

**Town of Pomfret**  
 5218 Pomfret Road  
 North Pomfret, VT 05053  
 Agenda for April 20, 2016 Regular Selectboard Meeting  
**Special Time 6:00pm** at the Pomfret Town Offices

Agenda Item	Presenting Individual	Timeframe
1. Call to Order	Chair	6:00pm-
2. Public Comment	Chair	6:00-6:05pm
3. Review of Agenda	Chair	6:05-6:10pm
4. Town Plan Review/Discussion	Chair	6:10-7:00pm
4. Organizational Meeting a) 2016 Pomfret Selectboard Rules of Procedure Revote	Chair	7:00-7:05pm
6. Recurring Items, Including Items for Possible Vote: a) Review, discussion, and approval of minutes: 3/28, 4/06, 4/13 b) Treasurer's Report i. Warrants for Payment (1) Accounts Payable (2) Payroll ii. Budget Status Report c) Road Foreman's Report i. General Update ii. Paving Job Bid iii. Cracksealing	Chair  Treasurer   Road Foreman	7:05-7:10pm  7:10-7:20pm  7:20-7:30pm
7. Business Items for Possible Vote: a) Fire Truck Purchase b) Tractor RFP Bid Opening c) Delinquent Tax Collector Position d) EC Fiber Governing Board Appointment e) Capital Planning Committee Appointments f) Solid Waste District Alt Rep: Ratify Previous Appointment g) VT State Police Community Advisory Board h) Annual Oil Contracts: Delegate Task	Chair	7:30-8:15pm

i) VLCT PACIF Equipment Grant j) Zackathon Event		
8. Business Items for Discussion a) Selectboard correspondence: b) Next meeting's agenda:	Chair	8:15-8:30pm
9. Closing Public Comments, Review of Assignments, and Adjournment	Chair	8:30-8:40pm

Bid Opening for Slope Project

Pomfret Town Office

Opened meeting at 1800 hours on 28 March 2016.

List of attendees are on attached sheet.

Vice Chair asked if contractors had any questions before bid opening.

There were two.

1.) What happens if road pavement is damaged?

Eric responded that it would have to be repaired by contractor under their bid contract.

2.) Is there a staging area?

Art responded that he had talked to Chief Rice about using the old Ballou property as a staging area. Contractor will be allowed to use the property and may dump excavated materials there as fill provided it is leveled and seeded over. Only other provision was to NOT damage the crab apple tree!

Bids were opened and recorded (see attached sheet).

Meeting adjourned at 1815 hours.

Meeting recorder: Frank Perron

**Town of Pomfret**  
**5218 Pomfret Road**  
**North Pomfret, VT 05053**

Draft Minutes of the April 6, 2016 Regular Selectboard Meeting

Present: Eric Chase (Selectboard Member), Michael Reese (Selectboard Member), Sheila Hopkins (Selectboard Member), Melanie Williams (Selectboard Member), Frank Perron (Selectboard Member) Art Lewin, Sr. (Road Foreman), Ellen DesMeules (Treasurer), Jonathan Williams (Assistant to the Selectboard), Ona Chase (Constable), Laura Kent (Auditor), Sherman Kent, Scott Woodward, Emily Grube, Dr. and Mrs. Hugh Hermann Joanna Long and Norwood Long, Crys Szekely

1. Call to Order: Michael Reese called the meeting to order at 7pm.
2. Public Comment: None.
3. Review of Agenda: The board discussed the addition of the following items to the agenda: Liquor license for Suicide 6, Town Meeting Minutes, Fire Truck Committee Update, Town Plan Meeting Update, and the 'Zackathon' race. Michael Reese moved and Sheila Hopkins seconded to put the aforementioned items on the agenda. The Board unanimously approved the motion.
4. Organizational Meeting: 2016 Draft Pomfret Selectboard Rules of Procedure. Melanie Williams briefed the Selectboard on the Draft Pomfret Selectboard rules of Procedure, and there was discussion and suggested edits. Sheila Hopkins moved, and Frank Perron seconded to approve the Pomfret Selectboard Rules of Procedure as amended. The Board unanimously approved the motion.
5. Consideration of Appointment of Town Health Officer: The Selectboard met with Dr. Hugh Hermann and made inquiries regarding health officer requirements and procedures. Eric Chase moved, and Sheila Hopkins seconded to appoint Dr. Hermann as Town Health Officer. The Board unanimously approved the motion.
6. Review, Discussion, and Approval of the Minutes: Frank Perron moved, and Melanie Williams seconded to approve the 3/14/16 and the 3/16/16 minutes with edits. The board unanimously approved the motion.
7. Treasurer's Report: The Treasurer answered questions from Selectboard members concerning accounts payroll.
  - (a) Warrants for Payment: Sheila Hopkins moved, and Michael Reese seconded to approve warrants #15070, #15074, #15071 as read. The Board unanimously approved the motion.
  - (b) Budget Status report: There was discussion on high delinquency tax rates, tax collection, and the delinquent tax collector position. Frank Perron agreed to

work on the issue of filling said position. There was also discussion on available funds for the tractor/mower.

8. Road Foreman's Report:

(a) General Update: Two weeks ago started grading, and fixing mud holes. The amount of hardpack being put out is drastically reduced. There was discussion on the evening's weather and salting. The new road crew employee started Monday and was noted as being very enthusiastic. There was an update on the scraper truck: the town should get the scraper truck back from the mechanic's between April 18 to 22. The Road Foreman called today to talk to the mechanic: they have found the needed part, and it was shipped out last Friday. The mechanic should have the part yesterday or today. There was discussion on the replacement and pricing of guardrails: the price is under \$25K, and the work doesn't have to be put out to bid. The road foreman called Lafayette Highway Specialties and Vermont Recreational Surfacing and Fencing, and got two prices from them. The Selectboard discussed the prices provided. There are three locations for installing the guardrail. There are also two places where the guardrail pushed over and can be straightened back up at minimal cost. There are also numerous places in town where guardrail should go up. The Selectboard discussed the best way to fund the guardrail work. The Selectboard agreed to allow the guardrail reserve account to be tapped for the guardrail projects. Eric Chase moved, and Sheila Hopkins seconded to allow the Road Foreman to contract with Lafayette for the guardrail projects and to allow the use of the guardrail reserve account monies. The board unanimously approved the motion.

The road foreman is still working on signs and complying with the state/federal signs mandate: The town needs to start work on sign replacement/installation by 2018, not necessarily completed by 2018.

(b) Zackathon: The approval of the 'Zackathon' race was discussed. Michael Reese agreed to follow up with the race organizers on the following items: 1: Certificate of Insurance. 2: Traffic control plan. 3: Advanced notice for residents of Pomfret.

(c) Transportation Grants: The Assistant to the Selectboard briefed the Selectboard on the Structures and Better Roads grant applications. The Paving grant application and the Pomfret Slope project were also discussed. A Special Selectboard Meeting was scheduled for next Wednesday April 13 in order to discuss, work on, and/or approve the grant application documents.

9. Liquor License: The liquor license renewal for Suicide Six was discussed. Eric Chase moved, and Frank Perron seconded moved to authorize the Selectboard chair to sign off on the liquor license renewal applications. The Board unanimously approved the motion.

10. Town Meeting Minutes: Michael Reese moved, and Sheila Hopkins seconded to

- approve the Town Meeting minutes. The board unanimously approved the motion.
11. Fire Truck Committee Update: Michael Reese briefed the Selectboard on the Fire Truck Committee's progress.
  12. Town Plan Meeting Update: Melanie Williams and others briefed the board on the Town Plan Meeting and the town plan was discussed. The Selectboard agreed to have the next Regular Selectboard Meeting begin at 6pm to allow for Town Plan discussion.
  13. Appointment of Capital Plan Committee: Selectboard to adopt Article 17 of Town Meeting: Sheila Hopkins moved, and Melanie Williams seconded, that the Selectboard adopt Article 17 of the 2016 Town Meeting Warning and move forward with the creation of a Capital Plan Committee. The Board unanimously approved the motion. Sheila Hopkins offered to serve on the committee. Melanie Williams agreed to develop an advertisement for serving on the Capital Plan Committee.
  14. Assign Drafting of Job Description for Constable/Animal Control Officer: Frank Perron briefed the Selectboard on the job description for Constable/Animal Control Officer, noting that he contacted other towns asking what they use for the job description. Frank Perron agreed to continue working on this item.
  15. Discuss Response to David Hardy Correspondence of 14 March 2016: Frank Perron briefed the Selectboard on the correspondence and the conversation he had with David Hardy. The Selectboard noted that the town of Pomfret has a dog ordinance and fully intends that it be enforced. Frank Perron will follow up with a reply to David Hardy.
  16. Approval of Sheila Murray as Town Service Officer: Frank Perron moved, and Eric Chase seconded to approve Sheila Murray as the Town Service Officer. The Board unanimously approved the motion.
  17. Tractor/Mower: The approval of RFP and the approval of financing plan prior to awarding a contract were discussed. Funds, funding sources, and bids/bidders were discussed. The Selectboard made edits to the RFP. Michael Reese moved, and Sheila Hopkins seconded to approve the RFP as edited. The Board unanimously approved the motion. The RFP shall be issued and published by April 7, 2016.
  18. Discussion re: Possible Purchase of ½ acre of land to South of Town Garage Sand Pit: Frank Perron briefed the board on the possible purchase of a ½ acre of land located to the south of the town garage sand pit, and there was discussion.

19. Repeater Batteries: The Road Foreman briefed the Selectboard on the repeater batteries that need to be replaced, and the issue was discussed.
20. Mileage Reimbursement: Sheila Hopkins briefed the board on the issue of mileage reimbursement. The draft policy drafted by Sheila Hopkins was discussed, as well as which employees said policy would impact. Sheila Hopkins agreed to continue work on this item.
21. Draft Municipal Timeline: The assistant to the Selectboard presented the draft municipal timeline, and the document was discussed.
22. Painting of Town Hall Donation: Frank Perron briefed the board on the offer of a donation to paint the town Hall, and there was discussion. Frank Perron agreed to follow up on this item.
23. VLCT PACIF Equipment Grant: The VLCT PACIF Equipment Grant application was discussed. The Assistant to the Selectboard will email town departments and officials soliciting potential equipment requests for the application.
24. Selectboard Correspondence: Eric Chase brought to the board's attention a phone call requesting a stop sign at Caper Street in town, and agreed to follow up on said call. The purchase of speed limit signs was discussed.
25. Next Meeting's Agenda: The Delinquent Tax Collector Position will be put on the agenda for the next Regular Selectboard Meeting. The starting time of the next Regular Selectboard Meeting will be changed to 6PM to allow for work/discussion on the town plan.
26. Closing Public Comments and Adjournment: Frank Perron moved, and Sheila Hopkins seconded to adjourn the meeting at 9:50pm. The Board unanimously approved the motion.

Date: 04/07/2016

Respectfully Submitted,

Jonathan Williams, Assistant

Approved by the Board at \_\_\_\_\_ Meeting

**Town of Pomfret  
5218 Pomfret Road  
North Pomfret, VT 05053**

Draft Minutes of the April 13, 2016 Special Selectboard Meeting

Present: Eric Chase (Selectboard Member), Michael Reese (Selectboard Member), Sheila Hopkins (Selectboard Member), Melanie Williams (Selectboard Member), Art Lewin, Sr. (Road Foreman), and Jonathan Williams (Assistant to the Selectboard)

1. Call to Order: Michael Reese called the meeting to order at 7pm.
2. Public Comment: None.
3. Work on and/or approve VTrans Grant Applications/Documents: There was review and discussion of the Annual Financial Plan – Town Highways document, as well as the Certification of Compliance for Town Road and Bridge Standards document. Michael Reese moved and Eric Chase seconded that the Selectboard approve and sign the Annual Financial Plan –Town Highways document as edited. The Board unanimously approved the motion. Eric Chase moved and Melanie Williams seconded that the Selectboard approve and sign the Certification of Compliance for Town Road and Bridge Standards. The Board unanimously approved the motion.

