
8-00-2 SEWER DEPT INCOME			
8-00-26.40 Sewer Dept-Sewer Charge	1,200,000.00	843,237.37	70.27%
8-00-26.41 Sewer Dept-Derby Share	80,000.00	132,615.38	165.77%
8-00-26.42 Sewer Dept-Labor & Materi	1,000.00	0.00	0.00%
8-00-26.43 Sewer Allocation Fee	500.00	-560.40	-112.08%

Account	Budget	Actual	% of Budget
8-00-26.44 Sewer Dept. Misc.	0.00	10,000.00	100.00%
8-00-26.45 Sewer Plant-Discharge Fee	98,000.00	142,511.77	145.42%
8-00-26.48 Sewer Plant-Leachate	190,000.00	37,297.36	19.63%
8-00-26.49 Other Income	0.00	5,300.00	100.00%
8-00-26.70 Interest Income	10,000.00	7,438.73	74.39%
8-00-29.75 WWTF Sinking Fund Interes	160.00	133.31	83.32%
8-00-29.81 Loan #2921 sludge press	0.00	450,000.00	100.00%
Total SEWER DEPT INCOME	1,579,660.00	1,627,973.52	103.06%
Total Revenues	1,579,660.00	1,627,973.52	103.06%
8-50-55 SEWER COLLECTION TRUCKS			
8-50-55.21 Truck & Equip Maint Suppl	3,000.00	3,730.73	124.36%
8-50-55.22 Truck & Equip Parts	9,500.00	9,600.46	101.06%
8-50-55.68 Truck & Equip Repairs	4,500.00	1,249.33	27.76%
Total SEWER COLLECTION TRUCKS	17,000.00	14,580.52	85.77%
8-50-56 SEWER PLANT TRUCKS			
8-50-56.21 Truck & Equip Maint Suppl	3,000.00	1,037.78	34.59%
8-50-56.22 Truck & Equip Parts	1,000.00	6,567.68	656.77%
8-50-56.68 Truck & Equip Repairs	1,500.00	167.13	11.14%
Total SEWER PLANT TRUCKS	5,500.00	7,772.59	141.32%
8-50-57 SEWER COLLECTION			
8-50-57.10 Regular Pay	33,260.00	41,965.56	126.17%
8-50-57.11 Sewer Coll-Overtime	6,000.00	3,097.22	51.62%
8-50-57.12 COVID-19 Pay	0.00	555.36	100.00%
8-50-57.13 Repairs	3,000.00	4,186.04	139.53%
8-50-57.14 Maintenance/Cleaning	2,850.00	2,572.08	90.25%
8-50-57.15 Other Pay	5,800.00	0.00	0.00%
8-50-57.16 Vacation	3,050.00	0.00	0.00%
8-50-57.17 Holiday	2,625.00	0.00	0.00%
8-50-57.18 Fuel	4,000.00	2,992.26	74.81%
8-50-57.20 Social Security	5,200.00	3,556.92	68.40%
8-50-57.21 Operating Supplies	700.00	274.10	39.16%
8-50-57.22 Repair & Maintenance Supp	500.00	0.00	0.00%
8-50-57.23 Small Tools & Equipment	3,000.00	823.91	27.46%
8-50-57.24 Longevity	0.00	50.00	100.00%
8-50-57.25 Materials	13,000.00	8,822.75	67.87%
8-50-57.26 Retirement	3,800.00	2,791.67	73.47%
8-50-57.27 Health Ins	7,700.00	12,268.23	159.33%
8-50-57.28 Unemployment Compensation	2,900.00	0.00	0.00%
8-50-57.29 Worker's Compensation	9,700.00	0.00	0.00%
8-50-57.34 Pump Station Alarm Lines	6,000.00	8,771.90	146.20%
8-50-57.66 Truck & Equip Rental	10,000.00	89.74	0.90%

SEWER FUND

Account	Budget	Actual	% of Budget
8-50-57.68 Repair & Maintenance	7,500.00	257.74	3.44%
8-50-57.76 Utilities	23,500.00	17,724.63	75.42%
8-50-57.79 Other Expenses	1,000.00	1,094.86	109.49%
8-50-57.80 Water Meters	42,000.00	4,819.08	11.47%
8-50-57.82 Pump Station Alarms	700.00	3,211.20	458.74%
8-50-57.83 Pump Station Repair	13,000.00	4,827.53	37.13%
Total SEWER COLLECTION	210,785.00	124,752.78	59.18%

