

# *Village of Alburgh Annual Report*

*July 1, 2018 – June 30, 2019*



Photo by Connie Boutin, Alburgh

*Please bring this report to the Annual Meeting!*

## VILLAGE OF ALBURGH ANNUAL REPORT- TABLE OF CONTENTS

• Letter to the Voters	Page 1
• Auditors' Report	Page 2
• Village Elected Officials & Village Employees	Page 3
• Liabilities and Assets	Page 4
• Grand List	Page 5
• Village of Alburgh Accounts	Pages 6 & 7
• Statement of Delinquent Taxes/ Water/ Sewer	Page 8
• FY 18-19 Budget/ Actual & FY 19-20 Budget/ Actual to Date/ FY 20-21 Budget	Pages 9-13
• Salaries Paid	Page 14
• Warning	Page 15

## **A Message from the Village Trustees**

To the Voters of the Village of Alburgh,

- ❖ This year has been an uneventful year, with a few minor repairs here and there.
- ❖ We have been updating meters and the meter repair list is completed at this time.
- ❖ The water planning loan will be paid off this year.
- ❖ We are currently working with Dubois & King on water tower rehabilitation.
- ❖ We are purchasing a new village truck.

### **Village Office Hours**

Monday, Tuesday, Wednesday and Thursday 9:00 AM - 4:00 PM  
Friday 9:00 AM - 12:00 PM

A drop box is located on the southside of the building for your convenience for payments made to the Village after office hours.

Feel free to call the Village office at 796-3763 with any questions you may have. To speak with Jason Beaulac the Superintendent directly, please call the Water Plant at 796-3800 or his cell 802-782-1652.

As always, we would like to invite you to attend our monthly meetings that are currently held on the first Tuesday of the month at 6:30 PM, at the Municipal Office. Minutes and Agendas are available online at [www.alburghvt.org](http://www.alburghvt.org) under the Village Office tab.

Sincerely,

Cheryl Dunn, Chair  
Beth Savage  
Herbert Durham  
Noah Arnold  
Heath Bovat

# Village of Alburgh

## Auditors' Report

July 1st, 2018-June 30th, 2019

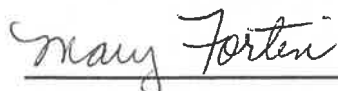
We have examined the financial statements, the business-type activities, each major fund, and the additional adjunct information of the Village of Alburgh for the period covering this report.

As part of the Audit we have looked at the processes, internal controls and compliance with generally accepted policies and practices adopted by the Trustees and staff.

We are encouraged by the improvements, evidence to assure transparency, traceability and accuracy in reporting.

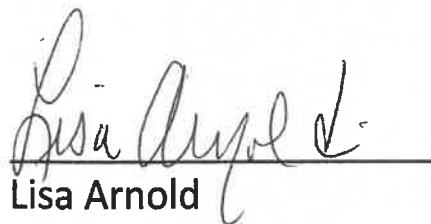
We particularly express our appreciation to Megan Ballentine for her assistance throughout this process, which involved numerous interruptions.

Respectfully submitted,



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Mary Fortin



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Lisa Arnold

**Alburgh Village Board of Trustees**

NOAH ARNOLD	Term Expires 2024
CHERYL DUNN (CHAIR)	Term Expires 2023
HERBIE DURHAM	Term Expires 2022
HEATH BOVAT	Term Expires 2021
BETH SAVAGE	Term Expires 2020

**Alburgh Village Auditors**

MARY FORTIN	Term Expires 2020
VACANCY	Term Expires 2021
LISA ARNOLD	Term Expires 2022

**Village Clerk/ Treasurer**

MEGAN BALLENTINE	Term Expires 2020
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**Delinquent Tax Collector**

TERRY TATRO	Term Expires 2020
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**Other Employees**

JASON BEAULAC - Water & Sewer Superintendent

PAUL FORTIN - Weekend Employee for the Water & Sewer Dept.

