

Memo

Date: December 5, 2011

TO: Selectboard

FROM: Richard McGuire 

RE: Operating Budget for FY 2013

1. Introduction

I am pleased to transmit the proposed Operating Budget for fiscal year 2013. The proposed budget for next fiscal year is \$8,402,230. This represents a \$337,710 increase over the budget approved fiscal year 2012. The operating portion of the budget is up just under 4%. A portion of that increase is offset by revenues other than property taxes. The proposed budget would require about a two cent increase in property taxes.

As we approached preparing the budget for next fiscal year, there were several key principles we made every attempt to adhere to:

- Maintain quality and quantity of core services;
- Budget each line-item in a realistic manner;
- Limit the increase in expenditures.

The problem is that the cost of the various resources used to provide services has increased. The budget also includes an attempt to restore services that were cut or reduced during the recent downturn in the economy.

In the end, when reviewing the key principles articulated above, this proposed budget was successful in satisfying those principles. However, should the Board wish to reduce expenditures, a reduction in services may be necessary.

The budgets for each department have been reviewed carefully by the Manager's office for accuracy and need. Each departmental budget has been revised as part of this review process and is presented in its revised form.

On the next several pages of this transmittal, you will find a more detailed summary of the revenue and expenditure pictures.

2. Revenues

The revenue picture continues to improve over the previous several years. Tax collection rates have leveled off over last year but overall the collection rate is 99%. The local options tax collections continue to improve. We anticipate this trend to continue. There are several major increases in revenue included in the proposed budget.

The first is in the Host Town Fund. In addition to the revenue received annually through the host town agreements (there are currently four agreements in place), we propose using some of the fund balance that exists in this account to help pay for capital projects. This fund balance is an accumulation of under-spent or cancelled projects and surplus host town revenues. This additional revenue is a one-time addition and amounts to about \$100,000.

Ambulance service revenues have been recalculated to reflect a lower collection rate so even though call volumes continue to rise along with rates, we are not projecting any increase in this revenue source.

The proposed budget will require an increase in property taxes. The budget as proposed would require an estimated increase in the tax rate of about two cents.

The amount of fund balance budgeted for use for next fiscal year is \$299,630 or \$8,890 less than the current year. Assuming 100 percent of the fund balance is used for both the current year and next year, this leaves a remaining balance of about \$762,946 which places it below the bottom end of the range specified in the Selectboard policy. However, we anticipate using less than the full amount which should place the final number above the minimum. These numbers are summarized in the chart below:

1	Fund Balance 2010	1,247,028
2	Used in 2011 Budget	<u>124,068</u>
3	Balance, June 2011	1,371,096
4	Voted for use in 2012	<u>(308,520)</u>
5	Projected balance, June 2012	1,062,576
6	Proposed for FY 2013	(299,630)
7	Remainder	762,946
8	Target (range)	\$840,223 to \$1,680,446

3. Expenditures

By object, the largest increases in order, from largest to smaller, are in capital projects, wages, and benefits.

Capital projects and equipment are increasing substantially but much of the increase is offset by an increase in one-time revenues from the host town fund.

The increase in wages is driven partly by the adding a police officer position that had been cut from the budget several years ago. This position was needed then and it continues to be needed. Changes were made in the Police budget to mitigate some of the increase. Note that the Chief has recommended that two positions be added but the request was reduced to one. The upcoming year will also feature contract negotiations with the two bargaining units. A reserve to cover possible wage increases is included in the Manager's budget in the discretionary salary line-item.

Benefits are increasing by \$89,490. This increase is driven in part by the increase in wages but the largest factor is the increase in health insurance. The rates are increasing by 7.3% effective January 1, 2012 and will likely increase again a year from now. We continue to explore ways of controlling the cost of health insurance.

Attached to this transmittal letter are three tables. The first is a revenue summary (Table 1). The second is a summary of expenditures by object (Table 2) and the third is a summary of expenditures by department (Table 3).

Table 1
Revenue Summary

1.	Object	FY 2011 Approved	FY 2012 Proposed	Change	% Change
2.	Property Tax Revenue	3,614,340	3,932,710	318,370	8.8%
3.	Local Options Tax	2,600,000	2,600,000	0	0.0%
4.	Subtotal	6,214,340	6,532,710	318,370	5.1%
5.					
6.	Clerk Revenue	169,700	180,800	11,100	6.5%
7.	Planning & Zoning	90,000	110,000	20,000	22.2%
8.	Public Safety	420,370	384,580	-35,790	-8.5%
9.	Recreation	191,050	199,550	8,500	4.4%
10.	Highway	216,150	218,960	2,810	1.3%
11.	Fund Balance Use	308,520	299,630	-8,890	-2.9%
12.	Host Town funds	383,390	420,000	36,610	9.5%
13.	Other Revenue	71,000	56,000	-15,000	-19.3%
14.	Subtotal	1,850,180	1,869,520	19,340	9.9%
15.					
16.	Total	8,064,520	8,402,230	337,710	4.2%

Table 2
Expenditure Summary by Object

1.	Object	FY 2012 Approved	FY 2013 Proposed	Change	% Change
2.					
3.	Wages	3,203,350	3,300,860	97,510	3.0%
4.	Benefits & Training	1,212,050	1,301,540	89,490	7.4%
5.	Equipment	316,170	334,160	17,990	5.7%
6.	Programs	553,460	570,660	17,200	3.1%
7.	Cemetery	19,500	25,000	5,500	28.2%
8.	Contracted Services	667,930	683,310	15,380	3.3%
9.	Insurance	127,170	117,710	-9,460	-7.4%
10.	Veh Fuel & mileage	137,830	149,210	11,380	8.3%
11.	Heat & Utilities	73,010	76,000	2,990	4.1%
12.	Maintenance	364,160	383,590	19,430	5.3%
13.	All Other Expenses	149,060	151,440	2,380	1.6%
14.	Subtotal	6,823,690	7,093,480	269,790	4.0%
15.					
16.	Open Space	20,000	30,000	10,000	50.0%
17.	Capital Projects	413,910	519,630	105,720	25.5%
18.	Debt Service	806,920	759,120	-47,800	-5.9%
19.	Subtotal	1,240,830	1,308,750	67,920	5.5%
20.					
21.	Totals	8,064,520	8,402,230	337,710	4.2%

Table 3
Expenditure Summary by Department

1.	Department	FY 2012 Approved	FY 2013 Proposed	Change	% Change
2.					
3.	Police	1,724,640	1,790,070	65,430	3.8%
4.	Fire & Emer Preparedness	1,233,600	1,286,810	53,210	4.3%
5.	Public Works	1,371,590	1,434,070	62,480	4.6%
6.	General Administration	431,230	469,630	38,400	8.9%
7.	Planning & Conservation	372,010	385,340	13,330	3.6%
8.	Clerk/Elections	242,080	245,030	2,950	1.2%
9.	Outside Services	369,140	384,760	15,620	4.2%
10.	Recreation & Parks	521,350	534,530	13,180	2.5%
11.	Library	558,050	563,600	5,550	1.0%
12.	Subtotal	6,823,690	7,093,840	270,150	4.0%
13.					
14.	Open Space	20,000	30,000	10,000	50.0%
15.	Capital Equipment	290,710	390,520	99,810	34.3%
16.	Capital Projects	123,200	129,110	5,910	4.8%
17.	Debt Service	806,920	758,760	-48,160	-6.0%
18.	Subtotal	1,240,830	1,308,390	67,560	5.4%
19.					
20.	Totals	8,064,520	8,402,230	337,710	4.2%

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
REVENUE						
TAX REVENUE						
Property Taxes - Town, Highway, Capital	3,176,910	3,249,171	3,355,175	3,461,552	3,467,840	3,781,210
Interest on Taxes Due	38,600	50,878	50,000	59,471	50,000	55,000
Penalty on Taxes Due	4,000	5,914	7,000	6,724	6,500	6,500
Payments in Lieu of Taxes	72,000	89,995	83,090	95,761	90,000	90,000
Sales, Rooms, Meals & Alcohol Tax Revent	2,570,000	2,495,220	2,586,000	2,592,489	2,600,000	2,600,000
TOTAL TAX REVENUE	5,861,510	5,891,178	6,081,265	6,215,997	6,214,340	6,532,710
TAX RATE (Town,Highway & Tax Stabilization)	0.1998	0.2043	0.2100	0.0210	0.2153	0.2347
grd list	15,903,000	15,903,000	16,230,000		16,110,800	16,110,800
REVENUE FROM OTHER SOURCES						
<i>Town Clerk Revenue</i>						
Recording Legal Documents	75,000	105,832	85,000	116,752	95,000	105,000
Copies of Vital Statistics	9,000	5,285	8,000	5,130	6,000	5,200
Issuing Licenses-Muni. Portion	48,000	43,889	45,000	34,378	45,000	47,000
Use of Town Copier	11,000	10,127	11,000	11,042	11,000	11,000
Vault Time	3,500	2,628	3,500	2,904	3,200	3,000
Miscellaneous	1,000	1,358	2,000	867	1,300	1,200
Alcohol Beverage Licenses	2,600	2,560	2,700	2,951	2,700	2,900
Dog Licenses & Fees	6,000	5,179	6,000	4,645	5,500	5,500
TOTAL CLERK REVENUE	156,100	176,858	163,200	178,669	169,700	180,800
<i>Planning & Zoning Revenue</i>						
Planning Fees	15,000	15,463	15,000	22,065	15,000	20,000
Permits	60,000	87,183	60,000	105,469	75,000	90,000
TOTAL PLANNING REVENUE	75,000	102,646	75,000	127,534	90,000	110,000
<i>Public Safety Revenue</i>						
Miscellaneous	7,000	5,920	5,000	4,710	6,000	6,000
Court Fines	42,000	44,476	50,000	29,507	40,000	30,000
False Alarm Fees	20,000	10,530	15,000	17,361	11,000	5,000
Ambulance Revenue		-	260,360	241,740	361,370	341,780
Fire Fees	3,000	2,984	3,000	1,814	2,000	1,800
TOTAL PUBLIC SAFETY REVENUE	72,000	63,910	333,360	295,132	420,370	384,580
<i>Recreation Revenue</i>						
Explorer Day Camp	44,000	43,950	46,000	46,376	46,000	46,000
Adventurer Day Camp	35,000	39,602	37,000	41,148	40,000	40,000
Teen Day Camp	15,000	17,057	17,000	22,504	18,000	20,000
Youth Soccer	6,000	9,170	6,000	7,152	6,000	6,000
Fourth of July	50	60	50	25	50	50
Youth Basketball	4,200	5,790	6,000	5,900	6,000	6,000
Field Use	6,300	6,040	6,500	5,860	6,500	6,000
Spring/Summer Programs	51,000	36,547	37,000	44,843	37,000	40,000
After School Program	6,000	10,959	6,000	4,830	6,000	5,000
Senior Program & Misc.	2,000	2,246	2,000	1,275	2,000	3,500
Fall Programs	500	465	500	670	500	500
Winter Programs	6,000	6,754	6,000	6,986	6,000	6,500
Ski Program Fees	15,000	20,226	16,000	20,600	17,000	20,000
TOTAL RECREATION REVENUE	191,050	198,866	186,050	208,169	191,050	199,550
<i>Highway Revenue</i>						
State Aid	152,000	151,421	152,000	151,469	152,000	153,460
Rental of Highway Property	12,000	11,059	12,300	12,424	13,150	16,000
Right of Way Use Fee	25,000	2,300	25,000	14,780	18,000	18,000
Consulting Engineers	100	2,954	1,000	1,459	1,000	1,500
Miscellaneous	37,500	37,315	34,000	39,238	32,000	30,000
TOTAL HIGHWAY REVENUE	226,600	205,049	224,300	219,370	216,150	218,960
<i>Brick Church</i>						

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
Building Rental	5,500	3,640	5,000	3,110	4,000	3,500
Other Revenue						
From Reserves for Tax Reduction	400,000	182,501	280,000	-	220,000	200,000
From Reserves for Capital Projects	111,310	20,310	-	-	88,520	99,630
Land Lease, MTP	10,000	-	-	-	-	-
Miscellaneous	2,000	8,546	10,000	908	10,000	5,000
Sale of Fire Vehicle & Equipment		50,462		13,000		
Reimbursement for Town Services	20,000	20,000	21,000	21,000	21,000	22,000
Interest Earned on Investments	70,000	27,946	50,000	24,026	35,000	25,000
Transfer in From Host Town Fund for Capit	350,000	355,000	315,000	315,000	383,390	420,000
Transfer in, misc.	7,000	429	2,000	465	1,000	500
TOTAL OTHER REVENUE	970,310	665,194	678,000	374,399	758,910	772,130
Total Revenue from Other Sources	1,696,560	1,416,163	1,664,910	1,406,383	1,850,180	1,869,520
TOTAL REVENUE	7,558,070	7,307,341	7,746,175	7,622,380	8,064,520	8,402,230
EXPENDITURES						
PUBLIC SAFETY						
POLICE						
<i>Police Patrol Services</i>						
Patrol Salary	557,710	525,797	533,760	528,132	534,500	595,610
Overtime	113,440	84,932	99,500	87,766	114,000	100,000
Parttime Officers' Salaries	18,000	42,455	18,000	22,576	18,000	15,000
Benefits	264,610	244,416	275,500	235,256	282,850	317,020
Vehicle Expense	17,000	12,351	15,000	17,330	15,000	21,220
Vehicle Fuel	35,510	44,082	49,600	51,027	53,560	47,000
Mileage	1,800	856	1,800	72	800	600
Training & Conferences	13,000	13,884	9,000	5,414	15,000	16,000
Equipment & Uniforms	19,000	18,942	16,000	17,531	16,000	16,000
TOTAL	1,040,070	987,715	1,018,160	965,104	1,049,710	1,128,450
<i>Police Investigation Services</i>						
Investigation Salary	129,500	132,151	134,600	144,107	138,670	128,760
Benefits	48,780	45,293	53,290	54,628	55,630	56,550
Chitt. Unit for Sp. Investigations	24,500	24,503	25,330	25,392	19,480	7,180
Investigation Expenses	3,000	3,994	3,000	3,232	3,000	3,000
TOTAL	205,780	205,941	216,220	227,359	216,780	195,490
<i>Police Communications</i>						
Dispatch Salary	104,830	107,767	107,000	107,316	109,330	111,000
Benefits	31,590	35,486	40,000	49,545	41,430	53,650
Computer, Communications	20,100	20,973	19,400	22,314	23,000	23,000
Radio Repair	3,000	1,156	3,000	1,098	3,000	3,000
TOTAL	159,520	165,382	169,400	180,273	176,760	190,650
<i>Police Administration</i>						
Administration Salary	104,150	60,007	107,000	113,063	113,490	113,490
Benefits	27,680	14,161	42,000	36,145	38,520	40,980
Office Supplies	14,000	14,947	15,000	13,909	14,000	13,000
Telephone & Postage	13,100	14,977	14,000	11,765	14,000	13,500
TOTAL	158,930	104,092	178,000	174,882	180,010	180,970
<i>Police Special Programs</i>						
Dog Control & Damage	1,000	788	1,000	2,077	2,200	2,200
Awards Program	1,000	1,658	500	596	500	500
Public Service Programs	1,500	1,349	1,000	1,238	1,000	1,000
TOTAL	3,500	3,795	2,500	3,911	3,700	3,700
<i>Police Building Maintenance</i>						

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
Inside Office Cleaning	12,480	10,440	12,480	11,360	12,480	12,480
Heating Fuel	8,200	4,644	7,000	6,373	7,000	6,200
Utilities	21,100	14,322	21,100	16,708	19,500	19,000
Property & Casualty Insurance	47,000	49,172	51,860	48,580	50,000	45,240
Building Maintenance	3,400	7,613	5,400	9,845	8,700	7,890
TOTAL	92,180	86,191	97,840	92,866	97,680	90,810
TOTAL POLICE	1,659,980	1,553,116	1,682,120	1,644,395	1,724,640	1,790,070
FIRE, RESCUE & AMBULANCE						
<i>Administration</i>						
Administration Salary	104,560	104,925	109,740	110,123	113,050	113,050
Benefits	46,900	45,168	54,960	49,115	57,230	62,400
Subscription & Dues	1,500	1,438	1,500	725	1,350	1,350
Office Supplies	6,400	4,107	8,400	8,457	6,300	7,500
Office Equipment	10,900	9,037	8,000	6,900	6,000	7,000
Telephone & Postage	7,600	7,881	8,100	9,769	8,810	8,810
Personnel Physicals	19,580	11,856	20,000	5,325	10,000	10,000
Personnel Recognition	3,000	3,000	1,500	1,500	1,500	1,500
TOTAL	200,440	187,412	212,200	191,914	204,240	211,610
<i>Firefighting</i>						
On Call Firefighter Wages	113,950	93,682	113,950	89,343	96,220	96,220
Benefits	19,880	18,688	19,400	14,408	16,030	14,840
Career Firefighter Wages, including OT	112,380	112,966	160,680	156,505	193,410	197,080
Benefits	43,390	42,401	66,990	46,173	79,120	83,840
Training & Conferences	10,000	6,093	8,500	6,567	5,600	5,600
Communications	6,800	4,558	4,500	4,372	2,680	2,680
Dispatch Services	20,000	20,000	20,000	20,000	35,250	39,750
Firefighting Equipment	43,120	52,226	46,400	57,397	33,810	38,860
Fire Prevention	2,500	2,461	2,000	1,981	2,000	2,000
TOTAL	372,020	353,075	442,420	396,746	464,120	480,870
<i>Fire Maintenance</i>						
Maintenance Wages	21,610	21,353	21,940	21,859	22,380	22,380
Benefits	3,520	4,086	3,840	3,478	3,410	4,170
Vehicle Fuel	17,200	16,279	20,440	23,429	24,220	29,010
Equipment Maintenance	33,400	45,682	36,500	40,735	40,500	41,000
TOTAL	75,730	87,400	82,720	89,501	90,510	96,560
<i>EMS</i>						
On Call Rescue Wages	46,610	50,082	56,610	62,128	56,170	57,960
Career Rescue Wages, including OT	112,380	112,966	150,680	156,505	193,410	197,080
Benefits, On Call	5,710	7,827	7,830	6,850	7,950	8,970
Benefits, Career	40,610	42,151	66,990	45,017	79,120	83,840
Training	14,000	5,706	10,650	9,285	11,900	11,900
Ambulance Billing Fees	-	-	18,220	12,249	21,680	21,970
Rescue Medical Supplies	14,000	15,520	8,000	7,895	15,490	15,490
Communications	6,810	9,460	4,500	3,484	2,680	2,680
Rescue Equipment	11,000	10,274	25,500	26,092	15,860	15,850
TOTAL	251,120	253,986	348,980	329,505	404,260	415,740
<i>Facilities</i>						
Heating Fuel	16,170	10,016	14,800	12,680	10,570	13,320
Utilities	17,300	14,357	16,550	15,288	16,320	17,080
Property & Casualty Ins.	24,000	32,449	31,170	31,640	29,580	26,580
Station Maintenance	12,950	11,669	9,900	15,930	9,900	14,950
TOTAL	70,420	68,491	72,420	75,538	66,370	71,930
TOTAL FIRE AND RESCUE	969,730	950,364	1,158,740	1,083,204	1,229,500	1,276,710
EMERGENCY PREPAREDNESS						
Training	2,600	-	2,100	1,632	2,100	2,100
Supplies & Operation	2,500	2,890	2,000	2,150	2,000	8,000
TOTAL	5,100	2,890	4,100	3,782	4,100	10,100

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
TOTAL PUBLIC SAFETY	2,634,810	2,506,370	2,844,960	2,731,381	2,958,240	3,076,880

PUBLIC WORKS

Road Maintenance

Summer Maintenance

Summer Maintenance Salary	132,770	132,371	136,750	131,328	141,660	142,220
Benefits	48,110	49,839	50,660	53,792	57,400	60,570
Uniforms	3,080	3,586	3,080	3,658	3,720	4,700
Consulting Engineers	9,000	6,996	6,000	3,439	6,000	4,000
Garage Operations	7,240	6,097	7,000	7,424	6,660	7,000
Property & Casualty Insurance	6,160	8,087	8,500	7,435	7,580	7,550
Gravel & Other Materials	5,500	6,851	4,000	4,000	4,000	4,000
Chloride	10,920	6,467	11,300	2,568	11,380	9,660
Maintenance	59,600	61,004	58,500	67,968	33,100	39,490
Highway Line Striping				-	26,000	26,000
New Construction	2,000	2,000	2,000	-	2,000	2,000
Equipment Operation & Repair	5,200	4,274	4,500	5,054	4,440	4,340
Vehicle Fuel	8,200	5,378	7,900	8,638	8,200	9,600
Retreatment	227,000	195,860	224,000	216,194	244,000	250,000
Sidewalks	4,000	3,966	4,000	4,030	4,000	4,000
Misc. & Tools	2,280	2,253	2,280	1,761	2,280	2,280
Street Signs	5,500	6,455	5,500	4,511	5,500	7,000
TOTAL	536,560	501,484	535,970	521,800	567,920	584,410

Winter Maintenance

Winter Maintenance Salary	132,770	131,439	136,750	131,328	141,670	142,220
Overtime	38,190	23,849	39,180	35,604	36,710	36,700
Benefits	58,460	52,554	56,570	54,925	66,050	68,740
Uniforms	3,080	3,586	3,080	3,658	3,710	4,700
Training and Conferences				-	750	2,250
Equipment Rental	74,000	55,866	72,920	64,616	53,180	55,780
Garage Operations	7,200	6,097	7,000	7,424	6,660	6,700
Property & Casualty Insurance	6,160	8,087	8,500	7,766	7,580	7,550
Patch	2,000	2,446	2,000	5,052	2,000	2,750
Salt	100,000	91,253	124,000	134,239	126,000	128,000
Sand	11,000	10,835	11,250	8,614	10,080	10,800
Equipment Operation & Repair	15,600	12,821	13,500	15,161	13,320	13,020
Vehicle Fuel	24,570	16,134	23,700	25,915	24,650	28,800
Misc. & Tools	2,280	2,253	2,280	1,761	2,280	2,280
TOTAL	475,310	417,220	500,730	496,063	494,640	510,290

Highway General

Salaries, Administration	45,610	44,433	45,310	45,597	46,680	46,680
Discretionary Wages	6,000	1,000	18,800	1,500	13,000	18,800
Discretionary Wages, transferred	(5,820)	(5,820)	(12,530)	-	(12,610)	-
Benefits	12,870	17,091	20,040	17,506	20,250	22,630
Admin. Office Maintenance	12,670	13,657	16,030	16,835	18,640	20,220
Street Lights	48,400	47,873	39,000	43,578	37,650	39,000
New Equipment Purchase-see also capital b	2,500	2,150	2,800	2,551	2,800	2,800
TOTAL	122,230	120,384	129,450	127,567	126,410	150,130

Stormwater Maintenance

Stormwater Management Wages	66,400	60,297	68,380	65,664	70,420	71,100
Benefits	24,060	19,374	25,330	26,102	28,700	30,280
Uniforms	1,540	1,793	1,540	1,829	1,850	2,400
Training & Conferences				-	250	750
Garage Operation	3,600	3,049	3,500	3,712	3,330	3,350
Property & Casualty	3,080	4,027	4,250	3,633	3,790	3,780
Equipment Operation & Repair	5,200	11,173	4,500	5,054	4,440	4,340
Misc. & Tools	1,140	1,127	1,140	880	1,140	1,140
Vehicle Fuel	8,200	5,378	7,900	8,638	8,200	9,600

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
Stormwater Management	41,500	26,256	35,300	21,098	47,500	47,500
Culverts	5,000	3,165	5,000	400	5,000	5,000
TOTAL	159,720	135,639	156,840	137,010	174,620	179,240

Landscaping

Landscape Expenses	12,000	9,320	8,000	6,680	8,000	10,000
--------------------	--------	-------	-------	-------	-------	--------

TOTAL PUBLIC WORKS

	1,305,820	1,184,046	1,330,990	1,289,120	1,371,590	1,434,070
--	------------------	------------------	------------------	------------------	------------------	------------------

GENERAL ADMINISTRATION

Selectboard

Salaries	5,300	5,300	3,975	3,875	5,300	5,300
Benefits	580	526	510	382	530	450
Discretionary Fund	7,000	7,500	5,000	6,152	5,000	5,000
Other Expenses	5,500	4,307	7,500	4,500	7,500	7,500
TOTAL	18,380	17,633	16,985	14,909	18,330	18,250

Town Manager

Manager's Salary, reallocated	64,330	64,396	64,810	66,134	67,420	67,420
Manager's Staff Salary	12,500	7,429	12,500	11,242	19,570	14,570
Benefits	18,840	19,182	19,770	20,047	21,820	23,500
Mileage	250	319	200	345	250	350
Training & Conferences	2,500	2,641	1,500	1,430	2,500	3,000
Office Supplies	6,000	3,098	5,000	3,472	4,200	4,000
Telephone & Postage	3,270	2,466	3,240	2,330	3,000	2,500
Property & Casualty Insurance	3,250	3,494	3,680	3,219	3,300	4,020
Building Maintenance	18,100	16,262	16,400	15,215	17,300	17,100
Town Report	3,500	1,618	1,700	967	1,700	1,500
Accrued Sick & Vacation	10,000	19,182	10,000	-	10,000	10,000
Salary Discretionary	33,000	4,400	37,000	5,223	55,530	57,000
Salary Discretionary, Used	(17,230)	-	(19,950)	-	(31,460)	-
Benefits on Accrued & Discretionary wages	5,500	1,654	5,500	-	-	-
Other Expenses	5,000	5,456	5,000	2,639	5,500	5,000
TOTAL	168,810	151,597	166,350	132,263	180,630	209,960

Finance

Wages	62,350	65,295	62,360	62,544	64,050	66,970
Benefits	22,300	22,778	23,890	24,600	26,870	28,620
Audit Fees	18,000	18,000	19,500	19,500	20,500	18,800
	102,650	106,073	105,750	106,644	111,420	114,390

Board of Listers

Listers' Salaries	1,000	1,008	1,000	1,306	1,000	1,000
Assistant Assessor's Salary	21,900	22,162	24,080	26,703	24,080	24,220
Clerical Salary	18,440	18,387	18,440	13,742	18,570	18,570
Board of Civil Authority Salary	500	-	500	-	500	-
Benefits	3,450	3,796	3,450	3,631	3,450	3,660
Mileage	350	246	300	196	300	280
Training & Conferences	300	324	-	-	-	-
Professional Services	3,000	2,060	1,500	215	1,500	1,600
Contracted Assessor	14,900	17,318	16,000	16,411	17,000	18,000
Service Contracts	4,010	3,711	4,010	3,858	4,000	4,000
Office Supplies	700	666	650	937	650	700
Office Equipment	1,700	-	500	394	500	1,700
Telephone & Postage	400	473	500	413	500	500
Tax Maps	2,500	2,475	2,800	2,750	2,800	2,800
TOTAL	73,150	72,626	73,730	70,556	74,850	77,030

Technology

Computer Equipment	3,000	1,336	3,000	1,085	3,000	3,000
--------------------	-------	-------	-------	-------	-------	-------

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
Computer Applications	9,000	11,187	8,000	8,859	8,000	12,000
	12,000	12,523	11,000	9,944	11,000	15,000
<i>Legal Services</i>						
Legal Services	25,000	33,208	35,000	38,470	35,000	35,000
TOTAL GENERAL ADMINISTRATIO	399,990	393,660	408,815	372,786	431,230	469,630

PLANNING & ZONING

Planning

Department Salary	180,920	170,372	183,060	179,542	194,930	194,940
Benefits	63,700	57,484	66,280	66,214	73,800	78,550
Building Maintenance	13,060	11,103	14,420	14,504	15,860	17,770
Property & Casualty Ins.	2,250	2,601	3,860	2,396	2,450	2,680
Mileage	500	507	500	658	600	600
Training & Conferences	3,200	730	2,000	354	2,000	2,000
Subscriptions & Dues	1,200	1,037	1,200	849	1,200	1,200
Professional Services	4,000	1,020	4,000	4,344	4,000	4,000
Misc. Planning Studies	15,000	1,098	15,000	150	10,000	5,000
Advertising	3,000	1,562	3,000	2,162	3,000	2,500
Office Supplies	4,000	2,852	4,000	2,390	4,000	3,500
Equipment	1,500	100	1,500	1,492	1,500	3,000
Printing	4,300	4,070	5,000	3,907	5,000	4,500
Telephone & Postage	3,000	1,625	2,200	1,314	2,200	2,000
GIS Data Management	1,500	1,200	1,500	-	1,500	11,500
	301,130	257,361	307,520	280,276	322,040	333,740

Conservation

Conservation Salary	24,340	32,359	25,470	27,494	30,070	30,070
Benefits	7,520	9,203	8,050	8,248	8,400	9,030
Training, Conferences, Dues	1,690	-	970	563	970	1,000
Match for Grants and Studies	2,000	2,211	2,000	1,260	2,000	2,000
Office Supplies, Mailings, Ads	890	197	740	594	320	300
Mileage, Conservation & Trails	600	503	500	568	500	600
Conservation and Trails Intern	4,120	2,979	5,610	5,610	5,610	6,000
Trail Maintenance & Repair	3,200	5,292	1,690	1,422	2,100	2,600
TOTAL	44,360	52,744	45,030	45,759	49,970	51,600

TOTAL PLANNING AND ZONING

	345,490	310,105	352,550	326,035	372,010	385,340
--	----------------	----------------	----------------	----------------	----------------	----------------

CLERK/TREASURER

Records, Permits, Licenses, Cash Receipts, Cash Management

Town Clerk/Treasurer's Salary	40,380	31,028	40,380	-	31,690	41,200
Town Clerk's Staff Salary	97,570	96,226	97,570	113,392	107,490	90,010
Benefits	47,840	42,950	50,880	41,491	52,500	56,550
Mileage	750	272	50	356	300	300
Training & Conferences	1,250	928	400	250	1,000	1,300
Equipment Rental, Service Contracts	4,900	4,185	4,100	4,763	4,500	4,800
Property & Casualty Insurance	3,250	3,494	3,680	3,219	3,300	4,020
Building Maintenance	18,100	15,895	16,400	15,075	17,300	17,100
Office Supplies	4,500	6,315	6,600	4,747	9,500	10,000
Office Equipment	3,500	944	1,500	1,092	2,300	1,500
Telephone & Postage	5,000	5,990	5,750	5,582	6,200	6,500
TOTAL	227,040	208,227	227,310	189,967	236,080	233,280

Elections

Town Meeting Salary	1,000	840	800	892	1,000	1,000
General Election Salary	-	-	2,000	2,336	-	2,600
Ballot Printing	3,800	2,706	4,000	5,133	3,000	5,000
Postage	300	68	800	720	500	1,100
General Election Expense	-	-	500	528	-	1,300

Town of Williston**Operating Budget FY 2013**

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
Town Meeting Expenses	600	103	500	121	1,500	750
TOTAL	5,700	3,717	8,600	9,730	6,000	11,750
CLERK/TREASURER TOTAL	232,740	211,944	235,910	199,697	242,080	245,030

