

**TOWN OF GREAT BARRINGTON MASSACHUSETTS  
FINANCE COMMITTEE MEETING  
< AGENDA >**

**TUESDAY, DECEMBER 15, 2020  
6:00 PM**

**LOCATION: REMOTE MEETING VIA ZOOM**

Please click the link below to join the Zoom Meeting:

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/8755172252?pwd=M3hxWHZ1dlp3TXkwWlE3K0lpZmpTZz09>

Meeting ID: 875 517 2252

Passcode: 613613

Or by Telephone: Dial in: **(929) 205-6099**

Meeting ID: 868 5927 9309

Password: 123123

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Great Barrington Finance Committee will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at [www.townofgb.org](http://www.townofgb.org). For this meeting, members of the public who wish to listen to the meeting may do so in the following manner: See instructions at the top of the agenda. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

1. Call to Order
2. Roll Call Vote
3. Approval of Minutes
  - August 18, 2020 & September 22, 2020
4. Finance Committee member committee reports
5. Update from Town Manager
  - FY 22 Budget Meetings/Hearing – Proposed Dates
  - Five-Year Comparison: GB Local Receipts (FY16 – FY20)
6. Update from Finance Director
  - Nov 2020 Operating Budget Reports
7. Finance Committee business
  - Reserve Transfer request for IT – Discussion/Vote
  - FY 21 Permit Fees Proposal – Discussion/Vote
  - SBAS FY 21 Special Article – Follow up
8. Finance Committee Member Comments
9. Citizen Speak Time
10. Media Time
11. Adjournment

*Pursuant to MGL, 7C 30A sec. 20(f), after notifying the Chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body, or may transmit the meeting through any medium. At the beginning of the meeting, the Chair shall inform other attendees of any such recordings. Any member of the public wishing to speak at the meeting must receive permission of the Chair.*

**TOWN OF GREAT BARRINGTON  
MASSACHUSETTS**

**FINANCE COMMITTEE MEETING  
MINUTES**

**TUESDAY, AUGUST 18, 2020  
6:00 PM**

**LOCATION: REMOTE MEETING**

Conducted via Conference Call

1. **Meeting was called to order** by Chairperson A. O'Dwyer, at 6:00 pm. The meeting opened with a reading aloud of Remote Meeting Guidelines provided in response to Governor Baker's March 12 and 15, 2020 Orders Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §18, in response to strict limitation on the number of people that may gather in one place.
2. **Attendance roll call** was called by Chairman A. O'Dwyer, at 6:00 pm. A roll call verified that present at the meeting: A. O' Dwyer, M. Loubert, and M. O'Connor (T. Blauvelt was not in attendance at start of meeting, but communicated that he would join shortly); W. Curletti not present).

Also in attendance: Town Manager, M. Pruhenski; Finance Director, S. Carmel; Selectboard Chair, S. Bannon; Selectboard member, Ed Abrahams; Treasurer/Collector, Karen Fink; Principal Assessor, Shawn McHugh; and DPW Superintendent, Sean Van Deusen.

3. **Approval of Minutes**

**Minutes of July 21, 2020 FC meeting.** M. Loubert made the motion to approve the minutes, A. O'Dwyer seconded. Roll call vote: all in favor (3 - 0).

4. **Finance Committee member committee reports – Economic Development Committee:**

Economic Development Committee. M. O'Connor was not able to attend the most recent EDC meeting; A. O'Dwyer (member at large on the EDC) reported that the committee had received feedback from Selectboard regarding taking on various information-gathering projects, focusing on costs of various projects, who might benefit and what is need [for the project]. She noted that the EDC is still trying to understand its role as an advisory committee to the Selectboard. Projects discussed include the Berkshire Train project and other surveys that might be done.

5. **Update from Town Manager.** M. Pruhenski referenced a communication from the Mass Municipal Association from July 30th (already shared with FC members, and included in the meeting packet) reporting that the State would keep unrestricted general government state aid for FY 21 would be level funded, which was good news, at a time when cuts to funding were a concern.

T. Blauvelt joined the meeting at 6:07 PM.

M. Loubert commented that the links in the MMA report were difficult to access; she also noted that level funding is often noted as a cause for cutting services (not keeping services level), so this news

of level funding is not entirely positive. M. Pruhenski acknowledged that this observations was accurate even for the current FY, as the Town increased local aid in the FY 21 budget by just less than \$12,000, which S. Carmel observed was less than a 1% increase from previous years, and is only 4% of the total budget and we are conservative on estimating local aid in budgeting, so she is not so concerned with the level funding. M. Loubert noted that she is concerned. A. O'Dwyer agreed that the level funding does not take into account cost of living increases, but that she had been hearing that there may be cuts to local aid, so the news of level funding was better than she had anticipated.

M. Pruhenski also shared his follow up on the committee's requests for Town committee member email accounts. He noted that there are approximately 172 individual on town committees, and each email account comes with a \$75 set-up fee, so that would be cost of almost \$13,000 to the Town – to create an individual town email account for each committee member. In addition to the cost, in his conversations with Amy Pulver and others, they noted the concerns regarding security and time in managing so many new accounts and the constant turnover in committee members. Thus, his recommendation is to not proceed with creating email accounts for each member, but to create one email account for each board or committee, to be managed by the chair, which would be hyperlinked to the chair.

A. O'Dwyer noted that there would still be a cost (\$75 per committee), but M. Pruhenski indicated the town could likely absorb that cost, and asked if that would go to the Chair. T. Blauvelt agreed with this suggestion. Both A. O'Dwyer and M. Loubert expressed surprise at the cost per account – it was higher than expected (it is the same cost for employees as committee members).

M. Loubert also wondered at the cost, as in other municipal agencies, staff have their own accounts. She also asked if SB had their own emails; M. Pruhenski reported that these committee members do due their high volume of emails, and Town employees have email accounts. But, no other committee members have email accounts. S. Bannon also indicated that regarding lawsuits, it is easier for the Town SB members to have town accounts. M. Loubert also wondered if Planning Board and other boards should have the same, noting concerns for other committees/boards that don't have a Town email account. A. O'Dwyer noted that having a committee email would still make it easier for residents to reach committees; M. Loubert expressed concerns that this system will rely a lot on the responsiveness of the chair, recognizing that this can be further reviewed in the future. M. Pruhenski noted that A. Pulver, as the in-house IT staff person, receives a very small stipend (he estimated it to be around \$3,000) for managing the Town email accounts. Adding another 172 accounts would add considerable workload to this role—and unlike a school district, the Town does not have a dedicated IT office.

6. **Update from Finance Director.** A. O'Dwyer thanked S. Carmel for getting the end-of-year operating budget reports for FY 2020; she also apologized that there were some missing and out-of-order pages in the scanned pages on the budget reports in the meeting packet, although these were corrected in the posted addendum to the original packet, and she was able to display all pages via the Zoom screen share function. FC members indicated that they were okay moving forward with the discussion, despite the page issues.

S. Carmel shared a general summary of the FY 20 end-of-year budget reports. Overall, the turn-backs (unused budget amounts) was approximately \$1.1 million for the operating budgets and \$240,000 for the Wastewater budget. A. O'Dwyer commented that insurance expenditures came in below budgeted amounts; S. Carmel noted \$427,000 were turned back; she reminded the committee

that the town has a policy budgets this conservatively, and often sees turn-backs in this line (this year is slightly lower in turn-back amounts than last year).

## 7. Finance Committee Business

Town Warrant Items: The committee reviewed the two items on the Town Warrant for the upcoming Special Town Meeting (on September 15, 2020):

Quarterly Tax Billing Proposal. K. Fink and S. Carmel shared with the committee that their recommendation to the Town is to go to a quarterly billing system. A. O'Dwyer noted that it was her understanding that this can help with cash flow for the town and reducing the need to borrow. M. Loubert asked about the cost to the town to make this change; K. Fink indicated that while her department would be busier, she did not anticipate any greater cost. She noted that since the bills would still be mailed twice a year, there would be no additional printing or postage costs. She said that is what most towns do—have four billing periods, but only two mailings. M. Loubert indicated that she has seen towns send bills for each payment period. A. O'Dwyer asked how we remind residents that there are quarterly payments due. K. Fink indicated that the Town can do some postings and other low-cost communications to remind residents about the new billing system. All agreed local newspapers should cover this change. K. Fink noted that most people pay the full half, even when there are quarterly payments, although M. Loubert noted that these are different economic times. K. Fink said this was not an issue. She said that wmost people have their tax payments woven into the mortgage, and banks make this adjustment readily. She noted that the first quarterly preliminary tax bills would be mailed out on July 2021.

A. O'Dwyer said she understood that this switch a quarterly tax payment would enable the Town to set tax rates later in the year. A. O'Dwyer made the motion to move to a quarterly tax payment system; T. Blauvelt seconded. Roll call vote: Vote (3 – 1); M. Loubert voted against.

Wastewater Additional Budget Request. The Wastewater Treatment requested an additional \$50,000 above the budget approved at the recent June 2020 Town Meeting. [Bill Ingram, Wastewater Superintendent, had planned to be at the meeting, but was unable to attend.]

S. Van Deusen shared that the treatment plant's sludge hauling/removal agency's bid – a 13% increase (which they attributed to the environmental permitting costs associated with sludge removal); he also pointed out that they were the only bidder for this service contract. He also noted that the treatment plant had seen a 20% increase in the amount of septic waste the plant was seeing (the GB Wastewater Treatment plant processes waste from several surrounding towns, as well, which generates revenue [approx. \$300,000 in FY 20] for the plant). He reported that they are anticipating additional increases in sludge due to relocations to the region and the increase that people are staying at home. He indicated that these additional funds requested—summarized in a memo in the meeting packet—are in response to these anticipated increases. S. Carmel indicated that if the money is not spent, the funds go back into retained earnings, but doesn't change the next year's budget. M. Loubert said while she's worried about increasing budgets at this time, she realizes this needs to be done.

