City Manager .... (802) 334-5136
334-3891
City Clerk/Treasurer 334-2112
334-3892
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

Newport City Council Meeting
Council Meeting Agenda
Wednesday, April 30, 2025, beginning at 6:00 p.m.
Newport City Council Room

Google Meet joining info
Video call link: https://meet.google.com/zsa-nqqj-ujj
Or dial: (US) +1 530-421-8091 PIN: 483 367 076#

Mayor Rick Ufford-Chase, President Kevin Charboneau, Council Members Carter Finegan, John Monette, Andrew Touchette and City Clerk/Treasurer James D. Johnson

Note: This is the warning for a special meeting for the purpose of addressing recommendations brought by the Water and Sewer Task Force and the Financial Reporting and Fiscal Practices Task Force. Both Task Forces will provide written recommendations to the Mayor by Monday evening, which will be available online immediately following the Water and Sewer Task Force Meeting at approximately 8 pm.

Interested Newport residents are encouraged to attend a public forum regarding Water and Sewer Rates to be held at the Council Chambers in the Municipal Building at 4:30 pm on Sunday, April 27, 2025.

Agenda for the Meeting on April 30, 2025 at 6 pm

1. Call the Council Meeting to Order
2. Additions/Deletions to the Agenda
3. Consent Agenda
    a. Regular meeting minutes from 4/21 25
    b. AP Warrants - 2025 04 24
    c. PR Warrants - none

d. Liquor Licenses / Vendor Permits / Special Events -
    i. O'Crepe

4. Special Task Forces - Recommendations for Action
    a. Water and Sewer
        i. Approve FY 25/26 Budget for Water and Sewer
        ii. Discussion and Possible Vote re: Setting rates for FY25/26 and any related matters
    b. Financial Reporting and Fiscal Practices
        i. Review Cash Flow Estimates
        ii. Discussion and Possible Vote regarding moving to NEMRC Online - City software for Financial Accounting
        iii. Discussion and Possible Vote regarding hiring NEMRC as Interim Finance Manager
        iv. Initial Discussion regarding Potential Options for managing city financial obligations, as well as strategy and timeline to make time-sensitive decisions
5. Comments by Members of the Public
6. Set next meeting: Regular Council Meeting May 5, 2025
7. Adjourn

Unpaid Invoices For Check Acct 01(GENERAL FUND) From 04/24/25 To 04/24/25

Vendor		Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ABLE COM	ABLE COM ANSWERING SERVICE INC	250300776101	service	151.00	0.00	--------.--	--------	--/--/--
AIRGAS	AIRGAS	5515066924	oxygen	37.51	0.00	--------.--	--------	--/--/--
AIRGAS	AIRGAS	5515720805	oxygen	373.87	0.00	--------.--	--------	--/--/--
ALLEN ENG	ALLEN ENGINEERING & CHEMICAL	112-505971-0	chloride	4099.00	0.00	--------.--	--------	--/--/--
ALLEN ENG	ALLEN ENGINEERING & CHEMICAL	11250597001	chloride	7871.50	0.00	--------.--	--------	--/--/--
BEAUR EQ	BEAUREGARD EQUIPMENT INC	42553	wiper motor	432.50	0.00	--------.--	--------	--/--/--
BENS UNI	BEN'S UNIFORMS	752	uniforms	259.92	0.00	--------.--	--------	--/--/--
BENS UNI	BEN'S UNIFORMS	203860	uniforms	238.80	0.00	--------.--	--------	--/--/--
BENS UNI	BEN'S UNIFORMS	203862	uniforms	238.80	0.00	--------.--	--------	--/--/--
BENS UNI	BEN'S UNIFORMS	203864	uniforms	113.80	0.00	--------.--	--------	--/--/--
CALKINS	CALKINS SAND & GRAVEL INC	48345	drainage ledge	316.22	0.00	--------.--	--------	--/--/--
CARGILL	CARGILL, INC.	2910857699	salt	3008.78	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3125962	trash	59.68	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3125964	trash	59.68	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3125966	trash	179.03	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3126039	tras	119.35	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3125963	trash	167.09	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3128203	trash	1050.98	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3128868	trash	2592.17	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3125965	trash	59.68	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3123537	trash	2643.07	0.00	--------.--	--------	--/--/--
CASELLA	CASELLA WASTE MGT INC	3125961	trash	119.35	0.00	--------.--	--------	--/--/--
CHAMPLIN	CHAMPLIN ASSOCIATES INC	5104	pump	24662.00	0.00	--------.--	--------	--/--/--
CHAMPLIN	CHAMPLIN ASSOCIATES INC	5157	parts	1155.00	0.00	--------.--	--------	--/--/--
CIGNA RX	CIGNA	1693311969	RX	112.90	0.00	--------.--	--------	--/--/--
CJIS	CJIS SOLUTIONS	2025-5092	domain name	100.00	0.00	--------.--	--------	--/--/--
CLEAN WAT	CLEAN WATERS INC.	14284	charge pack	4884.09	0.00	--------.--	--------	--/--/--
R DESROCH	DESROCHERS, INC.	17404	truck	1705.00	0.00	--------.--	--------	--/--/--
ENDYNE	ENDYNE INC	527220	test	25.00	0.00	--------.--	--------	--/--/--
ENDYNE	ENDYNE INC	527233	test	125.00	0.00	--------.--	--------	--/--/--
ENDYNE	ENDYNE INC	527351	test	75.00	0.00	--------.--	--------	--/--/--
FREDS	FRED'S PLUMBING & HEATING INC	04/01/2025	fuel	5685.37	0.00	--------.--	--------	--/--/--
GRN MTN E	GREEN MOUNTAIN ELECTRIC SUPPLY	S5189097.001	thermostat	83.83	0.00	--------.--	--------	--/--/--
GRN MTN E	GREEN MOUNTAIN ELECTRIC SUPPLY	S5175828.001	washer	5.08	0.00	--------.--	--------	--/--/--
GRN MTN E	GREEN MOUNTAIN ELECTRIC SUPPLY	S5267994.001	parts	683.71	0.00	--------.--	--------	--/--/--
GRIFFIN	GRIFFIN GREENHOUSE SUPPLIES IN	01616402	plants	1167.73	0.00	--------.--	--------	--/--/--
GRIFFIN	GRIFFIN GREENHOUSE SUPPLIES IN	09072766	plants	4272.41	0.00	--------.--	--------	--/--/--
HORIZONS	HORIZONS ENGINEERING, INC	36967	fee	220.00	0.00	--------.--	--------	--/--/--
JOLLY FAR	JOLLY FARMER	0028139	plantings	903.59	0.00	--------.--	--------	--/--/--
KIMBALL	KIMBALL MIDWEST	103255759	supplies	614.10	0.00	--------.--	--------	--/--/--
LAWSON	LAWSON PRODUCTS INC	9312347932	parts	635.16	0.00	--------.--	--------	--/--/--
LEBLANC'S	LEBLANC'S PEST CONTROL	28786	spray	100.00	0.00	--------.--	--------	--/--/--
LEBLANC'S	LEBLANC'S PEST CONTROL	28792	spray	55.00	0.00	--------.--	--------	--/--/--
MAGEE	MAGEE OFFICE PRODUCTS	649881	supplies	22.98	0.00	--------.--	--------	--/--/--
NETS	NATIONAL ENGINEER & TESTING SV	032120252	platform	1350.00	0.00	--------.--	--------	--/--/--
NEFEA	NEW ENGLAND FIRE EQUIPMENT	36227	charger	2734.86	0.00	--------.--	--------	--/--/--
NWPT RENT	NEWPORT RENTAL CENTER INC	1-578209	saw repair	230.00	0.00	--------.--	--------	--/--/--
OREILLY	O'REILLY AUTO PARTS	5691-186156	parts	75.02	0.00	--------.--	--------	--/--/--
OREILLY	O'REILLY AUTO PARTS	5691-186159	parts	69.98	0.00	--------.--	--------	--/--/--
PEPINS	PEPIN'S TRUCK REPAIR INC	93047	steel	82.64	0.00	--------.--	--------	--/--/--

