

**FY 2017 GOVERNOR'S BUDGET RECOMMENDATIONS - PROGRAM PERFORMANCE MEASURES**

AGENCY NAME:	
DEPARTMENT NAME:	Liquor Control
DIVISION NAME:	Education, Licensing, and Enforcement
PRIMARY APPROPRIATION #	2300002000
PROGRAM NAME	
PROGRAM NUMBER (if used)	
FY 2017 Appropriation \$\$	\$ 3,011,732.00
Budget Amounts in Primary appropriation not related to this program:	\$ -
SECONDARY APPROPRIATION #	
Program Budget Amounts from other appropriation:	\$ -
Program Budget Amounts from other appropriation:	\$ -
Program Budget Amounts from other appropriation:	\$ -
Program Budget Amounts from other appropriation:	\$ -
Program Budget Amounts from other appropriation:	\$ -
TOTAL PROGRAM BUDGET FY 2017	\$ 3,011,732.00 n/a

POPULATION-LEVEL OUTCOME:	(4) Vermont's communities are safe and supportive.
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POPULATION-LEVEL INDICATOR:	
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		Performance Measure Data				
		FY 2014	FY 2015	FY 2016 Budget	FY 2016 BAA	FY 2017 Budget
Performance Measure A:	Number of Admin tickets written in a fiscal year	28	incr 24%	decr 4%	decr 2%	
Type of PM A:	1. How much did we do it? (a.k.a. quantity or output) (Good PM)					
Performance Measure B:	Tobacco compliance Pass rate	30	89%	89%	90%	90%
Type of PM B:	2. How well did we do it? (a.k.a. quality or efficiency) (Better PM)					
Performance Measure C:	Server Training post test results after DLC training	31	97%	97%	98%	98%
Type of PM C:	2. How well did we do it? (a.k.a. quality or efficiency) (Better PM)					
Performance Measure D:		32				
Type of PM D:	(scroll down and select)					
Performance Measure D:		33				
Type of PM D:	(scroll down and select)					

**NARRATIVE/COMMENTS/STORY:** Describe the program. Who/what does it serve? Are there any data limitations or caveats? Explain trend or recent changes. Speak to new initiatives expected to have future impact.

Providing Education & training in order to increase compliance and reduce law violations, such as not selling to minors or intoxicated consumers.

FY17 Department Request - Liquor Control

	GF	SF	Tob	InterDept Tsf	FF	Enterprise Fund	TOTAL
<b>LC Warehouse &amp; Distribution - As Passed FY16</b>						1,499,296	1,499,296
<b>other changes:</b>							0
<b>FY16 after other changes</b>	0	0	0	0	0	0	0
<b>Total after FY16 other changes</b>	0	0	0	0	0	1,499,296	1,499,296
<b>FY16 after other changes</b>							
<b>Personal Services:</b>							0
Salary Increase						2,129	2,129
OT decrease						(10,000)	(10,000)
Temps						(20,000)	(20,000)
Fringe decrease						(37,820)	(37,820)
Increased cost of RIMS support						2,000	2,000
Workers Compensation Insurance						28,863	28,863
<b>Operating Expenses:</b>							0
Decr expected cost of utilities and fuel						(28,000)	(28,000)
Insurance changes						(638)	(638)
DHR						(1,410)	(1,410)
VISION						(1,644)	(1,644)
DII SLA						88	88
Fee For Space						(11,914)	(11,914)
All other operating expenses						0	0
<b>Plan for warehouse replacement</b>						100,000	100,000
<b>FY17 Changes</b>	0	0	0	0	0	21,654	21,654
<b>FY17 Gov Recommended</b>	0	0	0	0	0	1,520,950	1,520,950
<b>FY17 Legislative Changes</b>							0
							0
<b>FY17 Subtotal of Legislative Changes</b>	0	0	0	0	0	0	0
<b>FY17 As Passed - Dept ID 2300007000</b>	0	0	0	0	0	1,520,950	1,520,950

<b>LC Admin &amp; Stores - As Passed FY16</b>						4,026,580	4,026,580
<b>FY16 after other changes</b>	0	0	0	0	0	0	0
<b>Total after FY16 other changes</b>	0	0	0	0	0	4,026,580	4,026,580
<b>FY16 after other changes</b>							
<b>Personal Services:</b>							
Salary Increases						52,274	52,274
Fringe Increase						44,224	44,224
Workers Comp Ins						17,822	17,822
Increase BerryDunn, System Maint contracts						89,149	89,149
<b>Operating Expenses:</b>							0
IntDepSvc: DHR						(1,555)	(1,555)

IntDepSvc: Insurance						(329)	(329)
IntDepSvc: Fee For Space						(1,866)	(1,866)
IntDepSvc: DII allocated fee						134	134
IntDepSvc: VISION						(1,876)	(1,876)
IntDepSvc: Single Audit						4,619	4,619
Fleet rate reduction						(10,842)	(10,842)
Reduced fuel & utility costs						(7,800)	(7,800)
							0
							0
							0
<b>FY17 Changes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>183,954</b>	<b>183,954</b>
<b>FY17 Gov Recommended</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,210,534</b>	<b>4,210,534</b>
<b>FY17 Legislative Changes:</b>							<b>0</b>
							<b>0</b>
							<b>0</b>
<b>Grants:</b>							<b>0</b>
							<b>0</b>
							<b>0</b>
<b>FY17 Subtotal of Legislative Changes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FY17 As Passed - Dept ID 2300003000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,210,534</b>	<b>4,210,534</b>

<b>LC Enforcement, Licensing &amp; Education - As Passed FY16</b>	<b>0</b>	<b>154,500</b>	<b>218,444</b>	<b>46,000</b>	<b>254,841</b>	<b>2,308,147</b>	<b>2,981,932</b>
<b>FY16 Legislative Changes: 2015 Act 58</b>						<b>(67,489)</b>	<b>(67,489)</b>
<b>Personal Svc Changes:</b>			<b>(65,579)</b>				<b>(65,579)</b>
Reduction in OT reporting						<b>(18,772)</b>	<b>(18,772)</b>
<b>Operating Expenses:</b>							<b>0</b>
savings from changing cell phone vendor						<b>(20,611)</b>	<b>(20,611)</b>
savings from reduced fuel costs						<b>(14,241)</b>	<b>(14,241)</b>
<b>Tobacco Board Agreement (TERB)</b>			<b>(4,602)</b>				<b>(4,602)</b>
<b>DHR billing reduction</b>						<b>(753)</b>	<b>(753)</b>
<b>FFS reduction</b>						<b>(29)</b>	<b>(29)</b>
							<b>0</b>
<b>FY16 after other changes</b>	<b>0</b>	<b>0</b>	<b>(70,181)</b>	<b>0</b>	<b>0</b>	<b>(121,895)</b>	<b>(192,076)</b>
<b>Total after FY16 other changes</b>	<b>0</b>	<b>154,500</b>	<b>148,263</b>	<b>46,000</b>	<b>254,841</b>	<b>2,186,252</b>	<b>2,789,856</b>

<b>FY16 after other changes</b>							
<b>Personal Services:</b>							
Salary chg			<b>(86,112)</b>		2,766	<b>(48,099)</b>	<b>(131,445)</b>
Minors as interns						70,699	<b>70,699</b>
Fringe Increase			<b>(39,223)</b>		1,979	72,172	<b>34,928</b>
Increase in FDA contracted OT					50,119		<b>50,119</b>
Workers Comp Insurance						19,142	<b>19,142</b>
Contracted services					2,798	13,574	<b>16,372</b>
							<b>0</b>
<b>Operating Expenses:</b>							<b>0</b>
DII						<b>(1,539)</b>	<b>(1,539)</b>
VISION						<b>(4,091)</b>	<b>(4,091)</b>
Insurances						<b>(1,111)</b>	<b>(1,111)</b>
DHR						<b>(1,805)</b>	<b>(1,805)</b>
FFS						<b>(574)</b>	<b>(574)</b>
Reduced fuel costs						<b>(22,500)</b>	<b>(22,500)</b>
Other IT Services & Equipment						1,350	<b>1,350</b>
Other purchased services						<b>(3,703)</b>	<b>(3,703)</b>



Report ID: VTPB-11-BUDRLLUP  
 Run Date: 02/03/2016  
 Run Time: 11:36 AM

**State of Vermont**  
**FY2017 Governor's Recommended Budget: Rollup Report**

**Organization: 2300002000 - Liquor control - enforcement and licensing**

**Budget Object Group: 1. PERSONAL SERVICES**

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Salaries and Wages	1,530,578	1,566,201	1,566,201	1,554,074	(12,127)	-0.8%
Fringe Benefits	745,075	755,563	755,563	809,633	54,070	7.2%
Contracted and 3rd Party Service	8,583	139,215	139,215	155,587	16,372	11.8%
PerDiem and Other Personal Services	120	500	500	500	0	0.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>2,284,355</b>	<b>2,461,479</b>	<b>2,461,479</b>	<b>2,519,794</b>	<b>58,315</b>	<b>2.4%</b>

**Budget Object Group: 2. OPERATING**

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Equipment	43,532	100,000	100,000	100,320	320	0.3%
IT/Telecom Services and Equipment	92,489	130,423	130,423	127,682	(2,741)	-2.1%
Travel	18,269	39,114	39,114	39,572	458	1.2%
Supplies	70,119	125,530	125,530	104,030	(21,500)	-17.1%
Other Purchased Services	64,162	105,152	105,152	100,674	(4,478)	-4.3%
Other Operating Expenses	43	200	200	200	0	0.0%
Rental Other	1,580	450	450	450	0	0.0%
Rental Property	3,330	2,757	2,757	2,183	(574)	-20.8%
Property and Maintenance	23,038	16,827	16,827	16,827	0	0.0%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>316,561</b>	<b>520,453</b>	<b>520,453</b>	<b>491,938</b>	<b>(28,515)</b>	<b>-5.5%</b>

<b>Total Expenses</b>	<b>2,600,916</b>	<b>2,981,932</b>	<b>2,981,932</b>	<b>3,011,732</b>	<b>29,800</b>	<b>1.0%</b>
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Report ID: VTPB-11-BUDRLLUP

