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19 MAR 28 AM 10:53

**Special Budget Minutes**  
**Vernon Town Council- Special Budget Meeting**  
**Town Hall- 14 Park Place- 3<sup>rd</sup> Floor**  
**Vernon, Connecticut**  
**March 23, 2019- 9:00 AM**

Mayor Daniel A. Champagne called the meeting to order at 9:01AM

A) **PLEDGE OF ALLEGIANCE**

B) **ROLL CALL:**

**Present:** Council Members Steve Wakefield, Thomas DiDio, Brian Motola, Julie Clay, Mike Wendus, Bill Campbell, Ann Letendre, Jim Tedford, Pauline Schaefer, and Ralph Zahner

**Absent:** Council Members Laura Bush and Steve Peterson

**Entered During Meeting:** None.

Also Present: Town Administrator Michael J. Purcaro, Recording Secretary Cassandra Minor

9:02AM Recess; 9:05AM

C) **PUBLIC HEARING (9:05 AM)**

9:05AM Mayor Daniel A. Champagne called the Public Hearing to order to receive comments and questions.

9:05AM Clerk read the legal notice into record.

No comments from the public were made.

9:07AM Mayor Daniel A. Champagne adjourned the Public Hearing.

Returned to Special Meeting at 9:07AM

D) **PRESENTATION:**

None.

E) **BUDGET REVIEW:**

**5. Registration**

Council Member Tedford, seconded by Council Member Wakefield made a motion to open Tab 5, Page 6 Registration, Code 10113130 in the amount of \$80,285. Motion carried unanimously.

Discussion ensued. John Anderson, Registrar of Voters spoke and answered questions.

Council Member Tedford, seconded by Council Member Wakefield made a motion to close Tab 5, Page 6 Registration, Code 10113130 in the amount of \$80,285. Motion carried unanimously.

## **6. Elections General**

Council Member Zahner, seconded by Council Member Schaefer made a motion to open Tab 5, Page 7, General Elections, Code 10113131 in the amount of \$34,400. Motion carried unanimously.

Discussion ensued. John Anderson, Registrar of Voters spoke and answered questions.

Council Member Zahner, seconded by Council Member Campbell made a motion to close Tab 5, Page 7, General Elections, Code 10113131 in the amount of \$34,400. Motion carried unanimously.

## **7. Elections Primary**

Council Member Letendre, seconded by Council Member Motola made a motion to open Tab 5, Page 8 Primary, Code 10113132 in the amount of \$0. Motion carried unanimously.

Discussion ensued. Council Member Wakefield, seconded by Council Member Tedford made a motion to add \$1.00. Motion carried unanimously.

Council Member Letendre seconded by Council Member Tedford made a motion to close Tab 5, Page 8 Primary, Code 10113132 in the amount of \$1.00. Motion carried unanimously.

## **8. Elections Referendum**

Council Member Schaefer, seconded by Council Member Wakefield made a motion to open Tab 5, Page 9, Referendum, Code 10113133 in the amount of \$0.00. Motion carried unanimously.

Discussion ensued. Council Member Wakefield, seconded by Council Member Tedford made a motion to add \$1.00. Motion carried unanimously.

Council Member Schaefer, seconded by Council Member Wakefield made a motion to close Tab 5, Page 9, Referendum, Code 10113133 in the amount of \$1.00. Motion carried unanimously.

## **1. Social Services**

Council Member Wakefield, seconded by Council Member Schaefer made a motion to open Tab 8, Page 58, Social Services, Code 10456240 in the amount of \$265,411. Motion carried unanimously.

Discussion ensued. Allison Maynard, Director of Social Services spoke and answered questions.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to close Tab 8, Page 58, Social Services, Code 10456240 in the amount of \$265,411. Motion carried unanimously.

## **2. Youth Services**

Council Member Motola, seconded by Council Member Tedford made a motion to open Tab 8, Page 59, Youth Services, Code 10456241 in the amount of \$222,429. Motion carried unanimously.

Discussion ensued. Michelle Hill, Director of Youth Services spoke and answered questions.

Council Member Motola, seconded by Council Member Tedford made a motion to close Tab 8, Page 59, Youth Services, Code 10456241 in the amount of \$222,429. Motion carried unanimously.