A. O'Dwyer made the motion to move to support the request; T. Blauvelt seconded. Roll call vote: All voted in favor (4 – 0).

**Return to Finance Committee member committee reports Community Preservation Committee.**

T. Blauvelt had asked at the prior meeting that the FC members review the CPC plan. A. O’Dwyer asked if the 1/3-1/3-1/3 division between affordable housing, historic preservation, and open-spaces, was intentional on the part of the committee. T. Blauvelt indicated that this was not by design, but is how it often worked out. M. Loubert asked if the Committee shifted the balance between the funding across the three areas, taking into account the concerns at the time (she noted the housing issues at this time in the region). M. Blauvelt indicated that the main priority is Town-sponsored projects, which are given first consideration; second bases for consideration is the quality of the organization regarding managing funds, etc. He also noted that he felt the committee members each brought their own advocacies to the debates on the committee.

8. **Finance Committee Member Comments.** < no comments or questions >

9. **Citizen Speak.** < no comments or questions >

10. **Media Time.** < no comments or questions >

T. Blauvelt lost connection with the meeting at 6:53 PM.

11. **Adjournment.** Motion was made by A. O’Dwyer at 6:55 PM to adjourn the meeting; M. Loubert seconded; vote 3-0, all in favor.

Respectfully submitted by

Anne O’Dwyer

*Approved September 22, 2020*

**TOWN OF GREAT BARRINGTON  
MASSACHUSETTS**

**FINANCE COMMITTEE MEETING  
MINUTES**

**TUESDAY, SEPTEMBER 22, 2020  
6:00 PM**

**LOCATION: REMOTE MEETING**  
Conducted via Conference Call

1. **Meeting was called to order** by Chairperson A. O'Dwyer, at 6:00 pm. The meeting opened with a reading aloud of Remote Meeting Guidelines provided in response to Governor Baker's March 12 and 15, 2020 Orders Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §18, in response to strict limitation on the number of people that may gather in one place.
2. **Attendance roll call** was called by Chairman A. O'Dwyer, at 6:00 pm. A roll call verified that present at the meeting: A. O' Dwyer, T. Blauvelt, & W. Curletti were in attendance; M. Loubert and M. O'Connor were not present).

Also in attendance: Town Manager, M. Pruhenski; Finance Director, S. Carmel; and Selectboard Chair, S. Bannon.

3. **Approval of Minutes**

**Minutes of August 18, 2020 FC meeting.** T. Blauvelt made the motion to approve the minutes, However, as W. Curletti was not at the August 18<sup>th</sup> meeting, it was agreed to pass over the approval of the minutes until the next FC meeting.

4. **Finance Committee member committee reports – Economic Development Committee:**

Economic Development Committee. No updates.

Community Preservation Committee. T. Blauvelt reminded the committee that the request for first-round applications are out and available on the Town website, due back by November 2, by 4:00 PM. Review of applications received will begin on October 6.

5. **Update from Town Manager.** Vocational Transportation Update: M. Pruhenski reported that S. Carmel had been working closely with the Chair of the Transportation Committee, Tate Coleman. S. Carmel reported that the Town has entered into an agreement with CRT Transportation to provide transportation for the two GB students to the vocational program in Pittsfield, and thanked T. Coleman for all his hard work on this. She indicated that the Town has contracted with CRT a daily rate that is approximately half the rate the Town had last year with Massini Bus Company. The amount, she estimates, will come to around \$40,000 (+/- a small margin, depending on start date and other Covid-related reductions in in-person days). S. Carmel also noted that with Covid, the vocational program is supposed to start in-person 2-days a week for juniors and seniors only (one of the GB students is, she believes, a sophomore).

A. O'Dwyer asked if this contract is such that, unlike last year when the contract required us to pay for transportation even if school was not in session in-person, it was only for services provided. S. Carmel clarified that it is a year-long contact (for the school year), but that the Town did put into the contract that we do not pay for the service if no service is provided (e.g., if there is no in-person vocational classes/transportation). The committee members thanked S. Carmel and T. Coleman for all their work on this, and S. Carmel again acknowledged the hard work of T. Coleman.

6. **Update from Finance Director.** A. O'Dwyer thanked S. Carmel for getting the August 2020 operating budget reports to the committee well in advance of the meeting. A. O'Dwyer asked about the Collector/Treasurer tax/title litigation budget. S. Carmel noted that because some of the prior year fiscal year is still open in the system, there are carry-over PO's from the prior year, which will not be taken out of the budget until the fiscal year is closed in the system. So, this early in the budget year, a few budget lines (e.g., also true for the cemetery/parks budget line). can look like their over-budget, but it is due to carry overs from last year, which will be removed when the FY20 budget is closed. S. Carmel shared that this is due to grant receipts can come in until September, so she always try to make give as much time for grant funds to come in, and the State is particularly late this year in getting out grant funds requested.

A. O'Dwyer also asked if the additional \$50,000 voted at the Annual Town meeting in September is included in the Wastewater budget report from August. S. Carmel reminded the committee that the additional funds were not voted on yet, so the Wastewater Budget will be revised for future budget reports. Committee members thanked S. Carmel for her work on the budgets.

## 7. Finance Committee Business

A. O'Dwyer indicated that she wanted to be sure that the Finance Committee members were aware of the outcomes and data of the Tax Classification numbers. S. Carmel shared the information as shared with the Selectboard prior.

The good news, she shared, is that at the time of the initial budget-focused Town Meeting, the Town was proposing a tax rate increase of approximate 44 cents, for a tax rate of \$16.19. She is pleased that the Town has been able to come in with tax rate under \$16 -- \$15.99. The Town had originally anticipated that the increase would be an average of \$133 (based on an assessed value of \$300,000), and it came in at a \$72 increase. Some of the factors that played into the lower-than-anticipated tax increase included: (a) very strong growth (160% higher than budgeted); (b) we were able to increase the local receipts estimates slightly, based on our year-end results; and (c) we reduced the overlay (what is set aside for abatements and exemptions)—we had proposed \$150,000 at budget time, and based on the 5-year average, were able to bring it down to \$130,000. All these helped to kept he levy low, keeping tax rate down. Also, our excess levy capacity has grown modestly over the past two years, and we are back over \$1 million in excess levy capacity. The percentage increase in the tax rate was thus 1.5% (we were at \$15.75 and went up to \$15.99).

A. O'Dwyer also asked about the recent upward trend in real-estate sales. She wondered if the town received any revenues from the increase in real-estate sales and increased home values. S. Carmel indicated that the Town Assessor could likely speak more to this, but generally assessed values are based on prior year sales, not the current year. T. Blauvelt shared that the fees from real estate sales do benefit the town indirectly, because the recording and transfer fees help fund the CPA pool of funds. S. Carmel also indicated that we get the municipal liens, and shared that the Town has already done more by now than the entire year last year.

A. O'Dwyer also asked if the Town was yet seeing any impact of Covid on revenues. S. Carmel reported that because we get our State revenues on a quarterly basis, we'll know more about these revenues by the end of September (for June, July & August). T. Blauvelt confirmed that we will start the quarterly tax payments starting in June 2021 billing. A. O'Dwyer confirmed that we will now set the tax rate sometime between November and early December, as bills need to be out by December 31<sup>st</sup>. The first billing will go out in June of next year (a "preliminary bill") – the first two quarters are based on the current year's tax rate; when the 2<sup>nd</sup> two quarters' bill goes out in December, these are based on the adjusted (new) tax rate (which is set in December for billing on December 31<sup>st</sup>). Nothing needs to be done in November and December of this year—this is all for the next fiscal year. One advantage of this later setting of the tax rate allows for the Town to have one quarter of revenues information, which helps in setting a more reasonable tax rate.

8. **Finance Committee Member Comments.** T. Blauvelt asked if the Finance Committee would wanted to weigh on these deliberations. A. O'Dwyer indicated that she felt she didn't know enough about if there are financial implications of this decision and would want to know more before, as a FC member, making a recommendation. She can see it could have potential implications in both directions (increasing some revenues but also could have negative effects on some property values).
9. **Citizen Speak.** < no comments or questions >
10. **Media Time.** < no comments or questions >
11. **Adjournment.** Motion was made by A O'Dwyer at 6:30 PM to adjourn the meeting; T. Blauvelt seconded; vote 3-0, all in favor.