Vendor		Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
PEPINS	PEPIN'S TRUCK REPAIR INC	93056	mseh	153.71	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	767730	parts	42.99	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	767793	parts	17.49	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	767918	parts	81.26	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768099	parts	18.94	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	767137	parts	104.99	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	769234	parts	68.65	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768435	parts	30.69	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768207	supplies	17.76	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768389	parts	114.17	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768238	grease	13.39	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768437	parts	100.00	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768446	parts	42.99	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768541	parts	43.99	0.00	--------.--	--------	--/--/--
SOUTHBAY	SOUTH BAY SUPPLY	768574	parts	20.48	0.00	--------.--	--------	--/--/--
STICKS	STICKS & STUFF DERBY	03/12/25	supplies	229.72	0.00	--------.--	--------	--/--/--
FARMYARD	THE FARMYARD STORE	000120/1	parts	2995.31	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	319313	parts	17.76	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	319267	gas can	64.99	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	319795	cleaner	16.48	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	319798	gloves	14.97	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	320121	paint	63.33	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	320212	cleaner	13.57	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	320353	bolts/washers	5.92	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	320354	screws	8.99	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	313745	endust	22.97	0.00	--------.--	--------	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	320002	supplies	38.67	0.00	--------.--	--------	--/--/--
TISALES	TI-SALES INC	QTE0076214	transceiver	1016.16	0.00	--------.--	--------	--/--/--
UNITED AG	UNITED AG & TURF NE	10954515	hinge	131.16	0.00	--------.--	--------	--/--/--
UNITED AG	UNITED AG & TURF NE	10884230	oil	22.50	0.00	--------.--	--------	--/--/--
UNITED AG	UNITED AG & TURF NE	11017014	motor	52.99	0.00	--------.--	--------	--/--/--
UNITED AG	UNITED AG & TURF NE	11025998	snap ring	110.32	0.00	--------.--	--------	--/--/--
UNITED AG	UNITED AG & TURF NE	11027568	ball bearing	281.98	0.00	--------.--	--------	--/--/--
UNITED AG	UNITED AG & TURF NE	11036230	parts	193.06	0.00	--------.--	--------	--/--/--
UNITED AG	UNITED AG & TURF NE	11036227	parts	81.98	0.00	--------.--	--------	--/--/--
UNITED AG	UNITED AG & TURF NE	11036229	parts	166.32	0.00	--------.--	--------	--/--/--
USABLUE	USA BLUEBOOK	00669827	parts	116.17	0.00	--------.--	--------	--/--/--
VTFIREEX	VERMONT FIRE EXTINGUISHER, INC	75861	service call	159.00	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	061579	water	23.90	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	068337	water	12.00	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	068817	water	30.24	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	071842	water	25.23	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	073826	water	24.24	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	062530	water	65.60	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	060518	water	44.75	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	073807	water	66.18	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	071823	water	72.18	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	071401	water	12.00	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	065555	water	23.90	0.00	--------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	064156	water	12.00	0.00	--------.--	--------	--/--/--

Unpaid Invoices For Check Acct 01(GENERAL FUND) From 04/24/25 To 04/24/25

Vendor		Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
VTSPRINGS	VERMONT SPRINGS LLC	076955	water	38.22	0.00	---------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	071832	water	37.23	0.00	---------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	068800	water	37.23	0.00	---------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	062515	water	151.00	0.00	---------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	068818	water	62.87	0.00	---------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	071845	water	102.14	0.00	---------.--	--------	--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	073837	water	171.05	0.00	---------.--	--------	--/--/--
W B MASON	W.B. MASON CO., INC.	253193616	envelopes	34.99	0.00	---------.--	--------	--/--/--
ZARNOTH	ZARNOTH BRUSH WORKS, INC	0201469	wafer broom refill	522.91	0.00	---------.--	--------	--/--/--
	Report Total			84,292.91	0.00	0.00		

CITY COUNCIL

To the Treasurer of City of Newport, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating $ ****84,292.91

Let this be your order for the payments of these amounts.

NEWPORT CITY TRANSIENT MERCHANTS AND ITINERANT VENDORS APPLICATION

PLEASE ANSWER ALL APPLICABLE QUESTIONS — DATE 04/25/25

Name(s) Denielle Hopkins and Celine Bandy

Business Name OCrepe — Phone # 802 473 6932

Address 1352 Sutton Rd Lyndonville VT 05851

Date of Birth 7/13/94

Have you ever been convicted of any misdemeanor, felony, or violation of any municipal ordinance? NO

If yes, please explain NONE

Name, address, and phone # of current employer, if applicable

Food Peddler's State License # 104815

Vehicle we pull Truck — Food trailer

Vehicle Registration # — License Plate # V 8170 — AYM237

Type of Goods Being Sold Sweet and Savory Crepes

Description of Cart, Stand, or Vehicle Food truck, newly renovated horse trailer

Proposed Location 4th of July Event in Gardner Park

Hours of operation 2-9:30pm — Days of operation one

☐ MONTHLY ($100/MTH) ☒ WEEKEND ($50/WKND)

Duration ☐ 1 YEAR ($300) ☐ 6 MONTHS ($200) ___ # OF MONTHS ___ # OF WEEKENDS

Pictures Enclosed? ☐ Applicant(s) ☐ Cart, Stand, Vehicle, or Structure — See last yer Application for photo

Insurance Information State Farm

Insurance Certificate Enclosed including ☐ City of Newport as certificate holder ☐ $100,000 Liability for personal injury ☐ $25,000+ Property Damage

