

Norwich Selectboard
Special Meeting – November 15, 2023 – 6:30 p.m.

Participation: REMOTE only Via ZOOM.

ZOOM access information: <https://us02web.zoom.us/j/89116638939> Meeting ID: 891 1663 8939
US Toll-free: 888-475-4499 (Press *9 to raise hand; Press *6 to unmute after recognized by Chair)

Welcome

1. Agenda..... Motion required.

Budget Presentations.....6:30 p.m. to 8:00 p.m.

- **Capital budget overview**

Public Comments for Items not on the Agenda.

Correspondence, AP Warrant, Minutes – SB considers each category. Public comment

- None for this meeting

Action Items for motions – Introduction by the chair on items being decided, any related correspondence, public comment, SB discussion, SB action.

- None for this meeting

Future Meeting Dates and Potential Topics

Day	Date	Meeting Type	Time & Content	Time & Content
11/15/2023	Wednesday	Special: Remote only Zoom	6:30-8:00 Budget presentation & discussion	No other business
11/21/2023	Tuesday	Special (not Wednesday because of Thanksgiving) & Regular (4th week of the month): in Tracy Hall & Zoom & JAM	6:30-8:00 Budget presentation & discussion	8:00-? Other business
11/29/2023	Wednesday	Special: Remote only Zoom	6:30-8:00 Budget only	No other business
12/6/2023	Wednesday	Special: Remote only Zoom	6:30-8:00 Budget only	No other business
12/13/2023	Wednesday	Regular: in Tracy Hall & Zoom & JAM	6:30-8:00 Budget presentation & discussion	8:00-? Other business

- Ongoing and future work
- **Interim Town Manager's Office**
 - Personnel Policies – work in progress
 - H.R. structure, ID nature of assistance, scope/purpose – work in progress
 - Budget preparation for FY 24 – in progress
- **Selectboard**
 - Handbook for Committees, Boards, Commissions – in progress
 - Committees: coordination with overall town priorities – beginning soon
 - Norwich/Sharon Town Line – to begin
 - Public Safety – on-going hiring
 - Financial Policies & Procedures – on-going reviews

Adjournment

Sent from my iPhone

FY25 Budget Overview Presentation

Town of Norwich, VT

November 15, 2023





Agenda

Introduction

Slides 3-4

Budget Workbook Summary

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Capital Plan Workbook Data

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Capital Spending Forecasts -

Short Term and Long Term

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Considerations and Next Steps

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Introduction

- We were asked to create a budget with an overall increase of 9% or less. Apart from the Capital Fund allocations discussed in last week's meeting, we completed this task.
- Tonight, we are looking at summary data related to the FY25 Budget, and some capital asset spending details taken from the Capital Plan.
- At the end of the presentation, I will be looking for direction as to the next steps to be presented to get us to the draft budget to be presented in the meeting on the 29th of the November.

Municipal Budgeting

1. What is a budget? A budget is a **spending forecast** drawn up to provide guidance to the governing body to meet revenue and expenditure needs for a defined period of time. It is based on **current period known data** and projections, and therefore cannot predict the actual expenditure costs. Because **"life happens,"** it is expected that actual line-item expenses will vary to some degree.
2. The basics of creating a budget consist of reviewing historic actual expenses, forecasting costs for the future period and incorporating "savings" for long-term planning and projects.
3. A Capital Plan is essential to a sound budget since Capital expenses are typically large expenses incurred at various frequencies based on the item's useful life. Therefore, these costs should be budgeted and set aside annually in amounts sufficient to meet the capital costs to be incurred at a future date. **A Capital Plan is a living document and as such, should be reviewed and updated each budget season.**

Budget Workbook Summary



Overview of Increase Percentages

- The FY25 Budget increase without the monetary articles is 15.84%
- The budget increase without the Capital allocations is 6.55%
- Of the 6.55% increase, 6.41% is related to salaries and benefits
- Operating budget increase without capital allocations or salary and Benefits is 0.14% for a flat budget increase.
- Capital allocation increases account for 9.29% of the total budget increase without considering any surplus spending.

Budget Summary

FY25 Budget Compare to FY24 Budget	
Total Town Expenditures-cost of \$76,000/100	0.8417
TTL Town Exp \$ Change	\$ 874,614
TTL town % increase w/ monetary articles	15.17%
TTL town % increase w/o monetary articles	15.84%

FY25 Budget Compare to FY24 Budget	FY23	FY24	FY25
Total Town Expenditures-cost of \$76,000/100	0.652	0.727	0.8417
TTL Town Exp \$ Change	178,008	563,253	\$ 874,614
TTL town % increase w/ monetary articles	3.85%	11.11%	15.17%
TTL town % increase w/o monetary articles	3.72%	11.36%	15.84%

Budget Summary

SALARY AND BENEFITS SUMMARY

Salary and Benefits				Exhibit 1	
Department Summary	FY24 Budget	FY25 Budget	Change \$	% change	Cost
Town Compilation					
Salaries	\$ 1,902,754	\$ 1,977,641	\$ 74,888	3.94%	\$ 0.00985
Payroll Taxes	\$ 145,561	\$ 151,290	\$ 5,729	3.94%	\$ 0.00075
Benefits	\$ 478,520	\$ 559,825	\$ 81,305	16.99%	\$ 0.01070
Salary & Benefits Grand Totals	\$ 2,526,834	\$ 2,688,756	\$ 161,922	6.41%	\$ 0.02131

CAPITAL ALLOCATIONS

Budget without Capital Expenses				Exhibit 2	
Department Summary	FY24 Budget	FY25 Budget	Change \$	% change	Cost
Town Compilation					
Total Dept Budget	\$ 5,522,127	\$ 6,396,740	\$ 874,614	15.84%	\$ 0.11508
Capital Allocations- Equipment	\$ 267,001	\$ 609,500	\$ 342,499	128.28%	\$ 0.04507
Capital Allocations- Infrastructure	\$ 185,000	\$ 385,000	\$ 200,000	108.11%	\$ 0.02632
Budget w/o Capital Allocations	\$ 5,070,126	\$ 5,402,240	\$ 332,114	6.55%	\$ 0.04370