Respectfully submitted by

Anne O'Dwyer



12/08/2020 16:45  
1184scarmel

TOWN OF GREAT BARRINGT | TRAIN | 12/08  
FY21 BUDGET REPORT-THRU 11/30/20

P 1  
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FOR 2021 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
01122 SELECTBOARD/TOWN MANAGER							
01122 51105 SELECTBOARD	18,750.00	18,750.00	6,250.00	1,562.50	.00	12,500.00	33.3%
01122 51108 TOWN MANAGER	120,000.00	122,400.00	45,958.69	9,379.32	.00	76,441.31	37.5%
01122 51113 ADMINISTRATION	102,327.00	104,373.54	43,851.49	12,659.60	.00	60,522.05	42.0%
01122 51114 COMMITTEE CLERKS	7,500.00	7,650.00	581.97	.00	.00	7,068.03	7.6%
01122 51136 TEMPORARY HELP	.00	.00	1,938.00	741.00	.00	-1,938.00	100.0%*
01122 51200 INTERN	1,000.00	1,000.00	314.50	314.50	.00	685.50	31.5%
01122 51420 LONGEVITY PAY	1,250.00	1,250.00	750.00	750.00	.00	500.00	60.0%
01122 52000 CONTRACTED SERVICES	20,000.00	20,000.00	.00	.00	20,000.00	.00	100.0%
01122 52300 PUBLICATIONS	2,500.00	3,660.00	.00	.00	1,500.00	2,160.00	41.0%
01122 53020 LEGAL FEES	90,000.00	90,000.00	18,955.65	5,394.80	66,194.35	4,850.00	94.6%
01122 53070 CONSULTANTS	18,000.00	18,000.00	4,500.00	1,500.00	13,500.00	.00	100.0%
01122 53450 ADVERTISING	13,000.00	13,000.00	5,027.40	144.00	.00	7,972.60	38.7%
01122 54200 OFFICE SUPPLIES	5,000.00	5,000.00	2,298.02	708.07	1,722.73	979.25	80.4%
01122 57100 TRAVEL/TRAINING	10,100.00	8,940.00	.00	.00	500.00	8,440.00	5.6%
01122 57300 DUES & MEMBERSHIPS	5,000.00	5,000.00	2,282.00	.00	.00	2,718.00	45.6%
TOTAL SELECTBOARD/TOWN MANAGER	414,427.00	419,023.54	132,707.72	33,153.79	103,417.08	182,898.74	56.4%
01131 FINANCE COMMITTEE							
01131 51900 CONTINGENCY	128,000.00	22,246.38	.00	.00	.00	22,246.38	.0%
01131 57100 TRAVEL/TRAINING	100.00	100.00	.00	.00	.00	100.00	.0%
01131 57300 DUES & MEMBERSHIPS	200.00	200.00	180.00	.00	.00	20.00	90.0%
01131 57800 RESERVE FUND	125,000.00	125,000.00	.00	.00	.00	125,000.00	.0%
TOTAL FINANCE COMMITTEE	253,300.00	147,546.38	180.00	.00	.00	147,366.38	.1%
01135 TOWN ACCOUNTANT							
01135 51107 TOWN ACCOUNTANT	105,000.00	107,100.00	40,213.78	8,206.89	.00	66,886.22	37.5%
01135 51113 FINANCIAL CLERK	9,400.00	9,588.00	.00	.00	.00	9,588.00	.0%
01135 51114 A/P CLERK	5,000.00	5,100.00	1,184.22	.00	.00	3,915.78	23.2%
01135 53010 AUDIT/ACCTG SERVICES	25,500.00	74,720.00	25,500.00	.00	23,720.00	25,500.00	65.9%