8-50-58 SEWER PLANT

8-50-58.10 Regular Pay	112,000.00	80,893.24	72.23%
8-50-58.11 Overtime Pay	7,500.00	5,851.73	78.02%
8-50-58.12 Vacation	5,700.00	8,078.74	141.73%
8-50-58.13 Holiday	5,700.00	6,186.64	108.54%
8-50-58.14 Sick Pay	0.00	3,842.04	100.00%
8-50-58.15 Other Pay	1,500.00	6,538.00	435.87%
8-50-58.16 Longevity	800.00	1,032.41	129.05%
8-50-58.18 Fuel	4,000.00	1,885.49	47.14%
8-50-58.19 Heating Oil	50,000.00	47,442.70	94.89%
8-50-58.20 Office Supplies	350.00	640.13	182.89%
8-50-58.21 Operating Supplies	75,000.00	69,770.17	93.03%
8-50-58.22 Repair Parts	25,000.00	15,010.68	60.04%
8-50-58.23 Small Tools & Equipment	3,000.00	2,898.25	96.61%
8-50-58.32 Truck & Equip Maint Suppl	1,000.00	176.90	17.69%
8-50-58.33 Truck & Equip Parts	1,000.00	0.00	0.00%
8-50-58.34 Communications	7,200.00	4,706.04	65.36%
8-50-58.50 Plant Improvements	7,000.00	15,747.04	224.96%
8-50-58.60 Professional Expense	2,400.00	1,728.30	72.01%
8-50-58.66 Truck & Equip Rental	2,400.00	1,021.95	42.58%
8-50-58.68 Repair & Maintenance	27,000.00	66,307.01	245.58%
8-50-58.76 Utilities	122,500.00	99,435.34	81.17%
8-50-58.79 Other Expenses	1,000.00	1,463.17	146.32%
8-50-58.83 State Operating Fee	3,500.00	0.00	0.00%
8-50-58.84 Plant Water Usage Fees	11,000.00	17,236.63	156.70%
8-50-58.87 Sludge Dewater/Disposal	168,766.95	34,429.31	20.40%
8-50-58.91 Solid Waste Disposal	5,000.00	5,818.80	116.38%
Total SEWER PLANT	650,316.95	498,140.71	76.60%

8-50-59 SEWER ADMINISTRATION

8-50-59.11 Salaries	52,000.00	40,854.40	78.57%
8-50-59.12 Vacation	4,900.00	4,721.60	96.36%
8-50-59.13 Holiday	2,800.00	1,865.63	66.63%
8-50-59.18 COVID-19 PAY	0.00	1,249.86	100.00%
8-50-59.20 Office Supplies	350.00	0.00	0.00%
8-50-59.21 Employee Work Attire	2,500.00	2,192.43	87.70%
8-50-59.34 Communications	400.00	155.45	38.86%
8-50-59.69 Repair & Maintenance	2,000.00	604.49	30.22%
8-50-59.79 Other Expenses	500.00	405.00	81.00%
8-50-59.80 Equipment (Computer)	800.00	131.27	16.41%