**3. Town Clerk**

Council Member Wakefield, seconded by Council Member Schaefer to open Tab 5, Page 18, Town Clerk, Code 10115150 in the amount of \$233,559. Motion carried unanimously.

Discussion ensued. Karen Daigle, Town Clerk spoke and answered questions.

Council Member Wakefield, seconded by Council Member Tedford made a motion to close Tab 5, Page 18, Town Clerk, Code 10115150 in the amount of \$233,559. Motion carried unanimously.

**4. Town Council**

Council Member Campbell, seconded by Council Member Tedford made a motion to open Tab 5, Page 1, Town Council, Code 10110110 in the amount of \$9,825. Motion carried unanimously.

Discussion ensued. Karen Daigle, Town Clerk spoke and answered questions.

Council Member Campbell, seconded by Council Member Tedford made a motion to close Tab 5, Page 1, Town Council, Code 10110110 in the amount of \$9,825. Motion carried unanimously.

**9. Senior Center**

Council Member Clay, seconded by Council Member Schaefer made a motion to open Tab 8, Page 60, Senior Center, Code 10457242 in the amount of \$342,961. Motion carried unanimously.

Discussion ensued. Maureen Gabriele, Senior Center Director spoke and answered questions.

Council Member Zahner made a motion to reduce object code #54390 to \$1,000.00 (from \$3,000). Motion failed.

Council Member Clay, seconded by Council Member Tedford made a motion to close Tab 8, Page 60, Senior Center, Code 10457242 in the amount of \$342,961. Motion carried with 9 in favor and 1 abstention, Council Member Zahner.

**10. Probate**

Council Member Wendus, Seconded by Council Member Schaefer made a motion to open Tab 5, Page 2, Probate. Code 10111112, in the amount of \$13,655. Motion carried unanimously.

Discussion ensued. Probate Judge Alyssa Bartlett spoke and answered questions.

Council Member Wendus, seconded by Council Member Tedford made a motion to close Tab 5, Page 2, Probate. Code 10111112, in the amount of \$13,655. Motion carried unanimously.

10:40AM Recess; 10:54AM Reconvened.

A Memo clarifying cost savings expectations for the Water Pollution Control Facility Upgrade provided by Robert Grasis, Director of Water Pollution Control Authority was distributed to the Council- See Exhibit A attached.

**11. Hockanum Valley Community Council**

Council Member DiDio, seconded by Council Member Schaefer made a motion to open Tab 8, Page 50, Hockanum Valley Community Council, Code 10456222 in the amount of \$180,000. Motion carried unanimously of present members.

Karen Roy-Guglielmi, Chairman of the Human Services Advisory Commission introduced herself to the Town Council.

10:56AM Council Member Campbell returned.

Discussion ensued. David O'Rourke, Hockanum Valley Community Council CEO spoke and answered questions.

Council Member DiDio, seconded by Council Member Schaefer made a motion to close Tab 8, Page 50, Hockanum Valley Community Council, Code 10456222 in the amount of \$180,000. Motion carried unanimously.

#### **12. Child Guidance Clinic**

Council Member Zahner, seconded by Council Member Tedford made a motion to open Tab 8, Page 51, Child Guidance Clinic, Code 10456223 in the amount of \$3,500. Motion carried unanimously.

Discussion ensued. Karen Roy-Guglielmi, Chairman of the Human Services Advisory Commission spoke and answered questions.

Council Member Zahner, seconded by Council Member Tedford made a motion to close Tab 8, Page 51, Child Guidance Clinic, Code 10456223 in the amount of \$3,500. Motion carried unanimously.

#### **13. Exchange Club – Prevention of Child Abuse (KIDSAFE)**

Council Member Motola, seconded by Council Member Schaefer made a motion to open Tab 8, Page 52, Exchange Club - Prevention of Child Abuse, Code 10456224 in the amount of \$1,500. Motion carried unanimously.

Discussion ensued. Robin Kohler, Site Director spoke and answered questions.

Council Member Motola, seconded by Council Member Schaefer made a motion to close Tab 8, Page 52, Exchange Club - Prevention of Child Abuse, Code 10456224 in the amount of \$1,500. Motion carried unanimously.