Budget Summary

SALARY AND BENEFITS BY DEPARTMENT

Salary and Benefits	Exhibit 1				
Department Summary	FY24 Budget	FY25 Budget	Change \$	% change	Cost
TOWN ADMINISTRATION					
Salaries	\$ 197,531	\$ 241,898	\$ 44,367	22.46%	\$ 0.00584
Payroll Taxes	\$ 15,111	\$ 18,505	\$ 3,394	22.46%	\$ 0.00045
Benefits	\$ 59,095	\$ 77,895	\$ 18,800	31.81%	\$ 0.00247
Dept Totals	\$ 271,738	\$ 338,298	\$ 66,560	24.49%	\$ 0.00876
TOWN CLERK					
Salaries	\$ 130,788	\$ 129,727	\$ (1,061)	-0.81%	\$ (0.00014)
Payroll Taxes	\$ 10,005	\$ 9,924	\$ (81)	-0.81%	\$ (0.00001)
Benefits	\$ 44,165	\$ 54,772	\$ 10,606	24.02%	\$ 0.00140
Dept Totals	\$ 184,958	\$ 194,423	\$ 9,464	5.12%	\$ 0.00125
FINANCE DEPARTMENT					
Salaries	\$ 146,443	\$ 153,404	\$ 6,960	4.75%	\$ 0.00092
Payroll Taxes	\$ 11,203	\$ 11,735	\$ 532	4.75%	\$ 0.00007
Benefits	\$ 39,613	\$ 34,297	\$ (5,316)	-13.42%	\$ (0.00070)
Dept Totals	\$ 197,259	\$ 199,436	\$ 2,177	1.10%	\$ 0.00029
BOARD OF LISTERS					
Salaries	\$ 31,500	\$ 31,500	\$ -	0.00%	\$ -
Payroll Taxes	\$ 2,410	\$ 2,410	\$ -	0.00%	\$ -
Benefits	\$ -	\$ -	\$ -	0.00%	\$ -
Dept Totals	\$ 33,910	\$ 33,910	\$ -	0.00%	\$ -
Planning and Zoning					
Salaries	\$ 117,404	\$ 124,112	\$ 6,708	5.71%	\$ 0.00088
Payroll Taxes	\$ 8,981	\$ 9,495	\$ 513	5.71%	\$ 0.00007
Benefits	\$ 16,886	\$ 34,300	\$ 17,414	103.13%	\$ 0.00229
Dept Totals	\$ 143,271	\$ 167,907	\$ 24,636	17.20%	\$ 0.00324
RECREATION DEPARTMENT					
Salaries	\$ 115,994	\$ 100,555	\$ (15,439)	-13.31%	\$ (0.00203)
Payroll Taxes	\$ 8,874	\$ 7,692	\$ (1,181)	-13.31%	\$ (0.00016)
Benefits	\$ 27,954	\$ 7,757	\$ (20,197)	-72.25%	\$ (0.00266)
Dept Totals	\$ 152,821	\$ 116,005	\$ (36,816)	-24.09%	\$ (0.00484)

Budget Summary

SALARY AND
BENEFITS BY
DEPARTMENT
CONTINUED

Salary and Benefits	Exhibit 1				
Department Summary	FY24 Budget	FY25 Budget	Change \$	% change	Cost
POLICE DEPARTMENT					
Salaries	\$ 408,437	\$ 419,750	\$ 11,313	2.77%	\$ 0.00149
Payroll Taxes	\$ 31,245	\$ 32,111	\$ 865	2.77%	\$ 0.00011
Benefits	\$ 120,491	\$ 154,943	\$ 34,452	28.59%	\$ 0.00453
Dept Totals	\$ 560,174	\$ 606,803	\$ 46,630	8.32%	\$ 0.00614
FIRE/FAST DEPT.					
Salaries	\$ 108,893	\$ 116,392	\$ 7,499	6.89%	\$ 0.00099
Payroll Taxes	\$ 8,330	\$ 8,904	\$ 574	6.89%	\$ 0.00008
Benefits	\$ 21,360	\$ 25,248	\$ 3,888	18.20%	\$ 0.00051
Dept Totals	\$ 138,583	\$ 150,544	\$ 11,961	8.63%	\$ 0.00157
PUBLIC WORKS DEPARTMENT -HWY					
Salaries	\$ 488,056	\$ 500,314	\$ 12,258	2.51%	\$ 0.00161
Payroll Taxes	\$ 37,336	\$ 38,274	\$ 938	2.51%	\$ 0.00012
Benefits	\$ 114,889	\$ 134,103	\$ 19,214	16.72%	\$ 0.00253
Dept Totals	\$ 640,281	\$ 672,690	\$ 32,409	5.06%	\$ 0.00426
PUBLIC WORKS DEPARTMENT -Bld&Grnd					
Salaries	\$ 112,225	\$ 112,093	\$ (132)	-0.12%	\$ (0.00002)
Payroll Taxes	\$ 8,585	\$ 8,575	\$ (10)	-0.12%	\$ (0.00000)
Benefits	\$ 34,067	\$ 36,510	\$ 2,443	7.17%	\$ 0.00032
Dept Totals	\$ 154,877	\$ 157,178	\$ 2,301	1.49%	\$ 0.00030
PUBLIC WORKS DEPARTMENT -Solid Wst					
Salaries	\$ 45,482	\$ 47,897	\$ 2,415	5.31%	\$ 0.00032
Payroll Taxes	\$ 3,479	\$ 3,664	\$ 185	5.31%	\$ 0.00002
Benefits	\$ -	\$ -	\$ -	0.00%	\$ -
Dept Totals	\$ 48,961	\$ 51,561	\$ 2,599	5.31%	\$ 0.00034
DPW Grand Total	\$ 844,120	\$ 881,429	\$ 37,309	4.42%	\$ 0.00491

Budget Summary

UTILITIES BY DEPARTMENT

Miscellaneous Department Expenses by Groups			Exhibit 3		
	FY24 Budget	FY25 Budget	Change \$	% change	Cost
Utilities					
Electric					
Public Safety	\$ 8,000	\$ 8,307	\$ 307	3.84%	\$ 0.00004
DPW- Garage	\$ 6,000	\$ 8,000	\$ 2,000	33.33%	\$ 0.00026
DPW-Solid Waste	\$ 2,300	\$ 2,388	\$ 88	3.84%	\$ 0.00001
Tracy Hall	\$ 18,192	\$ 18,891	\$ 699	3.84%	\$ 0.00009
Total Electric	\$ 34,492	\$ 37,586	3,094	8.97%	0.00041
Heat Fuel and Propane					
Public Safety Fac- Heating	\$ 3,450	\$ 3,582	132	3.84%	\$ 0.00002
PD- Petroleum Products	\$ 9,063	\$ 10,000	938	10.34%	\$ 0.00012
FD- Vehicle Fuel	\$ 4,500	\$ 4,673	173	3.84%	\$ 0.00002
Generator Fuel	\$ 100	\$ 200	100	100.00%	\$ 0.00001
HWY Equip-Petroleum Product	\$ 77,070	\$ 50,000	(27,070)	-35.12%	\$ (0.00356)
DWP- HWY- Propane	\$ 10,395	\$ 9,000	(1,395)	-13.42%	\$ (0.00018)
Bld & Grnd- Petroleum Prod	\$ 3,083	\$ 3,201	118	3.84%	\$ 0.00002
DPW-Solid Waste-Propane	\$ 866	\$ 899	33	3.84%	\$ 0.00000
Tracy Hall- Heating	\$ 18,750	\$ 19,470	720	3.84%	\$ 0.00009
Total Heating Fuel and Propane	\$ 127,276	\$ 101,026	(26,250)	-20.62%	\$ (0.00345)
Telephone & Internet					
Town Admin	\$ 2,300	\$ 2,388	\$ 88	3.84%	\$ 0.00001
Finance	\$ 1,000	\$ 1,000	\$ -	0.00%	\$ -
Listers	\$ 600	\$ 623	\$ 23	3.84%	\$ 0.00000
Planning/Zoning	\$ 1,000	\$ 1,000	\$ -	0.00%	\$ -
Public Safety	\$ 5,492	\$ 5,703	\$ 211	3.84%	\$ 0.00003
DPW- Garage	\$ 6,950	\$ 7,217	\$ 267	3.84%	\$ 0.00004
DPW-Solid Waste	\$ 525	\$ 545	\$ 20	3.84%	\$ 0.00000
Total Telephone & Internet	\$ 17,867	\$ 18,476	\$ 609	3.41%	\$ 0.00008
Utility Totals	\$ 179,635	\$ 157,088	\$ (22,547)	-14.35%	\$ (0.00297)