Run Date: 02/03/2016

Run Time: 11:36 AM

State of Vermont

FY2017 Governor's Recommended Budget: Rollup Report

Organization: 2300002000 - Liquor control - enforcement and licensing

Fund Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Special Fund	55,778	154,500	154,500	151,119	(3,381)	-2.2%
Tobacco Settlement Fund	218,444	218,444	218,444	213,843	(4,601)	-2.1%
Federal Funds	152,442	254,841	254,841	312,503	57,662	22.6%
IDT Funds	72,482	46,000	46,000	0	(46,000)	-100.0%
Enterprise Funds	2,101,769	2,308,147	2,308,147	2,334,267	26,120	1.1%
<b>Funds Total</b>	<b>2,600,916</b>	<b>2,981,932</b>	<b>2,981,932</b>	<b>3,011,732</b>	<b>29,800</b>	<b>1.0%</b>

Position Count				22		
FTE Total				22		

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State of Vermont

Run Date: 02/03/2016

FY2017 Governor's Recommended Budget: Rollup Report

Run Time: 11:36 AM

Organization: 2300003000 - Liquor control - administration

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Salaries and Wages	953,367	955,561	955,561	1,007,835	52,274	5.5%
Fringe Benefits	469,345	554,146	554,146	616,192	62,046	11.2%
Contracted and 3rd Party Service	1,313,234	2,015,851	2,015,851	2,103,500	87,649	4.3%
PerDiem and Other Personal Services	3,350	3,500	3,500	5,000	1,500	42.9%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>2,739,295</b>	<b>3,529,058</b>	<b>3,529,058</b>	<b>3,732,527</b>	<b>203,469</b>	<b>5.8%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Equipment	14,808	9,400	9,400	9,400	0	0.0%
IT/Telecom Services and Equipment	93,112	141,953	141,953	140,077	(1,876)	-1.3%
Travel	42,495	14,600	14,600	14,600	0	0.0%
Supplies	46,659	46,750	46,750	38,950	(7,800)	-16.7%
Other Purchased Services	211,530	198,645	198,645	196,895	(1,750)	-0.9%
Other Operating Expenses	20,817	21,257	21,257	25,876	4,619	21.7%
Rental Other	44,571	55,158	55,158	44,316	(10,842)	-19.7%
Rental Property	6,200	4,609	4,609	2,743	(1,866)	-40.5%
Property and Maintenance	17,693	5,150	5,150	5,150	0	0.0%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>497,885</b>	<b>497,522</b>	<b>497,522</b>	<b>478,007</b>	<b>(19,515)</b>	<b>-3.9%</b>

<b>Total Expenses</b>	<b>3,237,180</b>	<b>4,026,580</b>	<b>4,026,580</b>	<b>4,210,534</b>	<b>183,954</b>	<b>4.6%</b>
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**State of Vermont**  
**FY2017 Governor's Recommended Budget: Rollup Report**

**Organization: 2300003000 - Liquor control - administration**

<b>Fund Name</b>	<b>FY2015 Actuals</b>	<b>FY2016 Original As Passed Budget</b>	<b>FY2016 Governor's BAA Recommended Budget</b>	<b>FY2017 Governor's Recommended Budget</b>	<b>Difference Between FY2017 Governor's Recommend and FY2016 As Passed</b>	<b>Percent Change FY2017 Governor's Recommend and FY2016 As Passed</b>
Special Fund	21,995	0	0	0	0	0.0%
Tobacco Settlement Fund	0	0	0	0	0	0.0%
Enterprise Funds	3,215,185	4,026,580	4,026,580	4,210,534	183,954	4.6%
<b>Funds Total</b>	<b>3,237,180</b>	<b>4,026,580</b>	<b>4,026,580</b>	<b>4,210,534</b>	<b>183,954</b>	<b>4.6%</b>

Position Count				17		
FTE Total				17		

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State of Vermont

Run Date: 02/03/2016

FY2017 Governor's Recommended Budget: Rollup Report

Run Time: 11:36 AM

Organization: 2300007000 - Liquor control - warehousing and distribution

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Salaries and Wages	534,986	636,868	636,868	608,997	(27,871)	-4.4%
Fringe Benefits	274,332	377,722	377,722	368,765	(8,957)	-2.4%
Contracted and 3rd Party Service	2,010	27,000	27,000	29,000	2,000	7.4%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>811,328</b>	<b>1,041,590</b>	<b>1,041,590</b>	<b>1,006,762</b>	<b>(34,828)</b>	<b>-3.3%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Equipment	171,781	129,500	129,500	129,500	0	0.0%
IT/Telecom Services and Equipment	37,839	27,494	27,494	25,850	(1,644)	-6.0%
Travel	238	0	0	0	0	0.0%
Supplies	126,134	183,500	183,500	155,500	(28,000)	-15.3%
Other Purchased Services	46,044	37,209	37,209	35,249	(1,960)	-5.3%
Other Operating Expenses	108	150	150	150	0	0.0%
Rental Other	10,558	10,600	10,600	10,600	0	0.0%
Rental Property	42,267	19,853	19,853	7,939	(11,914)	-60.0%
Property and Maintenance	62,546	49,400	49,400	149,400	100,000	202.4%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>497,515</b>	<b>457,706</b>	<b>457,706</b>	<b>514,188</b>	<b>56,482</b>	<b>12.3%</b>
<b>Total Expenses</b>	<b>1,308,844</b>	<b>1,499,296</b>	<b>1,499,296</b>	<b>1,520,950</b>	<b>21,654</b>	<b>1.4%</b>

Report ID: VTPB-11-BUDRLLUP

Run Date: 02/03/2016

Run Time: 11:36 AM

State of Vermont

FY2017 Governor's Recommended Budget: Rollup Report

Organization: 2300007000 - Liquor control - warehousing and distribution

Fund Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Special Fund	15,885	0	0	0	0	0.0%
Enterprise Funds	1,292,959	1,499,296	1,499,296	1,520,950	21,654	1.4%
<b>Funds Total</b>	<b>1,308,844</b>	<b>1,499,296</b>	<b>1,499,296</b>	<b>1,520,950</b>	<b>21,654</b>	<b>1.4%</b>

Position Count				17		
FTE Total				17		

Report ID: VTPB-07  
 Run Date: 01/04/2016  
 Run Time: 09:29 AM

**State of Vermont**  
**FY2017 Governor's Recommended Budget: Detail Report**

Organization: 2300002000 - Liquor control - enforcement and licensing

**Budget Object Group: 1. PERSONAL SERVICES**

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	1,396,818	1,452,160	1,452,160	1,320,715	(131,445)	-9.1%
Other Regular Employees	500020	0	0	0	70,699	70,699	0.0%
Temporary Employees	500040	0	0	0	0	0	0.0%
Overtime	500060	125,798	112,541	112,541	162,660	50,119	44.5%
Shift Differential	500070	7,961	1,500	1,500	0	(1,500)	-100.0%
<b>Total: Salaries and Wages</b>		<b>1,530,578</b>	<b>1,566,201</b>	<b>1,566,201</b>	<b>1,554,074</b>	<b>(12,127)</b>	<b>-0.8%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	112,742	111,090	111,090	106,447	(4,643)	-4.2%
Health Ins - Classified Empl	501500	301,185	326,212	326,212	375,699	49,487	15.2%
Retirement - Classified Empl	502000	256,227	248,460	248,460	243,083	(5,377)	-2.2%
Dental - Classified Employees	502500	22,565	22,540	22,540	18,260	(4,280)	-19.0%
Life Ins - Classified Empl	503000	4,608	5,197	5,197	4,954	(243)	-4.7%
LTD - Classified Employees	503500	188	185	185	202	17	9.2%
EAP - Classified Empl	504000	640	693	693	660	(33)	-4.8%
Employee Room Allowance	504520	0	0	0	0	0	0.0%

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 Run Time: 09:29 AM

**State of Vermont**  
**FY2017 Governor's Recommended Budget: Detail Report**

**Organization: 2300002000 - Liquor control - enforcement and licensing**

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Fringe Benefits</b>							
Description	Code						
Employee Tuition Costs	504530	0	0	0	0	0	0.0%
Workers Comp - Ins Premium	505200	45,930	41,186	41,186	60,328	19,142	46.5%
Catamount Health Assessment	505700	989	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>745,075</b>	<b>755,563</b>	<b>755,563</b>	<b>809,633</b>	<b>54,070</b>	<b>7.2%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Contracted and 3rd Party Service</b>							
Description	Code						
Contr&3Rd Pty-Educ & Training	507350	0	10,000	10,000	21,339	11,339	113.4%
Contr&3Rd Pty-Physical Health	507500	0	0	0	0	0	0.0%
Contr-Info Tech-Web Hosting	507552	0	1,000	1,000	1,000	0	0.0%
Contr&3Pty-Inf Tech-Rfp&Ind Rv	507560	0	90,000	90,000	35,500	(54,500)	-60.6%
Other Contr and 3Rd Pty Serv	507600	8,553	37,965	37,965	97,498	59,533	156.8%
Interpreters	507615	30	250	250	250	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>8,583</b>	<b>139,215</b>	<b>139,215</b>	<b>155,587</b>	<b>16,372</b>	<b>11.8%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>PerDiem and Other Personal Services</b>							
Description	Code						
Per Diem	506000	120	0	0	0	0	0.0%

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PerDiem and Other Personal Services		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Transcripts	506220	0	500	500	500	0	0.0%
<b>Total: PerDiem and Other Personal Service:</b>		<b>120</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>2,284,355</b>	<b>2,461,479</b>	<b>2,461,479</b>	<b>2,519,794</b>	<b>58,315</b>	<b>2.4%</b>

**Budget Object Group: 2. OPERATING**

Equipment		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Hardware - Desktop & Laptop Pc	522216	15,134	15,000	15,000	15,000	0	0.0%
Hw - Printers,Copiers,Scanners	522217	0	0	0	320	320	0.0%
Other Equipment	522400	0	0	0	0	0	0.0%
Office Equipment	522410	0	0	0	0	0	0.0%
Safety Supplies & Equipment	522440	405	0	0	0	0	0.0%
Vehicles	522600	27,993	85,000	85,000	85,000	0	0.0%
Furniture & Fixtures	522700	0	0	0	0	0	0.0%
<b>Total: Equipment</b>		<b>43,532</b>	<b>100,000</b>	<b>100,000</b>	<b>100,320</b>	<b>320</b>	<b>0.3%</b>