The Board discussed, reviewed, and edited the TH Structures grant application. Sheila Hopkins moved and Melanie Williams seconded that the Selectboard approve the structures grant application as edited. The Board unanimously approved the motion.

The Board discussed, reviewed, and edited the Better Roads grant application. Sheila Hopkins moved and Melanie Williams seconded that the Selectboard approve the Better Roads grant application documents as edited and to authorize the chair to sign the document. The Board unanimously approved the motion.

The Board discussed and reviewed the TH paving grant application. Michael Reese moved and Sheila Hopkins seconded to approve the TH paving grant application for 2 1/2 miles of Pomfret Road from Bartlett Brook road to Johnson Road, with ¾ inch shim 1” asphalt overlay in the amount of \$225,000.00 The Board unanimously approved the motion.

4. Next Meeting’s Agenda: The board added the item of putting the paving work out to bid to the next regular Selectboard meeting’s agenda.
5. Closing Public Comments & Adjournment: There was public comment regarding driver’s license issuance for Pomfret residents. Sheila Hopkins moved, and Eric Chase seconded to adjourn the meeting at 8:25pm. The Board unanimously

approved the motion.

Date: 04 /14/2016

Respectfully Submitted,

Jonathan Williams, Assistant

Approved by the Board at \_\_\_\_\_ Meeting

## Quarterly Treasurer's report on financial status as of April 5, 2016

I have used early April for this report, as there was a substantial accounts payable warrant for April 1, and it seemed that the report would more accurately reflect the current status if those payments were included.

Reading the reports: The heading indicates either General Fund (P. 1-7) or Highway Fund (P. 8-12) The column headed Budget on P. 1 is the budget amount throughout the report, regardless of other headings used. We do not use the Encumbrance or Applied For columns, but I am unable to delete them from the report. The Uncollected/Unencumbered balance is the budget minus actual, so in income, a negative number means more money has been collected than expected, and in expenses a negative number means overspent. The MTD (month to date) column isn't terribly valuable, but I cannot remove it or replace it with something else).

Income: At this time all income categories for the General Fund show that more money has been received than budgeted, except for tax income. Delinquency continues to be high: current year tax delinquency is \$123,718.17; add to that accumulated delinquency for all previous years (2008-2014) of \$76,842.37, and you get the current total of \$200,560.54 in back taxes and associated fees. The budget voted at Town Meeting for the current fiscal year was \$1,421,461; the total delinquency represents 14% of the budget. Last year the General Fund operated at a deficit, in large part due to failure to collect delinquent taxes, and at this time, the situation is the same. Despite all other categories of General Fund income being above budget, the delinquency rate is high enough to result in a current operating deficit of \$59,221. The point that is important to remember here is that all other facets of town government are funded 100% according to the budget: the schools and the State receive their required payments, the library and cemetery are paid in full their requested funding, and the highway has received the share of tax income budgeted to support road maintenance and personnel. Since all tax income is part of the General Fund, when total tax income is less than expected, it is the General Fund that reflects the shortfall.

As for Highway Fund income, the budget shows that \$50,000 in income is still pending. Of this, \$33,202 is the final payment of State Aid to Highways yet to come in, and the budget shows \$25,000 as anticipated income from the sale of the mower (or trade in on replacement). Whether the mower transaction will take place by June 30 is uncertain, so that \$25,000 income is not assured. Looking forward, the highway might not make projected income, but should be no more than \$20,000 short.

General Fund spending is a bit ahead: 75% of the way through the year, 82% of the funds have been spent. A list of overspent line items shows \$30,000 in excess spending, but this is not a true reflection of the budget status because a number of expenses show lump sum budgeting, but have detailed lines of spending for more accurate tracking of expenses. There are also a number of planned expenses which may not materialize: lister hardware \$2150; Tax mapping \$2000; delinquent tax collector pay \$2000; misc costs budgeted for Trustee funds, Planning Commission, ZBA, Administrative Assistant \$1900; Computer IT \$1500; Town Building improvements \$2000; for the most obvious examples, which could result in savings of \$11,550. In the end, if some delinquent taxes are not collected, the General Fund will still end up in a deficit, even with the possible reduced spending noted above. Based on current reports, the General Fund needs another \$50,000 to avoid a deficit.

The Highway Fund report shows that 66% of the budget has been spent. The Road Foreman explains that the mild winter, lower petroleum-related costs, lower personnel costs due to 2 rather than 3 full time employees, and resulting use of 2 trucks instead of 3, all combine to reduce overall spending. This may allow the town to purchase or finance the new tractor / mower and still stay within budget.

04/18/16  
11:01 am

TOWN OF POMFRET Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 04/22/16

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Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Description	Invoice Amount	Discenc. Amount	Discount Amount
1030	AIRGAS USA, LLC	9935253870	04/13/16	04/22/16	01	lease renewal			
		150-7-30-80-330.027	Rented Equipment				165.00 ✓	0.00	0.00
1150	BLUE CROSS & BLUE SHIELD	1610000490	04/15/16	04/22/16	01	employee health ins			
		100-2-00-00-100.020	Health Ins Payable				2,224.64 ✓	0.00	0.00
1272	CASELLA WASTE SERVICES	0246874	04/13/16	04/22/16	01	highway garage util			
		150-7-40-83-410.000	Garage Utilities				42.38 ✓	0.00	0.00
1305	CITIZENS BANK MASTERCARD	04102016	04/15/16	04/22/16	01	office 365-email			
		100-7-10-30-641.038	Office 365 software				6.00 ✓	0.00	0.00
1430	DEAD RIVER COMPANY	15817	04/13/16	04/22/16	01	136.5 gal ht oil-garage			
		150-7-40-83-624.005	Garage Fuel Oil				223.98 ✓	0.00	0.00
		15914	04/13/16	04/22/16	01	40.5 gal LP -brick bldg			
		100-7-20-33-623.000	Brick bldg propane				53.06 ✓	0.00	0.00
		540216	04/13/16	04/22/16	01	115.2 gal ht oil town hal			
		100-7-10-65-624.000	Fuel Oil, Town Hall				189.11 ✓	0.00	0.00
Total For DEAD RIVER COMPANY							466.15	0.00	0.00
1595	FAIR POINT COMMUNICATIONS	04032016	04/15/16	04/22/16	01	phone bills-town/FD			
		100-7-10-30-530.000	Telephone-Internet				110.71	0.00	0.00
		100-7-30-40-530.001	Pomfret FD phone:3730				121.73	0.00	0.00
		100-7-30-40-530.003	Teago FD phone: 1125				108.53	0.00	0.00
		150-7-40-83-530.000	Telephone				76.89	0.00	0.00
Invoice 04032016 Total							417.86 ✓	0.00	0.00
1880	HP FAIRFIELD	244713	04/18/16	04/22/16	01	blades,rake teeth,mud fla			
		150-7-30-80-330.025	Blades, Shoes, Rake Teeth				5,051.95 ✓	0.00	0.00
1910	IRVING ENERGY	243985	04/13/16	04/22/16	01	220.8 gals ULS Diesel			
		150-7-30-80-330.000	Diesel				351.29 ✓	0.00	0.00
		942282	04/15/16	04/22/16	01	215.5 gals ULS Diesel			
		150-7-30-80-330.000	Diesel				332.57 ✓	0.00	0.00
Total For IRVING ENERGY							683.86	0.00	0.00
2050	LINCOLN NATIONAL LIFE INS	PR-04/15/16	04/15/16	04/22/16	01	Payroll Transfer			
		100-2-00-00-100.025	Disability Ins payable				35.50	0.00	0.00
		100-2-00-00-100.025	Disability Ins payable				35.00	0.00	0.00
Invoice PR-04/15/16 Total							70.50 ✓	0.00	0.00

04/18/16  
11:01 am

TOWN OF POMFRET Accounts Payable  
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Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
2090	LUCKY'S TRAILER SALES, IN	PR48031	04/18/16	04/22/16	01	light kit		
	150-7-35-05-681.010		Trailer maint & repair			35.00 ✓	0.00	0.00
2230	NEMRC	36530	04/13/16	04/22/16	01	quarterly reporting		
	100-7-20-35-565.000		Ed Conferences/Mileage			30.00 ✓	0.00	0.00
2290	NORTRAX	1469856	04/18/16	04/22/16	01	cutting edges-loader		
	150-7-30-80-330.025		Blades, Shoes, Rake Teeth			286.34 ✓	0.00	0.00
2400	POMFRET SCHOOL DISTRICT	04152016	04/15/16	04/22/16	01	revised school funding		
	100-6-10-00-300.025		School Tax Pd-local Schoo			14,938.00 ✓	0.00	0.00
2545	REPORTING SYSTEMS, INC.	2016 1110	04/18/16	04/22/16	01	annual cntroct-fire report		
	100-7-30-40-611.000		Emergency Reporting			1,536.00 ✓	0.00	0.00
2670	STAPLES CREDIT PLAN	10128	04/18/16	04/22/16	01	office supplies		
	100-7-10-30-610.000		Town Offices: Supplies			152.04 ✓	0.00	0.00
2701	TAD RICHARDSON	0001194	04/13/16	04/22/16	01	Cloud Support/backup		
	100-7-10-30-641.040		Cloud backup & support			56.25 ✓	0.00	0.00
2705	TDS LEASING INC.	01055578	04/15/16	04/22/16	01	copier lease		
	100-7-10-30-740.000		Other New Equip/Copier le			94.25 ✓	0.00	0.00
2780	VERMONT STANDARD	03312016	04/13/16	04/22/16	01	misc Cemetery/Gen Notice		
	300-7-94-00-450.000		Misc. Exp. Cemetery			200.00	0.00	0.00
	100-7-20-35-540.005		Published legal notices			230.00	0.00	0.00
Invoice 03312016 Total						430.00 ✓	0.00	0.00
2910	VALLEY NEWS	01248041	04/04/16	04/22/16	01	mowing/maint advv		
	300-7-94-00-450.000		Misc. Exp. Cemetery			125.79 ✓	0.00	0.00
	01248694		04/13/16	04/22/16	01	Planning Comm Exp		
	100-7-10-25-610.010		Planning Comm Exp			50.92 ✓	0.00	0.00
Total For VALLEY NEWS						176.71	0.00	0.00
2920	VANALSTYNE FARM & SAWMILL	04112016	04/15/16	04/22/16	01	trailer repairs		
	150-7-35-05-681.010		Trailer maint & repair			240.00 ✓	0.00	0.00
2970	VERMONT STATE TREASURER	04012016	04/13/16	04/22/16	01	quarterly return-license		
	100-6-10-10-320.035		Marriage-CU Licenses-Cost			35.00 ✓	0.00	0.00
3000	VLCT	03202015	04/13/16	04/22/16	01	Scott Milne car dmg claim		
	100-7-10-25-110.002		Selectmen Gen Exp			1,000.00 ✓	0.00	0.00
3320	WINDSOR COUNTY SHERIFF DE	M59-7-15	04/15/16	04/22/16	01	sheriff's patrol		
	100-7-30-42-525.000		Sheriff's Patrol			784.00 ✓	0.00	0.00

04/18/16

TOWN OF POMFRET Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
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11:01 am

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Description	Invoice Amount	Discenc. Amount	Discount Amount
3370	WOODSTOCK FIRE DEPARTMENT PFDACTIVE911		04/13/16	04/22/16	01	Active device subscriptio	101.25 ✓	0.00	0.00
	100-7-30-42-330.010		Dispatch fees						
3410	WORKSAFE	10653	04/15/16	04/22/16	01	road signs	533.78 ✓	0.00	0.00
	100-7-20-35-651.000		Signs & Posts (911)						
Report Grand Total							29,556.96	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
150	6,805.40	0.00
100	22,425.77	0.00
300	325.79	0.00
	29,556.96	0.00

