

2021 Budget WorkSheet
Selectboard Town Manager

Account	2020 Actual	2021 Budget	Notes
01-10-11 Selectboard			
01-10-11-10.00 Selectboard Salaries		7,500.00	
01-10-11-11.00 Social Security			
01-10-11-16.00 Management Consultant	862.50		Not needed in 2021
01-10-11-21.00 Expenses	7,705.52	1,500.00	high in 2020 due to manager search
01-10-11 Selectboard	8,568.02	9,000.00	
01-10-12 Town Manager			
01-10-12-10.00 Manager Salary	63,339.48	73,000.00	reflects 3% increase
01-10-12-11.00 Social Security	4,911.55	5,584.50	
Retirement		4,287.50	Was included in Admin Budget
01-10-12-21.00 Expenses	859.27	2,000.00	anniversary acknowledge; employee appreciation items
Education/Training		1,500.00	Education/Training events; University of Georgia
01-10-12 Town Manager	69,110.30	86,372.00	

2021 Budget Worksheet

Administration

Account	2020 Actual	2021 Budget	
---------	----------------	----------------	--

REVENUES

Account	2020 Actual	2021 Budget	
01-02 Licenses, Permits & Fees			
01-02-15-00.01 Liquor License	1,110.00	1,100.00	
01-02-15-00.02 Fish & Game	39.00		
01-02-15-00.03 Dog Licenses	1,232.00	1,200.00	working towards better education
01-02-15-00.04 Other Licenses	460.00		
01-02-15-00.05 Rabies	-	-	line not needed
01-02-15-00.06 Motor Vehicle Reg.	171.00	200.00	
01-02-18-00.01 Planning/Zoning	5,052.27	6,000.00	
01-02 Licenses, Permits & Fees Total	8,064.27	8,500.00	

Account	2020 Actual	2021 Budget	
01-03 General Govt.			
01-03-15-00.11 Recording Fees	26,007.00	30,000.00	
01-03-15-00.17 911 House Numbers	20.00	50.00	
01-03-15-00.18 Clerk Fees	4,297.50	4,300.00	
01-03-15-00.19 Miscellaneous	131.87	200.00	
01-03-15-00.41 Tax Sale Admin.	1,350.00	2,000.00	
01-03-15-00.70 Solar Field Rent	6,000.00	6,500.00	
01-03-15-00.71 Insurance Refund	-		not needed
01-03-15-00.72 Land Sale	-		Not needed
01-03-15-01 Interest Income			
01-03-15-01.51 Interest Income Other			
01-03-15-01.53 Income - Interest	1,305.07	2,000.00	
01-03 General Govt Total	39,111.44	45,050.00	

EXPENSES:

Account	2020 Actual	2021 Budget	
01-10-15 Administration			
01-10-15-10.00 Elections Payroll	662.97	400.00	3 election workers x 10 hrs
01-10-15-10.01 Payroll	124,012.43	158,241.00	reflects a traditional 3% increase
01-10-15-10.11 Treasurer	2,537.92	3,600.00	reflects a traditional 3% increase
01-10-15-11.00 Social Security	11,257.04	12,105.44	calculation based on salary
01-10-15-12.00 Unemployment			
01-10-15-13.00 Workers Comp	1,315.44	1,300.00	moved here from Insurance
01-10-15-14.00 Medical Insurance	45,930.75	58,920.00	2 family plans, 2 - 2 person plans
01-10-15-15.00 Life Insurance	311.19	400.00	4 people
01-10-15-16.00 Retirement	9,513.23	10,115.06	Municipal retirement calculation based off of salary
01-10-15-18.00 Co Insurance			Grouped in insurance
01-10-15-21.00 General Supplies	5,264.91	9,000.00	
01-10-15-21.01 911 House Numbers	38.15	50.00	
01-10-15-21.02 Elections Expense	963.33	1,500.00	Program machine, ballots
01-10-15-22.00 Training	603.00	1,000.00	amie schooling; debbie TC conference
01-10-15-23.00 Equipment	15,385.01	16,700.00	postage lease; copier leases; cashing system lease
01-10-15-25.00 VT State Treasurer		2,500.00	