DANIELLE JAMES CHOINIÈRE - Assistant Village Clerk/ Treasurer (as needed)

**Liabilities (As of 7-1-2019)**

<b>Payable To</b>	<b>Currently Owe</b>	<b>Annual Payment and Interest</b>	<b>Maturity Date</b>
Water Tower Loan (USDA)	\$138,052.85	\$18,466.00	01/19/29
Waterline Loan (USDA)	\$28,934.71	\$3,054.00	12/11/31
Sewer Upgrade Loan (People's United)	\$403,837.24	\$33,357.75	03/01/33
Water Upgrade Loan (People's United)	\$1,180,908.47	\$47,236.34	09/01/43
Water Tower Engineering Costs Loan	\$10,238.81	\$5,119.40	02/01/21
Water Planning Loan (WPL-217)	\$5,224.71	\$5,224.71	10/01/22

**Property**

	<b>Location</b>	<b>Description</b>	<b>Department</b>	<b>Insured Bldg Value</b>	<b>Contents Value</b>
1	1 North Main St, Suite 2	Office	General	-	\$6,000.00
2	1000 US RTE 2 South	Garage	Sewer/WW	\$39,692.00	\$32,750.00
3	194 Mott Farm RD	Pumping Station	Sewer/WW	\$164,867.00	-
4	142 Vantine Ave	Water Tower	Water	\$916,650.00	-
5	6 South Main ST	Historical Bldg	General	\$74,385.00	-
6	421 Lake ST	Old Water Plant	Water	\$69,605.00	-
7	381 Lake ST	Water Treatment Plant	Water	\$2,563,490.00	\$18,200.00
8	1000 US RTE 2 South	Sewer Control Bldg	Sewer/WW	\$495,752.00	\$81,6000.00
9	1000 US RTE 2 South	Pole Barn	Sewer/WW	\$302,007.00	-

**Vehicles & Equipment**

	<b>Make/ Model</b>	<b>Vehicle Type</b>	<b>VIN</b>
1	1978 Ford Tractor 4600 w/ mowers	Tractor	
2	1978 Ford 4100 Tractor diesel w/ bucket	Tractor	
3	2007 Chevrolet Truck	Pickup Truck	1GCHK24DX7E107978
4	1978 Ford 6600 Tractor diesel w/ mowers	Tractor	

Village of Alburgh 2018 Grand List  
Tax Book Report  
\*\*\* GRAND TOTALS \*\*\*

	MUNICIPAL	HOMESTEAD	NON-RESI
-----			
TAXABLE PARCELS	325		
ACRES	719.61		
LAND	17,341,616		
BUILDING	30,394,175		
REAL	47,735,800	18,683,900	29,051,900
Add			
(+) NON-APPROVED CONTRACTS		0	0
(+) NON-APPROVED FARM CONTRACTS		0	0
(+) INVENTORY	0		
(+) EQUIPMENT	0		0
Subtract			
(-) VETERAN	200,000	200,000	0
(-) FARM STAB	0	0	0
(-) CURRENT USE	112,100	0	112,100
(-) CONTRACTS	0	0	0
(-) SPECIAL EXEMP.		0	122,870
-----			
GRAND LIST	474,237.00	184,839.00	288,169.30
HOMESTEAD	40,168,300		
HOUSESITE	40,155,600		
LEASE	0.00		
NON-TAX COUNT	0		
NON-TAX VAL.	0		

LATE HOMESTEAD DECLARATION PENALTY IS WAIVED

RATE NAME	TAX RATE	X GRAND LIST	= TOTAL RAISED
-----			
NON-RESIDENTIAL ED.	0.0000	288,169.30	0.00
HOMESTEAD ED.	0.0000	184,839.00	0.00
VILLAGE	0.0382	474,237.00	18,115.85
TOTAL TAX			18,115.85

*Village of Alburgh: Accounts as of June 30, 2019*

**Sidewalks**

Balance, 6/30/18	\$ 18,079.07
Interest	\$ 17.26
<b><i>Balance, 6/30/19</i></b>	<b><i>\$ 3096.33 {Payment to Town for Streetscape \$15,000}</i></b>

