

## Town of Hardwick

OLD

### Fund Balance Policy

- I. **STATEMENT** – The general purpose of this policy is to improve the financial stability of the Town of Hardwick by protecting itself against emergencies and economic downturns. This policy is also designed to help the Town of Hardwick to take advantage of unbudgeted opportunities, as well as contribute to the continuity of operations. This policy encompasses a minimum range of required fund balance reserves, as well as procedures for emergency withdrawal of funds.

II. **DEFINITIONS**

***Fund Balance*** – The accumulated equity balance is as a result of surpluses and deficits over the years. The equity balance is the difference between fund assets and liabilities. Fund Balance may consist of an **Assigned Fund Balance**, which is that portion of the Total Fund Balance that the Select Board has set aside for a particular purpose and an **Unassigned Fund Balance**, which is the remaining amount of the Total Fund Balance.

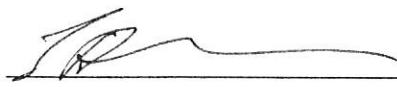
III. **PROCEDURES**

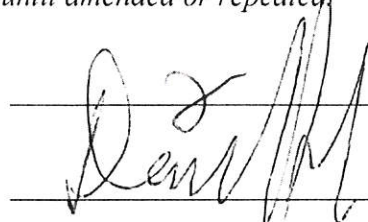
A. **Fund Balance Minimum**- The Town of Hardwick shall strive to maintain a minimum balance of no less than the equivalent of 10% of annual budgeted expenditures in its unassigned fund balance, with a goal of 20%.

B. **Excess Funds** – In the event that the prior fiscal year unassigned fund balance exceeds the equivalent of 20% of annual budgeted expenditures, the Town of Hardwick Select Board may approve the assignment of the excess unassigned fund balance for goods and/or services necessary or desirable to promote the purpose of the Town. Such approval requires an affirmative vote of at least 3 members of the Select Board.

C. **Emergencies** – In the event that funds are needed for an emergency purpose and the fund balance does not exceed the equivalent of two months of operating expenditures, the Town of Hardwick Select Board may approve emergency expenditures with an affirmative vote of at least 3 members of the Select Board. The “emergency” motion shall include plans for restoring the unassigned fund balance as prescribed in section III (A) herein within two fiscal years.

*The foregoing Policy is hereby adopted by the Selectboard of the Town of Hardwick, Vermont, this 3rd day of May 2018 and is effective as of this date until amended or repealed*

  
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shari cornish

  
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Dennis M. [unclear]

  
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Charles [unclear]

## **TOWN OF HARDWICK**

### **FUND BALANCE POLICY**

The general purpose of this policy is to improve the financial stability of the Town of Hardwick by protecting itself against emergencies and economic downturns. This policy is also designed to help the Town of Hardwick take advantage of unbudgeted opportunities, as well as contribute to the continuity of operations. This policy encompasses a minimum range of required fund balance reserves, as well as procedures for emergency withdrawal of funds.

#### **DEFINITIONS**

**Fund Balance** – The accumulated equity balance is as a result of surpluses and deficits over the years. The equity balance is the difference between fund assets and liabilities. Fund Balance may consist of an Assigned Fund Balance, which is that portion of the Total Fund Balance that the Select Board has set aside for a particular purpose and an Unassigned Fund Balance, which is the remaining amount of the Total Fund Balance.


#### **PROCEDURES**

**A. Fund Balance Minimum-** The Town of Hardwick shall strive to maintain a minimum balance of no less than the equivalent of 10% of annual budgeted expenditures in its unassigned fund balance, with a goal of 15%.

**B. Excess Funds** – In the event that the prior fiscal year unassigned fund balance exceeds the equivalent of 15% of annual budgeted expenditures, the Town of Hardwick Select Board may approve the assignment of the excess unassigned fund balance for goods and/or services necessary or desirable to promote the purpose of the Town. Such approval requires an affirmative vote of at least 3 members of the Select Board. In addition, the Select Board may vote to use a portion of the fund balance the following budget year to reduce the tax rate.

**C. Emergencies** – In the event that funds are needed for an emergency purpose and the fund balance does not exceed the equivalent of two months of operating expenditures, the Town of Hardwick Select Board may approve emergency expenditures with an affirmative vote of at least 3 members of the Select Board. The "emergency" motion shall include plans for restoring the unassigned fund balance as prescribed in section III (A) herein within two fiscal years.

The foregoing Policy is hereby adopted by the Select Board of the Town of Hardwick, Vermont, this 4th day of December 2025 and is effective as of this date until amended or repealed. This version replaces the prior version adopted May 3, 2018.

  
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Eric Remick, Chair  
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Ceilidh Galloway-Kane, Vice Chair  
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Shari Cornish  
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Tim Ricciardello  
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Danny Hale

**TOWN OF HARDWICK**  
**PURCHASING POLICY**

OLD

**Adopted May 3, 2018**

**PURPOSE.** The purpose of this Purchasing Policy is to obtain the highest quality goods and services for the Town of Hardwick at the lowest possible price, to exercise financial control over the purchasing process, to clearly define authority for the purchasing function, to allow fair and equal opportunity among qualified suppliers, and to provide for increased public confidence in the procedures followed in public purchasing.

**AFFIRMATIVE ACTION AND LOCAL PREFERENCE.** Whenever possible, qualified small, minority and women-owned businesses shall be included in the solicitation lists for bids or non-bid purchases. If the purchase is federally funded in whole or in part, minority and women owned businesses must be included in the solicitation lists and all other affirmative action requirements outlined in the grant provisions must be followed. The Town may exercise a preference for local businesses for purchases funded exclusively by the Town but only if such a preference does not result in unreasonable prices or rates due to a lack of competition. For purchases funded in whole or in part with federal funding the Town may not exercise a preference for local businesses.

**CODE OF CONDUCT.** Employees, officers and agents of the Town who are involved in the procurement and selection of bids and purchases shall make reasonable efforts to avoid real, apparent, or potential conflicts of interest. No employee, officer or agent of the Town shall participate in selection, award, or administration of a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- the employee, officer or agent,
- any member of his or her immediate family,
- his or her partner, or
- an organization which employs, or is about to employ, any of the above, has a financial or personal interest in the firm/vendor selected for award.

An employee, officer or agent of the Town who is involved in the procurement and selection of a bid or purchase and who has a real or apparent conflict of interest must disclose that conflict of interest within the context of a duly-warned Selectboard meeting that occurs before the bid selection or purchase takes place. Such disclosure must be documented in the minutes for that meeting which shall be retained as part of the official record surrounding the bid or purchase.

Officers, employees and agents of the Town will not solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements.

Officers, employees and agents who fail to follow the above Code of Conduct may be sanctioned or disciplined, to the extent permitted by law, for violations of the above standards.



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**DOCUMENTATION.** Records documenting the procurement process for any Moderate or Major purchases, as those terms are defined below, including the reason for the specific procurement method chosen, the basis for the award and contract pricing (showing evidence that the process was fair and equitable), as well as any other significant decisions that were part of the procurement process shall be maintained for a period of at least three years from the date of the submission to the Federal government of the final expenditure report if the purchase or project was funded with federal grants, or until the completion of any litigation, claim, negotiation, audit, or other action involving the records, whichever is longer. Otherwise, records shall be maintained by the Town in accordance with the retention and disposition schedules as set by the Vermont State Archivist.

**PURCHASING AUTHORITY.**

**Purchasing Agents.** The following employees are designated to act as Purchasing Agents for the Town:

\*Town Manager or his/her designee as stipulated in the Town Charter, Section 704J.

Purchasing Agents are responsible for ensuring that the best possible price and quality are obtained with each purchase and Purchasing Agents shall review all proposed procurements to avoid unnecessary or duplicative purchases of equipment, supplies and services. Purchasing Agents shall also ensure that competition is not restricted with limits on the geographic location of vendors, with unreasonable requirements or qualifications placed on vendors, or by allowing vendors to be selected who have engaged in noncompetitive pricing practices.

**Routine Purchases.** Employees who have been designated to act as Purchasing Agents may make purchases of up to \$4,999.99 without prior approval, provided those purchases are limited to the amount of the budget authorized by the Town. However, if practicable on a periodic basis, quotations should be solicited.

**Moderate Purchases.** Employees who have been designated to act as Purchasing Agents may make purchases with a value between \$5,000 and \$11,999.99 only with prior approval of the Town Manager and are limited to the amount of the budget authorized by the Town. Although not required, competitive quotes from at least three vendors should be obtained whenever possible.

