

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, April 5, 2021, 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**

****Public Hearing on a Community Development Block Grant Application****

City Council: Paul Monette, Mayor

Council President Melissa Pettersson

Kevin Charboneau

John Wilson

Christopher Vachon

Laura Dolgin, City Manager

James D. Johnson, City Clerk/Treasurer

1. Call the Regular Council Meeting to Order
2. Approve Minutes of March 15, 2021
3. Comments by Members of the Public
4. Communication Union District Presentation; Evan Carlson
5. Public Hearing on a CDBG Grant Application; Dave Snedeker of the NEK Development Corporation, Katelyn Robinson from NCIC, and Mr. Mike Desmairais, Owner of Track, Inc, VOTE
6. Memphremagog Community Maritime Gateway Snack Bar Lease Approval, VOTE
7. Annual LEMP Approval; Chief John Harlamert, VOTE
8. Records Retention Policy Adoption; City Clerk Treasurer James Johnson, VOTE
9. Executive Session: discussion of a real estate purchase, 1 VSA 313 (a)(2), Vote
10. New Business
11. Old Business
12. Set next meeting: Regularly Scheduled Council Meeting: April 19, 2021 @ 6:30pm
13. Adjourn

Non-confidential materials pertaining to this agenda are available for inspection at the City Clerk's office 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:

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 insure 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 January 23, 2017.
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.

Council Minutes

March 15, 2021

DRAFT

A duly warned meeting of the Newport City Council was held remotely. Participating in the meeting were Mayor Paul Monette, Council Members Melissa Pettersson, John Wilson, Kevin Charboneau and Chris Vachon, City Manager Laura Dolgin, City Clerk/Treasurer James Johnson, Pw Director Tom Bernier, Police Chief Travis Bingham, Zoning Admin Erik Voegtlin, Recreation Director Jessica Booth, Rebecca Therrien, Mike Welch, Rebecca Ellis, Rep. Peter Welch, members of the Press and Public.

Mayor Monette called the meeting to order at 6:35 PM.

The American Recovery Act

U.S. Representative Peter Welch announced what the City would be receiving \$1.246 million dollars thru the American recovery Act passed by Congress. The City has until 2024 to spend the funds. The State will receive additional funds of which the City could apply.

RE-adopt Rules of Procedure.

Mr. Wilson moved to adopt the Rules of Procedure for 2021-22. Seconded by Mr. Charboneau, motion carried unanimously.

Approval of Minutes

Mr. Charboneau moved to approve the minutes of March 1, 2021. Seconded by Mr. Vachon. Mr. Wilson noted that Mr. Ross was absent from that meeting. Motion carried unanimously.

Mr. Wilson moved to approve the minutes of March 2, 2021. Seconded by Mr. Charboneau, motion carried unanimously.

Comments by the Public

None

Election of Council President

Mr. Charboneau moved to elect Ms. Petterson Council president. Seconded by Mr. Vachon, motion carried. Mr. Wilson abstained.

Authorization to Sign Warrants

Mr. Charboneau moved to authorize the Mayor or the Council President to sign warrants. Seconded by Mr. Vachon, motion carried unanimously.

City Government Appointments

Mr. Wilson moved to appoint Denis Chenette, Jean Condon, and John Ward Sr. to the Cemetery commission. Seconded by Mr. Vachon, motion carried unanimously.

Mr. Vachon moved to appoint Jamie Comtois and Deb Smith to the Recreation Committee until 2023. Seconded by Mr. Charboneau, motion carried unanimously.

Mr. Charboneau moved to appoint John Monette and Amanda Chaput to the Planning Commission until 2024. Seconded by Ms. Petterson, motion carried unanimously.

Ms. Petterson moved to appoint John Harlamert to the Development Review board until 2024. Seconded by Mr. Vachon, motion carried unanimously.

Mr. Vachon moved to appoint Steve Edgerley, James Johnson, Tom Latta, and John Monette to the Harbor Commission until 2023. Seconded by Mr. Charboneau, motion carried unanimously.

Mr. Charboneau moved to appoint John Harlamert as Health officer. Seconded by Ms. Petterson, motion carried unanimously.

Mr. Charboneau moved to appoint Robert Gosselin as Tree Warden. Seconded by Mr. Vachon, motion carried unanimously.

Mr. Vachon moved to appoint Paul Monette and Laura Dolgin, Representatives to NVDA. Seconded by Ms. Petterson, motion carried unanimously.

Mr. Charboneau moved to appoint Paul Monette, representative to NVEDD. Seconded by Ms. Petterson, motion carried unanimously.

Mr. Vachon moved to appoint John Harlamert, Building Safety Officer. Seconded by Mr. Charboneau, motion carried unanimously.

Planning Commission Resignation

Mr. Wilson moved to accept the resignation of Christopher Vachon from the Planning commission. Seconded by Ms. Pettersson, motion carried unanimously.

Rural Business Development Grant Application (attached)

Mr. Charboneau moved to approve the RBD Grant application. Seconded by Mr. Vachon, motion carried unanimously.

Five Year Capital Improvement Plan

Ms. Dolgin submitted the proposed Five-Year Capital Plan to the council for their review. The Planning Commission will also review the plan. Two Public Hearings will be held prior to the council's approval of the plan.

New Business

None

Old Business

None

Executive Session

Ms. Pettersson moved to enter executive session for securing a real estate purchase or lease option. 1 VSA 313(a)(2). Seconded by Mr. Vachon, motion carried unanimously.

No action.

Next Meeting Date

April 5, 2021

DRAFT

Adjournment

Mr. Charboneau moved to adjourn at 7:41 PM. Seconded by Mr. Vachon, motion carried unanimously.

Attested _____ this _____ day of _____ 2021.

Mayor

MEMO

To: Paul Monette, Mayor
Newport City Council
Laura Dolgin, City Manager

From: Jessica Booth, Parks & Recreation Director



Date: March 10, 2021
Re: Rural Business Development Grant Application

The Rural Business Development Grant distributes funding for projects that benefit businesses and economic development in rural areas. In Newport, interest in recreational boating and waterfront activities along the shore of Lake Memphremagog make the Newport City Dock a critical access point to attract tourism to our downtown. The Waterfront & Downtown Master plan focuses on asset improvements between the marina and Main Street as a way to draw visitors to local shops and restaurants. The projects outlined below meet many of these objectives to improve connectivity between incoming travelers and Newport businesses.

Easier Access for Boaters

The Newport City dock is a landing place for visitors who come by water; it truly is The Gateway to our downtown from the water. Traffic in the bay can be busy between the mooring fields and the boat access ramp. Navigation in this will be made safer by adding channel markers, no wake buoys, and danger markers in hazard areas. These are important elements that provide a welcoming impression and additional boater safety.

Project Cost Estimate: \$11,885.28

Aquatic Nuisance Management

When growth of underwater vegetation peaks in July each year, approaching the Newport City Dock is problematic for boaters. Nuisance weeds tangle in props and navigation is almost impossible in tight areas around other vessels. These challenges detract from the recreational value of our waters and discourage visitors from coming to Newport. A bottom barrier system, installed each spring and removed in the fall, will inhibit weed growth around sensitive navigation points making maneuverability less stressful for boaters. With a comfortable approach and departure from the facility, visitors will be encouraged to disembark and enjoy time in Newport's downtown.

Project Cost Estimate: \$31,035.00

Parking Improvements

The gravel parking area west of the boat launch is notoriously congested and disorganized with vehicles and boat trailers during summer months. Paving this lot and adding lined parking spaces will create better flow, room for additional vehicles and allow for easier maneuverability. A defined parameter and complimenting landscape features will give the area a polished look, and discourage drivers from continuing to park on grassy areas or railroad right-of-way zones. Improved and clearly delineated parking at the dock will draw more recreational boaters to our facility, who will likely spend dollars locally in our easily accessible downtown while preparing for a day on the water.

Project Cost Estimate: \$74,532.80

Total project cost is estimated to be \$117,453.08, with \$99,982.28 covered by the grant and \$17,470.80 through in-kind labor with Public Works equipment and staff. The RBDG grant does not require matching funds, but rather allows the City to leverage in-kind match for the project to strengthen our application. Support from the Newport City Council is required to pursue the opportunity further. The grant will be authored by Mike Welch, as part of the RCDI grant.

Enclosure: RBDG Grant Application Resolution Form, Bottom Barrier & Buoy Map, Parking Area Design

CERTIFIED RESOLUTION

The undersigned, City Council of the City of Newport, hereby certify as follows:

That a City Council meeting duly warned and held on the _____ day of _____, 2021 with a quorum present at all times, the following resolution was adopted at such meeting by the affirmative vote of ____ members of said City Council; and that said resolution has not been rescinded or amended in any way.

RESOLVED: That Laura Dolgin, City Manager of the City of Newport, is hereby individually authorized to submit the application, and sign all forms associated with the USDA Rural Business Development Grant Program, to receive up to \$99,982.28 of USDA grant funding for Downtown Waterfront improvements such as aquatic nuisance management, navigational channel markers, and improvements to marina amenities, and to take other actions as needed to apply for and accept any such funding that is awarded. Be it further resolved, that the City Council of the City of Newport commits a local cash and/or in-kind match of \$17,470.80 toward this application for funding.

Dated at Newport, VT this _____ day of _____, 2021.

City Council, City of Newport, VT

Paul L. Monette, Mayor

Kevin Charboneau

Melissa Pettersson

John Wilson

Chris Vachon

NEK Community Broadband

Presentation to Newport Selectboard by Evan Carlson
March 5, 2021

**The value of a connected
community.**

Education

Economic Development

The value of a connected community.

Entertainment

Government
Services

Health Care &
Emergency Services

A basis for broadband.

The Federal Communications Commission (FCC) currently defines broadband as speeds that reach a minimum of **25Mbps** downstream and **3Mbps** upstream (25/3).

The FCC is likely change the definition to 100/100mbps in the next year.

Average internet speeds in the U.S as of February 2021 were **180Mbps/65Mbps**.

Source: 2018 Speedtest U.S. Fixed Broadband Performance Report by Ookla®

While 99% of the addresses in Newport are served by 25/3mbps, less than 1% of the addresses are served with 100mbps.

Source: publicservice.vermont.gov

Communications Union District (CUD)

What is a CUD?

- A municipal entity, made up of 2 or more towns
- CUD builds out broadband infrastructure
- CUD builds critical mass through the grouping of towns
- No financial risk to taxpayer or municipality, risk falls on the assets of

CUD

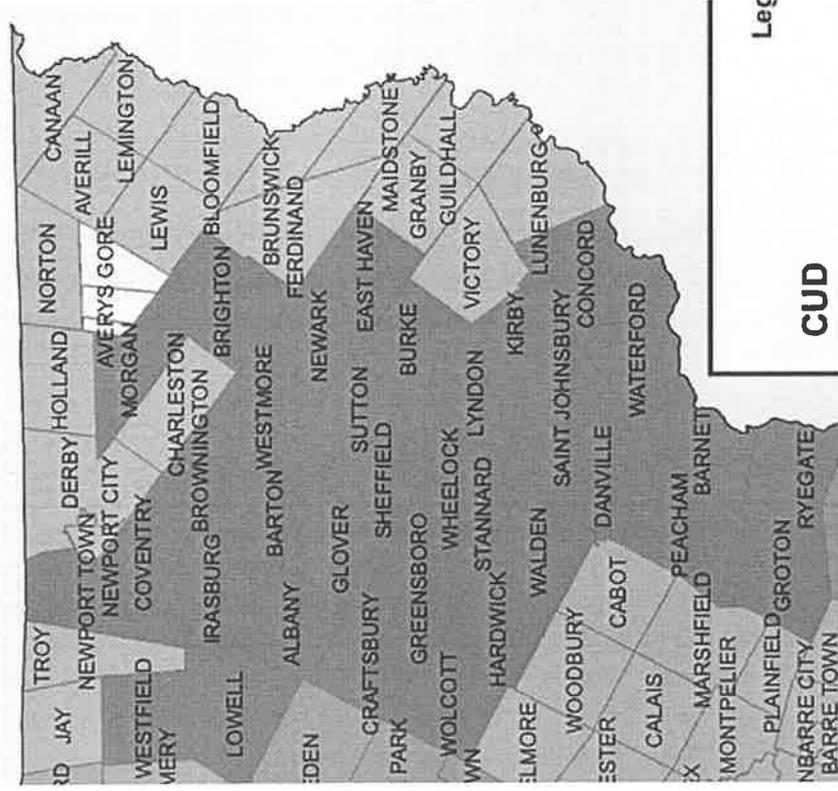
How does a town join the CUD?

- Selectboard votes in the affirmative or through a ballot measure
- A town may withdraw from the CUD through the same means they joined

NEK Broadbands Mission

- Provide universal access to affordable high-speed internet to every 911 address in the NEK
- Develop and maintain a network that serves our communities now and proactively evolves to anticipate and meet future needs, while balancing affordability, sustainability, and fiscal responsibility

Current NEK Broadband Member Towns



Why join the CUD?

- Public infrastructure to that allows the community to decide what communications services are provided (public safety, mobile wireless support, etc)
- The more robust, the more robust the network will be, making it more attractive for an ISP operator
- Local job creation, local ownership and local accountability
- Extensible network capable of delivering 10gbps+

Committed to the CUD already?

Here is sample motion language:

“Shall the City of Newport enter into the communications union district known as NEK Community Broadband, under the provisions of 30 V.S.A. Ch82?”

Questions?

Thank you!



NEK Community Broadband CUD - Board Member Description

Towns that have joined the NEK Community Broadband Communications Union District(CUD) on March 3, 2020 will need to appoint one resident to sit on the board and a second resident as an alternate board member. Board members will be appointed for one year terms and will be responsible for acting on behalf of the town in the shaping of the community broadband network.

Board members will be expected to meet on a monthly basis to conduct business relating to the CUD. The duties of a CUD board members include but are not limited to the follow:

- Review all previous and forthcoming feasibility studies
- Review and provide feedback on:
 - Vendor Proposals
 - Partnership proposals
 - Grant applications and other funding documents
 - Public information and outreach documents
- Provide constructive feedback and input that will help equitably reach our goal of delivering ubiquitous broadband
- Act as primary liaison between town leadership, selectboards, residents and the CUD
- Provide verbal update on the status of the CUD network at minimum once annually via town meeting day or other public hearing

Qualifications:

- Passionate about broadband and desire to equitably deliver service across our region
- Willingness to learn
- Basic understanding of internet and how it works
- Desire to engage actively with your community around the NEK Community Broadband effort

Nice to have, but not required:

- Professional need for high speed internet
- Technical knowledge of internal network(on premises network setup, IT work)
- Technical knowledge of external communications infrastructure(pole, attachment equip, fiber, wireless, etc)
- Business development/partnership experience
- Legal background(contracts, state statutes, etc)

A RESOLUTION APPROVING THE TOWN JOINING NEK COMMUNITY BROADBAND COMMUNICATIONS UNION DISTRICT AND APPOINTING A REPRESENTATIVE TO THE GOVERNING BOARD THEREOF

WHEREAS, the Town of _____, at a the meeting of the legislative body thereof held on _____, 2020 elected to join the NEK Community Broadband Communications Union District (“District”, “NEKCB”) under the provisions of 30 V.S.A. chapter 82 and

WHEREAS, the Town of _____, has good reason to believe that the NEK Community Broadband Communications Union District Governing Board has approved or will approve its membership,

WHEREAS, as provided in section 3059 of said chapter, the legislative body of each member town shall appoint annually on or before the last Monday in April a representative and one or more alternates to the governing board of the District for one-year terms, and

WHEREAS, as provided in section 3060 of said chapter, the governing board of the District shall hold its organizational meeting annually on the second Tuesday in May following the appointments contemplated in section 3059, and

WHEREAS, the Selectboard of the Town of _____ desires to accomplish the joining of the NEK Community Broadband Communications Union District,

NOW, THEREFORE, BE IT RESOLVED THAT:

(1) The Selectboard of the Town of _____ hereby approves joining the NEK Community Broadband Communications Union District under the provisions of 30 V.S.A. chapter 82.

(2) The Selectboard of the Town of _____ hereby appoints the following representative and one or more alternates to the Governing Board of the NEK Community Broadband Communications Union District for terms of one year each:

Representative: _____

Alternate: _____

Alternate: _____

Adopted at a regular meeting of the Selectboard of the Town of _____ duly held on the ____ day of _____ 2020.

ATTEST: _____
Selectboard Chair

Town Clerk

Date

RESOLUTION FOR VCDP GRANT APPLICATION AUTHORITY
Single Applicant

WHEREAS, the City of Newport, VT (hereinafter "Applicant") is applying for a Grant under the Vermont Community Development Program; and
WHEREAS, it is necessary that an application be made and agreements be entered into with the State of Vermont.

Now, THEREFORE, BE IT RESOLVED as follows:

1. that Applicant possesses the legal authority as defined in the State Act [10 VSA §683(8)] to apply for the grant and to administer the program; and
2. that Applicant apply for a grant under the terms and conditions of said program and agree hereby to enter into Certifications and Assurances there of; and
3. the Applicant has a duly adopted and current Municipal Plan March 2, 2020 (Date Adopted) and that the project is consistent with said plan; and

OR

the Applicant has a duly adopted Community Development Plan _____ (Date Adopted) and that the project is consistent with said plan; and

4. the Applicant has received documentation from the Regional Planning Commission that the project is consistent with the "Regional Plan; and
5. that Laura Dolgin, City Manager is hereby authorized to be Contact Person and as such to provide, on behalf of Applicant, all documents and information necessary for the completion of said application and to provide such coordination as may be necessary for said application; and
6. that (Name) Laura Dolgin Title City Manager who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Authorizing Official (AO) for the Grants Management On-line System, Intelligrants; and
7. that it is understood that, if the application is funded, the receipt of VCDP funds, as federal funds passed through the State of Vermont, may require that an audit of the Applicant be conducted under the provisions of the Single Audit Act, as amended, and that VCDP funds may be used to fund only a limited portion of the audit cost.

Passed this _____ day of _____, _____.

LEGISLATIVE BODY

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The above resolution is a true and correct copy of the resolution as adopted at a meeting of the Legislative Body held on the ___ day of _____, _____, and duly filed in my office.

IN WITNESS WHEREOF, I hereunto set my hand this ___ day of _____, _____.

Clerk

Signature

CDBG Bogner Budget

31-Mar-21

	CDBG	NEKDC Match -Loan	Total
Acquisition	\$ 977,500		\$ 977,500
City Admin	\$ 5,000		\$ 5,000
Project Management	\$ 10,000		\$ 10,000
Legal	\$ 7,500		\$ 7,500
Renovations	\$ -	\$ 1,200,000	\$ 1,200,000
Contingency	\$ -	\$ 250,000	\$ 250,000
Total Project Cost	\$ 1,000,000	\$ 1,450,000	\$ 2,450,000

Newport Weather Center Forecast



Today: Thursday Night: Cloudy, and turning colder. Lows in the low to mid teens.

Mostly sunny and much milder. Highs in the mid to upper 40s. Winds light.

Extended Forecasts:

Wednesday Night: Fair skies giving way to increasing clouds. Lows 25 to 30. Winds light, mainly southwest less than 10 mph.

Thursday: Becoming mostly cloudy. Highs in the low to mid 40s. Winds light, becoming west 5 to 10 mph.

Friday: Morning clouds giving way to clearing midday and afternoon. Colder. Highs in the 20s to near 30.

Friday Night: Becoming clear and cold. Lows 5 to 15.

Saturday: Mostly sunny and reasonable. Highs in the mid to upper 30s.

Your Newport Weather Center forecast is brought to you by Mark Bern, Sara Malda, Lawrence Hays & The Fairbanks, Morsone and Planetarium

State Asks Vermonters To Report When Lakes Lose Their Ice Cover

Montpelier, Vt - The Vermont Department of Environmental Conservation (DEC) is asking Vermonters to report when lakes and ponds lose their ice cover, also known as the "ice-out date." Once a lake or pond is completely free of ice from shore to shore, DEC scientists can begin their spring water quality sampling efforts. The ice-out data also helps scientists track the effects of climate change in Vermont.

"We need the public's help to alert us to ice-out information to better time our data collection," says Oliver Pierson, Lakes and Ponds Management and Protection Program Manager. "The more data we have from around the state on the timing of ice out, the better we can track water quality changes and impacts from climate change on our lakes."