**General Fund**

Balance, 6/30/18	\$ 7,780.26
Raised by Taxes	\$ 16,367.16
Delinquent Taxes Collected	\$ 1,926.33
Interest on Del. Taxes	\$ 71.59
Misc. Revenue	\$ 0

Amount Available	\$ 26,145.34
Expenses	\$ 18,931.17

<b><i>Balance, 6/30/19</i></b>	<b><i>\$ 7,214.17</i></b>
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**Water Department**

Balance, 6/30/18	\$ 100,781.00
Income	\$ 258,415.86

Available	\$ 359,196.86
Expenses	\$ 207,982.56
<b><i>Balance, 6-30-19</i></b>	<b><i>\$ 151,214.30</i></b>

**Sewer Department**

Balance, 6/30/18	\$ 241,153.43
Income	\$ 158,738.91

Available	\$ 399,892.34
Expenses	\$ 132,563.01
<b><i>Balance, 6/30/19</i></b>	<b><i>\$ 267,329.33</i></b>

**Special Funds- Water**

Balance, 6-30-18	\$ 93,518.85
New Hook Up Fees	\$ 1,000.00
Interest	\$ 94.28
<b><i>Balance, 6/30/19</i></b>	<b><i>\$ 94,613.13</i></b>



**Special Funds- Sewer**

Balance, 6-30-18	\$ 56,377.42
New Hook Up Fees	\$ 1,000.00
Interest	\$ 57.22
<b><i>Balance, 6/30/19</i></b>	<b><i>\$ 57,434.64</i></b>

**Departmental Balance**

Sidewalks	\$ 3,096.33
General Fund	\$ 7,214.17
Water Department	\$ 151,214.30
Sewer Department	\$ 267,329.33
Special Funds- Water	\$ 94,613.13
Special Funds- Sewer	\$ 57,434.64
<b><i>Total as of 6/30/2019</i></b>	<b><i>\$ 580,901.90</i></b>

**Cash On Hand**

Checking Accounts- People's United	
General	\$ 449,250.95 (Nemrc)

Savings Accounts- People's United

Sidewalks	\$ 3,096.33
Special Water	\$ 94,613.13
Special Sewer	\$ 57,434.64
<b><i>Total as of 6/30/2019</i></b>	<b><i>\$ 604,395.05</i></b>

**Other Assets**

Delinquent Water Fees	\$ 16,887.12
Delinquent Sewer Fees	\$ 15,117.10
Delinquent R.E. Taxes	\$ 580.84

<b><i>Total as of 6/30/2019</i></b>	<b><i>\$ 636,980.11</i></b>
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**Statement of Delinquent Taxes/ Water/ Sewer  
July 1, 2018 to June 30, 2019**

<b>Balance Outstanding July 1, 2018</b>	<b>Sewer</b>	<b>Water</b>	<b>Real Estate</b>	<b>Total</b>
	\$16,549.54	\$19,844.85	\$359.46	\$36,753.85

<b>Delinquent Dates</b>	<b>Sewer</b>	<b>Water</b>	<b>Real Estate</b>	<b>Total</b>
<b>09/1/18</b>	\$8,793.64	\$10,698.07		\$19,491.71
<b>11/20/18</b>			\$2,134.61	\$2,134.61
<b>12/1/18</b>	\$10,191.39	\$13,421.44		\$23,612.83
<b>03/01/19</b>	\$9,868.91	\$12,757.78		\$22,626.69
<b>06/01/2019</b>	\$9,951.70	\$12,467.63		\$22,419.33
<b>Total for Collection</b>	<b>\$55,355.18</b>	<b>\$69,189.77</b>	<b>\$2,494.07</b>	<b>\$127,039.02</b>