**Major Purchases.** All purchases over \$12,000 require prior approval of the Selectboard. The Selectboard shall review all proposed procurements to avoid unnecessary or duplicative purchases of equipment, supplies and services. The Selectboard shall also ensure that competition is not restricted with limits on the geographic location of vendors, with unreasonable requirements or qualifications placed on vendors or bidders, or by allowing vendors to be selected who have engaged in noncompetitive pricing practices.

If federal funding is used for purchases between \$3,000 (\$2,000 in the case of construction projects subject to Davis Bacon requirements) and \$150,000, price or rate quotes must be obtained from two or more qualified sources following the affirmative action provision of this policy and all provisions regarding fair and unrestricted competition.

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For all moderate purchases with a value between \$5,000 and \$11,999.99, price and rate quotations shall be obtained from at least two qualified vendors to ensure that the Town has received a fair and reasonable price. Vendors will be selected based on cost, the quality of the goods and services offered, and the ability, capacity, and skill of the vendor demonstrated under prior contracts with the Town.

Major purchases with a value of \$12,000 or more must follow a sealed bid process as outlined below.

Purchases at or exceeding \$150,000 or construction projects of any value that are funded with federal dollars must follow a sealed bid process as outlined below and also follow any procurement guidance as outlined in the grant agreement. In addition, a pricing analysis must be completed by the purchasing agent or a qualified consultant prior to issuing the request for proposal to ensure that there is a reasonable estimate against which to compare bid proposal pricing.

**SEALED BID PROCESS.** The sealed bid process shall be initiated by the issuance of a Request for Bids prepared by the Town Manager or its designee. Notice of the Request for Bids shall be made by letters to known providers soliciting bid responses, advertisements posted in three public locations within the Town, and advertisements placed in a newspaper of general circulation in the region.

**BID SPECIFICATIONS.** A list of bid specifications shall be prepared for each purchase over \$12,000 and shall be available for inspection at the Town office. Bid specifications shall include:

1. Bid name.
2. Bid submission deadline.
3. Date, location, and time of bid opening.
4. Specifications for the project or services including quantity, design, and performance features.
5. Bond and/or insurance requirements.
6. A copy of the proposed contract.
7. Any special requirements unique to the project or purchase.
8. Delivery or completion date.
9. For construction projects, language that sets a requirement for a bid guarantee in the amount of 5% of the bid price from all bidders, as well as performance and payment bonds in the amount of 100% of the contract price from the contractor awarded the bid. If federally grant funded, the bidders must also include costs for Davis Bacon compliance if that is a requirement of the federal agency providing the funding.
10. For construction projects over \$2,000, a statement that contractors will be provided with a copy of the most current wage determination (from the DOL website at <http://www.wdol.gov/dba.aspx>) and must comply with the Davis Bacon Act.
11. Language that reserves for the Selectboard 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 an award which in its sole and absolute judgment will best serve the Town's interest. The

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Selectboard reserves the right to investigate the financial condition of any bidder to determine his or her ability to assure service throughout the term of the contract.

Once a Request for Bids has been issued, the bid specifications will be available for inspection at the Town office.

**BID SUBMISSION.** All bids must be submitted in sealed envelopes, addressed to the Town in care of the Town Manager, and plainly marked with the name of the bid and the time of the bid opening. Bid proposals will be date stamped on the outside of the envelope immediately upon receipt. Any bid may be withdrawn in writing prior to the scheduled time for the opening of bids. Any bids received after the time and date specified shall not be considered and shall be returned to the bidder unopened.

Bidders shall bid to specifications and any exceptions must be noted by the bidder. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that the bidder is competing solely on his/her behalf without connection with or obligation to any undisclosed person or firm.

**BID OPENING.** Every bid received prior to the bid submission deadline will be publicly opened and read aloud by the Town Manager. The bid opening will include the name and address of bidder; for lump sum contracts, the lump sum base bid and the bid for each alternate; for unit price contracts, the unit price for each item and the total, if stated; and the nature and the amount of security furnished with the bid if required.

**CRITERIA FOR BID SELECTION.** 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.
9. Contract provisions that are acceptable to the Town.
10. For construction projects over \$2,000, contractor's indication of acceptance of wages in the current wage determination provided as part of the Request for Bids.
11. Any other factors that the Selectboard determines are relevant and appropriate in connection with a given project or service.

*In addition to the above, in the case of a contract supported by federal funds, the additional criteria shall apply:*

12. There shall be no preference exercised for local contractors or suppliers.
13. Minority and women-owned businesses must be included in the solicitation list for the request for proposal.

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13. The Selectboard will not select a bidder who is listed on the Excluded Parties List System website (<https://www.sam.gov>).

**CHANGE ORDERS.** 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 Town Manager 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.

**EXCEPTIONS.** The following exceptions may apply, however there must be written documentation created and maintained that outlines the process and rationale for such exceptions:

**Competitive Proposals.** If time does not permit the use of sealed bids, or the award will be made on the basis of non-price related factors, a competitive proposal process shall be initiated by the issuance of a Request for Bids (RFB) or Request for Qualifications (RFQ) prepared by the Town Manager or its designee that includes the factors that will be used to evaluate and compare the proposals. Bids or qualifications shall be obtained from an adequate number of qualified sources (at least two vendors) to ensure that the Town has received a fair and reasonable price and all notification and record keeping requirements of the sealed bid process shall be followed. If architectural or engineering services are being solicited, this process should be used with the most qualified firm or individual awarded the bid and price or fees negotiated after the award. If competitive proposals are used, all of the above steps in the sealed bid process should be followed except that: 1) the bid submission need not be sealed; and 2) price will not be the primary factor in the proposal selection.

**Sole Source Purchases.** If the Selectboard determines that there is only one possible source for a proposed purchase, it may waive the bid process and authorize the purchase from the sole source.

**Recurring Purchases.** If the total value of a recurring purchase of a good or service is anticipated to exceed \$12,000 during any fiscal year, the bid process shall be utilized and shall specify the recurring nature of the purchase. Once a bid has been accepted, all future purchases shall be made from that bidder without necessity of additional bids, until such time as the Selectboard votes to initiate a new bid process.

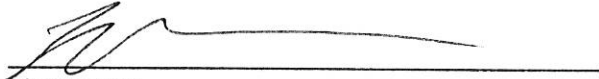
**Emergency Purchases.** The Town Manager may award contracts and make purchases for the purpose of meeting the public emergency without complying with the bid process. Emergency expenditures may include immediate repair or maintenance of town property, vehicles, or equipment if the delay in such repair or maintenance would endanger persons or property or result in substantial impairment of the delivery of important Town services.

**Professional Services.** The bid process shall not apply to the selection of providers for services that are characterized by a high degree of professional judgment and discretion including legal, financial, auditing, risk management, and insurance services with a value of up to \$5,000.



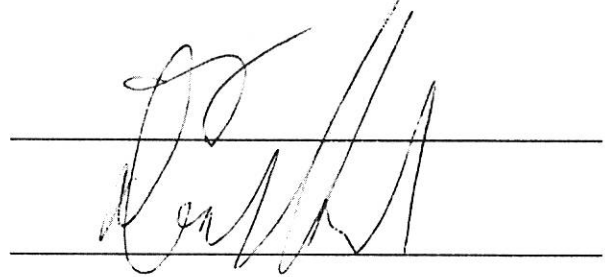
Federally funded non-competitive purchases for \$150,000 or more require a cost analysis to determine the reasonableness of the proposed pricing and should be completed in accordance with the requirements of the federal or state agency issuing the grant funding.

The foregoing Policy is hereby adopted by the Selectboard of the Town of Hardwick, Vermont, this 3rd day of May 2018 and is effective as of this date until amended or repealed.

  
Chairperson

Shari Cornish

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## **TOWN OF HARDWICK PROCUREMENT POLICY**

Adopted December 4, 2025 (Replacing Purchasing Policy Adopted May 3, 2018)

### **PURPOSE**

The purpose of this Procurement Policy is to obtain the highest quality goods and services for the Town of Hardwick at the lowest possible price, to exercise financial control over the purchasing process, to clearly define authority for the procurement function, to allow fair and equal opportunity among qualified suppliers, and to ensure compliance with applicable state and federal laws, including the procurement standards established under Uniform Grant Guidance (2 CFR §§ 200.317–200.327) when federal funds are used.