DEC scientists have been collecting spring water quality information since 1977. When lakes are covered in ice, the water underneath is layered or "stratified" into sections based on water temperature, with the coldest water temperatures near the surface. Soon after the ice cover is gone in the spring, the water layers weaken and mix. When the water mixes, scientists collect water samples to see the total amount of phosphorus a lake will have available during the growing season for phytoplankton, algae, and aquatic plants.

"We try to sample lakes within 7 to 10 days of ice-out, because that's the best time to collect

information about the average conditions in the lake at the start of the growing season," said Leslie Matthews, Environmental Scientist with DEC. "Tracking ice-out dates over time can also be important because in some lakes, earlier ice-out may lead to more phosphorus release from sediments during the summer, which can help fuel algae blooms and growth of aquatic nuisance vegetation."

The Department of Environmental Conservation has an online ice-out reporting form that the public can use to share their observations.

Many lakes and ponds around the state hold ice-out contests, usually in the form of a raffle where the winners can receive cash or prizes. Some of the more famous and long-running ice-out contests are on Icee Pond (Danville), Lake Memphremagog, Lake Troopans, and Sunset Pond in Brookfield. These contests are a great way for lake associations to engage the public and to encourage folks to keep a keen eye on changes to ice cover. In terms of reporting ice-out data to the Department, Leslie Matthews explains that the ice-out date used by the State is the date at which ice cover is gone from shore to shore, as opposed to some of the ice-out contests that may be observing ice-out in a particular location on the water.

For more information, please visit The Vermont DEC Lakes and Ponds website: <https://dec.vermont.gov/watershed/lakesponds>

COVID-19 EIDL Deferment Period Extended

WASHINGTON - The U.S. Small Business Administration announced extended deferment periods for all disaster loans, including the COVID-19 Economic Injury Disaster Loan (EIDL) program, until 2022.

All SBA disaster loans made in calendar year 2020, including COVID-19 EIDL, will have a first payment due date extended from 12-months to 24-months from the date of the loan.

All SBA disaster loans made in calendar year 2021, including COVID-19 EIDL, will have a first payment due date extended from 12-months to 18-months from the date of the loan.

Existing SBA disaster loans approved prior to 2020 to regular servicing status as of March 31, 2020, received an automatic deferment of principal and interest payments through December 31, 2020. This initial deferment period was subsequently extended through March 31, 2021. An additional 12-month deferment of principal and interest payments will be automatically granted to these borrowers. Borrowers will resume their regular payment schedule with the payment immediately preceding March 31, 2022, unless the borrower voluntarily continues to make payments while on deferment. It is important to note that the interest will continue to accrue on the outstanding balance of the loan throughout the duration of the deferment.

"Small businesses, private nonprofits and agricultural enterprises, including those self-employed individuals, contractors and gig workers, continue to navigate a very difficult economic environment due to the continued impacts of the Coronavirus COVID-19 pandemic, as well as historic Severe Winter Storms in 2020," SBA Administrator Ianni Perillo said.

"The COVID-19 EIDL program has assisted over 3.7 million of small businesses, including nonprofit organizations, sole proprietors and independent

contractors, from a wide array of industries and business sectors, through this challenging time," continued Perillo.

SBA continues to strive to make available all previously approved Coronavirus Pandemic stimulus funding and administer the new targeted programs related to provisions in the 2020 Economic Aid to Hard-Hit Small Businesses, Nonprofits, and Venues Act (the Economic Aid Act) as quickly as possible.

"The American people and the nation's Small Business owners need our tireless effort and dedication to get this essential funding to those in great need, and SBA will not rest until we implement President Biden's American Rescue Plan and its additional targeted programs and funds allocated for America's small business and nonprofit communities," said SBA Senior Advisor Michael Roth.

COVID-19 EIDL loans are offered at very affordable terms, with a 3.75% interest rate for small businesses and 2.75% interest rate for nonprofit organizations, a 30-year maturity. Interest continues to accrue during the deferment period and borrowers may make full or partial payments if they choose.

In mid-February 2021, SBA reached a milestone in the success of the COVID-19 EIDL program by approving over \$200 billion in emergency funding in low-interest loans, providing working capital funds to small businesses, nonprofits and agricultural businesses to survive the severe impacts of this catastrophic and historic period within the United States of America and its territories. SBA continues to approve over \$500 million each week for the COVID-19 EIDL program.

Questions on SBA COVID-19 EIDL and disaster loan payments can be answered by email at DisasterCustomerService@sba.gov (link sends email) or by calling SBA's Customer Service Center at 1-800-659-2955 (TTY: 1-800-877-8339).

Death Notice

Gloria May Haney

March 12, 2021

Gloria May "GoGo" Haney, 83, of Newport, Vermont passed away on March 12, 2021 in Lebanon, NH. A graveside service at Coventry Village Cemetery will be announced at a later

date. Arrangements are entrusted to the care of Curtis-Britch & Bonifant Funeral Home, locally family owned and operated.

RiseVT Grant Opportunities for Community Health Programming

Now Available in St. Johnsbury and Island Pond

ST. JOHNSBURY & ISLAND POND - Increased investments in community health are coming to the St. Johnsbury and Island Pond areas with the addition of RiseVT—the prevention program of OneCare Vermont—and its Amplify Grant program. Led by Jen Grant, RiseVT Program Manager at Northern Counties Health Care (NCHC) Amplify Grants are intended to provide financial support to local projects that focus on key health and wellness priorities, like promoting walkable communities, supporting nutrition education, increasing opportunities for physical activity, improving stress management, enhancing support for breastfeeding, or supporting tobacco-free environments. Grant will work with a team of community members to seek out and expand opportunities for everyone to get active, eat well, and enjoy local connection in St. Johnsbury and Island Pond.

"RiseVT has placed program managers at hospitals and health centers across Vermont with the goal of working with local stakeholders across all sectors of the community to invest in local health and wellness initiatives," remarks Marissa Parini, Executive Director of RiseVT. "We are really excited to have Jen join the RiseVT team with her years of experience working in the community and partners across the NEK." Grant has worked at NCHC since 2018 as a Community Resource Coordinator, connecting patients with local resources to meet their needs, such as dental care, health insurance, food, or transportation. In her capacity as a RiseVT Program Manager, Grant will be able to expand on her direct service work to promote local efforts supporting health and wellness where local community members live, work, learn, and play.

"I look forward to digging deeper into the infrastructure, policy, and programming changes necessary to address the social determinants that impact the health of those in the Northeast Kingdom, and amplifying local efforts that make the healthy choice, the easy choice," said Jen Grant. "OneCare Vermont, RiseVT, and the Accountable Health Community at Northeastern Vermont Regional Hospital, known as NEK Prosper!, are all committed to community-based population health in our region, and I very much look forward to supporting community based initiatives in the St. Johnsbury and Island Pond areas in collaboration with local community partners." Grant has the ground running in her community, already helping to get the word out about the NEK Prosper! initiatives including the Walk

Your Way to Better Health walking map display project that provides walking maps at area businesses.

"When opportunities for good nutrition, physical activity, mindfulness, and community connection are built into our environments, we can help Vermonters manage and prevent chronic illness down the road," said Michael Costa, CEO of NCHC. "We are excited to join the RiseVT team at OneCare Vermont to further the good work of NEK Prosper! in the St. Johnsbury area and help our partners across all sectors in Island Pond to do the important community health work to support health and wellness."

Organizations in St. Johnsbury and Island Pond that are looking to collaborate with RiseVT should visit www.risevt.org to connect with RiseVT Program Manager, Jen Grant, and learn about the Amplify Grant program.

About OneCare Vermont's RiseVT program

Prevention doesn't just happen in a healthcare provider's office—in fact as much as 80% of a patient's health and wellness can be determined by factors outside of the clinical setting. These factors include health behaviors, social and economic factors, and the physical environments where they live, work, learn, and play. RiseVT is the lead prevention program for OneCare Vermont, helping make the healthy choice, the easy choice in communities throughout the state. RiseVT program staff are based out of Vermont hospitals and health centers and utilize an evidence-based model that engages public-private partnerships, behavior change interventions, and a comprehensive evaluation approach to achieve measurable and sustainable improvement in community health. Learn more at risevt.org.

ACT 250 NOTICE MINOR APPLICATION #7R1400 10 V.S.A. §§ 6001 – 6093

On March 2, 2021, Rozelle, Inc. (4286 Loop Road, Westfield, VT 05874) and Mark and Marjorie Thernuth (P.O. Box 2911 Johnson, VT 05658) filed an application #7R1400 for a project generally described as construction of a heated 40' x 80' commercial storage building, without plumbing. The project includes landscaping, a small parking area, and a new access drive from Vermont Route 100. It is noted that the project was revised and does not currently include subdivision nor single family residence construction. The project is located on the west side of Vermont Route 100, south of the intersection with Cemetery Road, in Westfield, Vermont. No hearing will be held and a permit will be issued unless, on or before April 5, 2021, a party notifies the District 7 Commission in writing at the address below of an issue requiring a hearing, or the Commission sets the matter for a hearing on its own motion. Any person as defined in 10 V.S.A. § 6085(c)(1) may request a hearing. Any hearing requested must be in writing to the address below, must state the criteria or sub-criteria at issue, why a hearing is required and what additional evidence will be presented at the hearing. Any hearing request by an adjoining property owner or other person eligible for party status under 10 V.S.A. § 6085(c)(1)(E) must include a petition for party status under the Act 250 Rules, Findings of Fact and Conclusions of Law may not be prepared unless the Commission holds a public hearing. The application and proposed permit may also be viewed on the Natural Resources Board's web site (<http://nrb.vt.gov>) by clicking "Act 250 Database" and entering project number 7R1400. If you have a disability for which you need accommodation in order to participate in this process (including participating in a public hearing, if one is held), please notify us as soon as possible, in order to allow us an opportunity to provide to accommodate your needs. For more information contact Kristin Sultan at the address or telephone number below.

Dated at St. Johnsbury, Vermont this 15th day of March, 2021.

Kristin Sultan, P.E., Coordinator
District #7 Environmental Commission
374 Emerson Falls Road, Suite 4, St. Johnsbury, VT 05819
802-751-0126 • kristin.sultan@vermont.gov

Notice of Public Hearing

The City of Newport is considering making an application to the State of Vermont for an Implementation Grant under the Vermont Community Development Program. A remote public hearing will be held at 6:30PM on Monday April 5, 2021 to obtain the views of citizens on community development, to furnish information concerning the amount of funds available and the range of community development activities that may be undertaken under this program, the impact to any historic and archaeological resources that may be affected by the proposed project, and to give affected citizens the opportunity to examine the proposed statement of projected use of these funds. To Participate Remotely: Phone 1- (978) 990-5000 and enter PIN: 185354R or by Computer go to <https://traceconferencecall.com> and join the meeting by using I.D.: cityofnewportremote.

The proposal is to apply for \$1,000,000 in VCDP funds which will be sub-granted to Northeast Kingdom Development Corporation to acquire the Bogner Property located at 172 Bogner Drive, Newport, VT 05855.

Copies of the proposed application will be made available at 222 Main Street, Newport, VT 05855 and may be viewed during the hours of 8am - 4pm. Should you require any special accommodations, please contact Laura Dolgin at 802-334-5136 to ensure appropriate accommodations are made. For the hearing impaired please call (TTY) #1-800-253-0191.

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Orleans County Daily Newspaper

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Local Emergency Management Plan Municipal Adoption Form

Town/City of Newport City

222 Main Street

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	04/05/2021
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* _____

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.

Municipality: CITY OF NEWPORTDate Updated: 3-8-2021

Local Emergency Management Plan

1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
John Harlamert	

2. Municipal Emergency Operations Center (EOC)

<i>The EOC is an organization that coordinates information, support, and response across the municipality for Incident Commanders and town officials. Its main functions are to maintain situational awareness for municipal leaders, coordinate resource and information requests, and provide public information.</i>	
Who, by position, can activate the EOC? John Harlamert – Fire Chief Travis Bingham – Police Chief Laura Dolgin – City Manager	
Preferred EOC Positions and Duties	
John Harlamert	Supervises and directs all EOC activities coordinating municipal support and response
NPD Dispatcher	Staffs phones and radio
Laura Dolgin	Tracks and answers any Requests For Information (RFI)
Laura Dolgin	Tracks and coordinates any Requests For Support (RFS)
Travis Bingham	Produces and posts public information and press releases
Tom Bernier	Infrastructure
James Johnson	Finances
Potential EOC Staff Members	
<i>Name</i>	<i>Notes / Contact Information</i>
John Harlamert	Fire Chief – 802-334-7919/802-673-2284
Travis Bingham	Police Chief – 802-334-6733/802-274-8804
Laura Dolgin	City Manager – 802-334-5136/802-673-5071
Paul Monette	Mayor – 802-673-9002
James Johnson	City Treasurer – 802-334-2112
Tom Bernier	Public Works – 802-323-9734
Primary EOC Location	
Facility / Address:	Newport Municipal Building 222 Main St
Phone Numbers:	802-334-6733, 802-334-5136
Equipment/Notes:	Dispatching, WIFI, Bathrooms, Phones, Kitchen, Area Maps, Generator, Large Room
Alternate EOC Location	
Facility / Address:	Newport City Fire Station 350 Western Ave
Phone Numbers:	802-334-7919

Equipment/Notes:	Mobile Command Dispatching, Generator, Phone, WIFI, Area Map, Bathrooms, Kitchen, Large Room
------------------	--

National Incident Management System (NIMS) Typed Resources*

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	3	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	2	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	25	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: <https://rtlt.preptoolkit.fema.gov>

4. Public Information and Warning

<i>During a significant emergency, the Emergency Operations Center (EOC) and Incident Command Posts (ICPs) will coordinate and manage public information, both by producing accurate, timely reports and by tracking what is publicly reported to minimize confusion and help ensure a positive public response.</i>	
VT-Alert message - State: Other VT-Alert managers:	Vermont Emergency Management: 800-347-0488 VT-Alert Newport PD: 802-334-6733
Important Local Websites / Social Media channels:	Newport City Web Page, FD, PD and Rec Dept Facebook Page
Local Newspaper, Radio, TV:	Newport Daily Express, WCAX, WMOO 92.9/94.5, Orleans Record, WPTZ, My Champlain Valley News
Public Notice locations:	Newport City Municipal Building, 222 Main St
<i>Vermont 2-1-1 is a United Ways of Vermont system that provides 24x7x365 information and referral services in cooperation with a large number of state and local government and community based entities. 2-1-1 collects and maintains a database of local resource information and is available to take calls from the general public to inform and instruct them in relation to emergency events, and to refer them to the appropriate response and recovery resource, if necessary.</i>	
To provide information for 2-1-1	Dial 211 or (802) 652-4636

5. Vulnerable Populations

<i>If necessary, the EOC may contact organizations and facilities, below, that serve vulnerable populations to identify residents who are at risk based on the emergency. If there are residents at risk or in danger, the EOC should monitor their status and if required coordinate support for them until their situation stabilizes.</i>	
<i>Name / Notes</i>	<i>Contact Info</i>
CARE (Citizen Assistance Registration for Emergencies)	(Supporting PSAP)
North Country Hospital 189 Prouty Dr	Tom Frank 802- 334-3519
Newport Health Care 148 Prouty Dr	Nancy Craft 802- 334-7321
North Country Union High School 209 Veterans Ave	Dan Pickering 802-334-7921 ext 3023
Newport City Elementary School 166 Sias Ave	Elaine Collins 802-334-2455
United Christian Academy 65 School St	Vincent Montoro 802-334-3112
Bel-Aire Quality Care 35 Bel-Aire Dr	Rosemary Mayhew 802-334-2878

Lakeview Apartments 16 Governor Dr	Rural Edge Rep 802-334-1541
Lakeview Apartments 36 Field Ave	Rural Edge Rep 802-334-1541
Lakeview Apartments 236 Highland Ave	Rural Edge Rep 802-334-1541
Lake Bridge Housing 343 Main St	Rural Edge Rep 802-334-1541
Lake Bridge Housing 48 Pleasant St	Rural Edge Rep 802-334-1541
Lake Bridge Housing 14, 26, 50 Compass Dr	Rural Edge Rep 802-334-1541
Seymour Lane Apartments 72 Seymour Lane	Rural Edge Rep 802-334-1541
Governor Mansion Apartments 88 Second St	Rural Edge Rep 802-334-1541
Newport Senior Apartments 107 Main St	Rural Edge Rep 802-334-1541
Governor Prouty Apartments 26, 28, 54 Governor Dr	Rural Edge Rep 802-334-1541
Park View 143 Willet ST	Rural Edge Rep 802-334-1541
Newport Place 246 Elm St	Newport Place On-Call Rep 800-338-8538
Newport Head Start School 371 Main St	Kellie Tarryk 802-334-7253
Private Daycare 20 Masonic Lane	Pam Coffin 802-334-2425
Private Daycare 123 Cliff St	Susan Gonyaw 802-334-8538
Private Day Care 179 Blake St	Elizabeth Nadeau 802-334-5472
Private Day Care 88 Hinman St	Amanda Goad 802-673-5981
Private Day Care 208 Prospect St	Cindy Boyce 802-249-4141
Newport Promise Community 63 Third St	Jennifer Bergeron 802-334-4555

6. Shelters

<i>During some emergencies, the EOC will monitor or coordinate support for residents who are displaced due to property or infrastructure damage.</i>	
Spontaneous Sheltering	
<ul style="list-style-type: none"> • Determine the approximate number of people who need sheltering • Call the State EOC / Watch Officer at 800-347-0488 and request support • Track the status of residents who need shelter until their situation stabilizes 	
Regional Shelter	
Location / Address:	
Opening Contact:	State EOC, 800-347-0488; American Red Cross, 802-660-9130
Phone Numbers:	
Primary Local Shelter	
Location / Address:	North Country Union High School 209 Veterans Ave, Newport, VT
Facility Contact(s):	Dan Pickering
Phone Numbers:	802-779-2320
Shelter Manager:	Dan Pickering
Staff Requirements:	Red Cross Staffing and Volunteers
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	This facility may be in session from August-June for school.
	Capacity: 1000 Generator? Y Pets Allowed? N
Alternate Local Shelter	
Location / Address:	Newport Municipal Building 222 Main St, Newport, VT
Facility Contact(s):	Laura Dolgin
Phone Numbers:	802-673-5071
Shelter Manager:	Laura Dolgin
Staff Requirements:	Red Cross Staffing and Volunteers
Services:	Warm/Cool Overnight Food Prep Showers
Notes:	This would require the Red Cross trailer for sleeping supplies.
	Capacity: 50 Generator? Y Pets Allowed? N

Annexes (Optional, create and letter as needed)

See the Vermont Emergency Management (VEM) web site at <http://vem.vermont.gov> for samples and examples of annexes, such as: forms; delegations of authority; debris plans; incident-specific plans, checklists, and matrices; animal disaster references; etc.