Account	Budget	Actual	% of Budget
8-50-59.81 Computer Software	0.00	350.00	100.00%
8-50-59.90 Professional Services	1,500.00	0.00	0.00%
Total SEWER ADMINISTRATION	67,750.00	52,530.13	77.54%
8-50-90 PERSONNEL EXPENSES			
8-50-90.06 Unemployment Compensation	1,500.00	83.65	5.58%
8-50-90.07 Worker's Compensation	16,500.00	15,238.09	92.35%
8-50-90.08 Health Insurance	22,000.00	16,667.15	75.76%
8-50-90.09 Social Security	18,944.00	10,286.70	54.30%
8-50-90.10 Municipal Retirement	19,000.00	15,474.97	81.45%
8-50-90.11 Employee Life Insurance	500.00	0.00	0.00%
8-50-90.13 Life/AD&D/Disability	1,200.00	2,254.92	187.91%
8-50-90.15 Health Ins Opt Out	2,125.00	1,300.00	61.18%
8-50-90.19 HRA Expense	5,000.00	2,656.73	53.13%
Total PERSONNEL EXPENSES	86,769.00	63,962.21	73.72%
8-50-91 OTHER EXPENSES			
8-50-91.10 Claims & Damages	1,000.00	0.00	0.00%
8-50-91.15 P & C Insurance-Plant	30,000.00	19,540.09	65.13%
8-50-91.16 P & C Insurance-Distrib	1,500.00	1,028.43	68.56%
8-50-91.40 Public Officials Liabilit	1,050.00	740.10	70.49%
8-50-91.50 Employment Practices Ins.	2,600.00	1,657.48	63.75%
8-50-91.60 Professional Expense	0.00	959.50	100.00%
8-50-91.65 Fold Utility Bills	0.00	34.00	100.00%
8-50-91.92 Sewer Line Mapping	7,000.00	2,868.99	40.99%
8-50-91.99 Pension Expense VMER	8,000.00	0.00	0.00%
Total OTHER EXPENSES	51,150.00	26,828.59	52.45%
8-50-92 WWTF UPGRADE 66.458			
8-50-92.10 Materials	0.00	106,906.70	100.00%
Total WWTF UPGRADE 66.458	0.00	106,906.70	100.00%
8-50-94 CAPITAL EXPENDITURES			
8-50-94.46 Sewer Lines & Structures	20,000.00	7,950.00	39.75%
8-50-94.47 Siphon Study	8,000.00	0.00	0.00%
8-50-94.48 Sewer Main Lining	50,000.00	0.00	0.00%
8-50-94.51 Sewer Lines-Labor	60,000.00	0.00	0.00%
8-50-94.54 Pump Stations	0.00	5,000.96	100.00%
8-50-94.57 St Laurent St Project	30,000.00	0.00	0.00%
8-50-94.59 CSO Engineering	8,000.00	12,680.00	158.50%
8-50-94.65 Vehicle	0.00	12,404.00	100.00%
8-50-94.92 WWTF Upgrade	0.00	5,100.00	100.00%
Total CAPITAL EXPENDITURES	176,000.00	43,134.96	24.51%
8-50-95 DEBT SERVICE			

Account	Budget	Actual	% of Budget
8-50-95.30 2001 Sewer Prin 2010-4	30,000.00	30,000.00	100.00%
8-50-95.31 2001 Sewer Int 2010-4	9,171.00	-604.39	-6.59%
8-50-95.71 RF029 Indian Head Pump	24,042.00	24,041.72	100.00%
8-50-95.72 SRF RF1 - 029 Interest/Ad	1,982.00	1,981.81	99.99%
8-50-95.73 RF075 Plant Upgrade	196,461.00	196,460.78	100.00%
8-50-95.74 SRF RF1 - 075 Interest/Ad	43,024.00	43,023.82	100.00%
8-50-95.75 RF079 Gateway Pump Prin	14,552.00	14,551.62	100.00%
8-50-95.76 SRF RF1 - 079 Interest	1,199.00	1,199.52	100.04%
8-50-95.89 RF150 Prive Pump Prin	10,063.00	0.00	0.00%
8-50-95.90 SRF RF1-150 Interest	3,187.00	0.00	0.00%
Total DEBT SERVICE	333,681.00	310,654.88	93.10%
8-50-97 SEWER SYSTEM DEPRECIATION			
Total SEWER SYSTEM DEPRECIATION	0.00	0.00	0.00%
Total Expenditures	1,598,951.95	1,249,264.07	78.13%
Total SEWER FUND	-19,291.95	378,709.45	
9-00 WATER DEPT INCOME			
9-00-04.20 Water Allocation Fee	250.00	30.00	12.00%
9-00-26.50 Water Dept - Rent	850,000.00	598,053.14	70.36%
9-00-26.51 Water Dept-Labor & Materi	3,500.00	1,046.61	29.90%
9-00-26.60 Interest Income	8,800.00	5,443.74	61.86%
9-00-26.80 Water Tower Fund Interest	225.00	238.93	106.19%
9-00-26.97 Misc Income	1,200.00	0.00	0.00%
9-00-26.98 Water Facility Repl Int.	300.00	180.45	60.15%
9-00-26.99 Appropriated Surplus	0.00	25.73	100.00%
Total WATER DEPT INCOME	864,275.00	605,018.60	70.00%
Total Revenues	864,275.00	605,018.60	70.00%
9-50-62 WATER TREATMENT & PUMPING			
9-50-62.10 Regular Pay	14,500.00	25,312.54	174.57%
9-50-62.11 Overtime Pay	3,500.00	2,272.50	64.93%
9-50-62.12 Vacation	1,100.00	0.00	0.00%
9-50-62.13 Holiday	750.00	0.00	0.00%
9-50-62.14 Longevity	150.00	537.91	358.61%
9-50-62.16 Social Security	1,530.00	1,861.91	121.69%
9-50-62.18 Fuel	4,500.00	0.00	0.00%
9-50-62.21 Operating Supplies	10,000.00	12,139.68	121.40%
9-50-62.22 Repair Parts	2,500.00	2,630.70	105.23%
9-50-62.23 Small Tools & Equipment	1,000.00	2,111.92	211.19%
9-50-62.24 Water Meters	42,000.00	4,764.91	11.35%
9-50-62.34 Communications	4,500.00	5,162.99	114.73%
9-50-62.68 Repair & Maintenance	20,000.00	42,631.80	213.16%