TOWN OF POMFRET Accounts Payable  
Check Warrant Report # 15076 Current Prior Next FY Invoices  
For checks For Check Acct 01(General Fund) 04/22/16 To 04/22/16

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
1030	AIRGAS USA, LLC	9935253870 lease renewal	165.00	0.00	165.00	1490	04/22/16
1150	BLUE CROSS & BLUE SHIELD	1610000490 employee health ins	2224.64	0.00	2224.64	1491	04/22/16
1272	CASELLA WASTE SERVICES	0246874 highway garage util	42.38	0.00	42.38	1492	04/22/16
1305	CITIZENS BANK MASTERCARD	04102016 office 365-email	6.00	0.00	6.00	1493	04/22/16
1430	DEAD RIVER COMPANY	15817 136.5 gal ht oil-garage	223.98	0.00	223.98	1494	04/22/16
1430	DEAD RIVER COMPANY	15914 40.5 gal LP -brick bldg	53.06	0.00	53.06	1494	04/22/16
1430	DEAD RIVER COMPANY	540216 115.2 gal ht oil town ha	189.11	0.00	189.11	1494	04/22/16
1595	FAIR POINT COMMUNICATIONS	04032016 phone bills-town/FD	417.86	0.00	417.86	1495	04/22/16
1880	HP FAIRFIELD	244713 blades,rake teeth,mud fl	5051.95	0.00	5051.95	1496	04/22/16
1910	IRVING ENERGY	243985 220.8 gals ULS Diesel	351.29	0.00	351.29	1497	04/22/16
1910	IRVING ENERGY	942282 215.5 gals ULS Diesel	332.57	0.00	332.57	1497	04/22/16
2050	LINCOLN NATIONAL LIFE INSURANC	PR-04/15/16 Payroll Transfer	70.50	0.00	70.50	1498	04/22/16
2090	LUCKY'S TRAILER SALES, INC.	PR48031 light kit	35.00	0.00	35.00	1499	04/22/16
2230	NEMRC	36530 quarterly reporting	30.00	0.00	30.00	1500	04/22/16
2290	NORTRAX	1469856 cutting edges-loader	286.34	0.00	286.34	1501	04/22/16
2400	POMFRET SCHOOL DISTRICT	04152016 revised school funding	14938.00	0.00	14938.00	1502	04/22/16
2545	REPORTING SYSTEMS, INC.	2016 1110 annual cntrct-fire repor	1536.00	0.00	1536.00	1503	04/22/16
2670	STAPLES CREDIT PLAN	10128 office supplies	152.04	0.00	152.04	1504	04/22/16
2701	TAD RICHARDSON	0001194 Cloud Support/backup	56.25	0.00	56.25	1505	04/22/16
2705	TDS LEASING INC.	01055578 copier lease	94.25	0.00	94.25	1506	04/22/16
2910	VALLEY NEWS	01248041 mowing/maint addv	125.79	0.00	125.79	1507	04/22/16
2910	VALLEY NEWS	01248694 Planning Comm Exp	50.92	0.00	50.92	1507	04/22/16
2920	VANALSTYNE FARM & SAWMILL	04112016 trailer repairs	240.00	0.00	240.00	1508	04/22/16
2780	VERMONT STANDARD	03312016 misc Cemetery/Gen Notice	430.00	0.00	430.00	1509	04/22/16
2970	VERMONT STATE TREASURER	04012016 quarterly return-license	35.00	0.00	35.00	1510	04/22/16
3000	VLCT	03202015 Scott Milne car dmg clai	1000.00	0.00	1000.00	1511	04/22/16
3320	WINDSOR COUNTY SHERIFF DEPT.	M59-7-15 sheriff's patrol	784.00	0.00	784.00	1512	04/22/16
3370	WOODSTOCK FIRE DEPARTMENT	PFDACTIVE911 Active device subscripti	101.25	0.00	101.25	1513	04/22/16
3410	WORKSAFE	10653 road signs	533.78	0.00	533.78	1514	04/22/16

04/18/2016

TOWN OF POMFRET Accounts Payable

11:31 am

Check Warrant Report # 15076 Current Prior Next FY Invoices  
For checks For Check Acct 01 (General Fund) 04/22/16 To 04/22/16

sweglazr

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			29,556.96	0.00	29,556.96		

Board of Selectmen

To the Treasurer of TOWN OF POMFRET, 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 \$ \*\*\*\*29,556.96 Let this be your order for the payments of these amounts.

\_\_\_\_\_  
Michael Reese, Chair

\_\_\_\_\_  
Eric Chase

\_\_\_\_\_  
Sheila Hopkins

\_\_\_\_\_  
Frank Perron

\_\_\_\_\_  
Melanie Williams

## Quarterly Treasurer's report on financial status as of April 5, 2016

I have used early April for this report, as there was a substantial accounts payable warrant for April 1, and it seemed that the report would more accurately reflect the current status if those payments were included.

Reading the reports: The heading indicates either General Fund (P. 1-7) or Highway Fund (P. 8-12) The column headed Budget on P. 1 is the budget amount throughout the report, regardless of other headings used. We do not use the Encumbrance or Applied For columns, but I am unable to delete them from the report. The Uncollected/Unencumbered balance is the budget minus actual, so in income, a negative number means more money has been collected than expected, and in expenses a negative number means overspent. The MTD (month to date) column isn't terribly valuable, but I cannot remove it or replace it with something else).

Income: At this time all income categories for the General Fund show that more money has been received than budgeted, except for tax income. Delinquency continues to be high: current year tax delinquency is \$123,718.17; add to that accumulated delinquency for all previous years (2008-2014) of \$76,842.37, and you get the current total of \$200,560.54 in back taxes and associated fees. The budget voted at Town Meeting for the current fiscal year was \$1,421,461; the total delinquency represents 14% of the budget. Last year the General Fund operated at a deficit, in large part due to failure to collect delinquent taxes, and at this time, the situation is the same. Despite all other categories of General Fund income being above budget, the delinquency rate is high enough to result in a current operating deficit of \$59,221. The point that is important to remember here is that all other facets of town government are funded 100% according to the budget: the schools and the State receive their required payments, the library and cemetery are paid in full their requested funding, and the highway has received the share of tax income budgeted to support road maintenance and personnel. Since all tax income is part of the General Fund, when total tax income is less than expected, it is the General Fund that reflects the shortfall.

As for Highway Fund income, the budget shows that \$50,000 in income is still pending. Of this, \$33,202 is the final payment of State Aid to Highways yet to come in, and the budget shows \$25,000 as anticipated income from the sale of the mower (or trade in on replacement). Whether the mower transaction will take place by June 30 is uncertain, so that \$25,000 income is not assured. Looking forward, the highway might not make projected income, but should be no more than \$20,000 short.

General Fund spending is a bit ahead: 75% of the way through the year, 82% of the funds have been spent. A list of overspent line items shows \$30,000 in excess spending, but this is not a true reflection of the budget status because a number of expenses show lump sum budgeting, but have detailed lines of spending for more accurate tracking of expenses. There are also a number of planned expenses which may not materialize: lister hardware \$2150; Tax mapping \$2000; delinquent tax collector pay \$2000; misc costs budgeted for Trustee funds, Planning Commission, ZBA, Administrative Assistant \$1900; Computer IT \$1500; Town Building improvements \$2000; for the most obvious examples, which could result in savings of \$11,550. In the end, if some delinquent taxes are not collected, the General Fund will still end up in a deficit, even with the possible reduced spending noted above. Based on current reports, the General Fund needs another \$50,000 to avoid a deficit.

The Highway Fund report shows that 66% of the budget has been spent. The Road Foreman explains that the mild winter, lower petroleum-related costs, lower personnel costs due to 2 rather than 3 full time employees, and resulting use of 2 trucks instead of 3, all combine to reduce overall spending. This may allow the town to purchase or finance the new tractor / mower and still stay within budget.

Account/Description	Budget	Encumbrance	Balance
100-1-00-10-000.000 Citizens Bnk Checking acc	0.00	0.00	10,337.59
100-1-00-10-000.010 Act 68 State Ed Taxes	0.00	0.00	0.00
100-1-00-10-000.030 Act 68 CD assets	0.00	0.00	745,000.00
100-1-00-10-000.040 Mascoma Bank	0.00	0.00	951,224.06
100-1-00-10-000.050 Mascoma Debit Card Acct	0.00	0.00	0.00
100-1-00-20-000.000 Due To/From Other Funds	6,000.00	0.00	-820,146.61
<b>Total Asset</b>	<b>6,000.00</b>	<b>0.00</b>	<b>886,415.04</b>

100-2-00-00-000.000 Accounts Payable	0.00	0.00	822.13
100-2-00-00-100.000 FWT Payable	0.00	0.00	0.00
100-2-00-00-100.005 SWT Payable	0.00	0.00	235.93
100-2-00-00-100.010 FICA/MEDI Payable	0.00	0.00	0.00
100-2-00-00-100.015 Retirement Payable	0.00	0.00	0.00
100-2-00-00-100.020 Health Ins Payable	0.00	0.00	864.81
100-2-00-00-100.025 Disability Ins payable	0.00	0.00	-176.50
100-2-00-00-100.035 ACT 68 funds due State	0.00	0.00	743,974.82
100-2-00-00-100.040 Due To Taxpayers	0.00	0.00	1.20
100-2-00-00-100.050 Tax Clearing Account	0.00	0.00	0.00
<b>Total Liability</b>	<b>0.00</b>	<b>0.00</b>	<b>745,722.39</b>

100-3-10-00-000.000 Fund Balance	5,500.00	0.00	199,913.67
<b>Total Fund Balance</b>	<b>5,500.00</b>	<b>0.00</b>	<b>199,913.67</b>

*at end of  
2014-15 year*

Account/Description	Estimated Revenue	Applied for	Received To Date	Uncollected Balance	MTD Revenue
<b>100-6 TOWN REVENUE</b>					
<b>100-6-10-00-300 Taxes Current Year</b>					
100-6-10-00-300.000 Current Year Taxes	930,762.00	0.00	3,955,011.60	-3,024,249.60	0.00
100-6-10-00-300.005 Transfer From-To MM or CD	0.00	0.00	0.00	0.00	0.00
100-6-10-00-300.010 Current Year Delinquent	0.00	0.00	0.00	0.00	0.00
100-6-10-00-300.015 School Tax Adjustment	0.00	0.00	726.93	-726.93	0.00
100-6-10-00-300.021 Act 68 funds paid to Stat	0.00	0.00	-1,487,948.82	1,487,948.82	-743,974.82
100-6-10-00-300.025 School Tax Pd-local Schoo	0.00	0.00	-1,698,479.00	1,698,479.00	0.00
100-6-10-00-300.028 School tax-Admin fee	0.00	0.00	0.00	0.00	0.00
100-6-10-00-300.035 Transfer: highway fund	-801,600.00	0.00	-801,600.00	0.00	0.00
<b>Total Taxes Current Year</b>	<b>129,162.00</b>	<b>0.00</b>	<b>-32,289.29</b>	<b>161,451.29</b>	<b>-743,974.82</b>
<b>100-6-10-00-305 Other Tax</b>					
100-6-10-00-305.005 Prior Years Delinquent	30,000.00	0.00	57,428.09	-27,428.09	0.00
100-6-10-00-305.010 Appalachian Trail in lieu	3,300.00	0.00	258.00	3,042.00	0.00
100-6-10-00-305.015 Current Use Reimbursement	265,000.00	0.00	244,103.00	20,897.00	0.00
100-6-10-00-305.020 VT State in Land in lieu	4,172.00	0.00	4,255.44	-83.44	0.00
100-6-10-00-305.028 School tax collection fee	0.00	0.00	0.00	0.00	0.00