12/08/2020 16:45  
1184scarmel

TOWN OF GREAT BARRINGT | TRAIN | 12/08  
FY21 BUDGET REPORT-THRU 11/30/20

P 2  
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FOR 2021 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>01135 57100 TRAVEL/TRAINING</u>	1,500.00	1,500.00	.00	.00	.00	1,500.00	.0%
<u>01135 57300 DUES &amp; MEMBERSHIPS</u>	150.00	150.00	80.00	.00	.00	70.00	53.3%
TOTAL TOWN ACCOUNTANT	146,550.00	198,158.00	66,978.00	8,206.89	23,720.00	107,460.00	45.8%
01136 TECHNOLOGY							
<u>01136 51107 IT COORDINATOR</u>	6,000.00	6,000.00	2,252.92	459.78	.00	3,747.08	37.5%
<u>01136 52400 REPRS &amp; MAINTNCE</u>	15,000.00	15,000.00	4,958.96	40.00	.00	10,041.04	33.1%
<u>01136 52700 CONTRACTED SERVICES</u>	23,000.00	23,000.00	22,500.00	.00	820.00	-320.00	101.4%*
<u>01136 53000 SOFTWARE LICENSES</u>	128,650.00	128,650.00	112,186.13	796.50	4,560.00	11,903.87	90.7%
<u>01136 53030 DATA SERVICES</u>	22,500.00	22,500.00	7,409.75	1,293.80	18,782.25	-3,692.00	116.4%*
<u>01136 53400 TELEPHONE</u>	20,000.00	20,000.00	9,238.90	1,914.81	5,470.70	5,290.40	73.5%
TOTAL TECHNOLOGY	215,150.00	215,150.00	158,546.66	4,504.89	29,632.95	26,970.39	87.5%
01141 ASSESSORS							
<u>01141 51106 PRINCIPAL ASSESSOR</u>	72,000.00	73,440.00	27,575.14	5,627.58	.00	45,864.86	37.5%
<u>01141 51109 BOARD OF ASSESSORS</u>	1,200.00	1,200.00	.00	.00	.00	1,200.00	.0%
<u>01141 51113 ADMIN ASSESSOR</u>	55,125.00	56,227.50	21,112.24	4,308.62	.00	35,115.26	37.5%
<u>01141 51420 LONGEVITY PAY</u>	750.00	750.00	750.00	750.00	.00	.00	100.0%
<u>01141 53010 CONTRACTED SERVICES</u>	20,000.00	20,000.00	.00	.00	13,040.00	6,960.00	65.2%
<u>01141 54200 OFFICE SUPPLIES</u>	2,000.00	2,000.00	234.74	.00	.00	1,765.26	11.7%
<u>01141 57100 TRAVEL/TRAINING</u>	3,000.00	3,000.00	.00	.00	.00	3,000.00	.0%
<u>01141 57300 DUES &amp; MEMBERSHIPS</u>	500.00	500.00	210.00	.00	.00	290.00	42.0%
TOTAL ASSESSORS	154,575.00	157,117.50	49,882.12	10,686.20	13,040.00	94,195.38	40.0%
01146 COLLECTOR/TREASURER							
<u>01146 51106 COLLECTOR/TREASURER</u>	79,087.00	80,668.74	30,289.38	6,181.50	.00	50,379.36	37.5%
<u>01146 51107 ASST COLLECTOR</u>	48,000.00	48,960.00	18,022.98	3,678.16	.00	30,937.02	36.8%
<u>01146 51113 FINANCIAL CLERK</u>	28,200.00	28,764.00	55.08	.00	.00	28,708.92	.2%
<u>01146 51114 PRKING CLRK STIPEND</u>	1,150.00	1,150.00	.00	.00	.00	1,150.00	.0%
<u>01146 51300 OVERTIME</u>	1,000.00	1,000.00	.00	.00	.00	1,000.00	.0%
<u>01146 51420 LONGEVITY PAY</u>	200.00	200.00	200.00	200.00	.00	.00	100.0%
<u>01146 53000 TX TITLE LITIGATION</u>	12,100.00	24,960.90	2,872.20	.00	22,088.70	.00	100.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">01146 53010 CONTRACTUAL SERVICES</a>	14,000.00	14,000.00	709.80	709.80	5,190.20	8,100.00	42.1%
<a href="#">01146 53430 POSTAGE</a>	12,000.00	12,000.00	2,540.93	1,707.43	2,492.86	6,966.21	41.9%
<a href="#">01146 53800 FINANCIAL SERVICES</a>	1,500.00	1,500.00	68.25	.00	731.75	700.00	53.3%
<a href="#">01146 54200 OFFICE SUPPLIES</a>	7,000.00	7,000.00	2,727.15	2,413.19	.00	4,272.85	39.0%
<a href="#">01146 54202 OFFICE EQUIPMENT</a>	1,500.00	1,500.00	565.00	.00	.00	935.00	37.7%
<a href="#">01146 57100 TRAVEL/TRAINING</a>	2,500.00	2,500.00	40.00	40.00	.00	2,460.00	1.6%
<a href="#">01146 57300 DUES &amp; MEMBERSHIPS</a>	200.00	200.00	50.00	.00	.00	150.00	25.0%
TOTAL COLLECTOR/TREASURER	208,437.00	224,403.64	58,140.77	14,930.08	30,503.51	135,759.36	39.5%
01161 TOWN CLERK/ELECTIONS							
<a href="#">01161 51106 TOWN CLERK</a>	58,000.00	59,200.00	22,979.35	4,689.66	.00	36,220.65	38.8%
<a href="#">01161 51108 ELECTION WORKERS</a>	8,000.00	8,000.00	6,595.75	2,929.00	.00	1,404.25	82.4%
<a href="#">01161 51109 REGISTRAR</a>	2,112.00	2,112.00	704.00	176.00	.00	1,408.00	33.3%
<a href="#">01161 51113 CLERICAL</a>	25,886.00	26,403.72	6,797.79	1,395.36	.00	19,605.93	25.7%
<a href="#">01161 51420 LONGEVITY PAY</a>	300.00	300.00	300.00	300.00	.00	.00	100.0%
<a href="#">01161 52450 R/M EQUIP</a>	2,500.00	2,500.00	1,645.00	145.00	.00	855.00	65.8%
<a href="#">01161 52470 PUBLICATIONS</a>	7,200.00	7,200.00	1,195.00	.00	6,005.00	.00	100.0%
<a href="#">01161 52700 RECORD PRESERVATION</a>	3,600.00	3,600.00	3,315.00	3,315.00	285.00	.00	100.0%
<a href="#">01161 54200 OFFICE SUPPLIES</a>	3,500.00	3,500.00	536.96	127.65	2,516.96	446.08	87.3%
<a href="#">01161 55300 ELECTIONS</a>	12,000.00	12,000.00	2,169.72	694.02	7,112.45	2,717.83	77.4%
<a href="#">01161 55800 OTHER SUPPLIES</a>	2,600.00	2,600.00	1,723.44	.00	.00	876.56	66.3%
<a href="#">01161 57100 TRAVEL/TRAINING</a>	4,500.00	4,500.00	.00	.00	2,000.00	2,500.00	44.4%
<a href="#">01161 57300 DUES &amp; MEMBERSHIPS</a>	500.00	500.00	110.00	.00	.00	390.00	22.0%
TOTAL TOWN CLERK/ELECTIONS	130,698.00	132,415.72	48,072.01	13,771.69	17,919.41	66,424.30	49.8%
01171 CONSERVATION							
<a href="#">01171 51112 CONSERVATION AGENT</a>	23,810.00	24,286.20	9,063.79	1,859.24	.00	15,222.41	37.3%
<a href="#">01171 51113 BOARD CLERK</a>	800.00	800.00	.00	.00	.00	800.00	.0%
<a href="#">01171 52470 LAND MAINT/TRAIL CREAT</a>	5,000.00	5,000.00	.00	.00	5,000.00	.00	100.0%
<a href="#">01171 54200 OFFICE SUPPLIES</a>	700.00	700.00	193.33	42.29	.00	506.67	27.6%
<a href="#">01171 57300 DUES &amp; MEMBERSHIPS</a>	375.00	375.00	263.00	.00	.00	112.00	70.1%
TOTAL CONSERVATION	30,685.00	31,161.20	9,520.12	1,901.53	5,000.00	16,641.08	46.6%