### **AFFIRMATIVE ACTION AND LOCAL PREFERENCE**

Whenever possible, qualified small, minority, and women-owned businesses shall be included in the solicitation lists for bids or non-bid purchases. For purchases funded in whole or in part by federal awards, the Town shall comply with 2 CFR §200.321, which requires affirmative steps to ensure the use of minority businesses, women's business enterprises, and labor surplus area firms. These steps include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Ensuring such businesses are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, to permit maximum participation by such businesses;
4. Establishing delivery schedules, where requirements permit, to encourage participation;
5. Using the services of the Small Business Administration and the Minority Business Development Agency as appropriate.

The Town may exercise a preference for local businesses for purchases funded exclusively by the Town but only if such a preference does not result in unreasonable prices or restrict fair competition. No local preference shall be applied to federally funded procurements.

### **CODE OF CONDUCT**

Employees, officers, and agents of the Town who are involved in procurement shall avoid real, apparent, or potential conflicts of interest. No employee, officer, or agent shall participate in the selection, award, or administration of a contract if a conflict of interest exists, including when:

- The employee, officer, or agent,
- Any member of his or her immediate family,
- His or her partner, or
- An organization employing any of the above has a financial or personal interest in the firm selected for award.

Conflicts of interest shall be disclosed publicly at a duly warned Select Board meeting before the bid selection or purchase occurs and documented in meeting minutes. Officers, employees, and agents shall neither solicit nor accept gratuities, favors, or anything of monetary value (other than items of nominal value not exceeding \$50) from contractors, potential contractors, or parties to subagreements. Violations of this Code may result in disciplinary action.

The Town shall also comply with 2 CFR §200.318(c)(2) regarding organizational conflicts of interest, ensuring that contractors or consultants who develop specifications or requirements for a procurement shall be excluded from competing for that procurement.

## **DOCUMENTATION**

Records documenting the procurement process for any Moderate or Major purchase, including justification for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for contract price, shall be maintained for a minimum of three (3) years after submission of the final expenditure report to the federal awarding agency, or longer if required by audit, litigation, or other federal or state retention schedules.

## **PURCHASING AUTHORITY**

Purchasing Agent: The Town Manager, or his/her designee as stipulated in the Town Charter §704J, shall serve as the Purchasing Agent.

Purchasing Agents are responsible for ensuring that the best possible price and quality are obtained with each purchase and shall review all proposed procurements to avoid unnecessary or duplicative purchases. Purchasing Agents must ensure open and fair competition and compliance with federal procurement standards where applicable.

### **Routine Purchases**

Purchases up to \$4,999.99 may be made without prior approval, provided they are within the approved budget. Quotations should be solicited periodically when practicable.

### **Moderate Purchases**

Purchases between \$5,000 and \$14,999.99 require prior approval of the Town Manager and must remain within the approved budget. Competitive quotes from at least two qualified vendors should be obtained whenever possible.

### **Major Purchases**

Purchases of \$15,000 or more require prior approval of the Select Board and shall follow the sealed bid process unless an exception applies. The Select Board shall ensure that competition is open and unrestricted.

For federally funded procurements:

- Micro-purchases (< \$10,000): May be awarded without soliciting competitive quotations if the price is reasonable.
- Small purchases (< \$250,000): Require price or rate quotations from at least two qualified sources.
- Sealed bids/competitive proposals (≥ \$250,000): Require formal solicitation and compliance with 2 CFR §200.320.

A cost or price analysis shall be conducted for all procurements exceeding the Simplified Acquisition Threshold (\$250,000) and for noncompetitive procurements as required under 2 CFR §200.324.

## SEALED BID PROCESS

The sealed bid process shall be initiated by the issuance of a Request for Bids (RFB) or Request for Proposals (RFP) prepared by the Town Manager or designee. Notice shall be made via letters to known providers, public postings in at least three locations, and publication in a newspaper of general circulation.

Bid specifications shall include project scope, insurance and bond requirements, and applicable federal provisions. For federally funded construction projects, Davis-Bacon Act compliance and current wage determinations must be included.

Bids must be submitted in sealed envelopes marked with the bid name and opening time. Bids received after the deadline shall not be considered. Bids will be publicly opened and read aloud.

In evaluating bids, the Select Board shall consider price, quality, capacity, performance, experience, financial responsibility, and compliance with requirements. No award shall be made to a contractor listed on the federal SAM.gov exclusion database.

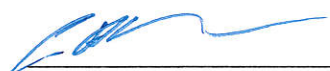
## EXCEPTIONS

1. Competitive Proposals: May be used if sealed bidding is not feasible or if award will be based on factors other than price. Proposals must be solicited from at least two qualified sources.
2. Sole Source Purchases: Permitted only when one source is available, and the rationale is documented per 2 CFR §200.320(f).
3. Recurring Purchases: Annual or recurring contracts exceeding \$15,000 shall be bid periodically.
4. Emergency Purchases: The Town Manager may authorize emergency purchases without a bid process when delay would endanger persons or property or substantially impair services.
5. Professional Services: Competitive proposals should be used for architectural or engineering services, with selection based on qualifications and fees negotiated thereafter per 2 CFR §200.320(d)(5).


## ADOPTION

This Procurement Policy replaces the Town's Purchasing Policy adopted May 3, 2018, and is effective upon adoption by the Select Board.

Adopted by the Hardwick Select Board on December 4, 2025.



Eric Remick, Chair



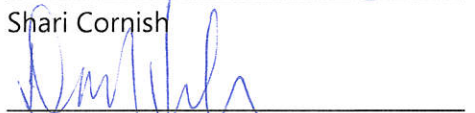
Ceilidh Galloway-Kane, Vice Chair



Shari Cornish



Tim Ricciardello



Danny Hale



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## 2026-2027 HARDWICK TOWN BUDGET

**Projected Revenues**

	<u>ACTUAL</u> <u>2024-2025</u>	<u>BUDGET</u> <u>2025-2026</u>	<u>PROPOSED</u> <u>2026-2027</u>	<u>\$</u> <u>DIFF.</u>	<u>%</u> <u>DIFF.</u>	
School Tax Admin Fee	\$7,576	\$7,078	\$7,955	\$876	12.38%	
PILOT	\$153,391	\$147,898	\$153,391	\$5,493	3.71%	
Current Use Hold Harm	\$187,682	\$181,780	\$207,155	\$25,375	13.96%	
Delinquent Charges	\$42,087	\$22,500	\$30,000	\$7,500	33.33%	
Tax Sale Interest	\$65	\$100	\$50	(\$50)	-50.00%	
Zoning Permits	\$3,300	\$4,000	\$3,500	(\$500)	-12.50%	
Licenses and Fees	\$3,664	\$3,500	\$3,600	\$100	2.86%	
Recording Fees	\$18,799	\$19,000	\$19,000	\$0	0.00%	
Dog Licenses	\$1,796	\$1,500	\$1,750	\$250	16.67%	
DMV Fees	\$165	\$250	\$175	(\$75)	-30.00%	
State Highway Aid	\$162,598	\$167,476	\$172,500	\$5,024	3.00%	
Grant-in-Aid Revenue	\$18,785	\$20,000	\$20,000	\$0	0.00%	
West Woodbury Revenue	\$8,000	\$8,000	\$8,000	\$0	0.00%	
Gravel Pit Revenue	\$9,100	\$0	\$0	\$0	0.00%	
Copying Fees	\$11,246	\$12,000	\$12,000	\$0	0.00%	
Hardwick PD Ticket Rev	\$15,385	\$17,000	\$17,000	\$0	0.00%	
PD SIU Revenue	\$15,000	\$3,500	\$15,000	\$11,500	328.57%	
Outside Services-PD	\$480	\$1,000	\$500	(\$500)	-50.00%	
Sale of Equipment/Vehicles	\$175	\$0	\$0	\$0	0.00%	
Interest on Investments	\$61,297	\$35,000	\$50,000	\$15,000	42.86%	
Miscellaneous Revenue	\$25,959	\$1,000	\$1,000	\$0	0.00%	
Sale of Real Estate	\$75,000	\$0	\$0	\$0	0.00%	
Insurance Payout	\$4,786	\$0	\$0	\$0	0.00%	
Water Transfer	\$157,280	\$186,678	\$170,490	(\$16,188)	-8.67%	no Dir of PW
Sewer Transfer	\$143,605	\$172,236	\$170,490	(\$1,746)	-1.01%	no Dir of PW
Room Rent	\$25	\$50	\$50	\$0	0.00%	
PD Vest Grant	\$628	\$650	\$650	\$0	0.00%	
PD Vast Patrol	\$3,658	\$4,000	\$3,500	(\$500)	-12.50%	
State Highway Safety Grants	\$9,139	\$15,000	\$15,000	\$0	0.00%	
FEMA Flood 2023 & 2024	\$458,399	\$0	\$0	\$0	0.00%	
USDA RBDG Grant - Ped. Bridge	\$100,000	\$0	\$0	\$0	0.00%	
Misc. Grants	\$21,997	\$0	\$0	\$0	0.00%	
Green Up Day Grant	\$400	\$400	\$400	\$0	0.00%	
<b>Total Revenues</b>	<b>\$1,721,465</b>	<b>\$1,031,595</b>	<b>\$1,083,156</b>	<b>\$51,562</b>	<b>5.00%</b>	
<b>Total Budget</b>	<b>\$4,697,313</b>	<b>\$4,417,752</b>	<b>\$4,688,105</b>	<b>\$270,353</b>	<b>6.12%</b>	
<b>Property Taxes</b>	<b>\$2,975,848</b>	<b>\$3,386,157</b>	<b>\$3,604,949</b>	<b>\$218,792</b>	<b>6.46%</b>	