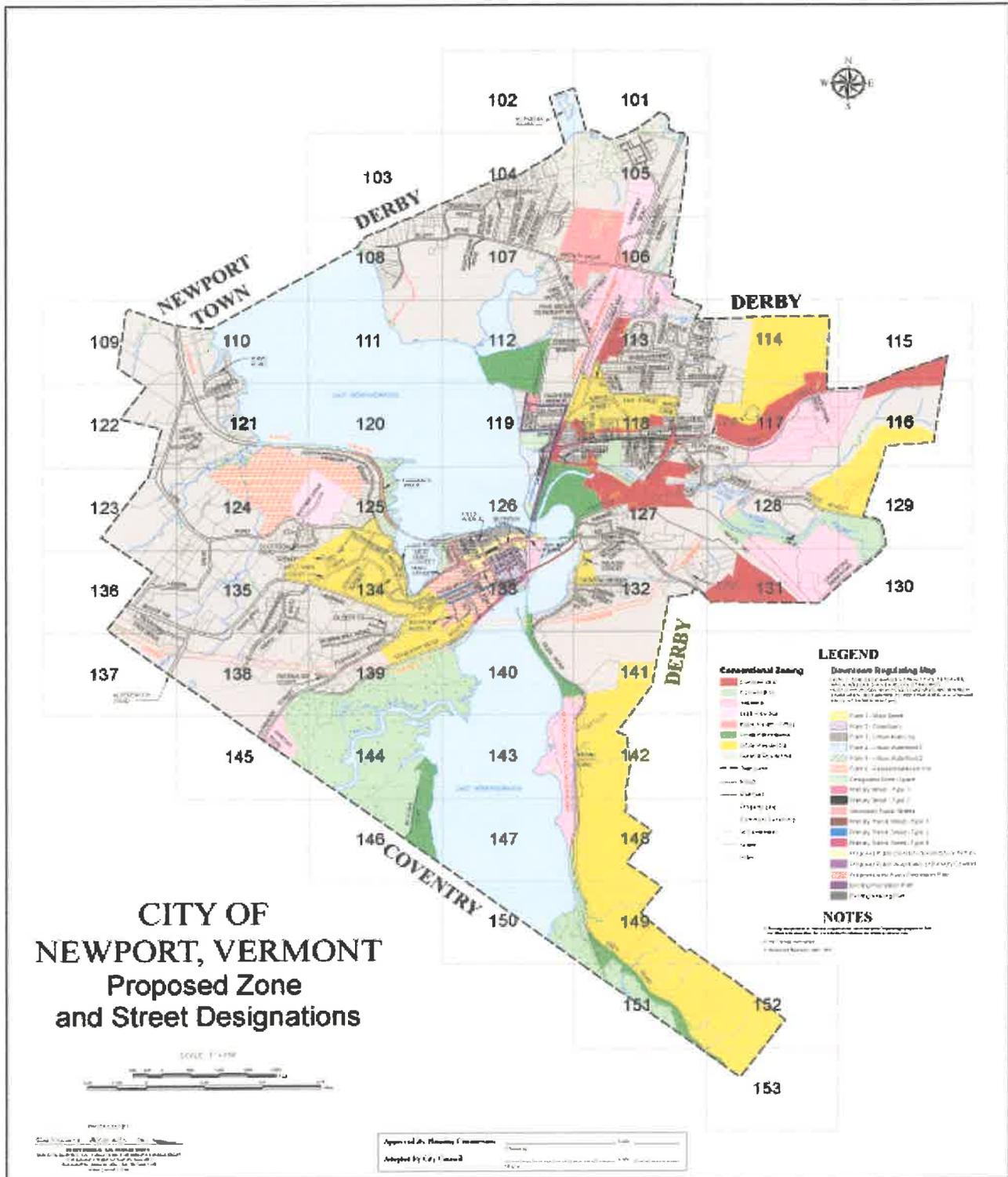
Contact Information

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Local Emergency Management Team					
EMD	John Harlamert	802-334-7919 Work	802-673-2284 cell		John.harlamert@newportvermont.org
EM Coordinator	Travis Bingham	802-334-6733 work	802-274-8804 cell		travis.bingham@newportpd.org
Local Response Organization Contacts					
Fire Chief	John Harlamert	802-334-7919 work	802-673-2284 cell		John.harlamert@newportvermont.org
Assistant/Deputy Fire Chief	Kevin Lacoss	802-282-2630 cell			
EMS Chief	Jeff Johanson	802-334-2023 work	802-673-4929 cell		Jeff.johansen@newportambulance.org
Chief of Police or Constable	Travis Bingham	802-334-6733 work	802-274-8804 cell		Travis.bingham@newportvermont.org
State Police or County Sheriff	Walter Smith	802-334-8881 work	802-522-7259 cell		Walter.smith@vermont.gov
Local Dispatch Center	Eric Miller	802-334-6733 work	802-334-6734 work		Eric.miller@newportpd.org
Local Public Works Contacts					
Road Foreman	Tom Bernier	802-334-2124 work	802-323-9734 cell		Thomas.bernier@newportvermont.org
Road Commissioner	Tom Bernier	802-334-2124 work	802-323-9734 cell		Thomas.bernier@newportvermont.org
Town Garage					
Drinking Water Utility	Donald Grondin	802-334-8886 work	802-535-1020 cell		Donald.grondin@newportvermont.org
Wastewater Utility	Donald Grondin	802-334-8886 work	802-535-1020 cell		Donald.grondin@newportvermont.org
Municipal Government Contacts					

Contact Information

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Town Administrator	Paul Monette	802-334-1021 home	802-673-9002 cell		Paul.monette@newportvermont.org
Town/City Manager	Laura Dolgin	802-334-5136 work	802-673-5071 cell		Laura.dolgin@newportvermont.org
Selectboard	John Wilson	802-334-7910 work			John.wilson@newportvermont.org
Selectboard Chair	Dan Ross	802-334-8021 home			Dan.ross@newportvermont.org
Selectboard Alt	Kevin Charboneau	802-334-1413 home			Kevin.charboneau@newportvermont.org
Town Clerk	James Johnson	802-334-2112 work			James.johnson@newportvermont.org
Town Treasurer / Finance	James Johnson	802-334-2112 work			James.johnson@newportvermont.org
Town Health Officer	John Harlamert	802-334-7919 Work	802-673-2284 cell		John.harlamert@newportvermont.org
Forest Fire Warden					
Animal Control Officer	Newport Police	802-334-6733 work	802-334-6734 work		
High School Contact #1	Chris Miller	802-334-7921 work			
Elementary School Contact #2	Elaine Collins	802-334-2455 work			
School District Office	John Castle	802-334-5847 work			John.castle@ncsuvt.org
Newport Dam	Mark Hinton	802-673-6127 cell	802-742-1308 pager	802-673-2131 cell	markhinton@myfairpoint.net
Poulin Grain	John Robillard	802-334-1316 work	802-373-8669 cell		
Velco Sub Station	Mark Hinton	802-673-6127 cell	802-742-1308 pager	802-673-2131 cell	markhinton@myfairpoint.net
Other Contacts					
Vermont Electric Co-Op	On-Call	800-832-2667 work			
Northern VT Rail System	Eric Trucott	802-777-2435	800-432-1606		

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
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Local Situation Report.....	A2
ICS Forms.....	A3
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Mutual Aid.....	D2
Emergency Management Ordinance.....	D3
Delegation of Authority.....	D4

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



City of Newport
222 Main Street
Newport, Vermont 05855

3/26/2021

Newport City Council,

Please find attached a Retention Policy for your consideration and approval. This policy would permit the City departments to dispose of outdated documents per their retention record to improve our storage preservation and thus would allow for more storage economy.

Thank you for your time and consideration.

Stacey Therrien,
Assistant Clerk/Treasurer

**CITY OF NEWPORT
RECORDS MANAGEMENT POLICY & RETENTION PLAN**

I. PURPOSE

All Vermont public agencies are responsible for creating, managing and disposing of records in accordance with State and Federal laws and regulations. This policy is to ensure that all City of Newport employees conform with and are aware of those mandates.

II. SCOPE

All City of Newport records are public records defined by 1 V.S.A. § 317 as: “any written or recorded information, regardless of physical form or characteristics, which is produced or acquired in the course of public agency business.”

III. POLICY STATEMENT

It is the policy of the City of Newport to comply with 1 V.S.A. Chapter 5, Subchapter 3 (referred to as “Vermont’s Public Records Laws”.) All written or recorded information, regardless of physical form or characteristics, which is produced or acquired in the normal course of city business, shall be managed in accordance with the Record Retention Schedule below.

IV. UNIFORM LAWS, STANDARDS, AND PROCEDURES

- a. 1 V.S.A §§315-320: Access to Public Records, including V.S.A. § 317A:
Disposition of Public Records
- b. Records Retention
<https://sos.vermont.gov/vsara/manage/retention-disposition/#>
<https://sos.vermont.gov/vsara/manage/retention-disposition/agency-record-schedules/disposition-orders/>
- c. 3 V.S.A. § 117: Vermont State Archives and Records Administration
- d. <http://legislature.vermont.gov/statutes/section/03/005/00117>
- e. 3 V.S.A. § 218: Agency/Department Records Management Program
<http://law.justia.com/codes/vermont/2012/title03/chapter9/section218>

V. GENERAL RECORD SCHEDULES and DISPOSITION ORDERS

Vermont State Archives & Records Administration’s (hereafter referred to as VSARA) General Record Schedules (GRS) shall govern the management of records, specifically access, retention, and disposition. In limited circumstances Disposition Orders (DO) may continue to be used until superseded by GRS.

In a few instances VSARA has yet to issue a GRS to define the retention period. These documents will be retained until a ruling has been made.

VI. RECORDS MANAGEMENT GUIDELINE

On an annual basis beginning in (April, 2021) and every (April) thereafter, the City of Newport will review and dispose of any records that have been completed, closed, expired, or superseded as specified in the Record Retention Schedule (below) provided that:

1. The record has been authorized for destruction through a GRS or DO; and
2. The minimum retention requirement for the record, as stated in the applicable GRS or DO, has been fully met.
3. Any additional retention requirement adopted by the town/city and included in this policy has been fully met.

Records not yet covered by a GRS or DO will not be destroyed, and will be retained by the City of Newport.

VSARA has defined the term “permanent retention” as meaning until the State of Vermont no longer exists.

VSARA has defined the term “audit” as defined as an examination by a public accounting firm.

Documents may be scanned for ease of access, but this is not considered permanent retention unless provision is made by the City of Newport to transfer files to future file formats.

To bring the City of Newport into compliance with this policy, an internal review and subsequent destruction of records as authorized by this policy will take place beginning in (April, 2021).

This Policy supplants any Record Retention Policy or practices in existence prior to its effective date. All earlier revisions of this document are superseded by this revision.

The City of Newport City Council reviewed and approved this procedure at their most recent meeting on _____.

VII. REFERENCES

The following references are used for determining the record retention schedule: Disposition Order (DO), State of Vermont Agency of Administration, Public Record Division, State of Vermont General Record Schedule (GRS) and VSARA, and the Environmental Protection Agency.)

<https://sos.vermont.gov/vsara/manage/information-governance/standards/>

<https://sos.vermont.gov/vsara/manage/retention-disposition/general-record-schedules/>

<https://sos.vermont.gov/media/gijefsdg/retentionrequirements.pdf>

VIII. RECORDS RETENTION PLAN

The attached Table A reflects the types of records maintained by the City of Newport, their location, GRS, SRS or DO retention references, retention required by the reference, and the city additional retention requirements. This policy authorizes city employees to properly dispose of records that have reached the end of their retention period.

Adopted by the Newport City Council
April _____, 2021

Attested _____ This _____ Day of April, 2021

Council:

Table A

Newport Retention Plan

3/24/2021

Record Type	Location of Record	Schedule	GRS Citation or DO #	Minimum Retention	City of Newport Retention	Disposal Method
941	financial files	Payroll Records 1009.1103	GRS-1009.1103.151	Retain until tax paid or due, whichever is later, plus 4 years	7 years	shred
Absentee Envelopes, General and Primary Elections	Ballot Bags	Primary Elections 1689.1103, General Elections 1690.1103	SRS-1689.1103.129, SRS-1690.1103.129	22 months	follow SRS	recycle
Absentee Envelopes, Local Elections	Ballot Bags	Local Elections, 1348-1103	SRS 1348.1103.129	90 days	follow SRS	recycle
Absentee Voter List, Local Elections	Elections Files	Local Elections 1348-1103	SRS 1348.1103.55	90 days	1 year	shred
Absentee Voter List, Primary and General Election	Elections Files	Primary Elections 1689.1103, General Elections 1690.1103	SRS-1689.1103.55, SRS-1690.1103.55	22 months	follow SRS	shred
Agendas	City website	Administrative Policy Records 1000.1102	GRS 1000.1102.4	If minutes reflect the agenda, end of calendar year plus one year	follow State GRS	delete from website
Accounts Payable Invoices (Vouchers)	vault	Vouchers GRS 1000.1002	GRS 1000.1002.101	until audit complete	3 Years	recycle
Accounts Receivable Invoices (Requisitions)	A/R Files	Requisitions 1000.002	GRS 1000.1002.84	until audit complete	3 years	recycle
Applications for a board or committee	temporary files	Appointment Records GRS 1493.1004	GRS 1493.1004.8	until obsolete	3 years	recycle
Applications for absentee ballot, local elections only (if applying for more than one election, use the longest retention)	Elections Files	Local Elections, 1348-1103	SRS 1348.1103.8	90 days	1 year	shred
Applications for absentee ballot, primary and general elections	Elections Files	Primary Elections 1689.1103, General Elections 1690.1103	SRS-1689.1103.8, SRS-1690.1103.8	22 months	follow SRS	shred
Appointment decisions		Appointment Records GRS 1493.1004	GRS 1493.1004.133	Permanent	Permanent	Record all appointments in the Selectboard minutes
Ballots, unused (not handed to a voter), all elections	vault	Municipal Clerk's Transitory Records 1714.1000	SRS 1714.1000.187	until obsolete	30 days	recycle
Ballots, unvoted (handed to voters but not used), primary elections	Ballot Bags, separate bag from voted ballots	Municipal Clerk's Transitory Records 1714.1000	SRS 1714.1000.187	until obsolete	30 days	recycle
Ballots, voted, spoiled, and sample, General and Primary elections	Ballot Bags	Primary Elections 1689.1103, General Elections 1690.1103	SRS-1689.1103.129, SRS-1690.1103.129	22 months	follow SRS	recycle
Ballots, voted, spoiled, and sample, Local Elections	Ballot Bags	Local Elections, 1348-1103	SRS 1348.1103.129	90 days	follow SRS	recycle
Bank Statements	financial files	Accounting Records 1000.1002	GRS-1000.1002.53	until audit complete	7 years	recycle or shred
BCA decisions related to registration	Elections Files	Voter Registration 1319.1109	SRS 1319.1109.133	2 years following the next election	follow SRS	recycle
Bid Award Letters	temporary files	Contracting GRS 1000.1126	GRS 1000.1126.133	expired plus 3 years	follow State GRS	recycle
Bids	temporary files	Contracting GRS 1000.1126	GRS 1000.1126.149	expired plus 3 years	follow State GRS	recycle
Budget reports	financial files	Budget Records GRS 1000.1012	GRS 1000.1012.144	end of fiscal year plus 3 years	follow State GRS	recycle
Calendar of meetings	town website	Administrative Policy Records 1000.1102	GRS 1000.1102.19	end of calendar year plus 1 year	follow State GRS	delete from website
Cancelled checks	financial files	Accounting Records 1000.1002	GRS-1000.1002.101	until audit complete	7 years	recycle
Cash Received Report	financial files	Accounting Records 1000.1002	GRS-1000.1002.104	until audit complete	7 years	recycle
Challenge notices	Elections Files	Voter Registration 1319.1109	SRS 1319.1109.5	4 years following the next election	follow SRS	recycle

Table A

Newport Retention Plan

3/24/2021

Record Type	Location of Record	Schedule	GRS Citation or DO #	Minimum Retention	City of Newport Retention	Disposal Method
Challenge responses	Elections Files	Voter Registration 1319.1109	SRS 1319.1109.139	2 years following the next election	4 years following the next election	recycle
Check Registers	financial files	Accounting Records 1000.1002	GRS-1000.1002.144	until audit complete	7 years	recycle
Check stubs	financial files	Accounting Records 1000.1002	GRS-1000.1002.101	until audit complete	7 years	recycle
Checklists, Entrance and Exit, all elections	Elections Files	Primary Elections 1689.1103, General Elections 1690.1103, Local Elections 1348-1103	SRS 1689.1103.22, SRS 1690.1103.22, SRS 1348.1103.22	5 years	follow SRS	recycle
Checklists, Posted	Elections Files	Municipal Clerk's Transitory Records 1714.1000	SRS 1714.1000.80	until obsolete	follow SRS	recycle
Contract Award Letters	temporary files	Contracting GRS 1000.1126	GRS 1000.1126.133	expired plus 3 years	follow State GRS	recycle
Contracts	temporary files	Contracting GRS 1000.1126	GRS 1000.1126.26	expired plus 3 years	follow State GRS	recycle
Correspondence about Contracts, substantive	temporary files	Contracting GRS 1000.1126	GRS 1000.1126.53	expired plus 3 years	follow State GRS	recycle
Correspondence regarding appointments or resignations	correspondence files	Appointment Records GRS 1493.1004	GRS 1493.1004.53	3 years	follow State GRS	recycle or shred if personnel issues
Correspondence, Routine	miscellaneous file cabinets	Municipal Clerk's Transitory Records 1714.1000	SRS 1714.1000.28	until obsolete	1 year	recycle
Delinquent Tax Agreements/payment plans	DTC files	Tax Assessments GRS 1570.1170	GRS 1570.1170.5	expired plus 3 years	7 years	recycle
Deposit Receipts	financial files	Accounting Records 1000.1002	GRS-1000.1002.77	until audit complete	7 years	recycle
Deposit Slips	financial files	Accounting Records 1000.1002	GRS-1000.1002.77	until audit complete	7 years	recycle
Direct Deposit authorization	personnel files	Payroll Records 1009.1103	GRS-1009.1103.141	Keep current authorization. Keep superseded authorization until audit complete plus 1 year	follow State GRS	shred
Dog License Returns	financial files with Selectboard orders	Accounting Records 1000.1002	GRS-1000.1002.144	until audit complete	5 years	recycle
Dog Lists	temporary files	Dog Licenses 1350.1059	SRS-1350.1059.81	Until superseded plus 3 years	follow State SRS	shred
Dog Rabies Certificates, for dogs still in Newport	dog files	Dog Licenses 1350.1059	SRS-1350.1059.21	If not superseded, until expired	until superseded	shred
Dog Rabies Certificates, for dogs that have died	dog files	Dog Licenses 1350.1059	SRS-1350.1059.21	Until expired	10 days after the death of the dog	shred
Dog Rabies Certificates, for dogs that have moved out of Newport	dog files	Dog Licenses 1350.1059	SRS-1350.1059.21	Until expired	until expired	shred
Dog reminder letters	temporary files	Dog Licenses 1350.1059	SRS-1350-1059-50	Until closed plus 1 year	follow State SRS	recycle
Drafts of internal documents not requiring public review	miscellaneous file cabinets	Operational/Managerial Records GRS 1000.1103	GRS 1000.1103.37	until obsolete	follow state GRS	recycle
Drafts of ordinances/plans submitted to public review	vault	Administrative Policy Records 1000.1102	use citation for the type of document	Permanent	Permanent	archival files in vault
Financial Reports	financial files	Accounting Records 1000.1002	GRS-1000.1002.144	until audit complete	7 years if they can't be re-printed; otherwise until audit complete	recycle

