

Manager's Report

- Reviewing Act 250 draft submission for the Gravel Pit. I received the application at the beginning of the week. Drafting a response to the engineer preparing the application with some small corrections.
- A Request for Proposal (RFP) has been put out for advertisement on the State Bid Registry, our website and local paper for the engineering of the School Street slope stabilization project.
- The Town no longer owns the Carey Road Property. The real estate closing was on Monday (11/18) closing went smoothly.
- The Town has received the Municipal Energy Resilience Program grant agreement with the award of \$250,455.79 to perform energy improvements to four of our publicly owned buildings.
- The Sewer Department be performing some control work and equipment repairs in the Route 14S Lift Station in the next couple weeks....sonar level sensors and new second pump.
- Pedestrian Bridge rebid prepared to go out tomorrow. The cost of the re-bidding will be tracked by SE Group and will not exceed \$6,500 and likely be under \$3000.

DWU

11/21/2024

2025-2026 HARDWICK TOWN BUDGET										
Trails Budget										
	<u>\$</u>	<u>%</u>								
	2023-2024	2024-2025	2025-2026	DIFF.	DIFF.					
Trails Salaries	\$3,103	\$4,074	\$3,750	(\$324)	-7.95%					
Social Security/Child Care Tax	\$237	\$285	\$279	(\$6)	-2.11%					
Trail Repair & New Construction	\$414	\$800	\$800	\$0	0.00%					
Equipment Repair and Maintenance	\$350	\$1,200	\$900	(\$300)	-25.00%					
Gas, Oil and Diesel	\$319	\$600	\$500	(\$100)	-16.67%					
Publicity/Advertising/Signage & Maps	\$670	\$500	\$600	\$100	20.00%					
Program and Activities	\$2,470	\$2,000	\$2,800	\$800	40.00%					
VLCT Workers Comp/Insurance	\$126	\$200	\$150	(\$50)	-25.00%					
VLCT Unemployment Insurance	\$33	\$50	\$50	\$0	0.00%					
VLCT PACIF/Liability Insurance	\$1,163	\$1,448	\$1,300	(\$148)	-10.22%					
TOTALS	\$8,886	\$11,158	\$11,129	[ື] -\$28	-0.25%					