Budget Summary

OFFICE
PRODUCTS
AND
SERVICES BY
DEPARTMENT

Miscellaneous Department Expenses by Groups				Exhibit 3	
	FY24 Budget	FY25 Budget	Change \$	% change	Cost
Postage					
TM and Finance	\$ 100	\$ 114	\$ 14	13.84%	\$ 0.00000
Civil Board of Abatement	\$ 160	\$ 300	\$ 140	87.50%	\$ 0.00002
Statutory Meetings	\$ 400	\$ 1,200	\$ 800	200.00%	\$ 0.00011
General Administration	\$ 5,050	\$ 5,244	\$ 194	3.84%	\$ 0.00003
Listers	\$ 180	\$ 200	\$ 20	11.11%	\$ 0.00000
Planning & Zoning	\$ 500	\$ 520	\$ 20	4.00%	\$ 0.00000
Rec Dept	\$ 50	\$ 52	\$ 2	3.84%	\$ 0.00000
Fire Department	\$ 25	\$ 25	\$ -	0.00%	\$ -
Postage Total	\$ 6,465	\$ 7,655	\$ 1,190	18.40%	\$ 0.00016
Office Supplies					
TM and Finance	\$ 3,750	\$ 3,177	\$ (573)	-15.29%	\$ (0.00008)
Civil Board of Abatement	\$ 25	\$ 25	\$ -	0.00%	\$ -
Statutory Meetings	\$ 450	\$ 400	\$ (50)	-11.11%	\$ (0.00001)
Town Clerk	\$ 1,290	\$ 1,340	\$ 50	3.84%	\$ 0.00001
General Administration	\$ 1,300	\$ 1,350	\$ 50	3.84%	\$ 0.00001
Listers	\$ 180	\$ 200	\$ 20	11.11%	\$ 0.00000
Planning & Zoning	\$ 375	\$ 400	\$ 25	6.67%	\$ 0.00000
Rec Dept	\$ 225	\$ 234	\$ 9	3.84%	\$ 0.00000
Public Safety	\$ 700	\$ 727	\$ 27	3.84%	\$ 0.00000
Fire Department	\$ 650	\$ 700	\$ 50	7.69%	\$ 0.00001
DPW- Garage	\$ 8,800	\$ 9,138	\$ 338	3.84%	\$ 0.00004
Tracy Hall	\$ 4,300	\$ 4,465	\$ 165	3.84%	\$ 0.00002
Office Supply Total	\$ 22,045	\$ 22,155	\$ 110	0.50%	\$ 0.00001
Office Equipment					
TM and Finance	\$ 1,750	\$ 1,788	\$ 38	2.19%	\$ 0.00001
Town Clerk	\$ 500	\$ 500	\$ -	0.00%	\$ -
General Administration	\$ 1,700	\$ 1,765	\$ 65	3.84%	\$ 0.00001
Listers	\$ 180	\$ 200	\$ 20	11.11%	\$ 0.00000
Planning & Zoning	\$ 275	\$ 275	\$ -	0.00%	\$ -
Rec Dept	\$ 55	\$ 57	\$ 2	3.84%	\$ 0.00000
Office Equipment Total	\$ 4,460	\$ 4,586	\$ 126	2.82%	\$ 0.00002
Total Office Products & Servic	\$ 32,970	\$ 34,395	\$ 1,425	4.32%	\$ 0.00019

Budget Summary

DUES
MEETINGS
EDUCATION &
TRAINING BY
DEPARTMENT

Miscellaneous Department Expenses by Groups				Exhibit 3	
	FY24 Budget	FY25 Budget	Change \$	% change	Cost
Dues/Meetings/Education/Training					
Town Manager & Finance	\$ 3,525	\$ 6,500	\$ 2,975	84.40%	\$ 0.00039
Civil Board of Abatement	\$ 300	\$ 300	\$ -	0.00%	\$ -
Town Clerk	\$ 350	\$ 5,365	\$ 5,015	1432.86%	\$ 0.00066
Listers	\$ 300	\$ 350	\$ 50	16.67%	\$ 0.00001
Planning & Zoning	\$ 800	\$ 2,000	\$ 1,200	150.00%	\$ 0.00016
Rec Dept	\$ 1,400	\$ 1,454	\$ 54	3.84%	\$ 0.00001
Police Department	\$ 3,500	\$ 3,634	\$ 134	3.84%	\$ 0.00002
Fire Department	\$ 2,450	\$ 2,450	\$ -	0.00%	\$ -
Dues/Mtgs/Edu/Training	\$ 12,625	\$ 22,053	\$ 9,428	74.68%	\$ 0.00124

Fund Allocation Requests By Department

Summary Allocation Changes By Department	# funds	FY23 Budget	FY24 Budget	FY25 Request	Change\$	Change %	Cost
Town Manager Funds	10	\$ 40,000	\$ 30,000	\$ 15,500	\$ (14,500)	-93.55%	-0.0019
Town Clerk Funds	2	\$ -	\$ 5,000	\$ 25,000	\$ 20,000	80.00%	0.0026
Listers Fund	1	\$ 50,000	\$ 35,000	\$ 40,000	\$ 5,000	12.50%	0.0007
Parks and Recreation Funds	2	\$ 10,200	\$ 10,000	\$ 90,000	\$ 80,000	88.89%	0.0105
Police Department Funds	3	\$ 40,000	\$ 40,000	\$ 65,000	\$ 25,000	38.46%	0.0033
Fire Department Funds	3	\$ 70,000	\$ 110,000	\$ 150,000	\$ 40,000	26.67%	0.0053
Dept of Public Works	7	\$ 220,000	\$ 287,000	\$ 665,500	\$ 378,500	56.87%	0.0498
Building and Grounds Funds	2	\$ -	\$ 0	\$ 2,000	\$ 2,000	100.00%	0.0003
Solid Waste (Transfer Station) Funds	1	\$ -	\$ 5,000	\$ 2,000	\$ (3,000)	-150.00%	-0.0004
Total	31	430,200	522,001	1,055,000	532,999	50.52%	7.01%

Fund Allocation Requests Non-Capital Funds

Department Designated Fund Requests									
Dept	Designated funds	Fund #	FY23 Budg	FY24 Budg	FY25 Budget	Change \$	% change	Cost	
TM	DES FUND-FACILITIES STUDY (Fund 28)	28	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
TM	DES FUND-CITIZEN ASSISTANCE (Fund 33)	33	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
TM	DES FUND- MAIN STREET FLAGS (#37)	37	\$ -	\$ 0	\$ 500	\$ 500	99.95%	\$ 0.0001	
TC	DES FUND-RECORD RESTORATION (Fund 45)	45	\$ -	\$ 5,000	\$ 5,000	\$ -	0.00%	\$ -	
Lst	DESIGNATED FUND REAPPRAISAL (Fund 12)	12	\$ 50,000	\$ 35,000	\$ 40,000	\$ 5,000	12.50%	\$ 0.0007	
TM	CLIMATE EMERGENCY FUND #48	48	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
TM	ASH BORER REMEDIATION FUND #52	52	\$ 10,000	\$ -	\$ -	\$ -	0.00%	\$ -	
TM	Operational Performance Fund #51	51	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
TM	Unanticipated Exp/Emergency Fund	50	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
	Non-Capital Funds Total		\$ 60,000	\$ 40,000	\$ 45,500	5,500	12.09%	0.0007	

