

MOUNT ASCUTNEY REGIONAL COMMISSION (MARC)
BUDGET NARRATIVE FY 2022-2023

REVENUES:

Town Contracts

- 4010 Town Dues – (\$1.30 per person based on the 2020 Census information).
Andover - \$738.40, Baltimore - \$297.70, Cavendish - \$1,809.60, Chester - \$3,906.50,
Ludlow - \$2,823.60, Reading - \$893.10, Springfield - \$11,780.60, Weathersfield - \$3,694.60, West
Windsor - \$1,747.20, Windsor - \$4,626.70.
- 4070 Municipal Planning Grants – Contracts with various towns based on Municipal Planning Grants or
Bylaw Modernization Grants received by the towns from the State of Vermont.
- 4076 Other Town Contracts – Other contracts with towns to conduct services on various projects, such as
managing local transportation projects, assistance preparing hazard mitigation plans or other similar
work.

Federal Funds

- 4024 EPA Brownfield Funds – Regional brownfield programs with funding from the Environmental Protection
Agency (EPA) for the assessment and clean-up of sites that have been designated as “Brownfields”.
Disbursements are in the form of revolving loans and/or subgrants to property owners for cleanup and
for environmental contractors who perform assessments.

State Grants

- 4020 ACCD Contract – A contract with the Agency of Commerce and Community Development (ACCD) to
provide municipal and regional planning.
- 4053 ACCD Brownfield Revitalization – Contract with the Agency of Commerce and Community Development
and subgrants to other RPCs for the implementation of Vermont’s Brownfield program by providing
assessment funding to recognized brownfield sites in the State.
- 4034 VEM-DPS Contracts & Grants – Grants through the Vermont Dept. of Public Safety, Emergency Mgt
Division for emergency planning and preparedness.
- 4075 VTrans Cooperative Agreement - A grant with the Vermont Agency of Transportation (VTrans) for the
Transportation Planning Initiative (TPI). The Agreement period is from October 1st to September 30th;
therefore, the budget consists of the last three months of the FY 21-22 agreement and the first nine
months of the FY22-23 agreement.

- 4068 J&L Demolition – Grant funds received from DEC for the Demolition of “J&L 1”.
- 4040 Dept of Environmental Conservation (DEC) – Grants funded by the Vermont Agency of Natural Resources to be used for water quality related projects.
- 4041 DEC Clean Water Block Grant Program – Now called the Design/Implementation Block Grant (DIBG) are funds to be sub-granted to qualifying entities for various water quality projects in their areas.

Energy Revitalization – Funding provided through the Department of Buildings and General Services to fund RPCs assistance with the Municipal Energy Revitalization Program as created in H.518 (2022).

- 4999 DEC-Franchise Reviewer Grant – Grant funds from the DEC to cover the function of the solid waste district auditor.

VDH Hot Weather – Funding from the Department of Health to work on hot weather emergency planning.

Other Contracts

- 4059 The Collaborative – Contract with The Collaborative to assist with their substance misuse prevention initiatives and promoting public health.

- 4078 Northern Borders – Contract with Northern Borders Regional Commission for grant administration.

- 4057 Economic Development Administration– Funds received from EDA for economic development activities through it’s partnership with the East Central Vermont Economic Development District.

Health Equity – Contract with Lamoille County RPC, in coordination with the Department of Health, to assist with planning for health equity, community infrastructure for physical activity, and healthy food access.

- 4049 GUV Management – A contract for management services for the Greater Upper Valley Solid Waste Management District (GUVSWMD).

- 4048 Southern Windsor/Windham Solid Waste Mgt - A contract for management services of the Windham/Windsor Counties Solid Waste Management District (SW/WCSWMD).

American Rescue Plan Act – Contract with Rutland RPC to provide municipal technical assistance with ARPA funding.

Other Revenues

- 4080 Interest Earned on Cash and Investments. At this time we have secured an \$90,340. Certificate of Deposit with Mascoma Savings Bank at .4% APY which matures March of 2025. The main checking account for the MARC is considered a “Sweep” account and is earning approximately 1.5%, which is offset by service charges.
- 4095 Miscellaneous Income - Income received for unusual items.

Expenditures

- 5010 Salaries & Wages - Gross compensation for all employees of the MARC.
- 5070 Payroll Tax Expense - Employer portion of FICA tax (.0765 of gross wages).
- 5095 Retirement Plan - Vermont Employee Municipal Retirement plan for all permanent employees is estimated to be .1238%.
- 5080 Medical Benefits - The costs of medical Insurance less employee share and company contribution to employee Health Reimbursement Account.
- 5082 Other Group Insurances - Small Group Life & Disability policy, Vision and Dental Insurance..
- 5091 Employment Costs – Workers Compensation Insurance, and Unemployment Insurance through the Vermont League of Cities & Towns (VLCT).
- 6500 Advertising - Any public notices and advertisements for programs being administered by the MARC.
- 6400 Audit & Administrative Expenses - Estimated fee for annual audit, administrative fees for various benefit plans, bank service charges.
- 6131 Office Cleaning & Maintenance - Expense of regular weekly cleaning of offices and other maintenance to the office space.
- 6134 Computer Support & Maintenance - For maintenance of computers and the website and subscription for software.
- 6200 Professional Services - Contracted consultants used on various projects, anticipated pass-through costs and legal costs to the MARC.
- 6550 Dues and Reference Materials - Annual dues and subscriptions as well as reference materials.

- 6160 Insurance - Comprehensive & General liability, Fire and Theft insurance (PACIF), Public Officials' coverage and Fidelity Bonding Insurance all through VLCT.
- 6150 Leasing Costs - Leasing and maintenance of postage meter and copier.
- 6190 Meeting Expenses - Food costs for various meetings of MARC committees, staff and programs administered by MARC.
- 6700 Miscellaneous Expense - For all other expenses not otherwise allocated.
- 6130 Office & Computer Supplies - For all supplies used in the day-to-day office operations, cleaning, kitchen, and bathroom supplies, equipment and computer software purchased less than \$200.
- 6132 Small Office Equipment - For office equipment purchased which is more than \$200, but less than \$1,000.
- 6300 Equipment, Furniture & Fixtures, Software - Equipment (including computers), software, furniture & other fixtures costing greater than \$1,000 to be capitalized
- 6210 Planning Projects - For expenses allocated directly to a project.
- 6120 Postage - Any postage costs for all mailings.
- 6030 Rent - Lease costs for office space at the Ascutney Professional Building.
- 6040 Telephone - Monthly expense for telephone and Internet.
- 6240 Travel and Auto Reimbursement - Reimbursement to employees for travel/mileage to and from MARC related functions. Reimbursement includes lodging, per diem and incidental expenses incurred while traveling to conferences, meetings etc.
- 6225 Workshops/Training Programs - For Town Officials, Commissioners and MARC staff to attend workshops and seminars.
- 9994 SW Franchise Review Expenses – Expenses incurred by the District auditor.
- 9999 Non-Allowable Expenses - Certain expenses are not allowable for purposes of the indirect rate calculation. Such as entertainment and lobbying. These expenses are categorized separately.