Table A

Newport Retention Plan

3/24/2021

Record Type	Location of Record	Schedule	GRS Citation or DO #	Minimum Retention	City of Newport Retention	Disposal Method
Grant applications, not awarded	grant files	Administrative Policy Records 1000.1102	GRS 1000.1102.173	Until closed plus 3 years, or as specified in grant agreement, whichever is longer	follow State GRS	recycle
Grant documentation, not of significant administrative value	grant files	Administrative Policy Records 1000.1102	GRS 1000.1102.173	Until closed plus 3 years, or as specified in grant agreement, whichever is longer	follow State GRS	recycle
I-9	personnel files	Personnel Files GRS 1304.1103	GRS 1304.1103.32	until end of employment, plus 6 years	follow State GRS	shred
Insurance Coverage Docs - VLCT	temporary files	Contracting GRS 1000.1126	GRS 1000.1126.26	expired plus 3 years	follow State GRS	recycle
Interest allocation	financial files	Accounting Records 1000.1002	GRS-1000.1002.104	until audit complete	5 years	recycle
Invoices	financial files	Accounting Records 1000.1002	GRS 1000.1002.48	until audit complete	5 years	recycle
Invoices from the Town to others	financial files	Accounting Records 1000.1002	GRS-1000.1002.84	until audit complete	5 years	recycle
Invoices paid by the Town	financial files	Accounting Records 1000.1002	GRS-1000.1002.101	until audit complete	5 years	recycle
Marriage License Returns	financial files with Selectboard orders	Accounting Records 1000.1002	GRS-1000.1002.144	until audit complete	5 years	recycle
Minutes of any board or committee	Minute books	Administrative Policy Records 1000.1102	GRS 1000.1102.59	Permanent	Permanent	record in archival minute books
Minutes of Town Meeting	Elections Files	Local Elections 1348-1103	SRS 1348.1103.151	Permanent	Record, then retain original for 1 year	recycle after confirming recording
Notes	miscellaneous file cabinets	Municipal Clerk's Transitory Records 1714.1000	SRS 1714.1000.60	until obsolete	follow State GRS	recycle
Notice of Vacancy	temporary files	Appointment Records GRS 1493.1004	GRS 1493.1004.50	until filled plus 1 year	follow State GRS	recycle
Notices, routine (for regular or special meetings)	temporary files	Administrative Policy Records 1000.1102	GRS 1000.1102.50	Completed plus one year	follow state GRS	recycle/delete from website
Notices, substantive (for public hearings, adoption of ordinances, etc.)	temporary files	Administrative Policy Records 1000.1102	GRS 1000.1102.50	Completed plus one year	Permanent	record with minutes
Oaths	temporary files	Appointment Records GRS 1493.1004	GRS 1493.1004.108	Permanent	Permanent	record in town record book; recycle paper copy
Official Return of Votes, General and Primary Elections	Elections Files	Primary Elections 1689.1103, General Elections 1690.1103	SRS 1689.1103.151, SRS 1690.1103.151	Permanent	Record, then retain original for 22 months	recycle after confirming recording
Official Return of Votes, Local Elections	Elections Files	Local Elections 1348-1103	SRS 1348.1103.151	Permanent	Record, then retain original for 1 year	recycle after confirming recording
OSHA 300 log	temporary files	federal statutes	29 CFR § 1904.33	end of calendar year plus 5 years	follow federal statute	recycle or shred if personal info
Overweight Permits	temporary files	Disposition Orders	DO 9821 (#107)	2 years	follow DO	recycle
Paycheck stubs	financial files	Accounting Records 1000.1002	GRS-1000.1002.101	until audit complete	7 years	recycle or shred if ssn
Payroll Books	vault	Personnel Files GRS 1304.1103	GRS 1304.1103.81	Permanent	Permanent	boxes in vault
Payroll Deduction authorizations	personnel files	Payroll Records 1009.1103	GRS-1009.1103.141	Keep current authorization. Keep superseded authorization until audit complete plus 1 year	follow State GRS	shred

Table A

Newport Retention Plan

3/24/2021

Record Type	Location of Record	Schedule	GRS Citation or DO #	Minimum Retention	City of Newport Retention	Disposal Method
Performance Evaluations	personnel files	Personnel Files GRS 1304.1103	GRS 1304.1103.144	Keep 6 most recent; 6 years, if superseded	until no longer an employee, plus 6 years	shred
Petitions, General and Primary Elections	Elections Files	Primary Elections 1689.1103, General Elections 1690.1103	SRS-1689.1103.67, SRS-1690.1103.67	30 days	22 months	recycle
Petitions, Local Elections	Elections Files	Local Elections 1348-1103	SRS 1348-1103.67	30 days	1 year	recycle
Policies	Policy book	Administrative Policy Records 1000.1102	GRS 1000.1102.7	Superseded plus 3 years, then confirm (is it "substantive?")	follow state GRS	file or recycle
Posting of Land	temporary files	Disposition Orders	DO 9819 (#74)	2 years	follow DO	recycle
Procedures, enacted by Selectboard	Procedures book	Administrative Policy Records 1000.1102	GRS 1000.1102.73	Superseded plus 3 years, then confirm (is it "substantive?")	follow state GRS	file or recycle
Procedures, Town Clerk	Procedures book	Operational/Managerial Records GRS 1000.1103	GRS 1000.1103.73	Superseded plus 3 years	follow state GRS	file or recycle
Public Records Requests	temporary files (routine), correspondence files (substantive)	Municipal Clerk's Transitory Records 1714.1000	SRS 1714.1000.139	until obsolete	follow State GRS, unless substantive - then 1 year	recycle
Publications	reference files	Municipal Clerk's Transitory Records 1714.1000	SRS 1714.1000.74	until obsolete	follow State GRS	recycle
Reappraisal mailing	reference files	Tax Assessments GRS 1570.1170	GRS 1570.1170.9	superseded plus 3 years	follow State GRS	recycle
Receipts & Receipt Books	financial files	Accounting Records 1000.1002	GRS-1000.1002.77	until audit complete	7 years	recycle
Reference Sources	reference files	Municipal Clerk's Transitory Records 1714.1000	SRS 1714.1000.80	until obsolete	follow State GRS	recycle
Remittance Advice from the State	financial files	Accounting Records 1000.1002	GRS-1000.1002.77	until audit complete	7 years if they can't be re-printed; otherwise until audit complete	recycle
Requests for Proposals	temporary or correspondence files	Contracting GRS 1000.1126	GRS 1000.1126.83	expired plus 3 years	follow State GRS	recycle
Resignation from a board or committee	temporary	Appointment Records GRS 1493.1004	GRS 1493.1004.53	3 years	follow State GRS	recycle or shred if personnel issues
Selectboard orders	financial files	Accounting Records 1000.1002	GRS-1000.1002.102	until audit complete	5 years	recycle
Spreadsheets-financial/accounting	financial files	Accounting Records 1000.1002	GRS-1000.1002.104	until audit complete	5 years	recycle
Spreadsheets-bid comparisons	temporary files	Contracting GRS 1000.1126	GRS 1000.1126.104	expired plus 3 years	follow State GRS	recycle
Studies	miscellaneous file cabinets	Administrative Policy Records 1000.1102	GRS 1000.1102.116	Permanent	Permanent	archival files in vault
Summary Sheets, General and Primary Elections	Elections Files	Primary Elections 1689.1103, General Elections 1690.1103	SRS 1689.1103.104, SRS 1690.1103.104	22 months	follow SRS	recycle
Summary Sheets, Local Elections	Elections Files	Local Elections 1348-1103	SRS 1348.1103.104	90 days	1 year	recycle
Tally Sheets, General and Primary Elections	Ballot bags	Primary Elections 1689.1103, General Elections 1690.1103	SRS 1689.1103.104, SRS 1690.1103.104	22 months	follow SRS	recycle
Tally Sheets, Local Elections	Ballot bags	Local Elections 1348-1103	SRS 1348.1103.104	90 days	follow SRS	recycle

Table A

Newport Retention Plan

3/24/2021

Record Type	Location of Record	Schedule	GRS Citation or DO #	Minimum Retention	City of Newport Retention	Disposal Method
Tax Appeal Decisions	temporary files	Tax Appeals GRS 1570.1108	GRS 1570.1173.133	closed plus 3 years (but a copy is supposed to be in the grand list book)	follow State GRS	recycle, but put a copy in the grand list book
Tax Appeal files	temporary files	Tax Appeals GRS 1570.1108	GRS 1570.1108.36	closed plus 3 years	follow State GRS	recycle
Tax Appeal Notice of Hearing	Temporary files	Tax Appeals GRS 1570.1108	GRS 1570.1173.50	closed plus one year	3 years	recycle
Tax Appeal Requests	temporary files	Tax Appeals GRS 1570.1108	GRS 1570.1108.67	closed plus 3 years	follow State GRS	recycle
Tax bills	financial files	Tax Assessments GRS 1570.1170	GRS 1570.1170.182	closed plus 3 years	5 years	shred (state payment info is exempt)
Tax Books	vault	Accounting Records 1000.1002	GRS-1000.1002.144	until audit complete	5 years	recycle
Tax Receipts	financial files	Accounting Records 1000.1002	GRS-1000.1002.77	until audit complete	7 years	recycle
Timesheets	financial files	Payroll Records 1009.1103	GRS-1009.1103.144	audit plus 1 year	7 years	recycle
Town Plan	vault	Administrative Policy Records 1000.1102	GRS 1000.1102.69	Permanent	Permanent	Record in town record book and put a copy in the archival files
Town Plan, drafts and record of adoption	vault	Administrative Policy Records 1000.1102	GRS 1000.1102.69	Permanent	Permanent	archival files in vault
Town Report	vault	Administrative Policy Records 1000.1102	GRS 1000.1102.144	Permanent	Permanent	Bind 2 copies
Unemployment report	financial files	Payroll Records 1009.1103	GRS-1009.1103.151	Retain until tax paid or due, whichever is later, plus 4 years	follow State GRS	shred
Voter Applications	Elections Files	Voter Registration 1319.1109	SRS 1319.1109.8	4 years following the next election	follow SRS	shred
Voter's Oath forms	Elections Files	Voter Registration 1319.1109	SRS 1319.1109.8	4 years following the next election	follow SRS	shred
W-2	financial files	Payroll Records 1009.1103	GRS-1009.1103.151	Retain until tax paid or due, whichever is later, plus 4 years	follow State GRS	shred
W-4	financial files	Payroll Records 1009.1103	GRS-1009.1103.170	Keep until superseded, plus 4 years	follow State GRS	shred
Wage garnishments	personnel files	Payroll Records 1009.1103	GRS-1009.1103.141	Keep current authorization. Keep superseded authorization until audit complete plus 1 year	follow State GRS	shred
Warnings, Local Elections other than Town Meeting	Elections Files	Local Elections 1348-1103	SRS 1348-1103.50	1 year	follow SRS	recycle
Warnings, Primary and General Elections	Elections Files	Primary Elections 1689.1103, General Elections 1690.1103	SRS-1689.1103.50, SRS-1690.1103.50	1 year	22 months	recycle
Warnings, Town Meeting	Elections Files	Local Elections 1348-1103	SRS 1348-1103.50	Permanent	Record, then retain original for 1 year	recycle after confirming recording
Warrants	vault	Accounting Records 1000.1002	GRS-100.1002.102	until audit complete	7 years	recycle
WHT-434	financial files	Payroll Records 1009.1103	GRS-1009.1103.151	Retain until tax paid or due, whichever is later, plus 4 years	7 years	shred
WHT-436	financial files	Payroll Records 1009.1103	GRS-1009.1103.151	Retain until tax paid or due, whichever is later, plus 4 years	7 years	shred

Account	Budget	Actual	% of Budget
0-00-20 TAXES			
0-00-20.00 Property Taxes	4,179,816.00	8,694,059.72	208.00%
0-00-20.04 Fish & Wildlife Taxes	400.00	239.40	59.85%
0-00-20.06 Interest Current	24,000.00	18,506.69	77.11%
0-00-20.08 Corrections Contract	82,000.00	0.00	0.00%
0-00-20.10 Payments in Lieu of Taxes	460,000.00	460,324.00	100.07%
0-00-20.11 Tax Refunds (Crdt Ovrpmt)	0.00	-10,718.15	100.00%
0-00-20.13 PILOT - NEKHS	700.00	700.00	100.00%
0-00-20.15 Interest Delinquent	9,000.00	15,029.26	166.99%
0-00-20.16 Penalty Delinquent	37,000.00	-4.64	-0.01%
0-00-20.19 State Muni Tax Adj	205,000.00	204,479.38	99.75%
0-00-20.21 PILOT Hospital #2	30,000.00	30,000.00	100.00%
0-00-20.22 Tax Sale Redemption	0.00	52,606.18	100.00%
Total TAXES	5,027,916.00	9,465,221.84	188.25%
0-00-21 LICENSES & FEES			
0-00-21.01 Beverage Licenses	2,400.00	1,940.00	80.83%
0-00-21.20 Dog Licenses	1,700.00	976.00	57.41%
0-00-21.30 Zoning Permits/Misc Copie	6,500.00	3,398.84	52.29%
0-00-21.40 Misc - City Clerk Receipt	4,400.00	372.92	8.48%
0-00-21.45 Vault Time	0.00	816.25	100.00%
0-00-21.47 Vault Copies	0.00	2,417.75	100.00%
0-00-21.48 Avenu Copy Revenue	0.00	6.00	100.00%
0-00-21.50 City Clerk Recording Fees	47,000.00	33,203.00	70.64%
0-00-21.55 Certified Birth Certs	0.00	2,630.00	100.00%
0-00-21.56 Marriage Certificate	0.00	465.00	100.00%
0-00-21.57 Certified Death Certs	0.00	5,877.00	100.00%
0-00-21.63 Record Restoration Reserv	0.00	11,830.00	100.00%
Total LICENSES & FEES	62,000.00	63,932.76	103.12%
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	14,500.00	14,149.00	97.58%
Total REIMBURSEMENTS	22,000.00	14,149.00	64.31%
0-00-23 MISCELLANEOUS REVENUES			
0-00-23.51 Centennial Revenue	0.00	20.00	100.00%
0-00-23.57 Land Record Digitization	0.00	20,579.38	100.00%
0-00-23.66 Reim Recycled Metal	0.00	249.80	100.00%
0-00-23.67 Equalization Reim.	2,000.00	0.00	0.00%
0-00-23.70 Lister Education	400.00	0.00	0.00%
0-00-23.78 Cellular One Lease	32,000.00	24,358.50	76.12%
0-00-23.81 Haz Waste SWIP Grant	3,000.00	3,583.53	119.45%
0-00-23.87 Wal-Mart Funds	0.00	100,000.00	100.00%
0-00-23.88 Int Reimburs	0.00	1,267.02	100.00%
0-00-23.90 Municipal Building Income	500.00	0.00	0.00%
0-00-23.93 Land Sale	0.00	20,000.00	100.00%

Account	Budget	Actual	% of Budget
0-00-23.94 NCRC Reimbursement	30,000.00	0.00	0.00%
0-00-23.96 COVID-19 Grant Income	0.00	-11,368.36	100.00%
0-00-23.97 MWA Prouty Beach Project	0.00	5,662.11	100.00%
0-00-23.98 Insurance Refunds/Claims	0.00	4,000.67	100.00%
0-00-23.99 Misc Income	300.00	4,061.95	1,353.98%
Total MISCELLANEOUS REVENUES	68,200.00	172,414.60	252.81%
0-00-24 POLICE DEPT INCOME			
0-00-24.31 Special Invest Unit SIU	0.00	15,000.00	100.00%
0-00-24.32 VT Traffic Court Fines	9,000.00	8,802.15	97.80%
0-00-24.36 K-9 Donations	0.00	3,250.00	100.00%
0-00-24.52 Police Contracted Service	0.00	1,800.00	100.00%
0-00-24.56 Oper Stonegarden 97.067	0.00	20,913.09	100.00%
0-00-24.70 Parking Fines	500.00	320.00	64.00%
0-00-24.72 USDA Equip Grant	0.00	29,106.78	100.00%
0-00-24.77 STOP Grant	0.00	13,276.27	100.00%
0-00-24.86 *Dispatch Fed Grant 97.06	0.00	-238.23	100.00%
0-00-24.90 Police Reports	1,500.00	1,191.00	79.40%
0-00-24.91 Police Invoice Income	4,000.00	1,749.35	43.73%
0-00-24.94 VT Drug Task Force Grant	0.00	52,841.39	100.00%
0-00-24.96 HSI Slot Funds	0.00	11,000.00	100.00%
0-00-24.97 Dispatch Income	50,000.00	45,049.98	90.10%
0-00-24.98 Other Income	0.00	4,500.00	100.00%
0-00-24.99 Dog Impound Fees	200.00	180.00	90.00%
Total POLICE DEPT INCOME	65,200.00	208,741.78	320.16%
0-00-25 FIRE DEPT INCOME			
0-00-25.79 Coventry Capital Share	40,000.00	38,667.77	96.67%
0-00-25.90 Fire Dept-Labor & Matera	500.00	2,117.50	423.50%
0-00-25.91 Fire Dept-Miscellaneous	2,000.00	2,500.00	125.00%
Total FIRE DEPT INCOME	42,500.00	43,285.27	101.85%
0-00-26 STREET DEPT INCOME			
0-00-26.20 Street Dept-St Aid to Hig	138,500.00	145,662.73	105.17%
0-00-26.21 Street Dept-Labor & Mater	0.00	1,738.00	100.00%
0-00-26.24 Public Works Other Income	0.00	2,069.60	100.00%
0-00-26.33 PW Vehicle/Equip Revenue	0.00	800.00	100.00%
Total STREET DEPT INCOME	138,500.00	150,270.33	108.50%
0-00-27 RECREATION DEPT INCOME			
0-00-27.1 SENIOR CENTER			
0-00-27.10 Senior Center-Salary Reim	3,000.00	0.00	0.00%
0-00-27.12 Senior Ctr Other Reim	1,500.00	0.00	0.00%
Total SENIOR CENTER	4,500.00	0.00	0.00%

Account	Budget	Actual	% of Budget
0-00-27.2 MUNICIPAL BUILDING			
0-00-27.24 Gym Rental	3,500.00	110.00	3.14%
0-00-27.25 Playworld	0.00	150.00	100.00%
Total MUNICIPAL BUILDING	3,500.00	260.00	7.43%
0-00-27.3 GRANTS & FEES			
0-00-27.35 Aquatic Nuis AQ19-55	0.00	2,499.00	100.00%
0-00-27.38 Parades	4,000.00	0.00	0.00%
Total GRANTS & FEES	4,000.00	2,499.00	62.48%
0-00-27.4 PROUTY BEACH			
0-00-27.40 Prouty Beach-Admissions	600.00	12.00	2.00%
0-00-27.41 P B Transient Camping	95,000.00	75,921.99	79.92%
0-00-27.42 Prouty Beach Seasonal Pmt	48,750.00	44,958.69	92.22%
0-00-27.43 Prouty Beach-Misc Income	200.00	15.00	7.50%
0-00-27.44 PB Green Space Rental	500.00	0.00	0.00%
0-00-27.45 PB Facility Rental	1,200.00	1,055.00	87.92%
0-00-27.46 PB Athletic Fields Rental	1,000.00	495.00	49.50%
0-00-27.47 Prouty Beach-Electric	5,000.00	3,892.62	77.85%
0-00-27.48 Campground Store	5,000.00	1,640.02	32.80%
0-00-27.49 Equipment Rental	700.00	700.00	100.00%
Total PROUTY BEACH	157,950.00	128,690.32	81.48%
0-00-27.5 RECREATION PROGRAMS			
0-00-27.55 Discount Tickets	12,000.00	15,243.95	127.03%
0-00-27.56 Annual Events	30,000.00	17,704.51	59.02%
0-00-27.57 Adult Programs	4,000.00	20.00	0.50%
0-00-27.58 Summer Programs	30,000.00	5,047.50	16.83%
0-00-27.59 Youth Winter Programs	0.00	1,560.00	100.00%
Total RECREATION PROGRAMS	76,000.00	39,575.96	52.07%
0-00-27.6 GARDNER PARK			
0-00-27.64 Field Rental	8,000.00	3,925.80	49.07%
0-00-27.67 GP Green Space Rental	2,000.00	197.37	9.87%
0-00-27.68 Skating Rink Income	500.00	679.00	135.80%
Total GARDNER PARK	10,500.00	4,802.17	45.73%
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			
0-00-27.81 Gateway Utility Reim	8,000.00	0.00	0.00%
0-00-27.85 Dock Rent Northern Star	5,330.00	1,034.66	19.41%
0-00-27.88 Dinghy Dock Revenue	750.00	225.00	30.00%

Account	Budget	Actual	% of Budget
Total WATERFRONT-REIMB	14,080.00	1,259.66	8.95%
0-00-27.9 WATERFRONT			
0-00-27.90 Gateway Center Rental	14,400.00	2,230.00	15.49%
0-00-27.96 Waterfront-Gasoline Sales	60,000.00	6,208.38	10.35%
0-00-27.97 Waterfront-Misc Sales	2,000.00	348.90	17.45%
0-00-27.98 Waterfront Transient	6,000.00	705.00	11.75%
0-00-27.99 Waterfront Seasonal Slips	38,000.00	25,740.20	67.74%
Total WATERFRONT	120,400.00	35,232.48	29.26%
Total RECREATION DEPT INCOME	390,930.00	212,319.59	54.31%
0-00-28 ANIMAL CONTROL			
Total ANIMAL CONTROL	0.00	0.00	0.00%
0-00-29 OTHER INTEREST INCOME			
0-00-29.05 Del Tax Atty Fees	0.00	6,363.34	100.00%
0-00-29.24 Wal-Mart Fund Interest	0.00	294.52	100.00%
0-00-29.26 Bike Path Fund Interest	10.00	0.00	0.00%
0-00-29.29 Interest Tennis Court Fun	10.00	8.32	83.20%
0-00-29.32 Interest on Checking MBA	5,000.00	4,873.58	97.47%
0-00-29.37 Interest Coventry St Fd	0.00	28.73	100.00%
0-00-29.38 Int Reappraisal Fund	0.00	17.53	100.00%
0-00-29.46 Other Interest	5.00	0.00	0.00%
0-00-29.95 Int Wal-Mart Funds	0.00	92.83	100.00%
Total OTHER INTEREST INCOME	5,025.00	11,678.85	232.41%
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	315.00	100.00%
Total City Landscaper	0.00	315.00	100.00%
0-00-80 BOAT WASHING STATION			
Total BOAT WASHING STATION	0.00	0.00	0.00%
0-00-81 MOORING MANAGEMENT			
Total MOORING MANAGEMENT	0.00	0.00	0.00%
Total Revenues	5,822,271.00	10,342,329.02	177.63%