04/05/16  
08:21 am

TOWN OF POMFRET General Ledger  
Trial Balance - General Fund  
Current Year - Period 10 Apr

Account/Description	Estimated Revenue	Applied for	Received To Date	Uncollected Balance	MTD Revenue
<b>Total Other Tax</b>	<b>302,472.00</b>	<b>0.00</b>	<b>306,044.53</b>	<b>-3,572.53</b>	<b>0.00</b>
<b>100-6-10-00-310 Penalties &amp; Interest--Tax</b>					
100-6-10-00-310.005 Interest Current Year Tax	1,800.00	0.00	2,119.86	-319.86	0.00
100-6-10-00-310.010 Interest Prior Years	500.00	0.00	5,104.52	-4,604.52	-1.20
100-6-10-00-310.015 Late Penalty 8% Curr Tx	5,000.00	0.00	713.39	4,286.61	0.00
100-6-10-00-310.020 Late Penalty 8% Prior Yrs	500.00	0.00	4,433.93	-3,933.93	0.00
<b>Total Penalties &amp; Interest--Tax</b>	<b>7,800.00</b>	<b>0.00</b>	<b>12,371.70</b>	<b>-4,571.70</b>	<b>-1.20</b>
<b>100-6-10-05-315 Earnings on Accounts</b>					
100-6-10-05-315.005 Checking Acct Interest	100.00	0.00	728.27	-628.27	97.74
100-6-10-05-315.010 Other income from account	0.00	0.00	256.88	-256.88	0.00
<b>Total Earnings on Accounts</b>	<b>100.00</b>	<b>0.00</b>	<b>985.15</b>	<b>-885.15</b>	<b>97.74</b>
<b>100-6-10-10-320 Income Accts</b>					
100-6-10-10-320.005 Ambulance Reimbursements	0.00	0.00	0.00	0.00	0.00
100-6-10-10-320.010 Recording	9,000.00	0.00	7,330.00	1,670.00	0.00
100-6-10-10-320.015 Copying	2,000.00	0.00	1,396.98	603.02	0.00
100-6-10-10-320.020 Landfill Coupons Rcpts	12,000.00	0.00	9,798.00	2,202.00	0.00
100-6-10-10-320.025 Landfill Coupons-Cost	-12,000.00	0.00	-6,300.00	-5,700.00	0.00
100-6-10-10-320.030 Marriage-CU License Rcpts	300.00	0.00	180.00	120.00	0.00
100-6-10-10-320.035 Marriage-CU Licenses-Cost	-300.00	0.00	-105.00	-195.00	0.00
100-6-10-10-320.040 Dog License Rcpts	1,600.00	0.00	1,716.00	-116.00	0.00
100-6-10-10-320.045 Dog Licenses-Cost	-1,000.00	0.00	-369.12	-630.88	0.00
100-6-10-10-320.050 Liquor License	185.00	0.00	70.00	115.00	0.00
100-6-10-10-320.055 Auto Reg Fees	10.00	0.00	0.00	10.00	0.00
100-6-10-10-320.060 Rent Town Hall	300.00	0.00	550.00	-250.00	0.00
100-6-10-10-320.065 Land posting fees	150.00	0.00	60.00	90.00	0.00
<b>Total Income Accts</b>	<b>12,245.00</b>	<b>0.00</b>	<b>14,326.86</b>	<b>-2,081.86</b>	<b>0.00</b>
<b>100-6-10-15-325 Town Permits</b>					
100-6-10-15-325.005 Access	50.00	0.00	50.00	0.00	0.00
100-6-10-15-325.010 Building	700.00	0.00	20.00	680.00	0.00
100-6-10-15-325.015 Excess Weight	350.00	0.00	190.00	160.00	0.00
100-6-10-15-325.020 Ridgeline	250.00	0.00	0.00	250.00	0.00
100-6-10-15-325.030 Zoning permits	200.00	0.00	1,880.40	-1,680.40	0.00
<b>Total Town Permits</b>	<b>1,550.00</b>	<b>0.00</b>	<b>2,140.40</b>	<b>-590.40</b>	<b>0.00</b>
<b>100-6-10-20-340 Misc Income</b>					
100-6-10-20-340.005 Donations	0.00	0.00	0.00	0.00	0.00
100-6-10-20-340.015 Misc Selectmen	0.00	0.00	10.83	-10.83	0.00
100-6-10-20-340.020 Misc. Town Clerk	0.00	0.00	97.00	-97.00	0.00
100-6-10-20-340.025 Traffic fines	6,000.00	0.00	2,890.50	3,109.50	0.00
<b>Total Misc Income</b>	<b>6,000.00</b>	<b>0.00</b>	<b>2,998.33</b>	<b>3,001.67</b>	<b>0.00</b>

Account/Description	Estimated Revenue	Applied for	Received To Date	Uncollected Balance	MTD Revenue
<b>100-6-20-00-355 State Funds &amp; Other Grant</b>					
100-6-20-00-355.027 Municipal Fines	0.00	0.00	0.00	0.00	0.00
100-6-20-00-355.030 Funds for Reappraisal	0.00	0.00	0.00	0.00	0.00
100-6-20-00-355.040 Listers Ed Reimb	0.00	0.00	0.00	0.00	0.00
100-6-20-00-355.045 Planning Commission Grant	0.00	0.00	0.00	0.00	0.00
100-6-20-00-355.088 SCBA reimbursement	0.00	0.00	8,958.00	-8,958.00	0.00
100-6-20-00-355.090 VBB Grant for Cloudland R	0.00	0.00	0.00	0.00	0.00
100-6-20-00-355.093 2014-15 VTrans grant reim	0.00	0.00	0.00	0.00	0.00
<b>Total State Funds &amp; Other Grant</b>	<b>0.00</b>	<b>0.00</b>	<b>8,958.00</b>	<b>-8,958.00</b>	<b>0.00</b>
<b>100-6-30-00-360 Loans &amp; Reimbursements</b>					
100-6-30-00-360.015 FEMA reimbursements for S	0.00	0.00	0.00	0.00	0.00
100-6-30-00-360.017 FEMA reim. for 2013 Storm	0.00	0.00	0.00	0.00	0.00
<b>Total Loans &amp; Reimbursements</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>100-6-40-00-365 Transfers</b>					
100-6-40-00-365.010 From LaBounty Fund	32.00	0.00	0.00	32.00	0.00
<b>Total Transfers</b>	<b>32.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32.00</b>	<b>0.00</b>
<b>100-6-50-40 Public Safety</b>					
100-6-50-40-375.025 Donations for Public Safe	0.00	0.00	0.00	0.00	0.00
100-6-50-40-375.035 Insurance Reimbursement	0.00	0.00	1,385.00	-1,385.00	0.00
<b>Total Public Safety</b>	<b>0.00</b>	<b>0.00</b>	<b>1,385.00</b>	<b>-1,385.00</b>	<b>0.00</b>
<b>Total TOWN REVENUE</b>	<b>459,361.00</b>	<b>0.00</b>	<b>316,920.68</b>	<b>142,440.32</b>	<b>-743,878.28</b>
<b>Total Revenues</b>	<b>459,361.00</b>	<b>0.00</b>	<b>316,920.68</b>	<b>142,440.32</b>	<b>-743,878.28</b>

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
<b>100-7 TOWN EXPENDITURES</b>					
<b>100-7-10-10 Clerk</b>					
100-7-10-10-110.000 Clerk Sal (PR)	24,000.00	0.00	18,461.60	5,538.40	923.08
100-7-10-10-110.005 Clerk Asst	2,500.00	0.00	552.50	1,947.50	0.00
100-7-10-10-210.000 Clerk Ins	6,143.00	0.00	3,250.50	2,892.50	0.00
100-7-10-10-610.000 Clerk Gen Expense	250.00	0.00	64.98	185.02	0.00
100-7-10-10-610.005 Book Restoration	1,000.00	0.00	0.00	1,000.00	0.00
100-7-10-10-610.010 Book Binding	1,600.00	0.00	700.00	900.00	0.00
100-7-10-10-610.015 Land Record Books	3,000.00	0.00	2,376.32	623.68	174.00
<b>Total Clerk</b>	<b>38,493.00</b>	<b>0.00</b>	<b>25,405.90</b>	<b>13,087.10</b>	<b>1,097.08</b>
<b>100-7-10-15 Treas</b>					

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
100-7-10-15-110.000 Treas Sal (PR)	24,000.00	0.00	18,461.60	5,538.40	923.08
100-7-10-15-110.005 Treas Asst	3,500.00	0.00	3,068.50	431.50	433.50
100-7-10-15-210.000 Treas Ins	6,143.00	0.00	4,095.16	2,047.84	0.00
100-7-10-15-610.000 Treas Gen Expense	500.00	0.00	970.45	-470.45	0.00
<b>Total Treas</b>	<b>34,143.00</b>	<b>0.00</b>	<b>26,595.71</b>	<b>7,547.29</b>	<b>1,356.58</b>
<b>100-7-10-20 Listers</b>					
100-7-10-20-110.000 Listers Payroll (PR)	10,982.00	0.00	578.00	10,404.00	0.00
100-7-10-20-565.005 Listers Education & Dues	680.00	0.00	250.00	430.00	0.00
100-7-10-20-565.010 Lister mileage	140.00	0.00	0.00	140.00	0.00
100-7-10-20-610.000 Listers Gen Exp	0.00	0.00	43.13	-43.13	0.00
100-7-10-20-641.010 Computer IT	0.00	0.00	0.00	0.00	0.00
100-7-10-20-641.030 Lister hardware	2,150.00	0.00	0.00	2,150.00	- ?
100-7-10-20-641.035 Lister software	1,650.00	0.00	1,557.09	92.91	0.00
100-7-10-20-950.010 Reserve for reappraisal	15,000.00	0.00	15,000.00	0.00	0.00
100-7-10-20-950.020 Tax mapping	2,000.00	0.00	0.00	2,000.00	- ?
<b>Total Listers</b>	<b>32,602.00</b>	<b>0.00</b>	<b>17,428.22</b>	<b>15,173.78</b>	<b>0.00</b>
<b>100-7-10-25 Other Officers</b>					
100-7-10-25-110.000 Brd of Selectmen	3,000.00	0.00	2,875.00	125.00	0.00
100-7-10-25-110.002 Selectmen Gen Exp	500.00	0.00	0.00	500.00	0.00
100-7-10-25-110.005 Admin Asst	4,420.00	0.00	2,235.50	2,184.50	357.00
100-7-10-25-110.010 Brd of Auditors	6,500.00	0.00	5,457.35	1,042.65	0.00
100-7-10-25-110.015 Constable & expense	1,250.00	0.00	961.55	288.45	0.00
100-7-10-25-110.020 Delinquent Tax Collector	2,000.00	0.00	0.00	2,000.00	- ?
100-7-10-25-110.025 Zoning Admin	3,000.00	0.00	1,138.14	1,861.86	0.00
100-7-10-25-110.030 Trustees Public Funds	600.00	0.00	0.00	600.00	0.00
100-7-10-25-220.000 Town's Cost SS & Med (PR)	4,500.00	0.00	4,528.97	-28.97	201.70
100-7-10-25-221.000 Pub Officials Liab Ins &	3,000.00	0.00	3,760.00	-760.00	0.00
100-7-10-25-230.000 Town's Cost Retirement	0.00	0.00	0.00	0.00	0.00
100-7-10-25-230.005 Town's cost health ins	0.00	0.00	0.00	0.00	0.00
100-7-10-25-260.000 Workers Comp	0.00	0.00	362.00	-362.00	0.00
100-7-10-25-610.000 Admin. Asst. Expenses	500.00	0.00	0.00	500.00	- ?
100-7-10-25-610.005 ZBA & Admin Exp	300.00	0.00	0.00	300.00	- ?
100-7-10-25-610.010 Planning Comm Exp	500.00	0.00	0.00	500.00	- ?
<b>Total Other Officers</b>	<b>30,070.00</b>	<b>0.00</b>	<b>21,318.51</b>	<b>8,751.49</b>	<b>558.70</b>
<b>100-7-10-30 Mun Office</b>					
100-7-10-30-330.000 Cleaning	1,800.00	0.00	1,273.29	526.71	0.00
100-7-10-30-424.000 Town Office Building Main	1,000.00	0.00	1,263.48	-263.48	0.00
100-7-10-30-520.000 Insurance	2,200.00	0.00	5,191.22	-2,991.22	0.00
100-7-10-30-530.000 Telephone-Internet	1,600.00	0.00	992.40	607.60	0.00
100-7-10-30-531.000 Postage & Envelopes	1,500.00	0.00	2,105.96	-605.96	0.00
100-7-10-30-610.000 Town Offices: Supplies	1,500.00	0.00	1,135.14	364.86	0.00
100-7-10-30-622.000 Town Office Electricity	2,000.00	0.00	1,398.14	601.86	128.49
100-7-10-30-623.000 Propane	2,275.00	0.00	1,184.43	1,090.57	0.00
100-7-10-30-641.015 Computer IT (Manage servi	2,500.00	0.00	608.00	1,892.00	- ?