FOR OFFICE USE ONLY

Type of License Central ☐ General ☐ Vehicle ☐

Fee Due ________ Fee Paid ________ Duration ________

Temporary Issued ________ To ________

License Approved ________
Signature Title Date

Dated Valid ________ To ________ Notes ________

	Sewer & Water Proposed Budget						
	Task Force working version						
	Lines related to Salaries and Benefits	**FY20-21**	**FY21-22**	**FY22-23**	**FY23-24**	**FY24-25**	**FY 25-26**
	Amount revised or added by Task Force	**ACTUALS**	**ACTUALS**	**ACTUALS**	**ACTUALS Prior to Audit**	**BUDGET**	**PROPOSED**
	SEWER BUDGET						
7	**SEWER COLLECTION**						
8	TRUCK & EQUIPMENT MAINT SUPP	3,961.95	4,197.25	5,023.27	1,164.65	5,400.00	3,000.00
9	TRUCK & EQUIP PARTS	7,063.55	15,557.95	5,835.89	4,585.67	14,000.00	7,000.00
10	TRUCK & EQUIP REPAIRS	415.00	8,740.29	11,923.16	4,629.29	13,000.00	7,000.00
11	SEWER TRUCKS & EQUP MS	1,644.84	1,489.39	2,258.91	470.56	2,500.00	2,500.00
12	SEWER T&E PARTS	1,916.42	3,623.90	7,051.37	1,739.62	8,000.00	8,000.00
13	SEWER T&E REPAIRS	2,236.75	1,709.90	2,357.25	2,202.27	2,500.00	2,700.00
14							
15	***REGULAR PAY	30,985.94	37,442.16	62,314.59	73,770.76	40,647.00	51,764.68
16	OVERTIME	3,173.49	1,922.67	3,579.18	2,916.91	5,000.00	7,200.00
17	COVID-19 PAY	0.00	0.00				
18	TRUCK & EQUIP REPAIRS	11,027.82	2,187.98	5,837.50	1,765.00	8,000.00	3,000.00
19	MAINTENANCE & CLEANING	8,311.64	2,171.00	2,611.27	550.98	4,000.00	1,200.00
20	OTHER PAY	0.00	0.00	0.00	552.00	0.00	0.00
21	***VACATION	4,592.19	3,928.98	5,869.54	3,675.83	0.00	3,958.88
22	***HOLIDAY	3,518.36	3,023.05	3,148.72	2,522.39	0.00	2,890.84
23							
24	FUEL	3,384.04	7,794.29	6,415.08	3,339.39	8,000.00	5,000.00
25							
26	SICK PAY	1,989.20	3,154.21	4,759.08	4,622.66	0.00	0.00
27	SOCIAL SECURITY	4,207.05	2,935.69	6,235.07	5,644.36	3,492.00	6,076.00
28							
29	OPERATING SUPPLIES	713.46	911.58	95.88	49.02	1,000.00	1,000.00
30	REPAIR & MAIN SUPPLIES	0.00	248.00	0.00	266.57	500.00	500.00
31	SMALL TOOLS & EQUIP.	3,201.22	4,959.86	4,426.27	825.05	4,000.00	4,000.00
32							
33	LONGEVITY	0.00	0.00				
34							
35	MATERIALS	2,825.07	16,987.10	15,450.49	26,605.00	18,000.00	20,000.00
36							
37	RETIREMENT	2,791.85	1,849.35	1,911.63	0.00	3,995.00	4,000.00
38	HEALTH INSURANCE	10,664.53	9,219.66	12,058.74	10,246.76	14,757.00	11,400.00
39	UNEMPLOYMENT COMP.	0.00	217.54	384.18	375.83	500.00	500.00
40	WORKERS COMP.	0.00	1,968.18	3,102.04	2,697.79	3,200.00	3,000.00
41	HEALTH INSURANCE HRA	0.00					
42							
43	PUMP STATION ALARM LINES	1,020.67	867.66	1,025.53	883.65	1,500.00	1,500.00
44	PROFESSIONAL EXPENSE	0.00					
45	TRUCK & EQUIP RENTAL	7,200.00	0.00	-79.05	15,120.06	8,000.00	12,000.00
46	REPAIRS & MAINT	0.00	5,233.37	2,884.85	40,893.71	5,500.00	6,000.00
47	UTILITIES	20,505.10	20,176.51	21,501.25	24,033.16	23,000.00	25,000.00
48	OTHER EXPENSES	0.00	0.00	1,621.66	2,111.85	1,500.00	2,200.00
49	WATER METERS	21,657.96	36,411.09	3,245.00	15,686.12	38,000.00	0.00

	Sewer & Water Proposed Budget						
	Task Force working version						
	Lines related to Salaries and Benefits	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY 25-26
	Amount revised or added by Task Force	ACTUALS	ACTUALS	ACTUALS	ACTUALS Prior to Audit	BUDGET	PROPOSED
50	PUMP STATION FUEL	0.00	0.00				
51	PUMP STATION ALARMS	10,473.10	6,189.60	5,758.80	4,638.00	7,000.00	5,100.00
52	PUMP STATION REPAIRS	25,594.38	31,325.09	20,344.59	40,051.92	24,000.00	28,000.00
53	IMPROVEMENTS	0.00	0.00				
54	CLEAN & VIDEO	3,375.00	0.00	925.00	0.00	0.00	0.00
55	**TOTAL SEWER COLLECTION**	**198,450.58**	**236,443.30**	**229,876.74**	**298,636.83**	**268,991.00**	**235,490.40**
56							
57	**SEWER PLANT**						
58	***REGULAR PAY	93,051.99	87,063.37	148,517.07	125,529.43	174,270.00	173,941.29
59	OVERTIME PAY	7,343.59	7,272.14	10,724.85	12,560.06	13,000.00	15,000.00
60	***VACATION	12,245.27	7,641.95	7,515.97	10,247.01	0.00	9,269.44
61	***HOLIDAY	7,274.27	6,268.39	8,390.88	8,329.28	0.00	9,517.49
62	SICK	8,467.83	3,181.37	11,570.10	10,988.86	0.00	0.00
63	OTHER PAY	8,754.00	11,241.90	15,525.60	33,665.50	16,000.00	30,000.00
64	LONGEVITY	133.33	266.66	266.66	200.00	300.00	0.00
65							
66	FUEL	3,012.72	3,257.76	2,660.49	3,586.23	3,500.00	4,000.00
67	HEATING OIL	52,998.03	62,001.70	43,297.74	27,820.39	50,000.00	32,000.00
68	OFFICE SUPPLIES	1,096.54	558.18	95.22	524.42	700.00	700.00
69	OPERATING SUPPLIES	123,493.65	121,049.46	191,081.51	177,681.31	140,000.00	180,000.00
70	REPAIR PARTS	21,752.34	22,184.96	53,108.07	18,073.65	27,000.00	27,000.00
71	SMALL TOOLS & EQUIP.	6,828.95	3,711.62	3,756.07	2,014.13	3,500.00	3,200.00
72	EQUIP. MAINT. SUP.	45.36	110.25	2,021.29	0.00	2,300.00	1,000.00
73	EQUIP PARTS	35.15	88.80	168.47	0.00	250.00	250.00
74	COMMUNICATIONS	5,965.64	7,043.05	8,396.18	7,578.49	8,500.00	8,000.00
75	PLANT IMPROVEMENTS	10,743.80	455.99	23,837.86	49,263.93	12,000.00	50,000.00
76	PROFESSIONAL EXPENSE	3,267.50	4,108.01	7,268.00	5,927.00	5,000.00	7,000.00
77	EQUIPMENT RENTAL	2,350.00	1,296.18	1,464.00	1,928.43	1,500.00	2,500.00
78	TRK & EQUIPMENT REPAIRS	0.00					
79	REPAIR & MAINT	61,507.88	100,081.23	39,228.70	32,230.11	30,000.00	33,000.00
80	UTILITIES	101,303.04	86,270.34	98,257.07	89,723.37	102,000.00	91,500.00
81	OTHER EXPENSE	6,923.77	9,021.23	11,623.95	9,886.98	9,000.00	10,400.00
82	STATE OPERATING FEE	5,100.00	10,200.00	0.00	5,100.00	5,100.00	5,100.00
83	PLANT WATER USAGE FEE	32,802.88	23,133.08	14,564.12	10,504.37	16,000.00	12,000.00
84	SLUDGE DEWATER/DISPOSAL	93,364.75	173,494.08	125,735.68	200,430.20	127,000.00	205,000.00
85	SOLID WASTE DISPOSAL	1,200.00	4,773.22	1,308.43	1,180.39	2,500.00	1,400.00
86	**TOTALS SEWER PLANT**	**671,062.28**	**755,774.92**	**830,383.98**	**844,973.54**	**749,420.00**	**911,778.22**
87							
90	**SEWER ADMINISTRATION**						
91	***SALARIES	70,516.55	72,533.82	80,995.66	67,039.88	100,622.00	62,396.54
92	***VACATION	3,498.48	5,897.50	7,787.91	2,783.07	9,104.00	4,098.60
93	***HOLIDAY	1,899.74	2,769.63	2,724.82	1,234.42	5,259.00	1,776.06
94	COVID-19 PAY	0.00	0.00				
95	SICK PAY	72.93	0.00	1,992.92	0.00	0.00	0.00