#### **14. MARC, Inc., of Manchester**

Council Member Wakefield, seconded by Council Member Schaefer made a motion to open Tab 8, Page 53, MARC, Inc., of Manchester, Code 10456226 in the amount of \$5,000. Motion carried unanimously.

Discussion ensued. Kevin Zingler, President and CEO spoke and answered questions.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to close Tab 8, Page 53, MARC, Inc., of Manchester, Code 10456226 in the amount of \$5,000. Motion carried unanimously.

#### **15. Shelter Services (Cornerstone)**

Council Member Wendus, seconded by Council Member Schaefer made a motion to open Tab 8, Page 54, Shelter Services, Code 10456227 in the amount of \$3,500. Motion carried unanimously.

Discussion ensued. Karen Roy-Guglielmi, Chairman of the Human Services Advisory Commission spoke and answered questions.

Council Member Wendus, seconded by Council Member Schaefer made a motion to close Tab 8, Page 54, Shelter Services, Code 10456227 in the amount of \$3,500. Motion carried unanimously.

#### **16. Connecticut Legal Services**

Council Member Clay, seconded by Council Member Wakefield made a motion to open Tab 8, Page 55, Connecticut Legal Services, Code 10456229 in the amount of \$0.00. Motion carried unanimously.

Council Member Clay, seconded by Council Member Schaefer made a motion to close Tab 8, Page 55, Connecticut Legal Services, Code 10456229 in the amount of \$0.00. Motion carried unanimously.

#### **17. Hartford Interval House**

Council Member Tedford, seconded by Council Member Wakefield made a motion to open Tab 8, Page 56, Hartford Interval House, Code 10456232 in the amount of \$2,500. Motion carried unanimously.

Discussion ensued. Mary Jane Foster, President and CEO spoke and answered questions.

Council Member Tedford, seconded by Council Member Campbell made a motion to close Tab 8, Page 56, Hartford Interval House, Code 10456232 in the amount of \$2,500. Motion carried unanimously.

#### **18. YWCA Sexual Assault Services**

Council Member Wakefield, seconded by Council Member Campbell made a motion to open Tab 8, Page 57, YWCA Sexual Assault Services, Code 10456235, in the amount of \$2,000. Motion carried unanimously.

Discussion ensued. Vernon Resident, Maura read a letter regarding the YWCA services. Carol Bernier, Adult Counselor/Advocate spoke and answered questions.

Council Member Wakefield, seconded by Council Member Tedford made a motion to close Tab 8, Page 57, YWCA Sexual Assault Services, Code 10456235, in the amount of \$2,000. Motion carried unanimously.

#### **19. Historical Society**

Council Member Campbell, seconded by Council Member Schaefer made a motion to open Tab 9, Page 67, Historical Society, Code 10562261 in the amount of \$7,000. Motion carried unanimously.

Discussion ensued. Robert Hurd, Treasurer of the Vernon Historical Society spoke and answered questions. Mr.Hurd also distributed the Vernon Historical Society- Operating Budget Report dated 12/31/2018 to the Council- See Exhibit C attached.

Council Member Campbell, seconded by Council Member Wakefield made a motion to close Tab 9, Page 67, Historical Society, Code 10562261 in the amount of \$7,000. Motion carried unanimously.

#### **20. North Central District Health Department**

Council Member DiDio, seconded by Council Member Schaefer made a motion to open Tab 8, Page 49, North Central District Health Department, Code 10455220, in the amount of \$136,780. Motion carried unanimously.

Discussion ensued. Patrice Sulik, Director of the North Central District Health Department spoke and answered questions. Ms. Sulik also distributed Budget Review FY 2018-2019 to the Council- See Exhibit B attached.

Council Member DiDio seconded by Council Member Tedford made a motion to close Tab 8, Page 49, North Central District Health Department, Code 10455220, in the amount of \$136,780. Motion carried unanimously.

#### **21. Greater Hartford Transit District**

Council Member Letendre, seconded by Council Member Zahner made a motion to open Tab 5, Page 22, Greater Hartford Transit District, Code 10116158, in the amount of \$4,669. Motion carried unanimously.

Discussion ensued. Mayor Daniel A. Champagne and Town Administrator Michael Purcaro spoke regarding this proposed budget.

Council Member Letendre, seconded by Council Member Wakefield made a motion to close Tab5, Page 22, Greater Hartford Transit District, Code 10116158, in the amount of \$4,669. Motion carried unanimously.