OUTSIDE SERVICES*Regional Services*

Chitt.Co. Regional Planning	11,540	11,544	11,200	11,199	11,140	21,420
Metropolitan Planning Org.(CCMPO)	10,930	10,934	10,480	10,484	10,430	-
Winooski Valley Park Dist.	32,000	32,000	32,000	32,000	32,000	32,000
Greater Burlington Inds.Corp.	2,000	2,000	2,000	2,000	2,000	2,000
County Tax	89,880	83,267	85,000	73,668	62,000	77,000
Vt. League of Cities & Towns	7,750	7,749	8,710	8,709	8,940	9,390
Lake Iroquois				-	4,000	-
TOTAL	154,100	147,494	149,390	138,060	130,510	141,810

Social Service Organizations

Social Service Organizations	23,340	23,340	23,340	23,340	23,340	24,040
Residents Assistance	2,000	479	1,000	499	1,000	1,000
Host Town Funded Scholarship	5,000	5,000	5,000	5,000	-	-
TOTAL	30,340	28,819	29,340	28,839	24,340	25,040

Transportation Services

Bus Service	158,260	160,443	149,960	149,359	154,770	159,260
SSTA Project & CCTA ADA	22,000	26,409	32,000	29,925	32,650	31,640
TOTAL	180,260	186,852	181,960	179,284	187,420	190,900

Health

Department Salary & Mileage	550	550	550	550	550	550
Visiting Nurse Assoc.	21,000	21,000	24,000	24,000	24,720	25,460
Employee Health & Safety Programs	1,600	759	1,350	1,500	1,600	1,000
TOTAL	23,150	22,309	25,900	26,050	26,870	27,010

TOTAL OUTSIDE SERVICES

TOTAL OUTSIDE SERVICES	387,850	385,474	386,590	372,233	369,140	384,760
-------------------------------	----------------	----------------	----------------	----------------	----------------	----------------

PARKS AND RECREATION*Recreation Services*

Coordinator's Salary	37,810	37,939	38,760	38,524	39,540	39,540
Explorer Camp Salaries	30,000	29,571	30,000	33,387	30,000	30,000
Adventurer Camp Salaries	26,440	33,063	28,000	36,823	33,000	33,000
Teen Camp Salaries	12,000	11,854	12,000	13,279	12,000	12,000
After School Program Coordinator	9,500	8,343	-	-	-	5,000
Salaries, Admin. Support	11,400	11,351	11,290	11,349	11,190	11,670
Benefits	29,380	29,079	34,970	34,296	43,280	37,420
Mileage	100	-	-	-	-	-
Training & Conferences	1,000	852	1,000	110	1,000	1,000
Office Supplies	1,800	1,351	1,900	1,943	1,500	1,600
Telephone & Postage	1,200	1,862	1,400	1,342	1,400	1,400
Explorer Camp Supplies	8,000	7,290	9,000	8,699	9,000	9,000
Adventurer Camp Supplies	7,500	8,556	9,000	7,587	9,000	8,500
Teen Camp Supplies	7,000	6,480	6,500	10,377	6,500	9,000
Youth Soccer	3,500	4,937	3,500	2,762	3,500	3,500
Youth Basketball	2,500	3,810	3,500	4,323	3,500	4,000
Fall Program Supplies	500	99	500	-	500	500
Winter Program Supplies	5,000	5,838	5,000	6,919	5,000	5,500
Spring/Summer Program Supplies	40,000	38,729	40,000	45,123	40,000	44,000
After School Program Expenses	6,000	9,402	6,000	4,210	6,000	5,000
Senior Exercise Program	3,500	2,362	3,500	4,000	3,500	3,500

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
School Use Fees	124,960	124,960	124,960	124,960	124,960	124,960
Ski Program	15,000	22,143	16,000	20,184	18,000	20,000
TOTAL	384,090	399,871	386,780	410,197	402,370	410,090
<i>Community Services</i>						
Program Grants	12,700	4,528	7,000	6,700	7,000	7,700
Fouth of July/Memorial Day	12,750	13,144	12,000	12,542	12,000	12,000
Clock Winding'	550	550	550	550	550	550
	26,000	18,222	19,550	19,792	19,550	20,250
<i>Park Maintenance</i>						
Maintenance Salary	11,370	9,888	11,000	9,919	8,000	8,000
Park Admin. Salary	9,450	9,485	9,690	9,165	9,880	10,180
Benefits,	5,730	5,685	6,330	6,406	6,680	7,010
Property & Casulty Insurance	4,450	2,088	2,200	1,944	4,000	2,020
Equipment Rental	2,000	2,798	2,000	1,907	2,200	2,200
Utilities	1,000	727	700	690	700	700
Other & New Equipment	3,500	798	1,200	878	1,200	1,200
Maintenance & Upgrades	31,000	28,713	30,000	22,160	30,000	30,000
TOTAL	68,500	60,182	63,120	53,069	62,660	61,310
<i>Old Brick Church</i>						
Janitor, Old Brick Church	2,580	2,168	2,500	2,486	2,500	2,600
Benefits	320	-	320	200	280	300
Property & Casualty Insurance	2,000	3,961	4,180	3,610	3,790	3,180
Heating Fuel, Brick Church	3,830	2,262	2,900	2,172	2,600	2,600
Utilities, Brick Church	1,550	1,862	1,880	1,680	2,100	2,200
Maintenance, Brick Church	5,500	4,410	5,500	5,013	6,000	7,000
	15,780	14,663	17,280	15,161	17,270	17,880
<i>Cemetery Maintenance</i>						
Cemetery Maintenance	17,000	17,000	17,000	17,000	19,500	25,000
TOTAL PARKS AND RECREATION	511,370	509,938	503,730	515,219	521,350	534,530
LIBRARY						
<i>Library Collections</i>						
Department Salary	230,940	235,306	235,410	235,404	244,430	244,280
Benefits	52,510	53,233	54,980	53,687	56,470	54,790
Training & Conferences	2,970	2,957	1,390	1,092	1,690	1,710
Travel & Fees	1,250	1,230	1,250	1,179	1,250	1,250
Books	52,000	48,051	51,130	47,669	52,000	59,900
Bookmobile	1,570	468	1,420	644	1,150	1,150
Office Supplies	7,200	6,543	7,200	6,969	7,200	7,200
Telephone	2,500	1,159	2,200	1,026	1,800	1,400
Postage	3,500	3,410	4,500	3,315	4,770	4,770
	354,440	352,357	359,480	350,985	370,760	376,450
<i>Building Overhead</i>						
Rubbish Removal	1,000	329	-	-	-	-
Janitorial Services	8,320	7,665	5,600	5,592	7,720	8,390
Town Custodial Services, incl. benefits	2,900	2,884	2,500	2,486	2,780	5,720
Heating Fuel	7,800	5,113	5,720	5,677	5,720	6,100
Utilities	7,000	8,235	8,400	8,568	8,500	8,800
Maintenance & Repairs	9,020	9,076	8,020	6,990	9,760	12,220
Land Rental	29,750	29,750	29,750	29,750	29,750	29,750
Property & Casualty Insurance	6,000	7,225	7,620	11,322	11,800	11,090
	71,790	70,277	67,610	70,385	76,030	82,070
<i>Special Programs</i>						
Program Wages	38,900	38,727	39,680	41,894	40,870	40,870
Benefits	12,640	11,990	13,520	13,913	14,240	14,210
Program Presenters and Materials	10,500	9,902	10,000	9,985	10,500	11,000
TOTAL	62,040	60,619	63,200	65,792	65,610	66,080

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
<i>Comptuer/Reference Services</i>						
Wages	21,580	16,169	22,020	22,694	22,680	22,680
Benefits	6,150	4,290	4,920	5,404	4,970	6,020
System & Equipment Maintenance	16,610	14,890	11,510	11,272	18,000	10,300
	44,340	35,349	38,450	39,370	45,650	39,000

TOTAL LIBRARY

	532,610	518,602	528,740	526,532	558,050	563,600
--	---------	---------	---------	---------	---------	---------

CAPITAL EXPENSES

Capital Projects

Capital Equipment - Operating Budget	10,310	78,814	-	14,800	30,520	99,630
Capital Projects - Operating Budget	10,000	10,000	-	-	-	-
Capital Projects - Host Town Funded	98,000	98,000	62,300	62,300	123,200	129,110
Capital Equipment - Host Town Funded	252,000	252,000	252,700	252,700	260,190	290,890
TOTAL	370,310	438,814	315,000	329,800	413,910	519,630

Debt Service

Library Bond, Principal	-	-	-	-	-	-
Library Bond, Interest	-	-	-	-	-	-
Fire Truck Bond, Principal	-	-	-	-	-	-
Fire Truck Bond, Interest	-	-	-	-	-	-
Tower Ladder Truck, Principal	25,000	25,000	25,000	25,000	25,000	-
Tower Ladder Truck, Interest	2,740	2,741	1,660	1,663	560	-
New Engine Tanker, Principal	30,000	30,000	30,000	30,000	30,000	25,000
New Engine Tanker, Interest	4,200	4,201	3,310	3,306	2,330	1,370
Sidewalk Bond, Principal	80,000	80,000	80,000	80,000	80,000	80,000
Sidewalk Bond, Interest	39,220	39,222	36,410	36,414	33,510	30,500
PS Building, Principal	325,000	325,000	325,000	325,000	325,000	325,000
PS Building, Interest	238,110	238,108	225,960	225,961	213,510	200,760
Fire Engine,09, Principal	-	-	50,000	50,000	50,000	50,000
Fire Engine,09, Interest	17,810	11,110	12,550	12,555	11,780	10,910
Ambulance Lease, Principal	-	-	39,000	35,771	27,760	28,880
Ambulance Lease, Interest	-	-	-	-	7,470	6,340
TOTAL	762,080	755,382	828,890	825,670	806,920	758,760

TOTAL CAPITAL EXPENSES

	1,132,390	1,194,196	1,143,890	1,155,470	1,220,830	1,278,390
--	-----------	-----------	-----------	-----------	-----------	-----------

OPEN SPACE PRESERVATION

Tax Stabilization

Environmental Reserve Fund(Conservation)	10,000	9,640	10,000	9,738	10,000	10,000
TOTAL OPEN SPACE PRESERVATIO	75,000	74,640	10,000	9,738	20,000	30,000

GRAND TOTAL

	7,558,070	7,288,975	7,746,355	7,498,391	8,064,520	8,402,230
--	-----------	-----------	-----------	-----------	-----------	-----------

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
--	-------------------------------	-------------------	-------------------------------	-------------------	-------------------------------	-------------------------------

REVENUE

TAX REVENUE

Property Taxes - Town, Highway, Capital	3,176,910	3,249,171	3,355,175	3,461,552	3,467,840	3,781,210
Interest on Taxes Due	38,600	50,878	50,000	59,471	50,000	55,000
Penalty on Taxes Due	4,000	5,914	7,000	6,724	6,500	6,500
Payments in Lieu of Taxes	72,000	89,995	83,090	95,761	90,000	90,000
Sales, Rooms, Meals & Alcohol Tax Reven	2,570,000	2,495,220	2,586,000	2,592,489	2,600,000	2,600,000
TOTAL TAX REVENUE	5,861,510	5,891,178	6,081,265	6,215,997	6,214,340	6,532,710

**TAX RATE (Town,Highway &
Tax Stabilization)**

grd list

0.1998	0.2043	0.2100	0.0210	0.2153	0.2347
15,903,000	15,903,000	16,230,000		16,110,800	16,110,800

REVENUE FROM OTHER SOURCES

Town Clerk Revenue

Recording Legal Documents	75,000	105,832	85,000	116,752	95,000	105,000
Copies of Vital Statistics	9,000	5,285	8,000	5,130	6,000	5,200
Issuing Licenses-Muni. Portion	48,000	43,889	45,000	34,378	45,000	47,000
Use of Town Copier	11,000	10,127	11,000	11,042	11,000	11,000
Vault Time	3,500	2,628	3,500	2,904	3,200	3,000
Miscellaneous	1,000	1,358	2,000	867	1,300	1,200
Alcohol Beverage Licenses	2,600	2,560	2,700	2,951	2,700	2,900
Dog Licenses & Fees	6,000	5,179	6,000	4,645	5,500	5,500
TOTAL CLERK REVENUE	156,100	176,858	163,200	178,669	169,700	180,800

Planning & Zoning Revenue

Planning Fees	15,000	15,463	15,000	22,065	15,000	20,000
Permits	60,000	87,183	60,000	105,469	75,000	90,000
TOTAL PLANNING REVENUE	75,000	102,646	75,000	127,534	90,000	110,000

Public Safety Revenue

Miscellaneous	7,000	5,920	5,000	4,710	6,000	6,000
Court Fines	42,000	44,476	50,000	29,507	40,000	30,000
False Alarm Fees	20,000	10,530	15,000	17,361	11,000	5,000
Ambulance Revenue		-	260,360	241,740	361,370	341,780
Fire Fees	3,000	2,984	3,000	1,814	2,000	1,800
TOTAL PUBLIC SAFETY REVENUE	72,000	63,910	333,360	295,132	420,370	384,580

Recreation Revenue

Explorer Day Camp	44,000	43,950	46,000	46,376	46,000	46,000
Adventurer Day Camp	35,000	39,602	37,000	41,148	40,000	40,000
Teen Day Camp	15,000	17,057	17,000	22,504	18,000	20,000
Youth Soccer	6,000	9,170	6,000	7,152	6,000	6,000
Fourth of July	50	60	50	25	50	50
Youth Basketball	4,200	5,790	6,000	5,900	6,000	6,000
Field Use	6,300	6,040	6,500	5,860	6,500	6,000
Spring/Summer Programs	51,000	36,547	37,000	44,843	37,000	40,000
After School Program	6,000	10,959	6,000	4,830	6,000	5,000
Senior Program & Misc.	2,000	2,246	2,000	1,275	2,000	3,500
Fall Programs	500	465	500	670	500	500
Winter Programs	6,000	6,754	6,000	6,986	6,000	6,500
Ski Program Fees	15,000	20,226	16,000	20,600	17,000	20,000
TOTAL RECREATION REVENUE	191,050	198,866	186,050	208,169	191,050	199,550

Highway Revenue

State Aid	152,000	151,421	152,000	151,469	152,000	153,460
Rental of Highway Property	12,000	11,059	12,300	12,424	13,150	16,000

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
Right of Way Use Fee	25,000	2,300	25,000	14,780	18,000	18,000
Consulting Engineers	100	2,954	1,000	1,459	1,000	1,500
Miscellaneous	37,500	37,315	34,000	39,238	32,000	30,000
TOTAL HIGHWAY REVENUE	226,600	205,049	224,300	219,370	216,150	218,960
Brick Church						
Building Rental	5,500	3,640	5,000	3,110	4,000	3,500
Other Revenue						
From Reserves for Tax Reduction	400,000	182,501	280,000	-	220,000	200,000
From Reserves for Capital Projects	111,310	20,310	-	-	88,520	99,630
Land Lease, MTP	10,000	-	-	-	-	-
Miscellaneous	2,000	8,546	10,000	908	10,000	5,000
Sale of Fire Vehicle & Equipment		50,462		13,000		
Reimbursement for Town Services	20,000	20,000	21,000	21,000	21,000	22,000
Interest Earned on Investments	70,000	27,946	50,000	24,026	35,000	25,000
Transfer in From Host Town Fund for Cap	350,000	355,000	315,000	315,000	383,390	420,000
Transfer in, misc.	7,000	429	2,000	465	1,000	500
TOTAL OTHER REVENUE	970,310	665,194	678,000	374,399	758,910	772,130
Total Revenue from Other Sources	1,696,560	1,416,163	1,664,910	1,406,383	1,850,180	1,869,520
TOTAL REVENUE	7,558,070	7,307,341	7,746,175	7,622,380	8,064,520	8,402,230

TAX REVENUE

Acct #		Description					
1-111-40000		Property Tax					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,249,170	3,461,552	3,467,840	2,058,322		3,781,210	3,781,210	
Narrative: this is the amount of tax necessary to support the expenditures in this budget							

Acct #		Description					
1-111-40200		Property Tax Interest					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
50,878	59,471	50,000	27,969		55,000	55,000	
Narrative:							

Acct #		Description					
1-111-40600		Property Tax Penalty					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
5,914	6,724	6,500	-		6,500	6,500	
Narrative:							

Acct # Description

1-111-40900 Payments in Lieu of Taxes

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
89,995	95,761	90,000	33,973	90,000	90,000	

Narrative:

CSWD Sand Pit	7,079
Chittenden Solid Waste	22,694
Lyric Theatre	1,500
Stern Center	2,000
Planned Parenthood	sold
Railroad Tax	852
State Buildings	16,057
State Current Use	14,026
State ANR	2,397
State, Rest Area	<u>23,391</u>
	89,996

Acct # Description

1-121-40000 Sales Tax Revenue

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
2,211,750	2,310,950	2,340,000	647,048	2,340,000	2,340,000	

Narrative:

Revenue History:

FY 12 est	2,340,000
FY 11	2,310,950
FY 10	2,211,750
FY 09	2,382,954
FY 08	2,468,270
FY 07	2,854,433
FY 06	2,992,489 (one time extra money)
FY 05	2,777,941
FY 04	2,550,535

Acct # Description

1-121-41000 Rooms & Meals Tax

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
283,470	281,539	260,000	81,040	260,000	260,000	

Narrative:

Revenue History:

FY 12 est	260,000
FY 11	281,539
FY 10	283,470
FY 09	265,933
FY 08	260,518
FY 07	252,572
FY 06	225,426
FY 05	212,953
FY 04	172,682

Revenues

Acct #		Description						
1-123-42000		Recording Legal Documents						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
105,832	116,752	95,000	47,087		105,000	105,000		
Narrative: It is expected that the recording will remain relatively consistent with the 2012 numbers - interest rates are not expected to increase anytime soon which will keep home sales and refinancing steady. July 1 through Oct 31, 2011 we have collected \$43,370 in Recording Fees.								

Acct #		Description						
1-123-42010		Copies of Vital Statistics						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
5,286	5,130	6,000	3,088		5,200	5,200		
Narrative: Do not see any major increase for this category								

Acct #		Description						
1-123-42020		Issuing Licences, Municipal Portion						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
43,889	34,377	45,000	12,253		47,000	47,000		
Narrative: passport processing has remained relatively level - we will participate in Passport Days for 2013 FY 2011 civil marriage 53 \$10 ea Jul 1-Oct 31 \$ 24 green mtn pas: 59 \$2 ea 27 fish/wildlife lic: 39 \$1.50 ea 12 dmv 281 \$3 ea 78 Passports 1004 \$25 ea 278 Passport Pictu: 773 \$10 ea 234								

Acct #		Description						
1-123-42060		Use of Town Copier						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
10,127	10,249	11,000	3,689		11,000	11,000		
Narrative: no increases anticipated								

Acct #	Description							
1-123-42080	Vault Time							
	FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved
	2,628	2,904	3,200	1,094		3,000	3,000	-
Narrative: little change anticipated								

Acct #	Description							
1-123-42090	Miscellaneous							
	FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved
	1,358	982	1,300	333		1,200	1,200	
Narrative: misc clerks services Treasurer policy allows for charge of 1.00 per parcel of substitute bills								

Acct #	Description							
1-123-43000	Alcoholic Beverage Licenses							
	FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved
	2,560	2,951	2,700	-		2,900	2,900	
Narrative: License apps in town 17 first class 100 fee 15 second 50 fee								

Acct #	Description							
1-123-43300	Dog Licenses							
	FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved
	5,179	4,645	5,500	307		6,000	5,500	
Narrative: registered 675 in 2011 fees: \$10 n/s \$14 not s/n registered 723 in 2010 State gets \$4 State gets \$4 registered 748 in 2009 town \$6 town \$10 registered 775 in 2008 <i>Approximately \$5842 (\$2 per licence) has been charged since 2008 for the purpose of funding a rabies control program as authorized by State statutes - Long past time for an aggressive census</i>								

PLANNING AND ZONING REVENUE

Acct #		Description					
1-125-42030		Planning Fees					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget	11/30/2011		Requested	Revised	Approved
15,463	22,065	15,000	8,280		20,000	20,000	
Narrative:							

Acct #		Description					
1-125-43200		Permits					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget	11/30/2011		Requested	Revised	Approved
87,183	105,469	75,000	26,286		90,000	90,000	
Narrative:							

POLICE REVENUE

Acct # Description

1-141-46000 Miscellaneous Police Revenue

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
5,920	4,710	6,000	2,266	6,000	6,000	

Narrative: The primary source of revenue is from crash reports. While at 35% we still have the winter months to manage. Other sources would be fees for DUI videos, police reports, and so forth.

Acct # Description

1-141-46100 Court Fines

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
44,476	29,507	40,000	13,554	30,000	30,000	

Narrative: Court Fines are derived primarily from traffic ticket fines. The Department has issued a relatively consistent number of citations over the past few years. Many departments around the state are experiencing the same impact. A further examination is in order.

Acct # Description

1-141-46910 False Alarm Fees

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
10,530	17,361	11,000	1,450	5,000	5,000	

Narrative: This source of revenue is based upon fees for false alarms. The cost to the Department for response to alarms far exceeds any fees and thus it is a positive event when the fine revenue declines.

Ambulance

Revenue

8-142-40000 Ambulance Revenue

FY 10 Actual	FY 11 Current '12 Actual	'12 Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
-	241,740	361,370	82,724		361,370	341,780	

Narrative:							
	Transports	Rate	Miles	Total			
		567 \$	650	\$ 368,550			
		63 \$	500	\$ 31,500			
			900 at \$14	\$ 88,200			
				\$ 488,250			
	Collection Rate 70%			341,775.0			

Fire Fees

Acct # Description

01-142-46000 Fire Fees

FY 10 Actual	FY 11 Current '12 Actual	'12 Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,984	1,814	2,000	830		1,800	1,800	

Narrative:							
-------------------	--	--	--	--	--	--	--

RECREATION
REVENUES

Acct # Description

1-161-42100 Explorer Day Camp Revenue

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
43,950	46,376	46,000	29,524	46,000	46,000	

Narrative:

Full day summer camp for youth in grades 1-3 held at the Allen Brook School

Budget is for 50 campers paying an average of \$24 per day X 38 total days

Acct # Description

1-161-42110 Adventure Camp Revenue

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
39,602	41,148	40,000	25,729	40,000	40,000	

Narrative:

Full day summer camp for youth in grades 4-6 held at Williston Central School

Budget is for 43 campers paying an average of \$24 per day X 38 total days

Acct # Description

1-161-42120 Teen Camp Revenue

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
17,057	22,504	18,000	15,787	20,000	20,000	

Narrative:

Full day summer camp for youth in grades 7-9. This is a traveling teen camp based out of Williston Central School. This also includes the one week training camp for Teens (Teen Leadership Camp).

Budget is for 16 campers paying an average of \$30 per day X 38 total days

Acct # Description

1-161-42130 Youth Soccer

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
9,170	7,152	6,000	4,790		6,000	6,000	

Narrative:

Approximately 300 participants paying an average of \$20.00 per participant

Acct # Description

1-161-42140 Fourth of July

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
60	25	50	-	0	50	50	

Narrative:

Misc. vendor permits

Acct # Description

1-161-42150 Youth Basketball

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
5,790	5,900	6,000	4,410		6,000	6,000	

Narrative:

Approximately 200 participants paying an average of \$30.00 per participant

Acct #		Description					
1-161-42170		Field Use					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
6,040	5,860	6,500	3,825		6,000	6,000	
Narrative: rental of fields for outside groups and organizations							

Acct #		Description					
1-161-42600		Spring Summer Programs					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
36,547	44,843	37,000	28,882		40,000	40,000	
Narrative: Various summer programs and camps OTHER than the full day day camp programs. Includes: Summer Programs Detail Tennis: 1,500 Field Hockey: 3,000 Baseball: 1,500 Golf: 4,500 Soccer: 4,500 Art: 8,000 Driver Ed: 12,000 Track: 1,000 Misc: 1,000							

Acct #		Description					
1-161-42620		Winter Programs					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
6,754	6,986	6,000	65		6,000	6,500	
Narrative: Youth lacrosse league: Approximately 75 participants paying an average of \$70 each. Also includes the adult volleyball league winter session and other drop-in sports, and misc).							

Acct #		Description														
1-161-42630		Ski Program														
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved									
20,226	20,600	17,000	600		20,000	20,000										
Narrative: After school ski program at Cochrans. Runs every Friday for 10 weeks during the winter months. Budget is based on: <table style="margin-left: 40px; border: none;"> <tr> <td>Registration fee</td> <td>250 participants X \$55</td> <td>13,750</td> </tr> <tr> <td>Rental fee / borrowed equip</td> <td>75 X \$25</td> <td>1875</td> </tr> <tr> <td>End of season trip fee</td> <td>80 X \$30</td> <td>2,400</td> </tr> </table>								Registration fee	250 participants X \$55	13,750	Rental fee / borrowed equip	75 X \$25	1875	End of season trip fee	80 X \$30	2,400
Registration fee	250 participants X \$55	13,750														
Rental fee / borrowed equip	75 X \$25	1875														
End of season trip fee	80 X \$30	2,400														

HIGHWAY
REVENUES

Acct # Description

6-131-41200 State Aid

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
151,421	151,469	152,000	76,526		153,456	153,460	

Narrative:

Class 2 \$/mile = \$3,993.04/mile @19.28/mile = \$76,985.81
Class 3 \$/mile = \$1,464.40/mile @ 52.22/mile = \$76,470.97

Acct # Description

6-131-43000 Rental of Highway Property

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
11,059	12,424	13,150	5,350		16,000	16,000	

Narrative:

Rental of Highway property to Hirchak
Rental of Highway property to All Metal Recycling

Acct # Description

6-131-46500 Right of Way Use Fee Requested Revised Approved

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,300	14,780	18,000	9,570		18,000	18,000	

Narrative:

Acct #		Description		Requested	Revised	Approved	
6-131-42230		Consulting Engineers					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
2,954	1,459	1,000	-		1,500	1,500	
Narrative:							

Acct #		Description		Requested	Revised	Approved	
6-131-46000		Miscellaneous					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
39,315	39,238	32,000	14,815		30,000	30,000	
Narrative:							
State Highway Grants		1,000					
Private Road Plowing		22,825					
Quarry Fees							
Fontaine		500					
Griswold		2,760					
Misc. Sale of Street Signs		500					
Excess Weight Permits		1,000					
Insurance Reimbursements		1,400					
		29,985					

BRICK CHURCH REVENUE

Acct # Description

6-131-46300 Brick Church Rental

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
3,640	3,110	4,000	2,540	3,500	3,500	

Narrative:

Based on actual revenue for the last two years

OTHER REVENUE

Acct # Description

1-198-42250 From Reserves for Tax Reduction

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
182,501	-	220,000		200,000	200,000	

Narrative:

This will be determined when the total budget is put together
The budget requ

Acct # Description

1-198-42250 From Reserves for Capital Projects

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
20,310	-	88,520	-	99,630	99,360	

Narrative:

Part of Large Rotational Highway Truck funded from this source
This is the capital requests minus Host town and other sources of revenue.

Acct # Description

1-199-46000 Town Misc.Revenue

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
8,547	908	10,000	-	5,000	5,000	

Narrative:

Misc unanticipated revenue

Acct # Description

1-199-46900 Gain on Sale of Vehicle and Equipment

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
50,461	13,000	-	5,900	-	-	

Narrative:

FY 10 includes \$50,461 from the sale of fire equipment
FY 11 includes \$13,000 from sales of fire equipment
We do not budget for this

Acct #		Description					
1-199-46900		Reimbursement for Town Services					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
20,000	21,000	21,000	-		22,000	22,000	
Narrative: Water and Sewer payments for Town building and supplies overhead							

Acct #		Description					
1-199-44000.00		Interest Earned on Investments					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
27,946	24,026	35,000	8,475		25,000	25,000	
Narrative: Interest rates are at an historic low.							

Acct #		Description																									
1-199-46900		Transfer in From Host Town Fund for Capital Projects and Equipment																									
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved																				
355,000	315,000	383,390	-		420,000	420,000																					
Narrative: <table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: center;"><u>FY 12</u></td> <td style="text-align: center;"><u>FY 13</u></td> <td></td> <td></td> </tr> <tr> <td>Capital Projects</td> <td style="text-align: right;">148,200</td> <td style="text-align: right;">129,110</td> <td></td> <td></td> </tr> <tr> <td>Capital Equipment</td> <td style="text-align: right;">235,190</td> <td style="text-align: right;">290,890</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">total</td> <td style="text-align: right;">383,390</td> <td style="text-align: right;">420,000</td> <td></td> <td></td> </tr> </table> See capital budget for details.									<u>FY 12</u>	<u>FY 13</u>			Capital Projects	148,200	129,110			Capital Equipment	235,190	290,890			total	383,390	420,000		
	<u>FY 12</u>	<u>FY 13</u>																									
Capital Projects	148,200	129,110																									
Capital Equipment	235,190	290,890																									
total	383,390	420,000																									

Acct #		Description					
1-199-46900		Transfers in, Other					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
429	465	1,000	-		500	500	
Narrative: Transfer of interest from Engineering fund and Escrow fund, plus any other fund to fund transfers.							

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
--	-------------------------------	-------------------	-------------------------------	-------------------	-------------------------------	-------------------------------

EXPENDITURES

PUBLIC SAFETY

POLICE

Police Patrol Services

Patrol Salary	557,710	525,797	533,760	528,132	534,500	595,610
Overtime	113,440	84,932	99,500	87,766	114,000	100,000
Parttime Officers' Salaries	18,000	42,455	18,000	22,576	18,000	15,000
Benefits	264,610	244,416	275,500	235,256	282,850	317,020
Vehicle Expense	17,000	12,351	15,000	17,330	15,000	21,220
Vehicle Fuel	35,510	44,082	49,600	51,027	53,560	47,000
Mileage	1,800	856	1,800	72	800	600
Training & Conferences	13,000	13,884	9,000	5,414	15,000	16,000
Equipment & Uniforms	19,000	18,942	16,000	17,531	16,000	16,000
TOTAL	1,040,070	987,715	1,018,160	965,104	1,049,710	1,128,450

Police Investigation Services

Investigation Salary	129,500	132,151	134,600	144,107	138,670	128,760
Benefits	48,780	45,293	53,290	54,628	55,630	56,550
Chitt.Unit for Sp. Investigations	24,500	24,503	25,330	25,392	19,480	7,180
Investigation Expenses	3,000	3,994	3,000	3,232	3,000	3,000
TOTAL	205,780	205,941	216,220	227,359	216,780	195,490

Police Communications

Dispatch Salary	104,830	107,767	107,000	107,316	109,330	111,000
Benefits	31,590	35,486	40,000	49,545	41,430	53,650
Computer, Communications	20,100	20,973	19,400	22,314	23,000	23,000
Radio Repair	3,000	1,156	3,000	1,098	3,000	3,000
TOTAL	159,520	165,382	169,400	180,273	176,760	190,650

Police Administration

Administration Salary	104,150	60,007	107,000	113,063	113,490	113,490
Benefits	27,680	14,161	42,000	36,145	38,520	40,980
Office Supplies	14,000	14,947	15,000	13,909	14,000	13,000
Telephone & Postage	13,100	14,977	14,000	11,765	14,000	13,500
TOTAL	158,930	104,092	178,000	174,882	180,010	180,970

Police Special Programs

Dog Control & Damage	1,000	788	1,000	2,077	2,200	2,200
Awards Program	1,000	1,658	500	596	500	500
Public Service Programs	1,500	1,349	1,000	1,238	1,000	1,000
TOTAL	3,500	3,795	2,500	3,911	3,700	3,700

Police Building Maintenance

Inside Office Cleaning	12,480	10,440	12,480	11,360	12,480	12,480
Heating Fuel	8,200	4,644	7,000	6,373	7,000	6,200
Utilities	21,100	14,322	21,100	16,708	19,500	19,000
Property & Casualty Insurance	47,000	49,172	51,860	48,580	50,000	45,240
Building Maintenance	3,400	7,613	5,400	9,845	8,700	7,890
TOTAL	92,180	86,191	97,840	92,866	97,680	90,810

TOTAL POLICE

1,659,980	1,553,116	1,682,120	1,644,395	1,724,640	1,790,070
-----------	-----------	-----------	-----------	-----------	-----------



Williston Police Department
7928 Williston Road
Williston, Vermont 05495
(802)878-6611 or Fax (802)872-1124

Richard McGuire, Town Manager
Town of Williston
7900 Williston Road
Williston, VT 05495

LETTER OF TRANSMITTAL

I am pleased to have the opportunity to present the budget of the Williston Police Department for the FY 2013 budget cycle.

