

Bristol Town Administrator

From: Ian Albinson <ianalbinson@gmail.com> on behalf of Ian Albinson <ianalbinson+sb@gmail.com>
Sent: Sunday, January 2, 2022 8:45 PM
To: Bristol Clerk; Treasurer; Bristol Town Administrator
Subject: RE: 2021 Town Report Financials

Good suggestion, Val. Thanks.

– Ian

Ian Albinson, Selectboard Vice-Chair

Town of Bristol

On Dec 29, 2021, 2:38 PM -0500, Bristol Town Administrator <townadmin@bristolvt.org>, wrote:

Hi Ian,

I recommend we bring this to the Selectboard and have it be a Selectboard decision. The expense and revenue information is already available in the budget table.

--Valerie Valerie Capels, Town Administrator

Town of Bristol

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From: Ian Albinson <ianalbinson@gmail.com> **On Behalf Of** Ian Albinson

Sent: Wednesday, December 29, 2021 2:28 PM

To: Bristol Town Administrator <townadmin@bristolvt.org>; Bristol Clerk <clerk@bristolvt.org>; Treasurer <treasurer@bristolvt.org>

Subject: 2021 Town Report Financials

Anthony/Sharon/Val

I'm starting to create and edit materials for the Town Report.

In the interest of transparency, would it be possible to get the following documents/info for this year's Town Report? See the attached examples from New Haven.

These are pages that we don't have currently in our report.

Let me know what's possible.

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- General Fund Balance Sheet
- Assets
- Liabilities & Equity
- Assets plus Liabilities
- Fund Balances
- General Fund Profit & Loss Statement
- General Fund Summary of Revenue and Expenditures
- Bond Payment Schedule
- Inventory of Town Equipment
- Town Equipment and Description
- Include value of equipment
- Town Salaries
- Water Fund Balance Sheet
- Assets
- Liabilities & Equity
- Sewer Fund Balance Sheet
- Assets
- Liabilities & Equity
- Revolving Loan Fund Balance Sheet

///

– Ian

Ian Albinson, Selectboard Vice-Chair
Town of Bristol

GENERAL FUND

SUMMARY OF 2019 REVENUES AND EXPENDITURES

GENERAL FUND	Revenues		Expenditures
Voted Surplus 1/01/19	\$ 306,577.76	Town Offices	\$ 148,000.10
less prepaid Taxes		Elected Officials Office	\$ 171,724.77
		Planning and Zoning	\$ 48,102.96
Tax Revenues	\$ 5,576,813.48	Elections	\$ 2,314.00
Fund Transfers	\$ 6,805.66	Constable, Dog and Health Officer	\$ 2,859.64
Office Revenues	\$ 44,429.58	Sheriff's Dept. Patrol Roads	\$ 29,894.55
Interest Income	\$ 7,589.74	Regular Items	\$ 19,092.12
Grant Money	\$ 26,750.00	Parks, Rec. and Events	\$ 24,801.99
Sheriff's Dept.	\$ 27,523.93	Cemeterys	\$ 10,134.00
Rebates	\$ 2,200.00	Town Office and Library	\$ 113,582.03
Solar settlements	\$ 25,000.00	Town Hall Related	\$ 22,174.16
		Taxes	\$ 13,803.01
Total Receipts	\$ 5,717,112.39	Fire and Rescue	\$ 94,437.04
		Paid to Schools	\$ 4,162,537.12
Total Funds Available	\$ 6,023,690.15	Paid to Roads and Reserve Funds	\$ 983,823.20
Less Expenditures	\$ 5,910,134.94	Transferred to Funds	\$ 24,758.50
Balance 12/31/19	\$ 113,555.21	Solar Opposition	\$ 12,637.50
		Outside Agencies	\$ 25,458.25
		Total Selectboard's Expenditures	\$ 5,910,134.94
Town of New Haven operates on a modified cash basis of accounting			

ROAD FUND			
SUMMARY OF 2019 REVENUES AND EXPENSES			
ROAD FUND	Revenues		Expenditures
Balance 1/01/2019	\$ 298,074.80		
Road Equipment Fund Transfer	\$ 145,000.00	Payroll Expenses	\$ 235,573.72
Taxes Voted	\$ 983,823.20	Garage Expenses	\$ 37,879.87
Other Income	\$ 41,701.70	Equipment Expenses	\$ 235,875.16
State Highway Aid	\$ 121,015.51	Road Maintenance	\$ 197,693.49
Grant Income	\$ 43,192.50	Bridge Maintenance	\$ 39,201.42
Total Revenues	\$ 1,189,732.91	Projects	\$ 517,005.12
		Equipment Fund	\$ 50,000.00
Total Funds Available	\$ 1,632,807.71	Bridge Fund	\$ 200,000.00
Less Expenses	\$ (1,513,228.78)		
Balance 12/31/19	\$ 119,578.93	Total Expenses	\$ 1,513,228.78
Town of New Haven operates on a modified accrual basis of accounting.			