**22. Arts Commission**

Council Member Schaefer, seconded by Council Member Campbell made a motion to open Tab 9, Page 66, Arts Commission, Code 10562260 in the amount of \$6,540. Motion carried unanimously.

Discussion ensued. Sandra Justin, Chairman of the Arts Commission spoke and answered questions.

Council Member Schaefer, seconded by Council Member Tedford made a motion to close Tab 9, Page 66, Arts Commission, Code 10562260 in the amount of \$6,540. Motion carried unanimously.

**F) MISCELLANEOUS ACCOUNTS REQUIRING ACTION**

None.

**G) RECESS REMAINING ACCOUNTS TO March 25, 2019**

12:19PM Council Member Wakefield, seconded by Council Member Schaefer made a motion to recess to the next scheduled meeting. Motion carried unanimously.

Received:

Approved:

Respectfully submitted:

Cassandra Minor

Recording Secretary.

Exhibit A



# TOWN OF VERNON

P.O. Box 22, VERNON, CT 06066  
Tel: (860) 870-3545  
Fax: (860) 870-3548

OFFICE OF THE  
WATER POLLUTION  
CONTROL DEPARTMENT

Date: March 22, 2019

From: Robert Grasis, Director, Water Pollution Control

To: Mayor Daniel A Champagne  
Members of the Town Council

Cc: Michael Purcaro, Town Administrator

Re: Clarification to the Mayor & Town Council Regarding Cost Savings Expectations for the Water Pollution Control Facility Upgrade

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19 MAR 28 AM 9:23

At the budget hearing last night I was asked by the Town Council whether we will expect cost savings in the operation of the plant once the upgrade is complete. I was focused on the immediate budget before me and I did not take into account all of the cost savings and efficiencies this upgrade will bring in my comments. My apologies to you and the Town Council for not taking this into account as had been previously conveyed through meetings and public information sessions. Let me clarify, there will be cost savings and efficiencies in the operation of the upgraded plant. Those savings are due to the following:

- Replacing aging equipment with new energy efficient models that are appropriately sized for their application.
- Installing new control software to properly operate plant systems automatically to minimize energy use.
- Using the new control software to track trends and make adjustments to minimize energy and chemical use.
- Reducing staff by eliminating second and third shift operations currently needed but not needed to operate the upgraded plant.
- Treating nitrogen with the upgraded plant will eliminate the need to purchase expensive nitrogen credits and the ability to now sell those credits.
- Replacing the plant's current disinfection system with a UV system, projects considerable cost savings to operate annually.
- Replacing the Zimpro PAC/WAR carbon system with a more traditional treatment system will eliminate this energy intensive/expensive process.

The two factors that could be more expensive than the current plant's operating budget is chemical usage and sludge disposal. New chemicals will need to be introduced to reduce phosphorous and secondary sludge disposal will now be necessary due to the elimination of the PAC/WAR system on top of the primary sludge we currently, and will continue to, dispose of. That being said, these two projected increases in operating costs will not exceed the cost savings and efficiencies that are realized by upgrading the Water Pollution Control Facility.



# North Central District Health Department

- Enfield—31 North Main Street, Enfield, CT 06082 \* (860) 745-0383 Fax (860) 745-3188
- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 \* (860) 872-1501 Fax (860) 872 1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 \* (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 \* (860) 684-5609 Fax (860) 684-1768

Patrice A. Sulik, MPH, R.S.  
Director of Health

## Town of Vernon Budget Review FY 2018-2019 Saturday, March 23, 2019

19 MAR 28 AM 9:23

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### Savings/Efficiencies achieved in current budget year:

- Worked with IT contractor to assess and address several issues, while remaining under budget. Had Health District system transferred to upgraded servers without incurring additional costs.
- Switched automobile vendors to obtain government pricing and savings of \$1,700 per vehicle replaced.
- Negotiated dental insurance increase from 3% to 1.5% for current contract year.
- To address significant programming costs that would be generated by State adoption of FDA Food Code, the District is collaborating with other Health Departments using Filemaker software to share costs on the development of the FDA Food Code as an initial project, which will result in significant savings as well as enable the District to rebuild the foundation of our Filemaker platform.