While it may be overlooked, the budget is an opportunity to plan for the future based on what has happened in the past and is occurring in the present. As we all know there are many competing demands for services with a limited source of funding. With those aspects in mind what is the proper balance? In this budget we have attempted to identify those aspects and at the same time have made some bold steps that will reflect in changes to the status quo. It is my belief that the actions recommended in this budget will reflect the growth of maturity within the organization.

A quick review of 2011 is in order so as to better understand the demands.

Call For Service	2008	2009	2010	2011*
Agency Assist	413	329	321	438
Alarms	634	589	508	594
Assaults	296	17	18	33
Burglary	46	18	23	31
Deaths	4	7	7	7
Domestic	83	47	46	31
Drugs	52	40	39	37
Fraud	52	37	61	37
Larceny	312	321	201	176
Sex Offenses	5	12	6	4
DUI	55	113	86	87
Total Calls	4251	3959	3996	4084*

*year to date

“Dedicated to Protecting Lives and Property”

According to the US Census 2010 the Town of Williston experienced an increase of 13.7% in population since the last census (2000). This happens to be the largest percentage increase of any community within Vermont. The increase also moved Williston up in the ranks to the 12th largest community (8,698) in the State of Vermont.

While the reported rate of violent crime in Williston is on par with our neighbors in Chittenden County, about 62 crimes per 1,000 in population, on a state wide basis and a Vermont basis we are about twice as high. However, our staffing is a little less than some of our counterparts. We have about 1.4 officers per thousand while others are as high as 2.5 and 3.3 per thousand. The national figures for communities of less than 10,000 is about 1.9 officers per thousand which is on par for New England, but much less than Vermont's.

Comparisons cannot be the sole basis for making decisions as there are many factors that influence the cause and effect of staffing an agency. The number of restaurants, educational institutions, retail locations, and office complexes can all have a variable influence.

REQUESTED BUDGET HIGHLIGHTS

The requested budget has several portions that represent changes, some significant, from the past year. Considering the depth of the changes an 8% increase is actually quite a change.

Staffing

The request on staffing is without a doubt the largest change in the budget. Included in this request is funding for two additional officers. Taken by itself, the two officers would create a 16% increase in line item of approximately \$85,000. Obviously one officer would represent approximately 8%.

Overtime

This line item has a significant reduction of approximately \$20,000 which is a savings that can be achieved with the requested increase in staffing. The reduction in this line item is 16%

Part Time Salary

The proposal for this line item is another reduction due to anticipated savings from staffing. A reduction of \$6,000 or 33% is requested.

Fringe Benefits

It is only natural that there would be an increase in this budget area due to the increase in staffing. It is not as much of an increase as some benefits are affected by hours worked.

Vehicle Fuel

The concept of take home vehicles for one or two officers can no longer be justified. The Department has instituted a system of designated Sergeant in Charge and thus the on call provision will no longer be in effect. The savings in fuel is estimated to be about \$6,500.

Vehicle Maintenance

Upon close examination this line item may not have been tracked as closely as it should have been. Closer identification of expenses shows a cost of approximately \$0.05 per mile which is in line with experiences of major organizations in municipal law enforcement. This will result in an increase of \$6,000.

Training

Training is another area that an increase of \$2,000 due mostly to the additional staffing request.

Investigative Salary

This line essentially remains the same with the exception of the elimination of the so called "on Call Pay" This was an \$11,000 sub line that is no longer supportable due to the change in management structure. In the past year there were only four or five calls per year which essentially meant that it cost in excess of \$2,000 per call. I cannot professionally support such an expense. It is however, reasonable to expect that there will be some instances of overtime for the detectives and therefore the net reduction in this line item is \$9,910.

Special Investigations

Another avenue in which there was a major reduction. While the Department would like to claim credit for the reduction it was the result of a shift in contributions to CUSI that made this happen. A reduction of \$12,000 none the less.

The other line items remain essentially as they have been with only minor changes in amounts requested.

Conclusion

Again, it has been a pleasure, both personally and professionally, to present this budget on behalf of the fine men and women of the Williston Police Department. The

"Dedicated to Protecting Lives and Property"

Department has certainly had its moments over the past few years in terms of leadership and operational challenges.

Having the opportunity to return for a brief moment in time and observe the growth that has taken place is heartwarming. Something that a Chief can fully appreciate, yet something the community can be proud of. There remain many other challenges ahead, such as the possibility of a School Resource Officer. However, with the continued dedication of the staff and long standing support of the community those challenges will be met.

“Dedicated to Protecting Lives and Property”

Police Patrol Services

Acct # Description

1-141-50120 Rural Patrol Salary				FY 10	FY 11	Current	YTD as of:	FY 13	FY 13	FY 13
				Actual	Actual	Budget'12	11/30/2011	Requested	Revised	Approved
				525,797	528,132	534,500	212,744	660,590	595,610	

Narrative: This line item anticipates a 2% step increase during FY13
 It includes funding for 13 officers, an increase of two officers, and related shift differential pay.
 Each new officer accounts for approximately \$42,640 in wages . The \$21,880 in benefits plus approximately \$9,000 in OT is included below.
 Two officers would add 16% to this line item (one officer equals 8%)
 This requests accounts for an increase of \$85,000 in the line item. One officer would equate to \$42,500.
 There is an offset in reductions achieved with staffing changes that amount to approximately \$ xxxxx

Acct # Description

1-141-50230 Overtime				FY 10	FY 11	Current	YTD as of:	FY 13	FY 13	FY 13
				Actual	Actual	Budget'12	11/30/2011	Requested	Revised	Approved
				84,932	87,766	114,000	40,494	95,000	100,000	

Narrative: There is more than overtime in this line item - see below

2013 Projections	
Apprenticeship Pay	6,960.00
Accrued Comp time	1,700.00
Actual OT Pay (2,382 HOURS)	81,000.00
Holiday Pay	5,304.00
TOTAL	94,964.00

The \$20,000 reduction from FY 12 is due to savings achieved with additional officers.
 Should there be a revision in staffing there would need to be an increase of approximately 300 hours or approximately \$10,000 in this line item (\$105,000)
 This is a reduction of 16% or \$19,000

Acct # Description

1-141-50130 Part-time Salary				FY 10	FY 11	Current	YTD as of:	FY 13	FY 13	FY 13
				Actual	Actual	Budget'12	11/30/2011	Requested	Revised	Approved
				42,455	22,576	18,000	635	12,000	15,000	

Narrative: This line item is another example of anticipated savings and reduction with the additional staffing.
 A reduction of \$6,000 , or 33% is anticipated.

Acct #		Description																							
1-141-53000 Benefits																									
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13																		
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved																		
244,416	235,254	282,850	93,749		325,410	317,020	-																		
Narrative: <table border="0" style="width: 100%; margin-left: 20px;"> <tr> <td></td> <td style="text-align: right;">FY 12</td> <td style="text-align: right;">FY 13 estimate</td> </tr> <tr> <td>Health, dental, life, disability</td> <td style="text-align: right;">174,685</td> <td style="text-align: right;">203,710</td> </tr> <tr> <td>FICA, retirement (.0765+.05)</td> <td style="text-align: right;">86,020</td> <td style="text-align: right;">93,090</td> </tr> <tr> <td>Workers comp, unemployment</td> <td></td> <td style="text-align: right;">35,036</td> </tr> <tr> <td>28,613</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">295,741</td> <td style="text-align: right;">325,413</td> </tr> </table> <p>There is an increase in this item and a revised staffing would result in a reduction of</p>									FY 12	FY 13 estimate	Health, dental, life, disability	174,685	203,710	FICA, retirement (.0765+.05)	86,020	93,090	Workers comp, unemployment		35,036	28,613			Total	295,741	325,413
	FY 12	FY 13 estimate																							
Health, dental, life, disability	174,685	203,710																							
FICA, retirement (.0765+.05)	86,020	93,090																							
Workers comp, unemployment		35,036																							
28,613																									
Total	295,741	325,413																							

Acct #		Description																																			
1-141-56000 Vehicle Expense																																					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13																														
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved																														
12,351	17,330	15,000	12,401		21,000	21,220																															
Narrative: <table border="0" style="width: 100%; margin-left: 20px;"> <tr> <td colspan="3">This item covers the cost of maintaining our fleet of 5 marked and 3 unmarked police cruisers,</td> </tr> <tr> <td>Veh repair</td> <td style="text-align: right;">218,000 miles x \$0.05 per mile</td> <td style="text-align: right;">10,900</td> </tr> <tr> <td>Tires Winter & Summer</td> <td style="text-align: right;">\$1,000 X 8 Vehicles</td> <td style="text-align: right;">8,000</td> </tr> <tr> <td>Cleaning supplies</td> <td style="text-align: right;">\$300.00</td> <td style="text-align: right;">300</td> </tr> <tr> <td>Duty Supplies:</td> <td style="text-align: right;">\$500</td> <td style="text-align: right;">500</td> </tr> <tr> <td>Flares-</td> <td style="text-align: right;">\$270</td> <td style="text-align: right;">270</td> </tr> <tr> <td>Fire Extinguisher refill</td> <td style="text-align: right;">\$18.00 x 8</td> <td style="text-align: right;">150</td> </tr> <tr> <td>First aid Kit refills-</td> <td style="text-align: right;">\$100.00 yearly</td> <td style="text-align: right;">100</td> </tr> <tr> <td>Damage & Windshield</td> <td></td> <td style="text-align: right;">1,000</td> </tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td style="text-align: right;">21,220.00</td> </tr> </table>								This item covers the cost of maintaining our fleet of 5 marked and 3 unmarked police cruisers,			Veh repair	218,000 miles x \$0.05 per mile	10,900	Tires Winter & Summer	\$1,000 X 8 Vehicles	8,000	Cleaning supplies	\$300.00	300	Duty Supplies:	\$500	500	Flares-	\$270	270	Fire Extinguisher refill	\$18.00 x 8	150	First aid Kit refills-	\$100.00 yearly	100	Damage & Windshield		1,000		Total	21,220.00
This item covers the cost of maintaining our fleet of 5 marked and 3 unmarked police cruisers,																																					
Veh repair	218,000 miles x \$0.05 per mile	10,900																																			
Tires Winter & Summer	\$1,000 X 8 Vehicles	8,000																																			
Cleaning supplies	\$300.00	300																																			
Duty Supplies:	\$500	500																																			
Flares-	\$270	270																																			
Fire Extinguisher refill	\$18.00 x 8	150																																			
First aid Kit refills-	\$100.00 yearly	100																																			
Damage & Windshield		1,000																																			
	Total	21,220.00																																			

Acct #		Description																	
1-141-56010 Vehicle Fuel																			
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13												
Actual	Actual	Budget'12	10/30/2011		Requested	Revised	Approved												
44,082	51,027	53,580	17,170	0	47,000	47,000													
The WPD fleet averages approximately 218,000 miles per year. The Town of Williston has 76 miles of maintained highway. <table border="0" style="width: 100%; margin-left: 20px;"> <tr> <td>July 2007-June 2008</td> <td style="text-align: right;">15,126 gal @ 2.91 = \$44,013</td> </tr> <tr> <td>July 2008-June 2009</td> <td style="text-align: right;">16,706 gal @ 2.33 = \$38,925</td> </tr> <tr> <td>July 2009- June 2010</td> <td style="text-align: right;">17,855 ga @ 2.47 = \$44,102</td> </tr> <tr> <td>July 2010-June 2011</td> <td style="text-align: right;">16,762 gal @ 2.97 = \$49,703</td> </tr> <tr> <td>July 2011-June 2012 (est)</td> <td style="text-align: right;">15,600 gal @ \$3.41 = \$53,560</td> </tr> <tr> <td>FY 13 Estimated</td> <td style="text-align: right;">13,500 gal @ \$3.41 = \$47,000</td> </tr> </table> <p>The \$6,500 reduction is achieved on the basis of an evaluation of vehicle assignments. This is about a 12% decline. As we are all aware a sudden change in the economy could have a negative impact on this line item</p>								July 2007-June 2008	15,126 gal @ 2.91 = \$44,013	July 2008-June 2009	16,706 gal @ 2.33 = \$38,925	July 2009- June 2010	17,855 ga @ 2.47 = \$44,102	July 2010-June 2011	16,762 gal @ 2.97 = \$49,703	July 2011-June 2012 (est)	15,600 gal @ \$3.41 = \$53,560	FY 13 Estimated	13,500 gal @ \$3.41 = \$47,000
July 2007-June 2008	15,126 gal @ 2.91 = \$44,013																		
July 2008-June 2009	16,706 gal @ 2.33 = \$38,925																		
July 2009- June 2010	17,855 ga @ 2.47 = \$44,102																		
July 2010-June 2011	16,762 gal @ 2.97 = \$49,703																		
July 2011-June 2012 (est)	15,600 gal @ \$3.41 = \$53,560																		
FY 13 Estimated	13,500 gal @ \$3.41 = \$47,000																		

Acct #		Description						
1-141-56100 Mileage								
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13	
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved	
856	72	800	-		600	600		
Narrative: <table border="0" style="width: 100%; margin-left: 20px;"> <tr> <td>Used for reimbursement of personal vehicle use for Department business</td> </tr> </table>								Used for reimbursement of personal vehicle use for Department business
Used for reimbursement of personal vehicle use for Department business								

Acct #		Description					
1-141-56200 Training/Conference Fees							
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved
13,884	5,414	15,000	10,745		17,000	16,000	
Narrative:							
<p>Training is one of the more important aspects of police work in order to maintain acquired skills and gain further knowledge of changes in laws and proper practices as well as meeting any mandates. The State of Vermont mandates 25 hours of training for full time officers as well as 30 hours of training for part time officers.</p> <p>Training/Conference Fees FY 09 \$13171.08 Training/Conference Fees FY 10 \$13883.66 Training/Conference Fees FY 11 \$5414.39</p> <p>Projected Cost FY 13:</p> <p>CPR/First Aid \$200.00 Firearms \$3,900.00 (Equipment & Ammunition) Projected Training \$12,900.00 Total \$17,000.00</p> <p>Additional staffing request results in estimated \$2,000 increase in this line item. Would be \$1,000 less if only one officer included.</p>							

Acct #		Description					
1-141-78000 Equipment & Uniforms							
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved
18,942	17,531	16,000	8,954		16,000	16,000	
Narrative:							
<p>This line item seems to be at a level that works for the department and allows the department to maintain a professional, organized and disciplined image. Pride in appearance promotes pride in in accomplishments. The Department expends approximately \$3086.00 to outfit a new police officer. Depending on when an officer leaves will determine if their equipment is able to be used by a new officer or not. In almost all cases we cannot reuse boots, body armor, or trousers due to wear and fit. (Soft body vests are custom made for each person and rarely can be reused and they should be replaced every five years)</p>							

POLICE INVESTIGATION SERVICES

Acct # Description

1-141-50150 Investigation Salary

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
132,151	144,107	138,670	52,813		128,760	128,760	

Only 0% COLA anticipated as both officers are at final pay step

Investigation	125,360
OT Pay	3,400
Total	128,760

The on call pay is a hold over from years gone by in which there was no supervisor on duty. A review of call ins over a given year indicate no more than five per year. Now there is a supervisor on duty as there should be. At over \$2,000 per call it is not justifiable. This is a reduction of \$9,910.

Acct # Description

1-141-53000 Benefits

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
45,293	54,628	55,630	20,414		58,220	56,550	

	FY 12	FY 13 Est
Health, dental, life, disability	32,766	33,900
FICA, retirement	17,541	17,370
workmans comp, unemployment	7,190	5,250
Total	57,497	56,520

Acct # Description

1-141-85830 Unit for Special Investigations

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
24,503	25,392	19,480	7,182		7,180	7,180	

Narrative:

This service is of utmost importance for our agency and the region. The Department does not have the available hours or skill sets within our staffing to take this critical role on as a sole agency. These cases are for specifically skilled Investigators. Offenders generally come from outside our jurisdiction and thus this cooperative effort is ideal.

This is the current budget for this critical service. Williston endeavors to be a "Community Partner" in this effort. As a nationally recognized investigative team, CUSI relies on Towns' participatory contributions to make their budget work.

CUSI has restructured thier billing based on population which accounts for a reduced cost for FY 13.

Acct # Description

1-141-85830 Investigation Expenses

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
5,837	3,232	3,000	-		3,000	3,000	

Narrative:

Drug Investigation Money:	\$2,000.00
Investigation Expenses:	\$1,000.00

POLICE COMMUNICATIONS

Acct #		Description					
1-141-50140		Dispatch Salary					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
107,767	107,316	109,330	41,029		111,000	111,000	
<p>Anticipates a 2% step increase for those not at top step</p> <p>Dispatch Wages \$92,040</p> <p>Dispatch Overtime \$19,000</p> <p style="text-align: right;">Total \$111,040</p> <p>Overtime projections are based on average hours per dispatcher to fulfill obligations such as replacement for dispatchers, training, sick leave, vacation, personal days, and holidays. This line item is based on 300 hours of replacement time per dispatcher. (average pay 31.73 x 300 hours x 2 dispatchers= 19,038)</p>							

Acct #		Description															
1-141-53000		Benefits for Dispatch															
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved										
35,486	49,545	41,430	19,993		54,560	53,650											
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;">FY 13 est</th> </tr> </thead> <tbody> <tr> <td>health,dental, life, disability</td> <td style="text-align: right;">39,220</td> </tr> <tr> <td>fica, retirement</td> <td style="text-align: right;">13,120</td> </tr> <tr> <td>workers comp, unemployment</td> <td style="text-align: right;">1,310</td> </tr> <tr> <td style="text-align: center;">total</td> <td style="text-align: right;">43007</td> </tr> </tbody> </table>									FY 13 est	health,dental, life, disability	39,220	fica, retirement	13,120	workers comp, unemployment	1,310	total	43007
	FY 13 est																
health,dental, life, disability	39,220																
fica, retirement	13,120																
workers comp, unemployment	1,310																
total	43007																

Acct #		Description					
1-141-74000		Computer/Communications					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved
20,973	22,314	23,000	21,135		23,000	23,000	
<p>VIBRS/ Circuit Charges \$3,000.00 Reduced \$3,000 due to VPN</p> <p>CAD \$2,350.00</p> <p>VLETS \$2,399.00</p> <p>Netmotion \$129.00</p> <p>Secure ID \$325.00</p> <p>Anti-Virus \$79.00</p> <p>Mobile Data \$300.00</p> <p>Blackberry \$100.00</p> <p>NIBRS Auditor \$500.00</p> <p>IACP.NET \$500.00</p> <p>System Support (NIBRS) \$1,500.00</p> <p>Acorn Support (phones) \$1,000.00</p> <p>Winco Maintenance (ID Machine) \$475.00</p> <p>GPS/Netfleet \$2,641.00</p> <p>Computer/Screens/Upgrades \$2,000.00</p> <p>AFIS Machine Contract \$4,000.00 previously not budgeted</p> <p>Comcast (\$139/ mo) \$1,560.00</p> <p>Total \$22,850.00</p> <p>Line item covers all activity related to data use and support for the department's activities</p>							

Acct #		Description					
1-141-80200		Radio Repair					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved
1,156	1,098	3,000	286		3,000	3,000	
<p>This line item is generally used for annual radio repairs throughout the year for all cruiser and portable radio repairs.</p> <p>2008- \$2,050.95</p> <p>2009- \$4,537.75</p> <p>2010- \$3,497.15</p> <p>2011- \$3,000.00 estimated</p> <p>2012- \$3,000.00 estimated</p> <p>With a fresh influx of new equipment repairs in the short term are expected to be warranty at best.</p>							

POLICE ADMINISTRATION

Acct #		Description					
1-141-50160		Administrative Salary					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
60,007	113,063	113,490	41,819	113,490	113,490		
Administrative Salaries consist of Chief of Police and Executive Assistant							

Acct #		Description																			
1-141-53000		Benefits for Administration																			
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved															
14,161	36,145	38,520	13,240	40,770	40,980																
Narrative: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th></th> <th></th> <th>FY 13 est</th> </tr> </thead> <tbody> <tr> <td>Health, dental, life, disability</td> <td>21,271</td> <td>23,450</td> </tr> <tr> <td>FICA, retirement</td> <td>13,938</td> <td>14,350</td> </tr> <tr> <td>Workmans comp, unemployment</td> <td>4,377</td> <td>2,970</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td>39,586</td> <td>40,770</td> </tr> </tbody> </table>									FY 13 est	Health, dental, life, disability	21,271	23,450	FICA, retirement	13,938	14,350	Workmans comp, unemployment	4,377	2,970	TOTAL	39,586	40,770
		FY 13 est																			
Health, dental, life, disability	21,271	23,450																			
FICA, retirement	13,938	14,350																			
Workmans comp, unemployment	4,377	2,970																			
TOTAL	39,586	40,770																			

Acct #		Description														
1-141-76000		Office Supplies & Maintenance														
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved										
14,947	13,909	14,000	7,215	13,000	13,000											
Narrative: <table border="1" style="margin-left: 20px;"> <tbody> <tr> <td>Janitorial supplies</td> <td>\$1,000.00</td> </tr> <tr> <td>Copier Maintenance (2 copiers)</td> <td>\$1,573.00</td> </tr> <tr> <td>Forms for Patrol (warnings/tickets/business cards)</td> <td>\$1,600.00</td> </tr> <tr> <td>Misc. Office Supplies</td> <td>\$8,827.00</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td>\$13,000.00</td> </tr> </tbody> </table>							Janitorial supplies	\$1,000.00	Copier Maintenance (2 copiers)	\$1,573.00	Forms for Patrol (warnings/tickets/business cards)	\$1,600.00	Misc. Office Supplies	\$8,827.00	TOTAL	\$13,000.00
Janitorial supplies	\$1,000.00															
Copier Maintenance (2 copiers)	\$1,573.00															
Forms for Patrol (warnings/tickets/business cards)	\$1,600.00															
Misc. Office Supplies	\$8,827.00															
TOTAL	\$13,000.00															

Acct # Description

1-141-76100 Telephone & Postage

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
14,977	11,765	14,000	3,673	13,500	13,500	

Fairpoint, 4 lines @ \$216 per month	\$2,592.00
Sprint (cell phones & mobile air cards)	\$8,700.00
AT&T Cost Per Year for long distance	\$300.00
Sovernet Data Line	\$480.00
Sovernet, police share of Direct Dial	\$240.00
Pager cost per month (2)	\$130.00
Postage Per Month Average 75	\$900.00
UPS Cost 17.00 Per Month	\$204.00
Total	\$13,546.00

POLICE SPECIAL PROGRAMS

Acct # Description

1-153-8510C Dog Control & Damage

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved						
788	2,077	2,200	1,700		2,200	2,200							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Kennel Fees- Lucky Puppies</td> <td style="text-align: right;">\$ 1,700.00 (yearly)</td> </tr> <tr> <td>Emergency Vet Fees</td> <td style="text-align: right;">\$500.00</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">\$2,200.00</td> </tr> </table>								Kennel Fees- Lucky Puppies	\$ 1,700.00 (yearly)	Emergency Vet Fees	\$500.00	TOTAL	\$2,200.00
Kennel Fees- Lucky Puppies	\$ 1,700.00 (yearly)												
Emergency Vet Fees	\$500.00												
TOTAL	\$2,200.00												

Acct # Description

1-153-8510C Awards Program

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,658	596	500	-	0	500	500	
<p style="text-align: center;">Annual Officer recognition program.</p>							

Acct # Description

1-141-8594C Public Service Programs

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,349	1,238	1,000	491		1,000	1,000	
<p style="text-align: center;">This line item is for safety events and the purchase of pamphlets, stickers, pencils, coloring books, and misc. safety information for children and parents. We often have tours in the police station and having the visitors come away with a safety reminder makes the visit all the more enjoyable.</p>							

BUILDING MAINTENANCE

Acct #		Description						
1-141-50170.00		Custodian- Police Station						
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13	
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved	
10,440	11,360	12,480	4,640		12,480	12,480		
<p>12 hours per week @ \$20 per hour \$12,480</p> <p>Contractual Services with no anticipated increase</p>								

Acct #		Description																																																																																																					
1-141-73800		Heating Fuel - New Police Station																																																																																																					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13																																																																																																
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved																																																																																																
4,644	6,373	7,000	942		6,200	6,200																																																																																																	
<p>Heat</p> <table border="0"> <tr> <td>2011</td> <td>4276 CCF @ 1.210 Per CCF</td> <td></td> <td>\$4,276.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Daily Access Fee and Taxes</td> <td></td> <td>\$1,673.30</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td>\$5,949.30</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2010</td> <td>2967 CCF @ 1.150 Per CCF</td> <td></td> <td>\$3,412.05</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Daily Access fee and taxes</td> <td></td> <td>\$1,176.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td>\$4,588.05</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2009</td> <td>4200 CCF at \$1.3596 Per CCF</td> <td></td> <td>\$5,710.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Daily access fee and taxes</td> <td></td> <td>\$1,177.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td>\$6,887.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2008</td> <td>5600 CCF at \$1.08 per CCF</td> <td></td> <td>\$6,058.87</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Daily access fee and taxes</td> <td></td> <td>\$1,176.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td>\$7,234.87</td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>This item fluctuates based on weather conditions. The average usage has been \$6164.80 over the past four years.</p>								2011	4276 CCF @ 1.210 Per CCF		\$4,276.00						Daily Access Fee and Taxes		\$1,673.30							Total	\$5,949.30					2010	2967 CCF @ 1.150 Per CCF		\$3,412.05						Daily Access fee and taxes		\$1,176.00							Total	\$4,588.05					2009	4200 CCF at \$1.3596 Per CCF		\$5,710.00						Daily access fee and taxes		\$1,177.00							Total	\$6,887.00					2008	5600 CCF at \$1.08 per CCF		\$6,058.87						Daily access fee and taxes		\$1,176.00							Total	\$7,234.87				
2011	4276 CCF @ 1.210 Per CCF		\$4,276.00																																																																																																				
	Daily Access Fee and Taxes		\$1,673.30																																																																																																				
		Total	\$5,949.30																																																																																																				
2010	2967 CCF @ 1.150 Per CCF		\$3,412.05																																																																																																				
	Daily Access fee and taxes		\$1,176.00																																																																																																				
		Total	\$4,588.05																																																																																																				
2009	4200 CCF at \$1.3596 Per CCF		\$5,710.00																																																																																																				
	Daily access fee and taxes		\$1,177.00																																																																																																				
		Total	\$6,887.00																																																																																																				
2008	5600 CCF at \$1.08 per CCF		\$6,058.87																																																																																																				
	Daily access fee and taxes		\$1,176.00																																																																																																				
		Total	\$7,234.87																																																																																																				

Acct #		Description						
1-141-73810		Utilities - Police Station						
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13	
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved	
14,322	16,708	21,100	5,536	0	19,000	19,000		

		FY 13
Electric 134480 Kw hours@ \$0.11	\$14,327.26	\$14,757.08
Customer Charge \$ 85.82 monthly	\$1,029.84	\$1,060.74
Efficiency Charge \$70.04 monthly	\$840.48	\$865.69
Water/ Sewer Town of Williston 125.00 per quarter	\$500.00	\$600.00
Total	\$16,697.58	\$17,283.51

Green Mountain Power has indicated that they are planning on an increase in October 2011 of up to 3% on their rates.

Acct #		Description						
1-141-73***		Property and Casualty Insurance						
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13	
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved	
49,172	48,580	51,860	-		50,000	45,240		

Pro-rated based on value of buildings, vehicles and equipment

Includes Police Liability Insurance
Estimate as of Nov. 2011

Acct #		Description						
1-141-63440		Building Maintenance						
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13	
Actual	Actual	Budget'12	11/30/2011		Requested	Revised	Approved	
7,613	9,845	5,400	3,152		7,892	7,890		

Unifirst Carpet Cleaning (mats)	\$500.00
Ingersoll Rand(security doors)	\$500.00
Red Rocks Mechanical Contract	\$2,500.00
Generator Maintenance Contract	\$992.00
Kone Elevator Maintenance Contract	\$1,800.00
Equipment Annual Certifications	\$600.00
Touch up/ Paint/ Light Fixtures/ Bulbs other	\$1,000.00
Total	\$7,892.00

This line item reflects an increase due in part to activity that was not fully captured in the previous year.