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IT/Telecom Services and Equipment		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Telepoint Topoint Data Circuit	516613	19,036	2,562	2,562	2,562	0	0.0%
Internet	516620	5,078	0	0	350	350	0.0%
Telecom-Internetaccess-Dial-Up	516625	0	0	0	0	0	0.0%
Tele-Internet-Dsl-Cable Modem	516626	1,265	0	0	700	700	0.0%
Telecom-Data Telecom Services	516651	0	0	0	0	0	0.0%
Telecom-Wireless Phone Service	516659	16,693	23,000	23,000	23,000	0	0.0%
It Intsvccost-Vision/Isdassess	516671	23,060	26,535	26,535	22,444	(4,091)	-15.4%
It Intsvccost- Dii - Telephone	516672	6,898	5,500	5,500	5,500	0	0.0%
It Inter Svc Cost User Support	516678	280	0	0	0	0	0.0%
It Inter Svc Cost Web Hosting	516681	1,000	0	0	0	0	0.0%
Hw - Other Info Tech	522200	3,736	4,000	4,000	4,000	0	0.0%
Hw-Switches,Router,Other	522215	0	0	0	0	0	0.0%
Hw-Telephone Systems&Equip	522218	1,036	0	0	0	0	0.0%
Hardware-Telephone User Equip	522219	1,252	0	0	0	0	0.0%
Software - Other	522220	101	4,466	4,466	4,466	0	0.0%
Software - Office Technology	522221	2,097	0	0	0	0	0.0%
Sw-Database&Management Sys	522222	0	500	500	500	0	0.0%
Software-Gis	522223	302	0	0	0	0	0.0%
Sw-Website Dev Maint Hosting	522224	0	10,000	10,000	10,000	0	0.0%
Sw-Server&Local Area Network	522225	3,500	39,660	39,660	39,660	0	0.0%
Sw-Email&Electronic Messaging	522226	0	6,500	6,500	6,500	0	0.0%
Sw-Firewall Filter & Security	522227	0	0	0	0	0	0.0%
Sw-Program&Application Develop	522229	0	2,000	2,000	2,000	0	0.0%
Sw-Other Communications	522230	5,049	5,500	5,500	5,500	0	0.0%
Hw-Personal Mobile Devices	522258	1,386	200	200	500	300	150.0%
Hw-Other Communications	522261	721	0	0	0	0	0.0%

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		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>IT/Telecom Services and Equipment</b>							
Description	Code						
<b>Total: IT/Telecom Services and Equipment</b>		92,489	130,423	130,423	127,682	(2,741)	-2.1%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Other Operating Expenses</b>							
Description	Code						
Drug Detect Test Kit Verificat	523385	0	0	0	0	0	0.0%
Registration & Identification	523640	43	200	200	200	0	0.0%
Bank Service Charges	524000	0	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		43	200	200	200	0	0.0%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Other Purchased Services</b>							
Description	Code						
Insurance Other Than Empl Bene	516000	0	618	618	567	(51)	-8.3%
Insurance - General Liability	516010	5,380	5,666	5,666	5,227	(439)	-7.7%
Insurance - Auto	516020	6,094	7,173	7,173	6,552	(621)	-8.7%
Property Insurance	516099	0	0	0	0	0	0.0%
Dues	516500	605	1,500	1,500	1,500	0	0.0%
Licenses	516550	120	0	0	0	0	0.0%
Telecom-Mobile Wireless Data	516623	0	0	0	0	0	0.0%

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		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Other Purchased Services</b>							
Description	Code						
Telecom-Telephone Services	516652	1,962	1,000	1,000	1,000	0	0.0%
It Int Svc Dii Allocated Fee	516685	16,017	23,653	23,653	22,114	(1,539)	-6.5%
Advertising-Print	516813	0	0	0	0	0	0.0%
Advertising - Job Vacancies	516820	0	0	0	0	0	0.0%
Printing and Binding	517000	8,929	1,500	1,500	1,500	0	0.0%
Printing & Binding-Bgs Copy Ct	517005	0	21,000	21,000	21,000	0	0.0%
Printing-Promotional	517010	0	3,500	3,500	3,500	0	0.0%
Registration For Meetings&Conf	517100	350	10,500	10,500	10,500	0	0.0%
Empl Train & Background Checks	517120	2,400	0	0	0	0	0.0%
Postage	517200	32	1,200	1,200	1,200	0	0.0%
Postage - Bgs Postal Svcs Only	517205	5,654	2,000	2,000	2,000	0	0.0%
Freight & Express Mail	517300	149	500	500	500	0	0.0%
Instate Conf, Meetings, Etc	517400	35	0	0	0	0	0.0%
Witnesses	518355	450	300	300	300	0	0.0%
Other Purchased Services	519000	1,849	8,973	8,973	8,950	(23)	-0.3%
Human Resources Services	519006	14,136	16,069	16,069	14,264	(1,805)	-11.2%
<b>Total: Other Purchased Services</b>		<b>64,162</b>	<b>105,152</b>	<b>105,152</b>	<b>100,674</b>	<b>(4,478)</b>	<b>-4.3%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Property and Maintenance</b>							
Description	Code						
Water/Sewer	510000	460	500	500	500	0	0.0%
Disposal	510200	10	0	0	0	0	0.0%

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		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Property and Maintenance</b>							
Description	Code						
Rubbish Removal	510210	233	300	300	300	0	0.0%
Other Property Mgmt Services	510500	(60)	0	0	0	0	0.0%
Repair & Maint - Buildings	512000	0	100	100	100	0	0.0%
Rep & Maint - Motor Vehicles	512300	21,976	15,000	15,000	15,000	0	0.0%
Rep&Maint-Info Tech Hardware	513000	0	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	359	0	0	0	0	0.0%
Repair & Maintenance - Softwar	513015	0	227	227	227	0	0.0%
Rep&Maint-Data Processg Equip	513020	(15)	200	200	200	0	0.0%
Other Repair & Maint Serv	513200	75	500	500	500	0	0.0%
<b>Total: Property and Maintenance</b>		<b>23,038</b>	<b>16,827</b>	<b>16,827</b>	<b>16,827</b>	<b>0</b>	<b>0.0%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Rental Other</b>							
Description	Code						
Rental - Auto	514550	0	250	250	250	0	0.0%
Rental - Office Equipment	514650	1,285	0	0	0	0	0.0%
Rental - Other	515000	295	200	200	200	0	0.0%
<b>Total: Rental Other</b>		<b>1,580</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>0</b>	<b>0.0%</b>

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Organization: 2300002000 - Liquor control - enforcement and licensing

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Rental Property</b>							
Description	Code						
Rent Land&Bldgs-Non-Office	514010	1,580	1,800	1,800	1,800	0	0.0%
Fee-For-Space Charge	515010	1,750	957	957	383	(574)	-60.0%
<b>Total: Rental Property</b>		<b>3,330</b>	<b>2,757</b>	<b>2,757</b>	<b>2,183</b>	<b>(574)</b>	<b>-20.8%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Supplies</b>							
Description	Code						
Office Supplies	520000	12,900	3,650	3,650	3,650	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	500	32,980	32,980	32,980	0	0.0%
Gasoline	520110	46,596	72,000	72,000	50,000	(22,000)	-30.6%
Other General Supplies	520500	1,139	5,750	5,750	5,750	0	0.0%
Ammunition, New, All Types	520501	1,408	1,500	1,500	1,500	0	0.0%
It & Data Processing Supplies	520510	328	2,000	2,000	2,000	0	0.0%
Cloth & Clothing	520520	351	1,000	1,000	1,000	0	0.0%
Work Boots & Shoes	520521	284	500	500	500	0	0.0%
Educational Supplies	520540	0	500	500	500	0	0.0%
Fire, Protection & Safety	520590	179	750	750	750	0	0.0%
Recognition/Awards	520600	0	0	0	0	0	0.0%
Water	520712	40	0	0	0	0	0.0%
Natural Gas	521000	0	300	300	200	(100)	-33.3%
Electricity	521100	2,331	2,500	2,500	3,400	900	36.0%
Heating Oil #2	521220	55	1,300	1,300	1,000	(300)	-23.1%
Heating Oil #2 - B20%	521222	122	0	0	0	0	0.0%

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**Organization: 2300002000 - Liquor control - enforcement and licensing**

<b>Supplies</b>		<b>FY2015 Actuals</b>	<b>FY2016 Original As Passed Budget</b>	<b>FY2016 Governor's BAA Recommended Budget</b>	<b>FY2017 Governor's Recommended Budget</b>	<b>Difference Between FY2017 Governor's Recommend and FY2016 As Passed</b>	<b>Percent Change FY2017 Governor's Recommend and FY2016 As Passed</b>
<b>Description</b>	<b>Code</b>						
Heating Oil #2 - B5%	521224	364	0	0	0	0	0.0%
Propane Gas	521320	0	0	0	0	0	0.0%
Books&Periodicals-Library/Educ	521500	15	100	100	100	0	0.0%
Subscriptions	521510	195	200	200	200	0	0.0%
Other Books & Periodicals	521520	3,144	0	0	0	0	0.0%
Household, Facility&Lab Suppl	521800	24	0	0	0	0	0.0%
Paper Products	521820	142	500	500	500	0	0.0%
<b>Total: Supplies</b>		<b>70,119</b>	<b>125,530</b>	<b>125,530</b>	<b>104,030</b>	<b>(21,500)</b>	<b>-17.1%</b>