Account	Budget	Actual	% of Budget
9-50-62.76 Utilities	150,000.00	110,818.71	73.88%
9-50-62.79 Other Expenses	15,000.00	10,491.47	69.94%
9-50-62.81 Water Tower Land Purchase	0.00	4,021.76	100.00%
Total WATER TREATMENT & PUMPING	271,030.00	224,758.80	82.93%
9-50-63 WATER DISTRIB TRUCKS			
9-50-63.21 Truck & Equip Maint Suppl	2,500.00	3,379.72	135.19%
9-50-63.22 Truck & Equip Parts	3,200.00	2,785.93	87.06%
9-50-63.68 Truck & Equip Repairs	2,800.00	1,124.34	40.16%
Total WATER DISTRIB TRUCKS	8,500.00	7,289.99	85.76%
9-50-64 WATER DISTRIBUTION			
9-50-64.10 Regular Pay	34,000.00	3,988.43	11.73%
9-50-64.11 Water Distr-Overtime	2,500.00	562.35	22.49%
9-50-64.12 Vacation	3,100.00	0.00	0.00%
9-50-64.13 Holiday	2,255.00	0.00	0.00%
9-50-64.15 COVID-19 Pay	0.00	555.36	100.00%
9-50-64.16 Water Turn Off/On	0.00	49.47	100.00%
9-50-64.18 Fuel	3,100.00	4,805.39	155.01%
9-50-64.19 Repairs (Payroll)	7,000.00	7,116.62	101.67%
9-50-64.21 Operating Supplies	3,000.00	826.60	27.55%
9-50-64.23 Small Tools & Equipment	2,300.00	768.47	33.41%
9-50-64.25 Materials	12,000.00	23,960.41	199.67%
9-50-64.30 Derby Road Waterline	20,000.00	10,289.19	51.45%
9-50-64.34 Communications	1,200.00	634.74	52.90%
9-50-64.66 Truck & Equip Rental	500.00	100.00	20.00%
9-50-64.68 Repair & Maintenance	7,500.00	69.03	0.92%
9-50-64.79 Other Expenses	1,000.00	600.00	60.00%
9-50-64.80 Equipment	2,500.00	294.50	11.78%
Total WATER DISTRIBUTION	101,955.00	54,620.56	53.57%
9-50-65 WATER DEPT-ADMINISTRATION			
9-50-65.10 Salaries	44,000.00	33,730.09	76.66%
9-50-65.11 Vacation	4,300.00	4,136.09	96.19%
9-50-65.12 Holiday	2,300.00	1,555.43	67.63%
9-50-65.18 COVID-19 PAY	0.00	892.76	100.00%
9-50-65.20 Office Supplies	500.00	0.00	0.00%
9-50-65.21 Employee Work Attire	2,500.00	1,836.69	73.47%
9-50-65.34 Communications	1,000.00	17.00	1.70%
9-50-65.68 Repairs & Maintenance	2,500.00	1,271.98	50.88%
9-50-65.79 Other Expenses	400.00	359.86	89.97%
9-50-65.80 Equipment (Computer)	700.00	0.00	0.00%
9-50-65.81 Computer Software	2,000.00	350.00	17.50%
Total WATER DEPT-ADMINISTRATION	60,200.00	44,149.90	73.34%
9-50-90 PERSONNEL EXPENSES			