	Sewer & Water Proposed Budget						
	Task Force working version						
	Lines related to Salaries and Benefits	**FY20-21**	**FY21-22**	**FY22-23**	**FY23-24**	**FY24-25**	**FY 25-26**
	Amount revised or added by Task Force	**ACTUALS**	**ACTUALS**	**ACTUALS**	**ACTUALS Prior to Audit**	**BUDGET**	**PROPOSED**
96	OFFICE SUPPLIES	0.00	0.00	1026.00	0.00	1,000.00	300.00
97	EMPLOYEE WORK CLOTHES	2,223.00	1,789.21	2,133.63	2,701.67	2,600.00	2,800.00
98	COMMUNICATIONS	210.00	352.00	1,126.12	352.01	1,400.00	500.00
99	REPAIR & MAINTENANCE	1,747.22	1,271.18	500.00	542.50	1,000.00	600.00
100	OTHER	0.00	157.50	0.00	0.00	300.00	300.00
101	EQUIPMENT (COMPUTER)	233.33	0.00	0.00	0.00	600.00	0.00
102	PROFESSIONAL SERVICES	0.00	40.00	419.00	1,475.00	500.00	1,500.00
103	**TOTAL SEWER ADMIN**	**80,401.25**	**84,810.84**	**98,706.06**	**76,128.55**	**122,385.00**	**74,271.20**
104							
105	**PERSONNEL EXPENSES**						
106	UNEMPLOYMENT COMP.	322.55	415.82	493.93	439.80	1,000.00	1,000.00
107	WORKER'S COMP.	13,763.71	13,113.69	8,296.29	11,190.00	11,000.00	12,074.00
108	HEALTH INSURANCE	20,260.27	27,273.94	21,619.88	33,815.25	27,649.00	22,560.48
109	FICA	14,134.43	12,979.69	16,093.52	17,362.94	24,347.00	5,000.00
110	MUNI-RETIREMENT	19,395.60	19,359.08	17,392.83	23,387.22	27,052.00	10,000.00
111	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
112	EMPLOYEE DISABILITY INS	2,389.30	2,064.89	2,449.09	2,200.49	2,600.00	2,400.00
113	HEALTH INS OPT OUT PAYM	1,200.00	0.00	750.00	1,200.00	0.00	0.00
114	EDUCATION						
115	HEALTH SAVINGS ACCOUNTS						
116	HEALTH INSURANCE HRA	2,679.01	1,412.92	1,816.86	0.00	2,600.00	2,600.00
117	**TOTAL PERSONNEL EXP.**	**74,144.87**	**76,620.03**	**68,912.40**	**89,595.70**	**96,248.00**	**55,634.48**
118							
119	**OTHER EXPENSES**						
120	CLAIMS & DAMAGES	0.00	0.00	0.00	2,000.00	1,000.00	1,000.00
121	INSURANCE P&C PLANT	20,186.15	20,753.37	24,147.01	30,763.52	31,000.00	35,000.00
122	INS. P&C DISTRIBUTION	1,054.24	1,092.28	1,270.90	1,619.13	1,700.00	1,800.00
123	PUBLIC OFFICIALS LIABILITY	709.27	742.63	875.07	1,035.36	1,100.00	1,200.00
124	EMPLOYMENT PRACTICE INS	1,657.48	1,798.52	1,975.45	2,322.68	2,400.00	2,500.00
125	PROFESSIONAL EXPENSES	0.00	0.00				
126	FOLD UTILITY BILLS	68.00	52.00	74.50	37.99	100.00	100.00
127	LEGAL COUNSEL	0.00					
128	WASTEWATER LINE MAPPING	1,698.75	2,598.23	3,641.97	0.00	3,800.00	500.00
129	MATERIALS	0.00	0.00				
130	ENGINEERING		0.00	1,235.00	0.00	3,000.00	0.00
131	PENSION EXPENSE	0.00	5,563.46	17,197.81	0.00	0.00	0.00
132	**TOTAL OTHER**	**25,373.89**	**32,600.49**	**50,417.71**	**37,778.68**	**44,100.00**	**42,100.00**
133							
134	**CAPITAL IMPROVEMENTS**						
135	BACKHOE	0.00	0.00	0.00		0.00	
136	SEWER LINES,STRUCTURES	0.00	29,362.85	2,864.08	0.00	30,000.00	7,000.00
137	SIPHON DESIGN	0.00	0.00	0.00	0.00	2,000.00	0.00
138	SIPHON SEWER LINE CONSTRUCT	0.00	0.00	0.00	53.44	110,000.00	0.00
139	SEWER MAIN LINING	0.00	0.00	8,808.69	0.00	0.00	0.00

Sewer & Water Proposed Budget							
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140	SEWER LINES MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
141	FARRANT PUMP STATION	0.00	0.00				
142	CSO ENGINEERING	31,700.00	6,340.00	8,532.00	7,749.59	8,500.00	1,500.00
143	CSO MATERIALS	6,340.00	0.00	0.00	1,767.40	0.00	0.00
144	WWTF UPGRADE MAT & CONSTRUCT	0.00	0.00				
145	ST. LAURENT ST. SEWER PROJECT	0.00	0.00				
146	VEHICLES	0.00					
147	Lease Purchase/Equipment	0.00	176.77	0.00	0.00	0.00	0.00
148	**TOTAL CAPITAL**	**38,040.00**	**35,879.62**	**20,204.77**	**9,570.43**	**150,500.00**	**8,500.00**
149							
150	**DEBT SERVICES**						
151	CSO BOND PRINC.	0.00	0.00	0.00		0.00	
152	CSO BOND INTEREST	0.00	0.00	0.00		0.00	
153	WASTEWATER NOTE RF1-004	0.00	0.00	0.00		0.00	
154	BOND PAYMENT 84	0.00	0.00	0.00		0.00	
155	BOND INTEREST 84	0.00	0.00	0.00		0.00	
156	DEPRECIATION	0.00	0.00	0.00		0.00	0.00
157	SEWER BOND PRINCIPAL 01	30,000.00	30,000.00	25,000.00	25,000.00	25,000.00	25,000.00
158	SEWER BOND INTEREST 01	2,296.84	1,885.00	-1,137.67	1,093.75	1,988.00	1,988.00
159	#2921 SLUDGE PRESS PRINC	0.00	1,010.53	0.00	0.00	0.00	0.00
160	LOAN RF1-029	25,522.55	25,013.00	25,513.26	0.00	0.00	0.00
161	ADMIN FEE RF1-029	0.00	0.00	510.27	0.00	0.00	0.00
162	LOAN RF1-075	200,390.00	204,397.80	208,485.76	212,655.47	216,909.00	216,909.00
163	ADMIN FEE RF1-075	0.00	35,086.80	30,998.84	26,829.13	22,576.00	22,576.00
164	LOAN RF1-079	14,842.65	219,537.31	15,442.30	0.00	0.00	0.00
165	ADMIN FEE RF1-079	0.00	611.64	308.85	0.00	0.00	0.00
166	LOAN RF1-098-2	0.00	0.00				
167	LOAN RF1-150	10,855.05	11,072.15	11,293.59	11,519.46	10,892.00	10,892.00
168	ADMIN FEE LOAN RF1-150	3,187.11	2,970.01	2,748.57	2,522.70	2,358.00	2,358.00
169	DEWATERING SYSTEM LOAN PRINC	87,052.33	89,084.64	91,120.27	93,128.38	44,558.00	44,558.00
170	DEWATERING SYSTEM LOAN INT	8,825.47	6,793.16	4,756.63	2,749.42	3,381.00	3,381.00
171	RESERVE FUND	0.00	0.00	0.00	0.00	0.00	
172	DEPRECIATION	0.00	0.00	0.00		0.00	
173	**TOTAL DEBT SERVICE**	**382,972.00**	**627,462.04**	**415,040.67**	**375,498.31**	**327,662.00**	**327,662.00**
174							
175	**CAPITAL RESERVE FUND**						
176	VACTOR SINKING FUND	0.00	0.00	0.00	80,000.00	50,000.00	0.00
177	5% Capital Reserve Fund						82,771.82
178	**TOTAL CAPITAL RESERVE FUND**						**82,771.82**
179							
180							
181	**TOTAL SEWER OPERATION**	**1,470,444.87**	**1,849,591.24**	**1,713,542.33**	**1,732,182.04**	**1,759,306.00**	**1,738,208.12**
182							
183	**SEWER REVENUE**	**1,320,743.75**	**1,481,761.27**	**1,263,864.54**	**1,419,900.02**		