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
FIRE, RESCUE & AMBULANCE						
<i>Administration</i>						
Administration Salary	104,560	104,925	109,740	110,123	113,050	113,050
Benefits	46,900	45,168	54,960	49,115	57,230	62,400
Subscription & Dues	1,500	1,438	1,500	725	1,350	1,350
Office Supplies	6,400	4,107	8,400	8,457	6,300	7,500
Office Equipment	10,900	9,037	8,000	6,900	6,000	7,000
Telephone & Postage	7,600	7,881	8,100	9,769	8,810	8,810
Personnel Physicals	19,580	11,856	20,000	5,325	10,000	10,000
Personnel Recognition	3,000	3,000	1,500	1,500	1,500	1,500
TOTAL	200,440	187,412	212,200	191,914	204,240	211,610
<i>Firefighting</i>						
On Call Firefighter Wages	113,950	93,682	113,950	89,343	96,220	96,220
Benefits	19,880	18,688	19,400	14,408	16,030	14,840
Career Firefighter Wages, including OT	112,380	112,966	160,680	156,505	193,410	197,080
Benefits	43,390	42,401	66,990	46,173	79,120	83,840
Training & Conferences	10,000	6,093	8,500	6,567	5,600	5,600
Communications	6,800	4,558	4,500	4,372	2,680	2,680
Dispatch Services	20,000	20,000	20,000	20,000	35,250	39,750
Firefighting Equipment	43,120	52,226	46,400	57,397	33,810	38,860
Fire Prevention	2,500	2,461	2,000	1,981	2,000	2,000
TOTAL	372,020	353,075	442,420	396,746	464,120	480,870
<i>Fire Maintenance</i>						
Maintenance Wages	21,610	21,353	21,940	21,859	22,380	22,380
Benefits	3,520	4,086	3,840	3,478	3,410	4,170
Vehicle Fuel	17,200	16,279	20,440	23,429	24,220	29,010
Equipment Maintenance	33,400	45,682	36,500	40,735	40,500	41,000
TOTAL	75,730	87,400	82,720	89,501	90,510	96,560
<i>EMS</i>						
On Call Rescue Wages	46,610	50,082	56,610	62,128	56,170	57,960
Career Rescue Wages, including OT	112,380	112,966	150,680	156,505	193,410	197,080
Benefits, On Call	5,710	7,827	7,830	6,850	7,950	8,970
Benefits, Career	40,610	42,151	66,990	45,017	79,120	83,840
Training	14,000	5,706	10,650	9,285	11,900	11,900
Ambulance Billing Fees	-	-	18,220	12,249	21,680	21,970
Rescue Medical Supplies	14,000	15,520	8,000	7,895	15,490	15,490
Communications	6,810	9,460	4,500	3,484	2,680	2,680
Rescue Equipment	11,000	10,274	25,500	26,092	15,860	15,850
TOTAL	251,120	253,986	348,980	329,505	404,260	415,740
<i>Facilities</i>						
Heating Fuel	16,170	10,016	14,800	12,680	10,570	13,320
Utilities	17,300	14,357	16,550	15,288	16,320	17,080
Property & Casualty Ins.	24,000	32,449	31,170	31,640	29,580	26,580
Station Maintenance	12,950	11,669	9,900	15,930	9,900	14,950
TOTAL	70,420	68,491	72,420	75,538	66,370	71,930
TOTAL FIRE AND RESCUE	969,730	950,364	1,158,740	1,083,204	1,229,500	1,276,710
EMERGENCY PREPAREDNESS						
Training	2,600	-	2,100	1,632	2,100	2,100
Supplies & Operation	2,500	2,890	2,000	2,150	2,000	8,000
TOTAL	5,100	2,890	4,100	3,782	4,100	10,100
TOTAL PUBLIC SAFETY	2,634,810	2,506,370	2,844,960	2,731,381	2,958,240	3,076,880

Letter of Transmittal

Fire Department

Fiscal Year 2012

Mission Statement: *To provide protection of life and property to our community primarily through Fire Suppression, Emergency Medical First Response Services, Hazardous Materials Mitigation and Fire Prevention, Education/Outreach. This is done in a safe and healthy operating environment for our employees. It is imperative that all personnel conduct themselves with the highest degree of professionalism, respect, integrity and courtesy.*

Services:

- Guaranteed, rapid response to requests for fire-related emergency services. This includes building alarms, car accidents, hazardous waste situations, and fires.
- Guaranteed rapid response to requests for emergency medical services. Provide First Responder services to stabilize patient and ready for transport by remote ambulance service.
- Community Outreach & Fire Prevention services to local schools, community groups or anyone who requests assistance.
- Public assistance in non-emergency situations.
- Administration of combination Department consisting of 64 employees.
- Employee wellness which includes required training, wellness and recognition.
- Maintenance of vehicles, equipment and facilities.
- Emergency Preparedness.

Narrative:

Trends/Major Issues:

- This budget proposes no new initiative(s). Although not level funded, increases in the budget are driven by increases in wage and benefits, fuel, utilities, and vehicle maintenance.
- The continued development of new housing and commercial/retail businesses combined with the commercial center continues to increase the demand for fire services. Additional traffic flow through the community also creates additional demands with related traffic accidents. On average, we have experienced an increase of between 5 and 10 percent in call volume per year for both Fire and EMS. This trend remains for the coming fiscal year.
- A number of steps have been taken to restrict budget increases. These include:
 - We have aggressively pursued all available grants for training and equipment. This has allowed us to train personnel in Rope Rescue/Confined Space/Trench Rescue, and purchase equipment needed to support that mission. We have also been awarded grant funding for the purchase and distribution of car seats. This program is a significant benefit to the community.

- We continue to utilize Department personnel to perform most building and grounds maintenance (lawn mowing, landscaping, yard maintenance, yard plowing/shoveling, and interior cleaning.)
- We only outsource truck annual P/Ms and major repairs. All light maintenance, and regularly scheduled P/M work is performed by in-house personnel.
- We are only outsourcing major computer/network service. Troubleshooting and service work is performed as much as possible by Department personnel.
- Radio and Warning Light installation is also performed by Department personnel.
- The two newer light duty vehicles perform at 50% greater fuel efficiency than past vehicles. This has resulted in an estimated annual savings of \$3,600.

Most of the above allow us to not hire outside vendors, resulting in a significant savings to the Town.

- There are some budget items that are beyond our control. These include:
 - Fuel cost increases;
 - Utility increases;
 - Costs of manufactured goods and supplies;
 - Increase in maintenance costs for work which is outsourced;
 - OSHA & NFPA standards are driving increases in training, equipment, and medical monitoring costs.
- One major challenge is the continued effort to strive to staff our Call Firefighter and EMS positions. Student live-in programs, AmeriCorps programs, recruitment drives, and other options, including casual Firefighters have not resulted in a permanent solution for our staffing needs. As a result, staffing concerns continue to be a top priority for the Department.
- The addition of a Transport Ambulance Service run by the Williston Fire Department has been a complete success. In the past, response times for Ambulances outside of Williston exceeded 15 minutes, on average. With our own Ambulance centrally located at the Fire Station, average response time has been cut by more than 10 minutes, to just above 4 minutes. This average Ambulance response factors in calls in remote portions of Williston, including the Interstate. Most calls within our local service area, to include the majority of Williston's retail, commercial, and senior housing occupancies, are responded to in just over two minutes on average.
- With this budget, our service levels remain constant.
- Four years into occupying our new facility, we are continuing to see the benefit of consolidation of all Fire & EMS services into one building. Our efficiency has increased, and with all personnel being located together, we operate as a more cohesive Department. With the Station located close to Taft Corner, but toward the Village, and without major obstacles and building entrances before Taft Corner, our response is safer and faster.
- We have also been able to keep equipment and supplies, both rolling stock and non-rolling stock, up-to-date through grant funds and the operating budget.

Service Indicators:

Objective	Quality Characteristic	Specific Measure	Data Collection Procedure
Fire Response	100% requests responded to and in service days – no missed calls	# of “toned” calls recorded, & documented	Incident Reports generated per call; summarized to NFIRS
EMS Response	100% of calls responded to and in service days – no missed calls	# of EMS calls toned, recorded & documented	Incident Reports generated per call; summarized to NFIRS
Non-emergency Services	Responses to requests for non emergency services: <ul style="list-style-type: none"> ▪ Burn Permits ▪ Alarm Resets ▪ CO Alarms 	# of Burn Permits issued # of Incidents responded to for Alarm Resets # of CO investigations	Recorded # of Burn Permits issued Recorded # of Incident Reports documenting Alarm Resets Recorded # of CO Investigations completed
Outreach & Fire Prevention	Proactive, non-emergency services provided to community requests <ul style="list-style-type: none"> ▪ Pre-plans ▪ Detectors ▪ Education ▪ Fire Setter Issues ▪ Safety Day event for community involving several other Public Safety agencies ▪ Car Seat installation and checks 	# of Preplans completed & documented # of detectors provided to community # of educational activities completed # of children involved in Fire-setter program # of attendees of Safety Day event # of vehicles serviced	Preplans completed and recorded # of Public Assistance calls recorded for detectors # of Public Assistance calls for educational activities # of school visits/children in Fire Setter Program Record # of attendees at annual Safety Day event Record # of car seats checked and issued

Objective	Quality Characteristic	Specific Measure	Data Collection Procedure
Administration	<p>Administration of 64 employees to include proper record keeping and response to employee needs</p> <p>Operational administration of department</p>	<p>All employees have up to date employee file, building access, computer access and all other needs to operate as member of Department</p> <p>Up to date Standard Operating Guidelines, Policies & Procedures</p>	<p>All employees step through uniform process with standard access to administrative support</p>
Employee Wellness	<p>All employees provided with:</p> <ul style="list-style-type: none"> ▪ Training & education ▪ Wellness ▪ Recognition 	<p>All employees attend specific # of trainings per year – required. Additional training offered</p> <p>All employees have access to Wellness Program – exercise room etc.</p> <p>All employees eligible for recognition</p>	<p>Training is documented and recorded. Summaries provided to Training Officer for review</p> <p>Employees documented as cleared for Exercise Room usage.</p> <p>Employees invited/included in recognition events</p>
Maintenance	<p>This includes:</p> <ul style="list-style-type: none"> ▪ Vehicles ▪ Equipment ▪ Facilities 	<p>All vehicles are on Preventive Maintenance schedule with regular checks.</p> <p>Equipment also has Preventive Maintenance schedule and replaced as needed.</p> <p>Facilities maintained in good working order.</p>	

Objective	Quality Characteristic	Specific Measure	Data Collection Procedure
Emergency Preparedness	<p>Maintain Mutual Aid agreements with all neighboring communities</p> <p>Maintain Emergency Operation Center at Fire Station</p> <p>Maintain training for Police, Fire & Public Works</p>	<p>Program where all adjoining communities assist each other upon request</p> <p>EOC in working order with infrastructure in place</p>	<p>Signed Mutual Aid Agreements with designated communities</p> <p>Conduct Town-wide exercise on EOC</p>

Item	Cost per Unit	Total Cost
Turnout Gear	\$1,800.00	\$9,000.00
Boots	\$380.00	\$1,900
Structural Gloves	\$85.00	\$425.00
Extrication Gloves	\$45.00	\$225.00
Leather Gloves	\$20.00	\$100.00
Nomex Hood	\$45.00	\$225.00
Leather Helmet	\$525.00	\$2,625.00
SCBA Mask	\$750.00	\$3,750.00
SCBA Mask Bag	\$20.00	\$100.00
Radio Strap	\$60.00	\$300.00
Safety Glasses	\$5.00	\$25.00
Webbing	\$12.00	\$60.00
50' Rope with 2 Caribiners	\$76.00	\$380.00
Wedge It	\$9.00	\$45.00
Pocket Spanner	\$10.00	\$50.00
Seat Belt Cutter	\$5.00	\$25.00
Helmet Strap	\$4.00	\$20.00
Flashlight	\$56.00	\$280.00
Duty Boots	\$120.00	\$60.00
T-Shirt	\$17.00	\$85.00
Polo	\$20.00	\$100.00
Duty Pants	\$60.00	\$300.00
Job Shirt	\$65.00	\$325.00
Duty Shirt x 2	\$120.00	\$600.00
Shorts	\$40.00	\$200.00
Duty Shoes	\$100.00	\$500.00
Belt	\$25.00	\$125.00
Baseball Hat	\$20.00	\$100.00
Winter Hat	\$15.00	\$75.00
Name Tag	\$20.00	\$100.00
Collar Pins	\$30.00	\$150.00
Badge	\$65.00	\$325.00
Forestry Shirt	\$140.00	\$700.00
Forestry Pants	\$120.00	\$600.00
Forestry Helmet	\$45.00	\$225.00
Forestry Gloves	\$30.00	\$150.00
Gear bag	\$50.00	\$250
Grand Total		\$24,505

WILLISTON FIRE DEPARTMENT
FY13 Ambulance Revenue Calculations

Assumptions:

Call volume 900
90% ALS @ \$650
10% BLS @ \$500
Mileage @ \$14

Math:

900 x 70% transports x 10% BLS x \$500
900 x 70% transports x 90% ALS x \$650
900 x 70% transports x 10 miles x \$14

Subtotal

\$ 31,500.00
\$368,550.00
\$ 88,200.00
\$488,250.00

At a 70% Collection - Projected Revenue

\$341,775.00

Administration

Acct #		Description					
1-142-50000		Administrative Salaries					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
93,682	110,123	113,050	43,902	113,050	113,050		
Narrative: Chief 40 hrs/week Admin Assistant 40 hrs/week							

Acct #		Description					
1-142-53000		Benefits for Administration					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
45,168	49,115	57,230	19,765	61,580	62,400		
				Medical, Dental, Life, Disability	\$40,500.00		
				Workers' Comp & Unemployment	7170		
				Fica, Medi, Retirement	14730		
				Total	\$62,400.00		

Acct #		Description					
1-142-56300		Subscriptions & Dues					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
1,438	725	1,350	520	1,350	1,350		
Narrative: NFPA, NY Chiefs, IAFC, Fire Engineering, Fire House, Fire/Rescue, Fire Chief, JEMS, NE Chiefs, VT Ambulance Association, VT Career Fire Chiefs, Chittenden County Mutual Aid Association, Fire News, Firetec, District III, Vermont State Firefighters Association. This represents a modest decrease from last year's budget.							

Acct #		Description					
1-142-76000		Office Supplies & Maintenance					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
4,107	6,457	6,300	2,252	7,500	7,500		
Narrative:							
Rose Computer Server Agreement				\$1,800.00			
NAS Backup				\$1,080.00			
License Renewals for Software				\$1,000.00			
Forms & Envelopes				\$620.00			
Supplies				\$1,800.00			
Firehouse Solutions Annual Fee				\$1,200.00			
Total				\$7,500.00			

Acct #		Description					
1-142-76010		Office Equipment					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
9,037	5,900	6,000	765	7,000	7,000		
Narrative:							
Copier/Network Printer/Fax				\$1,200.00			
Upgrades to server				\$1,000.00			
Tablet Acquisition				\$3,000.00			
Other Equipment				\$800.00			
Firehouse Solutions Startup Cost				\$1,000.00			
Total				\$7,000.00			

Acct #		Description					
1-142-76100		Telephone & Postage					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
7,881	9,269	8,810	3,546	8,810	8,810		
Narrative:							
Following are monthly charges based on trends and service needs:							
Dispatch Line				\$32.00			
Fire Station Lines				\$230.00			
Long Distance				\$84.00			
Verizon Wireless				\$308.00			
Comcast Internet				\$40.00			
Postage				\$20.00			
Vender Service Work (Integrity, etc.)				\$20.00			
				\$734.00			
				x12			
Total				\$8,808.00			

Acct #	Description						
1-142-85925	Personnel Physicals			Fire & Rescue			
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
11,856	3,325	10,000	705	10,000	10,000		
Narrative:				Off-Site Physicals	\$8,000.00		
				Vaccinations	\$2,000.00		
				Total	\$10,000.00		
<p>We utilize personnel's regular annual exam schedule with private physician to offset much of the cost of physicals.</p>							

Acct #	Description						
1-142-86400	Recognition						
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
3,000	1,500	1,500	297	1,500	1,500		
Narrative:				Recognition Awards, Service Pins, Training & Certification Pins, Badges, & Collar Insignia	\$1,500.00		

Firefighting

Acct #	Description						
1-142-50000	Firefighter Wages, Career and On-Call						
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
206,648	201,899	289,630	112,883	298,320	293,300		
Narrative:				FY 11	FY 12	FY 13	
Career FF&OT				\$117,380.00	\$193,410.00	\$197,080.00	
Call FF				\$113,950.00	\$96,220.00	\$96,220.00 ^⓪	
Total				\$231,330.00	\$289,630.00	\$293,300.00	
Ambulance Staff				\$43,300.00			
Total				\$ 274,630			
2% step increase, nothing else.							
^⓪	Event Totals	Hours	No of FF	Rate	Total		
(Calls)	425	1	7	\$10.44	\$ 31,059.00		
(Calls)	25	2	7	\$10.44	\$ 3,654.00		
(Calls)	25	3	14	\$10.44	\$ 10,962.00		
(Still Alarms)	475	1	2	\$10.44	\$ 9,918.00		
(Training)	24	2	25	\$10.44	\$ 12,528.00		
(Shifts)	730	2	2	\$10.44	\$ 30,484.80		
(Duty)	50	1	1	\$10.44	\$ 522.00		
	Total				\$ 99,127.80		

Acct #		Description					
1-142-53100		Benefits for Fire Fighter Wages					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 12 Approved
61,089	60,582	95,150	21,702		100,010	98,680	
Narrative: Medical, Dental, Life, Disability, Workers' Comp, Unemployment, FICA, Retirement							
			FY 11	FY 12	FY 13		
			Career	\$45,290.00	\$79,120.00	\$83,840.00	
			Call	\$19,400.00	\$16,030.00	\$14,840.00	
			Total	\$64,690.00	\$95,150.00	\$98,680.00	
			Ambulance Staff	\$15,200.00			

Acct #		Description					
1-142-56200		Training/Conference Fees Fire					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 12 Approved
6,093	6,567	5,600	1,026		5,600	5,600	
Narrative:							
					\$2,000.00		
			\$50 per Call FF x 40		\$2,100.00		
			\$300 per Career FF x 7		\$1,500.00		
			1 Attendee at Nat. Fire Conference				
			Total		\$5,600.00		

Acct #		Description					
1-142-80200		Communications					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 12 Approved
4,558	4,372	2,680	655		2,680	2,680	
Narrative:							
			Pager & Portable Maintenance		\$1,250.00		
			Pager & Portable Batteries		\$1,860.00		
			Radio Maintenance		\$2,250.00		
			Total		\$5,360.00		
					Split between Fire & EMS		

Acct #		Description					
1-142-73**		Dispatch Services					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
20,000	20,000	35,250	-	39,750	39,750		
Narrative: Payment for Shelburne Dispatch services <div style="text-align: center;"> 850 EMS Dispatches 475 Fire Dispatches 1325 Dispatches @ \$30 / Dispatch </div>							

Acct #		Description																
1-142-82600		Firefighting Equipment																
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved												
52,226	22,961	33,810	11,494	38,860	38,860													
Narrative: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">5 FF Equipment & Gear (See Attachment #1)</td> <td style="text-align: right;">\$25,225</td> </tr> <tr> <td>10 5 Gallon Pails Foam @ \$55</td> <td style="text-align: right;">\$550</td> </tr> <tr> <td>40 Sets Duty Wear @ \$96</td> <td style="text-align: right;">\$3,840</td> </tr> <tr> <td>48 Lengths of 1 3/4" Hose @ \$130</td> <td style="text-align: right;">\$6,240</td> </tr> <tr> <td>Misc. Equipment Replacement</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$38,855</td> </tr> </table>							5 FF Equipment & Gear (See Attachment #1)	\$25,225	10 5 Gallon Pails Foam @ \$55	\$550	40 Sets Duty Wear @ \$96	\$3,840	48 Lengths of 1 3/4" Hose @ \$130	\$6,240	Misc. Equipment Replacement	\$3,000	Total	\$38,855
5 FF Equipment & Gear (See Attachment #1)	\$25,225																	
10 5 Gallon Pails Foam @ \$55	\$550																	
40 Sets Duty Wear @ \$96	\$3,840																	
48 Lengths of 1 3/4" Hose @ \$130	\$6,240																	
Misc. Equipment Replacement	\$3,000																	
Total	\$38,855																	

Acct #		Description					
1-142-85140		Fire Prevention					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
2,461	1,981	2,000	804	2,000	2,000		
Narrative: Includes July 4, Open House, Fire Prevention Week Activities, School Outreach, Smoke Detectors and Educational Materials, with FTEs more activity will be seen particularly in Schools & Day Care Facilities							

Fire Maintenance

Acct #		Description					
1-142-50000		Fire Maintenance Wages					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 12 Approved	
21,353	21,859	21,760	8,587	22,380	22,380		
Narrative: 28 hours per week							

Acct #		Description					
01-142-53000		Benefits					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
4,086	3,478	3,410	1,096	4,050	4,170		
Narrative: Workers Comp, Retirement, Unemployment, & FICA							

Acct #		Description																																																								
1-142-56010		Vehicle Fuel																																																								
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved																																																				
16,279	23,429	24,220	9,202	24,950	29,010																																																					
Narrative: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Year</th> <th>Gallons</th> <th>Ave. Rate</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td colspan="4">Deisel</td> </tr> <tr> <td>2009</td> <td>3361</td> <td>2.46</td> <td>\$8,268</td> </tr> <tr> <td>2010</td> <td>4000</td> <td>2.30</td> <td>\$9,200</td> </tr> <tr> <td>2011</td> <td>4200</td> <td>2.60</td> <td>\$10,920</td> </tr> <tr> <td>2012</td> <td>6395</td> <td>2.92</td> <td>\$18,673</td> </tr> <tr> <td>2013</td> <td>5983</td> <td>3.45</td> <td>\$20,641</td> </tr> <tr> <td colspan="4">Gasoline</td> </tr> <tr> <td>2009</td> <td>3009</td> <td>2.32</td> <td>\$6,981</td> </tr> <tr> <td>2010</td> <td>3200</td> <td>2.50</td> <td>\$8,000</td> </tr> <tr> <td>2011</td> <td>3400</td> <td>2.80</td> <td>\$9,520</td> </tr> <tr> <td>2012</td> <td>1850</td> <td>3.00</td> <td>\$5,550</td> </tr> <tr> <td>2013</td> <td>2506</td> <td>3.35</td> <td>\$8,395</td> </tr> </tbody> </table>							Year	Gallons	Ave. Rate	Total	Deisel				2009	3361	2.46	\$8,268	2010	4000	2.30	\$9,200	2011	4200	2.60	\$10,920	2012	6395	2.92	\$18,673	2013	5983	3.45	\$20,641	Gasoline				2009	3009	2.32	\$6,981	2010	3200	2.50	\$8,000	2011	3400	2.80	\$9,520	2012	1850	3.00	\$5,550	2013	2506	3.35	\$8,395
Year	Gallons	Ave. Rate	Total																																																							
Deisel																																																										
2009	3361	2.46	\$8,268																																																							
2010	4000	2.30	\$9,200																																																							
2011	4200	2.60	\$10,920																																																							
2012	6395	2.92	\$18,673																																																							
2013	5983	3.45	\$20,641																																																							
Gasoline																																																										
2009	3009	2.32	\$6,981																																																							
2010	3200	2.50	\$8,000																																																							
2011	3400	2.80	\$9,520																																																							
2012	1850	3.00	\$5,550																																																							
2013	2506	3.35	\$8,395																																																							

Acct #		Description																																											
1-142-78100		Equipment Maintenance																																											
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved																																							
45,682	40,735	40,500	16,762	41,000	41,000																																								
Narrative: <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Small Vehicles & Ambulance</td> <td>p/m</td> <td>\$400.00</td> </tr> <tr> <td>Apparatus</td> <td>p/m</td> <td>\$5,600.00</td> </tr> <tr> <td>Pump</td> <td>p/m</td> <td>\$4,850.00</td> </tr> <tr> <td>Ladder</td> <td>p/m</td> <td>\$4,000.00</td> </tr> <tr> <td>Small Equipment</td> <td>p/m</td> <td>\$600.00</td> </tr> <tr> <td>Pump Testing</td> <td></td> <td>\$1,200.00</td> </tr> <tr> <td>Ladder Testing</td> <td></td> <td>\$1,750.00</td> </tr> <tr> <td>Tires</td> <td></td> <td>\$6,800.00</td> </tr> <tr> <td>Small Vehicles & Ambulance Repairs</td> <td></td> <td>\$1,920.00</td> </tr> <tr> <td>Apparatus Repairs</td> <td></td> <td>\$9,600.00</td> </tr> <tr> <td>Small Equipment Repairs</td> <td></td> <td>\$1,980.00</td> </tr> <tr> <td>Misc. Equipment</td> <td></td> <td>\$2,000.00</td> </tr> <tr> <td></td> <td></td> <td style="border-top: 1px solid black;">\$40,500.00</td> </tr> </tbody> </table>							Small Vehicles & Ambulance	p/m	\$400.00	Apparatus	p/m	\$5,600.00	Pump	p/m	\$4,850.00	Ladder	p/m	\$4,000.00	Small Equipment	p/m	\$600.00	Pump Testing		\$1,200.00	Ladder Testing		\$1,750.00	Tires		\$6,800.00	Small Vehicles & Ambulance Repairs		\$1,920.00	Apparatus Repairs		\$9,600.00	Small Equipment Repairs		\$1,980.00	Misc. Equipment		\$2,000.00			\$40,500.00
Small Vehicles & Ambulance	p/m	\$400.00																																											
Apparatus	p/m	\$5,600.00																																											
Pump	p/m	\$4,850.00																																											
Ladder	p/m	\$4,000.00																																											
Small Equipment	p/m	\$600.00																																											
Pump Testing		\$1,200.00																																											
Ladder Testing		\$1,750.00																																											
Tires		\$6,800.00																																											
Small Vehicles & Ambulance Repairs		\$1,920.00																																											
Apparatus Repairs		\$9,600.00																																											
Small Equipment Repairs		\$1,980.00																																											
Misc. Equipment		\$2,000.00																																											
		\$40,500.00																																											

Acct #		Description					
8-142-80000		EMS Billing Agency Fee					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
	12,249	21,680	4,609	21,970	21,970		
Narrative: \$366,188 in collected revenue x .06 (6%) = \$21,970							

Acct #		Description					
1-142-78200		EMS Medical Supplies					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
15,520	7,895	15,490	4,593	15,490	15,490		
Narrative: Supplies include oxygen, bandages, cervical collars, intermediate drugs, defibrillation pads, and other EMS supplies. Each purchase is bid amongst 3 vendors with varying low bidders.							

Acct #		Description														
1-142-80200		Communications														
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved										
9,460	4,372	2,680	655	2,680	2,680											
Narrative: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Pager & Portable Maintenance</td> <td style="text-align: right;">\$1,250</td> </tr> <tr> <td>Pager & Portable Batteries</td> <td style="text-align: right;">\$1,860</td> </tr> <tr> <td>Radio Maintenance</td> <td style="text-align: right;">\$2,250</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$5,360</td> </tr> <tr> <td colspan="2" style="text-align: center;">Split between Fire & EMS</td> </tr> </table>							Pager & Portable Maintenance	\$1,250	Pager & Portable Batteries	\$1,860	Radio Maintenance	\$2,250		\$5,360	Split between Fire & EMS	
Pager & Portable Maintenance	\$1,250															
Pager & Portable Batteries	\$1,860															
Radio Maintenance	\$2,250															
	\$5,360															
Split between Fire & EMS																

Acct #		Description																
1-142-82610		EMS Equipment & Maintenance																
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved												
10,274	13,092	15,860	479	15,850	15,850													
Narrative: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">2 EMT Equipment</td> <td style="text-align: right;">\$3,810.00</td> </tr> <tr> <td>40 sets Duty Wear @ \$96.00</td> <td style="text-align: right;">\$3,840.00</td> </tr> <tr> <td>Defibrillator maintenance (9)</td> <td style="text-align: right;">\$2,500.00</td> </tr> <tr> <td>Other EMS maintenance & equipment (electrodes, Blood pressure machine, etc.)</td> <td style="text-align: right;">\$1,500.00</td> </tr> <tr> <td>6 sets of EMS gear @ \$700</td> <td style="text-align: right;">\$4,200.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right; border-top: 1px solid black;">\$15,850.00</td> </tr> </table>							2 EMT Equipment	\$3,810.00	40 sets Duty Wear @ \$96.00	\$3,840.00	Defibrillator maintenance (9)	\$2,500.00	Other EMS maintenance & equipment (electrodes, Blood pressure machine, etc.)	\$1,500.00	6 sets of EMS gear @ \$700	\$4,200.00	Total	\$15,850.00
2 EMT Equipment	\$3,810.00																	
40 sets Duty Wear @ \$96.00	\$3,840.00																	
Defibrillator maintenance (9)	\$2,500.00																	
Other EMS maintenance & equipment (electrodes, Blood pressure machine, etc.)	\$1,500.00																	
6 sets of EMS gear @ \$700	\$4,200.00																	
Total	\$15,850.00																	

Facilities

Acct #		Description					
1-142-73700		Heating Fuel					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
10,016	12,681	10,570	1,933		10,890	13,320	
Narrative:							
Year	CCF's	Ave. Price	Total		Fixed Cost	Grand Total	
2010	7888	1.337	10,546		1,180	11,726	
2011	10294	1.173	12,075		1,180	13,255	
2012	10294	1.173	12,075		1,180	13,255	
2013	10300	1.173	12,082		1,240	13,322	

Acct #		Description					
1-142-73900		Utilities					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
14,357	15,288	16,320	4,794		16,810	17,080	
Narrative: Water, Sewer							
Year	KWH	Rate	Total		Fixed Costs	Grand Total	
2010	109590	0.111	12,164		2,220	14,384	
2011	117040	0.115	13,511		2,220	15,731	
2012	117040	0.119	13,959		1,000	14,959	
2013	117040	0.125	14,630		1,000	15,630	
Total Electric and Water/Sewer						17,080	

Acct #		Description					
1-142-73***		Property & Casualty Insurance					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
32,449	31,640	29,580	-		29,580	26,580	
Narrative:							

Acct #		Description					
1-142-80140		Station Maintenance					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
11,669	15,930	9,900	8,737	14,950	14,950		
Narrative:							
Fire Alarm System Monitoring				\$350.00			
Fire Alarm System Maintenance				\$600.00			
Generator Maintenance				\$600.00			
Cleaning Supplies				\$2,500.00			
Pest Management				\$400.00			
Carpet Cleaning				\$600.00			
Overhead Door Maintenance				\$400.00			
Recycling & Trash				\$500.00			
HVAC System Maintenance				\$6,000.00			
Misc Expenses (Plumbing, Fac., & Grounds)				\$3,000.00			
Total				\$14,950.00			
With warranty work no longer provided, all plumbing, HVAC, and other facility components require scheduled and emergency maintenance.							

EMERGENCY PREPAREDNESS

Acct #		Description					
1-143-80520		Training					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
-	1,632	2,100	487	2,100	2,100		
Narrative:							
3 Training classes @ \$695				\$2,085			
(1 Police Dept, 1 Fire Dept, 1 Public Works)							
Unused Training Class funds will be used to support a Townwide exercise.							