01172 HISTORIC DSTRCT COMMISSION							
<a href="#">01172 53999 REPAIRS/RESTORATION</a>	.00	2,087.30	.00	.00	2,087.30	.00	100.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL HISTORIC DSTRCT CMMISSIO	.00	2,087.30	.00	.00	2,087.30	.00	100.0%
01175 PLANNING BOARD							
<a href="#">01175 51113 PLANNING BD CLERK</a>	5,000.00	5,000.00	1,824.00	364.80	.00	3,176.00	36.5%
<a href="#">01175 54200 OFFICE SUPPLIES</a>	200.00	200.00	.00	.00	.00	200.00	.0%
<a href="#">01175 57300 DUES/SUBSCRIPTIONS</a>	50.00	50.00	28.00	28.00	.00	22.00	56.0%
TOTAL PLANNING BOARD	5,250.00	5,250.00	1,852.00	392.80	.00	3,398.00	35.3%
01176 ZONING BOARD OF APPEALS							
<a href="#">01176 51113 ZBA CLERK</a>	1,000.00	1,000.00	.00	.00	.00	1,000.00	.0%
<a href="#">01176 54200 OFFICE SUPPLIES</a>	200.00	200.00	.00	.00	.00	200.00	.0%
<a href="#">01176 55860 SUBSCRIPTIONS</a>	100.00	100.00	.00	.00	.00	100.00	.0%
TOTAL ZONING BOARD OF APPEALS	1,300.00	1,300.00	.00	.00	.00	1,300.00	.0%
01177 PLANNING/COMMUNITY DEVELOPMENT							
<a href="#">01177 51107 ASST TWN MGR/PLNNR</a>	100,000.00	102,000.00	38,298.85	7,816.08	.00	63,701.15	37.5%
<a href="#">01177 51112 STIPEND-AFF HOUSING</a>	2,000.00	2,000.00	746.47	153.12	.00	1,253.53	37.3%
<a href="#">01177 51420 LONGEVITY PAY</a>	300.00	300.00	300.00	300.00	.00	.00	100.0%
<a href="#">01177 54200 OFFICE SUPPLIES</a>	500.00	500.00	76.00	.00	.00	424.00	15.2%
<a href="#">01177 56410 BERK REG PLAN COMM</a>	2,000.00	4,000.00	2,000.00	.00	2,000.00	.00	100.0%
<a href="#">01177 56411 ECON DEVELOPMENT</a>	27,500.00	28,460.40	3,220.50	.00	22,739.90	2,500.00	91.2%
<a href="#">01177 57100 TRAVEL/TRAINING</a>	2,000.00	2,000.00	.00	.00	.00	2,000.00	.0%
<a href="#">01177 57300 DUES &amp; MEMBERSHIPS</a>	550.00	550.00	.00	.00	.00	550.00	.0%
TOTAL PLANNING/COMMUNITY DEVEL	134,850.00	139,810.40	44,641.82	8,269.20	24,739.90	70,428.68	49.6%
01192 PUBLIC BUILDINGS							
<a href="#">01192 51106 CREW LEADER</a>	53,310.00	54,376.20	20,415.36	4,166.40	.00	33,960.84	37.5%
<a href="#">01192 51115 HCC CUSTODIAN</a>	7,500.00	7,500.00	2,500.00	625.00	.00	5,000.00	33.3%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01192 51135 WORKING FOREMAN	60,825.00	62,041.50	24,774.40	5,056.00	.00	37,267.10	39.9%
01192 51137 LABORER/OPERATOR	201,390.00	194,972.80	41,236.88	13,503.20	.00	153,735.92	21.2%
01192 51301 OVERTIME	10,000.00	10,200.00	6,759.48	1,657.87	.00	3,440.52	66.3%
01192 52110 ELECTRICITY	107,000.00	118,383.78	50,111.67	8,189.93	56,272.11	12,000.00	89.9%
01192 52120 GAS/OIL	69,000.00	69,000.00	1,173.75	635.71	64,120.21	3,706.04	94.6%
01192 52310 WATER/SEWER	12,500.00	12,500.00	3,070.34	393.59	2,120.20	7,309.46	41.5%
01192 52410 REPAIRS-BLDG/GROUNDS	60,000.00	61,030.00	9,899.69	2,340.69	27,334.73	23,795.58	61.0%
01192 52700 CONTRACTED SERVICES	60,000.00	60,000.00	26,422.31	2,338.23	17,702.67	15,875.02	73.5%
01192 52920 TRASH REMOVAL	2,800.00	2,800.00	613.08	204.36	1,886.92	300.00	89.3%
01192 54300 PARK/CMTRY SUPPLIES	4,000.00	4,000.00	3,843.91	187.88	156.09	.00	100.0%
01192 54500 CUSTODIAL SUPPLIES	14,000.00	14,000.00	3,777.89	1,762.64	8,888.98	1,333.13	90.5%
01192 55200 COURTHOUSE BLDG MNTNCE	22,000.00	22,000.00	.00	.00	6,212.00	15,788.00	28.2%
TOTAL PUBLIC BUILDINGS	684,325.00	692,804.28	194,598.76	41,061.50	184,693.91	313,511.61	54.7%
01210 POLICE DEPARTMENT							
01210 51117 POLICE CHIEF	95,760.00	97,675.20	36,674.44	7,484.58	.00	61,000.76	37.5%
01210 51121 PATROLMEN	1,099,800.00	1,131,246.00	421,646.15	86,468.83	.00	709,599.85	37.3%
01210 51123 POLICE SPECIALS	58,500.00	59,670.00	12,790.48	2,877.23	.00	46,879.52	21.4%
01210 51125 ADMINISTRATIVE ASST	49,270.00	50,255.40	18,499.88	3,775.49	.00	31,755.52	36.8%
01210 51131 PRKNG CNTRL OFFCR	15,808.00	16,124.16	465.12	24.48	.00	15,659.04	2.9%
01210 51300 OVERTIME	175,000.00	178,500.00	82,810.89	13,202.71	.00	95,689.11	46.4%
01210 51410 HOLIDAY PAY	53,600.00	54,672.00	16,914.65	4,577.57	.00	37,757.35	30.9%
01210 51420 LONGEVITY PAY	6,250.00	6,250.00	4,600.00	2,600.00	.00	1,650.00	73.6%
01210 51910 STIPEND	.00	3,500.00	3,500.00	.00	.00	.00	100.0%
01210 51920 UNIFORM ALLOWANCE	19,125.00	19,125.00	.00	.00	.00	19,125.00	.0%
01210 51930 TRAINING/EDUCATION	61,500.00	69,427.94	15,411.47	3,199.56	6,697.94	47,318.53	31.8%
01210 52450 EQUIPMNT MAINT/REPRS	1,635.00	1,635.00	960.00	.00	.00	675.00	58.7%
01210 52900 CARE OF PRISONERS	1,500.00	1,500.00	.00	.00	.00	1,500.00	.0%
01210 54200 OFFICE SUPPLIES	7,500.00	7,500.00	1,297.40	268.19	4,714.17	1,488.43	80.2%
01210 54201 OFFICE EQUIPMENT	3,050.00	3,050.00	.00	.00	.00	3,050.00	.0%
01210 54202 ADDTL EQUIPMENT	4,250.00	4,250.00	1,380.00	.00	.00	2,870.00	32.5%
01210 54800 VEHICULAR SUPPLIES	20,000.00	20,000.00	1,369.86	363.73	7,291.43	11,338.71	43.3%
01210 55840 UNIFORMS	13,000.00	13,000.00	5,255.32	1,341.71	7,233.26	511.42	96.1%
01210 55850 CRIME PRVNTION/AMMO	13,140.00	13,140.00	1,374.98	855.75	.00	11,765.02	10.5%
01210 55860 SUBSCRIPTIONS	2,345.00	2,345.00	1,725.00	.00	.00	620.00	73.6%
01210 57100 TRAVEL/TRAINING	18,000.00	18,000.00	2,423.59	.00	175.90	15,400.51	14.4%
01210 57300 DUES & MEMBERSHIPS	4,314.00	4,314.00	2,056.00	.00	.00	2,258.00	47.7%
TOTAL POLICE DEPARTMENT	1,723,347.00	1,775,179.70	631,155.23	127,039.83	26,112.70	1,117,911.77	37.0%
01220 FIRE DEPARTMENT							
01220 51113 CLERICAL	19,836.00	20,232.72	7,197.12	1,468.80	.00	13,035.60	35.6%