DRAFT



2025-2026 HARDWICK TOWN BUDGET

Г

	Libra	ary Budget			
	ACTUAL	BUDGET	PROPOSED	\$	<u>%</u>
	2023-2024	2024-2025	2025-2026	DIFF.	DIFF.
Library Payroll	\$83,812	\$93,184	\$108,923	\$15 739	16.89%
Social Security/FICA Expense	\$6,093			\$1,581	24.23%
Worker's Comp	\$671	\$550		\$175	31.76%
Unemployment	\$299	\$300	\$319		6.47%
VLCT/PACIF	\$669	\$625	\$702		12.37%
Health Insurance - Librarian only	\$17,138	\$21,320	\$22,804		6.96%
Dental/Vision/Life/Disability	\$975	\$1,541	\$1,547		0.36%
Retirement	\$3,112	\$3,629		\$2,485	68.47%
Books- Adult	\$3,641	\$3,500	\$3,800		8.57%
Books - Juvenile	\$2,200	\$2,200	\$2,200		0.00%
Books - Young Adult	\$414	\$700	\$700		0.00%
Magazines- Adult	\$415	\$600		(\$200)	-33.33%
Magazines - Juvenile	\$0	\$50	\$50		0.00%
Audio books/ DVDs - Adult	\$449	\$600		(\$100)	-16.67%
Audio books/ DVDs - Juvenile	\$214	\$600		(\$100)	-16.67%
Computer Software/Technology	\$172	\$435	\$435		0.00%
Computer Databases	\$1,656	\$1,800	\$1,800		0.00%
Courier Expense Internet Expense	\$586	\$400		\$200	50.00%
Equipment	\$1,054 \$0	\$900		(\$900)	-100.00%
Telephone	\$0	\$200	\$200		0.00%
Supplies - General	\$1,811	\$1,000	\$1,700		70.00%
Youth Supplies	\$695	\$2,500 \$600	\$2,500 \$700		0.00% 16.67%
Postage	\$538	\$725	\$700		0.00%
Professional Services	\$54	\$200	\$200		0.00%
Conferences / Memberships	\$644	\$400	\$400		0.00%
Mileage	\$317	\$200	\$200		0.00%
Advertising	\$40	\$150	\$150		0.00%
Education	\$0	\$0	\$0		0.00%
Restricted Donation Expense	\$193	\$0	\$0		0.00%
Jeudevine Friends Expense	\$0	\$0	\$0		0.00%
Internet Transition Grant Expense	\$0	\$0	\$3,000		100.00%
Interlibrary Grant Expense	\$636	\$550	\$650		100.00%
Misc. Grant Expense	\$921	\$0	\$500	\$500	0.00%
Total Operating Budget	\$130,448	\$145,982	\$171,147	\$25,165	17.24%
Custodial Services Expense	\$6,026	\$8,614	\$12,000	\$3,386	39.31%
Custodial Services S.S. Expense	\$460	\$603	\$1,000		65.84%
Building Insurance	\$1,331	\$2,000	\$2,500	\$500	25.00%
Electricity	\$2,519	\$2,000	\$3,400	\$1,400	70.00%
Fuel Oil	\$2,886	\$6,500	\$6,000		-7.69%
Water/Sewer	\$684	\$750	\$750		0.00%
Maintenance Expense	\$1,546	\$1,200	\$2,500		108.33%
Total Library Building Budget	\$15,452	\$21,667	\$28,150	\$6,483	29.92%
Friends of Jeudevine Donations	\$ (200.00)				
Restricted Donations	\$ -	6 (885 55)			
Interest on Investments	\$ (692.00)		the second s		
Grant Income	\$ (1,557.25) \$ (220.00)				
Courier Revenue	\$ (230.99)	\$ (200.00)	\$ (250.00)		
Fund Balance Contribution	¢ (2.000.00)	¢ (0.000.00)	A		
Misc. Income	\$ (3,869.63) \$128.528				47 000/
Town Appropriation Fund Balance as of 06.30.2024	\$138,528	\$161,449	\$189,047	\$27,598	17.09%
1 Unu Dalance as 01 00.30.2024	4,817				

