



**TOWN OF HARTFORD
LOCAL LIQUOR CONTROL BOARD
& SELECTBOARD AGENDA**

Tuesday, January 17, 2017 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, Vermont 05001

- I. Call to Order Liquor Control Board/Selectboard Meeting and Pledge of Allegiance**
- II. Order of Agenda**
- III. Liquor Control Board: N/A**
- IV. Selectboard:**
 - 1. Citizen, Selectboard Comments and Announcements: TBD**
 - 2. Appointments: (Mot. Req.)**
 - a. Interview & Consider E. Angela Emerson for a 4-Year Term on the Conservation Commission, Term 1/17/2017 to 1/16/2021.
 - b. Interview & Consider Abigail Barman for a 3-Year Term on the Hartford Parks and Recreation Commission, Term 1/17/2017 to 1/18/2020.
 - 3. Town Manager's Report: (TBD, Board questions, concerns, requests, project updates, etc.)**
 - 4. Board Reports, Motions & Ordinances:**
 - a. Municipal Planning with Projected Climate Data Presented by Michael H. Simpson Antioch University. (Info Only)
 - b. Sister Cities Certificate Presentation. (Info Only)
 - c. Weatherize Upper Valley Presentation. (Info Only)
 - d. Gates & Main Housing Grant Agreement Approval. (Mot. Req.)
 - e. Review & Approve the Swiftwater Rescue MOU. (Mot. Req.)
 - f. Review & Approve POD Designation MOU. (Mot. Req.)

- g. Review and Approve Solid Waste Implementation Plan Grant. (Mot. Req.)
- h. FY 2017 November Budget Update. (Info Only)

5. Commission Meeting Reports:

6. Consent Agenda (Mot. Req.):

- a. Approve Payroll Ending 1/14/2017
- b. Approve Meeting Minutes of 1/3/2017, 1/5/2017, & 1/10/2017
- c. Approve A/P Manifest of 1/13/2017
- d. Selectboard Meeting Dates of: 1/31/2017, 2/14/2017 & 2/28/2017.

7. Executive Session: N/A

V. Adjournment (Mot. Req.)

All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than noon on the Wednesday preceding the scheduled meeting date. Requests received after that date will be addressed at the discretion of the Chair. Citizens wishing to address the board should do so during the Citizen Comments period; comments from the public

new'd 12/20/2016
1/17 mtg.

TOWN OF HARTFORD
171 BRIDGE STREET
White River Jct., VT 05001
802-295-9353 (Tel.) 802-295-6382 (Fax)
PLEASE PRINT LEGIBLY OR TYPE

ADVISORY BOARD/COMMISSION APPLICATION

Application for ✓ appointment(s) or re-appointment to: Conservation Commission

I. APPLICANT DATA:

Name: E. Angela Emerson
Address: 165 Norwich Ave (P.O. Box 474)
Wilder VT 05088
Telephone: (Home) (Work) (Other)
Email Address
How long have you been a Hartford resident? 7 years
Are you a United States Citizen? yes Are you a registered voter? yes

II. EDUCATION:

High School: Peru High School, Peru NH Year Graduated: 1970
College 1: Univ. of TN Degree Earned: BA
Course of Study: Sociology Year: 1974
College 2: Woodrow Wilson College of Law Degree Earned: ~~1977~~ J.D.
Course of Study: Law Atlanta Ga. Year: 1977
Seminary of the Southwest Austin TX M.Div. 2006

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
<u>Union Church of Proctor</u>	<u>10/15 - 10/16</u>	<u>Interim Pastor</u>	
<u>Episcopal Diocese of Vermont</u>	<u>2/08 - 8/15</u>	<u>Development</u>	
<u>self-employed as attorney at law</u>	<u>1977 - 2003</u>		

IV. PROFESSIONAL EXPERIENCE:

a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.
Would you be available for evening meetings? I am retired with flexible schedule.