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<a href="#">01220 51117 FIRE CHIEF</a>	84,660.00	86,353.20	32,423.59	6,617.06	.00	53,929.61	37.5%
<a href="#">01220 51127 FIREFIGHTERS</a>	140,000.00	142,800.00	47,876.07	9,630.98	.00	94,923.93	33.5%
<a href="#">01220 51129 FIRE INSPECTORS</a>	150,000.00	153,000.00	57,185.84	11,717.38	.00	95,814.16	37.4%
<a href="#">01220 51300 OVERTIME</a>	37,000.00	37,740.00	8,982.49	1,281.15	.00	28,757.51	23.8%
<a href="#">01220 51420 LONGEVITY PAY</a>	200.00	200.00	200.00	200.00	.00	.00	100.0%
<a href="#">01220 52450 EQUIPMNT MAINT/REPRS</a>	44,000.00	44,000.00	12,855.57	3,880.31	23,680.22	7,464.21	83.0%
<a href="#">01220 52700 COMMUNICATIONS</a>	5,000.00	5,000.00	1,518.00	.00	1,880.00	1,602.00	68.0%
<a href="#">01220 53800 HYDRANT RENTALS</a>	110,000.00	110,000.00	31,057.56	3,713.34	78,509.24	433.20	99.6%
<a href="#">01220 54200 OFFICE SUPPLIES</a>	800.00	800.00	38.28	.00	.00	761.72	4.8%
<a href="#">01220 55810 FIREFGHTNG SUPPLIES</a>	25,000.00	25,000.00	6,969.62	753.34	7,562.23	10,468.15	58.1%
<a href="#">01220 55811 FIRE PREVENTION</a>	1,000.00	1,000.00	.00	.00	.00	1,000.00	.0%
<a href="#">01220 57100 TRAVEL/TRAINING</a>	5,000.00	7,750.00	4,824.93	.00	4,100.00	-1,174.93	115.2%*
<a href="#">01220 57300 DUES &amp; MEMBERSHIPS</a>	2,000.00	2,000.00	1,540.00	.00	.00	460.00	77.0%
TOTAL FIRE DEPARTMENT	624,496.00	635,875.92	212,669.07	39,262.36	115,731.69	307,475.16	51.6%
01230 COMMUNICATIONS/EMERG MGMT							
<a href="#">01230 52450 EQUIPMENT MAINT/RPRS</a>	9,000.00	9,000.00	5,386.15	.00	80.00	3,533.85	60.7%
<a href="#">01230 52700 CONTRACTED SERVICES</a>	8,615.00	8,615.00	8,114.93	.00	.00	500.07	94.2%
<a href="#">01230 54200 OFFICE SUPPLIES</a>	350.00	350.00	.00	.00	.00	350.00	.0%
<a href="#">01230 58500 ADDTNL EQPMNT</a>	3,138.00	3,138.00	.00	.00	.00	3,138.00	.0%
TOTAL COMMUNICATIONS/EMERG MGM	21,103.00	21,103.00	13,501.08	.00	80.00	7,521.92	64.4%
01241 BUILDING INSPECTOR							
<a href="#">01241 51107 BUILDING INSPECTOR</a>	65,400.00	66,708.00	25,051.15	5,112.48	.00	41,656.85	37.6%
<a href="#">01241 51108 ASST INSPECTOR</a>	50,225.00	51,229.50	19,235.64	3,925.64	.00	31,993.86	37.5%
<a href="#">01241 51113 CLERK</a>	37,276.00	38,021.52	14,275.67	2,913.40	.00	23,745.85	37.5%
<a href="#">01241 51420 LONGEVITY PAY</a>	1,050.00	1,050.00	1,050.00	1,050.00	.00	.00	100.0%
<a href="#">01241 52000 CONTRACTED SERVICES</a>	3,500.00	3,500.00	.00	.00	3,500.00	.00	100.0%
<a href="#">01241 52411 PROPRTY SECURITY</a>	2,400.00	2,400.00	.00	.00	.00	2,400.00	.0%
<a href="#">01241 54200 OFFICE SUPPLIES</a>	2,462.00	2,462.00	1,212.51	44.08	.00	1,249.49	49.2%
<a href="#">01241 57100 TRAVEL/TRAINING</a>	4,400.00	4,400.00	606.78	165.03	.00	3,793.22	13.8%
<a href="#">01241 57300 DUES &amp; MEMBERSHIPS</a>	300.00	300.00	.00	.00	.00	300.00	.0%
TOTAL BUILDING INSPECTOR	167,013.00	170,071.02	61,431.75	13,210.63	3,500.00	105,139.27	38.2%
01292 ANIMAL CONTROL OFFICER							
<a href="#">01292 51107 ANIMAL CNTRL OFFCR</a>	11,000.00	11,000.00	4,130.30	842.92	.00	6,869.70	37.5%

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<u>01292 53000 PROFESSIONAL SERVICES</u>	500.00	500.00	.00	.00	.00	500.00	.0%
<u>01292 55800 OTHER SUPPLIES</u>	200.00	200.00	.00	.00	.00	200.00	.0%
<u>01292 57100 TRAVEL/TRAINING</u>	770.00	770.00	.00	.00	.00	770.00	.0%
<u>01292 57300 DUES &amp; MEMBERSHIPS</u>	50.00	50.00	.00	.00	.00	50.00	.0%
TOTAL ANIMAL CONTROL OFFICER	12,520.00	12,520.00	4,130.30	842.92	.00	8,389.70	33.0%
01300 EDUCATION							
<u>01300 53210 BHRSD ASSESSMENT</u>	17,567,344.00	17,567,344.00	4,391,832.50	.00	.00	13,175,511.50	25.0%
<u>01300 58160 FY21 ATM#13 OOD EXPS</u>	123,000.00	123,000.00	480.00	360.00	58,020.00	64,500.00	47.6%
TOTAL EDUCATION	17,690,344.00	17,690,344.00	4,392,312.50	360.00	58,020.00	13,240,011.50	25.2%
01422 DPW-HIGHWAY							
<u>01422 51110 DPW SUPERINTENDENT</u>	87,340.00	89,086.80	33,449.68	6,826.47	.00	55,637.12	37.5%
<u>01422 51113 ADMINISTRATIVE ASST</u>	39,000.00	39,780.00	14,936.59	3,048.28	.00	24,843.41	37.5%
<u>01422 51115 TREE WARDEN</u>	7,500.00	7,500.00	2,500.00	625.00	.00	5,000.00	33.3%
<u>01422 51120 HGHWY SUPERINTENDNT</u>	73,055.00	83,745.00	41,059.10	6,398.46	.00	42,685.90	49.0%
<u>01422 51134 MECHANIC</u>	59,550.00	60,741.00	22,806.56	4,654.40	.00	37,934.44	37.5%
<u>01422 51135 WORKING FOREMAN</u>	64,690.00	65,983.80	24,774.40	5,056.00	.00	41,209.40	37.5%
<u>01422 51136 LABORER/DRIVER</u>	155,350.00	158,457.00	59,505.60	12,144.00	.00	98,951.40	37.6%
<u>01422 51138 RECYCLING CTR STAFF</u>	16,185.00	16,508.70	6,584.54	1,789.10	.00	9,924.16	39.9%
<u>01422 51139 EQUIPMENT OPERATORS</u>	174,205.00	177,689.10	66,702.72	13,612.80	.00	110,986.38	37.5%
<u>01422 51300 SNOW &amp; ICE OVERTIME</u>	70,108.00	70,108.00	.00	.00	.00	70,108.00	.0%
<u>01422 51301 OVERTIME</u>	14,000.00	14,280.00	9,443.61	379.20	.00	4,836.39	66.1%
<u>01422 51420 LONGEVITY PAY</u>	3,750.00	3,750.00	3,393.75	3,300.00	.00	356.25	90.5%
<u>01422 52110 STREET LIGHTS</u>	140,000.00	145,837.62	26,742.64	11,679.53	99,094.98	20,000.00	86.3%
<u>01422 52115 SEWER/WATER</u>	1,000.00	1,000.00	346.70	.00	253.00	400.30	60.0%
<u>01422 52120 GAS</u>	6,500.00	6,500.00	121.53	58.70	5,878.47	500.00	92.3%
<u>01422 52450 EQUIP MAINT/REPRS</u>	70,000.00	70,255.00	17,629.89	5,128.20	46,664.47	5,960.64	91.5%
<u>01422 52490 STREET MAINT/REPAIRS</u>	110,000.00	110,000.00	45,416.83	7,123.48	34,522.23	30,060.94	72.7%
<u>01422 52700 CONTRACTED SERVICES</u>	51,000.00	51,000.00	18,070.55	1,980.00	15,835.45	17,094.00	66.5%
<u>01422 52701 TRASH HAULING</u>	55,000.00	55,000.00	17,156.65	7,207.78	25,693.90	12,149.45	77.9%
<u>01422 52702 HAZ WASTE CLLCTN</u>	10,000.00	10,000.00	5,356.87	.00	.00	4,643.13	53.6%
<u>01422 52740 CLOTHING &amp; UNIFORMS</u>	16,000.00	16,000.00	5,644.43	2,020.30	10,330.94	24.63	99.8%
<u>01422 53050 LANDFILL ENGNRING</u>	12,000.00	12,716.42	.00	.00	716.42	12,000.00	5.6%
<u>01422 53810 TREE SERVICES</u>	85,000.00	85,000.00	35,478.93	13,733.43	46,596.07	2,925.00	96.6%
<u>01422 54200 OFFICE SUPPLIES</u>	1,500.00	1,500.00	154.30	.00	.00	1,345.70	10.3%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>01422 54810 GAS &amp; DIESEL</u>	90,000.00	90,000.00	13,037.17	2,223.96	76,962.83	.00	100.0%
<u>01422 55300 PUBLIC WRKS SUPPLYS</u>	28,000.00	28,000.00	9,078.79	2,227.06	16,984.89	1,936.32	93.1%
<u>01422 55700 SNOW &amp; ICE SUPPLIES</u>	150,000.00	150,000.00	.00	.00	116,000.00	34,000.00	77.3%
<u>01422 57100 INSTATE TRAVEL</u>	3,000.00	3,000.00	.00	.00	75.00	2,925.00	2.5%
<u>01422 57300 DUES &amp; MEMBERSHIPS</u>	200.00	200.00	210.00	.00	.00	-10.00	105.0%*
<u>01422 58541 HWY GRGE REMEDITION</u>	30,000.00	30,000.00	.00	.00	.00	30,000.00	.0%
TOTAL DPW-HIGHWAY	1,623,933.00	1,653,638.44	479,601.83	111,216.15	495,608.65	678,427.96	59.0%
<u>01491 DPW-CEMETERY/PARKS</u>							
<u>01491 58400 PARKS IMPROVEMENTS</u>	.00	2,799.00	2,742.52	.00	56.48	.00	100.0%
TOTAL DPW-CEMETERY/PARKS	.00	2,799.00	2,742.52	.00	56.48	.00	100.0%
<u>01511 BOARD OF HEALTH</u>							
<u>01511 51129 HEALTH AGENT</u>	51,250.00	52,275.00	19,628.13	4,005.74	.00	32,646.87	37.5%
<u>01511 51130 HEALTH INSPECTOR</u>	48,425.00	49,393.50	11,109.00	2,604.00	.00	38,284.50	22.5%
<u>01511 51131 ANIMAL INSPECTOR</u>	1,000.00	1,000.00	375.44	76.62	.00	624.56	37.5%
<u>01511 52700 CONTRACTED SERVICES</u>	11,000.00	11,000.00	1,847.00	.00	7,753.00	1,400.00	87.3%
<u>01511 57100 TRAVEL/TRAINING</u>	3,400.00	3,400.00	129.89	.00	.00	3,270.11	3.8%
<u>01511 57300 DUES &amp; MEMBERSHIPS</u>	200.00	200.00	100.00	.00	.00	100.00	50.0%
<u>01511 57800 SUPPLIES</u>	2,500.00	2,500.00	226.04	.00	.00	2,273.96	9.0%
TOTAL BOARD OF HEALTH	117,775.00	119,768.50	33,415.50	6,686.36	7,753.00	78,600.00	34.4%
<u>01528 COMMUNITY SERVICES</u>							
<u>01528 57800 HUMAN SERVICES</u>	25,000.00	25,000.00	.00	.00	.00	25,000.00	.0%
TOTAL COMMUNITY SERVICES	25,000.00	25,000.00	.00	.00	.00	25,000.00	.0%
<u>01541 COUNCIL ON AGING</u>							
<u>01541 51106 COA DIRECTOR</u>	54,925.00	56,023.50	21,034.23	4,292.70	.00	34,989.27	37.5%