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
100-7-10-30-641.027 New PC (Auditors & lister	0.00	0.00	0.00	0.00	0.00
100-7-10-30-641.032 NEMRC support	2,000.00	0.00	546.36	1,453.64	0.00
100-7-10-30-641.038 Office 365 software	1,400.00	0.00	1,600.99	-200.99	0.00
100-7-10-30-641.040 Cloud backup & support	750.00	0.00	1,312.50	-562.50	0.00
100-7-10-30-641.042 Maine Host&web hosting	50.00	0.00	19.99	30.01	0.00
100-7-10-30-641.050 New web site	119.00	0.00	0.00	119.00	0.00
100-7-10-30-740.000 Other New Equip/Copier le	1,500.00	0.00	1,148.25	351.75	0.00
100-7-10-30-990.000 Misc Mun Office Exp	200.00	0.00	0.00	200.00	0.00
<b>Total Mun Office</b>	<b>22,394.00</b>	<b>0.00</b>	<b>19,780.15</b>	<b>2,613.85</b>	<b>128.49</b>
<b>100-7-10-45 Extraordinary Exp</b>					
100-7-10-45-333.000 Legal & Prof Fees	6,000.00	0.00	785.00	5,215.00	0.00
100-7-10-45-333.015 Accounting Support	0.00	0.00	3,775.00	-3,775.00	0.00
<b>Total Extraordinary Exp</b>	<b>6,000.00</b>	<b>0.00</b>	<b>4,560.00</b>	<b>1,440.00</b>	<b>0.00</b>
<b>100-7-10-55 Assessments</b>					
100-7-10-55-900.005 Windsor County Tax	19,328.00	0.00	18,489.62	838.38	0.00
100-7-10-55-900.010 GUVSWMD waste dues	11,436.00	0.00	11,435.60	0.40	0.00
100-7-10-55-900.020 VLCT Dues	2,000.00	0.00	0.00	2,000.00	0.00
100-7-10-55-900.025 Two Rivers	1,202.00	0.00	1,202.00	0.00	0.00
<b>Total Assessments</b>	<b>33,966.00</b>	<b>0.00</b>	<b>31,127.22</b>	<b>2,838.78</b>	<b>0.00</b>
<b>100-7-10-65 Town Hall</b>					
100-7-10-65-420.000 Misc & Cleaning, Town Hal	150.00	0.00	9.53	140.47	0.00
100-7-10-65-424.000 Repairs & Maintenance, TH	500.00	0.00	270.62	229.38	0.00
100-7-10-65-520.000 Insurance	3,500.00	0.00	2,593.00	907.00	0.00
100-7-10-65-622.000 Electricity, Town Hall	1,000.00	0.00	498.29	501.71	71.30
100-7-10-65-623.000 Propane, Town Hall	100.00	0.00	232.12	-132.12	0.00
100-7-10-65-624.000 Fuel Oil, Town Hall	4,000.00	0.00	1,634.45	2,365.55	0.00
<b>Total Town Hall</b>	<b>9,250.00</b>	<b>0.00</b>	<b>5,238.01</b>	<b>4,011.99</b>	<b>71.30</b>
<b>100-7-20-33 Brick building</b>					
100-7-20-33-424.000 Brick bldg Maint and repa	0.00	0.00	35.00	-35.00	0.00
100-7-20-33-430.005 Brick Bldg Exp	1,500.00	0.00	19.72	1,480.28	0.00
100-7-20-33-520.000 Brick bldg insurance	0.00	0.00	749.00	-749.00	0.00
100-7-20-33-622.000 Brick -Electricity	0.00	0.00	173.70	-173.70	22.89
100-7-20-33-623.000 Brick bldg propane	0.00	0.00	383.95	-383.95	0.00
<b>Total Brick building</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,361.37</b>	<b>138.63</b>	<b>22.89</b>
<b>100-7-20-35 Misc Town Expenses</b>					
100-7-20-35-430.000 Grounds Maint	1,000.00	0.00	1,312.50	-312.50	0.00
100-7-20-35-451.000 LaBounty Funds	32.00	0.00	0.00	32.00	0.00
100-7-20-35-460.000 Bank fees & service chg	0.00	0.00	40.35	-40.35	0.00
100-7-20-35-540.000 Town Report printing cost	1,000.00	0.00	948.00	52.00	0.00
100-7-20-35-540.005 Notices	700.00	0.00	1,657.62	-957.62	0.00

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Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
100-7-20-35-565.000 Ed Conferences/Mileage	2,000.00	0.00	936.24	1,063.76	0.00
100-7-20-35-651.000 Signs & Posts (911)	150.00	0.00	0.00	150.00	0.00
100-7-20-35-950.000 Town Buildings Reserve Fu	20,000.00	0.00	20,000.00	0.00	0.00
100-7-20-35-990.000 Misc Gen Exp	500.00	0.00	0.00	500.00	0.00
<b>Total Misc Town Expenses</b>	<b>25,382.00</b>	<b>0.00</b>	<b>24,894.71</b>	<b>487.29</b>	<b>0.00</b>
100-7-20-75-330.000 Contractors & Rented Equi	0.00	0.00	1,950.00	-1,950.00	0.00
<b>100-7-30 Public Safety</b>					
<b>100-7-30-40 Fire Department</b>					
100-7-30-40-240.000 Protective clothing - FD	0.00	0.00	173.00	-173.00	0.00
100-7-30-40-330.000 Fire Dept. Diesel fuel	1,200.00	0.00	371.07	828.93	0.00
100-7-30-40-424.000 Buildings Maintenance	500.00	0.00	1,304.33	-804.33	0.00
100-7-30-40-430.005 FD: septic systems	300.00	0.00	0.00	300.00	0.00
100-7-30-40-520.000 Insurance	16,393.00	0.00	15,786.00	607.00	0.00
100-7-30-40-530.001 Pomfret FD phone:3730	1,750.00	0.00	1,042.15	707.85	0.00
100-7-30-40-530.003 Teago FD phone: 1125	1,490.00	0.00	1,107.75	382.25	0.00
100-7-30-40-565.000 FD Training, conf, mileag	4,000.00	0.00	0.00	4,000.00	0.00
100-7-30-40-570.000 FD alarm systems	500.00	0.00	0.00	500.00	0.00
100-7-30-40-610.000 Supplies	0.00	0.00	334.34	-334.34	0.00
100-7-30-40-610.002 FD vehicle gasoline	1,000.00	0.00	50.30	949.70	0.00
100-7-30-40-610.005 FD Operating Expenses	0.00	0.00	0.00	0.00	0.00
100-7-30-40-610.010 Vehicle Maintenance	7,500.00	0.00	30.93	7,469.07	0.00
100-7-30-40-610.015 FD vehicle maintenance	0.00	0.00	450.00	-450.00	0.00
100-7-30-40-610.020 Teago mini pumper	0.00	0.00	0.00	0.00	0.00
100-7-30-40-610.025 PFD engine 1	0.00	0.00	0.00	0.00	0.00
100-7-30-40-610.030 Teago Engine 2	0.00	0.00	2,464.39	-2,464.39	0.00
100-7-30-40-611.000 Emergency Reporting	1,500.00	0.00	0.00	1,500.00	0.00
100-7-30-40-612.000 Administration	200.00	0.00	0.00	200.00	0.00
100-7-30-40-622.000 Electricity--Pomfret FD	1,526.00	0.00	1,277.18	248.82	134.33
100-7-30-40-622.005 Electricity--Teago FD	1,152.00	0.00	804.96	347.04	99.83
100-7-30-40-623.000 Propane Pomfret Fire Dept	3,500.00	0.00	2,713.99	786.01	0.00
100-7-30-40-623.005 Teago FD propane	0.00	0.00	0.00	0.00	0.00
100-7-30-40-624.000 Heating oil, Teago FD	5,300.00	0.00	2,473.37	2,826.63	315.15
100-7-30-40-740.000 Equip (Hose, Tools etc)	90.00	0.00	0.00	90.00	0.00
100-7-30-40-740.005 SCBA & Gas Meter	33,680.00	0.00	40,114.00	-6,434.00	0.00
100-7-30-40-740.007 Traffic Control Devices	600.00	0.00	0.00	600.00	0.00
100-7-30-40-740.010 Turnout Gear	5,982.00	0.00	1,676.32	4,305.68	0.00
100-7-30-40-900.000 Membership/Subscriptions	735.00	0.00	175.00	560.00	0.00
100-7-30-40-950.040 FD vehicle Reserve	0.00	0.00	0.00	0.00	0.00
100-7-30-40-950.050 FD non-vehicle reserve	10,660.00	0.00	10,660.00	0.00	0.00
<b>Total Fire Department</b>	<b>99,558.00</b>	<b>0.00</b>	<b>83,009.08</b>	<b>16,548.92</b>	<b>549.31</b>
<b>100-7-30-42 Contract services</b>					
100-7-30-42-330.000 Ambulance Service Assessm	27,120.00	0.00	27,120.00	0.00	0.00
100-7-30-42-330.005 Unpaid Ambulance Bills	4,000.00	0.00	3,039.60	960.40	0.00
100-7-30-42-525.000 Sheriff's Patrol	15,000.00	0.00	9,003.50	5,996.50	0.00
<b>Total Contract services</b>	<b>46,120.00</b>	<b>0.00</b>	<b>39,163.10</b>	<b>6,956.90</b>	<b>0.00</b>