2021 Budget Worksheet
Administration

01-10-15-26.00 Postage	4,937.25	7,500.00	
01-10-15-27.00 Notices	3,033.64	5,000.00	
01-10-15-27.01 Town Report	3,126.54	4,000.00	Town report may be larger in 2020 with new presentation
01-10-15-34.00 Telephone	7,979.84	10,801.68	
01-10-15-37.00 Computer Service	10,349.13	9,080.00	Monthly Support and leases
01-10-15-37.01 Record Restoration	80.80	5,000.00	
01-10-15-37.02 Website			part of revitalization
01-10-15-37.03 NEMRC Software			can be removed
01-10-15-37.04 GIS Upgrade			can be removed
01-10-15-37.05 SAPA		500.00	
01-10-15-37.06 Municipal Music Licen	460.00	460.00	
01-10-15-40.00 VLCT	5,003.00	5,003.00	
01-10-15-50.00 PACIF Insurance	24,827.80	25,000.00	Property/Liability insurance; moved from Insurance
01-10-15-55.00 Chamber of Commerce	149.00	150.00	
01-10-15-56.00 Legal	7,612.70	10,000.00	Increased policy review in 2021
01-10-15-56-01 Consulting			can be removed
01-10-15-57.00 Auditing Payroll			can be removed
01-10-15-57.01 Federal Audit	10,500.00	16,000.00	
01-10-15-69.00 Town Hall Renovation			Can be removed
01-10-15-80.00 Propane Tank Purchase			Can be removed
01-10-15-81.00 Bond Anticipation			No BAN needed
01-10-15-82.00 TAN Interest	2,975.65	3,000.00	
01-10-15-83.00 Service Charge	1,853.04	2,000.00	
01-10-15-99.00 Unclassified	12,087.80	500.00	not anticipating COVID expenses in 2021
01-10-15 Administration Total	312,771.56	379,826.18	

2021 Budget Worksheet
Listers

	2020	2021			
Account	Actual	Budget	Notes		
01-10-16 Listers					
01-10-16-10.00 Salaries	17,446.09	19,500.00	One lister - avg 3% increase		
NEMRC		10,000.00	avg \$750/month		
01-10-16-11.00 Social Security	1,334.64	1,491.75	based off salary		
01-10-16-21.00 General Expense	1,926.63	6,000.00	maps, software support, marshall & swift		
01-10-16-22.00 Training		500.00	1 lister training		
01-10-16-22.01 Travel		500.00	rental car for site visits		
01-10-16-23.00 Equipment		1,000.00	place holder for new printer, etc that may fail		
01-10-16-37.00 Computer Service	4,138.97	4,000.00	computer service & leases		
01-10-16-56.00 Legal	2,042.50	500.00	high actual due to reappraisal		
01-10-16-90.00 Lister Training Fund	-				
01-10-16 Listers Total	26,888.83	43,491.75			

2021 Budget Worksheet
Planning Zoning Department

	2020	2021			
Account	Actual	Budget	Notes		
01-10-18 Planning and Zoning					
01-10-18-10.00 Salary	19,720.81	34,500.00	Asst. 15 hr/wk; ZA 20 hr/wk		
01-10-18-10.11 DRB Salaries		2,500.00			
01-10-18-10.12 Planning Salaries		2,500.00			
01-10-18-11.00 Social Security	1,508.61	2,639.25	based on salary		
01-10-18-21.00 Enforcement	36.28		combine with legal		
01-10-18-21.01 Supplies	71.66	1,000.00	hearings; workshops		
01-10-18-21.02 Printing			not needed		
01-10-18-22.00 Travel/Training		1,000.00	new ZA, Board training		
01-10-18-23.00 Computer	2,251.51	2,900.00	service & lease		
01-10-18-27.00 Notices	1,586.00	2,500.00	move activity expected		
01-10-18-27.01 Contracted Services	115.00	2,000.00	Assist with UDB & Town Plan		
01-10-18-40.01 Regional Planning Dues	3,942.50	3,942.50			
01-10-18-40.02 SRDC			moved to revitalization		
01-10-18-56.00 Legal	1,026.00	5,000.00	expect enforcement		
01-10-18 Planning and Zoning Total	30,258.37	60,481.75			

2021 Budget Worksheet
Revitalization/Historic Buildings

Account	2020 Actual	2021 Budget	Notes
01-14-57 Revitalization			
01-14-57-69.01 Website Maintenance		2,000.00	increased attention to updating social media
01-14-57-69.02 Historic Facility Mainten	7,865.50	36,000.00	Repairs to Academy Ceiling; match for roof
01-14-57-69.03 Misc Maintenance	4,713.00	10,000.00	painting gazebo, repairs to AB ramp, et
01-14-57-69.04 Landscaping		6,000.00	canopy work; tree removal
01-14-57-69.05 Info Booth Septic Pumping	3,200.43	3,500.00	
Spring. Reg. Dev. Corp.		10,000.00	moved from Planning/Zoning
Marketing efforts		10,000.00	Additional marketing initiatives
Acountis Panels, Town Hall		12,000.00	Acoustic panels at town hall
01-14-57 Revitalization Total	15,778.93	89,500.00	

2021 Budget Work Sheet
town Hall

Account	2020 Actual	2021 Budget	Notes
01-14-56 Town Hall			
01-14-56-21.00 Supplies	2,299.66	3,000.00	
01-14-56-30.00 Utilities	6,387.64	10,000.00	
01-14-56-31.00 Water/Sewer	574.64	1,000.00	May be more functions
01-14-56-32.00 Fuel	4,349.25	5,000.00	
01-14-56-37.01 Cleaning Service	256.00	7,320.00	hired a local cleaner; cant do inhouse
01-14-56-37.02 Rubbish	3,797.46	4,000.00	
01-14-56-69.00 Repairs/Maint.	7,394.41	6,000.00	high this year due to septice line backup
01-14-56 Town Hall Total	25,059.06	36,320.00	