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? Extensive experience working with volunteers and serving on Boards. love of and commitment to preservation of land and outdoor recreation

c. What are your past experiences in Municipal, State or Federal Government? served as legal advisor to Recreation Commission (Georgia)

d. What civic or social organizations have belonged to and what positions did you hold?
Habitat (UV) Board Member, Pres. Chamber of Commerce (Ga.) volunteer at
HOP, Northern
Stage
Habitat Board Member and President (Ga.)
presently active in Green Mountain Club. volunteer with UVTA

e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?
greater ownership of conserved lands by users.

f. What might some solutions be? scheduled clean-up and activity days, family oriented educational events

g. Other hobbies/interests: hiking, biking, skiing, beading, reading, cooking

V. REFERENCES: (Please list three)

Name: Tom Kahl Telephone: [REDACTED]

Name: Don Derrick Telephone: [REDACTED]

Name: Barbara Farnsworth Telephone: [REDACTED]

APPLICANTS SIGNATURE

DATE

11/18/2016

Available - Jan. 3rd, 2017

MTG. 1/7 mtg.

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ADVISORY BOARD/COMMISSION APPLICATION

Application for X appointment(s) or re-appointment to: _____
Parks and Recreation, Historic Commission, Design Review Committee

I. APPLICANT DATA:

Name: Abigail Barman

Address: 55 Iris way, white River Junction, VT 05001

Telephone: (Home) [REDACTED] (Work) _____ (Other) _____

Email Address: [REDACTED]

How long have you been a Hartford resident? a few months

Are you a United States Citizen? YES Are you a registered voter? Not yet

II. EDUCATION:

High School: Plainfield South High School Year Graduated: 2006

College 1: University of Illinois Degree Earned: Bachelors

Course of Study: Urban and Regional Planning Year: 2010

College 2: ~~University of~~ North Carolina State University Degree Earned: Masters

Course of Study: Parks, Recreation, Sport, Tourism, Management Year: 2014

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
<u>See Resume</u>			

IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.
Would you be available for evening meetings? I am available for evening meetings. Mondays are difficult but otherwise flexible
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? I have a background and experience in government service. Being new to the area this is a great way to get involved!
- c. What are your past experiences in Municipal, State or Federal Government? I have worked for several local municipalities
- d. What civic or social organizations have belonged to and what positions did you hold? I have been involved with Everybody wins and the humane shelter locally.
- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions? Job growth and economic development.
- f. What might some solutions be? attracting new companies and getting talent to stay
- g. Other hobbies/interests: I am a runner, yoga instructor, I enjoy cooking and baking. I am excited to give cross country skiing a shot!

V. REFERENCES: (Please list three)

Name: Richard Woodruff Telephone: [REDACTED]

Name: Jeremy Smith Telephone: [REDACTED]

Name: David Bates Telephone: [REDACTED]

Abaciel Benum
APPLICANTS SIGNATURE

11-17-16
DATE

Abigail Barman

55 Iris Way, White River Junction, VT 05001 [REDACTED]

Education:

- 2012-2014 **North Carolina State University** Raleigh, North Carolina
Master of Science in Parks, Recreation, Tourism and Sports Management. Earned cumulative 3.84 GPA.
- 2006-2010 **University of Illinois** Champaign-Urbana, Illinois
Bachelor of Arts in Urban and Regional Planning with highest honors. Earned cumulative 3.89 GPA. James' Scholar Honor program and Dean's list student. Distinguished with Karl B. Lohmann award for Professional Promise.

Experience:

- 2015-2016 **Debsirin Nonthaburi** Nonthaburi Providence, Thailand
High School English Teacher
Instructed over 250 high schoolers, preparing students for nationwide standardize tests.
- Outside of lesson planning and daily instruction, I assisted several students with college and scholarship applications.
- 2012-2015 **City of Jacksonville** Jacksonville, North Carolina
Senior Planner
Developed short and long-term plans to revitalize the community, including residential, commercial and transportation plans. Partnered with public officials, community members, and other groups to identify issues and goals. Implemented policy changes and laid the ground work for the construction of public projects to reach those goals. Worked to manage the city's economic, social, and environmental issues, advocating for the best use of a community's land and resources.
- Led development and revitalization efforts in the downtown area, personally recognized by the City Manager and management staff for my hard work and dedication to this project.
 - Responsible for the constant monitoring of the ecological impact of the City's development and adhering to the state's Coastal Area Management Act necessitated by North Carolina's coastal flood plain.
 - Completed a full rewrite of the City's zoning ordinance, vetting progressive and sometimes contentious changes with a citizen steering committee and other stakeholders.
 - Championed a revision to the City's sidewalk policy using GIS to prioritize needs and more efficiently use resources.
 - Launched a Park and Ride project to address capacity issues at a local college as well as connect to the transit system.
 - Spearheaded Federal Transit Authority approval of Jacksonville's first Multimodal Transportation Center, providing a central location for, Greyhound, Amtrak thruway, Jacksonville Transit, and OUTS (Onslow United Transit Service).
- 2010-2012 **Planner**
Examined site plans and building permits, providing assistance to the applicants, negotiating between the customers' desires and the City's regulations. Guided citizens through the rezoning process and regularly briefed and advised the Planning Board and City Council.
- Collaborated with Military commanders and surrounding communities to create safe paths for airborne operations.
 - Created long range visions for neighborhoods within Jacksonville, awarded honorable mention for *Country Club/Sandy Run Neighborhood Plan* by the State of North Carolina in 2011.
- 2009-2010 **City of Champaign** Champaign, Illinois
Acting Neighborhood Services Coordinator
Engaged in dynamic grassroots problem solving and customer relations, working with nearly 200 registered neighborhood organizations. I listened to residents' complaints and worked with the appropriate city services to address concerns. I promoted citizen involvement and administered neighborhood services programs.
- Designed and actualized the STAR (Service Together Achieves Results) program recognizing residents and businesses for their positive contributions to the community.
- 2007-2009 **Neighborhood Service Coordination Intern**
Administered the small grant program, offering registered organizations \$5,000 per year to fund community projects. Planned, carried out, and represented the City at small scale neighborhood meetings and city wide events.
- Bestowed the "You Shine award" for my dedication to customer service.
- 2007-2010 **City of Naperville** Naperville, Illinois
Transportation Planning Intern
Analyzed and evaluated transportation structures, including surveys and parking studies. Used statistical data to evaluate transit systems. Assisted with accusation and utilization of local, state and federal transportation funding.
- Authored parking regulations for the four train station parking facilities as well as conducted parking utilization studies.
 - Created a transit benchmarking system to monitor trends on Naperville's 21 bus routes. As well as tracked the paratransit system, Ride DuPage, including quarterly and annual reporting to receive state and federal grant funding.
 - Promoted alternative modes of transportation by establishing new park and rides, creating a "guaranteed ride home", and implementing a "free ride program" to promote new bus routes.
- Personal:** I am an ultra-marathoner, ironman, soccer player, referee, certified yoga teacher, and sports and exercise nutritional advisor. I enjoy cooking, baking, scuba diving, painting, and being outdoors. I participate in the *I Am That Girl* community organization, and volunteer with Wilmington Yoga Village. I am also a lifelong Girl Scout and Gold award recipient.



Bridge and Main Housing Project Vermont Community Development Program Funding

January 17, 2017 Selectboard Meeting

**From: Lori Hirshfield, Director
Department of Planning & Development**



VCDP Agreement and Resolution



- On November 5, 2015, the Town received a Vermont Community Development Program (VCDP) award of \$360,000 for development of 17 housing units as part of the mixed use Bridge and Main private development project; 16 units will be affordable.
- The developer, RRR, LLC, has completed the conditions of the loan award, and the state now can offer the agreement for Selectboard acceptance.
- The state is preparing the Loan Agreement and Resolution that must be approved and signed by the Selectboard to complete the agreement process.
- These documents are expected to be ready for review on Tuesday, January 17, 2017.
- The loan will be passed through from the Town to RRR, LLC through a separate agreement to be executed at a later date.



Requested Action



- Approve the VCDP Resolution to accept the VCDP loan agreement and conditions, which also designates the Program Administrator and Authorizing Agent.



Vermont Urban Search and Rescue

Swift Water Rescue MOU



Purpose



- Provides specialized rescue services to areas of Vermont through the Department of Emergency Management and Homeland Security
- Not all Fire Departments/Rescue agencies in Vermont have swift water assets
- Provides Hartford with Limitation of Liability, Immunities and Defenses, and Cost Recovery
- Does not apply to standard Mutual Aid requests



Risks



- Resources deployed and needed in Town
 - only one unit will deploy
 - if needed in Town can refuse deployment
- Reduction in staff while deployed on mission



Questions ?