Fund Allocation Requests Capital Funds

Department Designated Fund Requests									
Dept	Designated funds	Fund #	FY23 Budg	FY24 Budg	FY25 Budget	Change \$	% change	Cost	
TC	DESIGNATED FUND TOWN CLERK EQUIPMENT (Fund1	19	\$ -	\$ 0	\$ 20,000	\$ 20,000	100.00%	\$ 0.0026	
TM	DESIGNATED FUND Gen Fund EQUIPMENT (Fund 14)	14	\$ 15,000	\$ 15,000	\$ -	\$ (15,000)	0.00%	\$ (0.0020)	
P&R	DESIGNATED FUND-T COURTS (Fund 17)	17	\$ 10,200	\$ 10,000	\$ 75,000	\$ 65,000	86.67%	\$ 0.0086	
P&R	DESIGNATED FUND REC FACILITY&IMPROV (Fund 05)	5	\$ -	\$ 0	\$ 15,000	\$ 15,000	100.00%	\$ 0.0020	
TM	DESIGNATED FUND - Public Safety (Fund 47)	47	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
PD	DESIGNATED FUND - POLICE STATION	10	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
FD	DESIGNATED FUND - FIRE STATION	25	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
PD	DESIGNATED FUND-Police SPECIAL EQUIP (fund 21)	21	\$ 5,000	\$ 5,000	\$ 30,000	\$ 25,000	83.33%	\$ 0.0033	
PD	DESIGNATED FUND-Police CRUISER (Fund 11)	11	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	0.00%	\$ -	
FD	DESIGNATED FUND-Fire APPARATUS (Fund 6)	6	\$ 60,000	\$ 80,000	\$ 120,000	\$ 40,000	33.33%	\$ 0.0053	
FD	DESIGNATED FUND-FIRE EQUIPMENT (Fund 26)	26	\$ 10,000	\$ 30,000	\$ 30,000	\$ -	0.00%	\$ -	
TM	DESIGNATED FUND- GENERATORS (Fund 46)	46	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.00%	\$ -	
DPW	DESIGNATED FUND-HWY GARAGE (Fund 8)	8	\$ 25,000	\$ 27,000	\$ 30,500	\$ 3,500	11.48%	\$ 0.0005	
DPW	DESIGNATED FUND-HWY EQUIPMENT (Fund 7)	7	\$ 40,000	\$ 75,000	\$ 250,000	\$ 175,000	70.00%	\$ 0.0230	
DPW	DESIGNATED FUND-SIDEWALKS (Fund 27)	27	\$ 10,000	\$ 10,000	\$ -	\$ (10,000)	0.00%	\$ (0.0013)	
DPW	DESIGNATED FUND-DPW PAVING (Fund 42)	42	\$ 45,000	\$ 75,000	\$ 75,000	\$ -	0.00%	\$ -	
DPW	DESIGNATED FUND-DPW BRIDGES (Fund 41)	41	\$ 100,000	\$ 100,000	\$ 150,000	\$ 50,000	33.33%	\$ 0.0066	
DPW	Roadway and Pedestrian Safety Fund (TBD)		\$ -	\$ -	\$ 10,000	\$ 10,000	100.00%	\$ 0.0013	
DPW	Culvert Replacement Fund (TBD)		\$ -	\$ -	\$ 150,000	\$ 150,000	100.00%	\$ 0.0197	
B&G	DESIGNATED FUND-EQUIPMENT (Fund 43)	43	\$ -	\$ -	\$ 2,000	\$ 2,000	100.00%	\$ 0.0003	
TS	DESIGNATED FUND-Solid Waste EQUIPMENT (Fund 9)	9	\$ -	\$ 5,000	\$ 2,000	\$ (3,000)	-150.00%	\$ (0.0004)	
B&G	DESIGNATED FUND-TRACY HALL (Fund 13)	13	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
	Capital Funds Total		\$ 370,200	\$ 482,001	\$ 1,009,500	527,499	52.25%	0.0694	

Additional Revenue Stream

The Town has been subsidizing the Transfer Station \$40-\$45K per year.
Is it time to make them self sustaining?

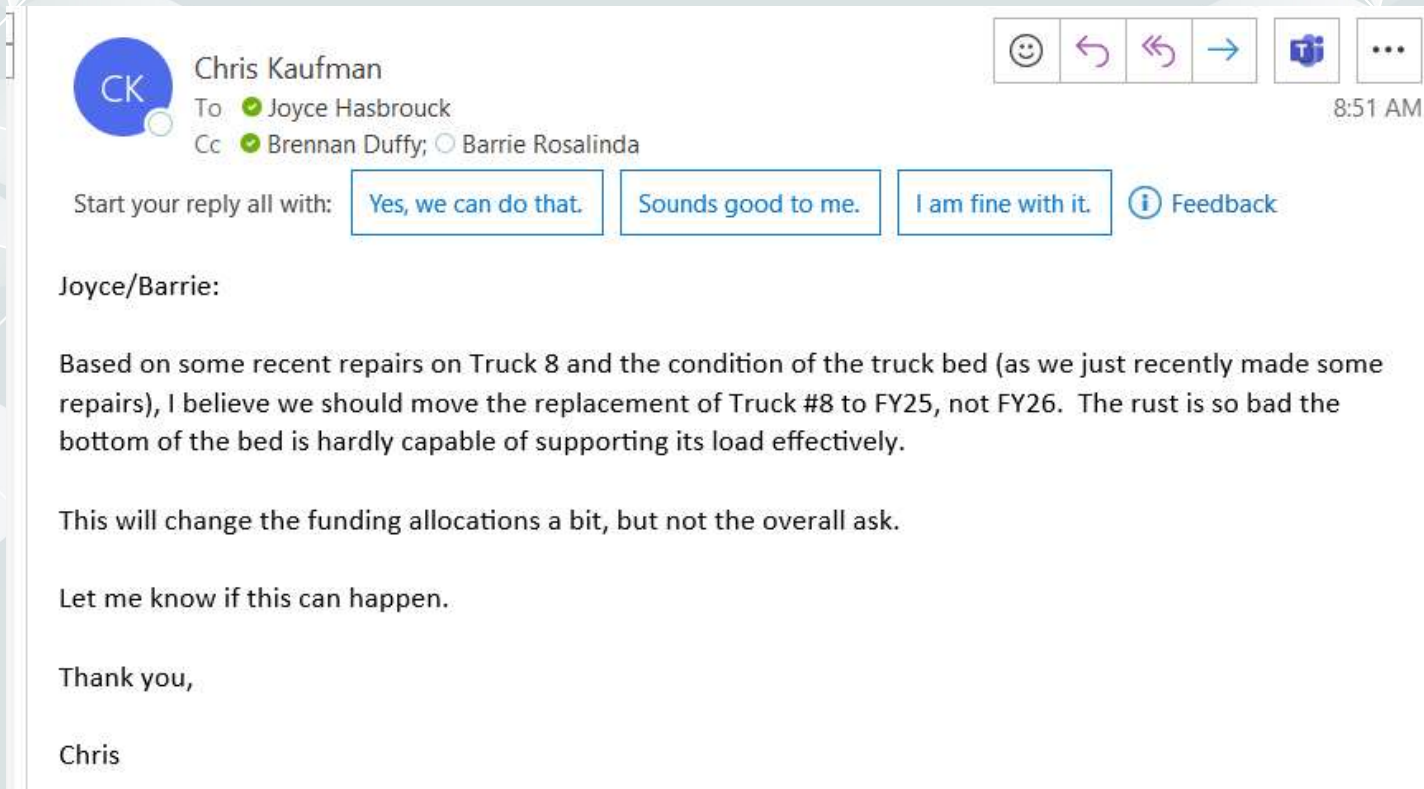
Transfer Station Profit and Loss Statement				
	FY2023	FY2022	FY2021	FY2020
	July-June	July-June	July-June	July-June
Revenue				
01-4-000360.00 TRNSFR STATION STICKERS	\$ 46,255.00	\$ 27,882.00	\$ 29,693.50	\$ 39,183.00
01-4-000362.00 MISC SOLID WASTE	\$ -	\$ 7,425.47	\$ 3,211.70	\$ 2,849.23
01-4-000363.00 E-WASTE	\$ 3,456.00	\$ 3,377.30	\$ 2,900.00	\$ 2,738.00
01-4-000364.00 TRASH COUPON	\$ 100,970.00	\$ 102,200.00	\$ 103,616.00	\$ 94,051.00
01-4-000365.00 RECYCLING REBATES	\$ 15,004.76	\$ 11,098.83	\$ 6,477.41	\$ 1,317.15
01-4-000366.00 C & D WASTE	\$ 13,458.00	\$ 11,295.00	\$ 11,021.00	\$ 8,657.80
Total Revenue	\$ 179,143.76	\$ 163,278.60	\$ 156,919.61	\$ 148,796.18
Expenses				
01-5-705 SOLID WASTE DIVISION				
Total Salaries & Benefits	\$ 49,420.05	\$ 45,861.57	\$ 45,500.37	\$ 43,077.87
01-5-705 SOLID WASTE DIVISION				
Total Contracted Services	\$ 164,394.05	\$ 158,493.39	\$ 150,160.47	\$ 145,982.56
01-5-705 SOLID WASTE DIVISION				
Total TS Utilities	\$ 6,090.16	\$ 4,294.90	\$ 4,323.27	\$ 5,964.63
Total Expenses	\$ 219,904.26	\$ 208,649.86	\$ 199,984.11	\$ 195,025.06
Surplus/Deficit	(\$40,760.50)	(\$45,371.26)	(\$43,064.50)	(\$46,228.88)