**Budget Summary**

Highway Department	\$ 1,570,301	\$ 1,112,852	\$ 1,161,695	\$ 48,844	4.39%
Police Department	\$ 891,451	\$ 1,014,585	\$ 1,059,520	\$ 44,935	4.43%
Administration/Office	\$ 807,535	\$ 906,980	\$ 856,789	\$ (50,190)	-5.53%
Payroll (Elected & Appointed)	\$ 12,555	\$ 16,778	\$ 15,118	\$ (1,660)	-9.89%
Fire Department	\$ 88,488	\$ 46,702	\$ 60,321	\$ 13,619	29.16%
Line Items	\$ 1,331,166	\$ 1,229,241	\$ 1,439,998	\$ 210,756	17.15%
Buildings	\$ 93,854	\$ 90,615	\$ 94,663	\$ 4,048	4.47%
<b>Total Budget</b>	<b>\$ 4,795,351</b>	<b>\$ 4,417,752</b>	<b>\$ 4,688,105</b>	<b>\$ 270,353</b>	<b>6.12%</b>

## 2026-2027 HARDWICK TOWN BUDGET

## Highway Department

	<u>ACTUAL</u> <u>2024-2025</u>	<u>BUDGET</u> <u>2025-2026</u>	<u>PROPOSED</u> <u>2026-2027</u>	<u>\$</u> <u>DIFF.</u>	<u>%</u> <u>DIFF.</u>
Public Works Payroll (6 FT)	\$387,085	\$394,992	\$412,604	\$17,612	4.46%
Overtime	\$45,751	\$30,000	\$40,000	\$10,000	33.33%
Sewer Operator	\$400	\$750	\$500	(\$250)	-33.33%
Social Security Expense	\$33,362	\$31,619	\$33,674	\$2,054	6.50%
Workers' Compensation	\$22,702	\$23,809	\$24,518	\$709	2.98%
Unemployment Insurance	\$399	\$416	\$387	(\$29)	-7.00%
VLCT/PACIF	\$11,430	\$13,727	\$13,145	(\$582)	-4.24%
Health Insurance	\$121,461	\$154,770	\$145,090	(\$9,680)	-6.25%
Dental/Vision/Life/Disability	\$6,087	\$8,157	\$8,032	(\$125)	-1.53%
Retirement Expense	\$31,482	\$30,812	\$33,945	\$3,133	10.17%
Operating Expense/Supplies	\$18,790	\$18,000	\$19,000	\$1,000	5.56%
Permits/Fees	\$3,652	\$4,000	\$4,000	\$0	0.00%
Telephone/Internet	\$1,349	\$1,500	\$1,500	\$0	0.00%
Culverts	\$1,821	\$7,500	\$5,000	(\$2,500)	-33.33%
Grant-in-Aid Expense	\$9,294	\$6,200	\$9,000	\$2,800	45.16%
Uniforms	\$8,525	\$8,000	\$9,700	\$1,700	21.25%
Line Painting/Crosswalks	\$1,745	\$1,000	\$1,500	\$500	50.00%
Road Signs	\$5,262	\$1,500	\$2,500	\$1,000	66.67%
Streetscape Maintenance	\$746	\$1,000	\$1,000	\$0	0.00%
Storm Drains	\$7,365	\$2,500	\$4,500	\$2,000	80.00%
Safety/Training	\$210	\$1,000	\$500	(\$500)	-50.00%
Equipment Expense	\$92,965	\$80,000	\$80,000	\$0	0.00%
Gasoline Fuel	\$3,116	\$4,500	\$4,000	(\$500)	-11.11%
Diesel Fuel	\$58,981	\$65,000	\$65,000	\$0	0.00%
July 2023 Flood	\$38,938	\$0	\$0	\$0	0.00%
July 2024 Flood	\$375,003	\$0	\$0	\$0	0.00%
Gravel Pit Operation	\$99,622	\$70,000	\$80,000	\$10,000	14.29%
Ditch Stone	\$0	\$0	\$0	\$0	0.00%
Hydroseeding	\$0	\$1,500	\$1,000	(\$500)	-33.33%
Mud Season Material	\$7,335	\$0	\$0	\$0	0.00%
Chloride	\$15,552	\$12,000	\$12,000	\$0	0.00%
E. Hardwick Sidewalks	\$599	\$599	\$599	\$0	0.00%
Roadside Mowing	\$8,770	\$10,000	\$10,000	\$0	0.00%
Paving/Patching	\$5,470	\$5,000	\$5,500	\$500	10.00%
Brush Cutting	\$9,600	\$8,000	\$8,000	\$0	0.00%
Downtown Maintenance/Trash	\$2,535	\$5,000	\$5,000	\$0	0.00%
Street Sweeping	\$5,250	\$5,000	\$5,500	\$500	10.00%
Winter Sand	\$14,400	\$15,000	\$15,000	\$0	0.00%
Salt	\$113,247	\$90,000	\$100,000	\$10,000	11.11%
<b>Totals</b>	<b>\$1,570,301</b>	<b>\$1,112,852</b>	<b>\$1,161,695</b>	<b>\$48,844</b>	<b>4.39%</b>



**DRAFT****2026-2027 HARDWICK TOWN BUDGET****Administration & Office Expenses**

	<u>ACTUAL</u> <u>2024-2025</u>	<u>BUDGET</u> <u>2025-2026</u>	<u>PROPOSED</u> <u>2026-2027</u>	<u>\$</u> <u>DIFF</u>	<u>%</u> <u>DIFF</u>	
Town Manager's Office Staff Payroll (4 FT/1 PT)	\$329,024	\$428,431	\$375,521	(\$52,909)	-12.35%	no Dir. of PW + increases
Town Clerk's Office Payroll (2 FT)	\$111,119	\$117,201	\$122,190	\$4,990	4.26%	
Social Security/Child Care Tax	\$33,600	\$40,595	\$37,030	(\$3,565)	-8.78%	no Dir. of PW
Workers' Compensation	\$2,184	\$2,535	\$2,359	(\$176)	-6.95%	
Unemployment Insurance	\$436	\$550	\$414	(\$136)	-24.69%	
VLCT/PACIF	\$2,554	\$2,991	\$2,758	(\$233)	-7.79%	
Health Insurance	\$170,035	\$197,226	\$190,207	(\$7,019)	-3.56%	no Dir. of PW/plan change
Dental/Vision/Life/Disability	\$7,823	\$8,135	\$8,482	\$346	4.25%	
Retirement Expense	\$29,606	\$37,316	\$37,328	\$13	0.03%	
Town Manager Supplies	\$6,509	\$5,500	\$6,500	\$1,000	18.18%	
Town Clerk Supplies	\$4,215	\$4,000	\$4,500	\$500	12.50%	
Town Report Expense	\$3,282	\$3,800	\$4,500	\$700	18.42%	
Conferences/Dues/Mileage	\$1,122	\$1,000	\$1,200	\$200	20.00%	
Tax Billing/Collection Exp.	\$1,076	\$1,400	\$1,200	(\$200)	-14.29%	
Telephone	\$3,589	\$4,000	\$4,000	\$0	0.00%	
Advertising	\$2,992	\$2,200	\$2,500	\$300	13.64%	
Copier	\$0	\$100	\$100	\$0	0.00%	
Election Expense	\$2,000	\$500	\$1,500	\$1,000	200.00%	
IT Services & Mgmt./Software	\$19,486	\$39,000	\$40,000	\$1,000	2.56%	
Budget Act Adjustment Expense	\$43,492	\$0	\$0	\$0	0.00%	
Misc Grant Expense	\$11,575	\$0	\$0	\$0	0.00%	
July 2023 Flood	\$644	\$0	\$0	\$0	0.00%	
July 2024 Flood	\$12,424	\$0	\$0	\$0	0.00%	
Equipment Purchases	\$2,137	\$3,000	\$4,000	\$1,000	33.33%	2 new computers
Assessor Supplies	\$2,288	\$2,500	\$5,500	\$3,000	120.00%	cloud based system
Education/Training	\$656	\$1,500	\$1,200	(\$300)	-20.00%	
Zoning Supplies	\$3,669	\$3,500	\$3,800	\$300	8.57%	
<b>Totals</b>	<b>\$807,535</b>	<b>\$906,980</b>	<b>\$856,789</b>	<b>(\$50,190)</b>	<b>-5.53%</b>	