<b>Travel</b>		<b>FY2015 Actuals</b>	<b>FY2016 Original As Passed Budget</b>	<b>FY2016 Governor's BAA Recommended Budget</b>	<b>FY2017 Governor's Recommended Budget</b>	<b>Difference Between FY2017 Governor's Recommend and FY2016 As Passed</b>	<b>Percent Change FY2017 Governor's Recommend and FY2016 As Passed</b>
<b>Description</b>	<b>Code</b>						
Travel-Inst-Auto Mileage-Emp	518000	320	20,400	20,400	20,400	0	0.0%
Travel-Inst-Other Transp-Emp	518010	0	200	200	200	0	0.0%
Travel-Inst-Meals-Emp	518020	6,961	5,000	5,000	5,000	0	0.0%
Travel-Inst-Lodging-Emp	518030	547	500	500	500	0	0.0%
Travel-Inst-Incidentals-Emp	518040	1,736	4,360	4,360	4,360	0	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	1,142	800	800	800	0	0.0%
Travel-Inst-Incidentals-Nonemp	518340	0	3,000	3,000	3,000	0	0.0%
Travel-Outst-Other Trans-Emp	518510	3,279	1,400	1,400	1,400	0	0.0%
Travel-Outst-Meals-Emp	518520	495	392	392	800	408	104.1%
Travel-Outst-Lodging-Emp	518530	3,524	2,812	2,812	2,812	0	0.0%
Travel-Outst-Incidentals-Emp	518540	264	250	250	300	50	20.0%

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Travel		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
<b>Total: Travel</b>		18,269	39,114	39,114	39,572	458	1.2%
<b>Total: 2. OPERATING</b>		316,561	520,453	520,453	491,938	(28,515)	-5.5%
<b>Total Expenses:</b>		2,600,916	2,981,932	2,981,932	3,011,732	29,800	1.0%

  

Fund Name	Fund Code	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Tobacco Litigation Settlement	21370	218,444	218,444	218,444	213,843	(4,601)	-2.1%
Inter-Unit Transfers Fund	21500	72,482	46,000	46,000	0	(46,000)	-100.0%
Surplus Property	21584	435	0	0	0	0	0.0%
Misc Special Revenue	21870	55,343	154,500	154,500	151,119	(3,381)	-2.2%
Federal Revenue Fund	22005	152,442	254,841	254,841	312,503	57,662	22.6%
Liquor Control Fund	50300	2,101,769	2,308,147	2,308,147	2,334,267	26,120	1.1%
<b>Funds Total:</b>		2,600,916	2,981,932	2,981,932	3,011,732	29,800	1.0%
Position Count					22		
FTE Total					22		

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Organization: 2300003000 - Liquor control - administration

**Budget Object Group: 1. PERSONAL SERVICES**

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	912,771	787,081	787,081	773,261	(13,820)	-1.8%
Exempt	500010	0	168,480	168,480	224,574	56,094	33.3%
Temporary Employees	500040	0	0	0	0	0	0.0%
Overtime	500060	40,596	0	0	10,000	10,000	0.0%
<b>Total: Salaries and Wages</b>		<b>953,367</b>	<b>955,561</b>	<b>955,561</b>	<b>1,007,835</b>	<b>52,274</b>	<b>5.5%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	69,584	60,217	60,217	59,156	(1,061)	-1.8%
FICA - Exempt	501010	0	12,888	12,888	17,181	4,293	33.3%
Health Ins - Classified Empl	501500	198,445	227,396	227,396	240,895	13,499	5.9%
Health Ins - Exempt	501510	0	30,680	30,680	49,272	18,592	60.6%
Retirement - Classified Empl	502000	155,955	134,668	134,668	135,087	419	0.3%
Retirement - Exempt	502010	0	28,826	28,826	39,234	10,408	36.1%
Dental - Classified Employees	502500	10,745	14,266	14,266	11,620	(2,646)	-18.5%
Dental - Exempt	502510	0	1,988	1,988	2,490	502	25.3%
Life Ins - Classified Empl	503000	2,839	2,847	2,847	2,753	(94)	-3.3%

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Organization: 2300003000 - Liquor control - administration

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Fringe Benefits</b>							
Description	Code						
Life Ins - Exempt	503010	0	600	600	799	199	33.2%
LTD - Classified Employees	503500	795	314	314	310	(4)	-1.3%
LTD - Exempt	503510	0	388	388	517	129	33.2%
EAP - Classified Empl	504000	440	462	462	420	(42)	-9.1%
EAP - Exempt	504010	0	60	60	90	30	50.0%
Employee Room Allowance	504520	0	0	0	0	0	0.0%
Employee Tuition Costs	504530	0	0	0	0	0	0.0%
Workers Comp - Ins Premium	505200	30,272	38,346	38,346	56,168	17,822	46.5%
Catamount Health Assessment	505700	269	200	200	200	0	0.0%
<b>Total: Fringe Benefits</b>		<b>469,345</b>	<b>554,146</b>	<b>554,146</b>	<b>616,192</b>	<b>62,046</b>	<b>11.2%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Contracted and 3rd Party Service</b>							
Description	Code						
Contr & 3Rd Party - Legal	507200	93,410	96,000	96,000	96,000	0	0.0%
Contr&3Rd Pty-Educ & Training	507350	994	6,000	6,000	6,000	0	0.0%
Contr&3Rd Pty - Info Tech	507550	1,149,671	1,700,000	1,700,000	1,700,000	0	0.0%
Contr-Compsoftwr-Sysmaint&Upgr	507554	9,390	19,251	19,251	20,000	749	3.9%
Contr-Officetech,Srv&Ntwrksup	507555	0	30,000	30,000	0	(30,000)	-100.0%
Contr&3Pty-Inf Tech-Rfp&Ind Rv	507560	0	0	0	20,000	20,000	0.0%
Advertising/Marketing-Other	507563	33,185	0	0	10,000	10,000	0.0%
Other Contr and 3Rd Pty Serv	507600	26,583	163,100	163,100	250,000	86,900	53.3%
Bgs Cit Customer Support Svc	507665	0	1,500	1,500	1,500	0	0.0%

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Organization: 2300003000 - Liquor control - administration

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Contracted and 3rd Party Service</b>							
Description	Code						
<b>Total: Contracted and 3rd Party Service</b>		1,313,234	2,015,851	2,015,851	2,103,500	87,649	4.3%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>PerDiem and Other Personal Services</b>							
Description	Code						
Per Diem	506000	3,350	3,500	3,500	5,000	1,500	42.9%
<b>Total: PerDiem and Other Personal Services</b>		3,350	3,500	3,500	5,000	1,500	42.9%
<b>Total: 1. PERSONAL SERVICES</b>		2,739,295	3,529,058	3,529,058	3,732,527	203,469	5.8%

**Budget Object Group: 2. OPERATING**

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Equipment</b>							
Description	Code						
Hardware - Desktop & Laptop Pc	522216	9,170	6,400	6,400	6,400	0	0.0%
Hw - Printers,Copiers,Scanners	522217	3,365	2,000	2,000	2,000	0	0.0%
Other Equipment	522400	0	500	500	500	0	0.0%
Office Equipment	522410	0	0	0	0	0	0.0%
Communications Equipment	522430	0	500	500	500	0	0.0%

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Organization: 2300003000 - Liquor control - administration

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Equipment</b>							
Description	Code						
Furniture & Fixtures	522700	2,273	0	0	0	0	0.0%
<b>Total: Equipment</b>		<b>14,808</b>	<b>9,400</b>	<b>9,400</b>	<b>9,400</b>	<b>0</b>	<b>0.0%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>IT/Telecom Services and Equipment</b>							
Description	Code						
Telepoint Topoint Data Circuit	516613	0	500	500	500	0	0.0%
Telecom-Internetaccess-Dial-Up	516625	0	0	0	0	0	0.0%
Tele-Internet-Dsl-Cable Modem	516626	0	0	0	0	0	0.0%
Telecom-Other Telecom Services	516650	162	1,000	1,000	1,000	0	0.0%
Telecom-Data Telecom Services	516651	0	1,200	1,200	1,200	0	0.0%
Telecom-Video Conf Services	516653	2	0	0	0	0	0.0%
Telecom-Conf Calling Services	516658	27	0	0	0	0	0.0%
Telecom-Wireless Phone Service	516659	11,247	10,000	10,000	10,000	0	0.0%
It Intersvccost- Dii Other	516670	13,125	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	18,667	20,392	20,392	18,516	(1,876)	-9.2%
It Intsvccost- Dii - Telephone	516672	13,399	10,000	10,000	10,000	0	0.0%
It Inter Svc Cost User Support	516678	12,253	31,061	31,061	31,061	0	0.0%
Hw - Other Info Tech	522200	9,866	6,000	6,000	6,000	0	0.0%
Info Tech Purchases-Hardware	522210	1,863	2,400	2,400	2,400	0	0.0%
Hardware - Ups	522212	0	500	500	500	0	0.0%
Hw-Server,Mainfrme,Datastorequ	522214	0	200	200	200	0	0.0%
Hw-Switches,Router,Other	522215	140	25,000	25,000	25,000	0	0.0%

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Organization: 2300003000 - Liquor control - administration

IT/Telecom Services and Equipment		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Hw-Telephone Systems&Equip	522218	134	0	0	0	0	0.0%
Hardware-Telephone User Equip	522219	262	0	0	0	0	0.0%
Software - Other	522220	9,482	7,200	7,200	7,200	0	0.0%
Software - Office Technology	522221	54	500	500	500	0	0.0%
Sw-Database&Management Sys	522222	297	2,000	2,000	2,000	0	0.0%
Software-Gis	522223	302	0	0	0	0	0.0%
Sw-Website Dev Maint Hosting	522224	0	0	0	0	0	0.0%
Sw-Server&Local Area Network	522225	279	300	300	300	0	0.0%
Sw-Email&Electronic Messaging	522226	0	12,000	12,000	12,000	0	0.0%
Sw-Firewall Filter & Security	522227	780	300	300	300	0	0.0%
Sw-Program&Application Develop	522229	208	9,000	9,000	9,000	0	0.0%
Hw-Personal Mobile Devices	522258	487	2,400	2,400	2,400	0	0.0%
Hw-Other Communications	522261	77	0	0	0	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>93,112</b>	<b>141,953</b>	<b>141,953</b>	<b>140,077</b>	<b>(1,876)</b>	<b>-1.3%</b>