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
<b>100-7-30-44 FAST Squad</b>					
100-7-30-44-565.005 FAST squad conf, train, mil	0.00	0.00	0.00	0.00	0.00
100-7-30-44-810.010 FAST Operating Expenses	2,500.00	0.00	0.00	2,500.00	0.00
100-7-30-44-810.011 FAST squad supplies	2,500.00	0.00	0.00	2,500.00	0.00
100-7-30-44-950.000 Fast Squad Equipment Rese	4,400.00	0.00	4,400.00	0.00	0.00
<b>Total FAST Squad</b>	<b>9,400.00</b>	<b>0.00</b>	<b>4,400.00</b>	<b>5,000.00</b>	<b>0.00</b>
<b>100-7-30-46 Public Safety Mgt &amp; Comm</b>					
100-7-30-46-460.000 Command Ctr At Town Off	0.00	0.00	0.00	0.00	0.00
100-7-30-46-530.015 Repeater expenses	400.00	0.00	1,483.59	-1,083.59	0.00
100-7-30-46-550.005 Communications Supplies	0.00	0.00	0.00	0.00	0.00
100-7-30-46-565.000 Training, conf, mileage	0.00	0.00	554.37	-554.37	0.00
100-7-30-46-622.000 Repeater electricity	0.00	0.00	213.76	-213.76	26.18
100-7-30-46-950.000 Communications Equip. Res	5,000.00	0.00	5,000.00	0.00	0.00
<b>Total Public Safety Mgt &amp; Comm</b>	<b>5,400.00</b>	<b>0.00</b>	<b>7,251.72</b>	<b>-1,851.72</b>	<b>26.18</b>
<b>Total Public Safety</b>	<b>160,478.00</b>	<b>0.00</b>	<b>133,823.90</b>	<b>26,654.10</b>	<b>575.49</b>
<b>100-7-90-75 Municipal Special Project</b>					
100-7-90-75-430.010 Town Hall Roof	0.00	0.00	0.00	0.00	0.00
100-7-90-75-430.015 Town Buildings Improvemen	2,000.00	0.00	0.00	2,000.00	0.00
100-7-90-75-950.005 Abbott Library Build. Res	3,000.00	0.00	3,000.00	0.00	0.00
<b>Total Municipal Special Project</b>	<b>5,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>2,000.00</b>	<b>0.00</b>
<b>100-7-95-50 Appropriations</b>					
100-7-95-50-950.005 Abbott Memorial Library	37,754.00	0.00	37,754.00	0.00	0.00
100-7-95-50-950.010 Cemetery Appropriation	9,500.00	0.00	9,500.00	0.00	0.00
100-7-95-50-950.015 Visiting Nurses of VT and	3,950.00	0.00	3,950.00	0.00	0.00
100-7-95-50-950.020 Mental Health	0.00	0.00	0.00	0.00	0.00
100-7-95-50-950.025 Thompson Senior Center	2,500.00	0.00	2,575.00	-75.00	0.00
100-7-95-50-950.030 Woodstock Area Job Bank	300.00	0.00	300.00	0.00	0.00
100-7-95-50-950.035 HCRS	979.00	0.00	979.00	0.00	0.00
100-7-95-50-950.040 Ottauquechee Comm. Partne	2,500.00	0.00	2,500.00	0.00	0.00
100-7-95-50-950.042 Spectrum Teen Center	750.00	0.00	750.00	0.00	0.00
100-7-95-50-950.045 Pentangle	950.00	0.00	950.00	0.00	0.00
100-7-95-50-950.055 WISE of Upper Valley	400.00	0.00	400.00	0.00	0.00
<b>Total Appropriations</b>	<b>59,583.00</b>	<b>0.00</b>	<b>59,658.00</b>	<b>-75.00</b>	<b>0.00</b>
<b>Total TOWN EXPENDITURES</b>	<b>458,861.00</b>	<b>0.00</b>	<b>376,141.70</b>	<b>82,719.30</b>	<b>3,810.53</b>
<b>Total Expenditures</b>	<b>458,861.00</b>	<b>0.00</b>	<b>376,141.70</b>	<b>82,719.30</b>	<b>3,810.53</b>
<b>Total General Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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Account/Description	Budget	Encumbrance	Balance
150-1-00-20-000.000 Due To/From Other Funds	-6,000.00	0.00	447,243.81
<b>Total Asset</b>	<b>-6,000.00</b>	<b>0.00</b>	<b>447,243.81</b>
150-3-10-00-000.000 Fund Balance Highway	0.00	0.00	172,959.24
<b>Total Fund Balance</b> <i>AT THE END OF 2014-15 YEAR</i>	<b>0.00</b>	<b>0.00</b>	<b>172,959.24</b>

Account/Description	Estimated Revenue	Applied for	Received To Date	Uncollected Balance	MTD Revenue
<b>150-6-10-00 Highway Income</b>					
150-6-10-00-340.010 Town Taxes	801,600.00	0.00	801,600.00	0.00	0.00
150-6-10-00-355.005 State Aid - Highways	130,000.00	0.00	99,606.03	30,393.97	0.00
150-6-10-00-355.020 Bridge/Culvert:Barber Hil	0.00	0.00	0.00	0.00	0.00
150-6-10-00-355.021 Culvert Grant: 7090 Pomf	0.00	0.00	0.00	0.00	0.00
150-6-10-00-355.025 Traffic Fines	0.00	0.00	0.00	0.00	0.00
150-6-10-00-355.026 State reimb 2014 winter s	0.00	0.00	3,658.67	-3,658.67	0.00
150-6-10-00-355.055 State paving grants	0.00	0.00	0.00	0.00	0.00
150-6-10-00-355.091 VBB Grant Cloudland Road	0.00	0.00	0.00	0.00	0.00
150-6-10-00-355.092 VBB Grant Culvert Invento	0.00	0.00	0.00	0.00	0.00
150-6-10-00-355.093 Grants: Barber Hill	0.00	0.00	0.00	0.00	0.00
150-6-10-00-360.017 FEMA Reim. for 2013 Storm	0.00	0.00	0.00	0.00	0.00
150-6-10-00-370.000 Vehicle trade income	25,000.00	0.00	0.00	25,000.00	0.00
<b>Total Highway Income</b>	<b>956,600.00</b>	<b>0.00</b>	<b>904,864.70</b>	<b>51,735.30</b>	<b>0.00</b>
150-6-10-40-375.000 Highway Misc. Income	0.00	0.00	1,104.82	-1,104.82	0.00
<b>Total Revenues</b>	<b>956,600.00</b>	<b>0.00</b>	<b>905,969.52</b>	<b>50,630.48</b>	<b>0.00</b>

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
<b>150-7-10-70 Labor and Benefits</b>					
150-7-10-70-110.000 Gross Pay	165,000.00	0.00	90,700.48	74,299.52	4,076.18
150-7-10-70-110.010 Part Time Labor	0.00	0.00	2,071.00	-2,071.00	0.00
150-7-10-70-220.000 FICA- Social Security	10,500.00	0.00	5,587.74	4,912.26	252.73
150-7-10-70-220.001 MEDI-Medicare Expense	2,400.00	0.00	1,306.78	1,093.22	59.11
150-7-10-70-230.000 Retirement Expense	6,500.00	0.00	5,017.01	1,482.99	239.50
150-7-10-70-230.010 Health Ins. - Town's Cost	38,000.00	0.00	20,898.09	17,101.91	0.00
150-7-10-70-230.015 Disability insurance	3,000.00	0.00	105.50	2,894.50	0.00
150-7-10-70-235.000 Drug & Alcohol Test/DOT	600.00	0.00	0.00	600.00	0.00
150-7-10-70-240.000 Protective Cloth/Supplies	1,000.00	0.00	0.00	1,000.00	0.00
<b>Total Labor and Benefits</b>	<b>227,000.00</b>	<b>0.00</b>	<b>125,686.60</b>	<b>101,313.40</b>	<b>4,627.52</b>

150-7-15-85 Insurance

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
150-7-15-85-520.015 Property & Liability Ins.	16,000.00	0.00	11,482.00	4,518.00	0.00
150-7-15-85-520.020 Workers Compensation Ins.	11,000.00	0.00	13,132.00	-2,132.00	0.00
150-7-15-85-520.025 Unemployment Insurance	1,000.00	0.00	1,032.00	-32.00	0.00
150-7-15-85-565.000 Highway, conf, training &	1,000.00	0.00	45.00	955.00	45.00
<b>Total Insurance</b>	<b>29,000.00</b>	<b>0.00</b>	<b>25,691.00</b>	<b>3,309.00</b>	<b>45.00</b>
<b>150-7-20-75 Materials</b>					
150-7-20-75-650.000 Salt	75,000.00	0.00	41,048.93	33,951.07	0.00
150-7-20-75-650.005 Sand	54,000.00	0.00	26,730.00	27,270.00	0.00
150-7-20-75-650.010 Crushed Stone	65,000.00	0.00	58,782.20	6,217.80	5,205.37
150-7-20-75-650.015 Chloride	16,000.00	0.00	13,699.03	2,300.97	0.00
150-7-20-75-650.020 Cold Patch & Hot Mix	1,500.00	0.00	961.26	538.74	861.12
150-7-20-75-650.030 Culverts & Headwalls	9,000.00	0.00	0.00	9,000.00	0.00
150-7-20-75-650.035 Bandrail	11,000.00	0.00	0.00	11,000.00	0.00
150-7-20-75-650.040 Signs, snow Fence & posts	10,000.00	0.00	5,790.85	4,209.15	0.00
150-7-20-75-650.045 Highway Misc.	750.00	0.00	285.00	465.00	0.00
<b>Total Materials</b>	<b>242,250.00</b>	<b>0.00</b>	<b>147,297.27</b>	<b>94,952.73</b>	<b>6,066.49</b>
<b>150-7-30-80 Small Equipment</b>					
150-7-30-80-330.000 Diesel	42,500.00	0.00	12,758.71	29,741.29	203.78
150-7-30-80-330.002 Gasoline (small equip)	200.00	0.00	0.00	200.00	0.00
150-7-30-80-330.005 Diesel Exhaust Fluid	2,000.00	0.00	141.25	1,858.75	0.00
150-7-30-80-330.015 Shop, oil, small tools et	15,000.00	0.00	9,644.43	5,355.57	336.82
150-7-30-80-330.020 Tires & Chains	11,000.00	0.00	10,662.24	337.76	0.00
150-7-30-80-330.025 Blades, Shoes, Rake Teeth	9,000.00	0.00	0.00	9,000.00	0.00
150-7-30-80-330.027 Rented Equipment	2,000.00	0.00	1,072.00	928.00	0.00
150-7-30-80-330.030 Radios & Cellphones	600.00	0.00	563.19	36.81	0.00
150-7-30-80-330.032 Traffic Control Devices	0.00	0.00	0.00	0.00	0.00
150-7-30-80-330.036 Vehicle Lease	25,000.00	0.00	0.00	25,000.00	0.00
150-7-30-80-330.040 Garage Computer & expense	750.00	0.00	0.00	750.00	0.00
<b>Total Small Equipment</b>	<b>108,050.00</b>	<b>0.00</b>	<b>34,841.82</b>	<b>73,208.18</b>	<b>540.60</b>
<b>150-7-35-05 Vehicles &amp; Large Equip</b>					
<b>150-7-35-05-670 Truck 1 header</b>					
150-7-35-05-670.010 Truck 1, maint.	0.00	0.00	592.03	-592.03	0.00
150-7-35-05-670.015 Truck 1, parts	0.00	0.00	447.68	-447.68	0.00
150-7-35-05-670.020 Truck 1, repairs	0.00	0.00	1,216.08	-1,216.08	0.00
<b>Total Truck 1 header</b>	<b>0.00</b>	<b>0.00</b>	<b>2,255.79</b>	<b>-2,255.79</b>	<b>0.00</b>
<b>150-7-35-05-671 Truck 2 header</b>					
150-7-35-05-671.010 Truck 2, maint	0.00	0.00	710.18	-710.18	400.00
150-7-35-05-671.015 Truck 2, parts	0.00	0.00	0.00	0.00	0.00
150-7-35-05-671.020 Truck 2, repairs	0.00	0.00	6,616.86	-6,616.86	305.26
<b>Total Truck 2 header</b>	<b>0.00</b>	<b>0.00</b>	<b>7,327.04</b>	<b>-7,327.04</b>	<b>705.26</b>