**Vermont Urban Search and Rescue
Swift Water Rescue
Memorandum of Understanding**

_____ of _____, Vermont (signatory) recognizes the critical role of the swift water rescue response assets as an element of the State's Urban Search and Rescue (USAR) capability during times of water related incidents within the State of Vermont. For this reason, the signatory agrees to support the Vermont Urban Search and Rescue Team by making every effort to deploy its swift water rescue resources when requested by the DEMHS Director or his/her designee. The resources shall be outlined in attachment 'B'.

It is understood that these resources are contingent upon their availability, and the signatory reserves the right to hold the resources if they determine there is a need to protect their primary response area. In the event of a routine mutual aid request for the signatory's swift water rescue assets, the DEMHS Watch Officer should be notified for situational awareness.

All State of Vermont USAR requests for these assets will be coordinated through the DEMHS Watch Officer by calling 1-800-347-0488. The DEMHS Watch Officer will in turn notify the on call USAR duty officer.

This MOU may be cancelled by either party by providing written notice at least 90 days in advance.

Attachments included in this MOU

- Attachment A-Notification Procedures
- Attachment B-Resources
- Attachment C-Immunity
- Attachment D-Cost Recovery

By _____

Department

Executed this Date _____

By _____

Director, Vermont Division of Emergency Management & Homeland Security

Executed this Date _____

Attachment A

Notification Procedure

All State of Vermont USAR requests for assets will be coordinated through the DEMHS Watch Officer by calling (1-800-347-0488), the DEMHS Watch Officer will in turn notify the on call USAR duty officer.

Signatory assets will respond to the incident and integrate with the Incident Command System. If the State USAR is present, the requested asset will fall under USAR in the ICS structure and be supervised by the VT-TF1 Task Force Leader.

In the event of a routine mutual aid request for the signatory's swift water rescue assets is made directly to them, the DEMHS Watch Officer should be notified for situational awareness by calling 1-800-347-0488.

It is expected that the equipment documented in this agreement shall be maintained in a ready state, which includes regular maintenance, inspection and replacement if the equipment is broken or damaged, including trailers, boats, tow and response vehicles. Additionally, the team responding with the equipment shall be properly certified for swift water response.

Attachment B

Resources

Upon request by the DEMHS Director or his/her designee as outlined in this document, the signatory will provide the following resources for response throughout the State of Vermont:

- 1) 1 Swiftwater Boat, Motor, equipment and seven team members.

Attachment C

TITLE 20 VSA §2990

§2990 Limitation of Liability

There shall be no liability imposed by law on the system or on any municipality, on the personnel of its fire department, nor any private fire department or its personnel, belonging to such a system, for failure to respond or to respond reasonably for the purpose of extinguishing a fire or assisting in the case of other accidental or natural emergency. This immunity is not intended to be exclusive of other immunities existing by statute or at common law.-1967, No. 255 (Adj. Sess.), 10, eff. Feb. 20, 1968

TITLE 20 VSA §20

§20-Immunities and Defenses

(a) Except in the case of willful misconduct or gross negligence, the state, any of its agencies, political subdivisions, local emergency planning committees or an emergency management worker, individual, partnership, association or corporation involved in civil defense or emergency management activities, shall not be liable for the death of or any injury to persons or loss or damage to property resulting from an emergency management service or response activity, including, but not limited to, the development of local emergency plans and the response to those plans.

(b) Any individual, partnership, association, corporation or facility that provides personnel, training or equipment through an agreement with the local emergency planning committee, the state emergency response commission or local emergency response officials is immune from civil liability to the same extent provided in subsection (a) of the section for any act performed within the scope of the agreement.-Amended 1989, No. 252(Adj. Sess), 17.

Attachment D

Cost Recovery

When the signatory utilizes its swift water rescue equipment, and the equipment contained therein as a direct request and not at the request of DEMHS, it shall be the responsibility of signatory to re-supply the swift water rescue equipment as soon as possible.

In the event the swift water rescue equipment is used to support a DEMHS request anywhere in the State, restocking shall be the responsibility of DEMHS.

If DEMHS requires the assistance of this equipment, the direct expenses incurred will be reimbursed by DEMHS. The Signatory will provide to DEMHS an invoice detailing all costs associated with the utilization and transport of swift water rescue equipment and personnel within 30 days of the termination of the event.