<b>Amount collected as of 6/30/19</b>	<b>Sewer</b>	<b>Water</b>	<b>Real Estate</b>	<b>Total</b>
	<u>\$40,120.08</u>	<u>\$52,175.65</u>	<u>\$1,913.23</u>	<u>\$94,208.96</u>
<b>Abatements</b>	\$118.00	\$127.00		\$245.00
<b>Outstanding 06/30/19</b>	\$15,117.10	\$16,887.12	\$580.84	\$32,585.06

<b>Total to Treasurer</b>	<b>Sewer</b>	<b>Water</b>	<b>Real Estate</b>	<b>Total</b>
Tax	\$40,120.08	\$52,175.65	\$1,913.23	\$94,208.96
Interest	\$2,296.64	\$2,594.27	\$70.41	\$4,961.32
<b>Total</b>	<b>\$42,416.72</b>	<b>\$54,769.92</b>	<b>\$1,983.64</b>	<b>\$99,170.28</b>

Village Collection Fees- \$6,948.47  
Collector's Expenses- \$338.23  
Tax Collector's Income- \$6610.24

<b>General Revenue</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Current Taxes	\$18,100.00	\$16,367.16	\$19,370.00	\$15,470.65	\$22,985.00
Delinquent Taxes	\$3,000.00	\$1,926.33	\$2,000.00	\$1,938.45	\$2,000.00
Interest on Del Taxes	\$100.00	\$71.59	\$200.00	\$89.68	\$200.00
Misc Revenue	\$0.00	\$0.00	\$0.00	\$1.00	\$0.00
Bounced Check Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MM Account Transfer	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00
<b>Total General Revenue</b>	<b>\$21,200.00</b>	<b>\$18,365.08</b>	<b>\$21,570.00</b>	<b>\$17,514.78</b>	<b>\$25,185.00</b>
<b>Water Revenue</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Water Fees	\$200,000.00	\$172,556.76	\$200,000.00	\$134,021.04	\$200,000.00
Water Delinquent Fees	\$30,000.00	\$54,228.47	\$38,000.00	\$36,817.88	\$38,000.00
State WPL-217	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Interest	\$2,000.00	\$2,650.49	\$2,000.00	\$1,655.56	\$2,000.00
Water Misc	\$500.00	\$11,960.20	\$500.00	\$658.14	\$500.00
Grant Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SAFD #2 Water Payments	\$14,000.00	\$16,611.94	\$18,000.00	\$9,005.24	\$18,000.00
SAFD#2 Reimb Sample bottle	\$0.00	\$168.00	\$168.00	\$0.00	\$168.00
Project Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SAFD #2 Water On/ Off	\$300.00	\$240.00	\$300.00	\$180.00	\$300.00
Errors (bank errors, cc errors)	\$0.00	\$0.00	\$0.00	\$7.69	\$0.00
<b>Total Water Revenue</b>	<b>\$246,800.00</b>	<b>\$258,415.86</b>	<b>\$258,968.00</b>	<b>\$182,345.55</b>	<b>\$258,968.00</b>
<b>Sewer Revenue</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Sewer Fees	\$140,000.00	\$115,037.82	\$122,000.00	\$87,589.96	\$122,000.00
Sewer Delinquent Fees	\$25,000.00	\$41,382.48	\$28,000.00	\$30,449.05	\$28,000.00
Sewer Interest	\$2,500.00	\$2,312.61	\$2,000.00	\$1,542.42	\$2,000.00
Sewer Misc	\$0.00	\$6.00	\$0.00	\$0.00	\$0.00
Grant Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Sewer Revenue</b>	<b>\$167,500.00</b>	<b>\$158,738.91</b>	<b>\$152,000.00</b>	<b>\$119,581.43</b>	<b>\$152,000.00</b>
<b>Water Expenses</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Labor	\$45,000.00	\$48,452.75	\$50,500.00	\$38,460.45	\$51,000.00
Contract Village Labor	\$1,000.00	\$427.50	\$1,000.00	\$0.00	\$1,000.00