Acct #		Description					
1-143-80530		Supplies & Operation					
FY 10 Actual	FY 11 Actual	Current '12 Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
2,890	2,150	2,000	508	2,000	8,000		
Narrative:							
Miscellaneous supplies to support emergency prevention activities, training sessions and response activities, \$2,000.							
plus Reverse 911 system \$6,000							

Town of Williston**Operating Budget FY 2013**

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
--	-------------------------------	-------------------	-------------------------------	-------------------	-------------------------------	-------------------------------

PUBLIC WORKS**Road Maintenance****Summer Maintenance**

Summer Maintenance Salary	132,770	132,371	136,750	131,328	141,660	142,220
Benefits	48,110	49,839	50,660	53,792	57,400	60,570
Uniforms	3,080	3,586	3,080	3,658	3,720	4,700
Consulting Engineers	9,000	6,996	6,000	3,439	6,000	4,000
Garage Operations	7,240	6,097	7,000	7,424	6,660	7,000
Property & Casualty Insurance	6,160	8,087	8,500	7,435	7,580	7,550
Gravel & Other Materials	5,500	6,851	4,000	4,000	4,000	4,000
Chloride	10,920	6,467	11,300	2,568	11,380	9,660
Maintenance	59,600	61,004	58,500	67,968	33,100	39,490
Highway Line Striping				-	26,000	26,000
New Construction	2,000	2,000	2,000	-	2,000	2,000
Equipment Operation & Repair	5,200	4,274	4,500	5,054	4,440	4,340
Vehicle Fuel	8,200	5,378	7,900	8,638	8,200	9,600
Retreatment	227,000	195,860	224,000	216,194	244,000	250,000
Sidewalks	4,000	3,966	4,000	4,030	4,000	4,000
Misc. & Tools	2,280	2,253	2,280	1,761	2,280	2,280
Street Signs	5,500	6,455	5,500	4,511	5,500	7,000
	536,560	501,484	535,970	521,800	567,920	584,410

Winter Maintenance

Winter Maintenance Salary	132,770	131,439	136,750	131,328	141,670	142,220
Overtime	38,190	23,849	39,180	35,604	36,710	36,700
Benefits	58,460	52,554	56,570	54,925	66,050	68,740
Uniforms	3,080	3,586	3,080	3,658	3,710	4,700
Training and Conferences				-	750	2,250
Equipment Rental	74,000	55,866	72,920	64,616	53,180	55,780
Garage Operations	7,200	6,097	7,000	7,424	6,660	6,700
Property & Casualty Insurance	6,160	8,087	8,500	7,766	7,580	7,550
Patch	2,000	2,446	2,000	5,052	2,000	2,750
Salt	100,000	91,253	124,000	134,239	126,000	128,000
Sand	11,000	10,835	11,250	8,614	10,080	10,800
Equipment Operation & Repair	15,600	12,821	13,500	15,161	13,320	13,020
Vehicle Fuel	24,570	16,134	23,700	25,915	24,650	28,800
Misc. & Tools	2,280	2,253	2,280	1,761	2,280	2,280
TOTAL	475,310	417,220	500,730	496,063	494,640	510,290

Highway General

Salaries, Administration	45,610	44,433	45,310	45,597	46,680	46,680
Discretionary Wages	6,000	1,000	18,800	1,500	13,000	18,800
Discretionary Wages, transferred	(5,820)	(5,820)	(12,530)	-	(12,610)	-
Benefits	12,870	17,091	20,040	17,506	20,250	22,630
Admin. Office Maintenance	12,670	13,657	16,030	16,835	18,640	20,220
Street Lights	48,400	47,873	39,000	43,578	37,650	39,000
New Equipment Purchase-see also capital l	2,500	2,150	2,800	2,551	2,800	2,800
TOTAL	122,230	120,384	129,450	127,567	126,410	150,130

Stormwater Maintenance

Stormwater Management Wages	66,400	60,297	68,380	65,664	70,420	71,100
Benefits	24,060	19,374	25,330	26,102	28,700	30,280
Uniforms	1,540	1,793	1,540	1,829	1,850	2,400
Training & Conferences				-	250	750
Garage Operation	3,600	3,049	3,500	3,712	3,330	3,350
Property & Casualty	3,080	4,027	4,250	3,633	3,790	3,780

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
Equipment Operation & Repair	5,200	11,173	4,500	5,054	4,440	4,340
Misc. & Tools	1,140	1,127	1,140	880	1,140	1,140
Vehicle Fuel	8,200	5,378	7,900	8,638	8,200	9,600
Stormwater Management	41,500	26,256	35,300	21,098	47,500	47,500
Culverts	5,000	3,165	5,000	400	5,000	5,000
TOTAL	159,720	135,639	156,840	137,010	174,620	179,240

Landscaping

Landscape Expenses	12,000	9,320	8,000	6,680	8,000	10,000
--------------------	--------	-------	-------	-------	-------	--------

TOTAL PUBLIC WORKS

	1,305,820	1,184,046	1,330,990	1,289,120	1,371,590	1,434,070
--	------------------	------------------	------------------	------------------	------------------	------------------

**Public Works Department
Proposed Fiscal Year 2013
Operating Budget**

Letter of Transmittal

Mission Statement:

To provide the community with the highest level of service at reasonable cost. Further, to provide professional efficient maintenance of the community's public infrastructure while being sensitive to the needs of our residents in a growing community.

Budget Line Item Major Changes:

Highway

- There is a slight increase in salt for this budget. The cost of the purchase of salt increased for this coming season. We have no way of knowing at this point what the cost will be for FY13 but have been told to look at a 3% increase. My estimate of \$64.00/ton could well be under the actual costs. Salt was used only on hills and on intersections. We are starting to use liquid which should reduce our salt usage by anywhere from 20 to 40%. This will take a few years to achieve as we find the right mix to use.
- Vehicle fuel is on the rise again. As a result, a small increase in these line items was made to reflect actual costs to operate our fleet.
- The re-treatment line item has increased. Even though we received good numbers this year the estimate for next year is \$68 a ton. This increase is the reason that there is a rise in cost in this line item. As a result, we are going backwards in our paving plan. We should be increasing the retreatment line item expense annually. During the past year a Pavement Management Program was completed for the town. This program assigns a Pavement Condition Index (PCI) to our roads. Williston's average PCI is 60.08 while the combined average for 4 other Chittenden County Towns is 67.75. Shelburne and Milton both had PCI's over 70 while Jericho and Essex Junction had from the mid 60's to 50's. Williston's funding for maintenance of existing paved roads is around 58% of the requirements needed. This continued **inadequacy** will result in even higher future costs to the Town. The budget line item for this should be at the **\$419,835** per year as presented in previous memos. This budget amount would allow us to get our roads into a condition from fair to satisfactory. The actual increase in this budget line item would be \$200,000.

This would amount to a \$0.01 tax increase used to keep our roads in satisfactory condition.

- Stormwater will still be an issue that needs to be dealt with in FY 13. The MS4 permit should be out before the end of this fiscal year and will have certain requirements that we will have to be looking into. We will have several studies wrapped up by this time. There is money in the FY13 Budget to help the town keep moving forward with our Stormwater requirements.

EXPENDITURES

Acct #		Description					
6-131-50210		Summer Maintenance Salary					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
132,371	131,328	141,660	136,533		142,220	142,220	
Narrative: 40% of total wages no increase for FY 13							
Narrative: Current O.T. Position <u>Position</u> <u>Rate</u> <u>Rate</u> <u>Breakdown</u> <u>x40 hrs</u> <u>x52 wks</u>							
Foreman (RP)	27.04	40.56	100%		1,081.60		56,243.20
Assist. Foreman (MR)	22.16	33.24	100%		886.40		46,092.80
Position 2 (RB)	21.03	31.55	100%		841.20		43,742.40
Position 3 (LS)	18.04	27.06	100%		721.60		37,523.20
Position 4 (JW)	18.04	27.06	100%		721.60		37,523.20
Position 5 (PL)	18.04	27.06	100%		721.60		37,523.20
Position 6 (RW)	17.64	26.46	100%		705.60		36,691.20
*Part-Time - Sum (JC)	12.99	N/A					5,066.10
**Part Time	12.85	N/A					4,112.00
Winter Maintenance Stormwater Tech	24.53	36.80	100%		981.20		51,022.40
							355,539.70
*This individual will be utilized on seasonal/summer basis w/duties to include:roadside mowing, park maintenance, bike path maintenance, building maintenance May-November @ 15 hrs/week/26 weeks.							
**This individual would be utilized during November, December, January, February & March providing winter maintenance service on bike paths & walks - 16 hours/week for 20 weeks.							
Total Highway Personnel							355,539.70

Acct #		Description					
06-131-53000		Benefits					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
49,839	53,792	57,400	47,844		60,570	60,570	
Narrative: based on no increase in wages							
40 % of total department benefits,except admin and OT							
medical, dental, life, disability		85,091					
fica, retirement		47,612					
workers comp, unemployment		18,705					
total		151,408					
40% =		60,563					

Acct # Description

6-131-53500 Uniforms

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,586	3,658	3,720	4,990		4,700	4,700	
Narrative: 40% of items listed below A. 7 employees @ \$185.50/wk x 52 weeks (11 sets & 3 jackets for 7 employees) 9,650 B. Coveralls, boots, hats, VOSHA mandated personal safety equipment 2,150 C. Pagers (winter maintenance) 90 11,890							

Acct # Description

6-131-61000 Consulting Engineers

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
6,996	3,439	6,000	1,231		4,000	4,000	
Narrative: A. Costs associated with development street and highway construction from the permitting phase to final acceptance. Public Works Standards require developer to reimburse the Town for portions of the expense 2,000 B. Miscellaneous - special projects, public improvements 2,000							

Acct # Description

6-131-76500 Garage Operation

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
6,097	7,424	6,660	2,996		6,700	7,000	
Narrative: Heating fuel, electric, water, and telephone 40% allocated to summer road maintenance Heat (VT Gas) 6,500 Telephone/Computer 800 Electric 3,002 Water/Sewer 700 Repairs/Misc. 2,000 Oil/grease separator disposal 500 Disposal Costs, Environmental 750 Miscellaneous 2,500 16,752							

Acct #		Description					
6-131-81000		Maintenance					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
61,004	67,968	33,100	16,873		39,490	39,490	
Narrative: Line striping used to be included under maintenance. <ul style="list-style-type: none"> A. Top gravel the following gravel roads: Sunset Hill Road (middle) Phase II (2,000LF)/.5 miles Butternut 1,000 tons, 3/4 crushed x \$11.80/ton 11,800 B. Repair & maintain existing guardrails as needed 1,000 C. Roadside brush cutting & removal, rental of chipper 1,000 D. Gravel road shoulders repair 3,000 E. Roadside trash removal (Dist. Tipping fees) 500 F. Miscellaneous repairs & materials (Repair Butternut Road block wall) 6,000 G. Traffic signal maintenance (4 locations - includes contracted maintenance, monthly electric bills, and replace signal equipment from stock) 16,190 							
					39,490		

Acct #		Description					
6-131-8		Highway Line Striping					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
-		26,000	-		26,000	26,000	
Narrative: Miscellaneous stop bars, turn lanes, crosswalks, center & shoulder lines							

Acct #		Description					
6-131-81200		New Construction					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
2,000	-	2,000	-		2,000	2,000	
Narrative: Miscellaneous non-anticipated improvements to street, sidewalk and path facilities							

Acct #	Description																																																																						
6-131-81300	Equipment Operation & Repair																																																																						
	FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13																																																															
	Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved																																																															
	4,274	5,054	4,440	3,298		4,340	4,340																																																																
<p>Narrative: 20% allocated to Summer Road Maintenance</p> <table border="0"> <tr><td>1</td><td>2012 International Dump 7400</td><td>\$500.00</td></tr> <tr><td>2</td><td>2011 Freightliner Dump Truck</td><td>\$1,000.00</td></tr> <tr><td>3</td><td>2010 Freightliner Dump Truck</td><td>\$1,000.00</td></tr> <tr><td>4</td><td>2009 Sterling Dump Truck</td><td>\$1,000.00</td></tr> <tr><td>5</td><td>2008 International Dump 7400</td><td>\$1,000.00</td></tr> <tr><td>6</td><td>2007 International Dump 7400</td><td>\$1,000.00</td></tr> <tr><td>7</td><td>2006 Large Dump Truck 7400</td><td>\$1,000.00</td></tr> <tr><td>8</td><td>1984 Champion Grader</td><td>\$3,000.00</td></tr> <tr><td>9</td><td>2008 Excavator Volvo</td><td>\$1,000.00</td></tr> <tr><td>10</td><td>2005 Sidewalk Plow</td><td>\$1,000.00</td></tr> <tr><td>11</td><td>2009 3/4 ton Chevy Pickup K-2500</td><td>\$500.00</td></tr> <tr><td>12</td><td>1986 Case Tractor-roadside mowing</td><td>\$1,000.00</td></tr> <tr><td>13</td><td>2008 Backhoe</td><td>\$1,000.00</td></tr> <tr><td>14</td><td>2000 Front Loader</td><td>\$1,800.00</td></tr> <tr><td>15</td><td>2008 Foreman's Pickup K-2500</td><td>\$300.00</td></tr> <tr><td>16</td><td>2009 Kubota Tractor</td><td>\$250.00</td></tr> <tr><td>17</td><td>2010 Kubota Tractor w loader</td><td>\$250.00</td></tr> <tr><td>18</td><td>2008 Highway/Rec Pickup Ford</td><td>\$300.00</td></tr> <tr><td>19</td><td>Asphalt roller & equipment trailer</td><td>\$800.00</td></tr> <tr><td>20</td><td>Chain saws, pumps/misc. hand and power tools</td><td>\$4,000.00</td></tr> <tr><td></td><td></td><td>\$21,700.00</td></tr> </table> <p><u>Equipment Operation/Repair - continued</u></p> <p>Major costs associated with this line item include, but are not limited to:</p> <ol style="list-style-type: none"> 1 Replacement parts and outside labor 2 Oil, lubes and disposal 3 Tires and disposal 4 Equipment supplies 5 Preventative maintenance and repairs 6 Cutting edges, augers, plow parts 7 Outside repairs, major repairs 									1	2012 International Dump 7400	\$500.00	2	2011 Freightliner Dump Truck	\$1,000.00	3	2010 Freightliner Dump Truck	\$1,000.00	4	2009 Sterling Dump Truck	\$1,000.00	5	2008 International Dump 7400	\$1,000.00	6	2007 International Dump 7400	\$1,000.00	7	2006 Large Dump Truck 7400	\$1,000.00	8	1984 Champion Grader	\$3,000.00	9	2008 Excavator Volvo	\$1,000.00	10	2005 Sidewalk Plow	\$1,000.00	11	2009 3/4 ton Chevy Pickup K-2500	\$500.00	12	1986 Case Tractor-roadside mowing	\$1,000.00	13	2008 Backhoe	\$1,000.00	14	2000 Front Loader	\$1,800.00	15	2008 Foreman's Pickup K-2500	\$300.00	16	2009 Kubota Tractor	\$250.00	17	2010 Kubota Tractor w loader	\$250.00	18	2008 Highway/Rec Pickup Ford	\$300.00	19	Asphalt roller & equipment trailer	\$800.00	20	Chain saws, pumps/misc. hand and power tools	\$4,000.00			\$21,700.00
1	2012 International Dump 7400	\$500.00																																																																					
2	2011 Freightliner Dump Truck	\$1,000.00																																																																					
3	2010 Freightliner Dump Truck	\$1,000.00																																																																					
4	2009 Sterling Dump Truck	\$1,000.00																																																																					
5	2008 International Dump 7400	\$1,000.00																																																																					
6	2007 International Dump 7400	\$1,000.00																																																																					
7	2006 Large Dump Truck 7400	\$1,000.00																																																																					
8	1984 Champion Grader	\$3,000.00																																																																					
9	2008 Excavator Volvo	\$1,000.00																																																																					
10	2005 Sidewalk Plow	\$1,000.00																																																																					
11	2009 3/4 ton Chevy Pickup K-2500	\$500.00																																																																					
12	1986 Case Tractor-roadside mowing	\$1,000.00																																																																					
13	2008 Backhoe	\$1,000.00																																																																					
14	2000 Front Loader	\$1,800.00																																																																					
15	2008 Foreman's Pickup K-2500	\$300.00																																																																					
16	2009 Kubota Tractor	\$250.00																																																																					
17	2010 Kubota Tractor w loader	\$250.00																																																																					
18	2008 Highway/Rec Pickup Ford	\$300.00																																																																					
19	Asphalt roller & equipment trailer	\$800.00																																																																					
20	Chain saws, pumps/misc. hand and power tools	\$4,000.00																																																																					
		\$21,700.00																																																																					

Acct #	Description																																		
6-131-81310	Vehicle Fuel																																		
	FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13																											
	Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved																											
	5,378	8,638	8,200	9,998		9,600	9,600																												
<p>Narrative: 20% allocated to Summer Road Maintenance</p> <table border="0"> <tr> <td></td> <td></td> <td>Diesel</td> <td></td> <td>Gas</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>FY 12</td> <td>11,500 x \$2.92 =</td> <td>\$33,580.00</td> <td>2,500 x \$3.00 =</td> <td>\$7,500.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>FY 13</td> <td>11,500 x \$3.41 =</td> <td>\$39,215.00</td> <td>2,500 x \$3.51 =</td> <td>\$8,775.00</td> <td></td> <td></td> <td></td> </tr> </table>											Diesel		Gas						FY 12	11,500 x \$2.92 =	\$33,580.00	2,500 x \$3.00 =	\$7,500.00					FY 13	11,500 x \$3.41 =	\$39,215.00	2,500 x \$3.51 =	\$8,775.00			
		Diesel		Gas																															
	FY 12	11,500 x \$2.92 =	\$33,580.00	2,500 x \$3.00 =	\$7,500.00																														
	FY 13	11,500 x \$3.41 =	\$39,215.00	2,500 x \$3.51 =	\$8,775.00																														

Acct # Description

6-131-81400 Retreatment

FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
195,860	216,194	244,000	230,900		250,000	250,000	
Narrative:							
Retreat the following Town Highways and Streets with asphalt pavement. Estimated tons in place, with asphalt prices calculated at \$68.00/ton.							
	Year	Price/Ton	% Change				
	2013	\$68.00	9.98%				
	2011-2012	\$61.83	-4.44%				
	2011 (FY12)	\$64.70	3.32%				
	2009 (FY10)	\$62.62	-13.00%				
	2009	\$72.68	41.18%				
	2008	\$51.38	-2.50%				
	2007	\$52.70	24.32%				
	2006	\$42.39	11.41%				
			Tonnage		Total @ \$68/ton		
	A. Avenue C (.37 miles) Bomag & Pave 3" Overlay		1,158		\$78,744.00		
	B. Old Creamery Road (.28 miles) Overlake View to Porterwood Dr. Full Width Shim		301		\$20,468.00		
	C. James Brown Drive (.28 miles) Full Width Shim		356		\$24,208.00		
	D. East Hill Road (.20 miles) Townline to .2 miles west Full Width Shim		53		\$3,604.00		
	E. Walker Hill Road (.33 miles) Bomag & Pave 3" Overlay		1,398		\$95,064.00		
	F. Miscellaneous Placement		410		\$27,880.00		
	TOTAL		3,676		\$249,968		

Acct # Description

6-131-81500 Sidewalks

FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
3,966	4,030	4,000	1,180		4,000	4,000	
Narrative:							
Repair and maintenance of Town's existing sidewalk systems							

Acct # Description

6-131-81600 Miscellaneous & Tools

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,253	1,761	2,280	1,404		2,280	2,280	

Narrative: 40% allocated to Summer Road Maintenance

- A. General supplies needed for daily operation of the highway garage and Public Works Office - tool purchase and replacements, paper goods, office supplies, gas tank for cutting torches, welding supplies, nuts, bolts, misc. hardware, shop cloths, soaps, misc. chemicals and OSHA mandated safety equipment. 4,900
- B. Computer Upgrades/Copier Lease - Public Works Office 800

Acct # Description

6-131-81700 Street Signs

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
6,455	4,511	5,500	3,297		7,000	7,000	

Narrative:

- A. Construction related signs, weight limits, speed limits, warning signage, street signs (includes developer reimbursement) 3,250
- B. Continue replacement program of outdated signs 3,750

HIGHWAY

Acct #		Description					
6-131-50220		Winter Maintenance Salary					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
131,439	131,489	141,670	-		142,220	142,220	
Narrative: <p style="text-align: center;">40% of total wages listed under Summer Maintenance Salary</p>							

Acct #		Description					
6-131-50230		Overtime					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
23,849	35,604	35,670	1,230		36,725	36,700	
Narrative: <p>A. Based on average winter estimate 170 overtime hours X \$213.00 for the seven (7) hourly employees 36,210</p> <p>B. Other employees from other Public Works Divisions for winter maintenance 515</p>							

Acct #		Description					
6-131-53100		Benefits, Winter Wages					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
52,554	54,925	66,050	-		68,740	68,740	
Narrative: <p>40% of total benefits, see summer budget plus OT benefits medical, dental, life, disability, workers' comp, unemployment, FICA, retirement</p>							

Acct #		Description					
6-131-53500		Uniforms					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,586	3,658	3,710	-		4,700	4,700	
Narrative: 40% of total for Winter Road Maintenance A. 7 employees @ \$185.50/wk x 52 weeks (11 sets & 3 jackets for 7 employees) 9,650 B. Coveralls, boots, hats, VOSHA mandated personal safety equipment 2,150 C. Pagers (winter maintenance) 90 11,890							

Acct #		Description					
6-131-56200		Training and Conference Fees					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
		750	-		2,250	2,250	-
Narrative: 75% allocated to winter training and conference fees OSHA mandates, industry conferences, training seminars 3,000							

Acct #		Description					
6-131-63000		Equipment Rental					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
55,866	64,616	53,180	3,150		55,700	55,780	
Narrative: A. Contracted roadside mowing 120hrs. @ \$72 - performed 2 times during season 8,640 B. Winter maintenance snow removal rental equipment & operators (contracted service) Estimated Storms & Costs (based on 34 storm events): Golf Course Road - R 2,749 The Hamlet 2,751 Partridge Hill - R 3,540 Nob Hill Road - R 4,291 Bittersweet Circle 4,491 Sunrise Drive 3,056 Spruce Lane 2,105 Johnson Lane 1,502 Peterson Lane 1,160 Bradley Lane 2,287 Chelsea Commons 6,153 Porterwood Drive - R 9,508 Chaloux Lane - R 2,737 Total Estimate 46,330 <i>R - Reimbursement</i> C. Contracted plowing, Chapman Lane (east end) 20 trips @ \$37/trip 815							

Acct #		Description					
6-131-76500		Garage Operation					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
6,097	7,424	6,660	-		6,700	6,700	
Narrative: Heating fuel, electric, water, and telephone 40% allocated to winter road maintenance Heat (VT Gas) 6,500 Telephone/Computer 800 Electric 3,002 Water/Sewer 700 Repairs/Misc. 2,000 Oil/grease separator disposal 500 Disposal Costs, Environmental 750 Miscellaneous 2,500 16,752							

Acct #		Description					
6-131-7****		Property and Casually Insurance					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
8,087	7,766	7,580	-		7,650	7,550	
Narrative: pro-rated based on value of department assets 40% of highway total to Winter Road Maintenance							

Acct #		Description					
6-131-78600		Patch					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,446	5,052	2,000	-		2,750	2,750	
Narrative: Cold patch used during winter months to repair "pot holes"							

Acct #		Description																																												
6-131-78700		Salt																																												
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13																																							
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved																																							
91,253	134,239	126,000	-		128,000	128,000																																								
Narrative: The Town is responsible for winter maintenance of approximately 71 miles of hard surfaced streets and roads. <table border="1"> <thead> <tr> <th>Year</th> <th>Price/Ton</th> <th>Actual Use</th> </tr> </thead> <tbody> <tr> <td>Dec. 2002</td> <td>37.95/ton</td> <td>2,079 tons</td> </tr> <tr> <td>Dec. 2003</td> <td>38.90/ton</td> <td>1,564 tons</td> </tr> <tr> <td>Dec. 2004</td> <td>40.85/ton</td> <td>2,366 tons</td> </tr> <tr> <td>Dec. 2005</td> <td>44.06/ton</td> <td>1,995 tons</td> </tr> <tr> <td>Dec. 2006</td> <td>46.92/ton</td> <td>2,270 tons</td> </tr> <tr> <td>Dec. 2007</td> <td>49.04/ton</td> <td>2,488 tons</td> </tr> <tr> <td>Dec. 2008</td> <td>55.42/ton</td> <td>2,184 tons</td> </tr> <tr> <td>Dec. 2009</td> <td>60.96/ton</td> <td>1,520 tons</td> </tr> <tr> <td>Dec. 2010</td> <td>60.96/ton</td> <td>2,098 tons</td> </tr> <tr> <td>Dec. 2011</td> <td>62.18/ton</td> <td></td> </tr> <tr> <td>Dec. 2012</td> <td>64.00/ton</td> <td>estimated</td> </tr> <tr> <td colspan="3">(2,000 tons x \$64.00 = \$128,000.00)</td> </tr> </tbody> </table>								Year	Price/Ton	Actual Use	Dec. 2002	37.95/ton	2,079 tons	Dec. 2003	38.90/ton	1,564 tons	Dec. 2004	40.85/ton	2,366 tons	Dec. 2005	44.06/ton	1,995 tons	Dec. 2006	46.92/ton	2,270 tons	Dec. 2007	49.04/ton	2,488 tons	Dec. 2008	55.42/ton	2,184 tons	Dec. 2009	60.96/ton	1,520 tons	Dec. 2010	60.96/ton	2,098 tons	Dec. 2011	62.18/ton		Dec. 2012	64.00/ton	estimated	(2,000 tons x \$64.00 = \$128,000.00)		
Year	Price/Ton	Actual Use																																												
Dec. 2002	37.95/ton	2,079 tons																																												
Dec. 2003	38.90/ton	1,564 tons																																												
Dec. 2004	40.85/ton	2,366 tons																																												
Dec. 2005	44.06/ton	1,995 tons																																												
Dec. 2006	46.92/ton	2,270 tons																																												
Dec. 2007	49.04/ton	2,488 tons																																												
Dec. 2008	55.42/ton	2,184 tons																																												
Dec. 2009	60.96/ton	1,520 tons																																												
Dec. 2010	60.96/ton	2,098 tons																																												
Dec. 2011	62.18/ton																																													
Dec. 2012	64.00/ton	estimated																																												
(2,000 tons x \$64.00 = \$128,000.00)																																														

Acct #		Description					
6-131-78800		Sand					
FY 10	FY 11	Current	YTD as of:		FY 13	FY 13	FY 13
Actual	Actual	Budget '12	11/30/2011		Requested	Revised	Approved
10,835	8,614	10,080	6,855		10,800	10,800	
Narrative: Annual use approximately 900 tons (900 tons x \$12.00)							

Acct #		Description																																																																			
6-131-81300		Equipment Operation & Repair																																																																			
FY 10	FY 11	Current	YTD as of:	FY 13	FY 13	FY 13																																																															
Actual	Actual	Budget '12	11/30/2011	Requested	Revised	Approved																																																															
12,821	15,161	13,320	9,893	13,020	13,020	-																																																															
<p>Narrative: 60% allocated to Winter Road Maintenance</p> <table border="0"> <tr><td>1</td><td>2012 International Dump 7400</td><td>\$500.00</td></tr> <tr><td>2</td><td>2011 Freightliner Dump Truck</td><td>\$1,000.00</td></tr> <tr><td>3</td><td>2010 Freightliner Dump Truck</td><td>\$1,000.00</td></tr> <tr><td>4</td><td>2009 Sterling Dump Truck</td><td>\$1,000.00</td></tr> <tr><td>5</td><td>2008 International Dump 7400</td><td>\$1,000.00</td></tr> <tr><td>6</td><td>2007 International Dump 7400</td><td>\$1,000.00</td></tr> <tr><td>7</td><td>2006 Large Dump Truck 7400</td><td>\$1,000.00</td></tr> <tr><td>8</td><td>1984 Champion Grader</td><td>\$3,000.00</td></tr> <tr><td>9</td><td>2008 Excavator Volvo</td><td>\$1,000.00</td></tr> <tr><td>10</td><td>2005 Sidewalk Plow</td><td>\$1,000.00</td></tr> <tr><td>11</td><td>2009 3/4 ton ChevyPickup K-2500</td><td>\$500.00</td></tr> <tr><td>12</td><td>1986 CaseTractor-roadside mowing</td><td>\$1,000.00</td></tr> <tr><td>13</td><td>2008 Backhoe</td><td>\$1,000.00</td></tr> <tr><td>14</td><td>2000 Front Loader</td><td>\$1,800.00</td></tr> <tr><td>15</td><td>2008 Foreman's Pickup K-2500</td><td>\$300.00</td></tr> <tr><td>16</td><td>2009 Kubota Tractor</td><td>\$250.00</td></tr> <tr><td>17</td><td>2010 Kubota Tractor w loader</td><td>\$250.00</td></tr> <tr><td>18</td><td>2008 Highway/Rec Pickup Ford</td><td>\$300.00</td></tr> <tr><td>19</td><td>Asphalt roller & equipment trailer</td><td>\$800.00</td></tr> <tr><td>20</td><td>Chain saws, misc hand/ power tools</td><td>\$4,000.00</td></tr> <tr><td></td><td></td><td>\$21,700.00</td></tr> </table> <p>Major costs associated with this line item include, but are not limited to:</p> <ol style="list-style-type: none"> 1 Replacement parts and outside labor 2 Oil, lubes and disposal 3 Tires and disposal 4 Equipment supplies 5 Preventative maintenance and repairs 6 Cutting edges, augers, plow parts 7 Outside repairs, major repairs 							1	2012 International Dump 7400	\$500.00	2	2011 Freightliner Dump Truck	\$1,000.00	3	2010 Freightliner Dump Truck	\$1,000.00	4	2009 Sterling Dump Truck	\$1,000.00	5	2008 International Dump 7400	\$1,000.00	6	2007 International Dump 7400	\$1,000.00	7	2006 Large Dump Truck 7400	\$1,000.00	8	1984 Champion Grader	\$3,000.00	9	2008 Excavator Volvo	\$1,000.00	10	2005 Sidewalk Plow	\$1,000.00	11	2009 3/4 ton ChevyPickup K-2500	\$500.00	12	1986 CaseTractor-roadside mowing	\$1,000.00	13	2008 Backhoe	\$1,000.00	14	2000 Front Loader	\$1,800.00	15	2008 Foreman's Pickup K-2500	\$300.00	16	2009 Kubota Tractor	\$250.00	17	2010 Kubota Tractor w loader	\$250.00	18	2008 Highway/Rec Pickup Ford	\$300.00	19	Asphalt roller & equipment trailer	\$800.00	20	Chain saws, misc hand/ power tools	\$4,000.00			\$21,700.00
1	2012 International Dump 7400	\$500.00																																																																			
2	2011 Freightliner Dump Truck	\$1,000.00																																																																			
3	2010 Freightliner Dump Truck	\$1,000.00																																																																			
4	2009 Sterling Dump Truck	\$1,000.00																																																																			
5	2008 International Dump 7400	\$1,000.00																																																																			
6	2007 International Dump 7400	\$1,000.00																																																																			
7	2006 Large Dump Truck 7400	\$1,000.00																																																																			
8	1984 Champion Grader	\$3,000.00																																																																			
9	2008 Excavator Volvo	\$1,000.00																																																																			
10	2005 Sidewalk Plow	\$1,000.00																																																																			
11	2009 3/4 ton ChevyPickup K-2500	\$500.00																																																																			
12	1986 CaseTractor-roadside mowing	\$1,000.00																																																																			
13	2008 Backhoe	\$1,000.00																																																																			
14	2000 Front Loader	\$1,800.00																																																																			
15	2008 Foreman's Pickup K-2500	\$300.00																																																																			
16	2009 Kubota Tractor	\$250.00																																																																			
17	2010 Kubota Tractor w loader	\$250.00																																																																			
18	2008 Highway/Rec Pickup Ford	\$300.00																																																																			
19	Asphalt roller & equipment trailer	\$800.00																																																																			
20	Chain saws, misc hand/ power tools	\$4,000.00																																																																			
		\$21,700.00																																																																			

Acct #		Description													
6-131-81310		Vehicle Fuel													
FY 10	FY 11	Current	YTD as of:	FY 13	FY 13	FY 13									
Actual	Actual	Budget '12	11/30/2011	Requested	Revised	Approved									
16,134	25,915	24,650	-	28,800	28,800										
<p>Narrative:</p> <table border="0"> <tr> <td></td> <td>Diesel</td> <td>Gas</td> </tr> <tr> <td>FY 12</td> <td>11,500 x \$2.92 = \$33,580.00</td> <td>2,500 x \$3.00 = \$7,500.00</td> </tr> <tr> <td>FY 13</td> <td>11,500 x \$3.41 = \$39,215.00</td> <td>2,500 x \$3.51 = 8,775.00</td> </tr> </table> <p>Anticipated:</p> <p>60% allocated to Winter Road Maintenance</p>								Diesel	Gas	FY 12	11,500 x \$2.92 = \$33,580.00	2,500 x \$3.00 = \$7,500.00	FY 13	11,500 x \$3.41 = \$39,215.00	2,500 x \$3.51 = 8,775.00
	Diesel	Gas													
FY 12	11,500 x \$2.92 = \$33,580.00	2,500 x \$3.00 = \$7,500.00													
FY 13	11,500 x \$3.41 = \$39,215.00	2,500 x \$3.51 = 8,775.00													