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
<b>150-7-35-05-672 Truck 3 header</b>					
150-7-35-05-672.010 Truck 3, maint	0.00	0.00	50.00	-50.00	0.00
150-7-35-05-672.015 Truck 3, parts	0.00	0.00	0.00	0.00	0.00
150-7-35-05-672.020 Truck 3, repairs	0.00	0.00	3,721.97	-3,721.97	0.00
<b>Total Truck 3 header</b>	<b>0.00</b>	<b>0.00</b>	<b>3,771.97</b>	<b>-3,771.97</b>	<b>0.00</b>
<b>150-7-35-05-673 Truck 4 header</b>					
150-7-35-05-673.010 Truck 4, maint	0.00	0.00	322.33	-322.33	0.00
150-7-35-05-673.015 Truck 4, parts	0.00	0.00	322.12	-322.12	0.00
150-7-35-05-673.020 Truck 4, repairs	0.00	0.00	7.26	-7.26	0.00
<b>Total Truck 4 header</b>	<b>0.00</b>	<b>0.00</b>	<b>651.71</b>	<b>-651.71</b>	<b>0.00</b>
<b>150-7-35-05-674 Truck 5 header</b>					
150-7-35-05-674.010 Truck 5, maint	0.00	0.00	0.00	0.00	0.00
150-7-35-05-674.015 Truck 5, parts	0.00	0.00	0.00	0.00	0.00
150-7-35-05-674.020 Truck 5, repairs	0.00	0.00	0.00	0.00	0.00
<b>Total Truck 5 header</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>150-7-35-05-675 Chipper Header</b>					
150-7-35-05-675.010 Chipper, maint.	0.00	0.00	0.00	0.00	0.00
150-7-35-05-675.015 Chipper, parts	0.00	0.00	0.00	0.00	0.00
150-7-35-05-675.020 Chipper, repairs	0.00	0.00	0.00	0.00	0.00
<b>Total Chipper Header</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>150-7-35-05-676 Excavator header</b>					
150-7-35-05-676.010 Excavator, maint.	0.00	0.00	0.00	0.00	0.00
150-7-35-05-676.015 Excavator, parts	0.00	0.00	0.00	0.00	0.00
150-7-35-05-676.020 Excavator, repairs	0.00	0.00	0.00	0.00	0.00
<b>Total Excavator header</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>150-7-35-05-677 Grader header</b>					
150-7-35-05-677.010 Grader, maint	0.00	0.00	0.00	0.00	0.00
150-7-35-05-677.015 Grader, parts	0.00	0.00	0.00	0.00	0.00
150-7-35-05-677.020 Grader, repairs	0.00	0.00	8,546.67	-8,546.67	0.00
<b>Total Grader header</b>	<b>0.00</b>	<b>0.00</b>	<b>8,546.67</b>	<b>-8,546.67</b>	<b>0.00</b>
<b>150-7-35-05-678 Loader header</b>					
150-7-35-05-678.010 Loader, maint.	0.00	0.00	0.00	0.00	0.00
150-7-35-05-678.015 Loader, parts	0.00	0.00	0.00	0.00	0.00
150-7-35-05-678.020 Loader, repairs	0.00	0.00	1,322.36	-1,322.36	0.00
<b>Total Loader header</b>	<b>0.00</b>	<b>0.00</b>	<b>1,322.36</b>	<b>-1,322.36</b>	<b>0.00</b>
<b>150-7-35-05-679 Tractor header</b>					

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
150-7-35-05-679.010 Tractor, maint	0.00	0.00	0.00	0.00	0.00
150-7-35-05-679.015 Tractor, parts	0.00	0.00	0.00	0.00	0.00
150-7-35-05-679.020 Tractor, repairs	0.00	0.00	3,269.14	-3,269.14	0.00
<b>Total Tractor header</b>	<b>0.00</b>	<b>0.00</b>	<b>3,269.14</b>	<b>-3,269.14</b>	<b>0.00</b>
<b>150-7-35-05-680 Misc Large Equipment</b>					
150-7-35-05-680.010 Hotbox expenses	0.00	0.00	0.00	0.00	0.00
150-7-35-05-680.015 Garage portable generator	0.00	0.00	0.00	0.00	0.00
150-7-35-05-680.020 Mower repairs	0.00	0.00	143.57	-143.57	0.00
<b>Total Misc Large Equipment</b>	<b>0.00</b>	<b>0.00</b>	<b>143.57</b>	<b>-143.57</b>	<b>0.00</b>
150-7-35-05-685.000 Parts, Labor, Repairs	37,800.00	0.00	153.60	37,646.40	0.00
<b>Total Vehicles &amp; Large Equip</b>	<b>37,800.00</b>	<b>0.00</b>	<b>27,441.85</b>	<b>10,358.15</b>	<b>705.26</b>
<b>150-7-40-83 Garage Building</b>					
150-7-40-83-410.000 Garage Utilities	3,600.00	0.00	1,168.94	2,431.06	0.00
150-7-40-83-424.000 Garage Building & Grounds	8,000.00	0.00	3,215.63	4,784.37	0.00
150-7-40-83-530.000 Telephone	500.00	0.00	584.48	-84.48	0.00
150-7-40-83-622.000 Garage electricity	0.00	0.00	950.36	-950.36	121.36
150-7-40-83-624.005 Garage Fuel Oil	7,500.00	0.00	2,615.71	4,884.29	0.00
<b>Total Garage Building</b>	<b>19,600.00</b>	<b>0.00</b>	<b>8,535.12</b>	<b>11,064.88</b>	<b>121.36</b>
<b>150-7-50-90 Contracts and other</b>					
150-7-50-90-530.025 School Plowing	3,900.00	0.00	1,950.00	1,950.00	0.00
150-7-50-90-550.000 Roadside Mowing	0.00	0.00	0.00	0.00	0.00
150-7-50-90-550.005 Paving	50,000.00	0.00	50,000.00	0.00	0.00
150-7-50-90-550.015 Crack Sealing	25,000.00	0.00	4,000.00	21,000.00	0.00
150-7-50-90-550.020 Tree removal	0.00	0.00	1,700.00	-1,700.00	0.00
<b>Total Contracts and other</b>	<b>78,900.00</b>	<b>0.00</b>	<b>57,650.00</b>	<b>21,250.00</b>	<b>0.00</b>
<b>150-7-50-93 Highway Special Projects</b>					
150-7-50-93-630.000 Bridge #34 Barber Hill Ro	0.00	0.00	0.00	0.00	0.00
150-7-50-93-630.010 Sessions Meadow Project	0.00	0.00	0.00	0.00	0.00
150-7-50-93-630.015 Paving 9-2014 Teago	0.00	0.00	0.00	0.00	0.00
150-7-50-93-630.020 Bridge 16 Mill Brook	20,000.00	0.00	0.00	20,000.00	0.00
150-7-50-93-630.025 7090 Pomfret Rd culvert	0.00	0.00	0.00	0.00	0.00
150-7-50-93-630.030 Slide bank 7658 Pomfret R	0.00	0.00	4,541.29	-4,541.29	0.00
<b>Total Highway Special Projects</b>	<b>20,000.00</b>	<b>0.00</b>	<b>4,541.29</b>	<b>15,458.71</b>	<b>0.00</b>
<b>150-7-95-50 Highway Reserves</b>					
150-7-95-50-950.000 Highway vehicle reserve	25,000.00	0.00	25,000.00	0.00	0.00
150-7-95-50-950.010 Highway paving reserve	175,000.00	0.00	175,000.00	0.00	0.00
150-7-95-50-950.020 Highway bridges reserve	0.00	0.00	0.00	0.00	0.00
<b>Total Highway Reserves</b>	<b>200,000.00</b>	<b>0.00</b>	<b>200,000.00</b>	<b>0.00</b>	<b>0.00</b>

04/05/16  
08:21 am

TOWN OF POMFRET General Ledger  
Trial Balance - Highway Fund  
Current Year - Period 10 Apr

Account/Description	Budget	Outstanding Encumbrance	Expenditures	Unencumbered Balance	MTD Expenditures
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<b>Total Expenditures</b>	<b>962,600.00</b>	<b>0.00</b>	<b>631,684.95</b>	<b>330,915.05</b>	<b>12,106.23</b>
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<b>Total Highway Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
=====	=====	=====	=====	=====	=====

Total Debits: 2,041,528.76    Total Credits: 2,041,528.76

Account	Curr Yr Pd 10 Apr Encumbrances	Curr Yr Pd 10 Apr Actual
<b>ASSET</b>		
100-1-00-10-000.000 Citizens Bnk Checking acc	0.00	10,337.59
100-1-00-10-000.010 Act 68 State Ed Taxes	0.00	0.00
100-1-00-10-000.030 Act 68 CD assets	0.00	745,000.00
100-1-00-10-000.040 Mascoma Bank	0.00	951,224.06
100-1-00-10-000.050 Mascoma Debit Card Acct	0.00	0.00
100-1-00-20-000.000 Due To/From Other Funds	0.00	-820,146.61
<b>Total Asset</b>	<b>0.00</b>	<b>886,415.04</b>
<b>LIABILITY</b>		
100-2-00-00-000.000 Accounts Payable	0.00	822.13
100-2-00-00-100.000 FWT Payable	0.00	0.00
100-2-00-00-100.005 SWT Payable	0.00	235.93
100-2-00-00-100.010 FICA/MEDI Payable	0.00	0.00
100-2-00-00-100.015 Retirement Payable	0.00	0.00
100-2-00-00-100.020 Health Ins Payable	0.00	864.81
100-2-00-00-100.025 Disability Ins payable	0.00	-176.50
100-2-00-00-100.035 ACT 68 funds due State	0.00	743,974.82
100-2-00-00-100.040 Due To Taxpayers	0.00	1.20
100-2-00-00-100.050 Tax Clearing Account	0.00	0.00
<b>Total Liability</b>	<b>0.00</b>	<b>745,722.39</b>
<b>FUND BALANCE</b>		
100-3-10-00-000.000 Fund Balance	0.00	199,913.67
<b>Total Prior Years Fund Balance</b>	<b>0.00</b>	<b>199,913.67</b>
Fund Balance Current Year <i>to date</i>	0.00	-59,221.02
<b>Total Fund Balance</b>	<b>0.00</b>	<b>140,692.65</b>
<b>Total Liability, Reserves, Fund Balance</b>	<b>0.00</b>	<b>886,415.04</b>

*PRIOR YEAR END*

*current deficit →*

Highway Fund

Account	Curr Yr Pd 10 Apr Encumbrances	Curr Yr Pd 10 Apr Actual
<b>ASSET</b>		
150-1-00-20-000.000 Due To/From Other Funds	0.00	447,243.81
<b>Total Asset</b>	<b>0.00</b>	<b>447,243.81</b>
<b>FUND BALANCE</b>		
150-3-10-00-000.000 Fund Balance Highway	0.00	172,959.24
<b>Total Prior Years Fund Balance</b> <i>PRIOR YEAR END</i>	<b>0.00</b>	<b>172,959.24</b>
<b>Fund Balance Current Year - to date</b>	<b>0.00</b>	<b>274,284.57</b>
<b>Total Fund Balance</b>	<b>0.00</b>	<b>447,243.81</b>
<b>Total Liability, Reserves, Fund Balance</b>	<b>0.00</b>	<b>447,243.81</b>

# Town of Pomfret, Vermont



## REQUEST FOR PROPOSALS Paving

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Proposals due by Noon, \_\_\_\_\_

Mail responses to:  
Town of Pomfret  
Attn: Clerk, Pomfret Selectboard  
5218 Pomfret Road  
North Pomfret, VT 05053

Contact Information:

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## Introduction

The Town of Pomfret, Vermont, (“Town”) is accepting proposals from paving companies (“Proposers”) for paving.

Proposers are to include detailed specifications including any options, warranties, and timeframe for completion of work.

The Town is exempt from the Vermont State Sales Tax.