	Sewer & Water Proposed Budget						
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184							
185	**SURPLUS(DEFICIT)**	**-149,701.12**	**-367,829.97**	**-449,677.79**	**-312,282.02**	**-1,759,306.00**	**-1,738,208.12**
186							
190							
191							
192	**WATER BUDGET**						
193							
196	**WATER TREAT & PUMP**						
197	***REGULAR PAY	28,592.30	29,423.92	73,208.16	61,756.03	42,927.00	47,593.14
198	OVERTIME PAY	2,630.87	3,336.40	2,706.41	2,764.04	3,400.00	5,000.00
199	VACATION	151.71	0.00	0.00		0.00	
200	HOLIDAY	0.00	0.00				
201	LONGEVITY	133.33	266.66	266.66	199.99	300.00	300.00
202	FICA	2,687.18	2,224.75	3,399.78	1,708.91	3,544.00	2,500.00
203	PROPANE	3,161.44	594.59	843.62	4,801.50	3,500.00	5,000.00
204	SICK PAY		0.00				
205	OPERATING SUPPLIES	8,327.49	7,750.62	28,174.59	24,886.22	28,500.00	27,000.00
206	REPAIR PARTS	2,816.19	6,349.20	2,919.88	2,075.71	7,200.00	3,000.00
207	SMALL TOOLS & EQUIPMENT	57.83	405.11	85.06	23.74	1,800.00	1,200.00
208	WATER METERS	21,632.88	36,596.73	3,245.01	15,705.13	38,000.00	50,000.00
209	ADVERTISING		0.00				
210	COMMUNICATIONS	6,366.35	5,744.94	7,289.22	7,724.13	7,500.00	7,900.00
211	REPAIRS & MAINTENANCE	17,666.84	11,885.93	26,284.87	55,148.47	35,000.00	55,000.00
212	UTILITIES	135,843.27	156,660.93	159,534.25	163,615.02	170,000.00	167,000.00
213	OTHER EXPENSES	18,929.04	14,548.90	14,509.20	13,493.40	18,000.00	15,000.00
214	ARSENIC TREATMENT	0.00	0.00		16,250.00	0.00	0.00
215	WATER TOWER LAND PURCHASE	1,832.98	0.00	0.00	0.00	0.00	0.00
216	**TOTAL TREAT & PUMPING**	**250,829.70**	**275,788.68**	**322,466.71**	**370,152.29**	**359,671.00**	**386,493.14**
217							
218	**WATER DISTRIBUTION**						
219	TRUCK & EQUIP SUPPLIES	3,868.27	4,123.39	5,010.91	1,033.90	6,000.00	3,000.00
220	TRUCK & EQUIP REPAIRS	3,512.79	3,364.90	4,071.20	2,350.33	6,000.00	5,000.00
221	TRK & EQUIP REPAIR PARTS	330.00	8,607.96	3,292.13	603.46	5,000.00	3,000.00
222	***REGULAR PAY	5,253.38	9,571.33	14,418.74	11,298.61	40,648.00	51,764.68
223	OVERTIME PAY	528.17	556.55	504.92	2,541.83	1,000.00	2,000.00
224	***VACATION	4,592.19	3,928.99	5,869.53	3,675.80	0.00	3,958.88
225	***HOLIDAY	3,670.06	3,023.03	3,148.72	2,522.37	0.00	2,890.84
226	SICK PAY	1,989.21	3,154.22	4,759.09	4,622.64	0.00	0.00
227	COVID-19 PAY	0.00	0.00				
228	WATER TURN OFF/ON	220.64	194.24	258.49	0.00	0.00	0.00
229							
230	FUEL	1,397.34	7,228.72	14,576.52	1,707.01	15,000.00	3,000.00
231	REPAIRS (PAYROLL)	18,984.64	10,450.01	14,068.45	5,040.80	18,000.00	6,000.00
232	OPERATING SUPPLIES	843.29	1,472.45	534.03	118.25	2,000.00	1,200.00

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233	SMALL TOOLS & EQUIP	3,494.67	3,958.88	1,903.48	790.15	3,000.00	3,000.00
234	MATERIALS	15,905.50	4,165.98	23,928.72	2,543.67	24,000.00	8,000.00
235	DERBY ROAD WATERLINE	15,554.36	47,090.30	32,931.52	49,190.81	33,500.00	33,500.00
236	COMMUNICATIONS	2,101.84	1,535.90	1,365.00	1,066.04	2,000.00	500.00
237	TRUCK & EQUIP RENTAL	100.00	0.00	0.00	100.00	500.00	500.00
238	REPAIR & MAINTENANCE	714.08	3,890.14	4,873.81	26.94	7,000.00	1,500.00
239	OTHER EXPENSES	2,392.05	1,170.00	5,246.66	1,000.00	6,000.00	1,500.00
240	EQUIPMENT	3,669.81	1,199.00	2,676.97	0.00	3,000.00	3,000.00
241	IMPROVEMENTS	0.00	0.00				
242	LABOR - MAPPING GRANT	0.00	1,235.72	370.26	53.44	0.00	0.00
243	**TOTAL DISTRIBUTION**	**89,122.29**	**119,921.71**	**143,809.15**	**90,286.05**	**172,648.00**	**133,314.40**
244							
245	**WATER ADMINISTRATION**						
246	***SALARIES	63,465.16	64,814.58	69,249.55	66,581.74	90,862.00	35,117.54
247	***VACATION	3,070.32	4,381.91	6,253.19	2,910.92	7,832.00	4,098.60
248	***HOLIDAY	2,134.47	2,795.57	2,478.80	1,103.19	4,776.00	1,776.06
249	SICK PAY	72.93	229.09	1423.52	0.00	0.00	0.00
250	OFFICE SUPPLIES	0.00	0.00	36.37	19.98	300.00	200.00
251	EMPLOYEE WORK CLOTHES	1,405.11	1,496.07	1,281.25	2,165.78	2,100.00	2,200.00
252	COMMUNICATIONS	224.00	0.00	56.72	88.03	200.00	200.00
253	REPAIR & MAINTENANCE	2,213.36	1,466.01	947.10	1,114.80	1,500.00	1,500.00
254	OTHER EXPENSES	0.00	973.64	780.00	1,485.81	1,000.00	1,500.00
255	EQUIPMENT (COMPUTER)	233.33	0.00	0.00	0.00	500.00	0.00
256	EQUIPMENT (SOFTWARE)	0.00	0.00	0.00	0.00	0.00	0.00
257	**TOTAL WATER ADMIN**	**72,818.68**	**76,156.87**	**82,506.50**	**75,470.25**	**109,070.00**	**46,592.20**
258							
259	**PERSONNEL EXPENSE**						
260	UNEMPLOY COMP	64.49	336.75	473.16	312.75	600.00	600.00
261	WORKER'S COMP	5,655.21	7,505.48	6,959.35	6,046.09	7,200.00	6,600.00
262	HEALTH INSURANCE	18,310.31	22,504.77	17,745.25	23,535.31	42,416.00	22,560.48
263	HEALTH SAVINGS ACCOUNTS						5,000.00
264	FICA	6,725.56	7,317.40	7,777.34	7,805.22	11,102.00	10,000.00
265	MUNI-RETIREMENT	32,897.79	16,008.64	18,549.86	11,707.47	16,778.00	13,000.00
266	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
267	HEALTH INSURANCE HRA	1,104.96	1,009.23	444.16	0.00	1,000.00	1,000.00
268	EMPLOYEE DISABILITY INS	1,202.78	1,216.14	1,168.65	745.28	1,400.00	1,400.00
269	HEALTH INS OPT OUT	900.00	0.00	750.00	1200.00	750.00	750.00
270	HRA EXPENSE	0.00	0.00	0.00		0.00	
271	EDUCATION	0.00	0.00	0.00			
272	**TOTAL PERSONNEL**	**66,861.10**	**55,898.41**	**53,867.77**	**51,352.12**	**81,246.00**	**60,910.48**
273							
276	**OTHER EXPENSE**						
277	P&C INSURANCE	4,692.50	5,004.95	6,289.18	8,092.79	8,800.00	8,800.00
278	PROFESSIONAL EXPENSE	680.00	437.40	140.00	1,625.50	0.00	0.00