Other Operating Expenses		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Dlc - Agency Comm Exp	523100	46	0	0	0	0	0.0%
Single Audit Allocation	523620	20,771	21,257	21,257	25,876	4,619	21.7%
Bank Service Charges	524000	0	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>20,817</b>	<b>21,257</b>	<b>21,257</b>	<b>25,876</b>	<b>4,619</b>	<b>21.7%</b>

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Organization: 2300003000 - Liquor control - administration

Other Purchased Services		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	1,022	407	407	486	79	19.4%
Insurance - General Liability	516010	3,509	3,734	3,734	3,734	0	0.0%
Insurance - Auto	516020	3,874	4,727	4,727	4,319	(408)	-8.6%
Property Insurance	516099	0	0	0	0	0	0.0%
Dues	516500	3,195	3,000	3,000	3,000	0	0.0%
Telecom-Mobile Wireless Data	516623	0	0	0	0	0	0.0%
Telecom-Telephone Services	516652	1,013	100	100	100	0	0.0%
It Int Svc Dii Allocated Fee	516685	17,161	15,899	15,899	16,033	134	0.8%
Advertising-Print	516813	76,933	56,100	56,100	56,100	0	0.0%
Advertising-Web	516814	0	0	0	0	0	0.0%
Advertising - Job Vacancies	516820	294	2,000	2,000	2,000	0	0.0%
Giveaways	516871	0	0	0	0	0	0.0%
Photography	516875	1,300	1,300	1,300	1,300	0	0.0%
Printing and Binding	517000	34,544	20,000	20,000	20,000	0	0.0%
Printing & Binding-Bgs Copy Ct	517005	6,679	48,000	48,000	48,000	0	0.0%
Printing-Promotional	517010	0	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	595	300	300	300	0	0.0%
Empl Train & Background Checks	517120	4,312	0	0	0	0	0.0%
Postage	517200	579	3,500	3,500	3,500	0	0.0%
Postage - Bgs Postal Svcs Only	517205	28,285	27,800	27,800	27,800	0	0.0%
Freight & Express Mail	517300	1,648	300	300	300	0	0.0%
Other Purchased Services	519000	114	0	0	0	0	0.0%
Agency Fee	519005	18	0	0	0	0	0.0%
Human Resources Services	519006	9,219	11,478	11,478	9,923	(1,555)	-13.5%
Administrative Service Charge	519010	2,927	0	0	0	0	0.0%
Brochure Distribution	519030	14,311	0	0	0	0	0.0%

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Organization: 2300003000 - Liquor control - administration

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Other Purchased Services</b>							
Description	Code						
<b>Total: Other Purchased Services</b>		211,530	198,645	198,645	196,895	(1,750)	-0.9%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Property and Maintenance</b>							
Description	Code						
Water/Sewer	510000	952	1,000	1,000	1,000	0	0.0%
Disposal	510200	1,136	800	800	800	0	0.0%
Rubbish Removal	510210	698	800	800	800	0	0.0%
Recycling	510220	0	0	0	0	0	0.0%
Repair & Maint - Buildings	512000	0	50	50	50	0	0.0%
Rep & Maint - Motor Vehicles	512300	20	0	0	0	0	0.0%
Repair&Maintenance-Compsys Hw	513005	0	300	300	300	0	0.0%
Rep&Maint-Telecom&Ntwrkhw	513006	13,101	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	1,801	1,000	1,000	1,000	0	0.0%
Repair & Maintenance - Softwar	513015	0	0	0	0	0	0.0%
Rep&Maint-Data Processg Equip	513020	(15)	1,000	1,000	1,000	0	0.0%
Other Repair & Maint Serv	513200	0	200	200	200	0	0.0%
<b>Total: Property and Maintenance</b>		17,693	5,150	5,150	5,150	0	0.0%

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Organization: 2300003000 - Liquor control - administration

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Rental Other</b>							
Description	Code						
Rental of Equipment & Vehicles	514500	0	0	0	0	0	0.0%
Rental - Auto	514550	44,097	54,958	54,958	44,116	(10,842)	-19.7%
Rental - Office Equipment	514650	439	0	0	0	0	0.0%
Rental - Other	515000	35	200	200	200	0	0.0%
<b>Total: Rental Other</b>		<b>44,571</b>	<b>55,158</b>	<b>55,158</b>	<b>44,316</b>	<b>(10,842)</b>	<b>-19.7%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Rental Property</b>							
Description	Code						
Rent Land&Bldgs-Non-Office	514010	(500)	1,500	1,500	1,500	0	0.0%
Fee-For-Space Charge	515010	6,700	3,109	3,109	1,243	(1,866)	-60.0%
<b>Total: Rental Property</b>		<b>6,200</b>	<b>4,609</b>	<b>4,609</b>	<b>2,743</b>	<b>(1,866)</b>	<b>-40.5%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Supplies</b>							
Description	Code						
Office Supplies	520000	5,352	6,000	6,000	6,000	0	0.0%
Forms	520005	0	0	0	0	0	0.0%
Stationary & Envelopes	520015	0	100	100	100	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	0	0	0	0	0	0.0%

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Organization: 2300003000 - Liquor control - administration

Supplies		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Gasoline	520110	16,922	23,000	23,000	17,000	(6,000)	-26.1%
Other General Supplies	520500	17,426	1,100	1,100	1,100	0	0.0%
It & Data Processing Supplies	520510	0	700	700	700	0	0.0%
Educational Supplies	520540	0	0	0	0	0	0.0%
Food	520700	389	500	500	500	0	0.0%
Water	520712	296	200	200	200	0	0.0%
Electricity	521100	4,663	6,000	6,000	5,000	(1,000)	-16.7%
Heating Oil #2	521220	110	2,500	2,500	1,700	(800)	-32.0%
Heating Oil #2 - B20%	521222	245	0	0	0	0	0.0%
Heating Oil #2 - B5%	521224	729	0	0	0	0	0.0%
Propane Gas	521320	0	0	0	0	0	0.0%
Books&Periodicals-Library/Educ	521500	22	0	0	0	0	0.0%
Subscriptions	521510	195	300	300	300	0	0.0%
Other Books & Periodicals	521520	70	300	300	300	0	0.0%
Household, Facility&Lab Suppl	521800	96	50	50	50	0	0.0%
Medical and Lab Supplies	521810	3	0	0	0	0	0.0%
Paper Products	521820	142	6,000	6,000	6,000	0	0.0%
<b>Total: Supplies</b>		<b>46,659</b>	<b>46,750</b>	<b>46,750</b>	<b>38,950</b>	<b>(7,800)</b>	<b>-16.7%</b>

Travel		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	18,277	5,000	5,000	5,000	0	0.0%

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Organization: 2300003000 - Liquor control - administration

Travel		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Travel-Inst-Meals-Emp	518020	1,115	1,500	1,500	1,500	0	0.0%
Travel-Inst-Lodging-Emp	518030	3,329	1,000	1,000	1,000	0	0.0%
Travel-Inst-Incidentals-Emp	518040	217	100	100	100	0	0.0%
Travl-Inst-Auto Mileage-Nonemp	518300	3,238	4,500	4,500	4,500	0	0.0%
Travel-Inst-Meals-Nonemp	518320	11,513	1,500	1,500	1,500	0	0.0%
Travel-Inst-Lodging-Nonemp	518330	868	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	92	0	0	0	0	0.0%
Travel-Outst-Other Trans-Emp	518510	1,666	1,000	1,000	1,000	0	0.0%
Travel-Outst-Meals-Emp	518520	15	0	0	0	0	0.0%
Travel-Outst-Lodging-Emp	518530	1,752	0	0	0	0	0.0%
Travel-Outst-Incidentals-Emp	518540	221	0	0	0	0	0.0%
Trav-Outst-Automileage-Nonemp	518700	176	0	0	0	0	0.0%
Trvl-Outst-Other Trans-Nonemp	518710	16	0	0	0	0	0.0%
Travel	518999	0	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>42,495</b>	<b>14,600</b>	<b>14,600</b>	<b>14,600</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 2. OPERATING</b>		<b>497,885</b>	<b>497,522</b>	<b>497,522</b>	<b>478,007</b>	<b>(19,515)</b>	<b>-3.9%</b>
<b>Total Expenses:</b>		<b>3,237,180</b>	<b>4,026,580</b>	<b>4,026,580</b>	<b>4,210,534</b>	<b>183,954</b>	<b>4.6%</b>

Fund Name	Fund Code	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Tobacco Litigation Settlement	21370	0	0	0	0	0	0.0%

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<b>Fund Name</b>	<b>Fund Code</b>	<b>FY2015 Actuals</b>	<b>FY2016 Original As Passed Budget</b>	<b>FY2016 Governor's BAA Recommended Budget</b>	<b>FY2017 Governor's Recommended Budget</b>	<b>Difference Between FY2017 Governor's Recommend and FY2016 As Passed</b>	<b>Percent Change FY2017 Governor's Recommend and FY2016 As Passed</b>
Conference Fees & Donations	21525	21,995	0	0	0	0	0.0%
Liquor Control Fund	50300	3,215,185	4,026,580	4,026,580	4,210,534	183,954	4.6%
<b>Funds Total:</b>		<b>3,237,180</b>	<b>4,026,580</b>	<b>4,026,580</b>	<b>4,210,534</b>	<b>183,954</b>	<b>4.6%</b>
Position Count					17		
FTE Total					17		

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Organization: 2300007000 - Liquor control - warehousing and distribution

**Budget Object Group: 1. PERSONAL SERVICES**

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	465,881	571,868	571,868	573,997	2,129	0.4%
Temporary Employees	500040	0	35,000	35,000	15,000	(20,000)	-57.1%
Overtime	500060	69,105	30,000	30,000	20,000	(10,000)	-33.3%
<b>Total: Salaries and Wages</b>		<b>534,986</b>	<b>636,868</b>	<b>636,868</b>	<b>608,997</b>	<b>(27,871)</b>	<b>-4.4%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	39,714	43,757	43,757	43,912	155	0.4%
Health Ins - Classified Empl	501500	104,030	155,802	155,802	121,127	(34,675)	-22.3%
Retirement - Classified Empl	502000	77,007	97,847	97,847	95,708	(2,139)	-2.2%
Dental - Classified Employees	502500	7,878	15,260	15,260	14,110	(1,150)	-7.5%
Life Ins - Classified Empl	503000	1,113	2,075	2,075	2,046	(29)	-1.4%
EAP - Classified Empl	504000	401	492	492	510	18	3.7%
Workers Comp - Ins Premium	505200	28,184	62,489	62,489	91,352	28,863	46.2%
Unemployment Compensation	505500	14,350	0	0	0	0	0.0%
Catamount Health Assessment	505700	1,656	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>274,332</b>	<b>377,722</b>	<b>377,722</b>	<b>368,765</b>	<b>(8,957)</b>	<b>-2.4%</b>