### Budget Plans for FY 2019-2020:

- Maintain the same per capita rate for Member-Towns (\$4.67) despite 12% decrease in per capita funding from State of Connecticut.
- Explore cost savings with phone system as current contract will be due to expire.

### Major Accomplishments:

- Completed regional wage study and brought employee wages to an average in the region to increase staff retention.
- Increased categorical grant funding to the District by approximately \$63,000.
- Increase in number of flu vaccinations administered over the previous year.
- Obtained additional contracts with health insurance companies (Medicare, Harvard Pilgrim).

### Future plans:

- The Board is taking steps to update/remodel the Headquarters in Enfield.

### Challenges:

- Potential additional 8% cut in state per capita funding.
- Additional unfunded mandates introduced into legislative session-reducing the lead level in children which would trigger a full response and investigation; also, a requirement that all health departments make inspections available electronically. These proposals would be productive ideas if adequate funding was provided to implement these changes.
- The need for sustained funding for Community Health programs that is not tied to grants.

VERNON HISTORICAL SOCIETY

OPERATING BUDGET REPORT 12/31/2018

ITEM	BUDGET 2018	THIS PERIOD	PREVIOUS	TOTALS
BALANCE - 1/1/2018				\$ 1,349.67
<b>CASH RECEIPTS</b>				
Dues & Contributions	\$ 8,500.00	\$ 52.00	\$ 5,706.10	\$ 5,758.10
Town of Vernon [1]	\$ 6,500.00	\$ -	\$ 6,200.00	\$ 6,200.00
Interest Earned			\$ -	\$ -
Special Projects				
Museum Shop	\$ -	\$ -	\$ -	\$ -
Publications	\$ 500.00	\$ 126.00	\$ 855.48	\$ 981.48
Book Sale	\$ 9,500.00	\$ -	\$ 8,432.75	\$ 8,432.75
Craft Sale	\$ 5,000.00	\$ -	\$ 5,184.25	\$ 5,184.25
50th Anniversary	\$ 50.00	\$ -	\$ -	\$ -
Miscellaneous	\$ 50.00	\$ -	\$ -	\$ -
Carolyn Blouin Memorial	\$ -	\$ -	\$ -	\$ -
Ads in VHS News	\$ 400.00	\$ -	\$ -	\$ -
	\$ 15,500.00	\$ 126.00	\$ -	\$ 4,598.28
Transfers from				
Building Fund [5][6]	\$ 500.00	\$ -	\$ 19,500.00	\$ 19,500.00
Other Funds [6]	\$ 1,000.00	\$ -	\$ 6,000.00	\$ 6,000.00
	\$ 1,500.00	\$ -	\$ -	\$ 25,500.00
<b>TOTAL RECEIPTS</b>	<b>\$ 32,000.00</b>	<b>\$ 178.00</b>	<b>\$ -</b>	<b>\$ 52,056.58</b>
<b>DISBURSEMENTS</b>				
Member Services				
Postage / PO Box	\$ 1,230.00	\$ (213.17)	\$ (821.00)	\$ (1,034.17)
Meetings & Programs	\$ 200.00	\$ -	\$ (300.00)	\$ (300.00)
Printing	\$ 1,500.00	\$ (115.21)	\$ (834.65)	\$ (949.86)
Gen. Supplies	\$ 1,000.00	\$ -	\$ (517.49)	\$ (517.49)
Miscellaneous	\$ 200.00	\$ (50.00)	\$ (720.00)	\$ (770.00)
	\$ 4,130.00	\$ (378.38)	\$ -	\$ (3,571.52)
Museum Collections				
Museum Supplies	\$ 1,500.00	\$ (50.30)	\$ (406.50)	\$ (456.80)
Equipment	\$ 200.00	\$ -	\$ -	\$ -
Collection Expense	\$ 200.00	\$ -	\$ -	\$ -
	\$ 1,900.00	\$ (50.30)	\$ -	\$ (456.80)
Museum Building				
Maintenance - building	\$ 1,200.00	\$ -	\$ (2,456.71)	\$ (2,456.71)
Maintenance - grounds	\$ 3,500.00	\$ (250.00)	\$ (3,848.04)	\$ (4,098.04)
Security	\$ 700.00	\$ -	\$ (670.00)	\$ (670.00)
IT Services and Software	\$ 800.00	\$ (450.00)	\$ (250.48)	\$ (700.48)
Telephone	\$ 2,400.00	\$ -	\$ (2,298.94)	\$ (2,298.94)
Electric	\$ 3,800.00	\$ (198.43)	\$ (3,417.69)	\$ (3,616.12)
Gas	\$ 3,600.00	\$ (436.68)	\$ (3,320.18)	\$ (3,756.86)
Sewer use	\$ 320.00	\$ (76.25)	\$ (233.13)	\$ (309.38)
Insurance [3][4]	\$ 5,800.00	\$ -	\$ (5,918.00)	\$ (5,918.00)
	\$ 22,120.00	\$ (1,411.36)	\$ -	\$ (23,824.53)
Special Projects				
Capital Projects [2][5][7]	\$ 500.00	\$ -	\$ (19,482.00)	\$ (19,482.00)
Publications [7]	\$ 100.00	\$ -	\$ (1,299.00)	\$ (1,299.00)
Book Sale	\$ 250.00	\$ -	\$ (105.00)	\$ (105.00)
Craft Show	\$ 3,000.00	\$ (14.40)	\$ (2,463.00)	\$ (2,477.40)
50th Anniversary	\$ -	\$ -	\$ -	\$ -
Carolyn Blouin Memorial	\$ -	\$ -	\$ -	\$ -
	\$ 3,850.00	\$ (14.40)	\$ -	\$ (23,363.40)
<b>TOTAL DISBURSEMENTS</b>	<b>\$32,000.00</b>	<b>\$ (1,854.44)</b>	<b>\$ -</b>	<b>\$ (51,216.25)</b>
<b>BALANCE - DATE OF REPORT</b>				<b>\$ 2,190.00</b>