Closed POD MOU

Vermont Department of Health

Closed Points of Distribution for medical
countermeasure dispensing



When and Why



- During a national emergency, state, local, and private stocks of medical material may be depleted quickly. The Strategic National Stockpile (SNS) is designed to supplement and re-supply state and local public health agencies in the event of a national emergency anywhere and at any time within the U.S. or its territories when local resources have been or will be exhausted.
- Vermont's last SNS deployment was during the 2009 H1N1 event, where the State received and distributed 25,000 courses of antivirals and 1,100 cases of PPE.



Closed POD



- Are **NOT** open to the public
- Are locations that are operated by a private organization with staff that are licensed to dispense medications to staff and staff family members.
- Provide employees with extra security during a public health emergency to remain open
- Help relieve some of the pressure on Open PODs by reaching portions of the population independently



Risks



Associated medical risks with medication delivery:

- Medication errors
- Allergic reactions
- Medical consultation is available during activation



Questions?

Closed POD Partner Registration Form

Yes, we want to register with the intent to participate as a Closed POD Partner! We are interested in partnering with the White River District Office of Local Health for distributing medications to our employees, their families, and/or our clients in the event of a public health emergency.

Organization Information

Name of Organization: Hartford VT, Emergency Services

Address:

812 VA Cutoff Road
White River Junction, VT 05001

[Click here to enter text.](#)

Phone Number: [Click here to enter text.](#)

Contact:

Name: [Click here to enter text.](#)
Title: [Click here to enter text.](#)
Office Phone: [Click here to enter text.](#)
Cell Phone: [Click here to enter text.](#)
Emergency Phone: [Click here to enter text.](#)
Fax : [Click here to enter text.](#)
E-mail: [Click here to enter text.](#)
Mailing Address: [Click here to enter text.](#)
Authorized to receive medications? Yes No

Secondary Contact:

Name: [Click here to enter text.](#)
Title: [Click here to enter text.](#)
Office Phone: [Click here to enter text.](#)
Cell Phone: [Click here to enter text.](#)
Emergency Phone: [Click here to enter text.](#)
Fax : [Click here to enter text.](#)
E-mail: [Click here to enter text.](#)
Mailing Address: [Click here to enter text.](#)
Authorized to receive medications? Yes No



Tertiary Contact:

Name:
Title:
Office Phone:
Cell Phone:
Emergency Phone:
Fax :
E-mail:
Mailing Address:
Authorized to receive medications? Yes No

Closed POD Category (See Appendix 1):

- Public/Private Organization Vulnerable Populations
 Emergency Response Provider Critical Infrastructure

Medical Personnel

Do you have medical/occupational health personnel on staff?

- Yes No

If no, do you have access to one in the event of a public Health Emergency?

- Yes No

Medical/Occupational Health Staff Lead for Distribution Operations:

Name:
Title (MD, RN, NP, etc):
Office Phone:
Cell Phone:
Emergency Phone:
Fax :
E-mail:
Mailing Address:
Specialty:
License #/ Expiration: /
Authorized to receive medications? Yes No



Employee and Client Information

Estimated Numbers of Employees and Clients: If the number of family members is unknown the Vermont Health Department will multiply the number of employees and/or clients by 3 to get an estimate of how much medication you will need for your organization.

	Number of Adults	Estimated Number of Children under age 18
Employees, volunteers & contractors	Text	Text
Employees' Family Members	Text	Text
Clients (If Applicable)	Text	Text

Distribution Coverage (Check one)

- We plan on distribution solely to employees
- We plan on distribution to employees and their families
- We plan on distribution to employees, families and our clients

Client/Services Information (if you plan to dispense to clients)

Our clients are: (Check as many as apply)

- Homebound
- Living in a Residential Facility (Please name: Click here to enter text)
- Living in a Skilled Nursing or Similar Facility (Please name: Text Here)
- Disabled
- Seniors
- Clients with Specific Language Needs
- Homeless
- Children
- Other: Click here to enter text

Estimated number of clients speaking a language other than English: Text

What languages? Click here to enter text

Percent of clients that are seen on a:



Daily basis: %

Weekly basis: %

Monthly basis: %

Other (please describe):

Do you have a client database that is kept current? Yes No

If yes, how do you keep it current?