Account	Budget	Actual	% of Budget
O T E S P Const (FED)			
0-30 GOVERNMENT OPERATIONS			
0-30-30 CITY COUNCIL			
0-30-30.10 Salaries	8,250.00	6,060.00	73.45%
0-30-30.20 Office Supplies	100.00	158.64	158.64%
0-30-30.34 Communications	1,200.00	94.14	7.85%
0-30-30.40 Travel & Miscellaneous	1,200.00	0.00	0.00%
0-30-30.50 Council Special Projects	2,500.00	1,417.75	56.71%
0-30-30.51 Social Security	632.00	523.60	82.85%
Total CITY COUNCIL	13,882.00	8,254.13	59.46%
0-30-31 CITY MANAGER			
0-30-31.10 Salaries	47,381.00	33,218.39	70.11%
0-30-31.11 Vacation	3,339.00	2,492.22	74.64%
0-30-31.12 Holiday	2,402.00	2,955.05	123.02%
0-30-31.13 Sick Pay	0.00	4,544.30	100.00%
0-30-31.20 Office Supplies	1,500.00	287.13	19.14%
0-30-31.21 COVID-19 Expenses	0.00	1,556.68	100.00%
0-30-31.30 Advertising	300.00	0.00	0.00%
0-30-31.34 Communications	6,000.00	3,187.60	53.13%
0-30-31.40 Training, Conferences & D	500.00	225.00	45.00%
0-30-31.52 Social Security	4,064.00	3,625.52	89.21%
0-30-31.53 Retirement	5,564.00	3,511.36	63.11%
0-30-31.54 Health Insurance	10,071.00	9,955.65	98.85%
0-30-31.55 Work's Comp	235.00	188.14	80.06%
0-30-31.56 Unemployment	285.00	173.42	60.85%
0-30-31.57 Life/AD&D/Disability	530.00	394.20	74.38%
0-30-31.58 HRA Expence	1,693.00	1,462.95	86.41%
0-30-31.68 Repair & Maintenance	1,500.00	1,395.05	93.00%
0-30-31.80 Travel & Misc	2,900.00	1,710.00	58.97%
0-30-31.82 New Equipment	500.00	279.00	55.80%
Total CITY MANAGER	88,764.00	71,161.66	80.17%
0-30-32 ELECTION EXPENSE			
0-30-32.10 Salaries	3,000.00	2,608.21	86.94%
0-30-32.20 Ballots - LHS & Memph Pre	2,700.00	3,411.32	126.35%
0-30-32.30 Advertising	500.00	97.00	19.40%
0-30-32.34 Communications	250.00	626.89	250.76%
0-30-32.52 Social Security	230.00	204.55	88.93%
0-30-32.68 Repair & Maintenance	2,500.00	447.10	17.88%
0-30-32.79 Other Expenses	1,200.00	1,479.37	123.28%
Total ELECTION EXPENSE	10,380.00	8,874.44	85.50%
0-30-33 CITY TREASURER			
0-30-33.10 Salaries	74,002.00	53,606.21	72.44%

Account	Budget	Actual	% of Budget
0-30-33.11 Overtime	1,200.00	1,521.50	126.79%
0-30-33.12 Vacation	3,911.00	3,866.33	98.86%
0-30-33.13 Holiday	2,080.00	2,311.13	111.11%
0-30-33.14 Sick Pay	0.00	3,798.63	100.00%
0-30-33.15 Longevity Pay	300.00	350.00	116.67%
0-30-33.17 Travel & Misc	0.00	86.25	100.00%
0-30-33.19 COVID-19 Sick Pay	0.00	295.55	100.00%
0-30-33.20 Office Supplies	2,300.00	2,668.33	116.01%
0-30-33.34 Communications	3,300.00	3,010.09	91.21%
0-30-33.52 Social Security	6,234.00	5,651.31	90.65%
0-30-33.53 Muni Retirement	7,088.00	5,674.95	80.06%
0-30-33.54 Health Insurance	11,043.00	7,537.69	68.26%
0-30-33.55 Workman's Comp	402.00	280.32	69.73%
0-30-33.56 Unemployment	282.00	86.71	30.75%
0-30-33.57 Life/AD&D/Disability Ins.	761.00	554.46	72.86%
0-30-33.58 HRA Ins. Expense	700.00	0.00	0.00%
0-30-33.68 Repair & Maintenance	1,600.00	1,842.15	115.13%
0-30-33.79 Other Expenses	200.00	222.31	111.16%
0-30-33.80 Equipment	1,000.00	345.70	34.57%
0-30-33.81 Conf & Dues	75.00	0.00	0.00%
Total CITY TREASURER	116,478.00	93,709.62	80.45%
0-30-34 TAX LISTING			
0-30-34.20 Office Supplies	300.00	62.33	20.78%
0-30-34.34 Communications	2,500.00	1,374.19	54.97%
0-30-34.60 Professional Expense	25,750.00	15,824.31	61.45%
0-30-34.68 Repair & Maintenance	650.00	947.10	145.71%
0-30-34.80 Training	300.00	0.00	0.00%
0-30-34.83 Equipment	0.00	291.98	100.00%
0-30-34.88 Reappraisal Software Main	7,000.00	725.00	10.36%
0-30-34.90 Tax Map Maintenance	3,500.00	2,400.00	68.57%
Total TAX LISTING	40,000.00	21,624.91	54.06%
0-30-35 CITY CLERK			
0-30-35.10 Salaries	74,002.00	50,920.39	68.81%
0-30-35.11 Overtime	1,200.00	1,262.95	105.25%
0-30-35.12 Vacation	3,911.00	3,866.08	98.85%
0-30-35.13 Holiday	2,080.00	2,105.53	101.23%
0-30-35.14 Sick Pay	0.00	3,904.72	100.00%
0-30-35.15 Longevity Pay	300.00	350.00	116.67%
0-30-35.19 COVID-19 Sick Pay	0.00	295.55	100.00%
0-30-35.20 Office Supplies	2,500.00	2,598.03	103.92%
0-30-35.30 Recording Supplies	2,500.00	381.35	15.25%
0-30-35.34 Communications	3,200.00	2,670.77	83.46%
0-30-35.45 Travel	0.00	86.25	100.00%
0-30-35.52 Social Security	7,127.00	4,089.74	57.38%
0-30-35.53 Muni Retirement	6,871.00	5,674.95	82.59%
0-30-35.54 Health Insurance	11,043.00	6,949.94	62.94%

Account	Budget	Actual	% of Budget
0-30-35.55 Workman's Comp	402.00	280.00	69.65%
0-30-35.56 Unemployment	282.00	86.71	30.75%
0-30-35.57 Life/AD&D/Disability	761.00	554.46	72.86%
0-30-35.58 HRA Ins. Expense	700.00	0.00	0.00%
0-30-35.68 Repair & Maintenance	1,600.00	1,859.03	116.19%
0-30-35.69 Digitization Expense	0.00	1,275.00	100.00%
0-30-35.79 Other Expenses	200.00	272.20	136.10%
0-30-35.81 Digitization Grant Exp	0.00	23,054.30	100.00%
0-30-35.82 Equipment	1,000.00	645.68	64.57%
0-30-35.86 Conf & Dues	40.00	0.00	0.00%
0-30-35.87 Dog Tags	0.00	128.65	100.00%
Total CITY CLERK	119,719.00	113,312.28	94.65%
0-30-36 PLANNING & ZONING			
0-30-36.10 Salaries	32,977.00	19,634.10	59.54%
0-30-36.13 Vacation	0.00	220.00	100.00%
0-30-36.14 Sick Pay	0.00	2,167.25	100.00%
0-30-36.16 Holiday	1,816.00	1,295.60	71.34%
0-30-36.20 Office Supplies	400.00	561.02	140.26%
0-30-36.30 Advertising	1,600.00	1,111.60	69.48%
0-30-36.34 Communications	3,000.00	1,647.72	54.92%
0-30-36.52 Social Security	2,853.00	1,984.07	69.54%
0-30-36.53 Muni Retirement	2,491.00	1,512.44	60.72%
0-30-36.54 Workman's Comp	77.00	57.38	74.52%
0-30-36.55 Unemployment	141.00	86.71	61.50%
0-30-36.57 Life/AD&D/Disability	0.00	120.17	100.00%
0-30-36.59 Health Insurance Opt Out	0.00	600.00	100.00%
0-30-36.60 Professional Expense	1,000.00	3,520.00	352.00%
0-30-36.68 Repair & Maintenance	500.00	947.10	189.42%
0-30-36.80 Training	200.00	20.00	10.00%
0-30-36.83 Board Salaries	2,500.00	1,314.00	52.56%
0-30-36.84 Other Expenses	0.00	260.00	100.00%
0-30-36.88 Software Maintenance	8,400.00	0.00	0.00%
0-30-36.90 Comprehensive MPG Grant	0.00	8,926.75	100.00%
Total PLANNING & ZONING	57,955.00	45,985.91	79.35%
0-30-37.9 AUDIT AND CITY REPORT			
0-30-37.91 Professional Expense	35,000.00	35,750.00	102.14%
0-30-37.92 Printing	3,500.00	5,409.10	154.55%
0-30-37.93 Other Expenses	1,000.00	800.00	80.00%
0-30-37.94 Annual Report	200.00	0.00	0.00%
Total AUDIT AND CITY REPORT	39,700.00	41,959.10	105.69%
0-30-38.9 CORPORATE COUNSEL			
0-30-38.90 Professional Expense	15,000.00	701.00	4.67%
0-30-38.91 Bond Counsel	500.00	0.00	0.00%
Total CORPORATE COUNSEL	15,500.00	701.00	4.52%

Account	Budget	Actual	% of Budget
0-30-39 DELINQUENT TAX COLLECTOR			
0-30-39.10 Salaries	3,900.00	1,317.33	33.78%
0-30-39.20 Office Supplies	50.00	0.00	0.00%
0-30-39.34 Communications	1,200.00	1,009.24	84.10%
0-30-39.52 Social Security	299.00	95.49	31.94%
0-30-39.55 Workers Comp	0.00	13.80	100.00%
0-30-39.79 Other Expenses	200.00	10,818.97	5,409.49%
0-30-39.90 Professional Expenses	0.00	1,052.35	100.00%
Total DELINQUENT TAX COLLECTOR	5,649.00	14,307.18	253.27%
0-30-40 MUNICIPAL BUILDING			
0-30-40.10 Salaries	42,852.00	27,288.68	63.68%
0-30-40.11 Vacation	2,759.00	5,126.77	185.82%
0-30-40.12 Holiday	2,207.00	1,471.36	66.67%
0-30-40.13 Sick Pay	0.00	5,287.70	100.00%
0-30-40.15 Fuel Oil	16,500.00	4,853.38	29.41%
0-30-40.16 Operating Supplies	3,000.00	2,366.02	78.87%
0-30-40.17 Repair & Maint Supplies	1,600.00	68.45	4.28%
0-30-40.18 Small Tools & Equip	200.00	472.71	236.36%
0-30-40.19 Misc Expense	400.00	449.00	112.25%
0-30-40.20 Repair & Maintenance	15,000.00	8,949.46	59.66%
0-30-40.21 Utilities	18,000.00	11,312.05	62.84%
0-30-40.22 Improvements	5,000.00	3,132.07	62.64%
0-30-40.24 Propane for Generator	100.00	65.00	65.00%
0-30-40.25 Work Attire	300.00	593.59	197.86%
0-30-40.52 Social Security	3,552.00	3,103.97	87.39%
0-30-40.53 Muni Retirement	3,424.00	3,144.55	91.84%
0-30-40.54 Health Insurance	0.00	41.08	100.00%
0-30-40.55 Workman's Comp	4,383.00	2,055.83	46.90%
0-30-40.56 Unemployment	282.00	86.71	30.75%
0-30-40.57 Life/AD&D/Disability	475.00	338.80	71.33%
0-30-40.58 Health Ins Opt Out	2,500.00	1,400.00	56.00%
Total MUNICIPAL BUILDING	122,534.00	81,607.18	66.60%
0-30-41 REAPPRAISAL			
0-30-41.03 Other Direct Costs	0.00	32.68	100.00%
Total REAPPRAISAL	0.00	32.68	100.00%
Total GOVERNMENT OPERATIONS	630,561.00	501,530.09	79.54%
0-4 PUBLIC SAFETY			
0-40 POLICE DEPARTMENT			
0-40-40 POLICE ADMINISTRATION			
0-40-40.10 Salaries	123,390.00	46,702.80	37.85%
0-40-40.12 Vacation	12,402.00	4,794.67	38.66%
0-40-40.13 Holiday	6,571.00	3,172.40	48.28%

GENERAL FUND

Account	Budget	Actual	% of Budget
0-40-40.14 Sick Pay	0.00	126.18	100.00%
0-40-40.18 Uniform Allowance	1,000.00	0.00	0.00%
0-40-40.20 Office Supplies	150.00	23.64	15.76%
0-40-40.21 Operating Supplies	150.00	31.54	21.03%
0-40-40.30 Advertising	600.00	0.00	0.00%
0-40-40.31 On-Call Pay	1,000.00	552.00	55.20%
0-40-40.34 Communications	1,500.00	1,025.67	68.38%
0-40-40.40 Travel & Misc Expense	1,000.00	23.86	2.39%
0-40-40.52 Social Security	10,968.00	4,066.87	37.08%
0-40-40.53 Muni Retirement	14,735.00	6,208.85	42.14%
0-40-40.54 Health Insurance	23,151.00	16,830.69	72.70%
0-40-40.55 Worker's Comp	10,524.00	5,410.09	51.41%
0-40-40.56 Unemployment	282.00	86.71	30.75%
0-40-40.57 Life/AD&D/Disability	1,347.00	498.96	37.04%
0-40-40.58 Health Ins Opt Out	2,500.00	0.00	0.00%
0-40-40.59 HRA Expense	0.00	636.00	100.00%
0-40-40.78 Police Liability Ins	34,000.00	26,883.05	79.07%
0-40-40.79 Other Expenses	500.00	1,177.20	235.44%
0-40-40.89 Training	1,000.00	50.00	5.00%
Total POLICE ADMINISTRATION	246,770.00	118,301.18	47.94%
0-40-41 POLICE PATROL			
0-40-41.11 Sick Pay	0.00	3,719.68	100.00%
0-40-41.12 COVID-19 Sick Pay	0.00	980.65	100.00%
0-40-41.13 Vacation	33,708.00	20,912.65	62.04%
0-40-41.14 Holiday	58,636.00	29,930.92	51.05%
0-40-41.16 Salaries	544,656.00	306,368.39	56.25%
0-40-41.17 Overtime	70,000.00	67,157.41	95.94%
0-40-41.18 Part-Time	30,000.00	37,305.25	124.35%
0-40-41.19 On-Call Pay	5,200.00	2,944.00	56.62%
0-40-41.21 Operating Supplies	5,000.00	2,204.59	44.09%
0-40-41.22 Office Supplies	2,500.00	341.42	13.66%
0-40-41.24 Gasoline	18,000.00	6,681.51	37.12%
0-40-41.30 SIU Salaries	0.00	39,339.86	100.00%
0-40-41.35 Communications	15,000.00	9,288.32	61.92%
0-40-41.50 Uniform Purchases	3,000.00	907.92	30.26%
0-40-41.52 Social Security	56,779.00	38,690.18	68.14%
0-40-41.53 Muni Retirement	60,209.00	52,422.46	87.07%
0-40-41.54 Health Insurance	134,797.00	79,771.99	59.18%
0-40-41.55 Worker's Comp	54,106.00	57,016.27	105.38%
0-40-41.56 Unemployment	3,661.00	1,127.21	30.79%
0-40-41.57 Life/AD&D/Disability	5,904.00	4,233.24	71.70%
0-40-41.58 HRA Insurance	19,041.00	3,250.95	17.07%
0-40-41.59 Health Insurance Opt Out	9,856.00	6,631.47	67.28%
0-40-41.69 Vehicle Repair & Maintena	20,000.00	15,632.87	78.16%
0-40-41.70 Outside Services	7,000.00	4,389.72	62.71%
0-40-41.72 STOP Contracted Services	0.00	4,166.08	100.00%
0-40-41.78 Uniform Allowance/Gym Rmb	5,400.00	5,400.00	100.00%
0-40-41.80 Training	15,000.00	9,436.14	62.91%

Account	Budget	Actual	% of Budget
0-40-41.81 COVID-19 Travel	0.00	216.92	100.00%
0-40-41.89 Stonegarden Maint Supply	0.00	2,981.87	100.00%
0-40-41.90 Equipment	12,000.00	15,026.99	125.22%
0-40-41.91 Oper Stonegarden 97.067	0.00	39,971.43	100.00%
0-40-41.93 Stonegarden Equip 97.067	0.00	8,616.33	100.00%
0-40-41.94 VT Drug Task Force Grant	0.00	42,923.12	100.00%
0-40-41.95 K-9 Expenses	1,200.00	365.68	30.47%
0-40-41.96 Bullet Proof Vests	2,000.00	1,830.00	91.50%
Total POLICE PATROL	1,192,653.00	922,183.49	77.32%
0-40-42 POLICE DISPATCH			
0-40-42.11 Sick Pay	0.00	6,080.03	100.00%
0-40-42.13 Vacation	10,753.00	5,704.55	53.05%
0-40-42.14 Holiday	15,655.00	9,749.93	62.28%
0-40-42.16 Salaries	155,863.00	117,803.88	75.58%
0-40-42.17 Overtime	15,000.00	11,746.36	78.31%
0-40-42.18 Part-Time	24,000.00	17,028.32	70.95%
0-40-42.21 Operating Supplies	600.00	395.19	65.87%
0-40-42.22 Office Supplies	1,000.00	752.39	75.24%
0-40-42.35 Communications	23,000.00	12,167.40	52.90%
0-40-42.50 Uniform Purchases	800.00	966.91	120.86%
0-40-42.52 Social Security	16,928.00	12,851.28	75.92%
0-40-42.53 Muni Retirement	14,126.00	12,106.05	85.70%
0-40-42.54 Health Insurance	60,238.00	30,989.15	51.44%
0-40-42.55 Worker's Comp	17,227.00	780.92	4.53%
0-40-42.56 Unemployment	564.00	346.83	61.49%
0-40-42.57 Life/AD&D/Disability	1,900.00	1,032.92	54.36%
0-40-42.58 HRA Expense	4,307.00	2,357.60	54.74%
0-40-42.70 Outside Services	1,500.00	622.15	41.48%
0-40-42.78 Uniform Allowance/Gym Rmb	1,800.00	1,800.00	100.00%
0-40-42.80 Training	1,000.00	0.00	0.00%
0-40-42.90 Equipment	1,500.00	0.00	0.00%
Total POLICE DISPATCH	367,761.00	245,281.86	66.70%
0-40-43 ANIMAL CONTROL			
0-40-43.21 Operating Supplies	50.00	0.00	0.00%
0-40-43.60 Outside Services	1,500.00	120.00	8.00%
Total ANIMAL CONTROL	1,550.00	120.00	7.74%
0-40-50 POLICE CONTACTED SCVS			
0-40-50.20 *Salaries - NCUHS	0.00	1,392.71	100.00%
0-40-50.21 Social Security	0.00	102.68	100.00%
Total POLICE CONTACTED SCVS	0.00	1,495.39	100.00%
Total POLICE DEPARTMENT	1,808,734.00	1,287,381.92	71.18%