Capital Plan Workbook Data




“Life- Happens” Example - Capital Fund Planning

Email received on 11-9-23 8:51 AM



 Chris Kaufman
To  Joyce Hasbrouck
Cc  Brennan Duffy,  Barrie Rosalinda

8:51 AM

Start your reply all with: [Yes, we can do that.](#) [Sounds good to me.](#) [I am fine with it.](#)  Feedback

Joyce/Barrie:

Based on some recent repairs on Truck 8 and the condition of the truck bed (as we just recently made some repairs), I believe we should move the replacement of Truck #8 to FY25, not FY26. The rust is so bad the bottom of the bed is hardly capable of supporting its load effectively.

This will change the funding allocations a bit, but not the overall ask.

Let me know if this can happen.

Thank you,

Chris

Capital Fund Allocations

Capital Plan BEFORE update (as presented in the slides on 11-8-23)

			Replacement Schedule					
			2022	2023	2024	2025	2026	2027
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
Dpt. of Public Works	Fund 07- Highway Equipment	Estimated Fund Balance 6/30/2022	\$ 148,242					
	Equipment	Additions-Allocations		\$41,854	\$75,000	\$250,000	\$250,000	\$250,000
		Estimated Fund Balance 6/30		\$190,096	\$70,096	\$270,096	\$340,096	\$525,096
B&G-02	WRIGHT STANDING MOWER	Not sure of exact age. Maybe 10 years						
B&G21LEAF	2021 Leafblower	remove this line item. Below \$5,000						
DPW-23GENR	2023 Kohler Generator	Remove this item. This item is already						
DPW-COMPR	Compressor System 2021	25 year life. Purchased new in 2021						
DPW-GEN	GENERATOR AT TOWN GARAGE	Doesn't exist. 1972 generator						
DPW-LIFT	THIEMAN LIFTGATE	no clue						
DPW-TRAIL	23 FOOT DECK OVER TRAILER	DPW has two flatbed trailers. One is for						
SW-04	WASTEQUIP COMPACTOR	Remove. This is in solid waste line						
B&G22MOWR	2022 B&G Electric Exmark 60" Mower	15 year replacement. 15,000 in 2024						
DPW-SDWKPL	2022 John Deere Sidewalk Plow	25 year life. \$40,000 in 2023 dollars						
HWY-01	2004 CAT MOTOR GRADER	This grader has over 8600 hours. The						
HWY-13	1999 JOHN DEERE TRACTOR & MOWE	This could be a lease/rent option if	Lease		\$195,000			
HWY-13A	MOWING UNIT	No clue what this is. Remove this item.						
HWY-14	1986 JOHN DEERE TRACTOR/MOWER	The 1986 tractor is almost 40 years old						
HWY-21	HUSTLER WALK BEHIND MOWER	We have two Wright Standing ZK						\$:
HWY-25	JOHN DEERE TRACTOR	This could be a lease/rental item if	Lease					
HWY-28	JOHN DEERE 672G MOTOR GRADER	We currently have one John Deere 2012						
HWY-31	CATERPILLAR BACKHOE LOADER	We currently have one CAT 2017 430F2						
HWY-32	JOHN DEERE BUCKET LOADER	We currently have one John Deere 2017						
FD-12	2000 FORD DUMP TRUCK	Move to B&G line. The 2001 Ford 550						
HWY - 36	2021 Chevy Silverado Black	The 2021 Silverado 1500 Pickup Truck						\$65,000
HWY-07A	DUMP BODY & SNOW PLOW EQUIPME	?						
HWY-07B	2010 FREIGHTLINER	55,000 miles. This 4WD truck appears						
HWY-21F550	F550 Body and Plow	The 2021 Ford 550 dump Truck #2 has						
HWY-23	1981 FORD PUMPER	Used for chloride for roads. Currently						
HWY-29	2012 FREIGHTLINER & BODY	81,000 miles. This truck appears to be				\$50,000	\$180,000	
HWY-30	2015 FREIGHTLINER & BODY	57,000 miles. This truck appears to be						
HWY-33	2017 FORD F-550	The 2017 Ford 550 dump Truck #1 has						
HWY-34	2019 FREIGHTLINER	2019 Truck 1030,000 miles. This truck						
HWY-35	2021 Chevy Silverado Black	The 2021 Silverado 2500 Pickup Truck						\$1
HWY-57	F-550 Purch 2021	no clue what this is. Remove item.						