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Organization: 2300007000 - Liquor control - warehousing and distribution

Contracted and 3rd Party Service		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Contr&3Rd Pty-Educ & Training	507350	0	0	0	0	0	0.0%
Contr&3Rd Pty-Physical Health	507500	2,010	2,000	2,000	2,000	0	0.0%
Contr-Compsoftwr-Sysmaint&Upgr	507554	0	25,000	25,000	27,000	2,000	8.0%
Other Contr and 3Rd Pty Serv	507600	0	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>2,010</b>	<b>27,000</b>	<b>27,000</b>	<b>29,000</b>	<b>2,000</b>	<b>7.4%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>811,328</b>	<b>1,041,590</b>	<b>1,041,590</b>	<b>1,006,762</b>	<b>(34,828)</b>	<b>-3.3%</b>

**Budget Object Group: 2. OPERATING**

Equipment		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Hardware - Desktop & Laptop Pc	522216	606	2,000	2,000	2,000	0	0.0%
Hw - Printers,Copiers,Scanners	522217	1,593	2,500	2,500	2,500	0	0.0%
Other Equipment	522400	74,307	25,000	25,000	25,000	0	0.0%
Office Equipment	522410	0	0	0	0	0	0.0%
Vehicles	522600	95,000	100,000	100,000	100,000	0	0.0%
Furniture & Fixtures	522700	275	0	0	0	0	0.0%
<b>Total: Equipment</b>		<b>171,781</b>	<b>129,500</b>	<b>129,500</b>	<b>129,500</b>	<b>0</b>	<b>0.0%</b>

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**State of Vermont**  
**FY2017 Governor's Recommended Budget: Detail Report**

Organization: 2300007000 - Liquor control - warehousing and distribution

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>IT/Telecom Services and Equipment</b>							
Description	Code						
Telecom-Other Telecom Services	516650	1,144	1,500	1,500	1,500	0	0.0%
Telecom-Wireless Phone Service	516659	3,846	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	15,373	16,794	16,794	15,150	(1,644)	-9.8%
It Intsvccost- Dii - Telephone	516672	3,039	3,400	3,400	3,400	0	0.0%
Hw - Other Info Tech	522200	14,197	2,500	2,500	2,500	0	0.0%
Info Tech Purchases-Hardware	522210	0	0	0	0	0	0.0%
Hardware-Telephone User Equip	522219	(260)	0	0	0	0	0.0%
Software - Other	522220	0	0	0	0	0	0.0%
Software - Office Technology	522221	0	0	0	0	0	0.0%
Sw-Email&Electronic Messaging	522226	0	3,000	3,000	3,000	0	0.0%
Sw-Program&Application Develop	522229	0	100	100	100	0	0.0%
Hw-Personal Mobile Devices	522258	500	200	200	200	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>37,839</b>	<b>27,494</b>	<b>27,494</b>	<b>25,850</b>	<b>(1,644)</b>	<b>-6.0%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Other Operating Expenses</b>							
Description	Code						
Registration & Identification	523640	108	150	150	150	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>108</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>0</b>	<b>0.0%</b>

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**State of Vermont**  
**FY2017 Governor's Recommended Budget: Detail Report**

Organization: 2300007000 - Liquor control - warehousing and distribution

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Other Purchased Services</b>							
Description	Code						
Insurance Other Than Empl Bene	516000	0	379	379	390	11	2.9%
Insurance - General Liability	516010	3,275	3,477	3,477	3,208	(269)	-7.7%
Insurance - Auto	516020	3,710	4,401	4,401	4,021	(380)	-8.6%
Property Insurance	516099	0	0	0	0	0	0.0%
Telecom-Mobile Wireless Data	516623	0	0	0	0	0	0.0%
Telecom-Telephone Services	516652	41	100	100	100	0	0.0%
It Int Svc Dii Allocated Fee	516685	26,314	14,839	14,839	14,927	88	0.6%
Advertising - Job Vacancies	516820	0	400	400	400	0	0.0%
Empl Train & Background Checks	517120	110	0	0	0	0	0.0%
Postage	517200	63	300	300	300	0	0.0%
Postage - Bgs Postal Svcs Only	517205	3,743	2,300	2,300	2,300	0	0.0%
Freight & Express Mail	517300	0	100	100	100	0	0.0%
Other Purchased Services	519000	185	200	200	200	0	0.0%
Human Resources Services	519006	8,605	10,713	10,713	9,303	(1,410)	-13.2%
<b>Total: Other Purchased Services</b>		<b>46,044</b>	<b>37,209</b>	<b>37,209</b>	<b>35,249</b>	<b>(1,960)</b>	<b>-5.3%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Property and Maintenance</b>							
Description	Code						
Water/Sewer	510000	443	2,000	2,000	2,000	0	0.0%
Disposal	510200	0	0	0	0	0	0.0%
Rubbish Removal	510210	1,396	1,400	1,400	1,400	0	0.0%
Repair & Maint - Buildings	512000	0	500	500	100,500	100,000	20,000.0%

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**State of Vermont**  
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Organization: 2300007000 - Liquor control - warehousing and distribution

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Property and Maintenance</b>							
Description	Code						
Rep & Maint - Motor Vehicles	512300	41,262	25,000	25,000	25,000	0	0.0%
Rep&Maint-Info Tech Hardware	513000	444	500	500	500	0	0.0%
Repair & Maint - Office Tech	513010	157	0	0	0	0	0.0%
Rep&Maint-Data Processg Equip	513020	510	0	0	0	0	0.0%
Other Repair & Maint Serv	513200	18,334	20,000	20,000	20,000	0	0.0%
<b>Total: Property and Maintenance</b>		<b>62,546</b>	<b>49,400</b>	<b>49,400</b>	<b>149,400</b>	<b>100,000</b>	<b>202.4%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Rental Other</b>							
Description	Code						
Rental of Equipment & Vehicles	514500	3,419	5,500	5,500	5,500	0	0.0%
Rental - Auto	514550	7,134	5,000	5,000	5,000	0	0.0%
Rental - Other	515000	5	100	100	100	0	0.0%
<b>Total: Rental Other</b>		<b>10,558</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>	<b>0</b>	<b>0.0%</b>

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Rental Property</b>							
Description	Code						
Fee-For-Space Charge	515010	42,267	19,853	19,853	7,939	(11,914)	-60.0%

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**State of Vermont**  
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**Organization: 2300007000 - Liquor control - warehousing and distribution**

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Rental Property</b>							
Description	Code						
<b>Total: Rental Property</b>		42,267	19,853	19,853	7,939	(11,914)	-60.0%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
<b>Supplies</b>							
Description	Code						
Office Supplies	520000	1,076	2,000	2,000	2,000	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	0	5,000	5,000	5,000	0	0.0%
Gasoline	520110	2,527	3,000	3,000	2,500	(500)	-16.7%
Diesel	520120	63,880	90,000	90,000	70,000	(20,000)	-22.2%
Building Maintenance Supplies	520200	0	0	0	0	0	0.0%
Small Tools	520220	0	0	0	0	0	0.0%
Electrical Supplies	520230	1,908	0	0	0	0	0.0%
Other General Supplies	520500	8,240	5,000	5,000	5,000	0	0.0%
It & Data Processing Supplies	520510	0	3,000	3,000	3,000	0	0.0%
Cloth & Clothing	520520	5,489	3,000	3,000	3,000	0	0.0%
Work Boots & Shoes	520521	0	2,000	2,000	2,000	0	0.0%
Fire, Protection & Safety	520590	0	0	0	0	0	0.0%
Food	520700	0	0	0	0	0	0.0%
Water	520712	178	300	300	300	0	0.0%
Electricity	521100	16,319	18,000	18,000	16,500	(1,500)	-8.3%
Heating Oil #2	521220	2,575	50,000	50,000	44,000	(6,000)	-12.0%
Heating Oil #2 - B20%	521222	5,751	0	0	0	0	0.0%
Heating Oil #2 - B5%	521224	17,128	0	0	0	0	0.0%

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**State of Vermont**  
**FY2017 Governor's Recommended Budget: Detail Report**

Organization: 2300007000 - Liquor control - warehousing and distribution

Supplies		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Propane Gas	521320	938	2,000	2,000	2,000	0	0.0%
Household, Facility&Lab Suppl	521800	124	200	200	200	0	0.0%
<b>Total: Supplies</b>		<b>126,134</b>	<b>183,500</b>	<b>183,500</b>	<b>155,500</b>	<b>(28,000)</b>	<b>-15.3%</b>

Travel		FY2015 Actuals				Difference Between Recommend and As Passed	Percent Change Recommend and As Passed
Description	Code						
Travel-Inst-Meals-Emp	518020	114	0	0	0	0	0.0%
Travel-Inst-Lodging-Emp	518030	124	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>238</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 2. OPERATING</b>		<b>497,515</b>	<b>457,706</b>	<b>457,706</b>	<b>514,188</b>	<b>56,482</b>	<b>12.3%</b>

<b>Total Expenses:</b>		<b>1,308,844</b>	<b>1,499,296</b>	<b>1,499,296</b>	<b>1,520,950</b>	<b>21,654</b>	<b>1.4%</b>
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Fund Name	Fund Code	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Surplus Property	21584	15,885	0	0	0	0	0.0%
Liquor Control Fund	50300	1,292,959	1,499,296	1,499,296	1,520,950	21,654	1.4%
<b>Funds Total:</b>		<b>1,308,844</b>	<b>1,499,296</b>	<b>1,499,296</b>	<b>1,520,950</b>	<b>21,654</b>	<b>1.4%</b>