Account	Budget	Actual	Actual % of Budget
0-45 FIRE DEPARTMENT			
0-45-45 FIRE FIGHTING			
0-45-45.05 Salary Administration	45,387.00	34,185.25	75.32%
0-45-45.10 Salaries	23,000.00	20,652.10	89.79%
0-45-45.12 Vacation	2,922.00	0.00	0.00%
0-45-45.13 Holiday	2,338.00	1,344.15	57.49%
0-45-45.14 Sick Pay	0.00	179.22	100.00%
0-45-45.16 Social Security	0.00	51.09	100.00%
0-45-45.21 Operating Supplies	500.00	1,214.22	242.84%
0-45-45.22 Repair & Maintenance Supp	500.00	0.00	0.00%
0-45-45.25 P & C Insurance	8,000.00	6,624.31	82.80%
0-45-45.26 Worker's Comp Assig Risk	15,000.00	9,193.37	61.29%
0-45-45.28 Gasoline	4,000.00	2,219.26	55.48%
0-45-45.35 Postage	0.00	8.49	100.00%
0-45-45.40 Other Expense	3,000.00	1,001.80	33.39%
0-45-45.45 Other Equip Maintenance	3,500.00	1,143.59	32.67%
0-45-45.50 Volunteer Firefighter	9,700.00	134.55	1.39%
0-45-45.52 Social Security	5,634.00	4,323.52	76.74%
0-45-45.53 Muni Retirement	3,926.00	2,914.67	74.24%
0-45-45.54 Health Insurance	0.00	5,989.58	100.00%
0-45-45.56 Unemployment	325.00	86.71	26.68%
0-45-45.57 Life/AD&D/Disability	475.00	336.60	70.86%
0-45-45.59 Health Ins Opt Out	2,600.00	0.00	0.00%
0-45-45.68 Repair & Maintenance	500.00	207.35	41.47%
0-45-45.69 Personnel Equipment	10,000.00	5,872.38	58.72%
0-45-45.80 Travel	100.00	0.00	0.00%
0-45-45.81 Liability	500.00	269.10	53.82%
0-45-45.85 Coventry Expense	300.00	0.00	0.00%
Total FIRE FIGHTING	142,207.00	97,951.31	68.88%
0-45-46 FIRE TRAINING			
0-45-46.40 Other Expense	2,000.00	109.80	5.49%
Total FIRE TRAINING	2,000.00	109.80	5.49%
0-45-47 FIRE COMMUNICATIONS			
0-45-47.22 Repair & Maintenance Supp	2,000.00	0.00	0.00%
0-45-47.34 Communications	4,500.00	3,042.56	67.61%
0-45-47.69 Equipment	2,500.00	3,274.00	130.96%
Total FIRE COMMUNICATIONS	9,000.00	6,316.56	70.18%
0-45-48 FIRE STATION			
0-45-48.19 Fuel Oil	5,500.00	2,899.65	52.72%
0-45-48.22 Repair & Maintenance Supp	500.00	147.79	29.56%
0-45-48.68 Repair & Maintenance	1,900.00	2,726.16	143.48%
0-45-48.76 Utilities	4,000.00	2,559.04	63.98%
0-45-48.87 Equipment	400.00	3,411.73	852.93%
Total FIRE STATION	12,300.00	11,744.37	95.48%

Account	Budget	Actual	% of Budget
0-45-49 FIRE DEPT EQUIP & GRANTS			
0-45-49.81 Truck Maintenance	6,000.00	5,364.16	89.40%
0-45-49.82 Repair & Maintenance	7,500.00	14,538.82	193.85%
0-45-49.83 Fire Trucks & Equipment	5,000.00	4,005.12	80.10%
0-45-49.87 Equipment	6,000.00	4,678.93	77.98%
Total FIRE DEPT EQUIP & GRANTS	24,500.00	28,587.03	116.68%
Total FIRE DEPARTMENT	190,007.00	144,709.07	76.16%
Total PUBLIC SAFETY	1,998,741.00	1,432,090.99	71.65%
0-50 PUBLIC WORKS			
0-50-50 PUBLIC WORKS ADMINISTRATI			
0-50-50.10 Salaries	27,046.00	20,157.15	74.53%
0-50-50.12 Vacation	23,463.00	2,899.51	12.36%
0-50-50.13 Holiday	23,884.00	1,315.66	5.51%
0-50-50.14 Sick Pay	0.00	708.09	100.00%
0-50-50.15 Longevity Pay	1,400.00	133.34	9.52%
0-50-50.19 COVID-19 Sick Pay	0.00	6,382.54	100.00%
0-50-50.20 Office Supplies	1,000.00	568.34	56.83%
0-50-50.21 Employee Work Attire	3,900.00	4,237.19	108.65%
0-50-50.34 Communications	4,300.00	2,855.25	66.40%
0-50-50.52 Social Security	38,646.00	34,271.51	88.68%
0-50-50.53 Muni Retirement	32,809.00	21,739.31	66.26%
0-50-50.54 Health Insurance	70,780.00	59,274.00	83.74%
0-50-50.55 Worker's Comp	38,698.00	31,563.65	81.56%
0-50-50.56 Unemployment	1,690.00	1,040.50	61.57%
0-50-50.57 Life/AD&D/Disability	4,200.00	3,051.06	72.64%
0-50-50.58 HRA Expense	13,793.00	3,424.60	24.83%
0-50-50.59 Health Ins Opt Out	5,200.00	1,800.00	34.62%
0-50-50.60 Professional Expense	200.00	1,520.00	760.00%
0-50-50.68 Repair & Maintenance	2,200.00	2,080.17	94.55%
0-50-50.79 Other Expense	100.00	90.00	90.00%
0-50-50.82 New Equipment	350.00	233.33	66.67%
0-50-50.88 Software Maintenance	600.00	0.00	0.00%
Total PUBLIC WORKS ADMINISTRATI	294,259.00	199,345.20	67.74%
0-50-51 STREET MAINTENANCE			
0-50-51.10 Regular Pay	109,152.00	15,504.16	14.20%
0-50-51.11 Street Maint-Overtime	10,300.00	6,124.52	59.46%
0-50-51.12 Vacation	0.00	23,330.78	100.00%
0-50-51.13 Holiday	8,240.00	23,984.26	291.07%
0-50-51.14 Sick Time	0.00	11,080.40	100.00%
0-50-51.15 Other Pay	1,236.00	0.00	0.00%
0-50-51.17 Repair/Maintenance	0.00	14,508.35	100.00%
0-50-51.18 Sweeping/Washing	0.00	6,483.40	100.00%
0-50-51.19 Hot Mix/Paving	0.00	41,641.91	100.00%

Account	Budget	Actual	% of Budget
0-50-51.20 Grading Roads	0.00	4,043.51	100.00%
0-50-51.21 Dust Control	0.00	220.64	100.00%
0-50-51.22 Tree/Brush Removal	0.00	1,929.15	100.00%
0-50-51.26 Long Bridge Lighting	0.00	490.46	100.00%
0-50-51.31 Materials	36,000.00	31,796.73	88.32%
0-50-51.32 Truck & Equip Maint Suppl	6,000.00	5,215.20	86.92%
0-50-51.33 Truck & Equipment Parts	18,500.00	16,883.80	91.26%
0-50-51.34 Small Tools & Equipment	2,500.00	1,691.58	67.66%
0-50-51.38 Fuel	19,000.00	8,145.31	42.87%
0-50-51.65 Tree Removal-Contractors	1,500.00	0.00	0.00%
0-50-51.66 Truck & Equipment Rental	500.00	289.00	57.80%
0-50-51.68 Truck & Equipment Repairs	8,500.00	12,015.70	141.36%
0-50-51.80 Equipment	1,500.00	629.95	42.00%
0-50-51.81 Outside Contracting	100.00	0.00	0.00%
Total STREET MAINTENANCE	223,028.00	226,008.81	101.34%
0-50-52 WINTER MAINTENANCE			
0-50-52.10 Regular Pay	99,000.00	93,182.40	94.12%
0-50-52.11 Winter Maint-Overtime	11,000.00	2,422.74	22.02%
0-50-52.14 On-Call Pay	3,914.00	4,602.00	117.58%
0-50-52.15 Other Pay	0.00	46.00	100.00%
0-50-52.16 Regular Pay-Snow Plowing	30,000.00	15,081.17	50.27%
0-50-52.17 Regular Pay-Salt/Sand	25,000.00	9,422.37	37.69%
0-50-52.21 Materials	130,000.00	113,488.49	87.30%
0-50-52.22 Truck & Equip Parts	25,000.00	21,838.87	87.36%
0-50-52.23 Small Tools & Equipment	500.00	1,056.23	211.25%
0-50-52.28 Fuel	26,000.00	12,296.14	47.29%
0-50-52.31 Truck & Equip Maint Suppl	6,800.00	10,430.95	153.40%
0-50-52.66 Truck & Equipment Rental	5,000.00	200.00	4.00%
0-50-52.68 Truck & Equipment Repair	12,000.00	6,438.74	53.66%
0-50-52.82 Equipment	300.00	0.00	0.00%
Total WINTER MAINTENANCE	374,514.00	290,506.10	77.57%
0-50-53 GARAGE & FACILITIES			
0-50-53.10 Regular Pay	6,695.00	450.67	6.73%
0-50-53.19 Propane	8,000.00	5,677.84	70.97%
0-50-53.20 COVID-19 Expenses	0.00	429.40	100.00%
0-50-53.21 Operating Supplies	3,700.00	2,938.70	79.42%
0-50-53.22 Repair Supplies	400.00	124.18	31.05%
0-50-53.23 Small Tools & Equipment	1,600.00	2,260.40	141.28%
0-50-53.34 Communications	3,600.00	3,077.14	85.48%
0-50-53.68 Repair & Maintenance	6,000.00	3,281.88	54.70%
0-50-53.76 Utilities	6,000.00	5,449.69	90.83%
0-50-53.78 Professional Services	900.00	387.50	43.06%
0-50-53.80 Improvements	1,500.00	123.00	8.20%
0-50-53.82 Equipment	500.00	260.04	52.01%
0-50-53.83 State Operating Fees	350.00	0.00	0.00%
Total GARAGE & FACILITIES	39,245.00	24,460.44	62.33%

Account	Budget	Actual	% of Budget
0-50-55 STORM MAINTENANCE			
0-50-55.10 Regular Pay	62,000.00	968.20	1.56%
0-50-55.11 Storm Maint-Overtime	1,030.00	1,131.36	109.84%
0-50-55.16 Capital Improvements	0.00	743.39	100.00%
0-50-55.17 Repairs/Thaw Lines	0.00	1,507.24	100.00%
0-50-55.18 Ditching	0.00	7,264.99	100.00%
0-50-55.19 Ditch Cleaning	0.00	1,666.86	100.00%
0-50-55.20 Shoulders/Mowing	0.00	8,456.01	100.00%
0-50-55.21 Truck & Equip Maint Suppl	300.00	131.68	43.89%
0-50-55.22 Truck & Equip Parts	1,200.00	1,372.38	114.37%
0-50-55.23 Small Tools & Equipment	750.00	510.99	68.13%
0-50-55.25 Materials	19,000.00	30,263.65	159.28%
0-50-55.66 Truck & Equipment Rental	750.00	1,055.00	140.67%
0-50-55.68 Truck & Equip Repairs	100.00	0.00	0.00%
0-50-55.81 Outside Contracting	7,000.00	7,492.50	107.04%
0-50-55.90 State Fee - Stormwater	3,000.00	246.40	8.21%
Total STORM MAINTENANCE	95,130.00	62,810.65	66.03%
0-50-57 TRAFFIC MAINTENANCE			
0-50-57.10 Regular Pay	34,000.00	17,967.15	52.84%
0-50-57.11 Traffic Maint-Overtime	0.00	79.54	100.00%
0-50-57.16 Pavement Marking	0.00	583.36	100.00%
0-50-57.19 Sign Repair/Replace	0.00	1,957.51	100.00%
0-50-57.21 Truck & Equip Maint Suppl	0.00	174.67	100.00%
0-50-57.22 Truck & Equip Parts	0.00	35.96	100.00%
0-50-57.23 Small Tools & Equipment	0.00	9.10	100.00%
0-50-57.25 Materials-Line Striping	4,000.00	0.00	0.00%
0-50-57.26 Materials-Road Signs	4,800.00	3,915.45	81.57%
0-50-57.60 Outside Contracting	1,500.00	466.58	31.11%
0-50-57.61 Traffic Light Maintenance	5,000.00	0.00	0.00%
0-50-57.76 Street Lights	85,000.00	71,605.94	84.24%
0-50-57.86 Utility Traffic Lights	6,000.00	4,434.66	73.91%
Total TRAFFIC MAINTENANCE	140,300.00	101,229.92	72.15%
0-50-58 CITY PROPERTY			
0-50-58.10 Regular Pay	27,810.00	29,137.81	104.77%
0-50-58.21 Repair Supplies	0.00	21.00	100.00%
0-50-58.22 Small Tools & Equipment	500.00	0.00	0.00%
0-50-58.70 Parklet - Muni Bldg	0.00	517.50	100.00%
0-50-58.76 Utilities (Railroad Sq)	500.00	494.75	98.95%
0-50-58.78 Tree Maintenance	250.00	434.40	173.76%
0-50-58.79 Property Insurance	21,000.00	22,115.14	105.31%
Total CITY PROPERTY	50,060.00	52,720.60	105.31%
0-50-59 PRIVATE WORK EXPENDITURES			
Total PRIVATE WORK EXPENDITURES	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
0-50-60 PB PATH DEVELOPMENT			
0-50-60.10 Labor	0.00	19,938.25	100.00%
0-50-60.21 Materials	0.00	44,125.76	100.00%
0-50-60.22 Rental Equipment	0.00	6,890.58	100.00%
Total PB PATH DEVELOPMENT	0.00	70,954.59	100.00%
0-50-61 DOWNTOWN TRANS GRANT			
0-50-61.21 Materials	0.00	13,700.00	100.00%
0-50-61.23 Engineering	0.00	610.10	100.00%
Total DOWNTOWN TRANS GRANT	0.00	14,310.10	100.00%
0-50-62 EV Charging Station			
0-50-62.21 Materials	0.00	149.08	100.00%
0-50-62.22 Other	0.00	18,323.03	100.00%
0-50-62.30 Advertising	0.00	39.00	100.00%
0-50-62.76 Utilities	0.00	188.74	100.00%
Total EV Charging Station	0.00	18,699.85	100.00%
Total PUBLIC WORKS	1,216,536.00	1,061,046.26	87.22%
0-60-10 City Landscaper			
0-60-10.10 Salaries	33,100.00	20,988.64	63.41%
0-60-10.12 Vacation	0.00	339.52	100.00%
0-60-10.13 Holiday	0.00	254.64	100.00%
0-60-10.15 Worker's Comp	2,053.00	1,465.93	71.40%
0-60-10.16 Social Security	2,533.00	1,701.56	67.18%
0-60-10.17 Muni Retirement	3,421.00	1,656.36	48.42%
0-60-10.18 Health Insurance	3,706.00	4,499.54	121.41%
0-60-10.19 Unemployment	282.00	86.71	30.75%
0-60-10.20 Life/AD&D/Disability	285.00	213.84	75.03%
0-60-10.21 HRA Expense	925.00	0.00	0.00%
0-60-10.22 Supplies	1,000.00	584.44	58.44%
0-60-10.23 Material	14,000.00	4,483.15	32.02%
0-60-10.24 Equipment	0.00	342.37	100.00%
0-60-10.25 Greenhouse Expense	500.00	632.98	126.60%
0-60-10.26 Seasonal Salaries	0.00	4,787.33	100.00%
0-60-10.28 Vehicle Repair	0.00	362.42	100.00%
Total City Landscaper	61,805.00	42,399.43	68.60%
0-70 RECREATION DEPARTMENT			
0-70-70 RECREATION ADMINISTRATION			
0-70-70.10 Salaries	43,127.00	4,048.27	9.39%
0-70-70.11 COVID-19 Pay	0.00	738.24	100.00%
0-70-70.12 Vacation	0.00	8,892.59	100.00%
0-70-70.13 Holiday	0.00	2,858.97	100.00%

Account	Budget	Actual	% of Budget
0-70-70.14 Sick Pay	0.00	4,018.81	100.00%
0-70-70.15 Longevity Pay	300.00	500.00	166.67%
0-70-70.16 Admin Duties	0.00	34,057.49	100.00%
0-70-70.17 Professional Development	0.00	789.07	100.00%
0-70-70.20 Office Supplies	1,000.00	269.53	26.95%
0-70-70.21 Employee Work Attire	100.00	48.52	48.52%
0-70-70.22 COVID-19 Materials	0.00	622.37	100.00%
0-70-70.34 Communications	4,000.00	7,401.28	185.03%
0-70-70.40 Travel & Misc Expense	800.00	51.29	6.41%
0-70-70.42 Social Security	3,323.00	4,433.23	133.41%
0-70-70.43 Muni retirement	3,243.00	2,640.23	81.41%
0-70-70.45 Worker's Comp	2,674.00	3,375.53	126.24%
0-70-70.46 Unemployment	72.00	86.71	120.43%
0-70-70.47 Life/AD&D/Disability	359.00	203.94	56.81%
0-70-70.49 Health Ins Opt Out	2,392.00	1,656.00	69.23%
0-70-70.60 Professional Expense	3,000.00	6,339.26	211.31%
0-70-70.68 Repair & Maintenance	1,000.00	920.05	92.01%
0-70-70.82 New Equipment	1,200.00	556.22	46.35%
0-70-70.83 Other Expenses	200.00	1,497.29	748.65%
0-70-70.86 Publications	200.00	99.82	49.91%
0-70-70.89 Property & Casualty Insur	7,000.00	7,194.29	102.78%
Total RECREATION ADMINISTRATION	73,990.00	93,299.00	126.10%
0-70-71 SENIOR CITIZENS CENTER			
0-70-71.10 Salaries	5,500.00	0.00	0.00%
0-70-71.20 Events	1,000.00	0.00	0.00%
0-70-71.21 Rental	250.00	0.00	0.00%
0-70-71.52 Social Security	421.00	0.00	0.00%
0-70-71.55 Worker's Comp	341.00	236.46	69.34%
0-70-71.56 Unemployment	88.00	86.71	98.53%
Total SENIOR CITIZENS CENTER	7,600.00	323.17	4.25%
0-70-72.61 VOREC Grant	0.00	8,457.50	100.00%
0-70-73 PROUTY BEACH			
0-70-73.10 Salaries	64,935.00	4,205.10	6.48%
0-70-73.13 PB Admin	0.00	8,030.10	100.00%
0-70-73.17 PB Operations	0.00	22,792.03	100.00%
0-70-73.18 Gasoline	1,600.00	1,131.23	70.70%
0-70-73.21 Operating Supplies	4,000.00	2,023.31	50.58%
0-70-73.22 Repair & Maint Supplies	8,000.00	10,700.51	133.76%
0-70-73.23 Small Tools & Equipment	500.00	1,231.99	246.40%
0-70-73.25 Equip Maintenance	400.00	518.88	129.72%
0-70-73.27 COVID-19 Refunds	0.00	2,008.00	100.00%
0-70-73.34 Communications	5,500.00	3,419.07	62.16%
0-70-73.36 Social Security	4,968.00	3,464.37	69.73%
0-70-73.37 Muni Retirement	2,712.00	1,901.36	70.11%
0-70-73.38 Health Insurance	5,385.00	299.47	5.56%
0-70-73.39 Workman's Comp	4,026.00	3,027.55	75.20%