Capital Fund Allocations

Cap Plan AFTER the update

			Replacement Schedule					
			2022	2023	2024	2025	2026	2027
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
Dpt. of Public Works	Fund 07- Highway Equipment	Estimated Fund Balance 6/30/2022	\$ 148,242					
	Equipment	Additions-Allocations		\$41,854	\$75,000	\$250,000	\$250,000	\$250,000
		Estimated Fund Balance 6/30		\$190,096	\$20,096	\$70,096	\$320,096	\$505,096
B&G-02	WRIGHT STANDING MOWER	Not sure of exact age. Maybe 10 years						
) B&G21LEAF	2021 Leafblower	remove this line item. Below \$5,000						
) DPW-23GENR	2023 Kohler Generator	Remove this item. This item is already in						
) DPW-COMPR	Compressor System 2021	25 year life. Purchased new in 2021						
) DPW-GEN	GENERATOR AT TOWN GARAGE	Doesn't exist. 1972 generator disposed						
) DPW-LIFT	THIEMAN LIFTGATE	no clue						
) DPW-TRAIL	23 FOOT DECK OVER TRAILER	DPW has two flatbed trailers. One is for						
) SW-04	WASTEQUIP COMPACTOR	Remove. This is in solid waste line						
) B&G22MOWR	2022 B&G Electric Exmark 60" Mower	15 year replacement. 15,000 in 2024						
) DPW-SDWKPL	2022 John Deere Sidewalk Plow	25 year life. \$40,000 in 2023 dollars						
) HWY-01	2004 CAT MOTOR GRADER	This grader has over 8600 hours. The						
) HWY-13	1999 JOHN DEERE TRACTOR & MOWE	This could be a lease/rent option if	Lease		\$195,000			
) HWY-13A	MOWING UNIT	No clue what this is. Remove this item.						
) HWY-14	1986 JOHN DEERE TRACTOR/MOWER	The 1986 tractor is almost 40 years old						
) HWY-21	HUSTLER WALK BEHIND MOWER	We have two Wright Standing ZK Mowers						
) HWY-25	JOHN DEERE TRACTOR	This could be a lease/rental item if	Lease					
) HWY-28	JOHN DEERE 672G MOTOR GRADER	We currently have one John Deere 2012						
) HWY-31	CATERPILLAR BACKHOE LOADER	We currently have one CAT 2017 430F2						
) HWY-32	JOHN DEERE BUCKET LOADER	We currently have one John Deere 2017						
) FD-12	2000 FORD DUMP TRUCK	Move to B&G line. The 2001 Ford 550						
) HWY - 36	2021 Chevy Silverado Black	The 2021 Silverado 1500 Pickup Truck #6						\$65,000
) HWY-07A	DUMP BODY & SNOW PLOW EQUIPME							
) HWY-07B	2010 FREIGHTLINER	55,000 miles. This 4WD truck appears to						
) HWY-21F550	F550 Body and Plow	The 2021 Ford 550 dump Truck #2 has						
) HWY-23	1981 FORD PUMPER	Used for chloride for roads. Currently has						
) HWY-29	2012 FREIGHTLINER & BODY	81,000 miles. This truck appears to be in		\$50,000	\$200,000			
) HWY-30	2015 FREIGHTLINER & BODY	57,000 miles. This truck appears to be in						
) HWY-33	2017 FORD F-550	The 2017 Ford 550 dump Truck #1 has						
) HWY-34	2019 FREIGHTLINER	2019 Truck 1030,000 miles. This truck is						
) HWY-35	2021 Chevy Silverado Black	The 2021 Silverado 2500 Pickup Truck #7						
) HWY-57	F-550 Purch 2021	no clue what this is. Remove item.						

Capital Spending Forecasts



Capital Fund Spending Plan for FY24 and FY25 Short-Term Planning

- Snapshots represent the Capital assets to be replaced in FY 24 and FY25
- Each fund and each asset within the fund is identified with the Asset Tag and Description shown in NEMRC. (Columns 1 and 2)
- Department Manager's comments are abbreviated in the snapshots (Column 3)
- Costs are estimated based on known data. Actual costs will vary.
- Dollar amounts are placed in the year the funds are expected to be expended. Many orders for equipment require a deposit be made with the order and this is often a year in advance of receipt of the item.

Capital Equipment Replacements Slated for FY24 and FY25

			2024	2025
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info		
Dpt. of Public Works	Fund 07- Highway Equipment Equipment	Estimated Fund Balance 6/30/2022		
		Additions-Allocations	\$75,000	\$250,000
		Estimated Fund Balance 6/30	\$20,096	\$70,096
HWY-13	1999 JOHN DEERE TRACTOR & MOWE	This could be a lease/rent option if	\$195,000	
HWY-29	2012 FREIGHTLINER & BODY	81,000 miles. This truck appears to be in	\$50,000	\$200,000
Dpt. of Public Works	Fund 08 Highway Garage Fund Buildings	Estimated Fund Balance 6/30/2022		
		Additions-Allocations	\$27,000	\$30,500
		Estimated Fund Balance 6/30	\$155,798	\$81,298
HWY-SS	SALT SHED	The salt shed needs some repair to the		\$5,000
IMPRO-23TG	2023 Improvements at Town Garage	Update the name to just "Improvements at		\$100,000
Solid Waste Fund	Fund 09 Solid Waste Equip Fund Equipment/Building	Estimated Fund Balance 6/30/2022		
		Additions-Allocations	\$5,000	\$2,000
		Estimated Fund Balance 6/30	\$ 39,614	\$ 36,614
IMPRO-SW	SHED AT TRANSFER STATION	Repairs needed to buildings at transfer		\$5,000
Police Department	Fund 11-Police Cruiser Fund Vehicles	Estimated Fund Balance 6/30/2022		
		Additions-Allocations	\$35,000	\$35,000
		Estimated Fund Balance 6/30	\$48,548	\$23,548
PD-4	2020 Ford Explorer Hybr	Replace with Chevy Tahoe		\$60,000
Police Department	Fund 21- Police Special Equipmt Fund Equipment	Estimated Fund Balance 6/30/2022		
		Additions-Allocations	\$5,000	\$30,000
		Grants	\$0	
		Estimated Fund Balance 6/30	\$194	\$194
	Radios		\$5,000	\$0
	Cameras			\$18,000
PD-4EQUIP	EQ4 EQUIPMENT			\$12,000

Capital Equipment Replacements Slated for FY24 and FY25

			2024	2025
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info		
Fire Department	Fund 06- Fire Apparatus Fund	Estimated Fund Balance 6/30/2022		
	Vehicles	Additions-Allocations	\$80,000	\$120,000
		Estimated Fund Balance 6/30	\$186,507	\$267,919
FD-06	1999 FREIGHTLINER PUMPER	Engine 2 (Replaced by Engine 3 in 2023)	\$33,920	
FD-CAR 1	2013 FORD INTERCEPTOR SUV	Car 1		\$38,588
Fire Department	Fund 26- Fire Equipment Fund	Estimated Fund Balance 6/30/2022		
	Equipment	Additions-Allocations	\$30,000	\$30,000
		Estimated Fund Balance 6/30	\$60,334	\$73,009
FD-21RADIO	Radio- Fire Department 2021	Radio Packages (C1, E1, E3, T1, L1, U1)		\$11,025
		Battery Operated Auto Extrication Tool	\$16,000	
		Battery Operated Scene Lights x 4	\$5,200	
		Battery Operated Vent Fan	\$5,000	
		Firefighting PPE (Jacket, Pants, Helmet, B)	\$6,000	\$6,300
Recreation Dept	Fund 05- Recreation Facility & Impr Fund	Estimated Fund Balance 6/30/2022		
	Buildings Improvements/Equipment	Additions- Appropriations	\$0	\$15,000
		Additions- Donations/Other		
		Estimated Fund Balance 6/30	\$ 24,428	\$ 39,428
	Girard Baseball Field	\$17000 (est. life 10year)	\$17,000	
	Softball Field	\$17000 (est. life 10year)	\$17,000	
Recreation Dept	Fund 17- Recreation Fund- Tennis Courts	Estimated Fund Balance 6/30/2022		
	Infrastructure	Additions- Appropriations	\$10,000	\$75,000
		Additions- Donations/Other		\$75,000
		Additions- Grants		\$150,000
		Estimated Fund Balance 6/30	\$ 9,799	\$ 309,799
IMPRO-27AC	20-148. HUNTLEY MDWS -TENN COURT	Retired in March 2023	\$33,920	

Capital Equipment Replacements Slated for FY24 and FY25

			2024	2025
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info		
Town Mngr	Fund 13- Tracy Hall Fund	Estimated Fund Balance 6/30/2022		
	Buildings	Additions-Allocations	\$0	\$0
		Bond Receipt		
		Estimated Fund Balance 6/30	\$67,040	\$32,040
	Furnace/Heating system	Proposed Oil Boiler		\$35,000
Town Mngr	Fund 14- General Admin Fund	Estimated Fund Balance 6/30/2022		
	Equipment	Additions-Allocations	\$15,000	\$0
		Estimated Fund Balance 6/30	\$120,894	\$108,894
GA-22CMPTR	Computers- General Admin 2022	Not Cap Expenses but annual		\$12,000
Town Clerk	Fund 19- Town Clerk Equipment Fund	Estimated Fund Balance 6/30/2022		
	Equipment	Additions- Allocations	\$0	\$20,000
		Estimated Fund Balance 6/30	\$0	\$0
	Flatbed scanner	18x24, book support - looking at leasing options as well as		\$20,000
Dot. of Public Works	Fund 41 - DPW Bridge Fund	Estimated Fund Balance 6/30/2022		