Brief description of the services your organization provides:

Brief summary of your day-to-day activities:

Communications

Check all methods you would be able to use during an emergency:

Telephone: External information line Call center/phone bank

Electronic: Website alerts Mass email message

Hard copy: Mass faxes

In Person: Meeting/Presentation Visits to clients' homes

Other (Please specify):



Other

How many sites locations do you have?

Where are these sites located?

- A)
- B)
- C)
- D)
- E)
- F)
- G)
- H)
- I)

Training and Education

If you plan to educate your staff about the circumstances under which the Closed POD Partner Plan would be activated, please consider including the following topics:

- a) The Closed POD Partner Plan would only be activated in a MAJOR public health or local emergency to dispense medications to the population in a very short period of time.
- b) The Closed POD Partner Program is voluntary, even in the time of the emergency. It should not be required as an employee's scope of work to take emergency medications dispensed at a Closed POD.
- c) This will not be a medical clinic. Your organization is just distribution medication on behalf of your local health department for the convenience and safety of your employees and their families in a public health emergency.

Please let your health department point of contact know if you are interested in having an exercise and/or training at your location or if you are interested in attending an exercise and/or training at another business location. Most exercises or trainings take about 2-3 hours.

Training may include what defines a public health emergency that would trigger mass prophylaxis.



Appendix 1: Close POD Categories

1. Public/Private organizations

2. Emergency Response

Providers

- Public Health
- Public Safety
- Emergency Management
- Fire
- Law Enforcement
- Emergency Response
- Emergency Medical (including hospitals)
- Public Works

3. Vulnerable Populations

- Developmentally disabled
- Physically disabled
- Blind and visually impaired
- Deaf and hearing impaired
- Black/African American
- Elderly
- Homeless
- Latch Key children
- Low income/single parents
- Low literacy

4. Critical Infrastructure

- Chemical
- Commercial Facilities
- Communications
- Critical Manufacturing
- Dams
- Defense Industrial Base
- Emergency Services
- Energy
- Financial Services
- Food and Agriculture
- Government Facilities
- Healthcare and Public Health
- Information Technology
- Nuclear Reactors, Materials, and Waste
- Transportation Systems
- Water and Wastewater Systems





Solid Waste Implementation (SWIP) Grant Application



SWIP Grant Background



- State DEC (Department of Environmental Conservation) funds are available to support mandated municipal household hazardous waste HHW activities
- There is no local match requirement
- Grant applications are due February 1, 2017
- Hartford has traditionally taken advantage of this funding program to subsidize mandated HHW events
- Hartford was awarded \$4,482 in 2016



SWIP Grant Funding



- Hartford and the Greater Upper Valley Solid Waste Management District (GUV) have traditionally held joint events.
- Costs are divided proportional to number of Town & GUV participants at each event
- The Town and GUV is required to participate in one additional HHW event in 2017
- Hartford residents will be able to participate in 3 HHW events in 2017
- 2017 event locations will be in Hartford, Norwich and Thetford



SWIP Grant Costs



- DEC available funds are the same in 2017 as were available in 2016 - an increase in Town funding is doubtful
- Staff budgeted \$6,000 for 3 events in FY 18
- DEC grant can pay for HHW setup fees, subcontractor and materials disposal costs
- DEC grant can pay for event advertising costs
- Staff recommends requesting \$6,000 of grant funds



Recommended Way Ahead



- Staff requests approval to submit a SWIP grant application for 2017 funds
- Authorize the Town Manager or Public Works Director to submit a SWIP grant application on behalf of the Town



SWIP Grant Application



- Guidance??



Budget Update

FY 16/17 Expenditure Report

As of November 30, 2016



FY 16/17 Expenditures



FUND	BUDGET	EXPENDED	BALANCE	% USED
Selectboard	43,013.00	20,772.10	22,240.90	48.29
Boards	4,095.00	250.00	3,845.00	6.11
Manager	399,014.00	169,589.98	229,424.02	42.50
Elections	20,451.00	11,933.41	8,517.59	58.35
Legal	50,000.00	25,578.98	24,421.02	51.16
Vitals Stats	139,631.00	56,378.18	83,252.82	40.38
Town Hall	77,395.00	39,927.81	37,467.19	51.59
Finance	236,923.00	129,824.94	107,098.06	54.80
Auditing	43,375.00	31,363.00	12,012.00	72.31
Valuation	161,058.00	63,627.97	97,430.03	39.51
Tax Collection	22,650.00	5,739.65	16,910.35	25.34
IT	144,073.00	61,308.05	82,764.95	42.55