GENERAL FUND

Account	Budget	Actual	% of Budget
0-70-73.40 Unemployment	100.00	86.71	86.71%
0-70-73.41 Life/AD&D/Disability	324.00	234.54	72.39%
0-70-73.42 HRA Expense	675.00	0.00	0.00%
0-70-73.43 Health Ins Opt Out	234.00	2,562.00	1,094.87%
0-70-73.76 Utilities	16,000.00	14,704.59	91.90%
0-70-73.78 Refunds	0.00	3,257.86	100.00%
0-70-73.79 Other Expenses	200.00	4,132.67	2,066.34%
0-70-73.82 New Equipment	5,000.00	5,084.01	101.68%
0-70-73.83 Improvements	3,000.00	2,744.30	91.48%
0-70-73.84 Solid Waste Disposal	2,500.00	612.51	24.50%
0-70-73.87 PB Resale Goods	800.00	850.00	106.25%
0-70-73.88 Prouty Beach Attire	300.00	129.55	43.18%
0-70-73.89 Vehicle Maintenance	500.00	59.95	11.99%
0-70-73.90 Pest Control	400.00	55.68	13.92%
0-70-73.91 Camper Events	300.00	0.00	0.00%
Total PROUTY BEACH	132,359.00	99,267.34	75.00%
0-70-74 COMMUNITY KITCHEN			
Total COMMUNITY KITCHEN	0.00	0.00	0.00%
0-70-76 RECREATION PROGRAMS			
0-70-76.10 Salaries	67,250.00	747.52	1.11%
0-70-76.11 Summer Camp Salary	0.00	18,466.01	100.00%
0-70-76.12 Summer Prog Salary	0.00	652.42	100.00%
0-70-76.13 Winter Prog Salary	0.00	1,702.83	100.00%
0-70-76.14 Annual Events Salary	0.00	2,538.39	100.00%
0-70-76.17 Adult Programs	2,000.00	167.82	8.39%
0-70-76.18 Program Funds	0.00	205.00	100.00%
0-70-76.24 Other Programs	100.00	0.00	0.00%
0-70-76.27 COVID-10 Refunds	0.00	25.00	100.00%
0-70-76.32 Annual Events	47,500.00	30,608.55	64.44%
0-70-76.38 Discount Tickets	5,500.00	16,725.95	304.11%
0-70-76.39 Summer Programs	2,000.00	3,854.43	192.72%
0-70-76.40 Winter Programs	0.00	254.80	100.00%
0-70-76.41 Playworld - GF	500.00	219.98	44.00%
0-70-76.44 Social Security	5,145.00	2,099.77	40.81%
0-70-76.45 Muni Retirement	2,348.00	1,786.41	76.08%
0-70-76.46 Health Insurance	2,486.00	1,120.40	45.07%
0-70-76.47 Worker's Comp	4,170.00	0.00	0.00%
0-70-76.48 Unemployment	48.00	0.00	0.00%
0-70-76.49 Life/AD&D/Disability	264.00	292.44	110.77%
0-70-76.50 HRA Expense	656.00	0.00	0.00%
0-70-76.51 Health Ins Opt Out	1,014.00	702.00	69.23%
0-70-76.52 Summer Camp Operations	5,000.00	4,607.50	92.15%
0-70-76.53 Equipment Repair	500.00	97.80	19.56%
Total RECREATION PROGRAMS	146,481.00	86,875.02	59.31%

GENERAL FUND

Account	Budget	Actual	% of Budget
0-70-78 GARDNER PARK			
0-70-78.10 Salaries	58,614.00	6,462.55	11.03%
0-70-78.11 Gardner Park Operations	0.00	17,721.65	100.00%
0-70-78.12 GP Administration	0.00	5,199.94	100.00%
0-70-78.13 Ice Rink Maintenance	0.00	6,072.25	100.00%
0-70-78.15 On-Call Pay	0.00	585.00	100.00%
0-70-78.18 Gasoline	2,250.00	981.63	43.63%
0-70-78.19 Fuel Oil	500.00	762.04	152.41%
0-70-78.21 Operating Supplies	3,250.00	1,217.34	37.46%
0-70-78.22 Repair & Maint Supplies	7,500.00	2,869.70	38.26%
0-70-78.23 Small Tools & Equipment	500.00	1,404.32	280.86%
0-70-78.29 Security	0.00	300.00	100.00%
0-70-78.30 Equipment Maintenance	2,000.00	596.14	29.81%
0-70-78.33 Overtime	0.00	112.25	100.00%
0-70-78.34 Communications	3,000.00	2,904.15	96.81%
0-70-78.36 Social security	4,484.00	2,526.91	56.35%
0-70-78.37 Muni Retirement	4,043.00	3,117.29	77.10%
0-70-78.38 Health Insurance	7,871.00	4,270.24	54.25%
0-70-78.39 Worker's Comp	3,635.00	3,166.69	87.12%
0-70-78.40 Unemployment	86.00	86.71	100.83%
0-70-78.41 Life/AD&D/Disability	477.00	333.27	69.87%
0-70-78.42 HRA Expense	1,162.00	0.00	0.00%
0-70-78.43 Health Ins Opt Out	572.00	396.00	69.23%
0-70-78.68 Repair & Maintenance	0.00	787.98	100.00%
0-70-78.76 Utilities	2,000.00	1,810.94	90.55%
0-70-78.79 Other Expenses	100.00	303.68	303.68%
0-70-78.82 Improvements	3,000.00	874.91	29.16%
0-70-78.83 New Equipment	5,200.00	379.07	7.29%
0-70-78.84 GP Restoration Expenses	0.00	15,757.68	100.00%
0-70-78.85 Solid Waste Disposal	1,200.00	950.00	79.17%
0-70-78.89 Resale Goods	0.00	410.58	100.00%
0-70-78.90 Gardner Park Attire	200.00	156.53	78.27%
0-70-78.91 Vehicle Maintenance	500.00	-406.80	-81.36%
0-70-78.92 Pest Control	200.00	55.68	27.84%
Total GARDNER PARK	112,344.00	82,166.32	73.14%
0-70-79 WATERFRONT			
0-70-79.10 Dock Administration	42,024.00	7,735.38	18.41%
0-70-79.11 Gateway Maintenance	0.00	6,884.41	100.00%
0-70-79.12 Operations	0.00	10,940.79	100.00%
0-70-79.13 AIS Management	0.00	2,093.31	100.00%
0-70-79.21 Operating Supplies	1,500.00	439.85	29.32%
0-70-79.22 Repair & Maint Supplies	5,000.00	927.16	18.54%
0-70-79.27 COVID-19 Refunds	0.00	1,340.00	100.00%
0-70-79.34 Communications	2,900.00	2,177.88	75.10%
0-70-79.36 Social Security	3,215.00	2,168.16	67.44%
0-70-79.37 Muni Retirement	974.00	1,718.76	176.46%
0-70-79.38 Health Insurance	829.00	299.47	36.12%
0-70-79.39 Workman's Comp	2,606.00	1,313.87	50.42%

Account	Budget	Actual	% of Budget
0-70-79.40 Unemployment	20.00	86.71	433.55%
0-70-79.41 Life/AD&D/Disability	143.00	186.52	130.43%
0-70-79.42 HRA Expense	280.00	0.00	0.00%
0-70-79.43 Health Ins Opt Out	468.00	324.00	69.23%
0-70-79.68 Repair & Maintenance	0.00	190.01	100.00%
0-70-79.76 Utilities	6,000.00	3,768.40	62.81%
0-70-79.77 Resale Gasoline	40,000.00	4,343.36	10.86%
0-70-79.78 WF Resale Goods	1,000.00	55.01	5.50%
0-70-79.79 Other Expenses	200.00	858.05	429.03%
0-70-79.80 WF Greeter Program	300.00	258.75	86.25%
0-70-79.81 PPE & Attire	200.00	0.00	0.00%
0-70-79.82 Improvements	3,000.00	672.89	22.43%
0-70-79.85 Aquatic Nuisance	9,000.00	9,000.00	100.00%
0-70-79.89 Gateway Maintenance	1,000.00	1,576.12	157.61%
0-70-79.90 Gateway Center	3,000.00	6,736.05	224.54%
0-70-79.91 Solid Waste Disposal	3,600.00	2,500.00	69.44%
0-70-79.94 Permits & Inspection	1,500.00	50.00	3.33%
0-70-79.95 WF Small Tools & Equip	400.00	239.93	59.98%
0-70-79.96 New Equipment	300.00	0.00	0.00%
0-70-79.97 Equipment Maintenance	300.00	351.00	117.00%
0-70-79.98 Pest Control	200.00	165.00	82.50%
0-70-79.99 GW Inspections	500.00	1,681.00	336.20%
Total WATERFRONT	130,459.00	71,081.84	54.49%
Total RECREATION DEPARTMENT	603,233.00	441,470.19	73.18%
0-80-69.55 Worker's Comp	0.00	1,836.43	100.00%
0-80-69.56 Unemployment	0.00	173.42	100.00%
0-80-86 CONSERVATION & DEVELOPMEN			
0-80-86.83 Main St. Banners	3,000.00	3,068.32	102.28%
0-80-86.84 Bike Path & RR ROW	9,000.00	4,839.79	53.78%
0-80-86.89 VLCT Membership	6,500.00	6,796.00	104.55%
0-80-86.91 NVDA	3,600.00	3,450.00	95.83%
0-80-86.96 Main St Lights	2,000.00	408.95	20.45%
0-80-86.98 Volunteer Band	500.00	0.00	0.00%
Total CONSERVATION & DEVELOPMEN	24,600.00	18,563.06	75.46%
0-81 CONSERVATION PROJECT			
0-81-80 BOAT WASHING STATION			
Total BOAT WASHING STATION	0.00	0.00	0.00%
0-81-95 PERSONNEL EXPENSES			
Total PERSONNEL EXPENSES	0.00	0.00	0.00%
Total CONSERVATION PROJECT	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
0-82 HEALTH & WELFARE			
0-82-68.10 Health Officer Salary	3,605.00	2,625.03	72.82%
0-82-68.52 Social Security	276.00	0.00	0.00%
0-82-69.00 Recycling Expense	16,000.00	14,218.61	88.87%
0-82-69.10 Recycling Salaries	16,480.00	11,184.63	67.87%
0-82-69.50 Haz Waste Disposal SWIP	18,000.00	9,929.90	55.17%
0-82-69.51 Haz Waste Mailing SWIP	150.00	378.23	252.15%
0-82-69.52 Social Security	1,261.00	850.02	67.41%
0-82-69.55 Worker's Comp	1,958.00	0.00	0.00%
0-82-69.56 Unemployment Insur	282.00	0.00	0.00%
0-82-69.91 Waste Disposal	13,000.00	6,305.45	48.50%
Total HEALTH & WELFARE	71,012.00	45,491.87	64.06%
0-90 DEBT SERVICE AND MISC			
0-90-90 DEBT SERVICE			
0-90-90.31 2017 Fire Veh Prin. 2473	6,024.00	5,015.42	83.26%
0-90-90.32 2017 Fire Veh Int. 2473	262.00	249.27	95.14%
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	2,588.00	5,070.98	195.94%
0-90-90.45 2020 Expl Q43 prin 2930	7,600.00	6,390.17	84.08%
0-90-90.46 2020 Expl Q43 Int 2930	700.00	324.28	46.33%
0-90-90.50 2021 PD Exp Prin 3041	9,800.00	2,875.03	29.34%
0-90-90.51 2021 Pd Exp Int 3041	600.00	125.12	20.85%
0-90-90.55 Late payments	0.00	4,064.11	100.00%
0-90-90.56 2017 Ford Exp Pd Q44 2608	1,694.00	2,465.31	145.53%
0-90-90.57 2017 Ford Expl PD Q44 Int	11.00	19.26	175.09%
0-90-90.60 2018 PD Cru Q40 Prin 2670	8,595.00	6,423.11	74.73%
0-90-90.61 2018 PD Crui Q40 Int 2670	197.00	170.63	86.61%
0-90-90.65 Landscaper Vehicle Prin.	9,500.00	0.00	0.00%
0-90-90.66 Landscaper Vehicle Int.	500.00	0.00	0.00%
0-90-90.70 Fire Dept. Gear Lease	24,500.00	24,645.72	100.59%
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	1,365.00	3,571.09	261.62%
0-90-90.89 Tennis Court Sinking Fund	1,440.00	0.00	0.00%
0-90-90.92 2018 Rec Veh Prin 2618	1,293.00	1,596.54	123.48%
0-90-90.93 2018 Rec Veh Int. 2618	15.00	13.16	87.73%
0-90-90.96 2014 Heavy Res Prin 1988	37,276.00	33,950.02	91.08%
0-90-90.97 2014 Heavy Res Int 1988	4,890.00	4,425.97	90.51%
Total DEBT SERVICE	203,850.00	183,005.35	89.77%
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%

Account	Budget	Actual	% of Budget
0-90-95 PERSONNEL EXPENSES			
Total PERSONNEL EXPENSES	0.00	0.00	0.00%
0-90-97 OTHER EXPENDITURES			
0-90-97.00 Orleans County Tax	55,000.00	51,140.04	92.98%
0-90-97.29 Tax Sale Redemption	0.00	52,606.18	100.00%
0-90-97.32 ADV City Ordinances	200.00	0.00	0.00%
0-90-97.50 Claims and Damages	1,500.00	0.00	0.00%
0-90-97.75 Newport Ambulance	140,300.00	140,240.00	99.96%
0-90-97.79 Miscellaneous	0.00	4,807.73	100.00%
0-90-97.95 Prop & Casualty Insurance	18,000.00	12,155.26	67.53%
0-90-97.98 Renaiss Proj Non-Fed	60,000.00	60,000.00	100.00%
Total OTHER EXPENDITURES	275,000.00	320,949.21	116.71%
0-90-98 LIABILITY INS EXPENSE			
0-90-98.00 Public Official Liab Ins	7,000.00	4,535.73	64.80%
0-90-98.01 Employment Practices Ins	12,000.00	9,614.03	80.12%
Total LIABILITY INS EXPENSE	19,000.00	14,149.76	74.47%
Total DEBT SERVICE AND MISC	497,850.00	518,104.32	104.07%
0-92-98 CAPITAL IMPROVEMENTS			
0-92-98.01 Street Resurfacing	292,083.00	233,746.56	80.03%
0-92-98.03 Public Works Vehicles	155,000.00	106,897.33	68.97%
0-92-98.09 Street Reconstruction	50,000.00	5,070.29	10.14%
0-92-98.10 Main Street Maintenance	20,000.00	1,550.48	7.75%
0-92-98.12 BridgeCulvert/Retain Wall	5,000.00	0.00	0.00%
0-92-98.21 Gateway/Waterfront Impr	10,000.00	10,040.00	100.40%
0-92-98.40 Rec Maintenance Vehicles	12,500.00	9,409.19	75.27%
0-92-98.41 Traffic Lights	0.00	4,713.04	100.00%
0-92-98.44 Municipal Bldg Remodel	10,000.00	2,929.66	29.30%
0-92-98.52 Replacement Docks Pre-pay	15,000.00	0.00	0.00%
0-92-98.53 Gardner Park Improvements	10,000.00	0.00	0.00%
0-92-98.65 PB Improvements	18,500.00	16,548.84	89.45%
0-92-98.81 VISTA Traffic Lights	80,000.00	9,263.18	11.58%
0-92-98.84 Fire Station Repair & Mai	25,000.00	0.00	0.00%
0-92-98.85 Bullet Proof Vest Relacem	5,000.00	0.00	0.00%
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	54,957.81	100.00%
Total CAPITAL IMPROVEMENTS	718,083.00	453,126.38	63.38%
0-93 STREET IMPROVEMENT BOND			
Total STREET IMPROVEMENT BOND	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
0-95 APPROPRIATIONS			
0-95-66 APPROPRIATIONS			
0-95-66.00 Goodrich Memorial Library	110,000.00	55,000.00	50.00%
0-95-66.59 Rural Comm Transit	11,000.00	0.00	0.00%
0-95-66.60 Orls Cty Historic Society	1,400.00	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%
Total APPROPRIATIONS	167,218.00	55,000.00	32.89%
0-95-99.00 Transfer Funds School	0.00	2,322,173.70	100.00%
Total APPROPRIATIONS	167,218.00	2,377,173.70	1,421.60%
Total T E S P Const (FED)	5,989,639.00	6,895,006.14	115.12%
Total Expenditures	5,989,639.00	6,895,006.14	115.12%
Total GENERAL FUND	-167,368.00	3,447,322.88	
1-00-81.00 Mooring Mgt Income	0.00	4,394.00	100.00%
Total Revenues	0.00	4,394.00	100.00%
1-81-96 MOORING MANAGEMENT			
1-81-96.10 Salaries/Management	0.00	44.00	100.00%
1-81-96.14 Harbormaster Boat Maint	0.00	17.08	100.00%
Total MOORING MANAGEMENT	0.00	61.08	100.00%
Total Expenditures	0.00	61.08	100.00%
Total MOORING MANAGEMENT FUND	0.00	4,332.92	
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%

Account	Budget	Actual	% of Budget
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%
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			

Account	Budget	Actual	% of Budget
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			
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	2,804.45	100.00%

Account	Budget	Actual	% of Budget
3-00-28.27 Gains/Losses	0.00	16,682.19	100.00%
3-00-28.28 Burials	0.00	150.00	100.00%
3-00-28.30 Interest Income	0.00	22.92	100.00%
3-00-28.33 Interest MMA Checking	0.00	1.02	100.00%
Total CEMETERY TRUST FUND	0.00	19,660.58	100.00%
Total Revenues	0.00	19,660.58	100.00%
3 Muni retirement			
3-60-69 EAST MAIN ST CEMETERY			
3-60-69.22 Admin Fees	0.00	980.43	100.00%
3-60-69.41 Other Contracted Labor	0.00	4,000.00	100.00%
Total EAST MAIN ST CEMETERY	0.00	4,980.43	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	4,980.43	100.00%
Total Expenditures	0.00	4,980.43	100.00%
Total CEMETERY FUND	0.00	14,680.15	
4-00-2 NILES FUND REVENUES			
4-00-22.00 Interest Income	0.00	18.56	100.00%
4-00-23.00 Dividend Income	0.00	1,969.44	100.00%
4-00-24.00 Gains & Losses	0.00	11,710.84	100.00%
Total NILES FUND REVENUES	0.00	13,698.84	100.00%
Total Revenues	0.00	13,698.84	100.00%
4-10 ADMINISTRATION			
4-10-30.00 Admin Fees	0.00	688.26	100.00%
4-10-37.00 Legal Expense	0.00	85.00	100.00%
Total ADMINISTRATION	0.00	773.26	100.00%
4-20 NILES FUND-OTHER EXPENSE			
4-20-50.00 Advertising	0.00	55.00	100.00%
Total NILES FUND-OTHER EXPENSE	0.00	55.00	100.00%

Account	Budget	Actual	% of Budget
Total Expenditures	0.00	828.26	100.00%
Total PERLEY S NILES FUND	0.00	12,870.58	
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	17.96	100.00%
5-00-21.01 Interest on Savings 2555	0.00	0.70	100.00%
5-00-21.06 MMA Interest CHITT 3700	0.00	0.17	100.00%
5-00-21.08 Interest UDAG 2555	0.00	0.41	100.00%
Total INTEREST INCOME	0.00	19.24	100.00%
5-00-22 GRANT REVENUES			
Total GRANT REVENUES	0.00	0.00	0.00%
Total C D B G FUNDS	0.00	19.24	100.00%
Total Revenues	0.00	19.24	100.00%
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			

Account	Budget	Actual	% of Budget
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			
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	19.24	

Account	Budget	Actual	% of Budget
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	0.29	100.00%
6-00-40.10 MMA #3805 (Treasury)	0.00	2.13	100.00%
6-00-60.97 Interest #3805 Treasury	0.00	3.09	100.00%
Total Revenues	0.00	5.51	100.00%
6-40-85.01 Treasury Funds #3805 FED			
	0.00	5,027.00	100.00%
6-50-26 COMMUNITY HEROIN EXPENSES			
Total COMMUNITY HEROIN EXPENSES	0.00	0.00	0.00%
Total Expenditures	0.00	5,027.00	100.00%
Total PUBLIC SAFETY FUNDS	0.00	-5,021.49	
7-00-10 TRUST FUND REVENUES			
Total TRUST FUND REVENUES	0.00	0.00	0.00%
7-00-2 RECREATION FUND			
7-00-20 PROGRAM REVENUES			
7-00-20.70 Halloween Donations	0.00	1,000.00	100.00%
Total PROGRAM REVENUES	0.00	1,000.00	100.00%
7-00-29 OTHER REVENUES			
Total OTHER REVENUES	0.00	0.00	0.00%
Total RECREATION FUND	0.00	1,000.00	100.00%
7-00-3 RECREATION TRUST INCOME			
7-00-30.10 Gardner Park Improvements	0.00	41,595.74	100.00%
7-00-30.41 Interest Babe Ruth Fund	0.00	3.05	100.00%
7-00-30.50 P B Improvements Revenue	0.00	750.00	100.00%
7-00-30.51 Interest PB Improvements	0.00	0.16	100.00%
7-00-30.52 Ice Rink Imprv Int #3652	0.00	5.33	100.00%
7-00-30.54 Perform Arts Center Int	0.00	32.21	100.00%
7-00-30.55 Rec Trust Scholar Int	0.00	0.62	100.00%