**Other Payroll**

Public Official's Liability	\$2,624	\$2,918	\$2,918	\$0	0.00%	
Election Officials	\$50	\$200	\$200	\$0	0.00%	
Planning/DRB Board	\$2,375	\$2,800	\$2,500	(\$300)	-10.71%	
Board of Civil Authority	\$36	\$60	\$700	\$640	1066.67%	stipend to \$25 from \$3
Moderator	\$0	\$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	\$113	\$150	\$150	\$0	0.00%	
TEC - Conference Fees	\$0	\$100	\$100	\$0	0.00%	
Town Service Officer	\$100	\$150	\$150	\$0	0.00%	
Part Time Labor	\$0	\$500	\$500	\$0	0.00%	
Health Officer	\$600	\$600	\$600	\$0	0.00%	
Town Website Coordinator	\$600	\$900	\$1,000	\$100	11.11%	
Social Security Expense	\$1,007	\$3,300	\$1,200	(\$2,100)	-63.64%	two positions shifted to office
<b>Totals</b>	<b>\$12,555</b>	<b>\$16,778</b>	<b>\$15,118</b>	<b>(\$1,660)</b>	<b>-9.89%</b>	

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## 2026-2027 HARDWICK TOWN BUDGET

## Police Department

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSED</u>	<u>\$</u>	<u>%</u>
	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>DIFF</u>	<u>DIFF</u>
Police Payroll (6 including Chief)	\$451,380	\$538,971	\$538,246	(\$725)	-0.13%
Overtime	\$71,332	\$58,716	\$70,000	\$11,284	19.22%
Part-Time Officers (1-2)	\$48,945	\$40,000	\$45,000	\$5,000	12.50%
Social Security Expense	\$45,904	\$47,444	\$48,602	\$1,158	2.44%
Workers' Compensation	\$34,694	\$36,405	\$37,470	\$1,065	2.92%
Unemployment Insurance	\$810	\$982	\$769	(\$213)	-21.69%
VLCT/PACIF	\$20,561	\$27,419	\$22,206	(\$5,213)	-19.01%
July 2024 Flood	\$2,959	\$0	\$0	\$0	0.00%
Health Insurance	\$59,273	\$88,689	\$106,451	\$17,762	20.03%
Dental/Vision/Life/Disability	\$5,915	\$8,004	\$8,004	\$0	0.00%
Retirement Expense	\$55,496	\$69,332	\$72,077	\$2,745	3.96%
Supplies	\$5,654	\$7,500	\$7,500	\$0	0.00%
Training	\$6,729	\$4,500	\$6,000	\$1,500	33.33%
Memberships	\$175	\$150	\$200	\$50	33.33%
Legal Expenses	\$0	\$1,500	\$1,000	(\$500)	-33.33%
IT Services/Email/Internet	\$3,013	\$3,000	\$6,000	\$3,000	100.00%
Dispatch Services	\$31,238	\$32,423	\$33,396	\$973	3.00%
Telephone	\$3,909	\$4,000	\$4,200	\$200	5.00%
Vehicle Maintenance	\$13,312	\$7,500	\$8,500	\$1,000	13.33%
Advertising	\$988	\$500	\$800	\$300	60.00%
Radio Service	\$480	\$800	\$500	(\$300)	-37.50%
Investigation Expense	\$600	\$2,000	\$1,000	(\$1,000)	-50.00%
Uniforms (Cleaning)	\$56	\$1,000	\$500	(\$500)	-50.00%
Uniform Purchases	\$3,168	\$3,000	\$3,000	\$0	0.00%
Gasoline	\$8,835	\$11,000	\$10,000	(\$1,000)	-9.09%
Tires	\$1,965	\$1,500	\$1,600	\$100	6.67%
Education	\$0	\$500	\$500	\$0	0.00%
Equipment	\$6,041	\$4,000	\$5,000	\$1,000	25.00%
<b>Total PD Operating Exp.</b>	<b>\$883,433</b>	<b>\$1,000,835</b>	<b>\$1,038,520</b>	<b>\$37,685</b>	<b>3.77%</b>
SIU Expense	\$13	\$1,750	\$7,500	\$5,750	328.57%
Enforcement/Safety/Misc. Grants	\$1,915	\$7,500	\$7,500	\$0	0.00%
Equipment Grants	\$6,090	\$3,000	\$5,000	\$2,000	66.67%
Vest Grant	\$0	\$1,500	\$1,000	(\$500)	-33.33%
<b>Total Special PD Expenses</b>	<b>\$8,018</b>	<b>\$13,750</b>	<b>\$21,000</b>	<b>\$7,250</b>	<b>52.73%</b>
<b>Total PD Expenses</b>	<b>\$891,451</b>	<b>\$1,014,585</b>	<b>\$1,059,520</b>	<b>\$44,935</b>	<b>4.43%</b>

increase/plan changes

added repeater &amp; town email

offset with revenue



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## 2026-2027 HARDWICK TOWN BUDGET

**Buildings**

<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSED</u>	<u>\$</u>	<u>%</u>
<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>DIFF.</u>	<u>DIFF.</u>

**Memorial Building**

Custodial Services Expense	\$11,461	\$11,060	\$11,747	\$ 687	6.21%
Custodial S.S. Expense	\$775	\$823	\$874	\$ 51	6.20%
VLCT/PACIF	\$3,209	\$3,580	\$3,466	\$ (114)	-3.19%
Operating Exp/Supplies	\$4,533	\$4,400	\$4,500	\$ 100	2.27%
Building Maint./Repair	\$1,241	\$4,300	\$4,000	\$ (300)	-6.98%
Utilities	\$4,988	\$5,598	\$5,637	\$ 39	0.00%
Fuel Oil	\$9,126	\$10,000	\$9,500	\$ (500)	-5.00%
Elevator/Fire Alarm	\$2,069	\$2,500	\$3,500	\$ 1,000	40.00%
Generator	\$0	\$100	\$100	\$ -	0.00%
<b>Totals</b>	<b>\$37,401</b>	<b>\$42,361</b>	<b>\$43,324</b>	<b>\$ 963</b>	<b>2.27%</b>

**Public Safety Building**

VLCT/PACIF	\$3,054	\$3,440	\$3,360	\$ (80)	-2.33%
Operating Expenses	\$333	\$750	\$500	\$ (250)	-33.33%
Building Maint./Repair	\$10,424	\$1,500	\$2,000	\$ 500	33.33%
Utilities	\$3,237	\$3,178	\$3,658	\$ 480	15.09%
Fuel Oil	\$4,958	\$6,000	\$5,500	\$ (500)	-8.33%
Custodial Services Expense	\$7,372	\$4,500	\$4,500	\$ -	0.00%
Custodial Serv. S.S. Expense	\$562	\$335	\$335	\$ (0)	-0.06%
<b>Totals</b>	<b>\$29,940</b>	<b>\$19,703</b>	<b>\$19,852</b>	<b>\$ 149</b>	<b>0.76%</b>

**Fire Station**

VLCT/PACIF	\$3,383	\$3,758	\$3,758	\$ -	0.00%
Utilities	\$2,708	\$2,961	\$3,060	\$ 99	3.33%
Fuel Oil	\$6,556	\$7,000	\$7,000	\$ -	0.00%
Building Maint./Repair	\$787	\$1,000	\$1,000	\$ -	0.00%
<b>Totals</b>	<b>\$13,433</b>	<b>\$14,719</b>	<b>\$14,818</b>	<b>\$ 99</b>	<b>0.67%</b>