Position Count					17		
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**State of Vermont**  
**FY2017 Governor's Recommended Budget: Detail Report**

FTE Total						17	
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**State of Vermont**  
**FY2017 Governor's Recommended Budget**  
**Position Summary Report**

**2300002000-Liquor control - enforcement and licensing**

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
310001	081000 - Liquor Control Investigator	1	1	48,110	25,860	3,681	77,651
310003	002000 - Administrative Secretary	1	1	34,736	7,052	2,658	44,446
310016	081000 - Liquor Control Investigator	1	1	68,141	35,590	5,213	108,944
310018	081000 - Liquor Control Investigator	1	1	60,004	34,140	4,590	98,734
310019	087200 - Liquor Control Investig Sup	1	1	74,256	36,680	5,681	116,617
310021	087200 - Liquor Control Investig Sup	1	1	76,752	37,125	5,872	119,749
310024	073700 - Liquor Control Training Spec	1	1	50,627	32,468	3,873	86,968
310025	089230 - Administrative Srvc Cord II	1	1	51,979	26,550	3,977	82,506
310027	081000 - Liquor Control Investigator	1	1	74,880	36,792	5,729	117,401
310036	081000 - Liquor Control Investigator	1	1	72,708	13,821	5,562	92,091
310038	050100 - Administrative Assistant A	1	1	38,334	15,905	2,933	57,172
310042	002000 - Administrative Secretary	1	1	35,963	23,695	2,751	62,409

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**State of Vermont**  
**FY2017 Governor's Recommended Budget**  
**Position Summary Report**

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
310078	081200 - Liquor Enforcement&Lic Dir	1	1	87,672	33,114	6,707	127,493
310079	081000 - Liquor Control Investigator	1	1	74,880	36,792	5,729	117,401
310080	087200 - Liquor Control Investig Sup	1	1	86,786	38,914	6,639	132,339
310081	087200 - Liquor Control Investig Sup	1	1	76,752	37,125	5,872	119,749
310083	081000 - Liquor Control Investigator	1	1	70,537	21,646	5,396	97,579
310084	081000 - Liquor Control Investigator	1	1	65,919	12,611	5,043	83,574
310086	081000 - Liquor Control Investigator	1	1	74,100	36,652	5,668	116,420
310087	087200 - Liquor Control Investig Sup	1	1	82,019	38,064	6,274	126,357
310091	004700 - Program Technician I	1	1	39,146	30,421	2,995	72,562
310170	081202 - DLC Tobacco Compliance Prgm	1	1	47,112	31,841	3,604	82,557
<b>Total</b>		<b>22</b>	<b>22</b>	<b>1,391,413</b>	<b>642,858</b>	<b>106,447</b>	<b>2,140,719</b>

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
21370	Tobacco Litigation Settlement	2	2	127,379	69,593	9,745	206,717
22005	Federal Revenue Fund	1	1	47,112	31,841	3,604	82,557
50300	Liquor Control Fund	19	19	1,216,922	541,424	93,098	1,851,445

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**State of Vermont**  
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**Position Summary Report**

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
<b>Total</b>		<b>22.00</b>	<b>22</b>	<b>1,391,413</b>	<b>642,858</b>	<b>106,447</b>	<b>2,140,719</b>

Note: Numbers may not sum to total due to rounding.

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**State of Vermont**  
**FY2017 Governor's Recommended Budget**  
**Position Summary Report**

**2300003000-Liquor control - administration**

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
310002	005000 - Executive Staff Assistant	1	1	60,466	28,201	4,626	93,293
310004	089020 - Financial Specialist I	1	1	39,582	16,128	3,028	58,738
310005	050100 - Administrative Assistant A	1	1	44,741	25,259	3,423	73,423
310007	089060 - Financial Administrator II	1	1	54,933	33,236	4,203	92,372
310009	058000 - Systems Developer II	1	1	50,003	26,198	3,825	80,026
310026	057300 - Info Tech Spec III	1	1	72,592	36,383	5,554	114,529
310043	023300 - Liquor Store Dist Coord	1	1	57,179	30,677	4,374	92,230
310045	023300 - Liquor Store Dist Coord	1	1	46,446	31,722	3,553	81,721
310097	058400 - Info Tech Manager I	1	1	74,485	36,891	5,698	117,074
310107	023300 - Liquor Store Dist Coord	1	1	57,179	20,865	4,374	82,418
310125	023800 - Director of Retail Operations	1	1	57,491	27,533	4,398	89,422
310148	089040 - Financial Specialist III	1	1	55,578	27,191	4,252	87,021

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**Position Summary Report**

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
310154	057100 - Info Tech Spec I	1	1	42,120	16,580	3,222	61,922
310164	023700 - Liquor Purchasing Coordinator	1	1	60,466	34,221	4,626	99,313
317001	90120A - Commissioner	1	1	82,116	32,111	6,282	120,509
317002	95360E - Principal Assistant	1	1	67,704	29,509	5,180	102,393
317003	90570D - Deputy Commissioner	1	1	74,754	30,782	5,719	111,255
<b>Total</b>		<b>17</b>	<b>17</b>	<b>997,835</b>	<b>483,487</b>	<b>76,337</b>	<b>1,557,659</b>

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
50300	Liquor Control Fund	17	17	997,835	483,487	76,337	1,557,659
<b>Total</b>		<b>17.00</b>	<b>17</b>	<b>997,835</b>	<b>483,487</b>	<b>76,337</b>	<b>1,557,659</b>

Note: Numbers may not sum to total due to rounding.

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**State of Vermont**  
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**Position Summary Report**

**2300007000-Liquor control - warehousing and distribution**

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
310011	023900 - Liquor Warehouse Supervisor	1	1	43,451	8,606	3,324	55,381
310012	001200 - Program Services Clerk	1	1	46,426	17,348	3,551	67,325
310013	021800 - Liquor Warehouse Worker II	1	1	29,973	6,203	2,293	38,469
310014	021800 - Liquor Warehouse Worker II	1	1	40,622	24,526	3,108	68,256
310030	022700 - Liquor Warehouse Worker I	1	1	26,146	5,521	2,000	33,667
310040	022700 - Liquor Warehouse Worker I	1	1	27,123	22,119	2,075	51,317
310041	022700 - Liquor Warehouse Worker I	1	1	27,123	22,119	2,075	51,317
310052	024700 - Liquor Warehouse Mgt Syst Cord	1	1	53,643	26,846	4,104	84,593
310066	022700 - Liquor Warehouse Worker I	1	1	26,146	13,733	2,000	41,879
310103	021800 - Liquor Warehouse Worker II	1	1	31,096	14,615	2,379	48,090
310112	022700 - Liquor Warehouse Worker I	1	1	26,146	953	2,000	29,099
310113	021800 - Liquor Warehouse Worker II	1	1	37,502	7,546	2,869	47,917

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**Position Summary Report**

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
310122	021800 - Liquor Warehouse Worker II	1	1	32,157	6,592	2,460	41,209
310122	021800 - Liquor Warehouse Worker II	1	1	29,973	6,203	2,293	38,469
310126	022700 - Liquor Warehouse Worker I	1	1	27,123	13,907	2,075	43,105
310137	021800 - Liquor Warehouse Worker II	1	1	31,096	28,986	2,379	62,461
310157	022700 - Liquor Warehouse Worker I	1	1	38,251	7,678	2,927	48,856
<b>Total</b>		<b>17</b>	<b>17</b>	<b>573,997</b>	<b>233,501</b>	<b>43,912</b>	<b>851,410</b>

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
50300	Liquor Control Fund	17	17	573,997	233,501	43,912	851,410
<b>Total</b>		<b>17.00</b>	<b>17</b>	<b>573,997</b>	<b>233,501</b>	<b>43,912</b>	<b>851,410</b>

Note: Numbers may not sum to total due to rounding.

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State of Vermont  
FY2017 Governor's Recommended Budget  
Federal - Receipts Detail Report



**Department: 2300002000 - Liquor control - enforcement and licensing**

Budget Request Code	Fund	Justification	Est Amount
6480	22005	Increase in reimburseable amount	\$312,503
		Total	\$312,503

State of Vermont  
Department of Liquor Control  
13 Green Mountain Drive  
Montpelier, VT 05620-4501  
[liquorcontrol.vermont.gov](http://liquorcontrol.vermont.gov)

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*James Giffin, Interim Commissioner*

To: Jim Reardon, Commissioner  
Finance and Management

From: Jim Giffin, DLC Interim Commissioner

Date: July 31, 2016

Subject: SFY 2015 Special Fund Carryforward Request

The Department of Liquor Control requests approval to carry forward the following Special Funds for the purposes and amounts identified below.

#### **Liquor Control Administration**

DeptID 2300003010

Fund 21525-Conference Fees Fund – 4,530.61

These funds are comprised of a balance carried forward from FY14 - \$ 1,526.05, and the unspent amount - \$3,004.56 - from grants that were awarded in FY15 to be used for the Alcohol Symposium that was held in December. We plan to use these funds in FY 16 to cover staff to attend the NABCA conference in Chicago.

#### **Liquor Control Warehouse**

DeptID 2300007000

Fund: 21584 – Surplus Property - \$ 15,657.20

These are the proceeds from the May 2015 sale of a retired warehouse truck. We plan to use these funds in FY16 towards the replacement of a truck.

#### **Liquor Control Enforcement**

DeptID 2300002010

Fund: 21584 – Surplus Property - \$1,304.42

These are the unspent proceeds from the May 2015 Vehicle auction. We plan to use these funds in FY16 toward equipment expenses.

DeptID 2300004020

Fund: 21870 – Misc Special Funds - Program 35008 – Education Training materials and ID kits - \$4,496.03

These funds were the result of grant funds to DLC. This is the balance left after restocking expenses in FY15. DLC plans to use these funds for re-printing, updating, and restocking items in FY16.