202	5-2026 HARI	WICK TOW	/N BUDGET			
	Office	Expenses				
	<u>ACTUAL</u> 2023-2024	<u>BUDGET</u> 2024-2025	PROPOSED 2025-2026	<u>\$</u> DIFF	<u>%</u> DIFF	
Town Manager's Office Staff Payroll	\$273,339	\$320,386	\$429,178	\$108,792	33.96%	*new Project Manager/increases
Town Clerk's Office Payroll	\$104,654	\$110,196	\$117,201	\$7,005	6.36%	*increases
Social Security/Child Care Tax	\$26,143	\$30,141	\$40,651	\$10,510	34.87%	
Workers' Compensation	\$2,841	\$2,004	\$3,068	\$1,064	53.07%	
Unemployment Insurance	\$506	\$520	\$540	\$20	3.85%	
VLCT/PACIF	\$2,812	\$2,673	\$2,952	\$279	10.44%	
Health Insurance	\$127,480	\$159,245	\$197,226	\$37,981	23.85%	*new Project Manager/increases/status change
Dental/Vision/Life/Disability	\$6,577	\$6,544	\$8,135	\$1,591	24.31%	*new Project Manager
Retirement Expense	\$22,213	\$30,141	\$37,325	\$7,184	23.83%	*new Project Manager/increases
Town Manager Supplies	\$5,068	\$5,500	\$5,500	\$0	0.00%	non roject nanagonno caoco
Town Clerk Supplies	\$3,942	\$4,000	\$4,000	1\$0	0.00%	
Town Report Expense	\$3,573	\$3,500	\$3,800	\$300	8.57%	
Conferences/Dues/Mileage	\$805	\$1,200	\$1,000	(\$200)	-16.67%	
Tax Billing/Collection Exp.	\$1,233	\$1,600	\$1,400	(\$200)	-12.50%	
Telephone	\$3,768	\$3,800	\$4,000	\$200	5.26%	
Advertising	\$1,868	\$2,500	\$2,200	(\$300)	-12.00%	
Copier	\$0	\$250	\$100	(\$150)	-60.00%	
Election Expense	\$238	\$2,000	\$500	(\$1,500)	-75.00%	
Software/Computer/Tech. Services	\$17,292	\$14,000	\$37,000	\$23,000	164.29%	*managed IT services
Misc Grant Expense	\$10,675	\$0	\$0	\$0	0.00%	managed IT services
July 2023 Flood	\$21,452	\$0	\$0	1\$0	0.00%	
Equipment Purchases	\$2,570	\$3,000	\$3,000	1\$0	0.00%	
Assessor Supplies	\$2,122	\$2,300	\$2,500	\$200	8.70%	
Education/Training	\$425	\$750	\$1,500	\$750	100.00%	
Zoning Supplies	\$3,253	\$3,500	\$3,500	\$0	0.00%	NESGFOA new england conf.
Totals	\$644,847	\$709,750	\$906,276	\$196,526	27.69%	
	Othe	r Payroll				7
Public Official's Liability	\$3,280	\$2,813	\$3,379	\$566	20.12%	
Election Officials	\$0	\$500	\$200	(\$300)	-60.00%	
Planning/DRB Board	\$2,775	\$2,800	\$2,800	\$0	0.00%	
Board of Civil Authority	\$60	\$50	\$60	\$10	20.00%	
Moderator	\$50	\$50	\$50	\$0	0.00%	
Select Board	\$5,000	\$5,000	\$5,000	\$0	0.00%	
Energy Coordinator	\$50	\$50	\$50	\$0	0.00%	
Solid Waste Rep	\$150	\$150	\$150	\$0	0.00%	
TEC - Conference Fees	\$25	\$100	\$100	\$0 \$0	0.00%	
Town Service Officer	\$20 \$50	\$150	\$150	\$0 \$0		
Part Time Labor	\$453	\$500	\$500		0.00%	
Health Officer	\$600	\$600	\$600 \$600	\$0	0.00%	
Town Website Coordinator	Saction 2010 100 100 100 100 100 100 100 100 10	\$600	\$000	\$0	0.00%	

Sugar

Town Website Coordinator

Social Security Expense



\$900

\$3,300

\$17,239

50.00%

-5.71%

2.23%

\$300

\$376

(\$200)