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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>01541 51113 ADMIN ASSISTANT</u>	19,836.00	20,232.72	7,197.12	1,468.80	.00	13,035.60	35.6%
<u>01541 51115 CUSTODIAN</u>	9,000.00	9,180.00	3,012.52	614.80	.00	6,167.48	32.8%
<u>01541 51420 LONGEVITY PAY</u>	200.00	200.00	200.00	200.00	.00	.00	100.0%
<u>01541 52450 EQUIP MAINT/REPRS</u>	5,000.00	5,000.00	899.18	.00	.00	4,100.82	18.0%
<u>01541 52700 ELDERLY TRANSPORTATION</u>	45,900.00	45,900.00	5,075.00	.00	.00	40,825.00	11.1%
<u>01541 53810 ACTIVITIES</u>	7,950.00	7,950.00	911.93	.00	2,812.17	4,225.90	46.8%
<u>01541 54200 OFFICE SUPPLIES</u>	2,500.00	2,500.00	298.32	.00	533.48	1,668.20	33.3%
<u>01541 57100 TRAVEL/TRAINING</u>	1,400.00	1,400.00	146.16	24.09	.00	1,253.84	10.4%
<u>01541 57300 DUES &amp; MEMBERSHIPS</u>	450.00	450.00	.00	.00	.00	450.00	.0%
TOTAL COUNCIL ON AGING	147,161.00	148,836.22	38,774.46	6,600.39	3,345.65	106,716.11	28.3%
<u>01543 VETERAN AFFAIRS</u>							
<u>01543 52710 VETERANS SERVICES</u>	6,000.00	6,000.00	1,500.00	1,500.00	.00	4,500.00	25.0%
<u>01543 54300 SUPPLIES</u>	3,000.00	3,000.00	.00	.00	3,000.00	.00	100.0%
<u>01543 57700 VETERANS BENEFITS</u>	102,500.00	102,500.00	30,461.16	6,149.75	.00	72,038.84	29.7%
<u>01543 57701 VETERANS DISTRICT</u>	32,200.00	32,200.00	32,195.28	.00	.00	4.72	100.0%
TOTAL VETERAN AFFAIRS	143,700.00	143,700.00	64,156.44	7,649.75	3,000.00	76,543.56	46.7%
<u>01610 LIBRARIES</u>							
<u>01610 51143 HEAD LIBRARIAN</u>	62,375.00	63,622.50	23,887.24	4,874.94	.00	39,735.26	37.5%
<u>01610 51145 ASST LIBRARIANS</u>	93,045.00	94,905.90	35,640.69	7,273.61	.00	59,265.21	37.6%
<u>01610 51146 LIBRARY CLERKS</u>	268,260.00	273,625.20	57,144.10	12,136.65	.00	216,481.10	20.9%
<u>01610 51420 LONGEVITY PAY</u>	1,800.00	1,800.00	1,200.00	1,200.00	.00	600.00	66.7%
<u>01610 51910 STIPEND</u>	.00	1,000.00	1,000.00	1,000.00	.00	.00	100.0%
<u>01610 52400 EQUIP MAINT &amp; REPRS</u>	3,200.00	3,200.00	725.00	.00	.00	2,475.00	22.7%
<u>01610 54200 OFFICE SUPPLIES</u>	10,346.00	10,346.00	2,735.86	340.25	2,968.63	4,641.51	55.1%
<u>01610 55800 NONPRINT MATERIALS</u>	35,896.00	36,017.90	9,564.85	3,308.93	23,296.13	3,156.92	91.2%
<u>01610 55860 BOOKS/SUBSCRIPTIONS</u>	79,181.00	79,230.75	26,755.41	9,179.72	45,370.76	7,104.58	91.0%
<u>01610 55861 PROGRAMMING SUPPLYS</u>	3,167.00	3,167.00	416.94	24.33	.00	2,750.06	13.2%
<u>01610 57100 TRAVEL/TRAINING</u>	1,648.00	1,648.00	764.40	250.00	150.48	733.12	55.5%
<u>01610 57300 DUES &amp; MEMBERSHIPS</u>	1,040.00	1,040.00	959.00	.00	.00	81.00	92.2%
TOTAL LIBRARIES	559,958.00	569,603.25	160,793.49	39,588.43	71,786.00	337,023.76	40.8%
<u>01650 PARKS &amp; RECREATION</u>							
<u>01650 52400 MAINT &amp; RPRS</u>	8,000.00	8,000.00	3,712.61	.00	4,000.00	287.39	96.4%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>01650 54201 PARK IMPROVEMENTS</u>	7,500.00	7,500.00	1,805.50	1,286.00	1,500.00	4,194.50	44.1%
<u>01650 57803 LAKE MANAGEMENT</u>	8,000.00	8,000.00	.00	.00	.00	8,000.00	.0%
<u>01650 57805 YOUTH PROGRAMMING</u>	85,000.00	85,000.00	41,990.00	.00	28,010.00	15,000.00	82.4%
<u>01650 57810 WASTE MANAGEMENT</u>	6,500.00	6,500.00	1,670.00	.00	2,330.00	2,500.00	61.5%
TOTAL PARKS & RECREATION	115,000.00	115,000.00	49,178.11	1,286.00	35,840.00	29,981.89	73.9%
<u>01691 VARIOUS BOARDS/COMMISSIONS</u>							
<u>01691 52400 HISTORICAL COMMISSION</u>	7,470.00	7,470.00	.00	.00	.00	7,470.00	.0%
<u>01691 52700 HISTORIC DISTRICTS COM</u>	4,000.00	4,000.00	.00	.00	.00	4,000.00	.0%
<u>01691 57800 AGRICULTURAL COMMISSIO</u>	2,000.00	2,000.00	475.00	.00	.00	1,525.00	23.8%
<u>01691 57810 DUBOIS COMMITTEE</u>	5,000.00	5,000.00	.00	.00	.00	5,000.00	.0%
<u>01691 57820 SUSTAINABILITY COMM</u>	500.00	500.00	.00	.00	.00	500.00	.0%
<u>01691 57830 TRANSPORTATION COMMITT</u>	1,000.00	1,000.00	.00	.00	.00	1,000.00	.0%
TOTAL VARIOUS BOARDS/COMMISSIO	19,970.00	19,970.00	475.00	.00	.00	19,495.00	2.4%
<u>01693 CELEBRATIONS</u>							
<u>01693 57800 CELEBRATIONS</u>	5,000.00	5,000.00	186.30	.00	.00	4,813.70	3.7%
<u>01693 57810 BAND PROGRAMS</u>	4,000.00	4,000.00	3,850.00	800.00	.00	150.00	96.3%
TOTAL CELEBRATIONS	9,000.00	9,000.00	4,036.30	800.00	.00	4,963.70	44.8%
<u>01752 DEBT SERVICE</u>							
<u>01752 59100 LONG TERM PRINCIPAL</u>	1,275,000.00	1,275,000.00	.00	.00	.00	1,275,000.00	.0%
<u>01752 59120 LONG TERM INTEREST</u>	244,450.00	244,450.00	52,075.00	.00	.00	192,375.00	21.3%
<u>01752 59130 SHORT TERM INTEREST</u>	271,166.00	271,166.00	.00	.00	.00	271,166.00	.0%
<u>01752 59150 DEBT ISSUANCE COSTS</u>	12,500.00	12,500.00	.00	.00	.00	12,500.00	.0%
TOTAL DEBT SERVICE	1,803,116.00	1,803,116.00	52,075.00	.00	.00	1,751,041.00	2.9%
<u>01820 STATE ASSESSMENTS</u>							
<u>01820 56380 BRPC ASSESSMENT</u>	5,660.26	5,660.26	5,660.26	.00	.00	.00	100.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL STATE ASSESSMENTS	5,660.26	5,660.26	5,660.26	.00	.00	.00	100.0%
01911 RETIREMENT							
<u>01911 51750 MEDICARE</u>	74,500.00	74,500.00	25,820.27	5,360.46	.00	48,679.73	34.7%
<u>01911 51760 RETIREMENT FUND</u>	865,911.00	865,911.00	427,923.88	1,054.72	.00	437,987.12	49.4%
<u>01911 51950 RECRUIT/RETIRMENT</u>	25,000.00	25,000.00	.00	.00	.00	25,000.00	.0%
TOTAL RETIREMENT	965,411.00	965,411.00	453,744.15	6,415.18	.00	511,666.85	47.0%
01945 INSURANCE							
<u>01945 51710 WORKERS COMP</u>	65,000.00	65,000.00	51,625.80	51,525.80	.00	13,374.20	79.4%
<u>01945 51740 HEALTH/LIFE INS</u>	1,645,200.00	1,645,200.00	695,684.58	138,361.84	2,200.00	947,315.42	42.4%
<u>01945 51741 DEDUCTIBLES</u>	20,000.00	20,000.00	1,000.00	.00	.00	19,000.00	5.0%
<u>01945 57400 GENERAL INSURANCE</u>	140,000.00	140,000.00	118,133.44	112,259.52	.00	21,866.56	84.4%
<u>01945 57425 PUBLIC SAFETY INS</u>	69,752.00	69,752.00	65,202.55	.00	.00	4,549.45	93.5%
<u>01945 57500 MEDICAL SERVICES</u>	5,000.00	5,000.00	903.68	797.58	.00	4,096.32	18.1%
<u>01945 57800 MISC EXPENSES</u>	500.00	500.00	.00	.00	.00	500.00	.0%
<u>01945 59610 ALLOCATION FROM WW</u>	-180,000.00	-180,000.00	.00	.00	.00	-180,000.00	.0%*
TOTAL INSURANCE	1,765,452.00	1,765,452.00	932,550.05	302,944.74	2,200.00	830,701.95	52.9%
TOTAL GENERAL FUND	29,919,506.26	30,018,276.27	8,357,523.02	800,781.31	1,257,788.23	20,402,965.02	32.0%
TOTAL EXPENSES	29,919,506.26	30,018,276.27	8,357,523.02	800,781.31	1,257,788.23	20,402,965.02	
GRAND TOTAL	29,919,506.26	30,018,276.27	8,357,523.02	800,781.31	1,257,788.23	20,402,965.02	32.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
060 WASTEWATER TREATMENT							
60442 WASTEWATER TREATMENT							
60442 51133 SUPERINTENDENT	77,225.00	87,769.50	31,536.74	6,689.66	.00	56,232.76	35.9%
60442 51137 LABORERS/DRIVERS	218,980.00	218,359.60	64,029.30	13,067.20	.00	154,330.30	29.3%
60442 51139 PLANT OPERATORS	125,520.00	124,030.40	33,459.76	5,336.00	.00	90,570.64	27.0%
60442 51200 CLERICAL	18,792.00	19,167.84	.00	.00	.00	19,167.84	.0%
60442 51300 OVERTIME	31,000.00	31,620.00	11,426.93	2,975.58	.00	20,193.07	36.1%
60442 51420 LONGEVITY PAY	2,450.00	2,450.00	1,972.96	1,950.00	.00	477.04	80.5%
60442 51900 CONTINGENCY	15,000.00	5,569.66	.00	.00	.00	5,569.66	.0%
60442 52110 ELECTRICITY	176,800.00	197,800.00	45,960.61	9,800.60	145,198.48	6,640.91	96.6%
60442 52120 GAS/OIL	29,000.00	29,000.00	.00	.00	.00	29,000.00	.0%
60442 52310 WATER	5,500.00	5,500.00	326.71	42.23	.00	5,173.29	5.9%
60442 52400 REPAIRS & MAINTENANCE	86,200.00	86,200.00	20,990.42	6,887.48	.00	65,209.58	24.4%
60442 52740 UNIFORMS RENTAL	3,500.00	3,500.00	1,129.10	259.16	.00	2,370.90	32.3%
60442 52800 CONTRACTED HAULING	164,000.00	214,000.00	26,327.07	.00	137,672.93	50,000.00	76.6%
60442 52801 CONTRACTED SERVICES	10,000.00	10,000.00	5,975.12	773.00	.00	4,024.88	59.8%
60442 52900 COLLECTION SYSTEM	55,000.00	55,000.00	5,081.82	2,836.17	4,200.00	45,718.18	16.9%
60442 53020 LEGAL	2,500.00	2,500.00	.00	.00	.00	2,500.00	.0%
60442 53050 ENGINEERING/ARCHITECTU	11,000.00	11,000.00	.00	.00	.00	11,000.00	.0%
60442 53410 TELEPHONE	3,000.00	3,000.00	387.56	96.89	.00	2,612.44	12.9%
60442 53430 POSTAGE	4,000.00	4,000.00	.00	.00	.00	4,000.00	.0%
60442 53800 OTHER SERVICES	5,600.00	5,600.00	1,322.50	225.00	.00	4,277.50	23.6%
60442 54200 OFFICE SUPPLIES	2,500.00	2,500.00	255.63	79.98	.00	2,244.37	10.2%
60442 54800 VEHICULAR SUPPLIES	4,000.00	4,000.00	854.86	804.60	.00	3,145.14	21.4%
60442 54810 GASOLINE	5,600.00	5,600.00	885.20	340.27	.00	4,714.80	15.8%
60442 55800 CHEMICALS/SUPPLIES	99,600.00	99,600.00	23,673.81	5,385.06	55,652.36	20,273.83	79.6%
60442 55840 SAFETY EQUIPMENT	4,000.00	4,000.00	1,094.36	441.05	.00	2,905.64	27.4%
60442 57100 TRAVEL/TRAINING	4,000.00	4,000.00	161.00	.00	25.00	3,814.00	4.7%
60442 57400 GENERAL INSURANCE	39,480.00	39,480.00	34,163.05	34,163.05	.00	5,316.95	86.5%
60442 57401 WORKERS COMP INS	13,125.00	13,125.00	15,079.63	15,079.63	.00	-1,954.63	114.9%*
60442 57402 HEALTH/LIFE INS	156,600.00	156,600.00	412.50	.00	.00	156,187.50	.3%
60442 57403 SS/MEDICARE	7,000.00	7,000.00	.00	.00	.00	7,000.00	.0%
60442 57404 RETIREMENT	85,669.00	85,669.00	42,834.28	.00	.00	42,834.72	50.0%
60442 57406 UNFUNDED EE BENEFITS	5,100.00	5,100.00	.00	.00	.00	5,100.00	.0%
60442 57407 TRANSFER TO GENERAL FU	180,000.00	180,000.00	.00	.00	.00	180,000.00	.0%
60442 58402 MAIN ST CCTV/MAIN UPGR	.00	11,133.25	.00	.00	11,133.25	.00	100.0%
60442 58406 PROJECTS-OTHER	.00	80,615.84	.00	.00	80,615.84	.00	100.0%
60442 59100 LONG TERM PRINCIPAL	462,392.00	462,392.00	.00	.00	.00	462,392.00	.0%
60442 59120 LONG TERM INTEREST	157,390.00	157,390.00	80,644.62	.00	.00	76,745.38	51.2%