**Highway Garage**

Heating Fuel	\$4,848	\$1,985	\$5,000	\$ 3,015	151.89%
Building Maint./Repair	\$713	\$3,000	\$3,000	\$ -	0.00%
Utilities - Garage	\$3,569	\$4,144	\$4,033	\$ (111)	-2.67%
<b>Totals</b>	<b>\$9,130</b>	<b>\$9,129</b>	<b>\$12,033</b>	<b>\$ 2,904</b>	<b>31.81%</b>

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## 2026-2027 HARDWICK TOWN BUDGET

## Buildings continued...

<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSED</u>	<u>\$</u>	<u>%</u>
<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>DIFF.</u>	<u>DIFF.</u>

## Town House

VLCT/PACIF	\$1,863	\$2,288	\$2,087	-\$201	-8.80%
Building Maint./Repair	\$554	\$1,000	\$750	-\$250	-25.00%
Utilities	\$422	\$425	\$450	\$25	5.88%
<b>Totals</b>	<b>\$2,839</b>	<b>\$3,713</b>	<b>\$3,287</b>	<b>-\$426</b>	<b>-11.48%</b>

## Historical Depot

VLCT/PACIF	\$173	\$190	\$200	\$10	5.26%
Building Maint./Repair	\$0	\$300	\$300	\$0	0.00%
<b>Totals</b>	<b>\$173</b>	<b>\$490</b>	<b>\$500</b>	<b>\$10</b>	<b>2.04%</b>

## Yellow Barn

VLCT/PACIF	\$90	\$0	\$0	\$0	0.00%
Maintenance	\$847	\$500	\$850	\$350	70.00%
<b>Totals</b>	<b>\$936</b>	<b>\$500</b>	<b>\$850</b>	<b>\$350</b>	<b>70.00%</b>

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2026-2027 HARDWICK TOWN BUDGET

Line Items

	ACTUAL 2024-2025	BUDGET 2025-2026	PROPOSED 2026-2027	\$ DIFF.	% DIFF.	
Auditing	\$27,870	\$29,000	\$29,000	\$0	0.00%	
Animal Control	\$2,594	\$3,000	\$3,500	\$500	16.67%	
Professional/Project Consultant Services	\$17,425	\$15,000	\$40,000	\$25,000	166.67%	increase stipend & kennel supplies, etc.
Assessor Services	\$43,200	\$45,000	\$45,600	\$600	1.33%	consultants for projects
NVDA	\$2,482	\$2,774	\$2,556	(\$218)	-7.84%	
VLCT	\$5,101	\$5,214	\$5,366	\$152	2.92%	
Jeudevine Memorial Library	\$161,449	\$181,010	\$197,754	\$16,744	9.25%	
Memorial Day	\$500	\$500	\$500	\$0	0.00%	
Casplan Lake	\$4,500	\$4,750	\$4,900	\$150	3.16%	
Cemeteries	\$24,566	\$28,000	\$30,000	\$2,000	7.14%	
Springfest	\$0	\$0	\$15,000	\$15,000	100.00%	
Capital Equipment Fund	\$307,347	\$175,000	\$190,000	\$15,000	8.57%	
Capital Fire Equipment Fund	\$40,000	\$50,000	\$65,000	\$15,000	30.00%	
Capital Road Fund	\$160,000	\$160,000	\$110,000	(\$50,000)	-31.25%	
Capital General Fund	\$100,000	\$100,000	\$102,000	\$2,000	2.00%	
Loader & Grader Payment	\$57,011	\$57,012	\$57,012	\$0	0.00%	
Mackville Rd. Bond Payment	\$21,167	\$20,519	\$20,519	\$0	0.00%	
Gravel Pit Bond Payment	\$43,637	\$43,160	\$42,204	(\$956)	-2.22%	
Library Bond Payment	\$34,997	\$47,500	\$46,424	(\$1,076)	-2.27%	
2014 Fire Truck Bond Payment	\$30,386	\$30,454	\$30,454	\$0	0.00%	
2021 Fire Truck Bond Payment	\$22,555	\$21,079	\$20,976	(\$103)	-0.49%	
Highway Garage Bond Payment	\$0	\$0	\$150,000	\$150,000	100.00%	Interest only first year
Tax Mapping	\$5,100	\$4,000	\$5,100	\$1,100	27.50%	
Solid Waste District	\$2,972	\$2,920	\$3,838	\$918	31.44%	
Streetslights	\$24,666	\$24,562	\$26,639	\$2,077	8.46%	
Memorial Park Electricity	\$110	\$150	\$150	\$0	0.00%	
Employment Practices Ins.	\$5,586	\$5,832	\$5,809	(\$23)	-0.39%	
Community Crime Ins.	\$776	\$836	\$815	(\$21)	-2.49%	
Town Service Officer Expenses	\$0	\$500	\$500	\$0	0.00%	
Hazard Mitigation	\$0	\$1,000	\$10,000	\$9,000	100.00%	early warning siren
Cyber Security	\$0	\$1,500	\$0	(\$1,500)	-100.00%	
Tax Sale Expense	\$0	\$2,000	\$2,000	\$0	0.00%	
Tax Abatement Expense	\$7,182	\$500	\$500	\$0	0.00%	
Insurance Deductibles	\$3,855	\$0	\$0	\$0	0.00%	
Pedestrian Bridge Planning	\$11,150	\$0	\$0	\$0	0.00%	
Conservation Commission	\$500	\$500	\$500	\$0	0.00%	
Equity Committee	\$1,393	\$1,500	\$1,500	\$0	0.00%	
Recreation Dept.	\$19,351	\$20,412	\$17,780	(\$2,632)	-12.89%	
Hardwick Trails	\$10,958	\$11,577	\$11,832	\$255	2.21%	
County & Gravel Pit Taxes	\$34,960	\$36,008	\$36,358	\$351	0.97%	
Rescue Squad	\$95,820	\$96,472	\$107,910	\$11,438	11.86%	
<b>Totals</b>	<b>\$1,331,166</b>	<b>\$1,229,241</b>	<b>\$1,439,998</b>	<b>\$210,756</b>	<b>17.15%</b>	



TOWN OF HARDWICK  
CAPITAL EQUIPMENT PURCHASE SCHEDULE

YEAR	Dump Truck 1	Dump Truck 2	Dump Truck 3	Dump Truck 4	F-550 Truck 5	F250 Truck 6	F150 Truck 7	Lawn Mower	Excavator	Toolcat	Police Cruiser	SPEND TOTAL	FUNDS SET ASIDE	ACCOUNT BALANCE
Bal 6/30/25														\$ 247,682
2026				\$280,000							\$55,000	\$335,000	\$175,000	\$ 87,682
2027		\$150,000									\$65,000	\$215,000	\$190,000	\$62,682
2028								\$20,000		\$65,000	\$65,000	\$150,000	\$205,000	\$117,682
2029						\$70,000					\$66,000	\$136,000	\$215,000	\$196,682
2030					\$130,000		\$55,000				\$66,000	\$185,000	\$230,000	\$241,682
2031			\$290,000								\$66,000	\$356,000	\$240,000	\$125,682
2032	\$290,000										\$68,000	\$358,000	\$240,000	\$7,682
2033											\$68,000	\$68,000	\$240,000	\$179,682
2034										\$75,000	\$70,000	\$145,000	\$240,000	\$274,682
2035								\$20,000				\$20,000	\$240,000	\$494,682
2036				\$300,000							\$70,000	\$370,000	\$240,000	\$364,682
2037		\$170,000			\$140,000						\$72,000	\$382,000	\$240,000	\$222,682
2038									\$200,000		\$72,000	\$272,000	\$240,000	\$190,682
2039						\$80,000					\$74,000	\$154,000	\$240,000	\$276,682
2040							\$60,000			\$80,000		\$140,000	\$240,000	\$376,682
2041			\$300,000					\$20,000			\$74,000	\$374,000	\$240,000	\$242,682
2042	\$300,000										\$76,000	\$396,000	\$240,000	\$86,682
2043											\$76,000	\$76,000	\$240,000	\$250,682
2044					\$150,000						\$78,000	\$228,000	\$240,000	\$262,682
2045												\$0	\$240,000	\$502,682
2046										\$85,000	\$78,000	\$163,000	\$240,000	\$579,682

- 1) Increases in costs are based on a "best guess" scenario with input from dealers
- 2) Loader & Grader purchased in Summer 2023. Replace in FY 2038. Borrow.
- 3) Police Cruisers traded or replaced about every 5 years
- 4) Dump trucks 1, 2, 3, 4 are traded about every 10 years
- 5) Truck 5 is traded about every 7 years
- 6) Truck 6 and 7 are traded about every 10 years
- 7) Excavator purchased 2023. Replace in FY2038.