## Proposal Schedule

Activity	Date
RFP Issue & Publication	
Proposals Due	
Selectboard Decision (anticipated)	

## Instructions to Bidders

### A. Delivery of Bids

As required by the Town of Pomfret Purchasing Policy (see attached), *all bids must be submitted in sealed envelopes, addressed to the Town in care of the Selectboard, and plainly marked with the name of the bid and the time of the bid opening. Bid proposals will be dated stamped on the outside of the envelope immediately upon receipt. Any bid may be withdrawn in writing prior to the schedule time for the opening of bids. Any bids received after the time and date specified shall not be considered and shall be returned. Bidders shall bid to specifications and any exceptions must be noted. A bidder shall bid to specifications and any exceptions must be noted. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or any kind with any other bidder for the same work, and that the bidder is competing solely on his/her/its behalf without connection with or obligation to any undisclosed person or firm.*

Sealed proposals, clearly marked “Paving Proposal” on the outside, ***must be received no later than Noon,*** \_\_\_\_\_ at the following address: Pomfret Town Offices, attn.: Pomfret Selectboard, 5218 Pomfret Rd., North Pomfret, Vermont 05053. Proposals shall be opened at a subsequent Selectboard meeting.

### B. Evaluation of Bids

As provided by the Town's Purchasing, *in evaluating bids, the selectboard will consider the following criteria:*

1. *Price;*
2. *Bidder's ability to perform within the specified time limits;*
3. *Bidder's experience and reputation, including past performance for the Town;*
4. *Quality of the materials and services specified in the bid;*
5. *Bidder's ability to meet other terms and conditions, including insurance and bond requirements;*
6. *Bidder's financial responsibility;*
7. *Bidder's availability to provide future service, maintenance, and support;*
8. *Nature and size of bidder; and*
9. *The degree to which the proposals respond to all requirements of the requested specifications.*

*The selectboard reserves the right at its sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make a n award which in its sole and absolute judgment will best serve the Town's interest. The selectboard reserves the right to investigate the financial responsibility of any bidder to determine its ability to assure service throughout the term of the contract.*

#### C. Change Orders

*As provided in the Town's Purchasing Policy, if specification changes are made prior to the close of the bid process, the Request for Bids will be amended and notice shall be sent to any bidder who already submitted a bid and a new bid process will be initiated. Once a bid has been accepted, if changes to the specifications become necessary, the selectboard will prepare a change order specifying the scope of the change. Once approved, the contractor and an authorized agent of the Town must sign the change order.*

#### D. Insurance & Indemnification

The proposer shall maintain full casualty insurance and worker's compensation coverage and shall indemnify the Town for any claims.

#### E. Date of Completion

The Town wishes to complete the paving job before the end of the summer, 2016.

#### F. Warranties

All warranties expressed or implied that are provided by each manufacturer will be in writing. Options for extended warranties should be provided.

A detailed list of all warranties and their provisions shall be listed in the bidder's specifications.

### G. Proposal Price

Each bidder's proposal must include all items required in the Town of Pomfret specifications. Any bidder who offers uncalled for "option prices" for an item included in these specifications, which does specifically require option pricing will have their proposal rejected without further cause.

### H. Exceptions

The following specifications are considered minimum.

The Purchaser reserves the right to reject any or all bid proposals it deems most suitable to its needs. The Purchaser does not, in any way, obligate itself to accept the lowest or any bid. Any bidder taking "total exception" to the complete specification or a major element will result in immediate rejection of the proposal.

### M. Minimum Specifications

1. Location: Pomfret Road from Bartlett Brook Road to Johnson Road (approx. 2.5 miles);
2. Asphalt emulsion Type IV, 1 inch shim,  $\frac{3}{4}$  inch overlay;
3. Traffic control; and
4. Shoulder fill.

### N. Compliance with Instructions

I have read the above Specification Instructions in its entirety and fully understand all the requirements requested by the Town of Pomfret, Vermont.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**A RESOLUTION APPOINTING A  
REPRESENTATIVE to the GOVERNING BOARD of the  
EAST CENTRAL VERMONT TELECOMMUNICATIONS DISTRICT**

Whereas the Town of \_\_\_\_\_ is currently a member of the East Central Vermont Telecommunications District

NOW, THEREFORE, BE IT RESOLVED THAT:

The following resident(s) of the Town of \_\_\_\_\_ are hereby appointed to the Governing Board of the East Central Vermont Telecommunications District for terms of one year each or until the Town shall notify the Governing Board in writing of the revocation of such appointments, the substitution of replacement appointees, the resignation of a delegate or withdrawal of the town from the district:

\_\_\_\_\_  
(Representative – Phone – eMail – Mailing Address)

\_\_\_\_\_  
(First Alternate– Phone – eMail – Mailing Address)

\_\_\_\_\_  
(Second Alternate– Phone – eMail – Mailing Address)

Adopted at a regular meeting of the Selectboard of the Town of \_\_\_\_\_, duly

held on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

ATTEST:

\_\_\_\_\_  
Town Clerk

*Note:*

*Appointment of a delegate is required.*

*Appointment of an alternate delegate is desirable, not required.*

*Appointment of a second alternate delegate is optional, not required.*

# Town of Pomfret

5218 Pomfret Road  
North Pomfret, VT 05053

## POMFRET SELECTBOARD RULES OF PROCEDURE

### A. PURPOSE.

The Selectboard of Pomfret is required by law to conduct its meetings in accordance with the Vermont Open Meeting Law. 1 V.S.A. §§ 310-314. Meetings of the Selectboard of Pomfret must be open to the public at all times, except as provided in 1 V.S.A. § 313.

### B. APPLICATION.

This policy setting forth rules of procedure shall apply to the Selectboard of Pomfret, which is referred to below as “the body.” These rules shall apply to all regular, special, and emergency meetings of the body.

### C. ORGANIZATION.

1. The body shall annually elect a chair and a vice-chair. The chair of the body or, in the chair’s absence, the vice-chair shall preside over all meetings. If both the chair and the vice-chair are absent, a member selected by the body shall act as chair for that meeting.
2. The chair shall preserve order in the meeting and shall regulate its proceedings by applying these rules and making determinations about all questions of order or procedure.
3. A majority of the members of the body shall constitute a quorum. If a quorum of the members of the body is not present at a meeting, no meeting shall take place.
4. No single member of the body shall have authority to represent or act on behalf of the body unless, by majority vote, the body has delegated such authority for a specific matter at a duly-noticed meeting and such delegation is recorded in the meeting minutes.
5. Motions made by members of the body do require a second. The chair of the body may make motions and may vote on all questions before the body. A motion will only pass if it receives the votes of a majority of the total membership of the body.
6. There is no limit to the number of times a member of the body may speak to a question. A member may speak or make a motion without being recognized by the chair. Motions to close or limit debate will not be entertained.
7. Any member of the body may request a roll call vote.
8. Meetings may be recessed to a time and place certain.

9. These rules shall be made available at all meetings, and procedures for public comment shall be reviewed at the beginning of all meetings.

10. These rules may be amended by majority vote of the body, and must be readopted annually.

#### D. AGENDAS.

1. Each regular and special meeting of the body shall have an agenda, with time allotted for each item of business to be considered by the body. Members of the body who wish to have items added to the meeting agenda shall contact the Selectboard Assistant to request inclusion on the agenda. Members of the public wishing to request an item be placed on the agenda shall contact a member of the body with their request. The Selectboard Chair will lead the development of the regular agenda. The Selectboard Assistant, or in his or her absence, the Selectboard Clerk or other designee, will prepare the final regular agenda for distribution.

2. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, notice of the meeting, to include a meeting agenda, shall be posted on the home page of the Town's website, on the Pomfret Listserv, in the Town Offices, and posted near the North and South Pomfret Post Offices. The agenda must also be made available to any person who requests such agenda prior to the meeting.

3. All business shall be conducted in the same order as it appears on the noticed agenda, except that any addition to or deletion from the noticed agenda must be made after the first public comment period at the meeting. No additions to or deletions from the agenda shall be considered once the first act of business at the meeting has commenced. Any other adjustment to the noticed agenda, for example, changing the order of business, postponing or tabling actions, may be made by unanimous vote of the body. Agenda for special meetings may not be changed during the meeting. 1 V.S.A. § 312(c)(2).

#### E. MEETINGS.

1. Regular meetings shall take place on the first and third Wednesday of the month at 7 p.m. at the Pomfret Town Offices.

2. Emergency meetings may be held without public announcement, without posting of notices, and without 24-hour notice to members, provided some public notice thereof is given as soon as possible before any such meeting. Emergency meetings may be held only when necessary to respond to an unforeseen occurrence or condition requiring immediate attention by the public body.

3. A member of the body may attend a regular, special, or emergency meeting by electronic or other means without being physically present at a designated meeting location, so long as the member identifies him or herself when the meeting is convened, and is able to hear and be heard throughout the meeting. Whenever one or more members attend electronically, voting must be done by roll call. If a quorum or more of the body attend a meeting without being physically present at a designated meeting location, the following requirements shall be met:

a. At least 24 hours prior to the meeting, or as soon as practicable prior to an emergency meeting, the body shall publicly announce the meeting and post notice of the meeting in or near the municipal clerk's office and posted near the North and South Pomfret Post Offices

b. The public announcement and posted notice of the meeting shall designate at least one physical location where a member of the public can attend and participate in the meeting. At least one member of the body, or at least one staff or designee of the body, shall be physically present at each designated meeting location.

4. Draft minutes shall be prepared by the Selectboard Assistant, or in his or her absence, the Selectboard Clerk or other designee and he/she shall clearly label them as "draft" minutes and shall post the draft minutes on the Town website within five (5) calendar days of the meeting. After the draft minutes have been approved by the Selectboard, the Selectboard Assistant, or in his or her absence, the Selectboard Clerk or other designee, shall prepare the approved minutes by making any additions and/or corrections to the draft minutes and clearly label them as "approved" and shall post them on the Town website.

5. Selectboard meetings will be audio recorded, except in cases where technical problems prevent doing so. The audio recording for a given meeting will be posted on the Town website not later than five (5) calendar days after the meeting.

6. Meetings may be recessed to a time and place certain.

#### F. PUBLIC PARTICIPATION.

1. All meetings of the body are meetings in the public, not of the public. Members of the public shall be afforded reasonable opportunity to express opinions about matters considered by the body, so long as order is maintained according to these rules.

2. At the beginning and end of each Selectboard meeting there shall be up to 10 minutes allotted for public comment on issues not contained in the agenda. By majority vote, the body may increase the time for open public comment.

3. At the end of discussion of each agenda item, but before any action is taken by the public body at each meeting, there may be 2 minutes per person afforded for open public comment. By majority vote, the body may increase the time for open public comment and its place during discussions of agenda items.

4. Comment by the public must be addressed to the chair or to the body as a whole, and not to any individual member of the body or public.

5. Members of the public must be acknowledged by the chair before speaking.

6. Speakers must identify themselves with name and address the first time they speak during a meeting.

7. If a member of the public has already spoken on a topic, he or she may not be recognized again until others have first been given the opportunity to comment.

8. Order and decorum shall be observed by all persons present at the meeting. Neither members of the body, nor the members of the public, shall delay or interrupt the proceedings or the peace of the meeting or interrupt or disturb any member while speaking. Members of the body and members of the public are prohibited from making personal, impertinent, threatening, or profane remarks.

9. Members of the body and members of the public shall obey the orders of the chair or other presiding member. The chair should adhere to the following process to restore order and decorum of a meeting, but may bypass any or all steps when he or she determines in his or her sole discretion that deviation from the process is warranted:

- a. Call the meeting to order and remind the members of the applicable rules of procedure.
- b. Declare a recess or table the issue.
- c. Adjourn the meeting until a time and date certain.
- d. Order the constable to remove disorderly person(s) from the meeting.

ADOPTED:

_____	_____
Michael Reese, Chair	Date
_____	_____
Frank Perron, Vice Chair	Date
_____	_____
Eric Chase	Date
_____	_____
Sheila Hopkins	Date
_____	_____
Melanie Williams, Clerk	Date