Capital Infrastructure Costs Slated for FY24 and FY25

Bridges and Paving

			2024	2025
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info		
3 Dpt. of Public Works	Fund 41 - DPW Bridge Fund	Estimated Fund Balance 6/30/2022		
4	Infrastructure	Additions-Allocations	\$100,000	\$150,000
5		Grant-VTrans Structures 80/20		
6		Estimated Fund Balance 6/30	\$ (30,667)	\$ (48,598)
3	Chapel Hill Bridge Removal		\$40,000	\$21,101
9 HWY-BR 10	BRIDGE 10-TURNPIKE RD.	Beaver Meadow #7	\$1,339	-
0 HWY-BR13	BRIDGE 13 TH#2 BEAVER MEADOW RD	Beaver Meadow Rd_38	-	\$6,896
1 HWY-BR31	BRIDGE #31 TH #52 BRAGG HILL RD.	Beaver Meadow Rd_52	\$2,678	\$47,995
2 HWY-BR41	BR 41 TURNPIKE RD	New Boston Rd_3	\$27,192	-
5 HWY-BR49	BROWN SCHOOLHOUSE	New Boston Rd_42	\$5,768	-
6	Goodrich Four Corners Rd_3		\$3,000	\$9,765
9	Route 132_20		-	\$28,008
0	Tigertown Rd_2		\$34,608	-
2	Tigertown Rd_14			\$8,487
3	Turnpike Rd_43		\$2,009	-
4	Turnpike Rd_46		\$14,074	-
5	Turnpike Rd_47			\$22,809
7	Union Village Rd_27			\$53,537
2				
3 Dpt. of Public Works	Fund 42 DPW Paving Fund	Estimated Fund Balance 6/30/2022		
4	Infrastructure	Additions-Allocations	\$75,000	\$75,000
5		Grant-Vtrans Paving Grant 80/20		\$200,000
6		Estimated Fund Balance 6/30	\$ 75,000	\$ 25,000
0	Beaver Mdw	Approx. 2 miles of reclaim, pave, and		\$250,000
7				

Capital Infrastructure Costs Slated for FY24 and FY25

Culverts and Road Safety = the 2 new Capital Funds Requested

			2024	2025
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info		
1 Dpt. of Public Works	Fund TBD Culvert Fund	Estimated Fund Balance 6/30/2022		
2	Infrastructure	Additions-Allocations	\$0	\$150,000
3		VTrans Better Roads Grant 80/20	\$20,000	\$20,000
4		VTrans Grants In Aid Grant 80/20	\$27,500	\$22,000
5		FEMA/State Grant 75/12.5/12.5	\$0	\$962,500
6		Structures Grant 80/20	\$140,000	
7		Estimated Fund Balance 6/30	\$7,500	(\$230,500)
8 HWY-#52BOX	TH#52 BOX CULVERT BRIDGE	Culvert #18 Rte 132 - Structure Grant	\$180,000	
9 HWY-52 BOX	#52 & GODDARD RD. BOX CULVERT	Willey Hill Rd Culvert - FEMA		\$50,000
0 HWY-BR06-1	BRAGG HILL BOX CULVERT	Union Village Rd/Partridge Rd Culvert -		\$350,000
1 HWY-BR06-2	BOX CULVERT BRAGG HILL RD.	Norford Lake and Ladeau Rd Culvert -		\$290,000
2 HWY-M&W	HIGHWAY-MAIN & WILLEY BOX CULVERT	Kate Wallace Rd Culvert - FEMA		\$275,000
3		Illsley Rd Culvert - FEMA		\$285,000
4		Rte 132 Culverts- Better Roads Grant 23		\$25,000
5		Culverts - Grants In Aid Grant 23		\$27,500
6		Better Roads Grants - Culverts (grant		\$25,000
7		Grants In Aid Grants - Culverts (grant		\$27,500
8		Various culvert upgrades		\$30,000
9				
0 Dpt. of Public Works	Fund TBD Roadway and Pedestrian Safety	Estimated Fund Balance 6/30/2022		
1	Infrastructure	Additions- Allocations	\$0	\$10,000
2		Grant		
3		Estimated Fund Balance 6/30	\$0	\$2,500
4	Project 1	Guardrail Road TBD		\$7,500
9				

Capital Fund Spending Plan for FY25 to FY35 Long-Term Planning

- Grant funding snapshot gives a 5-year outlook rather than 10 since grant funding availability is quite variable.
- Fund balances are based on the replacement schedule established by the Department head managing the equipment and the corresponding fund. This is the replacement schedule they feel is needed to help curtail the down time, reduce unexpected costs and get the asset on a reasonable expected life.
- Assumes allocation funding as shown on slide #32 and no surplus infusion.
- Allocations average \$899,705 each year in years 2026-2035.

Grant Funding Estimates for FY25 to FY30

Grant Funding Estimates											
Department	Asset Description	Asset Type	Grantor	Match Split	Matching Fund # & Name	2025	2026	2027	2028	2029	2030
Recreation	Tennis Courts	Infrastructure		50/50	17-Recreation Fund-Tennis Co	\$150,000	\$0	\$0	\$0	\$0	\$0
DPW-Highway	Paving Projects	Infrastructure	Grant-Vtrans Paving Grant	80/20	42-DPW Paving Fund	\$200,000	\$0	\$0	\$200,000	\$0	\$0
DPW-Highway	Bridge Projects	Infrastructure	Grant-VTrans Structures	80/20	41-DPW Bridge Fund	\$0	\$200,000	\$0	\$80,000	\$0	\$0
DPW-Highway	Culverts Projects	Infrastructure	VTrans Better Roads Grant	80/20	TBD-Culvert Fund	\$20,000	\$20,600	\$21,218	\$21,855	\$22,510	\$23,185
DPW-Highway	Culverts Projects	Infrastructure	VTrans Grants In Aid Grant	80/20	TBD-Culvert Fund	\$22,000	\$22,660	\$23,340	\$24,040	\$24,761	\$25,504
DPW-Highway	Culverts Projects	Infrastructure	FEMA/State Grant	75/25	TBD-Culvert Fund	\$962,500	\$0	\$0	\$0	\$0	\$0
DPW-Highway	Culverts Projects	Infrastructure	Structures Grant	80/20	TBD-Culvert Fund	\$0	\$0	\$0	\$0	\$0	\$0
Total Annual Receipt						\$1,354,500	\$243,260	\$44,558	\$325,895	\$47,271	\$48,690