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**TOWN OF HARDWICK**  
**CAPITAL FIRE EQUIPMENT PURCHASE SCHEDULE**

YEAR	Ladder L1	Pumper E1	Fire E2	Tanker W1	SPEND TOTAL	FUNDS SET ASIDE	ACCOUNT BALANCE
Bal 6/30/25							\$110,423
2026					\$0	\$50,000	\$160,423
2027					\$0	\$65,000	\$225,423
2028					\$0	\$80,000	\$305,423
2029					\$0	\$95,000	\$400,423
2030					\$0	\$110,000	\$510,423
2031					\$0	\$120,000	\$630,423
2032				\$300,000	\$300,000	\$120,000	\$450,423
2033					\$0	\$120,000	\$570,423
2034					\$0	\$120,000	\$690,423
2035					\$0	\$120,000	\$810,423
2036					\$0	\$120,000	\$930,423
2037					\$0	\$120,000	\$1,050,423
2038					\$0	\$120,000	\$1,170,423
2039		\$950,000			\$950,000	\$120,000	\$340,423
2040					\$0	\$120,000	\$460,423
2041					\$0	\$120,000	\$580,423
2042					\$0	\$120,000	\$700,423
2043					\$0	\$120,000	\$820,423
2044					\$0	\$120,000	\$940,423
2045	\$ 600,000				\$600,000	\$120,000	\$460,423
2046			\$ 500,000		\$500,000	\$120,000	\$80,423

- 1) Ladder Truck L1 is replaced every 25 years. Replace in 2045.
- 2) Pumper E1 is replaced every 25 years. Replace in 2039.
- 3) Pumper E2 is replaced every 25 years. Replace in 2046.
- 4) Tanker W1 is replaced every 25 years. Replace in 2032.
- 5) These are best guess estimates for used equipment.

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**TOWN OF HARDWICK**  
**CAPITAL ROAD SCHEDULE**

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<b>Year</b>	<b>Center Road</b>	<b>Hardwick Street</b>	<b>Paving (see below)</b>	<b>Spend Total</b>	<b>Funds Set Aside</b>	<b>Account Balance</b>
Bal 6/30/25						\$454,391
2026	-\$490,000		\$0	-\$490,000	<b>\$160,000</b>	\$124,391
2027			-\$110,000	-\$110,000	<b>\$110,000</b>	\$124,391
2028			-\$100,000	-\$100,000	<b>\$110,000</b>	\$134,391
2029			-\$80,000	-\$80,000	<b>\$110,000</b>	\$164,391
2030			-\$80,000	-\$80,000	<b>\$110,000</b>	\$194,391
2031			-\$70,000	-\$70,000	<b>\$110,000</b>	\$234,391
2032		-\$325,000		-\$325,000	<b>\$110,000</b>	\$19,391
2033			-\$60,000	-\$60,000	<b>\$110,000</b>	\$69,391
2033			-\$60,000	-\$60,000	<b>\$110,000</b>	\$119,391
2034			-\$60,000	-\$60,000	<b>\$110,000</b>	\$169,391
2035			-\$60,000	-\$60,000	<b>\$110,000</b>	\$219,391
2036			-\$60,000	-\$60,000	<b>\$110,000</b>	\$269,391
2037			-\$70,000	-\$70,000	<b>\$110,000</b>	\$309,391
2038			-\$70,000	-\$70,000	<b>\$110,000</b>	\$349,391
2039			-\$70,000	-\$70,000	<b>\$110,000</b>	\$389,391
2040			-\$70,000	-\$70,000	<b>\$110,000</b>	\$429,391
2041			-\$70,000	-\$70,000	<b>\$110,000</b>	\$469,391
2042	-\$500,000			-\$500,000	<b>\$110,000</b>	\$79,391

**Paving Projects:**

FY 2027: Marshall St., Perry Ln, Buffalo St., W. Church St.

FY 2028: West Hill Rd.(partial) Wakefield St., High St.

FY 2029: To Be Determined

FY 2030: To Be Determined

FY 2031: To Be Determined

*\*Prices based on current market prices; increases are expected, schedule may vary depending on price*

*\*Conditions of roads may change, resulting in a change to the paving schedule*



# Town of Hardwick Capital Improvements Three-Year Plan

	Balance 6/30/2025	<i>FY 2026 Last Year</i>	FY 2027	FY 2028	FY 2029	Future Balance
<b>Buildings</b>						
Memorial Building	\$33,897	\$12,000	\$12,000	\$12,000	\$12,000	\$81,897
Public Safety Building	\$12,523	\$5,000	\$5,000	\$5,000	\$5,000	\$32,523
Highway Garage	\$79,672	\$30,000	\$30,000	\$30,000	\$30,000	\$199,672
Fire Department	\$20,168	\$2,000	\$2,000	\$2,000	\$2,000	\$28,168
Library	\$26,131	\$0	\$0	\$0	\$0	\$26,131
Town House	\$21,129	\$5,000	\$5,000	\$5,000	\$5,000	\$41,129
Carey Rd. Property	\$1,376	\$0	\$0	\$0	\$0	\$1,376
Historical Depot	\$12,730	\$1,000	\$1,000	\$1,000	\$1,000	\$16,730
<b>Subtotal</b>	<b>\$207,626</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$427,626</b>
<b>Public Works</b>						
Gravel Pit Reclaim	\$14,306	\$0	\$0	\$0	\$0	\$14,306
Sidewalk Expense	\$58,672	\$10,000	\$10,000	\$12,000	\$14,000	\$104,672
Guardrails	\$21,992	\$5,000	\$5,000	\$5,000	\$5,000	\$41,992
Road Signs/Crosswalks	\$5,460	\$2,000	\$2,000	\$2,000	\$2,000	\$13,460
Bridge #4 East Hardwick	\$151,034	\$10,000	\$10,000	\$10,000	\$10,000	\$191,034
Bridge Fund	\$35,147	\$10,000	\$10,000	\$10,000	\$10,000	\$75,147
<b>Subtotal</b>	<b>\$286,611</b>	<b>\$37,000</b>	<b>\$37,000</b>	<b>\$39,000</b>	<b>\$41,000</b>	<b>\$440,611</b>
<b>General Government</b>						
Trails Capital Account	\$22,691	\$0	\$0	\$0	\$0	\$22,691
Recreation Capital Fund	\$6,512	\$0	\$0	\$0	\$0	\$6,512
Fire Department Equipment/Clothing	\$15,280	\$8,000	\$8,000	\$8,000	\$8,000	\$47,280
New Vault Door	\$16,545	\$0	\$0	\$0	\$0	\$16,545
Cemetery Upgrades	\$22,500	\$0	\$0	\$0	\$0	\$22,500
Police Equipment	\$6,061	\$0	\$2,000	\$2,000	\$2,000	\$12,061
Accrued Interest	\$31,619	\$0	\$0	\$0	\$0	\$31,619
<b>Subtotal</b>	<b>\$121,208</b>	<b>\$8,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$159,208</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>\$615,445</b>	<b>\$100,000</b>	<b>\$102,000</b>	<b>\$104,000</b>	<b>\$106,000</b>	<b>\$1,027,445</b>

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**2026-2027 HARDWICK TOWN BUDGET**