<b>Water Expenses</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Social Security	\$3,475.00	\$3,863.95	\$4,000.00	\$3,024.30	\$5,000.00
Retirement	\$2,600.00	\$2,610.66	\$2,500.00	\$2,105.79	\$2,800.00
Unemployment Ins	\$300.00	\$55.00	\$300.00	\$55.00	\$300.00
Worker's Comp Ins	\$2,500.00	\$2,377.44	\$2,600.00	\$1,177.50	\$2,600.00
Health Insurance	\$8,126.00	\$8,060.34	\$8,420.00	\$6,451.96	\$9,500.00
Dental Insurance	\$558.00	\$716.52	\$575.00	\$445.14	\$675.00
Vision Insurance	\$78.00	\$81.95	\$78.00	\$64.70	\$100.00
Electricity	\$17,000.00	\$16,154.72	\$17,000.00	\$12,258.56	\$17,000.00
Parts/Supplies	\$16,000.00	\$4,665.83	\$10,000.00	\$8,290.36	\$10,000.00
Propane	\$8,000.00	\$6,502.52	\$8,000.00	\$4,945.37	\$6,500.00
Vt Operating Fees	\$1,800.00	\$1,984.08	\$1,800.00	\$1,238.56	\$2,000.00
Contract Repair Work	\$11,000.00	\$2,072.50	\$11,000.00	\$669.00	\$10,000.00
Telephone	\$900.00	\$932.25	\$1,000.00	\$715.58	\$1,000.00
Cell Phone	\$360.00	\$461.37	\$430.00	\$285.26	\$500.00
PACIF Insurance	\$5,600.00	\$3,912.41	\$5,600.00	\$2,051.70	\$5,600.00
Chemicals	\$7,600.00	\$9,379.67	\$7,600.00	\$3,067.01	\$7,600.00
Advertising	\$200.00	\$106.75	\$400.00	\$0.00	\$400.00
Postage	\$800.00	\$790.10	\$800.00	\$0.00	\$800.00
Legal	\$6,000.00	\$332.75	\$3,500.00	\$0.00	\$3,500.00
Refunds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lab testing	\$2,300.00	\$1,826.00	\$2,500.00	\$2,075.12	\$3,000.00
SAFD #2 Lab Testing	\$175.00	\$168.00	\$175.00	\$0.00	\$175.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Plant Maint	\$5,500.00	\$1,562.51	\$5,500.00	\$1,726.52	\$5,500.00
Contracted Mowing	\$1,200.00	\$540.00	\$1,200.00	\$1,026.00	\$1,300.00
Training	\$120.00	\$153.25	\$200.00	\$179.60	\$300.00
Truck Fuel/ Maintenance	\$3,000.00	\$2,155.38	\$3,000.00	\$2,048.62	\$33,000.00
Equipment/Equipment Maint	\$2,792.25	\$579.36	\$2,000.00	\$316.25	\$2,000.00
Office/ Supplies (Rent et	\$2,700.00	\$2,619.64	\$2,700.00	\$2,593.42	\$3,000.00
Water Loan Payments	\$73,875.75	\$73,875.74	\$74,037.79	\$77,573.46	\$73,875.74
Water Line Maintenance	\$5,000.00	\$4,790.33	\$8,000.00	\$715.39	\$8,000.00
H2O Tower Project Expen.	\$10,000.00	\$4,595.00	\$10,000.00	\$24,628.82	\$27,300.00
Asset Management	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