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<u>60442 59130 SHORT TERM INTEREST</u>	26,450.00	26,450.00	.00	.00	.00	26,450.00	.0%
<u>60442 59150 DEBT ISSUANCE COSTS</u>	25,000.00	25,000.00	.00	.00	.00	25,000.00	.0%
TOTAL WASTEWATER TREATMENT	2,322,973.00	2,485,722.09	449,985.54	107,232.61	434,497.86	1,601,238.69	35.6%
TOTAL WASTEWATER TREATMENT	2,322,973.00	2,485,722.09	449,985.54	107,232.61	434,497.86	1,601,238.69	35.6%
TOTAL EXPENSES	2,322,973.00	2,485,722.09	449,985.54	107,232.61	434,497.86	1,601,238.69	
GRAND TOTAL	2,322,973.00	2,485,722.09	449,985.54	107,232.61	434,497.86	1,601,238.69	35.6%

\*\* END OF REPORT - Generated by Susan Carmel \*\*

**Town of Great Barrington  
Local Receipts  
Five-Year Historical Comparison**

	FY16	FY17	FY18	FY19	FY20	
Motor Vehicle Excise	\$ 838,125.07	\$ 812,226.52	\$ 825,571.29	\$ 843,594.18	\$ 842,987.67	
Other Excise	\$ 774,171.09	\$ 787,876.64	\$ 736,837.89	1,034,152.40	\$ 2,324,175.60	
Penalties/Interest on Taxes	\$ 257,283.52	\$ 206,120.06	\$ 217,863.43	\$ 137,124.90	\$ 177,262.00	
Payment in Lieu of Taxes	\$ 24,518.34	\$ 50,491.50	\$ 30,399.33	\$ 32,807.55	\$ 12,807.44	
Fees	\$ 318,186.65	\$ 325,792.32	\$ 433,707.93	\$ 550,720.85	\$ 1,923,074.27	***\$395,308.15 w/o host agreement \$
Rentals	\$ 114,470.40	\$ 126,608.00	\$ 136,644.85	\$ 121,166.40	\$ 119,258.08	
Other Departmental Revenue	\$ 101,656.11	\$ 86,784.67	\$ 60,284.19	\$ 66,619.89	\$ 77,458.16	
Licenses & Permits	\$ 76,145.52	\$ 79,536.68	\$ 65,148.76	\$ 121,561.62	\$ 108,485.40	
Fines & Forfeits	\$ 32,032.84	\$ 45,321.51	\$ 38,127.48	\$ 33,428.31	\$ 25,443.96	
Investment Income	\$ 25,896.57	\$ 23,013.21	\$ 33,391.20	\$ 99,428.32	\$ 116,164.45	
Miscellaneous Non-Recurring	\$ 120,061.99	\$ 48,236.25	\$ 83,830.91	\$ 14,142.92	\$ 49,946.51	
	2,682,548.10	\$ 2,592,007.36	\$ 2,661,807.26	\$ 3,054,747.34	\$ 5,777,063.54	
				\$ (479,767.14)	(2,954,106.97)	less cannabis
				\$ 2,574,980.20	\$ 2,822,956.57	

Mark Pruhenski  
Town Manager

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## TOWN OF GREAT BARRINGTON MASSACHUSETTS

OFFICE OF THE TOWN MANAGER

### RESERVE FUND TRANSFER REQUEST

December 10, 2020

TO: Finance Committee  
FROM: Amy Pulver, IT Coordinator  
RE: Reserve Fund Transfer Request

	ACCOUNT NAME	ORG	OBJ	AMOUNT
From:	Reserve Fund	01131	57800	\$15,000.00
To:	Computers R/M	01136	52400	\$15,000.00

\*See attached YTD budget to actual report.

Department Head Signature: *Amy Pulver*

Date: 12/11/20

Town Accountant: *Don McCarroll*

Date: 12/11/20

Town Manager: *[Signature]*

Date: 12-11-20

Finance Committee:

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To: Finance Committee  
From: Amy Pulver, Office Administrator and IT Coordinator  
Date: Friday, December 13, 2020  
RE: Reserve Fund Transfer Request for Technology

We respectfully request \$15,000\* be transferred from the reserve fund to the technology budget. Staff are planning for returning to a hybrid work model soon, as we did previously last spring. During recent conversations with Staff about the topic, there was a consistent theme. Some employees needed computers to be able to work effectively and efficiently from home.

During the last (abrupt) shut down, staff did the best they could with what they had at home. The Town already had the ability for employees to telecommute and access what files/programs they need from home. Whatever extra laptops we had we lent out. However, those laptops were very old; running on Windows 7 and were not able to be upgraded to Windows 10 (Windows 7 is no longer supported by Microsoft). While some employees were fine with what they had at home, many others found it challenging. It was also a challenge to help them with any IT issues they had at home because everyone had something different. It became evident that consistent and current technology across the board would be the most effective and efficient way to have employees work from home. After conversations with our office staff, we would need to purchase 16 laptops and 4 desktops. Some employees said they were fine and did not need a different computer from what they had at home. Also, keep in mind some employees have children at home learning remotely. Therefore, while they may have a good computer at home, their children are using it.

Looking forward to a post-COVID world, we would use these devices in multiple Departments, especially the Senior Center and the Library. The desktops would be backups and/or used as new workstations for future additional staff. While the equipment we are looking to buy is not bare bones, it is nowhere near the top of the line. These Computers must have solid-state hard drives (no moving parts, they last much longer), Windows 10 Pro (so they integrated into our network), and rugged enough to withstand normal wear and tear.

These are unprecedented times, and we all appreciate the Finance Committee's time in considering our request. Our goal is to continue to provide all essential services to the residents of Great Barrington.

\*Itemized list of inventory costs:

• 16-laptops	\$775 each	total \$12,400
• 16-HDMI cables,	\$15 each	total \$240
◦ <i>(enables staff to use their home TV as a larger monitor)</i>		
• 4-Mini CPUs	\$300 each	total \$1,200
• 4-24" Monitors	\$150 each	total \$600
• 4-Webcams	\$100 each	total \$400
• <u>4-Keyboards &amp; Mouse</u>	<u>\$40 each</u>	<u>total \$160</u>
		\$15,000



12/11/2020 13:33  
1184apulver

TOWN OF GREAT BARRINGTON  
YEAR-TO-DATE BUDGET REPORT

P 1  
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FOR 2021 05

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01136 TECHNOLOGY							
<a href="#">01136 51107 IT COORDINATOR</a>	6,000	0	6,000	2,252.92	.00	3,747.08	37.5%
<a href="#">01136 52400 REPRS &amp; MAINTNCE</a>	15,000	0	15,000	4,958.96	.00	10,041.04	33.1%
<a href="#">01136 52700 CONTRACTED SERVICES</a>	23,000	0	23,000	22,500.00	820.00	-320.00	101.4%
<a href="#">01136 53000 SOFTWARE LICENSES</a>	128,650	0	128,650	112,186.13	4,560.00	11,903.87	90.7%
<a href="#">01136 53030 DATA SERVICES</a>	22,500	0	22,500	7,409.75	18,782.25	-3,692.00	116.4%
<a href="#">01136 53400 TELEPHONE</a>	20,000	0	20,000	9,238.90	5,470.70	5,290.40	73.5%
TOTAL TECHNOLOGY	215,150	0	215,150	158,546.66	29,632.95	26,970.39	87.5%
TOTAL GENERAL FUND	215,150	0	215,150	158,546.66	29,632.95	26,970.39	87.5%
TOTAL EXPENSES	215,150	0	215,150	158,546.66	29,632.95	26,970.39	

## EXECUTIVE SUMMARY

**TITLE:** Selectboard License Fees for 2021

**BACKGROUND:** The COVID-19 pandemic has negatively impacted just about every business in Great Barrington, making the financial challenges of owning and operating a small business even more difficult. As we approach our annual license renewal season, the Selectboard could consider a reduction in fees for those license holders most impacted as a way to minimize the financial burden on some establishments.

**Revenue generated annually: approximately \$65,000 (revenue from all Selectboard licenses)**

The Selectboard discussed this topic on December 7<sup>th</sup>, and voted at that time to ask that the Finance Committee review the below recommendation from staff at its December 15<sup>th</sup> meeting. The Selectboard will review and vote on your recommendation at their last meeting of the calendar year on December 21<sup>st</sup>, which is when the below licenses will be approved.

**RECOMMENDATION:** The Selectboard and Finance Committee should consider a 50% abatement on only the below list of license types for all applicants in good tax standing with the Collector's office at the time the license is issued:


<u>License Type:</u>	<u>License Fee:</u>	<u>Total:</u>
Common Victualler Restaurant All Alcohol-	\$950	\$32,300
Common Victualler Restaurant Beer and Wine-	\$450	\$ 2,250
Common Victualler Restaurant Beer and Wine (without food) -	\$450	\$ 450
Club All Alcohol -	\$650	\$ 650
Seasonal Club All Alcohol-	\$600	\$ 600
Innholder All Alcohol -	\$950	\$ 950
Annual Automatic Amusement Device -	\$30 per machine	\$ 480
Annual Common Victualler License -	\$25	\$ 1,800
Annual Innholder License -	\$50	\$ 550
Annual Lodging License-	\$50	\$ 50
Annual Motion Picture License -	\$75	\$ 150
Annual Weekday Entertainment (Indoor)	\$25	\$ 500
Annual Sunday Entertainment (Indoor/Town Fee only)	\$85-175	\$ 1,205
Annual Bowling	\$30/1 <sup>st</sup> lane + \$15/add'l lanes	\$ 500
	<b>ESTIMATED TOTAL:</b>	<b>\$42,435</b>

**Staff further recommends that all fees be paid when the license is issued to the applicant, and that all remaining license fees not listed above remain at their current fee.**

**FISCAL IMPACT:** If all of the above noted license fees were discounted at a rate of 50%, we can expect our local revenues to be reduced by approximately **\$21,218**.

**PREPARED AND APPROVED BY:**

**DATE:**

  
\_\_\_\_\_  
Mark Pruhenski/Town Manager

12/11/2020