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**VERNON HISTORICAL SOCIETY**

**NOTES ON OPERATING BUDGET REPORT - 2018**

1. VHS requested \$6,500 from Town of Vernon to defray cost of utilities. Town allocated \$6,200 in adopted budget.  
Payment deposited on 8/4/2018.
2. Budget Report dated 4/10 shows expenditure for 8 tables at \$984.00.
3. Budget Report dated 6/20 shows expenditure for Directors and Officers Insurance at \$899.00.
4. Budget Report dated 8/15 shows expenditure of \$4,857.00 for building insurance.
5. Budget Report dated 9/18 shows income transfer of \$6,000.00 and expenses of \$6,483.00 and \$90.00 relating to foundation repairs.
6. Budget Report dated 12/13 shows income transfers of \$12,000.00 and \$1,500.00 from CD and Savings.
7. Budget Report dated 12/13 shows expenses of \$10,501.00 for HVAC and \$1,214.00 for Vernon Our Town.

**VERNON HISTORICAL SOCIETY**

**GENERAL ACCOUNT SUMMARY - 2018**

ITEM	TOTALS - 2017	TOTALS - 2018
<b>General Account Analysis</b>		
Unrestricted Funds	\$ 115,728.90	\$ 93,637.61
Ballroom Floor / Ruth Corbin Fund	\$ 2,940.94	\$ 2,940.94
General Account Bal. - 12/31/17	\$ 118,669.84	
General Account Bal. - 12/31/18		\$ 96,578.55
<b>Summary of Account Balances - December 31, 2018 [1]</b>		
Key Bank      Unrestricted      Checking	\$ 1,349.37	\$ 2,190.00
Key Bank      Unrestricted [2][3]      Money Market 1	\$ 13,033.42	\$ 1,036.34
Key Bank      Unrestricted [2]      Cert of Deposit	\$ 101,346.11	\$ 90,411.27
Key Bank      Ballroom Floor / RCF [2][3]      Savings	\$ 2,940.94	\$ 1,441.47
<b>Total - All Accounts - Dec. 31, 2017</b>	<b>\$ 118,669.84</b>	
<b>Total - All Accounts - Dec. 31, 2018</b>		<b>\$ 95,079.08</b>

**NOTES:**

1. All amounts except checking taken from 12/31 statements without reconciliation.
2. Withdrawals made during August and November to fund capital costs of foundation repairs and HVAC replacement.
3. Accounts will be replenished upon receipt of SHPO reimbursement for foundation repairs.