REMUNERATION FOR TOWN POSITIONS

SELECTBOARD salaries are set by the auditors. New Haven Selectboard members receive annual salaries and are paid in February for their service during the previous year. The 2020 budget will reflect the following salaries: Chair of the Board - \$1,500; each of the other four members - \$1,250.

In accordance with state statutes, the Selectboard sets the salaries of all town officers except themselves (which is set by the auditors), the Clerk Assistant and Treasurer Assistant (which are set by the Clerk and Treasurer).

Starting wages may be lower than those shown below.

AUDITORS - Hourly rate of Up to \$17

ELECTION WORKERS - \$10 per hour

CLERK - Salary of \$31,264.26

CONSTABLE / ANIMAL CONTROL – Hourly rate of \$16.00

CUSTODIAL – Hourly rate of \$17.25

DELINQUENT TAX COLLECTOR receives statutory 8% penalty as calculated on delinquent taxes. (Town is liable only for employer's share of social security tax.)

DEVELOPMENT REVIEW BOARD MINUTE TAKER – Hourly of \$18.50

HEALTH OFFICER - \$300.00 Stipend

HEALTH OFFICER ASST. - \$100.00 Stipend

LISTERS - Hourly rate of \$15.50

OFFICE ASSISTANTS - Hourly rate of \$17

ROAD COMMISIONER – Hourly rate of 23.08

ROAD CREW – Hourly rate of \$17.50- \$ 25.80

SELECTBOARD ASSISTANT - Salary of \$15,840.42

TOWN ADMINISTRATOR- Salary of \$18,000

TREASURER – Salary of \$20,000

ZONING ADMINISTRATOR – Salary of \$30,000

ZONING ASSISTANT-Hourly rate of \$17.00

The Town provides the following benefits to eligible employees:

Dental insurance for a single person.

Platinum Health insurance options from single to family plan with employees contributing 7% of the cost.

Simple IRA :The Town matches employee contribution up to 3%

BALANCE SHEET
For Period Ending 12/31/19

Assets:

	Account Type		
Petty Cash	Cash	\$	75.00
National Bank of Middlebury	Checking	\$	233,134.14
Peoples United Bank	Money Market	\$	23,394.05
Peoples United Bank	Money Market	\$	(0.00)
Peoples United Bank	Money Market	\$	69,342.79
Peoples United Bank	Money Market	\$	140,912.59
Peoples United Bank	Money Market	\$	38,730.71
Peoples United Bank	Money Market	\$	49,208.13
Peoples United Bank	Money Market	\$	178,192.58
Peoples United Bank	Money Market	\$	20,361.51
Peoples United Bank	Money Market	\$	39,380.16
Peoples United Bank	Money Market	\$	394,702.79
Peoples United Bank	Money Market	\$	6,085.97
Total Assets		\$	1,193,520.42

Liabilities:

\$ 290,000.00

Assets plus Liabilities

\$ 1,483,520.42

Fund Balances

General Fund Balance	(includes petty cash)	\$	113,630.21
Road Fund Balance		\$	119,578.93
West Cemetery Fund		\$	23,394.05
Office Equipment Fund		\$	(0.00)
Road Equipment Fund		\$	69,342.79
Fire Truck Fund		\$	140,912.59
Records Restoration Fund		\$	38,730.71
Reappraisal Fund		\$	49,208.13
Reserve Facilities Fund		\$	178,192.58
Riverside Cemetery Fund		\$	20,361.51
Community Projects		\$	39,380.16
Bridge Fund		\$	394,702.79
Conservation Reserve Fund		\$	6,085.97
Liability Fund		\$	290,000.00
Total Fund Balances		\$	1,483,520.42

Town of New Haven operates on modified accrual basis of accounting.