<b>Water Expenses</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Outside Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dues	\$500.00	\$686.10	\$500.00	\$225.00	\$700.00
Shared SAFD water line ex	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tractor/Mower Maint/Gas	\$500.00	\$0.00	\$100.00	\$0.00	\$100.00
Mileage Reimbursement	\$200.00	\$490.19	\$400.00	\$348.99	\$600.00
Operator renewal fees	\$40.00	\$0.00	\$100.00	\$80.00	\$100.00
<b>Total Water Expenses</b>	<b>\$246,800.00</b>	<b>\$207,982.56</b>	<b>\$247,515.79</b>	<b>\$198,843.43</b>	<b>\$296,825.74</b>
<b>Sewer Expenses</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Labor	\$28,000.00	\$27,801.75	\$29,000.00	\$22,159.05	\$30,000.00
Social Security	\$2,200.00	\$2,127.23	\$2,200.00	\$1,695.38	\$4,000.00
Retirement	\$1,700.00	\$1,487.20	\$1,400.00	\$1,203.86	\$1,700.00
Unemployment Ins	\$200.00	\$35.00	\$200.00	\$35.00	\$200.00
Worker's Comp Ins	\$1,700.00	\$1,585.66	\$1,700.00	\$785.00	\$1,700.00
Health Insurance	\$5,418.00	\$5,373.52	\$5,613.00	\$4,301.26	\$6,600.00
Dental Insurance	\$372.00	\$477.65	\$383.00	\$296.73	\$450.00
Vision Insurance	\$52.00	\$47.41	\$52.00	\$43.10	\$75.00
Electricity	\$37,000.00	\$30,252.68	\$37,000.00	\$23,685.43	\$37,000.00
Parts/Supplies	\$750.00	\$783.39	\$750.00	\$83.40	\$1,000.00
Kerosene	\$1,500.00	\$1,445.01	\$1,500.00	\$376.19	\$1,500.00
Vt Operating Fees	\$500.00	\$390.00	\$500.00	\$390.00	\$750.00
Contract Repair Work	\$1,500.00	\$510.00	\$1,500.00	\$446.00	\$1,500.00
Telephone	\$840.00	\$823.27	\$875.00	\$617.91	\$900.00
Cell Phone	\$240.00	\$308.53	\$285.00	\$190.20	\$315.00
PACIF Insurance	\$4,500.00	\$3,219.79	\$4,500.00	\$1,580.40	\$4,500.00
Chemicals	\$1,600.00	\$1,020.00	\$1,600.00	\$854.70	\$1,600.00
Advertising	\$100.00	\$68.95	\$300.00	\$0.00	\$300.00
Postage	\$500.00	\$502.79	\$500.00	\$0.00	\$500.00
Legal	\$6,000.00	\$5,030.25	\$6,000.00	\$0.00	\$6,000.00
Refunds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lab testing	\$5,400.00	\$1,984.04	\$5,400.00	\$4,152.32	\$6,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Plant Maint	\$6,000.00	\$5,674.56	\$6,000.00	\$727.72	\$6,000.00

<b>Sewer Expenses</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Pump Station Maint.	\$3,500.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
Contracted Mowing	\$800.00	\$360.00	\$800.00	\$684.00	\$900.00
Training	\$120.00	\$106.25	\$120.00	\$64.40	\$120.00
Truck Maint/Fuel	\$2,000.00	\$2,195.64	\$2,000.00	\$1,365.78	\$22,000.00
Equipment	\$3,000.00	\$120.00	\$1,500.00	\$30.00	\$1,500.00
Office/Supplies (Rent, etc.)	\$2,000.00	\$1,888.84	\$2,000.00	\$1,818.88	\$2,500.00
Loan Payments	\$48,000.00	\$33,357.75	\$33,357.75	\$33,357.75	\$33,357.75
Sewer Line Repair	\$0.00	\$2,122.54	\$1,000.00	\$0.00	\$1,000.00
Outside Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Generator Propane	\$300.00	\$0.00	\$300.00	\$0.00	\$300.00
Dues	\$300.00	\$442.70	\$450.00	\$150.00	\$450.00
Tractor/Mower Maint/ Gas	\$1,000.00	\$708.65	\$1,000.00	\$304.79	\$1,000.00
Mileage Reimbursement	\$408.00	\$311.96	\$400.00	\$222.08	\$400.00
Operator renewal fees	\$0.00	\$0.00	\$200.00	\$240.00	\$300.00
<b>Total Sewer Expenses</b>	<b>\$15,458.63</b>	<b>\$132,563.01</b>	<b>\$151,385.75</b>	<b>\$101,861.33</b>	<b>\$177,417.75</b>

