

## **Town Administrator's Report on Agenda Items For Selectboard Meeting on 12/14/15**

### **Management's Discussion and Analysis (MD&A)**

This will be included in the audit report—it is the Selectboard's (i.e. "Management's") statement summarizing some of the financial changes between the previous year and the year that ended June 30, 2015. There are standard components of this statement—Sullivan, Powers & Co. compiled most of it. I added a little bit of narrative, which Sullivan, Powers reviewed and approved. The MD&A should be approved at the meeting.

### **Charlotte News Request**

The Charlotte News will request a donation, probably both for FY16 & FY17.

### **Grand List Errors and Omissions**

This is standard—it needs to be approved. Betsy Tegatz will be present to explain.

### **Budget Review**

Materials provided by the Town Clerk/Treasurer and CVFRS are included in the packet. The Community Safety Committee will provide materials on Monday. I compiled the draft budget for the Selectboard and Town Lands line items.

I also compiled two options for the Fire & Rescue Capital Reserve Fund Projection: Option 1 has \$100,000 of town funding; Option 2 has \$0.02 on the estimated grand list. The estimated grand list is 5% lower than the current year because of reappraisal (the actual number won't be available for several months). As has been discussed, there remains a question of whether to self-fund vs. bond.

Included in the packet is a brief summary to responses to inquiries for another consultant to review the employee pay-rate program.