Acct #		Description										
6-131-81600		Miscellaneous & Tools										
FY 10	FY 11	Current	YTD as of:	FY 13	FY 13	FY 13						
Actual	Actual	Budget '12	11/30/2011	Requested	Revised	Approved						
2,253	1,761	2,280	-	2,280	2,280	-						
<p>Narrative: 40% Winter</p> <table border="0"> <tr> <td>A. General supplies needed for daily operation of the highway garage and Public Works Office - tool purchase and replacements, paper goods, office supplies, gas tank for cutting torches, welding supplies, nuts, bolts, misc. hardware, shop cloths, soaps, misc. chemicals and OSHA mandated safety equipment.</td> <td>4,900</td> </tr> <tr> <td>B. Computer Upgrades/Copier Lease - Public Works Office</td> <td>800</td> </tr> <tr> <td></td> <td>5,700</td> </tr> </table>							A. General supplies needed for daily operation of the highway garage and Public Works Office - tool purchase and replacements, paper goods, office supplies, gas tank for cutting torches, welding supplies, nuts, bolts, misc. hardware, shop cloths, soaps, misc. chemicals and OSHA mandated safety equipment.	4,900	B. Computer Upgrades/Copier Lease - Public Works Office	800		5,700
A. General supplies needed for daily operation of the highway garage and Public Works Office - tool purchase and replacements, paper goods, office supplies, gas tank for cutting torches, welding supplies, nuts, bolts, misc. hardware, shop cloths, soaps, misc. chemicals and OSHA mandated safety equipment.	4,900											
B. Computer Upgrades/Copier Lease - Public Works Office	800											
	5,700											

Acct #		Description					
6-131-50240		Salaries - Administration					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
44,433	45,597	46,680	23,773		46,680	46,680	
Narrative: PW Director 40% PW Assistant 40%							

Acct #		Description					
6-131-50700		Salary Discretionary					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
6,820	1,500	13,000	12,610		18,800	18,800	
Narrative: used for wage adjustment, longevity pay includes increased benefits for any wage adjustments \$12,530 used for budget adjustments FY 11 \$12,610 used for budget adjustments FY 12							

Acct #		Description													
6-131-53200		Benefits, administration													
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved								
17,091	17,506	20,250	9,392		20,250	22,630									
Narrative: pro rated for admin staff <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">medical, dental, life, disability</td> <td style="text-align: right;">16,480</td> </tr> <tr> <td>fica, retirement</td> <td style="text-align: right;">5,750</td> </tr> <tr> <td>workers comp, unemployment</td> <td style="text-align: right;">400</td> </tr> <tr> <td style="padding-left: 20px;">total</td> <td style="text-align: right; border-top: 1px solid black;">22,630</td> </tr> </table>								medical, dental, life, disability	16,480	fica, retirement	5,750	workers comp, unemployment	400	total	22,630
medical, dental, life, disability	16,480														
fica, retirement	5,750														
workers comp, unemployment	400														
total	22,630														

Acct #		Description																																																																													
6-131-81700		Administrative Office Maintenance																																																																													
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved																																																																								
13,657	16,834	18,640	3,046		20,220	20,220																																																																									
<p>Narrative: Heat, Utilities, repairs, maintenance and custodial services for maintaining 1/2 of Town Hall Annex</p> <p>GMP Electricity Kwh :</p> <table border="1"> <thead> <tr> <th></th> <th>Rate</th> <th>Total</th> <th>(includes increase)</th> </tr> </thead> <tbody> <tr> <td>FY 13 est</td> <td>42,900 0.223</td> <td>\$ 9,567</td> <td>5% increase in electricity rates anticipated</td> </tr> <tr> <td>FY 12 est</td> <td>42,900 0.147</td> <td>\$ 6,306</td> <td></td> </tr> <tr> <td>FY 11</td> <td>38,569 0.200</td> <td>\$ 7,714</td> <td></td> </tr> <tr> <td>FY 10</td> <td>43,800 0.139</td> <td>\$ 6,088</td> <td></td> </tr> <tr> <td>FY 09</td> <td>30,101</td> <td></td> <td></td> </tr> <tr> <td>FY 08</td> <td>37,184</td> <td></td> <td></td> </tr> <tr> <td>FY 07</td> <td>64,103</td> <td></td> <td></td> </tr> <tr> <td>FY 06</td> <td>65,355</td> <td></td> <td></td> </tr> </tbody> </table> <p>VT Gas CCF's :</p> <table border="1"> <thead> <tr> <th></th> <th>Rate</th> <th>Total</th> <th></th> </tr> </thead> <tbody> <tr> <td>FY 13 est</td> <td>1,750 1.36</td> <td>\$ 2,380</td> <td></td> </tr> <tr> <td>FY 12 est</td> <td>1,575 1.29</td> <td>\$ 2,032</td> <td>rates expected to remain the same</td> </tr> <tr> <td>FY 11</td> <td>1,821 1.29</td> <td>\$ 2,349</td> <td>access fee to increase by 2%</td> </tr> <tr> <td>FY 10</td> <td>1,575 1.255</td> <td>\$ 2,342</td> <td></td> </tr> <tr> <td>FY 09</td> <td>1,602</td> <td></td> <td></td> </tr> <tr> <td>FY 08</td> <td>1,711</td> <td></td> <td></td> </tr> <tr> <td>FY 07</td> <td>1,412</td> <td></td> <td></td> </tr> <tr> <td>FY 06</td> <td>1,318</td> <td></td> <td></td> </tr> </tbody> </table> <p>daily charge, annualized 375</p> <p>Water/Sewer charges 600</p> <p>Repairs:</p> <p>Operation of plant, general repair, interior/exterior painting, ADA improvements, inspections & boiler, carpet, generator, vacuum maintenance \$ 6,000</p> <p>Supplies:</p> <p>paper products, cleaning products, boiler inspections, vacuum bags, light bulbs, small furniture replacement \$ 1,120</p> <p>Custodial Services \$ 15,500</p> <p>Property and Casualty Insurance \$ 4,900</p> <p>Misc. unanticipated repairs/compliance mandates \$ -</p> <p>Total \$ 40,442 50% = \$ 20,221</p>									Rate	Total	(includes increase)	FY 13 est	42,900 0.223	\$ 9,567	5% increase in electricity rates anticipated	FY 12 est	42,900 0.147	\$ 6,306		FY 11	38,569 0.200	\$ 7,714		FY 10	43,800 0.139	\$ 6,088		FY 09	30,101			FY 08	37,184			FY 07	64,103			FY 06	65,355				Rate	Total		FY 13 est	1,750 1.36	\$ 2,380		FY 12 est	1,575 1.29	\$ 2,032	rates expected to remain the same	FY 11	1,821 1.29	\$ 2,349	access fee to increase by 2%	FY 10	1,575 1.255	\$ 2,342		FY 09	1,602			FY 08	1,711			FY 07	1,412			FY 06	1,318		
	Rate	Total	(includes increase)																																																																												
FY 13 est	42,900 0.223	\$ 9,567	5% increase in electricity rates anticipated																																																																												
FY 12 est	42,900 0.147	\$ 6,306																																																																													
FY 11	38,569 0.200	\$ 7,714																																																																													
FY 10	43,800 0.139	\$ 6,088																																																																													
FY 09	30,101																																																																														
FY 08	37,184																																																																														
FY 07	64,103																																																																														
FY 06	65,355																																																																														
	Rate	Total																																																																													
FY 13 est	1,750 1.36	\$ 2,380																																																																													
FY 12 est	1,575 1.29	\$ 2,032	rates expected to remain the same																																																																												
FY 11	1,821 1.29	\$ 2,349	access fee to increase by 2%																																																																												
FY 10	1,575 1.255	\$ 2,342																																																																													
FY 09	1,602																																																																														
FY 08	1,711																																																																														
FY 07	1,412																																																																														
FY 06	1,318																																																																														

Acct #		Description					
6-131-81710		Street Lights					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
47,873	43,578	37,650	14,494		39,000	39,000	
Narrative:							
Current cost \$2,800 per month x 12 (lighting rental)			26,400				
Maple Tree Place (Annual - electrical use)			7,920				
Additions from accepted subdivision and 5.0% projected GMP increase			2,180				
Maintenance cost for town-owned lights			2,500				
			39,000				

Acct #		Description					
6-131-82600		New Equipment Purchase					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,150	2,551	2,800	-		2,800	2,800	
Narrative:							
Miscellaneous replacement and purchase of small power tools			2,800				

HIGHWAY
STORMWATER MANAGEMENT

Acct # Description

6-131-85200 Stormwater Management Wages

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
60,279	65,664	68,380	-		71,100	71,100	

Narrative: As of this date, stormwater expenses have not been divided out of regular highway expenses
Stormwater technician and highway crew
Estimated to be 20% of Wages as listed under Summer Wages

Acct # Description

6-131-53400 Benefits for Stormwater Management Wages

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
19,374	26101	28,700	-		30,285	30,280	

Narrative: 20% of total department benefits

please see summer budget

Acct # Description

6-131-53500 Uniforms

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,793	1,829	1,850			2,400	2,400	

Narrative: 20% Allocated to stormwater personnel
A. 7 employees @ \$185.50/wk x 52 weeks
(11 sets & 3 jackets for 7 employees) 9,650

B. Coveralls, boots, hats, VOSHA
mandated personal safety equipment 2,150

C. Paggers (winter maintenance) 90
11,890

Acct #		Description					
6-131-56200		Training and Conference Fees					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	-	250	-		750	750	-
Narrative: 25% allocated to winter training and conference fees OSHA mandates, industry conferences, training seminars 3,000							

Acct #		Description					
6-131-76500		Garage Operation					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,049	3,712	3,330			3,350	3,350	
Narrative: 20% allocated to Stormwater management Heating fuel, electric, water, and telephone Heat (VT Gas) 6,500 Telephone/Computer 800 Electric 3,002 Water/Sewer 700 Repairs/Misc. 2,000 Oil/grease separator disposal 500 Disposal Costs, Environmental 750 Miscellaneous 2,500 16,752							

Acct #		Description					
6-131-7****		Property and Casualty Insurance					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
4,027	3,633	3,790	-		3,780	3,780	
Narrative: pro-rated based on value of department assets 20% of highway total to Stormwater Management							

Acct #	Description							
6-131-7****	Equipment Operation & Repair							
	FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	11,173	5,054	4,440			4,340	4,340	
Narrative: Please see list under Summer and Winter 20% of highway total to Stormwater Management								

Acct #	Description							
6-131-81600	Miscellaneous & Tools							
	FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	1,127	880	1,140			1,140	1,140	
Narrative: 20% allocated to Stormwater Management A. General supplies needed for daily operation of the highway garage and Public Works Office - tool purchase and replacements, paper goods, office supplies, gas tank for cutting torches, welding supplies, nuts, bolts, misc. hardware, shop cloths, soaps, misc. chemicals & OSHA mandated safety equipment. 4,900 B. Computer Upgrades/Copier Lease - Public Works Office 800								

Acct #	Description																			
6-131-81310	Vehicle Fuel																			
	FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved												
	5,378	8,638	8,200			9,600	9,600													
Narrative: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 30%;">Diesel</td> <td style="width: 30%;">Gas</td> </tr> <tr> <td>FY 12</td> <td>11,500 x \$2.92 = \$33,580.00</td> <td>2,500 x \$3.00 = \$7,500.00</td> </tr> <tr> <td>FY 13</td> <td>11,500 x \$3.41 = \$39,215.00</td> <td>2,500 x \$3.51 = 8,775.00</td> </tr> <tr> <td></td> <td>Anticipated:</td> <td></td> </tr> </table> 20% allocated to Stormwater Maintenance										Diesel	Gas	FY 12	11,500 x \$2.92 = \$33,580.00	2,500 x \$3.00 = \$7,500.00	FY 13	11,500 x \$3.41 = \$39,215.00	2,500 x \$3.51 = 8,775.00		Anticipated:	
	Diesel	Gas																		
FY 12	11,500 x \$2.92 = \$33,580.00	2,500 x \$3.00 = \$7,500.00																		
FY 13	11,500 x \$3.41 = \$39,215.00	2,500 x \$3.51 = 8,775.00																		
	Anticipated:																			

Acct # Description

06-131-85250. Stormwater Management

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
26,256	21,098	47,500	10,862		47,500	47,500	
Narrative:							
A. Repair and replacement of stormwater basins, piping and outfalls					7,000		
B. Street sweeping/basin cleaning (75 hours x \$120/hr)					9,000		
C. Stormwater system maintenance/material purchase					2,500		
D. Stormwater mapping and update inventory/equipment purchase					2,500		
E. Stormwater system permit renewal & outside engineering					6,500		
F. Stormwater Funding Phase II					20,000		

Acct # Description

6-131-81100 Culverts

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,165	400	5,000	150		5,000	5,000	
Narrative:							
A. Miscellaneous and stock replacement					4,000		
B. Routine maintenance Town owned bridges					1,000		

LANDSCAPING

Acct # Description

6-131-85220 Landscaping

FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
9,320	6,680	8,000	125		10,000	10,000	
Narrative:							
A. Pruning, replacement, maintenance, street trees.					1,500		
B. Maintenance of planting beds					6,000		
C. Maintenance of trees within the highway rights-of-way, removal & replacement					2,500		

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
GENERAL ADMINISTRATION						
<i>Selectboard</i>						
Salaries	5,300	5,300	3,975	3,875	5,300	5,300
Benefits	580	526	510	382	530	450
Discretionary Fund	7,000	7,500	5,000	6,152	5,000	5,000
Other Expenses	5,500	4,307	7,500	4,500	7,500	7,500
TOTAL	18,380	17,633	16,985	14,909	18,330	18,250
<i>Town Manager</i>						
Manager's Salary, reallocated	64,330	64,396	64,810	66,134	67,420	67,420
Manager's Staff Salary	12,500	7,429	12,500	11,242	19,570	14,570
Benefits	18,840	19,182	19,770	20,047	21,820	23,500
Mileage	250	319	200	345	250	350
Training & Conferences	2,500	2,641	1,500	1,430	2,500	3,000
Office Supplies	6,000	3,098	5,000	3,472	4,200	4,000
Telephone & Postage	3,270	2,466	3,240	2,330	3,000	2,500
Property & Casualty Insurance	3,250	3,494	3,680	3,219	3,300	4,020
Building Maintenance	18,100	16,262	16,400	15,215	17,300	17,100
Town Report	3,500	1,618	1,700	967	1,700	1,500
Accrued Sick & Vacation	10,000	19,182	10,000	-	10,000	10,000
Salary Discretionary	33,000	4,400	37,000	5,223	55,530	57,000
Salary Discretionary, Used	(17,230)	-	(19,950)	-	(31,460)	-
Benefits on Accrued & Discretionary wage	5,500	1,654	5,500	-	-	-
Other Expenses	5,000	5,456	5,000	2,639	5,500	5,000
TOTAL	168,810	151,597	166,350	132,263	180,630	209,960
<i>Finance</i>						
Wages	62,350	65,295	62,360	62,544	64,050	66,970
Benefits	22,300	22,778	23,890	24,600	26,870	28,620
Audit Fees	18,000	18,000	19,500	19,500	20,500	18,800
TOTAL	102,650	106,073	105,750	106,644	111,420	114,390
<i>Board of Listers</i>						
Listers' Salaries	1,000	1,008	1,000	1,306	1,000	1,000
Assistant Assessor's Salary	21,900	22,162	24,080	26,703	24,080	24,220
Clerical Salary	18,440	18,387	18,440	13,742	18,570	18,570
Board of Civil Authority Salary	500	-	500	-	500	-
Benefits	3,450	3,796	3,450	3,631	3,450	3,660
Mileage	350	246	300	196	300	280
Training & Conferences	300	324	-	-	-	-
Professional Services	3,000	2,060	1,500	215	1,500	1,600
Contracted Assessor	14,900	17,318	16,000	16,411	17,000	18,000
Service Contracts	4,010	3,711	4,010	3,858	4,000	4,000
Office Supplies	700	666	650	937	650	700
Office Equipment	1,700	-	500	394	500	1,700
Telephone & Postage	400	473	500	413	500	500
Tax Maps	2,500	2,475	2,800	2,750	2,800	2,800
TOTAL	73,150	72,626	73,730	70,556	74,850	77,030
<i>Technology</i>						
Computer Equipment	3,000	1,336	3,000	1,085	3,000	3,000
Computer Applications	9,000	11,187	8,000	8,859	8,000	12,000
TOTAL	12,000	12,523	11,000	9,944	11,000	15,000
<i>Legal Services</i>						
Legal Services	25,000	33,208	35,000	38,470	35,000	35,000
TOTAL GENERAL ADMINISTRATION	399,990	393,660	408,815	372,786	431,230	469,630

SELECTBOARD

Acct # Description

1-121-50000 Selectboard Salaries

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
5,300	3,975	5,300	-	5,300	5,300	

Narrative: FY 11 reflects a 25% pay cut for Selectboard

Return to full funding for 2012, 2013

Acct # Description

1-121-53000 Selectboard Benefits

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
526	382	530	-	450	450	

Narrative:

FICA and Workers' Comp

Acct # Description

01-121-85000 Selectboard Discretionary

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
7,500	4,500	5,000	-	5,000	5,000	

Narrative:

Vt. Coalition
Misc. Studies
Gifts, Plaques, etc
Special Awards
Bonuses

Acct # Description

01-121-85010 Selectboard Regular Expense

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
4,307	6,152	7,500	4,880	7,500	7,500	

Narrative:

fee to CH 17 for live stream	3000
Recording Secretary	1720
Retreat, meeting Expenses	500
Advertising for Public hearings	600
Staff Recruitment	2000
misc.	0
total	7820

MANAGER'S OFFICE

Acct # Description

01-122-5001C Manager's Salary

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
64,396	66,134	67,420	28,003		67,420	67,420	

Narrative:

Manager's salary is divided among water, sewer and manager's office

no increase

Acct # Description

01-122-5002C Manager's staff

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
7,429	11,242	19,570	6,990		14,570	14,570	

Narrative:

Secretarial Support for Manager, budgeted at 40% of total wages
Wages are divided among water, sewer, finance and manager's office
Total wages are based on 40 hours per week.

Acct # Description

01-122-5020C Benefits, Manager and Staff

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
18,977	20,048	21,820	9,428	0	23,370	23,500	

Narrative:

Health, dental, disability, life	12,590
fica	6,130
Workers' Comp, unemployment	770
Retirement	4,010
total	<u>23,500</u>

Acct #		Description					
01-122-5600(vehicle expense (Mileage)							
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
319	345	250	138		350	350	
Narrative: mileage to and from meetings							

Acct #		Description					
01-122-5620(Training							
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,641	1,430	2,500	1,272		2,800	3,000	
Narrative: Training for Manager and Staff 300 National and Regional conferences 1,500 Memberships: ICMA, VTCMA, VTGFOA 1,000 ----- 2,800 (National conference eliminated in FY 11 budget)							

Acct #		Description					
01-122-7600(Manager's Dept Office Supplies							
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,098	3,472	4,200	1,370		4,000	4,000	
Narrative: Copier paper, toner, stationery, binders, Check stock the cost of paper has been rising. The office prints double sided as much as possible and reuses paper before it enters the recycling bin.							

Acct #		Description					
01-122-7600(Manager's Dept Telephone & Postage							
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,466	2,330	3,000	740		3,000	2,500	
Narrative: telephone trunk line at \$56/mo 670 Postage ave. \$150 /mo 1800 postage meter supplies, support 100 phone system repair & support=\$500 500 ----- 3070							

Acct # Description
 01-122-8501C Property and Casualty Insurance

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
3,494	3,219	3,300	-	3,220	4,020	

Narrative:

Insurance based on value of town property used by this department

Acct # Description
 01-122-7600C Building Maintenance

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
16,262	15,215	17,300	2,960	17,100	17,100	

Narrative: half cost to maintain the Town Hall

Electricity Kwh : rate est. 7546 5% increase in electricity rates anticipated

FY 13 est	49000	0.154	7546	5% increase in electricity rates anticipated
FY 12 est	48000			
FY 11	48977			
FY 10	48270			
FY 09	51866			
FY 08	48988			
FY 07	51934			
FY 06	56957			

monthly charge for 12 months \$ 206

Vt Gas CCF's :

FY 13 est	2000	1.36	\$ 2,720
FY 12 est	3000		
FY 11	1762		
FY 10	2977		
FY 09	3038		
FY 08	3197		
FY 07	3673		
FY 06	3159		

daily fee, annual 371

water/sewer charges 600

Repairs:

Operation of plant, general repair, interior/exterior painting, ADA improvements, inspections and elevator repair and upgrade \$ 5,000

\$ -

Supplies:

paper products, cleaning products, boiler inspections, vacuum bags, light bulbs, small furniture replacement \$ 2,200

Custodial Services & groundskeeping \$ 15,500

Total \$ 34,143 half = 17,071.68

Acct # Description

01-122-85*** Town Report

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
1,618	967	1,700	-	1,500	1,500	-

Narrative:

the Town Report is the responsibility of the Town Manager
 The actual work in assembling the Report is shared between the
 Manager's Administrative Assistant and the Town Clerk
 Report & flier printing 2000
 distribution 500 some reimbursement from
 from Schools -1000 school system
 total 1500

Acct # Description

01-122-8501C Accrued Leave Pay

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
19,182	-	10,000	-	10,000	10,000	

Narrative:

Money set aside for payout of accrued leave upon employee termination

Acct # Description

01-122-7600C Discretionary Wages

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
4,400	5,223	55,530	-	55,530	57,000	

Narrative:

Money set aside for discretionary wage adjustments.

 Historical balances are after wage adjustments have been made
 There are no wage increases figured into the budgets this year
 Union wages "step" increase is included in their wages items, no other increase is budgeted

Acct # Description

01-122-5020C Benefits, Discretionary Wages

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
1,654	-	-	-	-	-	

Narrative:

Fica, retirement, workers comp, unemployment
 total is about 18% of wages

 We don't use this item. I suggest we eliminate it.

Acct #		Description					
01-122-8501f Manager's Dept Other Expenses							
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
5,456	2,639	5,500	89		4,500	5,000	
Narrative: educational materials meetings employment advertizing memberships & dues							

Acct #		Description					
01-122-5006f Finance Wages							
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
65,295	62,544	64,050	24,992		66,970	66,970	
Narrative: Accounts Payable clerk 14 hours per week Finance Director, 32 hours per week Other hours distributed to manager's staff, water and sewer							

Acct #		Description															
01-122-5 Finance dept benefits																	
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved										
22,778	24,600	26,870	9,605		28,650	28,620											
Narrative: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Health, dental, disability, life</td> <td style="text-align: right;">19,840</td> </tr> <tr> <td>fica</td> <td style="text-align: right;">4,980</td> </tr> <tr> <td>Workers' Comp, unemployment</td> <td style="text-align: right;">570</td> </tr> <tr> <td>Retirement</td> <td style="text-align: right;">3,260</td> </tr> <tr> <td>total</td> <td style="text-align: right; border-top: 1px solid black;">28,650</td> </tr> </table> benefit increase due to staff change								Health, dental, disability, life	19,840	fica	4,980	Workers' Comp, unemployment	570	Retirement	3,260	total	28,650
Health, dental, disability, life	19,840																
fica	4,980																
Workers' Comp, unemployment	570																
Retirement	3,260																
total	28,650																

Acct #		Description					
Audit Fees							
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
18,000	19,500	20,500	16,500		18,400	18,800	
Narrative: contract is \$23,000. Water and Sewer each pay 10% If a single audit is necessary due to \$500,000 or more in federal grants, it will cost an additional \$3000.							

Acct #		Description					
1-124-50000		Department Salary - Listers					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,008	1,306	1,000	-		1,000	1,000	
Narrative: Elected listers do some inspections and attend meetings and hearings.							

Acct #		Description					
1-124-50100		Assistant Assessor Wages					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
22,162	26,703	24,080	8,724		24,220	24,220	
Narrative: 20 hours per week plus extra time in the spring for appraisal changes							

Acct #		Description					
1-124-501400		Clerical Wages					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
18,387	13,742	18,570	6,896		18,570	18,570	
Narrative: 20 hours per week plus extra time in the spring for appraisal changes							

Acct #		Description					
1-124-56100		Board of Civil Authority Salary					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
-	-	500	-		-	-	
Narrative: as needed							

Acct #	Description							
1-124-56200	Benefits							
	FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	3,796	3,631	3,450	1,198		3,660	3,660	
Narrative:								
				FY 11 actual				
				Fica	3198			
				Workers Comp	203			
				Unemployment	260			
					<u>3661</u>			

Acct #	Description							
1-124-56100	Mileage							
	FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	246	196	300	90		280	280	
Narrative:								
720 miles at \$0.485 = \$350								

Acct #	Description							
1-124-56200	Training/Conference Fees							
	FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	324	-	-	-			-	
Narrative:								
Proval users group in Thetford, VT								
Nemrc classes, in state								
New lister classes, in state								
May be able to use state lister education grant money for this								

Acct #	Description							
1-124-60200	Professional Services							
	FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	2,060	215	1,500	573		1,600	1,600	
Narrative:								
Appraisal Resource Group for software suppc				1000				
Nemrc				250				
Legal				0				
GIS support				325				
				<u>1575</u>				

Acct #	Description							
1-124-60210	Prof. Services, Assessor							
	FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	17,318	16,411	17,000	5,049		18,000	18,000	
Narrative: Budgeted for 6 hours per week, 52 weeks per year small rate increase								

Acct #	Description							
1-124-63100	Service Contracts							
	FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	3,711	3,858	4,000	-		4,000	4,000	
Narrative: Manatron License 2965 Marshall Swift License 550 Other Computer Support 500 4015								

Acct #	Description							
1-124-76000	Office Supplies & Maintenance							
	FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	666	936	650	211		700	700	
Narrative: Toner for copier, printer 440 office supplies, paper, pens, 260 folders								

Acct #		Description					
1-124-76010		Office Equipment					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
-	394	500	-		1,700	1,700	
Narrative: repair services need to replace on PC in FY 2013							

Acct #		Description					
1-124-76100		Telephone & Postage					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
473	413	500	14		500	500	
Narrative: high in 08 due to reappraisal							

Acct #		Description					
1-124-76300		Tax Maps					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,475	2,750	2,800	-		2,800	2,800	
Narrative: Status of Finney Crossing could impact tax map costs.							

TECHNOLOGY

Acct # Description

1-127-74000 Computer Equipment

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,336	1,085	3,000	424		3,000	3,000	

Narrative:

Backup tapes, power supply/surge protectors	500
One emergency replacement	1500
Misc. small parts and repairs to hardware	1000
Total	3000

Acct # Description

1-127-74100 Computer Applications, Support

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
11,187	8,859	8,000	3,542		9,000	12,000	

Narrative:

Software and upgrades	500	
General Support	2800	this item was over budget in FY 10 due to the web page problem.
Nemrc support contract	1000	
Nemrc emergency backup support contract	600	
Nemrc Grand Lis/Tax support	600	
Web Page hosting charge&Document Management	3000	
Monthly charges for internet/email	3580	we may need to increase speed
total	12080	

LEGAL SERVICES

Acct # Description

1-127-60600 Legal Services

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
33,208	38,470	35,000	12,372		35,000	35,000	

Narrative:

level fund

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
--	-------------------------------	-------------------	-------------------------------	-------------------	-------------------------------	-------------------------------

PLANNING & ZONING

Planning

Department Salary	180,920	170,372	183,060	179,542	194,930	194,940
Benefits	63,700	57,484	66,280	66,214	73,800	78,550
Building Maintenance	13,060	11,103	14,420	14,504	15,860	17,770
Property & Casualty Ins.	2,250	2,601	3,860	2,396	2,450	2,680
Mileage	500	507	500	658	600	600
Training & Conferences	3,200	730	2,000	354	2,000	2,000
Subscriptions & Dues	1,200	1,037	1,200	849	1,200	1,200
Professional Services	4,000	1,020	4,000	4,344	4,000	4,000
Misc. Planning Studies	15,000	1,098	15,000	150	10,000	5,000
Advertising	3,000	1,562	3,000	2,162	3,000	2,500
Office Supplies	4,000	2,852	4,000	2,390	4,000	3,500
Equipment	1,500	100	1,500	1,492	1,500	3,000
Printing	4,300	4,070	5,000	3,907	5,000	4,500
Telephone & Postage	3,000	1,625	2,200	1,314	2,200	2,000
GIS Data Management	1,500	1,200	1,500	-	1,500	11,500
	301,130	257,361	307,520	280,276	322,040	333,740

Conservation

Conservation Salary	24,340	32,359	25,470	27,494	30,070	30,070
Benefits	7,520	9,203	8,050	8,248	8,400	9,030
Training, Conferences, Dues	1,690	-	970	563	970	1,000
Match for Grants and Studies	2,000	2,211	2,000	1,260	2,000	2,000
Office Supplies, Mailings, Ads	890	197	740	594	320	300
Mileage, Conservation & Trails	600	503	500	568	500	600
Conservation and Trails Intern	4,120	2,979	5,610	5,610	5,610	6,000
Trail Maintenance & Repair	3,200	5,292	1,690	1,422	2,100	2,600
TOTAL	44,360	52,744	45,030	45,759	49,970	51,600

TOTAL PLANNING AND ZONING

	345,490	310,105	352,550	326,035	372,010	385,340
--	----------------	----------------	----------------	----------------	----------------	----------------

Memorandum

TO: Rick McGuire, Town Manager
FROM: Ken Belliveau, AICP, Director of Planning
DATE: November 28, 2011
SUBJECT: 2012-13 Proposed Operating Budget

Attached please find the proposed operating budget for the Planning and Zoning office for Fiscal Year 2012-13. This budget proposal requests funding for the daily operations of the planning and zoning office at levels largely the same as those approved by the Selectboard for the current fiscal year (FY 2011-12) with a few minor adjustments.

There are two significant additional expenditures included in this year's budget proposal.

1. **New Plotter.** Included in this year's budget is an expenditure of \$1600 representing one year's payment of a four year lease for a new plotter used for printing wall sized maps and engineering drawings, along with some additional printing supplies. This will allow the town to replace an existing plotter which is rapidly becoming obsolete because of changes in technology.

A lease is being proposed over an outright purchase because it will enable the town to upgrade the plotter at the end of the lease and take advantage of what will be the current technology at that time. The use of the plotter is shared primarily between the planning and zoning office and public works and the plotter selected was decided upon after discussion with the public works department.

2. **Orthophoto Imagery.** A line item of \$10,000 is included to pay the town's share of the cost of a regional effort to obtain an updated orthophoto image of the land area across Williston and all of Chittenden County. The actual amount may be less depending upon an as yet to be determined monetary contribution from the Chittenden County Regional Planning Commission (CCRPC).

The most recent orthophoto of the town was completed in 2004, and the proposed imagery is anticipated to occur in 2013 or 2014.

Please let me know if you need any additional information. I will also be available to present the budget to the Selectboard when those meetings are scheduled.