\$600

\$3,088

\$16,181

\$600

\$3,500

\$16,863

2025-2026 HARDWICK TOWN BUDGET

	L	ine Items				
	<u>ACTUAL</u> 2023-2024	<u>BUDGET</u> 2024-2025	PROPOSED 2025-2026	<u>\$</u> DIFF.	<u>%</u> DIFF.	
Auditing	\$20,130	\$18,750	\$29,000	\$10,250	54.67%	single audit
Animal Control	\$2,596	\$3,200	\$3,000	(\$200)	-6.25%	single addit
Professional Services	\$16,381	\$15,000	\$15,000	\$0	0.00%	
Assessor Services	\$41,400	\$43,200	\$45,000	\$1,800	4.17%	
NVDA	\$2,482	\$2,482	\$2,482	\$0	0.00%	
VLCT	\$4,949	\$5,196	\$5,214	\$18	0.35%	
Jeudevine Memorial Library	\$138,528	\$161,449	\$189,047	\$27,598	17.09%	
Memorial Day	\$600	\$500	\$500	\$0	0.00%	
Caspian Lake	\$3,650	\$4,500	\$4,750	\$250	5.56%	
Cemeteries	\$26,563	\$23,000	\$28,000	\$5,000	21.74%	
Capital Equipment Fund	\$150,000	\$175,000	\$250,000	\$75,000	42.86%	
Capital Fire Equipment Fund	\$20,000	\$40,000	\$50,000	\$10,000	25.00%	
Capital Road Fund	\$170,000	\$160,000	\$160,000	\$0	0.00%	
Capital General Fund	\$129,000	\$100,000	\$100,000	\$0	0.00%	
Loader & Grader Payment	\$0	\$57,000	\$57,012	\$12	0.02%	
Loader Debt Payment	\$11,506	\$0	\$0	\$0	-100.00%	pd off and trade
Mackville Rd. Bond Payment	\$21,575	\$21,377	\$20,519	(\$858)	-4.01%	
Gravel Pit Bond Payment	\$15,451	\$43,650	\$43,160	(\$490)	-1.12%	
Library Bond Payment	\$0	\$48,000	\$47,500	(\$500)	100.00%	
2014 Fire Truck Bond Payment	\$32,613	\$32,200	\$30,454	(\$1,746)	-5.42%	
2021 Fire Truck Bond Payment	\$22,671	\$21,218	\$21,079	(\$139)	-0.66%	
Tax Mapping	\$3,300	\$8,000	\$4,000	(\$4,000)	-50.00%	
Solid Waste District	\$2,920	\$2,920	\$2,920	\$0	0.00%	
Streetlights	\$23,392	\$23,866	\$24,562	\$696	2.92%	
Memorial Park Electricity	\$128	\$175	\$150	(\$25)	-14.29%	
Employment Practices Ins.	\$5,883	\$5,605	\$6,178	\$573	10.22%	
Community Crime Ins.	\$1,014	\$867	\$1,065	\$198	22.82%	
Town Service Officer Expenses	\$0	\$750	\$500	(\$250)	-33.33%	
Hazard Mitigation	\$0	\$0	\$1,000	\$1,000	0.00%	
Cyber Security	\$1,400	\$1,500	\$1,500	\$0	0.00%	
Tax Sale Expense	\$2,049	\$1,500	\$2,000	\$500	33.33%	
Tax Abatement Expense	\$15,431	\$300	\$500	\$200	66.67%	
Restricted Donation Expense	\$0	\$0	\$0	\$0	0.00%	
Insurance Deductibles	\$1,000	\$0	\$0	\$0	0.00%	
Pedestrian Bridge Planning	\$73,790	\$0	\$0	\$0	0.00%	
Conservation Commission	\$500	\$500	\$500	\$0	0.00%	
Equity Committee	\$911	\$2,500	\$500	(\$2,000)	-80.00%	
Recreation Dept.	\$18,526	\$21,565	\$21,447	(\$118)	-0.55%	
Hardwick Trails	\$8,886	\$11,158	\$11,129	(\$29)	-0.26%	
County & Gravel Pit Taxes	\$19,719	\$34,200	\$36,008	\$1,808	5.29%	
Rescue Squad	\$72,762	\$90,220	\$96,472	\$6,252	6.93%	
Totals	\$1,081,710	\$1,181,348	\$1,312,148	\$130,800	11.07%	