City of Newport General Ledger
Current Yr Pd: 10 - Budget Status Report
RECREATION TRUST FUND

Account	Budget	Actual	% of Budget
7-00-30.56 Performing Arts Center	0.00	0.13	100.00%
7-00-30.57 Rec Trust Scholarship	0.00	0.10	100.00%
Total RECREATION TRUST INCOME	0.00	42,387.34	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	43,387.34	100.00%
7-70 REC TRUST FUND EXPENSES			
7-70-20 TRIPS & EVENTS			
7-70-20.70 Halloween Expenses	0.00	1,000.00	100.00%
Total TRIPS & EVENTS	0.00	1,000.00	100.00%
Total REC TRUST FUND EXPENSES	0.00	1,000.00	100.00%
7-71 REC TRUST PROGRAMS			
7-71-76.80 Ice Out Contest pay out	0.00	2,000.50	100.00%
Total REC TRUST PROGRAMS	0.00	2,000.50	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%

Account	Budget	Actual	% of Budget
7-80 OTHER EXPENDITURES			
7-80-83.13 Playground & Splash Pad	0.00	1,000.00	100.00%
7-80-83.17 Fundraiser Expenses	0.00	4,569.27	100.00%
Total OTHER EXPENDITURES	0.00	5,569.27	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	8,569.77	100.00%
Total RECREATION TRUST FUND	0.00	34,817.57	
8-00-2 SEWER DEPT INCOME			
8-00-26.40 Sewer Dept-Sewer Charge	1,420,244.00	828,619.50	58.34%
8-00-26.41 Sewer Dept-Derby Share	116,000.00	0.00	0.00%
8-00-26.42 Sewer Dept-Labor & Materi	1,000.00	0.00	0.00%
8-00-26.43 Sewer Allocation Fee	500.00	125.20	25.04%
8-00-26.45 Sewer Plant-Discharge Fee	110,000.00	115,852.55	105.32%
8-00-26.49 Other Income	0.00	1,000.00	100.00%
8-00-26.70 Interest Income	10,000.00	7,612.11	76.12%
8-00-29.75 WWTF Sinking Fund Interes	160.00	61.86	38.66%
Total SEWER DEPT INCOME	1,657,904.00	953,271.22	57.50%
Total Revenues	1,657,904.00	953,271.22	57.50%
8-50-55 SEWER COLLECTION TRUCKS			
8-50-55.21 Truck & Equip Maint Suppl	3,000.00	3,486.16	116.21%
8-50-55.22 Truck & Equip Parts	9,000.00	3,098.18	34.42%
8-50-55.68 Truck & Equip Repairs	3,200.00	330.00	10.31%
Total SEWER COLLECTION TRUCKS	15,200.00	6,914.34	45.49%
8-50-56 SEWER PLANT TRUCKS			
8-50-56.21 Truck & Equip Maint Suppl	3,000.00	1,640.54	54.68%
8-50-56.22 Truck & Equip Parts	2,000.00	1,429.23	71.46%
8-50-56.68 Truck & Equip Repairs	1,500.00	2,236.75	149.12%
Total SEWER PLANT TRUCKS	6,500.00	5,306.52	81.64%
8-50-57 SEWER COLLECTION			

Account	Budget	Actual	% of Budget
8-50-57.10 Regular Pay	34,300.00	28,852.77	84.12%
8-50-57.11 Sewer Coll-Overtime	8,000.00	2,383.86	29.80%
8-50-57.13 Repairs	4,000.00	9,946.24	248.66%
8-50-57.14 Maintenance/Cleaning	5,500.00	7,324.69	133.18%
8-50-57.15 Other Pay	3,500.00	0.00	0.00%
8-50-57.16 Vacation	3,300.00	0.00	0.00%
8-50-57.17 Holiday	2,700.00	0.00	0.00%
8-50-57.18 Fuel	6,200.00	1,835.75	29.61%
8-50-57.20 Social Security	3,963.00	3,393.26	85.62%
8-50-57.21 Operating Supplies	700.00	713.46	101.92%
8-50-57.22 Repair & Maintenance Supp	500.00	0.00	0.00%
8-50-57.23 Small Tools & Equipment	3,000.00	2,807.98	93.60%
8-50-57.25 Materials	13,000.00	2,473.09	19.02%
8-50-57.26 Retirement	2,900.00	2,076.63	71.61%
8-50-57.27 Health Insurance	9,200.00	8,684.93	94.40%
8-50-57.28 Unemployment Compensation	1,200.00	0.00	0.00%
8-50-57.29 Worker's Compensation	5,500.00	0.00	0.00%
8-50-57.34 Pump Station Alarm Lines	6,000.00	695.10	11.59%
8-50-57.66 Truck & Equip Rental	10,000.00	7,200.00	72.00%
8-50-57.68 Repair & Maintenance	5,000.00	0.00	0.00%
8-50-57.76 Utilities	24,000.00	14,828.99	61.79%
8-50-57.79 Other Expenses	1,000.00	0.00	0.00%
8-50-57.80 Water Meters	37,000.00	8,147.91	22.02%
8-50-57.82 Pump Station Alarms	700.00	8,088.10	1,155.44%
8-50-57.83 Pump Station Repair	13,000.00	11,105.72	85.43%
8-50-57.87 Clean & Video	0.00	3,375.00	100.00%
Total SEWER COLLECTION	204,163.00	123,933.48	60.70%
8-50-58 SEWER PLANT			
8-50-58.10 Regular Pay	109,800.00	71,670.69	65.27%
8-50-58.11 Overtime Pay	8,000.00	4,095.45	51.19%
8-50-58.12 Vacation	6,100.00	6,016.96	98.64%
8-50-58.13 Holiday	6,200.00	6,874.03	110.87%
8-50-58.14 Sick Pay	0.00	4,474.76	100.00%
8-50-58.15 Other Pay	4,700.00	6,952.00	147.91%
8-50-58.16 Longevity	1,350.00	133.33	9.88%
8-50-58.18 Fuel	3,500.00	1,827.59	52.22%
8-50-58.19 Heating Oil	56,000.00	38,932.27	69.52%
8-50-58.20 Office Supplies	350.00	298.54	85.30%
8-50-58.21 Operating Supplies	77,000.00	97,321.85	126.39%
8-50-58.22 Repair Parts	20,000.00	18,184.27	90.92%
8-50-58.23 Small Tools & Equipment	3,500.00	5,337.67	152.50%
8-50-58.32 Truck & Equip Maint Suppl	250.00	0.00	0.00%
8-50-58.33 Truck & Equip Parts	250.00	0.00	0.00%
8-50-58.34 Communications	7,400.00	4,597.07	62.12%
8-50-58.50 Plant Improvements	6,500.00	18,992.84	292.20%
8-50-58.60 Professional Expense	2,400.00	0.00	0.00%
8-50-58.66 Truck & Equip Rental	1,500.00	2,200.00	146.67%
8-50-58.68 Repair & Maintenance	30,000.00	59,437.07	198.12%

Account	Budget	Actual	% of Budget
8-50-58.76 Utilities	133,000.00	69,694.75	52.40%
8-50-58.79 Other Expenses	1,400.00	4,091.15	292.23%
8-50-58.83 State Operating Fee	5,100.00	5,100.00	100.00%
8-50-58.84 Plant Water Usage Fees	9,600.00	29,205.03	304.22%
8-50-58.87 Sludge Dewater/Disposal	177,612.86	71,191.27	40.08%
8-50-58.91 Solid Waste Disposal	7,000.00	800.00	11.43%
Total SEWER PLANT	678,512.86	527,428.59	77.73%
8-50-59 SEWER ADMINISTRATION			
8-50-59.11 Salaries	73,200.00	52,720.15	72.02%
8-50-59.12 Vacation	3,600.00	2,518.17	69.95%
8-50-59.13 Holiday	1,500.00	1,671.28	111.42%
8-50-59.19 Sick Pay	0.00	72.93	100.00%
8-50-59.20 Office Supplies	350.00	0.00	0.00%
8-50-59.21 Employee Work Attire	2,800.00	1,734.07	61.93%
8-50-59.34 Communications	200.00	0.00	0.00%
8-50-59.69 Repair & Maintenance	2,000.00	1,233.10	61.66%
8-50-59.79 Other Expenses	500.00	0.00	0.00%
8-50-59.80 Equipment (Computer)	600.00	233.33	38.89%
8-50-59.90 Professional Services	1,000.00	0.00	0.00%
Total SEWER ADMINISTRATION	85,750.00	60,183.03	70.18%
8-50-90 PERSONNEL EXPENSES			
8-50-90.06 Unemployment Compensation	1,000.00	216.77	21.68%
8-50-90.07 Worker's Compensation	18,500.00	14,607.65	78.96%
8-50-90.08 Health Insurance	28,000.00	16,497.89	58.92%
8-50-90.09 Social Security	16,826.00	10,228.66	60.79%
8-50-90.10 Municipal Retirement	17,000.00	14,413.62	84.79%
8-50-90.11 Employee Life Insurance	500.00	0.00	0.00%
8-50-90.13 Life/AD&D/Disbilit	1,200.00	1,844.91	153.74%
8-50-90.15 Health Ins Opt Out	2,125.00	900.00	42.35%
8-50-90.19 HRA Expense	5,000.00	1,319.01	26.38%
Total PERSONNEL EXPENSES	90,151.00	60,028.51	66.59%
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	25,000.00	20,186.15	80.74%
8-50-91.16 P & C Insurance-Distrib	1,500.00	1,054.24	70.28%
8-50-91.40 Public Officials Liabilit	1,050.00	709.27	67.55%
8-50-91.50 Employment Practices Ins.	2,600.00	1,657.48	63.75%
8-50-91.65 Fold Utility Bills	0.00	51.00	100.00%
8-50-91.92 Sewer Line Mapping	5,500.00	1,348.75	24.52%
8-50-91.99 Pension Expense VMER	10,000.00	0.00	0.00%
Total OTHER EXPENSES	46,650.00	25,006.89	53.61%
8-50-92 WWTF UPGRADE	66,458		

Account	Budget	Actual	% of Budget
Total WWTF UPGRADE 66.458	0.00	0.00	0.00%
8-50-94 CAPITAL EXPENDITURES			
8-50-94.44 Backhoe	0.00	47,157.50	100.00%
8-50-94.46 Sewer Lines & Structures	20,000.00	0.00	0.00%
8-50-94.47 Siphon Study	1,500.00	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	65,000.00	0.00	0.00%
8-50-94.57 St Laurent St Project	10,000.00	0.00	0.00%
8-50-94.59 CSO Engineering	8,000.00	25,360.00	317.00%
8-50-94.60 CSO Materials	0.00	6,340.00	100.00%
8-50-94.65 Vehicle	0.00	23,860.33	100.00%
8-50-94.81 Lease/Purchase Equipment	60,000.00	0.00	0.00%
Total CAPITAL EXPENDITURES	214,500.00	102,717.83	47.89%
8-50-95 DEBT SERVICE			
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	7,628.00	2,296.84	30.11%
8-50-95.71 RF029 Indian Head Pump	24,488.00	24,522.55	100.14%
8-50-95.72 SRF RF1 - 029 Interest/Ad	1,536.00	0.00	0.00%
8-50-95.73 RF075 Plant Upgrade	204,885.00	200,390.00	97.81%
8-50-95.74 SRF RF1 - 075 Interest/Ad	38,946.00	0.00	0.00%
8-50-95.75 RF079 Gateway Pump Prin	14,861.00	14,842.65	99.88%
8-50-95.76 SRF RF1 - 079 Interest	918.00	0.00	0.00%
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%
8-50-95.98 Dewatering Loan #2921 Pri	86,874.00	43,263.61	49.80%
8-50-95.99 Dewatering Loan #2921 Int	9,004.00	0.00	0.00%
Total DEBT SERVICE	432,390.00	315,315.65	72.92%
8-50-97 SEWER SYSTEM DEPRECIATION			
Total SEWER SYSTEM DEPRECIATION	0.00	0.00	0.00%
Total Expenditures	1,773,816.86	1,226,834.84	69.16%
Total SEWER FUND	-115,912.86	-273,563.62	
9-00 WATER DEPT INCOME			
9-00-04.20 Water Allocation Fee	250.00	60.00	24.00%
9-00-26.50 Water Dept - Rent	886,027.00	625,278.69	70.57%
9-00-26.51 Water Dept-Labor & Materi	3,500.00	11,712.57	334.64%
9-00-26.60 Interest Income	8,200.00	5,634.47	68.71%
9-00-26.80 Water Tower Fund Interest	225.00	137.22	60.99%
9-00-26.97 Misc Income	0.00	200.00	100.00%
9-00-26.98 Water Facility Repl Int.	300.00	106.85	35.62%
Total WATER DEPT INCOME	898,502.00	643,129.80	71.58%

Account	Budget	Actual	% of Budget
Total Revenues	898,502.00	643,129.80	71.58%
9-50-62 WATER TREATMENT & PUMPING			
9-50-62.10 Regular Pay	30,200.00	22,777.07	75.42%
9-50-62.11 Overtime Pay	3,600.00	2,060.47	57.24%
9-50-62.12 Vacation	0.00	151.71	100.00%
9-50-62.14 Longevity	150.00	133.33	88.89%
9-50-62.16 Social Security	2,597.00	2,065.88	79.55%
9-50-62.18 Fuel	4,500.00	2,263.67	50.30%
9-50-62.21 Operating Supplies	6,000.00	5,750.25	95.84%
9-50-62.22 Repair Parts	4,000.00	2,816.19	70.40%
9-50-62.23 Small Tools & Equipment	1,000.00	40.84	4.08%
9-50-62.24 Water Meters	37,000.00	8,150.64	22.03%
9-50-62.34 Communications	4,500.00	5,036.97	111.93%
9-50-62.68 Repair & Maintenance	20,000.00	14,561.19	72.81%
9-50-62.76 Utilities	136,000.00	98,153.11	72.17%
9-50-62.79 Other Expenses	15,000.00	14,068.69	93.79%
9-50-62.81 Water Tower Land Purchase	0.00	1,832.98	100.00%
Total WATER TREATMENT & PUMPING	264,547.00	179,862.99	67.99%
9-50-63 WATER DISTRIB TRUCKS			
9-50-63.21 Truck & Equip Maint Suppl	2,500.00	3,511.36	140.45%
9-50-63.22 Truck & Equip Parts	3,200.00	1,667.84	52.12%
9-50-63.68 Truck & Equip Repairs	2,800.00	330.00	11.79%
Total WATER DISTRIB TRUCKS	8,500.00	5,509.20	64.81%
9-50-64 WATER DISTRIBUTION			
9-50-64.10 Regular Pay	34,000.00	3,429.51	10.09%
9-50-64.11 Water Distr-Overtime	2,500.00	213.55	8.54%
9-50-64.13 Holiday	0.00	151.71	100.00%
9-50-64.16 Water Turn Off/On	0.00	220.64	100.00%
9-50-64.18 Fuel	3,100.00	870.79	28.09%
9-50-64.19 Repairs (Payroll)	7,000.00	14,624.02	208.91%
9-50-64.21 Operating Supplies	3,000.00	658.35	21.95%
9-50-64.23 Small Tools & Equipment	2,300.00	2,976.14	129.40%
9-50-64.25 Materials	10,000.00	15,540.44	155.40%
9-50-64.30 Derby Road Waterline	16,000.00	12,944.79	80.90%
9-50-64.34 Communications	1,200.00	1,224.40	102.03%
9-50-64.66 Truck & Equip Rental	500.00	100.00	20.00%
9-50-64.68 Repair & Maintenance	5,500.00	40.88	0.74%
9-50-64.79 Other Expenses	1,000.00	2,072.05	207.21%
9-50-64.80 Equipment	2,500.00	3,669.81	146.79%
Total WATER DISTRIBUTION	88,600.00	58,737.08	66.29%
9-50-65 WATER DEPT-ADMINISTRATION			

WATER FUND

Account	Budget	Actual	% of Budget
9-50-65.10 Salaries	66,151.00	46,299.57	69.99%
9-50-65.11 Vacation	2,503.00	1,884.86	75.30%
9-50-65.12 Holiday	1,201.00	1,745.41	145.33%
9-50-65.19 Sick Pay	0.00	72.93	100.00%
9-50-65.20 Office Supplies	500.00	0.00	0.00%
9-50-65.21 Employee Work Attire	2,500.00	1,111.63	44.47%
9-50-65.34 Communications	400.00	145.00	36.25%
9-50-65.68 Repairs & Maintenance	2,500.00	1,956.30	78.25%
9-50-65.79 Other Expenses	400.00	0.00	0.00%
9-50-65.80 Equipment (Computer)	700.00	233.33	33.33%
9-50-65.81 Computer Software	2,000.00	0.00	0.00%
Total WATER DEPT-ADMINISTRATION	78,855.00	53,449.03	67.78%
9-50-90 PERSONNEL EXPENSES			
9-50-90.06 Unemployment Compensation	2,000.00	43.33	2.17%
9-50-90.07 Worker's Compensation	4,600.00	5,804.14	126.18%
9-50-90.08 Health Insurance	20,430.00	14,920.41	73.03%
9-50-90.09 Social Security	8,137.00	4,851.66	59.62%
9-50-90.10 Municipal Retirement	13,500.00	8,179.06	60.59%
9-50-90.11 Employee Life Insurance	100.00	0.00	0.00%
9-50-90.12 HRA Expense	2,000.00	0.00	0.00%
9-50-90.13 Life/AD&D/Disability	250.00	912.12	364.85%
9-50-90.16 Health Ins Opt Out	0.00	900.00	100.00%
9-50-90.19 HRA Expense	0.00	864.96	100.00%
Total PERSONNEL EXPENSES	51,017.00	36,475.68	71.50%
9-50-91 OTHER EXPENSES			
9-50-91.15 Prop & Casualty Insurance	6,000.00	4,692.50	78.21%
9-50-91.60 Professional Expense	4,000.00	680.00	17.00%
9-50-91.65 Fold Utility Bills	0.00	51.00	100.00%
9-50-91.75 Public Officials Liabilit	350.00	79.87	22.82%
9-50-91.80 Employment Practices Ins.	350.00	186.66	53.33%
9-50-91.90 Waterline Mapping	5,500.00	1,325.00	24.09%
9-50-91.99 Pension Expense VMER	500.00	0.00	0.00%
Total OTHER EXPENSES	16,700.00	7,015.03	42.01%
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	2,500.00	3,267.61	130.70%
9-50-94.60 Waterline Eng & Des	12,000.00	25,802.73	215.02%

Account	Budget	Actual	% of Budget
9-50-94.63 Waterline Materials	10,000.00	0.00	0.00%
9-50-94.75 Vehicle	0.00	23,860.34	100.00%
9-50-94.92 Backhoe	60,000.00	47,157.50	78.60%
Total CAPITAL EXPENDITURES	84,500.00	100,088.18	118.45%
9-50-95 DEBT SERVICE			
9-50-95.50 Water Tower Sinking Fund	60,000.00	93,074.00	155.12%
9-50-95.87 Reservoir Cover Fund	10,000.00	0.00	0.00%
9-50-95.89 WTF Replacement Fund	0.00	47,500.00	100.00%
9-50-95.91 1984 Water Sys Bond Prin	34,809.00	50,746.50	145.79%
9-50-95.92 1984 Water Sys Bond Int	7,041.00	3,310.05	47.01%
9-50-95.95 RF3-095 Admin Fee	5,162.00	0.00	0.00%
9-50-95.96 RF3-095 Water Well Prin	30,792.00	0.00	0.00%
9-50-95.97 RF3-095 Water Well Int	2,581.00	0.00	0.00%
9-50-95.98 RF3-129 Arsenic Water Pri	112,263.00	0.00	0.00%
9-50-95.99 RF3-129 Int & Admin Fee	43,135.00	4,675.29	10.84%
Total DEBT SERVICE	305,783.00	199,305.84	65.18%
9-50-97 WATER SYSTEM			
Total WATER SYSTEM	0.00	0.00	0.00%
Total Expenditures	898,502.00	640,443.03	71.28%
Total WATER FUND	0.00	2,686.77	
Total All Funds	-283,280.86	3,238,143.00	