<b>General Expenses</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Labor	\$8,800.00	\$7,204.00	\$7,000.00	\$4,211.25	\$9,200.00
Social Security	\$680.00	\$393.03	\$500.00	\$239.75	\$500.00
Retirement	\$150.00	\$192.56	\$160.00	\$156.60	\$250.00
Unemployment Ins	\$75.00	\$10.00	\$75.00	\$10.00	\$75.00
Worker's Comp Ins	\$150.00	\$121.90	\$150.00	\$65.00	\$150.00
Street Lights	\$8,550.00	\$8,583.10	\$8,550.00	\$7,402.60	\$9,000.00
Dues	\$85.00	\$88.20	\$90.00	\$0.00	\$90.00
Telephone	\$620.00	\$669.81	\$660.00	\$547.79	\$1,000.00
PACIF Insurance	\$500.00	\$1,787.80	\$1,200.00	\$887.90	\$1,500.00
Alburgh Library	\$0.00	\$700.00	\$0.00	\$700.00	\$0.00
Professional Services	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00
Advertising	\$250.00	\$109.30	\$200.00	\$0.00	\$200.00
Postage	\$250.00	\$143.66	\$200.00	\$318.55	\$350.00
Office Supplies	\$300.00	\$319.87	\$300.00	\$483.74	\$3,500.00
Legal	\$1,500.00	\$60.50	\$1,500.00	\$0.00	\$1,500.00
Rent	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00

<b>General Expenses</b>	<b>Budget 18-19</b>	<b>Actual</b>	<b>Budget 19-20</b>	<b>Actual as of 4/6/20</b>	<b>Budget 20-21</b>
Computer/ Software	\$200.00	\$58.29	\$200.00	\$0.00	\$200.00
Refunds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Training	\$0.00	\$23.50	\$75.00	\$12.00	\$100.00
Outside Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bounced Check Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Abatements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mileage Reimbursement	\$50.00	\$89.09	\$100.00	\$63.45	\$100.00
Tax Sale	\$0.00	-\$1,983.44	\$0.00	\$0.00	\$0.00
<b>Total General Expenses</b>	<b>\$22,770.00</b>	<b>\$18,931.17</b>	<b>\$21,570.00</b>	<b>\$15,458.63</b>	<b>\$25,185.00</b>

Village of Alburgh Payroll  
Employee Wage Summary Report  
Detail by employee number 07/01/18 - 06/30/19

Employee	EE #	Gross	Gross Taxable	Gross State	Gross FICA	Gross MEDI	Net
ARNOLD, NOAH E.	AR1	350.00	350.00	350.00	350.00	350.00	323.22
BALLENTINE, MEGAN E.	BA1	29,299.00	27,844.55	27,844.55	29,299.00	29,299.00	20,207.60
BEAULAC, JASON	BE1	47,465.00	45,105.75	45,105.75	47,465.00	47,465.00	33,976.94
BOVAT, HEATH W.	BO1	490.00	490.00	490.00	490.00	490.00	452.51
DURHAM, HERBERT J.	DU1	665.00	665.00	665.00	665.00	665.00	614.13
DUNN, CHERYL C.	DU2	735.00	735.00	735.00	735.00	735.00	678.77
FORTIN, PAUL	FO1	3,290.00	3,290.00	3,290.00	3,290.00	3,290.00	3,037.20
FORTIN, MARY M.	FO2	270.75	270.75	270.75	270.75	270.75	250.01
JAMES CHOINIERE, DANIELLE	JA1	160.00	160.00	160.00	160.00	160.00	147.76
MILLS, RENEE L.	MI1	33.75	33.75	33.75	33.75	33.75	31.17
SAVAGE, BETH	SA1	700.00	700.00	700.00	700.00	700.00	646.45
<b>Totals- Employees Reported: 11</b>		<b>83,458.50</b>	<b>79,644.80</b>	<b>79,644.80</b>	<b>83,458.50</b>	<b>83,458.50</b>	<b>60,365.76</b>