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**Library Budget**

	<u>ACTUAL</u> <u>2024-2025</u>	<u>BUDGET</u> <u>2025-2026</u>	<u>PROPOSED</u> <u>2026-2027</u>	<u>\$</u> <u>DIFF.</u>	<u>%</u> <u>DIFF.</u>
Library Payroll (1 FT & 2 PT)	\$93,416	\$108,169	\$112,768	\$4,600	4.25%
Social Security/FICA Expense	\$7,140	\$8,048	\$8,390	\$342	4.25%
Worker's Comp	\$1,004	\$725	\$1,100	\$375	51.79%
Unemployment	\$300	\$319	\$319	(\$0)	-0.12%
VLCT/PACIF	\$450	\$702	\$550	(\$152)	-21.69%
Health Insurance - Librarian only	\$19,562	\$22,804	\$23,486	\$682	2.99%
Dental/Vision/Life/Disability	\$992	\$1,547	\$1,065	(\$481)	-31.12%
Retirement (2)	\$3,647	\$6,059	\$6,534	\$475	7.84%
Books- Adult	\$3,355	\$3,750	\$3,950	\$200	5.33%
Books - Juvenile	\$2,496	\$2,200	\$2,200	\$0	0.00%
Books - Young Adult	\$698	\$700	\$700	\$0	0.00%
Magazines- Adult	\$424	\$400	\$400	\$0	0.00%
Audio books/ DVDs - Adult	\$214	\$400	\$300	(\$100)	-25.00%
Audio books/ DVDs - Juvenile	\$344	\$200	\$200	\$0	0.00%
Computer Software/Technology	\$316	\$400	\$300	(\$100)	-25.00%
Computer Databases	\$1,993	\$1,800	\$2,100	\$300	16.67%
Courier Expense	\$688	\$600	\$700	\$100	16.67%
Internet Expense	\$0	\$0	\$0	\$0	0.00%
Equipment	\$135	\$200	\$150	(\$50)	-25.00%
Telephone/Elevator Alarm & Monitoring	\$1,636	\$1,700	\$2,500	\$800	47.06%
Supplies - General	\$2,384	\$2,500	\$2,500	\$0	0.00%
Youth Supplies	\$654	\$700	\$700	\$0	0.00%
Postage	\$552	\$725	\$650	(\$75)	-10.34%
Professional Services	\$700	\$200	\$400	\$200	100.00%
Conferences / Memberships	\$425	\$400	\$400	\$0	0.00%
Mileage	\$138	\$200	\$150	(\$50)	-25.00%
Advertising	\$195	\$150	\$150	\$0	0.00%
Restricted Donation Expense	\$117	\$0	\$0	\$0	0.00%
Jeudevine Friends Expense	\$0	\$0	\$0	\$0	0.00%
Internet Transition Grant Expense	\$3,268	\$3,000	\$3,000	\$0	100.00%
Interlibrary Grant Expense	\$684	\$650	\$650	\$0	0.00%
Misc. Grant Expense	\$10,137	\$500	\$500	\$0	100.00%
<b>Total Operating Budget</b>	<b>\$158,065</b>	<b>\$169,748</b>	<b>\$176,812</b>	<b>\$7,065</b>	<b>4.16%</b>
Custodial Services Expense	\$5,121	\$9,273	\$9,114	(\$159)	-1.71%
Custodial Services S.S. Expense	\$503	\$690	\$678	(\$12)	-1.71%
Building Insurance	\$1,374	\$2,500	\$10,000	\$7,500	300.00%
Electricity	\$5,170	\$2,800	\$9,000	\$6,200	221.43%
Fuel Oil	\$3,526	\$6,000	\$4,000	(\$2,000)	-33.33%
Water/Sewer	\$1,198	\$750	\$1,200	\$450	60.00%
Maintenance Expense	\$1,876	\$2,500	\$2,000	(\$500)	-20.00%
<b>Total Library Building Budget</b>	<b>\$18,769</b>	<b>\$24,513</b>	<b>\$35,992</b>	<b>\$11,479</b>	<b>46.83%</b>
Friends of Jeudevine Donations	\$ -				
Restricted Donations	\$ (911.06)				
Interest on Investments	\$ (1,124.00)	\$ (500.00)	\$ (800.00)		
Grant Income	\$ (14,225.08)	\$ (5,000.00)	\$ (5,000.00)		
Courier Revenue	\$ (281.28)	\$ (250.00)	\$ (250.00)		
Fund Balance Contribution		\$ (3,000.00)	\$ (4,000.00)		
Misc. Income	\$ (3,522.21)	\$ (4,500.00)	\$ (5,000.00)		
<b>Town Appropriation</b>	<b>\$161,449</b>	<b>\$181,010</b>	<b>\$197,754</b>	<b>\$16,744</b>	<b>9.25%</b>
<b>Fund Balance as of 06.30.2025</b>	<b>9,495</b>				



**2026-2027 HARDWICK TOWN BUDGET**

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***Recreation Budget***

	<u><b>ACTUAL</b></u> <u><b>2024-2025</b></u>	<u><b>BUDGET</b></u> <u><b>2025-2026</b></u>	<u><b>PROPOSED</b></u> <u><b>2026-2027</b></u>	<u><b>\$</b></u> <u><b>DIFF.</b></u>	<u><b>%</b></u> <u><b>DIFF.</b></u>
Recreation Coordinator	\$2,960	\$5,000	\$0	(\$5,000)	-100.00%
Recreation Committee Stipends	\$0	\$0	\$1,000	\$1,000	100.00%
Social Security/FICA	\$240	\$372	\$100	(\$272)	-73.12%
VLCT Workers Comp/Insurance	\$116	\$120	\$0	(\$120)	-100.00%
VLCT Unemployment Insurance	\$30	\$40	\$0	(\$40)	-100.00%
VLCT PACIF/Liability Insurance	\$71	\$80	\$80	\$0	0.00%
Community Programming	\$15,899	\$14,500	\$7,000	(\$7,500)	-51.72%
Green- Up Day	\$0	\$0	\$2,000	\$2,000	100.00%
Teach America to Swim	\$0	\$0	\$7,000	\$7,000	100.00%
Supplies and Advertising	\$0	\$300	\$500	\$200	66.67%
Maintenance	\$35	\$0	\$100	\$100	100.00%
<b>Total Expenses</b>	<b>\$19,351</b>	<b>\$20,412</b>	<b>\$17,780</b>	<b>-\$2,632</b>	<b>-12.89%</b>

**2026-2027 HARDWICK TOWN BUDGET**

***Trails Budget***

	<u><b>ACTUAL</b></u> <u><b>2024-2025</b></u>	<u><b>BUDGET</b></u> <u><b>2025-2026</b></u>	<u><b>PROPOSED</b></u> <u><b>2026-2027</b></u>	<u><b>\$</b></u> <u><b>DIFF.</b></u>	<u><b>%</b></u> <u><b>DIFF.</b></u>
Trails Salaries	\$3,622	\$3,750	\$3,920	\$170	4.53%
Social Security/Child Care Tax	\$292	\$279	\$292	\$13	4.53%
Trail Repair & New Construction	\$41	\$800	\$800	\$0	0.00%
Equipment Repair and Maintenance	\$1,868	\$900	\$1,200	\$300	33.33%
Gas, Oil and Diesel	\$457	\$500	\$500	\$0	0.00%
Publicity/Advertising/Signage & Maps	\$215	\$600	\$400	(\$200)	-33.33%
Program and Activities	\$2,692	\$2,800	\$2,800	\$0	0.00%
VLCT Workers Comp/Insurance	\$140	\$150	\$160	\$10	6.67%
VLCT Unemployment Insurance	\$30	\$50	\$50	\$0	0.00%
VLCT PACIF/Liability Insurance	\$1,599	\$1,748	\$1,711	(\$37)	-2.13%
<b>TOTALS</b>	<b>\$10,958</b>	<b>\$11,577</b>	<b>\$11,832</b>	<b>\$255</b>	<b>2.21%</b>

**FY2027 Estimated Tax Rate based on Proposed FY2027 Budget  
and Impact on a \$100,000 home**

**FY2027 Estimated Tax Rate**

FY 2027 Proposed Property Taxes		\$3,604,949
Estimated Grand List July 1, 2026		\$338,993,600.00
FY 2027 Estimated Tax rate		\$0.01063
	Value per \$100	\$1.063
FY2026 Municipal Tax rate		\$0.01006
	Value per \$100	\$1.006

**Impact on a \$100,000 home**

Estimated FY2027 municipal tax liability on a \$100,000 home	\$1,063.43
FY2026 tax liability on a \$100,000 home	\$1,006.30
Increase (decrease) in FY2027 before appropriations	\$57.13

**Estimated increase in Tax Rate reflected in actual dollars/100** \$0.0571

**Percent Increase (decrease) in Property Tax rate from FY2026 to FY2027** 5.68%

**Impact of Appropriations on a \$100,000 home**

Estimated value of Appropriations		\$51,961.00
Proposed Property Taxes with Appropriations		\$3,656,909.73
FY2027 Estimated Tax rate		\$0.0108
	Value per \$100	\$1.079
Estimated FY2027 municipal tax liability on a \$100,000 home		\$1,078.75
Increase (decrease) in FY2027 on a \$100,000 home		\$72.45

**Estimated increase in Tax Rate reflected in actual dollars/100** \$0.0725

**Percent Increase (decrease) in Property Tax rate from FY2026 to FY2027** 7.20%

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