FY 16/17 Expenditures



FUND	BUDGET	EXPENDED	BALANCE	% USED
Police	2,341,480.00	949,893.63	1,391,586.37	40.57
SD Police	16,051.00	6,756.37	9,294.63	42.09
Fire Fighting	2,445,047.00	929,579.85	1,515,467.15	38.02
Dispatch	610,819.00	259,658.23	351,160.77	42.51
Maintenance (S)	1,257,776.00	897,812.52	359,963.48	71.38
Maintenance (W)	883,095.00	79,612.30	803,482.70	9.02
Maintenance (BR)	6,397.00	2,927.16	3,469.84	45.76
Street Lighting	50,000.00	18,208.21	31,791.79	36.42
Traffic Control	37,000.00	1,519.01	35,480.99	4.11
Maintenance (SW)	56,000.00	1,410.33	54,589.67	2.52



FY 16/17 Expenditures



FUND	BUDGET	EXPENDED	BALANCE	% USED
Equipment O&M	557,850.00	406,343.55	151,506.45	72.84
Highway	120,577.00	49,575.96	71,001.04	41.12
Cemeteries	18,150.00	9,906.70	6,875.00	54.58
Trees	1,500.00	0.00	1,500.00	0.00
Health Inspection	1,965.00	403.69	1,561.31	20.54
Community Health	55,906.00	28,940.00	26,966.00	51.77
Mental Health Svcs	16,995.00	8,497.50	8,497.50	50.00
Senior Services	135,888.00	61,065.32	74,822.68	44.94
Low Income Services	9,000.00	4,500.00	4,500.00	50.00
Youth & Adult Svcs	17,713.00	10,213.00	7,500.00	57.66
General Appr Svcs	80,540.00	40,270.00	40,270.00	50.00
Program Admin	186,534.00	77,770.75	108,763.25	41.69



FY 16/17 Expenditures



FUND	BUDGET	EXPENDED	BALANCE	% USED
Swim Program	57,864.00	43,447.30	14,416.70	75.09
Youth Program	203,059.00	123,721.04	79,337.96	60.93
Adult Programs	14,092.00	2,379.23	11,712.77	16.88
Community Activities	28,250.00	26,829.89	1,420.11	94.97
Parks Maintenance	198,391.00	87,987.63	110,403.37	44.35
W. Hartford Library	9,353.00	5,071.88	4,281.12	54.23
Maxfield Grounds	24,175.00	38,158.03	-13,983.03	157.84
Maxfield Buildings	10,362.00	8,017.56	2,344.44	77.38
WABA	191,796.00	93,494.92	98,301.08	48.75
Conservation	3,325.00	372.94	2,952.06	11.22
Zoning	100,085.00	45,365.33	54,719.67	45.38
Plan & Dev	312,792.00	127,242.33	185,549.67	40.68



FY 16/17 Expenditures



FUND	BUDGET	EXPENDED	BALANCE	% USED
Hsg & Comm Dev	1,025.00	0.00	1,025.00	0.00
Historic Preservation	2,580.00	275.25	2,304.75	10.67
Library Appr.	314,500.00	153,803.57	160,696.43	48.90
Employee Insurance	1,404,822.00	566,719.80	838,102.20	40.34
Contingencies	500.00	0.00	500.00	0.00
County Judicial Svcs	110,000.00	101,838.06	8,161.94	92.58
Bond Redemption	1,211,063.00	979,967.05	231,095.95	80.92
Transfers	720,900.00	692,426.00	28,474.00	96.05
Capital Expenditures	170,000.00	0.00	170,000.00	0.00
Reimb Fm Res/Imp	1,232,100.00	491,111.35	740,988.65	39.86



FY 16/17 Expenditures



BUDGET	EXPENDED	ENCUMBERED	AVAILABLE	% EXPENDED
16,401,595.00	8,033,149.67	642,613.00	8,352,845.33	49.02
Glide Path				
16,401,595.00	6,834,544.64		9,567,050.36	41.67



Guidance??