*Village of Alburgh  
Annual Meeting 2020*

THE LEGAL VOTERS OF THE VILLAGE OF ALBURGH ARE HEREBY NOTIFIED AND WARNED TO MEET AT THE ALBURGH MUNICIPAL BUILDING, IN SAID VILLAGE OF ALBURGH, ON TUESDAY EVENING MAY 5, 2020 AT 7:30 P.M., TO TRANSACT THE FOLLOWING BUSINESS, TO WIT:

ARTICLE 1: TO ELECT A CLERK AND TREASURER

ARTICLE 2: TO ELECT THE REMAINING OFFICERS, NAMELY A TRUSTEE TO SERVE A TERM OF 5 YEARS, AN AUDITOR TO SERVE A TERM OF 3 YEARS, AN AUDITOR TO SERVE A TERM OF 1 YEAR AND A TAX COLLECTOR.

ARTICLE 3: TO RECEIVE AND ACT UPON THE REPORTS OF VARIOUS VILLAGE OFFICERS.

ARTICLE 4: TO SEE IF THE VOTERS OF THE VILLAGE OF ALBURGH WILL VOTE TO RAISE THE SUM OF \$22,985.00 BY TAXATION, TO BE USED FOR GENERAL VILLAGE PURPOSES TO INCLUDE STREETLIGHTS.

ARTICLE 5: TO SEE IF THE VOTERS OF THE VILLAGE OF ALBURGH WILL VOTE TO AUTHORIZE THE TRUSTEES TO BORROW MONEY IN ANTICIPATION OF TAXES, TO PAY CURRENT EXPENSES OF THE VILLAGE OF ALBURGH.

ARTICLE 6: TO SEE IF THE VOTERS OF THE VILLAGE OF ALBURGH WILL VOTE TO PAY TAXES TO THE VILLAGE TREASURER AS HERETOFORE.

ARTICLE 7: TO SEE IF THE VOTERS OF THE VILLAGE OF ALBURGH WILL VOTE TO DONATE THE SUM OF \$700.00 TOWARDS THE SUPPORT OF THE ALBURGH PUBLIC LIBRARY.

ARTICLE 8: TO TRANSACT ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE MEETING.

DATED AT ALBURGH, VERMONT THIS 3<sup>rd</sup> DAY OF MARCH, A.D. 2020



MEGAN BALLENTINE, VILLAGE CLERK/ TREASURER



CHERYL DUNN (CHAIR)



HERBERT DURHAM



BETH SAVAGE



HEATH BOVAT



NOAH ARNOLD

# Email from Jim Condos, Secretary of State Dated April 1, 2020

For those of you that have upcoming elections in the next two months (April and May), my guidance is to cancel those meetings if possible. It simply is not safe, given the current state of the spread of the virus in Vermont, to conduct elections at this time. Whether they are votes from the floor, or Australian ballot votes that require ballot processing and counting, the processes required at this time to conduct the election put your voters and election workers at too much of a risk from this highly contagious virus.

## **Votes that By Charter, By Article Agreement, or by law relating to petitions are required to be held on or before a certain date**

Many Villages and some school districts have Annual Meetings that are mandated to be held on a specific date under their charter or articles of agreement. Those of you facing these mandated votes have expressed your desire to cancel them, for the reasons I explained above. Yesterday, we received agreement from the Governor, under the authority granted to the Secretary of State in Section 3 of the bill, to allow those of you with these mandated elections to cancel them as well and proceed as advised above.

## **“Waiver of Mandated Updated Municipal Election Dates in 2020**

Pursuant to the authority granted in Act 92, S3 (2020), and in agreement with the Governor: The Secretary of State hereby permits any municipality that has an upcoming annual meeting or other election that is mandated to be held on or by a certain date, either by charter, article of agreement, other governing document, or by the provisions of 17 V.S.A. S2643 or S2661, may cancel that election and hold it on a different date in the year 2020 as determined by the municipality.

Any such cancelled election shall be held as soon as possible when it may be safely done so as deemed by the municipality, and the rights of any petitioners shall be preserved until such time as the election is held.”