Attachments: 2012-13 Proposed Planning and Zoning Operating Budget

PLANNING AND ZONING

FY 2012-13

EXPENDITURES

Acct # Description

1-125-50000 Department Salary

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
180,920	172,146	194,930	70,480	195,000	194,930	

Narrative: 3 full time planning staff at 40 hours per week conservation planner performing planning and zoning duties at 16 hours per week on average 6 hours of overtime per week, divided between two planners and planning tech.

Acct # Description

1-125-53000 Department Benefits

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
57,470	64,627	73,800	27,613	80,000	78,550	

Narrative:

Health, dental, life, disability	\$51,473
Fica, Medicare	\$15,359
Retirement	\$10,039
Workers' Comp, unemployment Ins.	\$1,680
Total	\$78,552

Acct # Description

1-125-80010 Building Maintenance

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
11,103	14,504	15,860	2,982	17,770	17,770	

Narrative: Heat, Utilities, repairs, maintenance and custodial services for Annex building shared evenly between Planning and the Department of Public Works. This represents the Planning office's portion. **See Public Works budget for detailed description of expenditures.**

Acct # Description

01-122-85010 Property and Casualty Insurance

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
2,601	2,396	2,450	-	2,450	2,680	

Narrative: Insurance based on value of the Town Hall Annex building shared evenly with the Department of Public Works.

Acct # Description

1-125-56100 Mileage

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
506	654	600	144	600	600	

Narrative:

Reimbursement for mileage costs based on 1237 miles times \$0.485 per mile federal mileage rate.

Acct # Description

1-125-56200 Training/Conference Fees

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
730	354	2,000	936	2,000	2,000	

Narrative:

On going professional training and continuing education requirements for 2.4 professional staff people.
 Four VLCT seminars @ \$60each = \$240
 State/regional planning association annual meeting, 2 people= \$800
 Four APA distance learning programs = \$960

Acct # Description

1-125-56300 Subscriptions and Dues

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
1,037	850	1,200	375	1,200	1,200	

Narrative:

APA/AICP membership dues for Planning Director = \$400
 Vermont Planners Association office membership = \$100
 APA/AICP membership for Senior Planner = \$400
 Vermont Smart Growth = \$100
 Vermont Environmental Monitor = \$100
 New Urban News = \$100

Acct # Description

1-125-60200 Professional Services

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
1,020	4,344	4,000	-	4,000	4,000	

Narrative:

Temporary clerical support/intern for filing and organizing archived permits and records.

Acct # Description

1-125-60900 Misc. Planning Studies

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
1,098	150	10,000	1,450	10,000	5,000	

Narrative:

Consultant to update recreation impact fee ordinance = \$5,000
 Other outside planning assistance for planning studies = \$5,000.

Acct # Description

1-125-70200 Advertising

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
1,562	2,040	3,000	382	2,500	2,500	

Narrative:

50 newspaper ads @ average of \$50 each = \$2,500

Acct # Description

1-125-76000 Office Supplies & Maintenance

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
2,852	1,373	4,000	844	4,000	3,500	

Narrative:

Stationary, paper, and other misc. office supplies.

Acct # Description

1-125-76010 Equipment

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
100	1,492	1,500	-	5,000	3,000	

Narrative:

Replace existing plotter with a current model for printing large size maps and drawings in support GIS mapping activities for both planning and public works.

Acct # Description

1-125-76020 Printing

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,946	3,818	5,000	503		5,000	4,500	

Narrative:

Cost for leasing photocopying machine @ ~\$285/month for 12 months = \$3420
 Costs for yearly maintenance agreement for Phaser color printer = \$1050
 Other contracted printing = \$530

Acct # Description

1-125-76100 Telephone & Postage

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,625	1,284	2,200	503		2,000	2,000	

Narrative:

Postage for mailing out DRB and Planning Commission agenda packets.
 Charges for office telephone service.

Acct # Description

1-125-80000 GIS Data Management

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,200	-	1,500	-		11,500	11,500	

Narrative:

Update of orthophoto imagery, Williston portion of regional program = \$10,000 (pending).
 Annual license renewals for 2 ArcGIS software licenses = \$900
 Additional mapping service from CCRPO estimated at \$600

CONSERVATION

Acct # Description

1-130-50000 Conservation Salary

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
25,727	26,608	30,070	10,594		30,070	30,070	

Narrative: 24 hours per week Conservation Planner (60% of staff's time)
Other time (40%) is allocated to the Planning Dept.

New: Three hours of OT per month for Conservation Commission meetings
(1.5 hrs x 2 meetings per month). Proposed change to reflect current usage

Acct # Description

01-122-5020 Benefits, Conservation Planner

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
9,203	8,621	8,400	3,738		9,210	9,030	

Narrative:

Health, dental, life, disability	\$4,850
Fica, Medicare	\$2,369
Retirement	\$1,545
Workers' Comp, unemployment Ins.	\$264
Total	\$9,028

Acct # Description

1-130-85200 Training, Conferences and Dues

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
918	563	970	-		1,000	1,000	

Narrative:

.

Conferences/Training = 330
 AVCC Annual Membership = 100
 VLT Annual Membership = 70
 VHCB Annual Membership = 250
 WNRCD Annual Membership = 250

Description							
Acct #	Match for Grants and Studies						
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,211	1,260	2,000	1,300		2,000	2,000	
Narrative: Match money for natural resource studies, inventories							

Description																	
Acct #	Office Supplies, Mailings, Advertising																
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved										
197	594	320	8		300	300											
Narrative: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Office Supplies</td> <td style="width: 50%; text-align: right;">150</td> </tr> <tr> <td>Mailings</td> <td style="text-align: right;">50</td> </tr> <tr> <td>Ads</td> <td style="text-align: right;">50</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">50</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right; border-top: 1px solid black;">300</td> </tr> </table>								Office Supplies	150	Mailings	50	Ads	50	Other	50	Total	300
Office Supplies	150																
Mailings	50																
Ads	50																
Other	50																
Total	300																

Description											
Acct #	Mileage										
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved				
503	568	500	405		600	600					
Narrative: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Conservation Planner</td> <td style="width: 50%; text-align: right;">300</td> </tr> <tr> <td>Intern</td> <td style="text-align: right;">300</td> </tr> </table>								Conservation Planner	300	Intern	300
Conservation Planner	300										
Intern	300										

Description

Acct # Conservation & Trails Intern

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
4,449	5,610	5,100	3,900		6,800	6,000	

Narrative: Budget increase due to increasing intern hours from 30/hrs per week to 40/hrs per week. This means: +\$8.50/hr x 160 hr/mo x 5 months = \$6,800

Intern for conservation projects & trail maintenance

Wages	6800 (\$8.50/hour x 160 hr/mo x 5 months)
Benefits	
Total	6800

Acct # Trail Maintenance

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,904	1,422	2,100	826		2,600	2,600	

Narrative: One time budget increase due to match provided by the Fellowship of the Wheel.

Trail supplies (lumber, hardware, pipe, stain, etc.)	2000
Signage (new and replacement)	200
Tools	400
Total	2600

Town of Williston**Operating Budget FY 2013**

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
--	-------------------------------	-------------------	-------------------------------	-------------------	-------------------------------	-------------------------------

CLERK/TREASURER*Records, Permits, Licenses, Cash Receipts, Cash Management*

Town Clerk/Treasurer's Salary	40,380	31,028	40,380	-	31,690	41,200
Town Clerk's Staff Salary	97,570	96,226	97,570	113,392	107,490	90,010
Benefits	47,840	42,950	50,880	41,491	52,500	56,550
Mileage	750	272	50	356	300	300
Training & Conferences	1,250	928	400	250	1,000	1,300
Equipment Rental, Service Contracts	4,900	4,185	4,100	4,763	4,500	4,800
Property & Casualty Insurance	3,250	3,494	3,680	3,219	3,300	4,020
Building Maintenance	18,100	15,895	16,400	15,075	17,300	17,100
Office Supplies	4,500	6,315	6,600	4,747	9,500	10,000
Office Equipment	3,500	944	1,500	1,092	2,300	1,500
Telephone & Postage	5,000	5,990	5,750	5,582	6,200	6,500
TOTAL	227,040	208,227	227,310	189,967	236,080	233,280

Elections

Town Meeting Salary	1,000	840	800	892	1,000	1,000
General Election Salary	-	-	2,000	2,336	-	2,600
Ballot Printing	3,800	2,706	4,000	5,133	3,000	5,000
Postage	300	68	800	720	500	1,100
General Election Expense	-	-	500	528	-	1,300
Town Meeting Expenses	600	103	500	121	1,500	750
TOTAL	5,700	3,717	8,600	9,730	6,000	11,750

CLERK/TREASURER TOTAL

232,740	211,944	235,910	199,697	242,080	245,030
----------------	----------------	----------------	----------------	----------------	----------------

EXPENDITURES

Acct #		Description						
1-123-50030		Town Clerk/Treasurer Salary						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
31,028	-	31,690	6,338		41,200	41,200		
Narrative: The clerks' salary is divided among water, sewer and the clerk's office								

Acct #		Description						
1-123-50040		Town Clerk/Treasurer Staff						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
96,226	113,392	107,490	48,200		99,070	90,010		
Narrative: Our Senior Assistant Town Clerk & Treasurer is retiring after 40 years of service We will be staffed with 2 full time or FTE Assitant Clerk/Treasurers 1 Part time Assitannt Clerk/Treasurer at 20 Hrs/Wk 1 Part time Admin Assistant at 20 Hrs/Wk reduced to 10 hours per week Overtime at 3 Hrs/Wk Avg FY 12 part time total was 25 hours per week.								

Acct #		Description						
1-123-56300		Benefits						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
42,950	41,493	52,500	22,942		51,870	56,550		
Narrative: health, dental, life, disability 40,990 Fica, retirement 14,502 Workers comp, unemployment 1,061 TOTAL 56,553								

Acct #		Description						
1-123-56100		Mileage						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
272	356	300	355		300	300		
Narrative: clerks reimb for seminars, local travel for town								

Acct #		Description						
1-123-56200		Training/Conference Fees						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
928	250	1,000	807		1,300	1,300		
Narrative: VT Clerks Annual Education Sessions \$ 200 NEMRC Sponsored Training 100 ea \$ 300 VLCT Sponsored Training 40 ea \$ 160 VT Clerks & Treasurers Association Annual Meeting \$250 New England Clerks Assoc. Annual Conference \$400 <i>More training anticipated due to staff changes</i>								

Acct #		Description						
1-123-63100		Service Contracts (Copiers etc)						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
4,185	4,763	4,500	1,666		4,800	4,800		
Narrative: \$150 per year for record viewer software program updates postage meter is \$925 per year mailing serv 300 copier is about \$3000 per year water cooler 100 yearly increases								

Acct #		Description						
1-123-63200		Property and Casualty Insurance						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
3,494	3,219	3,300	-		3,300	4,020		
Narrative: based on value of town hall building shared with Manager's office								

Acct #		Description						
1-123-63300		Building Maintenance						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2012		FY 13 Requested	FY 13 Revised	FY 13 Approved	
15,895	15,075	17,300	2,960			17,100		
Narrative: maintenance of town hall , shared with manager's office heat, utilities, custodial services, repairs, maintenance see manager's budget for detail								

Acct #		Description					
1-126-60270		Town Meeting Salary					
FY 09 Actual	FY 10 Actual	Current Budget'11	YTD as of: 11/30/2011		FY13 Requested	FY13 Revised	FY13 Approved
768	840	800	-		1,000	1,000	
Narrative: Town Meeting and voting expenses 3 X 1 hr - Town Meeting Night 24 8 x 6 hrs 391 8x 6 hrs 391 6 x 2 hrs 98 election workers mim. wage 8.15 1/11							

Acct #		Description					
1-126-60280		General Election Salary					
FY 09 Actual	FY 10 Actual	Current Budget'11	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,536	-				2,600	2,600	
Narrative: Presidential Election Year							

Acct #		Description					
1-126-70300		Ballot Printing					
FY 09 Actual	FY 10 Actual	Current Budget'11	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
4,494	2,706	4,000	3,179		5,000	5,000	
Narrative: Local Election:Town Meeting Ballots and Machine Programming Primaries General Election Town Meeting							

Acct #		Description						
1-126-76100		Postage						
FY 09 Actual	FY 10 Actual	Current Budget'11	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved	
853	68	800	564		1,100	1,100		
Narrative: Town Meeting 500 approx.61 305 General Election requests for absentee ballots on the increase each year								

Acct #		Description						
1-126-85010		General Election Expenses						
FY 09 Actual	FY 10 Actual	Current Budget'11	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved	
1,307	-	500			1,300	1,300		
Narrative: Primaries and General Election								

Acct #		Description						
1-126-85020		Town Meeting Expenses						
FY 09 Actual	FY 10 Actual	Current Budget'11	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved	
-	103	500	-		750	750		
Narrative: yearly maint.for voting machines 525.00 new batteries 125 These expenses also include paper, markers, and misc associated with TM								

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
OUTSIDE SERVICES						
<i>Regional Services</i>						
Chitt.Co. Regional Planning	11,540	11,544	11,200	11,199	11,140	21,420
Metropolitan Planning Org.(CCMPO)	10,930	10,934	10,480	10,484	10,430	-
Winooski Valley Park Dist.	32,000	32,000	32,000	32,000	32,000	32,000
Greater Burlington Inds.Corp.	2,000	2,000	2,000	2,000	2,000	2,000
County Tax	89,880	83,267	85,000	73,668	62,000	77,000
Vt. League of Cities & Towns	7,750	7,749	8,710	8,709	8,940	9,390
Lake Iroquois				-	4,000	-
TOTAL	154,100	147,494	149,390	138,060	130,510	141,810
<i>Social Service Organizations</i>						
Social Service Organizations	23,340	23,340	23,340	23,340	23,340	24,040
Residents Assistance	2,000	479	1,000	499	1,000	1,000
Host Town Funded Scholarship	5,000	5,000	5,000	5,000	-	-
TOTAL	30,340	28,819	29,340	28,839	24,340	25,040
<i>Transportation Services</i>						
Bus Service	158,260	160,443	149,960	149,359	154,770	159,260
SSTA Project & CCTA ADA	22,000	26,409	32,000	29,925	32,650	31,640
TOTAL	180,260	186,852	181,960	179,284	187,420	190,900
<i>Health</i>						
Department Salary & Mileage	550	550	550	550	550	550
Visiting Nurse Assoc.	21,000	21,000	24,000	24,000	24,720	25,460
Employee Health & Safety Programs	1,600	759	1,350	1,500	1,600	1,000
TOTAL	23,150	22,309	25,900	26,050	26,870	27,010
TOTAL OUTSIDE SERVICES	387,850	385,474	386,590	372,233	369,140	384,760

REGIONAL SERVICES

Acct #		Description					
01-191-60400		Chittenden County Regional Planning					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
11,544	11,199	11,140	11,141		21,420	21,420	
Narrative: combines CCRP and MPO. This is the FY 13 request							

Acct #		Description					
01-191-60500		Metropolitan Planning Organization					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
10,934	10,484	10,430	10,429		-		
Narrative: included above							

Acct #		Description					
01-191-85230		Winooski Valley Park District					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
32,000	32,000	32,000	32,000		32,000	32,000	
Narrative: this is there request for FY 13							

Acct #		Description					
01-191-85240		Greater Burlington Industrial Corp.					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,000	2,000	2,000	2,000		2,000	2,000	
Narrative: No increase anticipated formal request not receive at this time							

Acct #		Description					
01-191-85250		County Tax					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
83,267	73,668	62,000	34,833		70,000	77,000	
Narrative: Their request will not be available until mid December, but their estimate at this time is \$79,000. Their budget will be finalized in January.							

Acct #		Description					
01-191-85300		Vt. League of Cities and Towns					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
7,749	8,709	8,940	8,943		9,390	9,390	
Narrative: They have requested \$9,394 5% increase							

Acct #		Description					
01-191-85300		Lake Iroquois Association Lake Cleanup					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
-	-	4,000	-		4,000	-	
Narrative: This is a new request. A proportional amount is being requested of the other three adjacent towns. To be used for lake cleanup, conservation cut for FY 13							

SOCIAL SERVICES

Acct #		Description					
01-192-85***		Social Services					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
23,340	23,340	23,340	23,340		24,040	24,040	
Narrative: level funded for FY 12 3% increase for FY 13							

Acct #		Description					
01-191-85900		Residents' Assistance					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
479	499	1,000	250		1,000	1,000	
Narrative: For help with fuel and utilities level fund							

Acct #		Description					
04-230-85500		Host Town Scholarship					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
5,000	5,000	-	-		-	-	
Narrative: This item has been eliminated							

TRANSPORTATION SERVICES

Acct #		Description																																													
01-192-86200		CCTA Bus Service																																													
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved																																								
160,443	149,359	154,770	102,940		159,410	159,260																																									
Narrative: <table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: center;"><u>FY 09</u></td> <td style="text-align: center;"><u>FY 10</u></td> <td style="text-align: center;"><u>FY 11</u></td> <td style="text-align: center;"><u>FY 12</u></td> <td style="text-align: center;"><u>FY 13</u></td> <td></td> <td></td> </tr> <tr> <td>Bus Service</td> <td style="text-align: right;">\$ 139,310</td> <td style="text-align: right;">\$ 143,489</td> <td style="text-align: right;">\$ 145,641</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Regular Capital Debt</td> <td style="text-align: right;">\$ 2,023</td> <td style="text-align: right;">\$ 3,889</td> <td style="text-align: right;">\$ 3,719</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Capital Assessment</td> <td style="text-align: right;">\$ 16,926</td> <td style="text-align: right;">\$ 13,065</td> <td style="text-align: right;">0</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">total</td> <td style="text-align: right;">\$ 158,259</td> <td style="text-align: right;">\$ 160,443</td> <td style="text-align: right;">\$ 149,360</td> <td style="text-align: right;">154,770</td> <td style="text-align: right;">159,260</td> <td></td> <td></td> </tr> </table> <p style="text-align: center;">FY 13 budget request has not been received at this time This amount is an estimate obtained from CCTA</p>									<u>FY 09</u>	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>	<u>FY 13</u>			Bus Service	\$ 139,310	\$ 143,489	\$ 145,641					Regular Capital Debt	\$ 2,023	\$ 3,889	\$ 3,719					Capital Assessment	\$ 16,926	\$ 13,065	0					total	\$ 158,259	\$ 160,443	\$ 149,360	154,770	159,260		
	<u>FY 09</u>	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>	<u>FY 13</u>																																										
Bus Service	\$ 139,310	\$ 143,489	\$ 145,641																																												
Regular Capital Debt	\$ 2,023	\$ 3,889	\$ 3,719																																												
Capital Assessment	\$ 16,926	\$ 13,065	0																																												
total	\$ 158,259	\$ 160,443	\$ 149,360	154,770	159,260																																										

Acct #		Description					
01-192-86200		SSTA project and CCTA ADA services					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
26,409	29,925	32,650	17,746		34,770	31,640	
Narrative:							
		<u>FY 09</u>	<u>FY 10 Actual</u>		<u>FY 11</u>	<u>FY 12</u>	<u>FY 13</u>
	SSTA	9,500	12,000		12,000	12000	13500
	CCTA ADA	<u>18,949</u>	<u>20,163</u>		<u>20,606</u>	<u>20650</u>	<u>21270</u>
	total	28,449	32,163		32,606	32650	34770
	Assumes 3% increase for CCTA for FY 13						

HEALTH

Acct #		Description					
01-151-5000		Salary and Mileage, Health Officer					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
550	550	550	-		550	550	
Narrative:							
	no change						

Acct #		Description					
01-151-85080		Visiting Nurse Assoc.					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
21,000	24,000	24,720	6,180		25,460	25,460	
Narrative:							
	Per their Request for 2013						

Acct #		Description					
01-151-859200C		Employee Health and safety Programs					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
759	1,500	1,600	70		1,000	1,000	
Narrative:							
Flu shots	25 shots @\$30	\$	750		Other flu shots are free with the health insurance		
Hepatitis and Rabies Shots as needed		\$	100				
Wellness Programs, discontinued		\$	-				
Health Screenings discontinued		\$	-				
total		\$	850				

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
--	-------------------------------	-------------------	-------------------------------	-------------------	-------------------------------	-------------------------------

PARKS AND RECREATION

Recreation Services

Coordinator's Salary	37,810	37,939	38,760	38,524	39,540	39,540
Explorer Camp Salaries	30,000	29,571	30,000	33,387	30,000	30,000
Adventurer Camp Salaries	26,440	33,063	28,000	36,823	33,000	33,000
Teen Camp Salaries	12,000	11,854	12,000	13,279	12,000	12,000
After School Program Coordinator	9,500	8,343	-	-	-	5,000
Salaries, Admin. Support	11,400	11,351	11,290	11,349	11,190	11,670
Benefits	29,380	29,079	34,970	34,296	43,280	37,420
Mileage	100	-	-	-	-	-
Training & Conferences	1,000	852	1,000	110	1,000	1,000
Office Supplies	1,800	1,351	1,900	1,943	1,500	1,600
Telephone & Postage	1,200	1,862	1,400	1,342	1,400	1,400
Explorer Camp Supplies	8,000	7,290	9,000	8,699	9,000	9,000
Adventurer Camp Supplies	7,500	8,556	9,000	7,587	9,000	8,500
Teen Camp Supplies	7,000	6,480	6,500	10,377	6,500	9,000
Youth Soccer	3,500	4,937	3,500	2,762	3,500	3,500
Youth Basketball	2,500	3,810	3,500	4,323	3,500	4,000
Fall Program Supplies	500	99	500	-	500	500
Winter Program Supplies	5,000	5,838	5,000	6,919	5,000	5,500
Spring/Summer Program Supplies	40,000	38,729	40,000	45,123	40,000	44,000
After School Program Expenses	6,000	9,402	6,000	4,210	6,000	5,000
Senior Exercise Program	3,500	2,362	3,500	4,000	3,500	3,500
School Use Fees	124,960	124,960	124,960	124,960	124,960	124,960
Ski Program	15,000	22,143	16,000	20,184	18,000	20,000
TOTAL	384,090	399,871	386,780	410,197	402,370	410,090

Community Services

Program Grants	12,700	4,528	7,000	6,700	7,000	7,700
Fouth of July/Memorial Day	12,750	13,144	12,000	12,542	12,000	12,000
Clock Winding'	550	550	550	550	550	550
TOTAL	26,000	18,222	19,550	19,792	19,550	20,250

Park Maintenance

Maintenance Salary	11,370	9,888	11,000	9,919	8,000	8,000
Park Admin. Salary	9,450	9,485	9,690	9,165	9,880	10,180
Benefits,	5,730	5,685	6,330	6,406	6,680	7,010
Property & Casulty Insurance	4,450	2,088	2,200	1,944	4,000	2,020
Equipment Rental	2,000	2,798	2,000	1,907	2,200	2,200
Utilities	1,000	727	700	690	700	700
Other & New Equipment	3,500	798	1,200	878	1,200	1,200
Maintenance & Upgrades	31,000	28,713	30,000	22,160	30,000	30,000
TOTAL	68,500	60,182	63,120	53,069	62,660	61,310

Old Brick Church

Janitor, Old Brick Church	2,580	2,168	2,500	2,486	2,500	2,600
Benefits	320	-	320	200	280	300
Property & Casualty Insurance	2,000	3,961	4,180	3,610	3,790	3,180
Heating Fuel, Brick Church	3,830	2,262	2,900	2,172	2,600	2,600
Utilities, Brick Church	1,550	1,862	1,880	1,680	2,100	2,200
Maintenance, Brick Church	5,500	4,410	5,500	5,013	6,000	7,000
TOTAL	15,780	14,663	17,280	15,161	17,270	17,880

Cemetery Maintenance

Cemetery Maintenance	17,000	17,000	17,000	17,000	19,500	25,000
----------------------	--------	--------	--------	--------	--------	--------

TOTAL PARKS AND RECREATION

	511,370	509,938	503,730	515,219	521,350	534,530
--	----------------	----------------	----------------	----------------	----------------	----------------

**Parks and Recreation FY 2013 Operating Budget letter of transmittal
November, 2011**

Mission Statement:

The Williston Parks and Recreation Department provides high quality Recreation programs in the Town of Williston based on the needs and wants of the Williston Community. The Department maintains existing Parks and Recreation facilities and seeks the development of new resources based upon established standards and correlating community need.

Introduction:

There are few major shifts in either revenue or expenses to report in the fiscal year 2013 Parks and Recreation budget. Per usual the bulk of the recreation budget expenditures are offset by associated revenue.

Some line items have been adjusted upward or downward slightly to reflect actual enrollment trends.

While there are significant additions to the Williston parks inventory planned for the near future, there have been no major additions which would result in a significant operating cost increase this fiscal year.

Recreation Budget Notes:

- a. For the most part recreation expenditures are offset by associated revenue. Programs are generally expected to be self-supporting and generate enough service fees to cover overhead.
- b. The 2013 Recreation operating budget sought to remain as close to level funded as possible. The amount and quality of services are expected to be relatively the same. The only significant increase in the budget would be that I would like to recommend rehiring the After School Program Coordinator.

Parks Budget Notes:

- a. The parks department seeks to save the town money whenever and wherever possible. We make do with what we have and try to only purchase the minimum necessary for park upkeep. When compared to area towns with comparable populations, Williston has the most streamlined park department by far.
- b. There are no major increases or decreases in the 2013 parks budget request.
- c. The operating budget does not include any major projects other than the current standard of maintenance.
- d. The amount and quality of services are expected to remain the same.

PARKS & RECREATION EXPENDITURES
RECREATION SERVICES

Acct # Description

1-161-50170 Coordinator Salary

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
37,939	38,524	39,540	15,355	39,540	39,540	

Narrative:

80 % of Director's time
20% charged to parks

Acct # Description

1-161-50182 Salaries - Explorer Day Camp

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
29,571	33,387	30,000	33,201	30,000	30,000	

Narrative:

Director: \$12.00/hr X 400 hours = \$4,800
 Assistant Director: \$11.00 X 360 = \$3,960
 Program Leaders: 5 X \$9.00/hr X 360 hours = \$16,200
 Floater Staff: 1 X \$9.00/hr X 360 hours = \$3,240
 Bus Driver: 1 X \$18.00/hr X 80 hours = \$1,440

Acct # Description

1-161-50182 Salaries - Adventure Day Camp

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
33,063	36,823	33,000	27,388	33,000	33,000	

Narrative:

Director: \$14.00/hr X 400 hours = \$5,600
 Assistant Director: \$12.00/hr X 400 = \$4,800
 Program Leaders: 5 staff X \$10.00/hr X 360 = \$18000
 Floater Staff: 1 X \$9.00/hr X 360 hours = \$3,240
 Bus Driver: 1 X \$18.00/hr X 80 hours = \$1,440

Acct # Description
 1-161-50182 Salaries - Teen Day Camp

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
11,854	13,279	12,000	8,999	12,000	12,000	

Narrative:

6 – 8th Director, \$12/hr X 400 hours = \$4,800
 6 - 8th Assistant Director: \$11.00/hr X 400 hours = \$4,400
 Bus Driver at \$16.00/hr X 160 hours = \$2,560

Acct # Description
 01-161-50185 After school enrichment coordinator

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
8,343	-	-	-	8,500	5,000	

Narrative: Position eliminated in FY 2011

Acct # Description
 1-161-50190 Salary - Admin Support

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
11,351	11,349	11,190	3,590	11,670	11,670	

Narrative:

small reallocation of administrative assistant's time
 current budget + 3% increase

Acct #		Description					
01-122-50200		Benefits, Recreation					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
29,078	34,296	43,280	15,294		43,280	37,420	
Narrative:							
Health, dental, disability			19050	includes 80 % of director's benefits			
Fica, retirement			12940				
Workers' Comp, unemp			5430				
total			37420				

Acct #		Description					
1-161-56200		Training/Conference Fees					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
852	110	1,000	-		1,000	1,000	
Narrative:							
Association Annual Membership Fees (VRPA = \$70, NRPA = \$130)							
Annual Governer's Conference (\$100)							
Various other training opportunities							

Acct #		Description					
1-161-76000		Office Supplies and Equipment					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,351	1,868	1,500	1,056		1,500	1,600	
Narrative: Rec Trac Annual Update (\$800) Various office supplies needs (\$700)							

Acct #		Description					
1-161-76100		Telephone & Postage					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,862	1,342	1,400	822		1,400	1,400	
Narrative: Office telephone and postage Rec Director cell phone							

Acct #		Description					
1-161-80502		Explorer Camp Supplies					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
7,290	8,699	9,000	5,178		9,000	9,000	
Narrative: Field Trips: \$7 per camper per week X 50 X 8 weeks = \$2,800 * Supplies: \$3 per camper per week X 50 X 8 weeks = \$1,200 * Snacks: \$2 per child per week X 50 X 8 weeks = \$800 * T-shirts: 150 shirts X \$6 per shirt = \$900 Staff T-shirts: 14 shirts X \$10 = \$140 Staff name-tags: 7 X \$5 = \$35 Background Checks: \$10 X 7 staff = \$70 Training week meals: \$15 X 7 staff = \$105 End of summer meals: \$15 X 7 staff = \$105 Staff incentives: \$15 X 7 staff = \$105 Cell phone: \$70 per month X 2 months = \$140 Staff Training (CPR and First Aid): \$50 X 7 staff = \$350 Equipment purchases: \$250 Administrative Supplies: \$250 First Aid Supplies: \$250 Bus Mileage: \$1.90 / mile / 100 miles X 8 weeks= \$1,520							

Acct # Description

1-161-80503 Adventure Camp Supplies

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
8556	7587	9000	5/20/1917	9000	8500	

Narrative:

Field Trips: \$7 per camper per week X 43 X 8 weeks = \$2408
 Supplies: \$5 per camper per week X 43 X 8 weeks = \$1640
 Snack: \$2 per child per week X 41 X 8 weeks = \$656
 T-shirts: \$6/shirt X 150 = \$900
 Staff T-shirts: 14 shirts X \$10 = \$140
 Staff name-tags: 7 X \$5 = \$35
 Background Checks: \$10 X 7 staff = \$70
 Training week meals: \$15 X 7 staff = \$105
 End of summer meals: \$15 X 7 staff = \$105
 Staff incentives: \$15 X 7 staff = \$105
 Cell phone: \$70 per month X 2 months = \$140
 Staff Training (CPR and First Aid): \$50 X 7 staff = \$350
 Equipment purchases: \$250
 Administrative Supplies: \$250
 First Aid Supplies: \$250
 Bus Mileage: \$1.90 a mile X 100 miles X 8 weeks = \$1,520

Acct # Description

1-161-80504 Teen Camp Supplies

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
6,480	10,377	6,500	8,283	8,000	9,000	

Narrative:

TA Field Trips: 8 trips X 15 people X \$10 ea. = \$1,200
 TA Supplies: \$3 per child per week X 15 X 8 weeks = \$360
 TA Snack: \$2 per child per week X 15 X 8 weeks = \$240
 TA T-Shirts: 50 shirts X \$5 = \$250
 TA Staff T-shirts: 6 shirts X \$7.50 = \$45
 TA Staff name-tags: 3 X \$5 = \$15
 TA Background checks: \$10 X 3 staff = \$30
 TA End of summer meals: \$15 X 3 = \$45
 TA Staff incentives: \$15 X 3 = \$45
 TA Cell phone: \$70 per month X 2 months = \$140
 TA Staff training (CPR and First Aid): \$50 X 3 staff = \$150
 TA Equipment purchases: \$100
 TA Administrative supplies: \$75
 TA First Aid Supplies: \$100
 TLC training (CPR and First Aid): \$50 X 10 = \$500
 LIT reimbursements: 10 kids X \$80 = \$800
 Bus Mileage: \$1.90 per mile X 200 miles X 8 weeks = \$3,040

Acct # Description

1-161-85150 Youth Soccer

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
4,937	2,762	3,500	3,292	3,500	3,500	

Narrative:

Expenses = participant t-shirts, replacement of equipment and coordinator salary

Acct # Description

1-161-85160 Youth Basketball

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
3,810	4,323	3,500	365	3,500	4,000	

Narrative:

Expenses = participants t-shirts, replacement of equipment and officials pay

Acct # Description

01-161-85860 Fall Program Supplies

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
99	-	500	-	500	500	

Narrative:

Expenses are for volleyball t-shirts and replacement of volleyball equipment

Acct # Description

01-161-85870 Winter Program Supplies

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
5,838	6,919	5,000	-	5,500	5,500	

Narrative:

US Lacrosse Memberships for all participants (required by regional league): \$50 X 75 = \$3,750
 League dues for lacrosse: 4 teams X \$200 each team = \$800
 Replacement of lacrosse equipment / jerseys
 Volleyball t-shirts and replacement of volleyball equipment

Acct # Description

01-161-85880 Spring/Summer Program Supplies

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
38,729	45,123	40,000	30,698	44,000	44,000	

Narrative:

Instructor fees for all programs + printing and distribution of the summer recreation guide which is direct mailed to all Williston families.