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279	FOLD UTILITY BILLS	68.00	52.00	74.50	38.00	0.00	0.00
280	OTHER EXPENSES (Derby payout)	0.00	0.00				
281	PUBLIC OFFICIALS LIABILITY	79.87	83.63	98.54	116.60	125.00	125.00
282	EMPLOYMENT PRACTICE INS	186.66	202.54	222.46	261.56	300.00	300.00
283	WATERLINE MAPPING	1,675.00	2,436.67	3,620.12	0.00	3,800.00	500.00
284	PENSION EXPENSE VMER	0.00	0.00	0.00	0.00	0.00	0.00
285	**TOTAL OTHER EXPENSE**	**7,382.03**	**8,217.19**	**10,444.80**	**10,134.45**	**13,025.00**	**9,725.00**
286							
287	**CAPITAL EXPENDITURES**						
288	STREET WATER LINES	0.00	1,598.95	8,187.25	0.00	8,500.00	6,000.00
289	WATER LINES-LABOR	3,715.44	8,659.30	8,147.69	2,144.65	8,500.00	2,500.00
290	EDA WATERLINE PROJECT ADMIN						
291	WATER LINES-ENG & DES	0.00	0.39	0.47	63,461.24	5,000.00	5,000.00
292	WATER LINES-MATERIALS	0.00	6,790.84	9,645.27	0.00	10,000.00	0.00
293	WATERLINE EQUIPMENT RENT						
294	WATERLINE CONSTRUCTION						
295	WATER TOWER MAINT CONTRACT	93,074.00	93,074.00	115,334.00	0.00	23,900.00	24,800.00
296	VEHICLE	0.00	176.79	0.00		0.00	0.00
297	WATERWELL REDEVELOPMENT	0.00	0.00	0.00		0.00	**0.00**
298	EASTSIDE WATER TOWER PROJECT				454,927.63	0.00	0.00
299	WATER FUND ARPA FUNDS				140,000.00	0.00	0.00
300	BACKHOE	0.00	0.00	0.00		0.00	
301	WATER METER SOFTWARE	0.00	0.00	0.00		0.00	
302	WATER RESERVOIR COVER	0.00	0.00	0.00	29,752.80	0.00	0.00
303	ARSENIC PLANT CONTROL SYSTEM	0.00	0.00	0.00		0.00	
304	WATER LINE PROJ MATERIALS	0.00	0.00	0.00		0.00	
305	WATER LINE EQUIPMENT RENT	0.00	0.00	0.00		0.00	
306	**TOTAL CAPITAL**	**96,789.44**	**110,300.27**	**141,314.68**	**690,286.32**	**55,900.00**	**38,300.00**
307							
308	**DEBT SERVICES**						
309	99 WATERLINE BOND PRIN.	0.00	0.00	0.00		0.00	
310	99 WATERLINE BOND INT.	0.00	0.00	0.00		0.00	
311	SINKING FD SIAS AVENUE	0.00	0.00	0.00	23,373.00	100,000.00	0.00
312	SINKING FD RESERVOIR COVER	0.00	0.00	0.00	0.00	0.00	0.00
313	WTF SINKING FUND	0.00	10,000.00	0.00	30,000.00	30,000.00	30,000.00
314	1984 BOND PRINCIPAL	68,515.75	41,202.00	39,418.98	36,047.06	0.00	0.00
315	1984 BOND INTEREST	6,465.80	2,324.05	2,095.04	419.01	0.00	0.00
316	WATERLINE NOTE PRINC.						
317	WATERLINE NOTE INT.						
318	RF3-095 ADMIN FEE	4,581.38	3,873.11	3,143.59	2,392.19	3,144.00	3,144.00
319	RF3-095 WATERWELL PRIN.	35,413.46	36,475.86	37,570.14	38,697.24	34,666.00	34,666.00
320	RF3-095 WATERWELL INT.	2,290.69	1,936.55	1,571.79	1,196.09	2,111.00	2,111.00
321	RF3-129 WTF PRINC.	120,773.06	124,396.25	128,128.14	131,971.99	126,353.00	126,353.00
322	RF3-129 WTF INT. & Admin Fee	46,405.10	42,781.91	39,050.02	35,206.18	29,045.00	29,045.00

	Sewer & Water Proposed Budget						
	Task Force working version						
	Lines related to Salaries and Benefits	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY 25-26
	Amount revised or added by Task Force	ACTUALS	ACTUALS	ACTUALS	ACTUALS Prior to Audit	BUDGET	PROPOSED
323	DEWATERING SYSTEM LOAN PRINC						
324	DEWATERING SYSTEM LOAN INT						
325	DEPRECIATION	0.00	0.00	0.00	0.00	0.00	
326	NEW WATER TOWER (estimated)						195,000.00
327	**TOTAL DEBT SERVICE**	**284,445.24**	**262,989.73**	**250,977.70**	**299,302.76**	**325,319.00**	**420,319.00**
328							
329	**CAPITAL RESERVE FUND**						
330	VACTOR SINKING FUND	0.00	0.00	0.00	20,000.00	50,000.00	0.00
331	5% Capital Reserve Fund						54,782.71
332	**TOTAL CAP. RES. FUND**						**54,782.71**
333							
334	**TOTAL WATER OPERATION**	**868,248.48**	**909,272.87**	**1,005,387.31**	**1,586,984.24**	**1,116,879.00**	**1,150,436.93**
335							
336	**WATER REVENUE**	**837,063.86**	**793,030.46**	**1,073,548.43**	**1,184,386.55**		
337							
338	**SURPLUS(DEFICIT)**	**-31,184.62**	**-116,242.41**	**68,161.12**	**-402,597.69**	**-1,116,879.00**	**-1,150,436.93**
339							
						TOTAL WATER & SEWER	**2,888,645.05**

Associated Staffing Cost	
	25-26
Total Cost associated to City Employees, Sewer	499,324.30
Total Cost associated to City Employees, Water	237,110.22
	736,434.52
% of Total Budget	**25%**

Water & Sewer Department Schedule of Rates and Fees
Enacted by the Water Commissioners on the
30th Day of April, 2025
Rates to be effective with the Period Beginning August, 2025