10-year Capital Fund Balance Projections

FY25 through FY35 with Total Allocations

Fund # & Name	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
05-Recreation Facility & Impr-Voters	\$39,428	\$8,826	\$28,826	(\$1,174)	\$10,826	\$67,326	\$58,883	\$72,383	\$86,383	\$56,683	\$21,683
06-Fire Apparatus Fund	(\$184,893)	(\$52,593)	(\$360,377)	(\$214,516)	(\$1,116,687)	(\$955,876)	(\$787,024)	(\$609,729)	(\$423,570)	(\$290,958)	(\$85,717)
07-Highway Equipment Fund	\$70,096	\$320,096	\$505,096	\$615,096	\$340,096	(\$230,904)	(\$30,904)	\$59,096	\$119,096	\$319,096	\$199,096
08-Highway Garage Fund	\$81,298	\$13,298	(\$154,027)	(\$235,227)	(\$297,027)	(\$300,827)	(\$263,327)	(\$275,826)	(\$238,324)	(\$200,821)	(\$163,317)
09-Solid Waste Equip Fund	\$36,614	\$33,614	\$25,614	\$17,614	\$9,614	\$1,614	\$3,614	(\$34,386)	(\$72,386)	(\$110,386)	(\$108,386)
10-Police Station Fund	(\$14,403)										
11-Police Cruiser	\$23,548	\$23,548	\$23,548	\$23,548	\$23,548	\$21,048	\$18,548	\$16,048	\$13,548	\$11,048	\$8,548
13-Tracy Hall Fund	\$32,040	\$32,040	\$32,040	\$32,040	\$32,040	\$32,040	\$32,040	\$32,040	\$32,040	\$32,040	\$32,040
14-General Admin. Equipment Fund	\$108,894	\$103,894	\$98,894	\$93,894	\$88,894	\$83,894	\$78,894	\$73,894	\$68,894	\$63,894	\$58,894
16-Recreation Fund-Dam											
17-Recreation Fund-Tennis Co	\$309,799	\$19,799	\$29,799	\$39,799	\$49,799	\$59,799	\$69,799	\$79,799	\$89,799	\$99,799	\$109,799
19-Town Clerk Equipment Fund	\$0	\$0	\$3,000	\$6,000	\$9,000	\$12,000	\$15,000	\$18,000	\$1,000	\$1,000	\$1,000
21-Police Spec Equip Fund	\$194	\$194	\$194	\$194	\$194	\$194	\$194	\$194	\$194	\$194	\$194
25-Fire Station Apparatus Bay Fund	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090
26-Fire Equipment Fund	\$73,009	\$43,903	\$71,686	(\$14,007)	\$3,222	\$21,314	\$40,309	\$75,769	\$113,001	\$152,094	\$193,142
27-Sidewalk Fund	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566
28-Long Term Facility Study	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2
41-DPW-Bridge Fund	(\$48,598)	(\$217,771)	\$7,963	\$34,440	(\$16,640)	(\$107,091)	(\$305,272)	\$100,000	\$100,000	\$300,000	\$100,000
42-DPW-Paving Fund	\$25,000	(\$50,000)	(\$35,000)	(\$125,000)	(\$40,000)	(\$5,000)	\$85,000	(\$5,000)	(\$10,000)	\$120,000	(\$100,000)
43-Buildings & Grounds	\$36,280	\$38,280	\$25,280	\$27,280	\$29,280	\$31,280	(\$86,720)	(\$84,720)	(\$82,720)	(\$80,720)	(\$78,720)
46-Generator Fund	\$31,718	(\$18,282)	(\$15,282)	(\$12,182)	(\$8,982)	(\$5,682)	(\$2,282)	\$1,218	\$4,818	\$8,518	\$12,318
47-Public Safety Facility	\$14,403	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000	\$45,000	\$50,000
TBD-Culvert Projects Fund	(\$230,500)	\$8,285	\$8,534	\$8,790	\$9,053	\$9,325	\$9,605	\$9,893	\$10,190	\$10,495	\$10,810
TBD-Roadway and Pedestrian Safety	\$2,500	\$2,500	\$2,750	\$763	\$1,551	\$128	\$1,510	\$3,210	\$2,746	\$5,133	\$5,389
Total Capital Funds	\$528,083	\$436,287	\$430,195	\$434,008	(\$730,562)	(\$1,118,761)	(\$910,477)	(\$311,460)	(\$23,635)	\$663,767	\$388,431
Total Allocations	\$1,009,500	\$843,725	\$841,454	\$877,838	\$839,973	\$924,710	\$988,269	\$926,080	\$939,466	\$900,455	\$915,076

10-year Capital Fund Allocation Projections By Funds

FY25 through FY35

Fund # & Name	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
05-Recreation Facility & Impr-Voters	\$15,000	\$15,000	\$15,000	\$15,000	\$12,000	\$12,500	\$13,000	\$13,500	\$14,000	\$14,500	\$15,000
06-Fire Apparatus Fund	\$120,000	\$126,000	\$132,300	\$138,915	\$145,861	\$153,154	\$160,811	\$168,852	\$177,295	\$186,159	\$195,467
07-Highway Equipment Fund	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 300,000	\$ 350,000	\$ 250,000	\$ 250,000	\$ 200,000	\$ 200,000
08-Highway Garage Fund	\$ 30,500	\$ 32,000	\$ 32,675	\$ 33,800	\$ 38,200	\$ 36,200	\$ 37,500	\$ 37,501	\$ 37,502	\$ 37,503	\$ 37,504
09-Solid Waste Equip Fund	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
10-Police Station Fund											
11-Police Cruiser	\$ 35,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
13-Tracy Hall Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14-General Admin. Equipment Fund	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
16-Recreation Fund-Dam											
17-Recreation Fund-Tennis Co	\$ 75,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
19-Town Clerk Equipment Fund	\$ 20,000	\$ 8,650	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ -
21-Police Spec Equip Fund	\$ 30,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
25-Fire Station Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26-Fire Equipment Fund	\$ 30,000	\$ 33,075	\$ 34,729	\$ 36,465	\$ 38,288	\$ 40,203	\$ 42,213	\$ 44,324	\$ 46,540	\$ 48,867	\$ 51,310
27-Sidewalk Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28-Long Term Facility Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
41-DPW-Bridge Fund	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
42-DPW-Paving Fund	\$ 75,000	\$ 75,000	\$ 75,000	\$ 100,000	\$ 100,000	\$ 125,000	\$ 125,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
43-Buildings & Grounds	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
46-Generator Fund	\$ 15,000	\$ 10,000	\$ 3,000	\$ 3,100	\$ 3,200	\$ 3,300	\$ 3,400	\$ 3,500	\$ 3,600	\$ 3,700	\$ 3,800
47-Public Safety Facility	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
TBD-Culvert Projects Fund	\$ 150,000	\$ 50,000	\$ 51,500	\$ 53,045	\$ 54,636	\$ 56,275	\$ 57,964	\$ 59,703	\$ 61,494	\$ 63,339	\$ 65,239
TBD- Roadway & Pedestrian Safety	\$ 10,000	\$ 5,000	\$ 5,250	\$ 5,513	\$ 5,788	\$ 6,078	\$ 6,381	\$ 6,700	\$ 7,036	\$ 7,387	\$ 7,757
Total Allocations	\$ 1,009,500	\$ 843,725	\$ 841,454	\$ 877,838	\$ 839,973	\$ 924,710	\$ 988,269	\$ 926,080	\$ 939,466	\$ 900,455	\$ 915,076

Things to consider

- Department heads have done the hard work to create a flat budget increase, without the Capital allocations.
- Department heads have presented their capital needs in order to get the fund balances to a point where they can schedule equipment replacements in FY25 and future years.
- It is our recommendations that the SB bring before the voters an article to use “a sum” of the surplus money to buy down the FY25 Capital Fund allocation increases, rather than cut equipment spending lines.
- If we use surplus money in the FY25 budget season, what is the plan to fund the allocation needs in FY26 and beyond?

Next Steps

- Department heads present and answer questions next week, Nov 21st.
 - Dept of Public Works- Chris Kaufman
 - Police Dept - Matt Romei
 - Fire Dept- Alex Northern
- Nov. 29th the remaining Departments Heads present as needed.
- Incorporate the budget adjustments as directed in the meetings held on the 15th the 21st and 29th to create a new/updated budget.
- Updated budget presentation in the meeting held Dec 6th including a preview of the estimated tax rates.