DRAFT

		HARDWICK TC Projected Reven				7
	<u>ACTUAL</u> 2023-2024	<u>BUDGET</u> 2024-2025	PROPOSED 2025-2026	<u>\$</u> DIFF.	<u>%</u> DIFF.	
School Tax Admin Fee	\$6,872	\$6,500	\$7,078	\$578	8.90%	
PILOT	\$204,949	\$140,398	\$147,898	\$7,500	5.34%	HED calculations overstated i
Current Use Hold Harm	\$176,485	\$174,470	\$181,780	\$7,310	4.19%	
Delinquent Charges	\$22,617	\$22,000	\$22,500	\$500	2.27%	
Tax Sale Interest	\$56	\$500	\$100	(\$400)	-80.00%	
Zoning Permits	\$2,815	\$4,000	\$4,000	\$0	0.00%	
Licenses and Fees	\$3,102	\$3,500	\$3,500	\$0	0.00%	
Recording Fees	\$15,776	\$23,000	\$19,000	(\$4,000)	-17.39%	
Dog Licenses	\$1,514	\$2,500	\$1,500	(\$1,000)	-40.00%	
DMV Fees	\$207	\$350	\$250	(\$100)	-28.57%	
State Highway Aid	\$157,830	\$154,823	\$167,476	\$12,653	8.17%	
Grant-in-Aid Revenue	\$0	\$21,000	\$20,000	(\$1,000)	-4.76%	
West Woodbury Revenue	\$6,000	\$6,000	\$6,000	\$0	100.00%	
Copying Fees	\$11,037	\$12,000	\$12,000	\$0	0.00%	
Hardwick PD Ticket Rev	\$16,881	\$15,000	\$17,000	\$2,000	13.33%	1
PD SIU Revenue	\$3,750	\$0	\$3,500	\$3,500	100.00%	
Outside Services-PD	\$1,376	\$500	\$1,000	\$500	100.00%	
Sale of Equipment/Vehicles	\$0	\$0	\$0	\$0	0.00%	
Interest on Investments	\$42,511	\$20,000	\$30,000	\$10,000	50.00%	
Miscellaneous Revenue	\$1,676	\$500	\$1,000	\$500	100.00%	
Insurance Payout	\$101,206	\$0	\$0	\$0	0.00%	
Water Transfer	\$141,671	\$167,939	\$186,677	\$18,738	11.16%	
Sewer Transfer	\$128,550	\$154,264	\$172,207	\$17,943	11.63%	
ARPA One-time Funds	\$9,930	\$0	\$0	\$17,343 \$0	0.00%	
Room Rent	\$0,000 \$0	\$50	\$50	\$0 \$0	0.00%	
PD Vest Grant	\$664	\$850	\$650	(\$200)	-23.53%	
PD Vast Patrol	\$1,760	\$6,500	\$4,000	(\$2,500)	100.00%	
State Highway Safety Grants		\$15,000	\$15,000	\$0	0.00%	
Misc. Grants	\$114,489	\$0	\$0	-\$0 \$0	0.00%	
Green Up Day Grant	\$400	\$400	\$400	\$0		
					0.00%	
Total Revenues	\$1,195,521	\$952,044	\$1,024,566	\$72,522	7.62%	
Total Budget	\$3,935,484	\$4,018,083	\$4,504,617	\$486,533	12.11%	
Property Taxes	\$2,739,963	\$3,066,040	\$3,480,051	\$414,011	13.50%	

	 B	udg	et Summary	/		
Highway/Garage	\$ 1,466,230	\$	1,072,256	\$	1,112,725	\$ 40,469 3.77%
Police Department	\$ 826,244	\$	893,902	\$	1,015,145	\$ 121,243 13.56%
Office Expenses	\$ 644,847	\$	709,750	\$	906,276	\$ 196,526 27.69%
Payroll (Elected & Appointed)	\$ 16,181	\$	16,863	\$	17,239	\$ 376 2.23%
Fire Department	\$ 84,616	\$	45,684	\$	46,610	\$ 926 2.03%
Line Items	\$ 1,081,710	\$	1,181,348	\$	1,312,148	\$ 130,800 11.07%
Buildings	\$ 93,441	\$	98,281	\$	94,475	\$ (3,806) -3.87%
Total Budget	\$ 4,213,269	\$	4,018,083	\$	4,504,617	\$ 486,533 12.11%