Account	Budget	Actual	% of Budget
9-50-90.06 Unemployment Compensation	2,000.00	16.70	0.84%
9-50-90.07 Worker's Compensation	7,000.00	6,054.63	86.49%
9-50-90.08 Health Insurance	6,600.00	17,369.96	263.18%
9-50-90.09 Social Security	7,580.00	4,177.41	55.11%
9-50-90.10 Municipal Retirement	6,000.00	9,416.85	156.95%
9-50-90.11 Employee Life Insurance	57.00	0.00	0.00%
9-50-90.13 Life/AD&D/Disability	137.00	1,114.67	813.63%
9-50-90.16 Health Ins Opt Out	0.00	650.00	100.00%
9-50-90.19 HRA Expense	0.00	991.73	100.00%
Total PERSONNEL EXPENSES	29,374.00	39,791.95	135.47%
9-50-91 OTHER EXPENSES			
9-50-91.15 Prop & Casualty Insurance	7,000.00	4,217.09	60.24%
9-50-91.60 Professional Expense	3,000.00	2,324.00	77.47%
9-50-91.65 Fold Utility Bills	0.00	34.00	100.00%
9-50-91.70 Other Expenses	30,000.00	0.00	0.00%
9-50-91.75 Public Officials Liabilit	350.00	83.34	23.81%
9-50-91.80 Employment Practices Ins.	350.00	186.65	53.33%
9-50-91.90 Waterline Mapping	8,000.00	516.66	6.46%
9-50-91.99 Pension Expense VMER	500.00	0.00	0.00%
Total OTHER EXPENSES	49,200.00	7,361.74	14.96%
9-50-92 ARSENIC PROJ RF3-129 66.4			
Total ARSENIC PROJ RF3-129 66.4	0.00	0.00	0.00%
9-50-93 ARSENIC TREATMENT			
Total ARSENIC TREATMENT	0.00	0.00	0.00%
9-50-94 CAPITAL EXPENDITURES			
9-50-94.51 Water Lines-Labor	5,350.00	7,984.03	149.23%
9-50-94.60 Waterline Eng & Des	8,000.00	6,007.86	75.10%
9-50-94.63 Waterline Materials	34,000.00	8,847.19	26.02%
9-50-94.70 Water Tower Maint Contrac	0.00	93,074.00	100.00%
9-50-94.75 Vehicle	0.00	12,404.00	100.00%
9-50-94.80 Waterwell Re-Development	0.00	27,365.50	100.00%
Total CAPITAL EXPENDITURES	47,350.00	155,682.58	328.79%
9-50-95 DEBT SERVICE			
9-50-95.50 Water Tower Sinking Fund	50,000.00	0.00	0.00%
9-50-95.87 Reservoir Cover Fund	10,000.00	0.00	0.00%
9-50-95.91 1984 Water Sys Bond Prin	33,342.00	0.00	0.00%
9-50-95.92 1984 Water Sys Bond Int	8,508.00	0.00	0.00%
9-50-95.95 RF3-095 Admin Fee	5,162.00	0.00	0.00%
9-50-95.96 RF3-095 Water Well Prin	29,024.00	0.00	0.00%
9-50-95.97 RF3-095 Water Well Int	2,581.00	0.00	0.00%

Account	Budget	Actual	% of Budget
9-50-95.98 RF3-129 Arsenic Water Pri	105,819.00	0.00	0.00%
9-50-95.99 RF3-129 Int & Admin Fee	49,580.00	0.00	0.00%
Total DEBT SERVICE	294,016.00	0.00	0.00%
9-50-97 WATER SYSTEM			
Total WATER SYSTEM	0.00	0.00	0.00%
Total Expenditures	861,625.00	533,655.52	61.94%
Total WATER FUND	2,650.00	71,363.08	
Total All Funds	-616,378.95	3,080,589.95	