WATER RATES

Water Rates for Each Quarterly Billing Period:

			36% Increase	
Metered Connection Fee	$47.79		$64.99	this is the base rate $4.82 times 13.5 less a few do to rounding
Metered Water Rate per 1,000 Gallons under 13,500 gals	$2.42		$3.29	
Metered Water Rate per 1,000 Gallons over 13,500 gals.	$5.96		$8.11	base rate is 8.11 less 3.29 - $4.82
Connected Residential	$80.90		$110.02	
Connected Above Ground Seasonal (Ledges)	$35.95		$48.89	
Connected Industrial/Commercial	$139.33		$189.49	
Connected Outside City Boundary	$139.33		$189.49	
Vacant Land with Connection	47.19		$64.18	
Water Turn On or Off	$50.56		$68.76	
Water Turn On or Off After Hours	$67.42		$91.69	
Non-Metered Swimming Pools (Annual Fee)	$87.64		$119.19	
Water Purchase per 1,000 gallons	$56.18		$76.40	Per 1,000 Gallons, $76.40 minimum
Water Allocation Fees / Application Fees				
New Residential	$46.64			
Existing Residential	$18.02			
Comercial	$116.60			
Industrial	$233.20			
Allocation Permit Fee	$0.16	**Per Gallon Per Day**		

SEWER RATES

Minimum connection rate of $104.90, plus the wastewater metered rate of $5.33 per 1000 gallons for the first 13,500 gals

Sewer Rates for Each Quarterly Billing		Adjusted to 8% increase	27% Increase	
Metered Connection Fee	$96.62	$82.62	$104.93	this rate went up in previous times and has now been adjusted to what it should have been - the base rate times 13.5 give or take a few cents
Metered Wastewater Rate per 1,000 Gal. under 13,500 g	$4.20		$5.33	
Metered Wastewater Rate per 1,000 Gal. over 13,500 gals	$10.32		$13.11	
Connected Residential	$190.51	$163.30	$207.39	
Connected Industrial/Commercial	$200.04	$171.46	$217.75	
Connected Outside City Boundary	$801.75	$687.20	$872.74	
Vacant Land with Connection	$112.72	$82.62	$104.93	
Service Fees				
Labor	$56.70			
Labor After Hours	$75.60			
Equipment (Does not Include labor)				
Backhoe	$115.92			
Truck	$84.42			
Loader	$123.48			
Grader	$170.10			
T.P. Tanker	$138.60			
Ton Truck	$64.26			
Vactor	$262.08			
Sweeper	$224.28			
Sewer Rodder	$108.36			
Steam-jenny	$84.42			
Compressor	$76.86			
Skid-steer	$93.24			
Roller	$84.42			
Water Tap Machine	$269.64			
Sewer Allocation Fees				
Application Fee New Residential	$55.44			

Existing Residential	$21.42	
Comercial	$138.60	
Industrial	$277.20	
Reserve Sewer Capacity Commitment Annual Fee	$0.16	per gallon per day
Final Sewer Allocation Permit Fee	$0.31	

Enacted by the Water Commissioners on this _ day of ___ , 2025, in Newport, Vt.

City of Newport, VT
Water and Sewer Task Force
Phase 1 of 2 – Proposal for Temporary Rate Increase with Additional Recommendations

April 30, 2025

Task Force Members

Rick Ufford-Chase, Mayor
John Monette, Council
Paul Tice, Resident
Jennifer Hopkins, Resident
Patrick Hurley, Resident
Carl King, Resident

Task Force Overview

The volunteer Water and Sewer Task Force (Task Force) began meeting March 27th, 2025. Understanding the urgency to establish adequate Temporary Stopgap water and sewer rates prior to the next billing cycle, it immediately began collecting data from City employees. The Task Force collected and compiled budget data, usage volumes, treatment volumes and partnership contract data. In reviewing the 25-26 Water & Sewer budget the Task Force made three modifications. The first modification was moving "Water Meters" out of the sewer budget and into the water budget. Second was the removal of the new vacuum truck from the water and sewer budget ($140,000). The third modification was the addition of 5% Capital Reserve Fund (CRF). At this time no designation for use has been given to the CRF. It is important to note that statutorily the city is allowed to place 15% of its budget annually into a CRF.

Production, usage and treatment volumes used for the Task Force work included from November 1st, 2021, to present. Using this data along with the modified budget the Task Force developed several spreadsheets based around usage, cost and rates. The main challenge of all the scenarios that were run, is that the city has only 58% of its connections metered. Lack of metering data left to the Task Force doing the best they could with the limited data available. Based on the revised budget numbers and how billing is currently conducted it is projected to require a 36% increase in the water rates and a 27% increase in the sewer rates. To understand how these large increases have come about, one first needs to understand how the city has previously been budgeting. In the Budget spreadsheet that was provided to the Task Force the Revenues were simply the sum of the expenses transferred into the revenue's column. Hence all previous budgets showed all being balanced. No actual revenue calculations were conducted to show that the incoming revenue would and/or would not offset the expenses. As the water and sewer budgets increased and usage/treatment flows changed, there were inadequate and/or no rate increases to offset the increased expenses and changes in flows. It appears through the data that this practice has gone on for approximately six years.

Based on the information the Task Force had we felt it best to maintain the current rate structure for the time being. The Task Force does believe that in the future it will be in the best interest of the city to develop a more simplified rate structure. With that the Task Force offers the following rates, fees and recommendations for your consideration.

Phase 1 - Recommendations

1) Recommendation for Temporary Stopgap quarterly water rates:

WATER

	Current rates and Fees	**36% Increase**
Residential Metered connection fee	$47.79	$64.99
Metered Rate Per Thousand Gallons under 13,500 gallons	$2.42	$3.29
Metered Rate Per Thousand Gallons over 13,500 gallons	$5.96	$8.11
Residential Non-Metered Fee	$80.90	$110.02
Connected above ground seasonal (ledges)	$35.95	$48.89
Industrial/Commercial connection fee	$139.33	$189.49
Connected outside of City Boundary	$139.33	$189.49
Vacant Land with connection fee	$47.19	$64.18
Water Turn On/Off	$50.56	$68.76
Water Turn On/Off after hours	$67.42	$91.69
Non-Metered Swimming Pool (Annual Fee)	$87.64	$119.19
Water Purchase per 1,000 gallons (min 1,000 gallons)	$56.18	$76.40

Projected Revenue with recommended rates and fees: $ $1,155,756.17
Proposed 25-26 Water Expenses: $1,150,436.93

2) Recommendation for Temporary Stop Gap quarterly sewer rates:

SEWER

	Current rates and Fees	**27% Increase**
Metered connection fee	$82.62	$104.93
Metered Rate Per Thousand Gallons under 13,500 gallons	$4.20	$5.33
Metered Rate Per Thousand Gallons over 13,500 gallons	$10.32	$13.11
Residential Non-Metered Fee	$163.30	$207.39
Industrial/Commercial connection fee	$171.46	$217.75
Connected outside of City Boundary	$687.20	$872.74
Vacant Land with connection fee	$82.62	$104.93

**(Note: The non-metered sewer rate fees were reset to reflect the same 8% increase that was made to the metered rates in Nov. of 2024)*

Projected Revenue with recommended rates and fees: $ $1,729,948.35
Proposed 25-26 Water Expenses: $1,738,208.12

3) Recommendation that City Council/Officials assign relevant City staff to develop an accurate water account: 9-00-26.50 revenue, as well as an accurate sewer

account: 8-00-26.40 revenue. Revenues should be based on fees and usage, not expenses.