Acct # Description

01-161-87000 After School Program

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
9,402	4,210	6,000	-	5,000	5,000	

Narrative:

Instructor fees for all programs.

Acct # Description

01-161-88000 Senior Programs

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
2,362	4,000	3,500	2,200	3,500	3,500	

Narrative:

fee paid to YMCA for instruction + other incidentals

Acct # Description

01-161-88000 School Use Fees

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
124,960	124,960	124,960	-	124,960	124,960	-

Narrative:

Fees tranferred to school district for use of buildings for recreation programs (see attached sheet)

Acct # Description

01-161-86000 Ski Program

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
22,143	20,184	18,000	-	20,000	20,000	

Narrative:

Fees paid to Cochrans for passes for all participants: $50 \times 250 = \$12,500$

Fees paid to end of season trip destination: $30 \times 80 = \$2,400$

Stipends paid to head coordinators: \$2,800

Transportation costs paid to school district for use of district busses: \$2,000

Replacement of various equipment

COMMUNITY SERVICES

Acct # Description

1-161-85600 Program Grants

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved
4,528	6,700	7,000	1,100	7,000	7,700	

Narrative:

Financial Assistance (\$5,200)

Lake Iroquois Recreation District Fee (\$600)

Town Band (\$1,200)

Acct #		Description					
1-161-85190		Fourth of July/Memorial Day					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
13,144	12,543	12,000	10,805		12,000	12,000	
Narrative: Fireworks = \$8,000 T-shirts (\$7.00 X 500) = \$3250 Awards = \$500 Parade winner bbq = \$500							

Acct #		Description					
1-161-85195		Clock Winding					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
550	550	550	-		550	550	
Narrative:							

PARK MAINTENANCE

Acct #		Description					
1-162-50000		Maintenance Salary					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
9,888	9,919	8,000	2,510		8,000	8,000	
Narrative: Seasonal help							

Acct #		Description					
1-162-50020		Park Administration Salary					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
9,485	9,165	9,880	3,839		10,180	10,180	
Narrative: 20%							

Acct #		Description					
1-162-53000		Benefits,Park Administration					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
5,685	6,406	6,680	1,978		7,010	7,010	
Narrative: 20% of benefits for Rec. Director, plus 50% Park Maintenance person							

Acct #		Description					
1-162-****		Property & Casualty Insurance					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,088	1,944	4,000	-		2,020	2,020	
Narrative: pro-rated based on park assets and equipment							

Acct #		Description					
1-162-63000		Equipment Rental					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,798	1,907	2,200	1,250		2,200	2,200	
Narrative: Port-o-let rentals for Rossignol, Community Park and Brennan Fields for six months, 3 x 6 months x \$100.00/month = \$1,800.00 Rental of vibro-roller @ \$200 a day X 5 days = \$1,000							

Acct #		Description					
1-162-73900		Utilities					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
727	690	700	252		700	700	
Narrative: Electrical Costs associated with Rossignol and Community Parks, tennis and basketball courts adjacent to WCS (\$1,000).							

Acct #		Description					
1-162-76400		Other Expenses/New Equipment					
FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
798	878	1,200	-		1,200	1,200	
Narrative: Miscellaneous equipment needs							

Acct #	Description				Requested	Revised	Approved	
1-162-80700	Maintenance & Upgrades							
	FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
	28,713	22,160	30,000	12,718		30,000	30,000	
Narrative:								
-Fertilizer Application (2 times) = \$2,000.00 -Sod Replacement, Overseeding = \$1,500.00 -Field Repair= \$ 2,000.00 Miscellaneous repairs to parks (replace parts + vandalism) = \$2,000 -Brennan Field Maintenance = \$1,000.00 -Rossignol Field Maintenance = \$1,000.00 Reimbursement for Town Service = \$600.00 (Public works overtime to maintain Skating Rink, Community parks and Rec. path) Bike Path Maintenance = \$6,000.00 -Sign replacement, mowing, trash removal, path improvements and repairs to bike paths, landscape maintenance, and snow removal Lyons Property Mowing = \$800.00 annually Mowing of Mahan Property = \$ 800 Recreation Vehicle Maintenance = \$ 600.00 -Fuel, General Maintenance Playground maintenance = \$4,500 Seasonal installation of backstop netting at Babe Ruth field = \$500 Clay infield material = \$5,000 Sealing aging bike paths around community park = \$5,000								

OLD BRICK CHURCH EXPENSES

Acct # Description

1-128-50110 Janitorial - Brick Church

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,168	2,486	2,500	753		2,500	2,600	

Narrative:

Custodian#1 10%

3 hours/week
Estimate 200 hrs. annually

Acct # Description

1-161-53100 Benefits, Brick Church Janitorial

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
-	200	280	102		370	300	

Narrative:

FICA, Workers' Comp, Unemployment.

Acct # Description

1-161-**** Property & Casualty Insurance, Brick Church

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,961	3,610	3,790	-		3,790	3,180	

Narrative:

Based on value of building

Acct # Description

1-128-73200 Heating Fuel - Brick Church

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,262	2,172	2,600	312		2,600	2,600	

Narrative:

year	CCF's		
2006	2198		
2007	2342		
2008	1984		
2009	1933		
2010	1266		
2011	1251	1.255	
2012 est	1350	1.29	1,614
2013 est	1350	1.29	1,742
daily charge, annualized			400

Acct # Description

1-128-73210 Utilities - Brick Church

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,862	1,680	2,100	326		2,200	2,200	

Narrative:

Year	KWH's	cost	
2006	7780		
2007	8620		
2008	8215		
2009	8783		
2010	8780		
2011	9333	0.2	1,756
2012 est	8780	0.2	1,867
2013 est	8633	0.223	1,925
water/sewer			250
total			2,175

5% annual increase anticipated

Acct # Description

1-128-80100 Maintenance - Brick Church

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
4,410	5,013	6,000	2,203		7,000	7,000	

Narrative:

Miscellaneous routine supplies & maintenance, landscape improvements, miscellaneous interior painting, miscellaneous exterior painting & winterization improvements.

Acct # Description

1-128-80100 Cemetery Subsidy

FY 10 Actual	FY 11 Actual	Current Budget'12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
17,000	17,000	19,500			27,700	25,000	

	FY 10	FY 11	FY 12 Est	FY 13 Est
Revenue	4,868	3,301	5,000	5,000
Town Support	17,000	17,000	19,500	25,000
Expenses	<u>(27,686)</u>	<u>(31,005)</u>	<u>(30,000)</u>	<u>(30,000)</u>
Net Income	(5,818)	(10,704)	(5,500)	-
Fund Balance	(7,486)	(18,190)	(23,690)	(23,690)

The Cemetery is unable to support its operations with the current revenue. Even with an increase of Town support, there is still a \$23,690 deficit which will have to be made up at some point. Perhaps add \$5,000 to this amount every year for the next five years, and then scale back to necessary annual support.

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
LIBRARY						
<i>Library Collections</i>						
Department Salary	230,940	235,306	235,410	235,404	244,430	244,280
Benefits	52,510	53,233	54,980	53,687	56,470	54,790
Training & Conferences	2,970	2,957	1,390	1,092	1,690	1,710
Travel & Fees	1,250	1,230	1,250	1,179	1,250	1,250
Books	52,000	48,051	51,130	47,669	52,000	59,900
Bookmobile	1,570	468	1,420	644	1,150	1,150
Office Supplies	7,200	6,543	7,200	6,969	7,200	7,200
Telephone	2,500	1,159	2,200	1,026	1,800	1,400
Postage	3,500	3,410	4,500	3,315	4,770	4,770
	<u>354,440</u>	<u>352,357</u>	<u>359,480</u>	<u>350,985</u>	<u>370,760</u>	<u>376,450</u>
<i>Building Overhead</i>						
Rubbish Removal	1,000	329	-	-	-	-
Janitorial Services	8,320	7,665	5,600	5,592	7,720	8,390
Town Custodial Services, incl. benefits	2,900	2,884	2,500	2,486	2,780	5,720
Heating Fuel	7,800	5,113	5,720	5,677	5,720	6,100
Utilities	7,000	8,235	8,400	8,568	8,500	8,800
Maintenance & Repairs	9,020	9,076	8,020	6,990	9,760	12,220
Land Rental	29,750	29,750	29,750	29,750	29,750	29,750
Property & Casualty Insurance	6,000	7,225	7,620	11,322	11,800	11,090
	<u>71,790</u>	<u>70,277</u>	<u>67,610</u>	<u>70,385</u>	<u>76,030</u>	<u>82,070</u>
<i>Special Programs</i>						
Program Wages	38,900	38,727	39,680	41,894	40,870	40,870
Benefits	12,640	11,990	13,520	13,913	14,240	14,210
Program Presenters and Materials	10,500	9,902	10,000	9,985	10,500	11,000
TOTAL	<u>62,040</u>	<u>60,619</u>	<u>63,200</u>	<u>65,792</u>	<u>65,610</u>	<u>66,080</u>
<i>Computer/Reference Services</i>						
Wages	21,580	16,169	22,020	22,694	22,680	22,680
Benefits	6,150	4,290	4,920	5,404	4,970	6,020
System & Equipment Maintenance	16,610	14,890	11,510	11,272	18,000	10,300
	<u>44,340</u>	<u>35,349</u>	<u>38,450</u>	<u>39,370</u>	<u>45,650</u>	<u>39,000</u>
TOTAL LIBRARY	<u>532,610</u>	<u>518,602</u>	<u>528,740</u>	<u>526,532</u>	<u>558,050</u>	<u>563,600</u>

**Library
Operating Budget
Fiscal Year 2013**

1. Mission Statement:

The mission of the Dorothy Alling Memorial Library is to encourage a literate and informed public and to serve as a community resource center for people of all ages and backgrounds. Access is provided to current information, technology, cultural and social issues, life-long learning and leisure.

2. Trends/Major Issues

This year's library budget requests focus on the maintenance of the building. A capital budget request of \$198,200 was moved up to fiscal year 2013. The building will require new roof shingles and improved roof and attic insulation. Over the last year several shingles were lost from the building and ice dams and heavy rains caused more leaks into the building. An energy audit in 2009 discovered that the existing condition of insulation both wastes energy and shortens the life of the roof's shingles. Inaccessible attic spaces will require some of the insulation work be done from the outside. Therefore, insulation work needs to be completed while the new roofing is installed. Insulation work will also prevent immediate problems with the new roofing from ice dams.

The operating budget request includes for smaller building maintenance projects and double the current time for town maintenance staff to work on smaller repairs. A separate building inspection in the summer of 2011 found several problems with the building which need to be addressed. Building repairs needed include addressing drainage problems, improving attic ventilation and replacing rotting siding, trim and doors.

In this year's budget you will find that some changes have been made in how the accountings of the library collection are made. The library's subscriptions to online resources have been moved from Equipment/Computers to Collections. DAML is offering a larger portion of its resources in digital format. It no longer makes sense to segregate this portion of the collection to another line. The digital collection now includes reference/research databases, online classes and recreational ebooks and audiobooks. This change will reflect the true status of the library's current collection and will also make it easier for library staff to report annual statistics to state and federal library authorities. The line only includes a 2% increase (\$1,400) which is required to meet the rise in subscription costs.

Donations from the Friends of the Library and patrons will continue to supplement lines such as library materials, programs and equipment associated with the library's five year plan. The library continues to take advantage of volunteer labor as much as possible. During FY 2011 the library had an average of over 45 volunteer hours each week, more than one full-time position.

3. Service Indicators:

Service provided	FY 2007	FY 2008	FY 2009	FY 2010	FY2011
Number of items loaned	107,154	108,160	115,863	118,532	117,441
Number of items added & subtracted from collection	3,306 added 2,090 withdrawn	4,373 added 4,605 withdrawn	4,009 added 3,093 withdrawn	3,389 added 4,414 withdrawn	3,190 added 3,240 withdrawn
Patron visits	55,397	52,498	57,230	59,180	59,204
Number of people attending library programs	8,948	7,401	8,297	8,665	9,162
Number of outside groups which use library's space	38 groups with 105 meetings	49 groups with 136 meetings	43 groups with 116 meetings	36 groups with 118 meetings	42 groups with 99 meetings
Number of patron questions researched	6,019	6,263	6,768	7,136	7,606
Number of people who sign up to use library computers	8,730	9,780	9,635	9,628	8,728
Number of website uses	10,464	17,705	37,391	62,984	83,529

4. Performance Standards: (Survey results attached)

Objective	Quality Characteristic	Specific Measure	Data Collection Procedure	FY 2009
Provide variety of materials to community	Citizen satisfaction	Percentage of citizens who believe the library's collection is good to great	Survey	93%
Provide educational & recreational opportunities	Citizen satisfaction	Percentage of citizens who believe the library's programs are good to great	Survey	79%*
Provide computer & reference services	Citizen satisfaction	Percentage of citizens who believe the library's computer & online services are good to great	Survey	92%

*Tied to continuous reduced funding?

August 2011: 51 surveys returned

Are you a resident of Williston 40/78% or St. George? 3/6%

Another town in Chittenden County? 7/14%

Richmond 6, Jericho 1

Elsewhere? (please name) Waterbury 1/2%

How often do you visit this library in an average month?

over 4 times- 27/53% 2-4 times- 13/26% 1-2 times- 7/14% rarely – 3/6%

Please check your level of satisfaction with the following. (Results = % of users of service)

Total users of the service		Poor	Fair	Good	Great	Non-user
45/87%	Books for adults	1 /2%	2/4%	17/38%	25/56%	7/13%
28/55%	Videos for adults	0	5/18%	8/29%	15/54%	23/45%
27/52%	Audiobooks for adults	0	2/7%	8/30%	17/63%	25/48%
26/52%	Magazines for adults	1/ 4%	3/12%	7/27%	15/58%	24/48%
19/38%	Programs for adults	1 /5%	5/26%	8/42%	5/26%	31/62%
36/71%	Books for youth	0	1 /3%	14/39%	21/58%	15/29%
30/58	Videos for youth	0	4/13%	13/43%	13/43%	22/42%
23/45	Audiobooks for youth	0	1 /4%	8/35%	14/61%	28/55%
19/40%	Magazines for youth	0	1/5%	9/47%	9/47%	29/60%
27/54%	Programs for youth	0	3/11%	6/22%	18/67%	23/46%
21/47%	Online databases	0	3/14%	8/38%	10/48%	24/53%
31/61%	Computer access	0	1/3%	10/32%	20/65%	20/39%
24/47%	Interlibrary loan service (materials from other libraries mailed here)	0	1 /4%	5/21%	18/75%	27/53%
# of responses						
49	Building's appearance	0	1/2%	14/29%	34/69%	
47	Layout within rooms	0	1/2%	17/36%	29/62%	
49	Staff assistance	0	1 /2%	3/6%	45/92%	

Citizens who say good or great: Collections 93%, Programs 79%, Computer/Online services 92%

LIBRARY
LIBRARY COLLECTIONS

Acct #	Description						
1-163-50000	Department Salary						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
235,306	235,404	237,850	93,269	244,430	244,280		
<i>Library Services:</i>							
Narrative:	Director	90% of	2080 hrs.	Patron Services	50% of	1300 hrs.	
	Asst. Director	100% of	1300 hrs.	Student Asst. 1	100% of	442 hrs.	
	IT/Ref	50% of	2080 hrs.	Student Asst. 2	100% of	442 hrs.	
	Youth Services	60 % of	2080 hrs.	Student Asst. 3	100% of	442 hrs.	
	Asst. Yth. Serv.	80% of	1300 hrs.	Student Asst. 4	100% of	442 hrs.	
	Tech. Services	100% of	1300 hrs.	Bookmobile	100% of	110 hrs.	
	Circulation	100% of	1300 hrs.	Substitutes	100% of	700 hrs.	

Acct #	Description						
1-163-53000	Benefits, Library Collection Staff						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
53,233	53,687	56,470	15,635	55,070	54,790		
Narrative:	Payroll Dept Estimates						
	Health, Dental, Disability, Life	22000					
	fica	19250					
	Workers Comp, Unemployment	2210					
	retirement	11330					
	total	54790					

Acct #	Description						
1-163-56200	Training/Conference Fees, Dues						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
2,957	1,092	1,690	635	1,710	1,710		
Narrative:	Vermont Library Assoc. dues 320 American Library Assoc. dues 140 VT Library Conference 500 New England Library Conference 750						

Acct #	Description						
1-163-56400	Travel & Fees						
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011	FY 13 Requested	FY 13 Revised	FY 13 Approved	
1,230	1,179	1,250	635	1,250	1,250		
Narrative:	Mileage reimbursed at \$.485/mile Parking fees						

Acct #		Description					
1-163-78200		Library Collections					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
48,051	47,669	52,000	19,183		59,900	59,900	-
Narrative: For adult and youth collections.* Digital resources 6,900 Audio Visual 18,500 Print 34,500 *This is 1st time digital resources are included in this line, instead of Computers/Equipment. Donations supplement collections.							

Acct #		Description					
1-163-		Bookmobile					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
468	644	1,150	273		1,150	1,150	-
Narrative: Includes: inspection 25 fuel 200 replacement of damaged/lost books 100 general repairs 500 insurance 525							

Acct #		Description					
1-163-76000		Supplies					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
6,543	6,969	7,200	2,129		7,200	7,200	
Narrative: Includes office, library supplies and janitorial supplies not covered by janitorial contract (i.e. towels)							

Acct #		Description					
1-163-76100		Telephone					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
1,159	1,026	1,800	467		1,400	1,400	
Narrative: Local, long distance & POTS							

Acct #		Description					
1-163-76110		Postage					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
3,410	3,315	4,770	1,033		4,770	4,770	-
Narrative: Free interlibrary loan service is required for state certification.							

BUILDING OVERHEAD

Acct #		Description					
1-163-63320		Rubbish Removal					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
329	-	-	-		-	-	-
Narrative: Rubbish & recycling is combined with Town's dumpster pickup							

Acct #		Description					
1-163-63430		Janitorial Services					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
7,665	5,592	7,720	1,864		8,390	8,390	-
Narrative: Weekly cleaning plus bathroom 2 x week = 522 x 12 \$ 6,264 * windows washed 2 x year \$ 1,220 rugs cleaned 1 x year 900 \$ 8,384							
*monthly rates will be increasing 12%							

Acct #		Description					
1-163-63440		Town Custodial Service					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,884	2,486	2,780	753		5,720	5,720	-
Narrative: Maintenance and repairs performed by town custodial staff 6 hours of custodian time per week. Time doubled this year to address necessary small repairs as noted in building inspection July 2011.							

Acct #		Description					
1-163-73700		Heating Fuel					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
5,113	5,677	5,720	945		6,100	6,100	-
Narrative: Natural gas rates are expected to stay steady. Distribution & access will increase 2% ea. Jan. 2012 Average usage over last 3 years was 4,151 CCFs per year FY 09: 4,358 CCFs FY10: 3,803 CCFs FY11: 4,292 CCFs Current rate for gas 4,151 x 1.0294 per CCF 4,273 Distribution (4,151 x .3311 per CCF) + 2% = 1,402 Daily access (1.0174 x 365) + 2% = 379 6,054							

Acct #		Description					
1-163-73900		Utilities					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
8,235	8,568	8,500	3,139		8,800	8,800	-
Narrative: Electric, water & waste water. Average electric usage over last 3 years was 57,387 KWH per year FY09: 57,760 KWH, FY10: 56,560 KWH, FY11: 57,840 KWH Current rate \$.13456 Per KWH, plus \$220 per year access charges. GMP will request a 5% increase for next year (57,387 KWH x \$.13456) + \$220 access charge x 5% = \$8,339 Current water & sewer usage averages 41,000 gallons per year. Average increases of the last 3 years have been 10% for water & 16.27% for sewer Costs per 1,000 gallons = water \$3 & sewer \$4.85, plus \$95 annual access fee Water (41,000 x \$3) x 10% 135 Sewer (41,000 x \$4.85) x 16.27% 231 Access fee 95 461							

Acct #		Description					
1-163-78100		Building Maintenance (Indoors & Outdoors)					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
9,076	6,990	9,760	3,381		12,220	12,220	-
Narrative: Garden maintenance \$ 2,000 HVAC 1,750 Fire alarm inspection 400 Fire extinguisher inspection and maintenance 245 Elevator inspection 175 Exterior paint & labor (1 side) 2,200 Clear gutters 220 Materials for repairs needed (building inspection) 4,000 Fire alarm monitoring 225 Other unforeseen repairs 1,000 \$ 12,215							

Acct #		Description					
1-163-78***		Land Rental from School					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
29,750	29,750	29,750	-		29,750	29,750	-
Narrative:							

Acct #		Description					
1-163-78**		Property & Casually Insurance					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
7,225	11,322	11,800	-		12,000	11,090	
Narrative: Pro-rated based on value of buildings, vehicles and equipment							

SPECIAL PROGRAMS

Acct #		Description					
1-163-50100		Special Program Wages					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
38,727	41,894	39,680	16,863		40,870	40,870	
Narrative: <i>Special Programs:</i> Patron Services 50% of 1300 hrs. Youth Services 40 % of 2080 hrs. Asst. Yth. Serv. 20% of 1300 hrs. Director 10% of 2080 hrs.							

Acct #		Description					
1-163-53000		Benefits					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
11,990	13,913	14,240	5,690		14,340	14,210	
Narrative: Benefits for employees assigned to special programs <div style="text-align: right;"> FY 13 estimates from Payroll Dept health, dental, disability, life 8,510 Fica, retirement 5,330 workers comp, unemployment 370 <u>14,210</u> </div>							

Acct #		Description					
1-163-85140		Performers & Program Supplies					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
9,902	9,985	10,500	4,768		11,000	11,000	-
Narrative: Fees for performers, speakers, their mileage and other talent related fees. Craft supplies, refreshments & other disposable supplies for programs. * <div style="text-align: right;"> *Still a 12% cut from this line since FY09. Friends of the Library have supplemented some but patron surveys show a 14% reduction in satisfaction with programs which seems tied to reduced funding. </div>							

COMPUTER/REFERENCE SERVICES

Acct #		Description					
1-163-50200		Wages					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
16,169	22,694	22,020	7,852		22,680	22,680	
Narrative: <i>Computer Reference Services:</i> IT/Ref 50% of 2080 hrs.							

Acct #		Description					
1-163-53000		Benefits					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
4,290	5,404	4,970	1,998		6,020	6,020	
Narrative: benefits for wages above. benefits figured at 9% of total library benefits <div style="text-align: right;">Estimate from Payroll Dept</div> health, dental, disability, life 2,855 Fica, retirement 2,955 workers comp, unemployment 210 <div style="text-align: right;">6,020</div>							

Acct #		Description					
1-163-74100		Computer Systems, Equipment & Support, Service Contracts					
FY 10 Actual	FY 11 Actual	Current Budget '12	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
14,890	11,272	18,000	5,556		10,300	10,300	
Narrative: Costs related to computers, computer network, public access stations, wi-fi & related services.* Outside technical help 1,000 Symantic software contract 250 Cable modem 720 Online backup 120 Other small network equipment & supplies 1,000 Computer replacements 6@600 3,600 Copiers (2) contract 2,000 Library system (VOKAL) support 1,300 Website & email 120 *No longer includes databases Cataloging subscription (CAT Express) 150 now found in Library Collections <div style="text-align: right;">10,260</div>							

Town of Williston

Operating Budget FY 2013

	FY 2010 Approved Budget	FY 2010 Actual	FY 2011 Approved Budget	FY 2011 Actual	FY 2012 Approved Budget	FY 2013 Proposed Budget
--	-------------------------------	-------------------	-------------------------------	-------------------	-------------------------------	-------------------------------

CAPITAL EXPENSES

Capital Projects

Capital Equipment - Operating Budget	10,310	78,814	-	14,800	30,520	99,630
Capital Projects - Operating Budget	10,000	10,000	-	-	-	-
Capital Projects - Host Town Funded	98,000	98,000	62,300	62,300	123,200	129,110
Capital Equipment - Host Town Funded	252,000	252,000	252,700	252,700	260,190	290,890
TOTAL	370,310	438,814	315,000	329,800	413,910	519,630

Debt Service

Library Bond, Principal	-	-	-	-	-	-
Library Bond, Interest	-	-	-	-	-	-
Fire Truck Bond, Principal	-	-	-	-	-	-
Fire Truck Bond, Interest	-	-	-	-	-	-
Tower Ladder Truck, Principal	25,000	25,000	25,000	25,000	25,000	-
Tower Ladder Truck, Interest	2,740	2,741	1,660	1,663	560	-
New Engine Tanker, Principal	30,000	30,000	30,000	30,000	30,000	25,000
New Engine Tanker, Interest	4,200	4,201	3,310	3,306	2,330	1,370
Sidewalk Bond, Principal	80,000	80,000	80,000	80,000	80,000	80,000
Sidewalk Bond, Interest	39,220	39,222	36,410	36,414	33,510	30,500
PS Building, Principal	325,000	325,000	325,000	325,000	325,000	325,000
PS Building, Interest	238,110	238,108	225,960	225,961	213,510	200,760
Fire Engine,09, Principal	-	-	50,000	50,000	50,000	50,000
Fire Engine,09, Interest	17,810	11,110	12,550	12,555	11,780	10,910
Ambulance Lease, Principal	-	-	39,000	35,771	27,760	28,880
Ambulance Lease, Interest	-	-	-	-	7,470	6,340
TOTAL	762,080	755,382	828,890	825,670	806,920	758,760

TOTAL CAPITAL EXPENSES

	1,132,390	1,194,196	1,143,890	1,155,470	1,220,830	1,278,390
--	-----------	-----------	-----------	-----------	-----------	-----------

OPEN SPACE PRESERVATION

Tax Stabilization

Tax Stabilization	10,000	9,640	10,000	9,738	10,000	10,000
-------------------	--------	-------	--------	-------	--------	--------

Environmental Reserve Fund(Conservation)	65,000	65,000	-	-	10,000	20,000
--	--------	--------	---	---	--------	--------

TOTAL OPEN SPACE PRESERVATION

	75,000	74,640	10,000	9,738	20,000	30,000
--	--------	--------	--------	-------	--------	--------

GRAND TOTAL

	7,558,070	7,288,975	7,746,355	7,498,391	8,064,520	8,402,230
--	-----------	-----------	-----------	-----------	-----------	-----------

CAPITAL EXPENSES

Acct #	Description						
1-197-900000	Capital Projects funded by Operating Budget						
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
88,814	-	30,520			99,630	99,630	
Narrative: All capital equipment: Large Highway Truck This item may change or go to zero as adjustments are made to the capital budget. This amount is the surplus of capital and equipment projects above the level of support available from Host Town fees.							

Acct #	Description																		
1-197-900000	Capital Projects funded by Host Town Fees																		
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved												
350,000	315,000	383,390	-		420,000	420,000													
Narrative: <table style="margin-left: 20px;"> <tr> <td></td> <td style="text-align: right;">FY 13</td> <td></td> </tr> <tr> <td>Capital Projects</td> <td style="text-align: right;">129,110</td> <td></td> </tr> <tr> <td>Capital Equipment</td> <td style="text-align: right;">290,890</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">total</td> <td style="text-align: right;">420,000</td> <td></td> </tr> </table> Please see capital budget for list of projects funded this way									FY 13		Capital Projects	129,110		Capital Equipment	290,890		total	420,000	
	FY 13																		
Capital Projects	129,110																		
Capital Equipment	290,890																		
total	420,000																		

OPEN SPACE PRESERVATION

Acct #	Description						
1-199-85000	Tax Stabilization						
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
9,640	9,738	10,000	9,726		10,000	10,000	
Narrative: level fund							

Acct #	Description						
1-196-85010	Environmental Reserve Fund						
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
65,000	-	10,000	10,000		20,000	20,000	-
Narrative: plan to gradually add more to this account.							

DEBT SERVICE

Acct # Description

1-180-84400 2001 Tower Fire Truck Bond - Principal

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
25,000	25,000	25,000			-		

Narrative:

finished in FY 12

Acct # Description

1-180-84410 Tower Fire Truck Bond - Interest

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
2,741	1,663	560			-		

Narrative:

Finished in FY 12

Acct # Description

1-180-84400 2003 Engine Tanker Fire Truck, Principal

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
30,000	30,000	30,000			25,000	25,000	

Narrative:

ninth year of a ten year bond

Acct # Description

1-180-84410 2003 Engine Tanker Fire Truck, Interest

FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
4,201	3,306	2,330			1,370	1,370	

Narrative:

ninth year of a ten year bond

Acct #		Description					
1-180-84410		Sidewalk Bond Principal					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
80,000	80,000	80,000	80,000		80,000	80,000	
Narrative: eighth year of a twenty year bond							

Acct #		Description					
1-180-84410		Sidewalk Bond Interest					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
39,222	36,414	33,510			30,500	30,500	
Narrative: eighth year of a twenty year bond Impact fees pay for another \$15,710 of the interest on this bond Total interest for 13 is \$46,210							

Acct #		Description					
1-180-84410		Public Safety Bond Principal					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
325,000	325,000	325,000	325,000		325,000	325,000	
Narrative: seventh year of 20 year bond for \$3,300,000 \$ 165,000 sixth full year of a 20 year bond for \$1,350,000 70,000 fifth year of a 20 year bond for \$1,800,000 90,000 \$ 325,000							

Acct #		Description					
1-180-84410		Public Safety Bond Interest					
FY 10 Actual	FY 11 Actual	Current Budget	YTD as of: 11/30/2011		FY 13 Requested	FY 13 Revised	FY 13 Approved
238,108	225,961	213,510			200,760	200,760	
Narrative: seventh year of 20 year bond for \$3,300,000 \$ 95,310 sixth full year of a 20 year bond for \$1,350,000 42,830 fifth year of a 20 year bond for \$1,800,000 62,620 \$ 200,760							