4) Recommendation that the City Council/Officials fast track all remaining meter installations. The meters are vitally important to accurate rates and fees, determining system losses and infiltrations and predicting future needs and budgets.
5) Recommendation that the City Council/Officials assign relevant City staff to collaborate with the Task Force on simplifying the water and sewer budget. Developing a recommendation to the Council of placing related items in similar and appropriate categories and developing a revised general ledger plan to address such. It is further recommended that this be done prior to the next budgeting cycle.
6) Recommendation that moving forward all water and sewer related items be appropriated to the correct budget. This will ensure properly audited system values.
7) Recommend that the City Council evaluate methods to collect past due water and sewer accounts. Evaluation of water shut off, tax sale and/or a combination there of.
8) Recommendation that the Council authorize the Task Force to continue into Phase 2 of the review and recommendation process. Conducting further evaluation of:
    a. A new rate and fee structure
    b. Further assessment of rates, fees and charges associated with water and sewer.
    c. Individual budget line items, revenue and expense.
    d. Employee expense budgeting across departments.
    e. Village of Derby Center sewer contract
    f. Equipment budgeting across departments.
    g. Interdepartmental billing.
    h. Budget development policies (documentation).
    i. Annual rate setting policies.
    j. Develop a policy for not combining Capital Improvements with Capital Expenditures.
    k. Rewrite and propose a new water and sewer ordinance

As of 07/01/2025
Bank
LOC
0

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June		
REVENUE														
Balance	0	15,000	50,000	(15,000)	193,000	4,686,850	561,850	121,850	84,850	149,850	739,850	4,678,700		
Tax Rev	0			750,000	4,758,850					1,000,000	4,508,850		11,017,700	
Other Rev	150,000	150,000	250,000	550,000	260,000	170,000	175,000	170,000	175,000	100,000	180,000	125,000	2,455,000	
LOC	800,000	500,000	300,000					400,000	500,000				2,500,000	
TOTAL	**950,000**	**665,000**	**600,000**	**1,285,000**	**5,211,850**	**4,856,850**	**736,850**	**691,850**	**759,850**	**1,249,850**	**5,428,700**	**4,803,700**		15,972,700
EXPENSE														
Payroll	274,000	274,000	274,000	274,000	274,000	274,000	274,000	274,000	274,000	274,000	274,000	274,000	3,288,000	
Benefits	86,000	86,000	86,000	86,000	86,000	86,000	86,000	86,000	86,000	86,000	86,000	86,000	1,032,000	
Exp. Other	280,000	255,000	255,000	230,000	165,000	160,000	255,000	245,000	250,000	150,000	100,000	200,000	2,545,000	
VLCT	9,000			2,000				2,000			110,000	170,000	293,000	
NB/USDA	286,000												286,000	
Appropriations											180,000		180,000	
Const. LOC													0	
Derby													0	
School						2,875,000						2,875,000	5,750,000	
GF LOC				500,000		900,000						1,100,000	2,500,000	
Orleans County												65,000	65,000	
TOTAL	**935,000**	**615,000**	**615,000**	**1,092,000**	**525,000**	**4,295,000**	**615,000**	**607,000**	**610,000**	**510,000**	**750,000**	**4,770,000**		15,939,000
BALANCE	15,000	50,000	(15,000)	193,000	4,686,850	561,850	121,850	84,850	149,850	739,850	4,678,700	33,700		

Recommendations of the Financial Reporting and Fiscal Practices Task Force
For City Council Consideration

In light of the City's current financial circumstances and with the goal of restoring fiscal stability, the Financial Reporting and Fiscal Practices Task Force respectfully submits the following recommendations to the City Council. These proposals are designed to strengthen financial oversight, modernize the City's systems, enhance transparency, and establish a sustainable path forward. With swift and strategic implementation, these actions will help stabilize operations and build public confidence in the City's financial future.

Priority Recommendations

1. **Engage New England Municipal Resource Center (NEMRC) for Cloud Migration Services**
   The City should transition financial and municipal data to a secure, cloud-based system to enhance system functionality, protect data, and support improved reporting. Cloud migration will also enable consulting services without the disruption and cost associated with on-site personnel and travel.

2. **Authorize the Mayor to Engage NEMRC for Off-Site Data Backup**
   The City should authorize the Mayor to move forward with securing an off-site data backup through NEMRC if, based on the timeline of the cloud transition, it is deemed necessary to ensure continuity and data security.

3. **Engage NEMRC for Interim Financial Consulting Services**
   The City should engage NEMRC for an initial block of 96 hours of consulting at the discounted rate of $110 per hour, with additional hours authorized on an hour-to-hour basis at the same rate as deemed necessary by the Task Force. Services will focus on general ledger review and reform, enhanced financial reporting to the Council and public, and identification of underutilized funds as well as creation of financial documentation to better inform Council's decision making..

4. **Be Prepared to Warn a Special Election for Short-Term Borrowing**
   The City should await incoming recommendations regarding cash flow needs and be prepared to warn a special election to authorize temporary borrowing, secured by anticipated long-term debt (bond). This strategy would ensure operational continuity while addressing the City's existing deficit and stabilizing financial practices.

Additional Recommendations

5. **Consolidate and Streamline Municipal Accounts**
   The City should consolidate existing bank accounts where legally permissible, to simplify financial management, strengthen internal controls, and increase transparency.

6. **Implement Conservative Fund Borrowing Policies**
   The City should adopt a formal policy promoting internal borrowing over external borrowing when appropriate, due to the significant cost savings involved in borrowing from one's own funds rather than through outside lenders.

7. **Prioritize Financial Transparency and Public Communication**
   The City should commit to regular, clear public communication about its financial situation, including educational materials distinguishing between deficit spending and bankruptcy, to foster trust and support for future council actions.

Each of these recommendations has been carefully considered to balance short-term needs with long-term fiscal health. By engaging with trusted financial advisors like NEMRC, modernizing the City's financial systems, and preparing for necessary funding options, the City will be better positioned to move forward with a stronger, more transparent financial framework.

Presented *April 30, 2025* by: Financial Reporting and Fiscal Practices Task Force
Carter Finegan, City Council, Task Force Chair
Rick Ufford-Chase, Mayor, Task Force Member
James Johnson, City Clerk/Treasurer, Task Force Member
Travis Gaines, Task Force Member
Laurie Grimm, Task Force Member
Suzie Small, Task Force Member
Harold Rodenberg, Task Force Member

NEMRC Bulk Time Purchase Agreement
Financial Services Consulting: City of Newport

The New England Municipal Resource Center (NEMRC) and City of Newport, VT agree to the following:

1) Starting May 1, 2025 NEMRC agrees to offer services to the City of Newport at a reduced hourly rate of $110.00. This is a reduction from our current normal hourly rate of $145.00 plus travel expenses. Billing will take place weekly and will be billed based upon all hours expended by NEMRC personnel on City of Newport projects (travel time will be billed at ½ this hourly rate).

2) This will include any and all direct work by any NEMRC employee either on-site or off-site pertaining to the City of Newport. This agreement does not cover the annual support fee, disaster recovery agreement, maintenance agreements, assessing, off-site seminars or any supplies that City of Newport may purchase from NEMRC.

3) City of Newport agrees to purchase a **minimum** of 96 hours within the year starting May 1, 2025 through April 30, 2026. There is no maximum on the number of hours that can be purchased at this reduced rate during this time period.

4) City of Newport will be billed on 05/01/2026 (at a rate of $110.00/hour) for any unused hours that did not meet the minimum of 96 hours as agreed above.

Agreed to this day ________________.

______________________________	______________________________
Cynthia Stoddard	Authorized Signature
Director of Support and Training	City of Newport