Fund: 21870 – Misc Special Funds - Program 35009 – Online Classroom program -  
\$ 206,186.92

These funds are from a combination of FY14 carry forward funds and FY15 deposits of \$ 96,551.73. If allowed, we would use these funds for the following projects:

- \$ 57,948 – The FY16 budget has \$154,500 appropriated. This is \$57,948 above the FY15 collections. We will use these carryover funds to meet the FY16 appropriated anticipated receipts.
- \$ 70,000 - DLC has budgeted funds for a warehouse study but does not have funds to implement possible recommendations coming from the study. DLC would use these funds to implement recommendations without relying on the Enterprise fund.
- \$ 50,000 – DLC owns 14 Enforcement vehicles. We were on a 4-5 year replacement schedule. The last two years we had to defer the replacement of three vehicles. We would use these one-time funds to purchase two vehicles and get back on a four year replacement schedule.
- \$ 28,239 – We would use the remaining funds to support of Education section operating expenses in FY16.

If you have questions on the use please contact me.

attachments

## Licenses Related to the Manufacture and Sale of Malt, Vinous, and Spirituous Beverages Issued by Vermont Department of Liquor Control (September, 2015)

License Name	Purpose	Who May Apply	Location	Length of License	Fee	Number Allowed Per Year Per Applicant	Requires Pre-Approval of Local Licensing Authority (yes/no)	# of Days Prior to Event Application Must be Received by DLC
<b>First Class</b>	Allows licensee (restaurant) to sell beer and wine only, to the public for consumption on the premises	Individuals, partnerships, corporations, manufacturers and rectifiers	At the manufacturing premises and, for all others, at the location described in the license application	1 year ending April 30th	\$230 (\$115 for town and \$115 for DLC)	No limit	Yes	Not applicable
<b>Second Class</b>	Allows licensee (store) to sell beer and wine only, to the public for consumption off the premises and to export (out of the state) malt or vinous beverages only (provided that the licensee follows the guidelines for importation of malt or vinous beverages into that state)	Individuals, partnerships, corporations, manufacturers and rectifiers	Licensed premise described in the license application	1 year ending April 30th	\$140 (\$70 to town and \$70 to DLC)	No limit	Yes	Not applicable
<b>Second Class for Manufacturers (Malt only)</b>	Allows manufacturer to sell beer in kegs only, to the public for consumption off the premises	Manufacturer of beer	Manufacturer/rectifier's premises only	1 year ending April 30th	\$140 (\$70 to town and \$70 to DLC)	Only for manufacturing premises	Yes	Not applicable
<b>Third Class</b>	Allows holder to sell spirits for consumption on the licensed premise	Individuals, partnerships, corporations, manufacturers and rectifiers	Licensed premise described in the license application	1 year ending April 30th	\$1000 for 1 full year, \$500 for 6 mos. or less	No limit	No	Not applicable
<b>Tobacco</b>	Allows holder to sell tobacco products and paraphenalia	Any business	Licensed premise described in the license application	1 year ending April 30th	Free with second class license, otherwise \$100	No limit	Submitted to town first but approval not required	Not applicable

**Licenses Continued**

<b>License Name</b>	<b>Purpose</b>	<b>Who May Apply</b>	<b>Location Event May Take Place</b>	<b>Length of Permit</b>	<b>Fee</b>	<b>Number Allowed Per Year Per Applicant</b>	<b>Requires Pre-Approval of Local Licensing Authority (yes/no)</b>	<b># of Days Prior to Event Application Must be Received by DLC</b>
<b>Fourth Class/Farmers' Market License</b>	Allows manufacturer or rectifier of vinous, malt and spirituous beverages to taste ( 2 oz for malt and vinous with a total of 8 oz or 1/4 oz of spirits with a total of 1 oz) and sell beverages produced by the manufacturer by the glass or unopened container. At one 4th-class location, vinous manufacturers may taste and sell products (by the glass or unopened container) of 5 other manufacturers provided they are purchased on invoice and allows vinous manufacturers to sell their products to 5 other manufacturers or rectifiers	Manufacturers or rectifiers of wine, malt or spirits	Manufacturing premises or licensed premise described in the license application (this can apply to an off-site tasting room) or a farmers' market	1 year ending April 30th or length of farmers' market	\$65	10 (all farmers market and 4th class licenses count toward the 10)	No, however copies of the lease/rent agreement or proof of ownership of property or a farmers' market agreement and market regulations are required	Not applicable
<b>Wine Storage License</b>	Allows a person who operates a climate-controlled storage facility to store wine owned by another person	Climate-controlled storage facilities	Licensed premise described in the license application	1 year ending April 30th	\$215 to DLC	No limit	Must be registered with Town Clerk	Not applicable
<b>Direct Ship to Retailer</b>	Allows manufacturer/rectifier to ship (by common carrier) or deliver (by manufacturer's or their employees' vehicles) wine directly to 1st or 2nd class licensees. Limit of 5,000 gallons total or 100 gallons per month per licensee.	Manufacturer or rectifier of wine (licensed in-state or out-of-state)	Not applicable	1 year ending April 30th	\$230 to DLC	Not Applicable	No	Not applicable

<b>Direct Ship to Consumer</b>	Allows manufacturer/rectifier to ship wine or beer to individuals within the state. Limit of 12 cases containing no more than 29 gallons per consumer per calendar year.	Manufacturer or rectifier of wine (licensed in-state or out-of-state)	Not applicable	1 year ending April 30th	\$300 to DLC	Not Applicable	No	Not applicable

**Licenses Continued**

<b>License Name</b>	<b>Purpose</b>	<b>Who May Apply</b>	<b>Location Event May Take Place</b>	<b>Length of Permit</b>	<b>Fee</b>	<b>Number Allowed Per Year Per Applicant</b>	<b>Requires Pre-Approval of Local Licensing Authority (yes/no)</b>	<b># of Days Prior to Event Application Must be Received by DLC</b>
<b>Caterer's License</b>	Allows holders of 1st or 1st and 3rd class licenses to cater events	Restaurants or hotels that hold either a 1st or 1st and 3rd class licenses	Premises other than those occupied by 1st, 2nd, or 1st and 3rd class licenses	1 year ending April 30	\$230	No limits set	License does not - specific functions requiring a Request to Cater Form do	See Request to Cater Form
<b>Commercial Catering License</b>	Allows caterers licensed by the health department as commercial caterers (not a restaurant or hotel) to sell malt, vinous or spirits at a catered function (must hold a 1st or 1st and 3rd class license as well)	Those licensed by the Health Dept. as a Commercial Kitchen and having a commercial kitchen in their home or place of business (other than a restaurant, or hotel)	Premises other than those occupied by 1st, 2nd, or 1st and 3rd class licenses	1 year ending April 30	\$200	No limits set	License does not - specific functions requiring a Request to Cater Form do	See Request to Cater Form
<b>Request to Cater Form</b>	Allows those holding caterers' permits to cater specific events	Holders of Caterer's Permits	Premises other than those occupied by 1st, 2nd, or 1st and 3rd class licenses	5 days unless otherwise authorized	\$20	No limits set	Yes	5 (can be shortened, but must be at least 1 day)

<b>Wholesale Dealer</b>	Allows holder to sell and distribute at wholesale malt and vinous beverages to retail dealers	If individually owned, holder must be a U.S. citizen. If corporation, a majority of the directors must be U.S. citizens	Premises described in license application	1 year ending April 30	\$1,140	NA	No	Not applicable

**Permits Related to the Manufacture and Sale of Malt, Vinous, and Spirituous Beverages Issued by Vermont Department of Liquor Control**

<b>Permit Name</b>	<b>Purpose</b>	<b>Who May Apply</b>	<b>Location Event May Take Place</b>	<b>Length of Permit</b>	<b>Fee</b>	<b>Number Allowed Per Year Per Applicant</b>	<b>Requires Pre-Approval of Local Licensing Authority (yes/no)</b>	<b># of Days Prior to Event Application Must be Received by DLC</b>
<b>Festival Permit</b>	Allows holder to conduct an event at which malt and/or vinous beverages are sold by the glass to the public	Any person	May not take place inside any other licensed premise	4 consecutive days	\$115	4 per yr	Yes	15 days
<b>Special Event Permit</b>	Allows holder to attend an event open to the public to taste ( 2 oz for malt and vinous with a total of 8 oz or 1/4 oz of spirits with a total of 1 oz) and sell by glass or unopened bottle spirits, malt or vinous beverages made by holder	Only manufacturers or rectifiers	No specific location	Duration of event or 4 days, whichever is shorter	\$35	104 per yr (each manufacturer can be listed under 1 event permit but each attendance will count toward the total of 104)	Yes	5 days
<b>Educational Sampling Event Permit</b>	Allows holder to conduct an event open to the public (minimum charge of \$5.00 per person entry fee) at which spirits, malt and vinous beverages may be sampled (2 oz per product) for educational purposes	Any person	No specific location	4 consecutive days	\$230	4 per yr	Yes	15 days

<b>Art Gallery, Bookstore, Library or Museum Permit</b>	Allows holder to conduct an event open to the public at which malt and vinous beverages can be served.	Art gallery, bookstore, library or museum	On the art gallery, bookstore, library or museum premises only	1 day (6 hour limit)	\$20	No limits set	Yes	5 days
<b>Solicitor's Permit</b>	Allows vendor representatives to solicit orders for and promote sale of beer or wine	Any person who represents a vendor	No specific location - allows for "canvassing or interviewing holders of licenses"	1 year ending April 30	\$65	No limits set	No	Normal processing time



**Permits Continued**

<b>Permit Name</b>	<b>Purpose</b>	<b>Who May Apply</b>	<b>Location Event May Take Place</b>	<b>Length of Permit</b>	<b>Fee</b>	<b>Number Allowed Per Year Per Applicant</b>	<b>Requires Pre-Approval of Local Licensing Authority (yes/no)</b>	<b># of Days Prior to Event Application Must be Received by DLC</b>
<b>-For Manufacturers only</b>	Allows manufacturer or rectifier of spirits to conduct tastings (1/4 oz of spirits with a total of 1 oz) for management and staff of 3rd class licensee provided they are off-duty for the rest of the day	Manufacturer or rectifier of spirits	Premises of a 3rd class licensee	No permit required but need to send written notice to DLC	No Cost	No limits set	No	5 days
<b>- For Wholesalers only</b>	Allows wholesalers to invite employees of 1st, 2nd, or 3rd class licensees to taste ( 2 oz for malt and vinous with a total of 8 oz)on the wholesale premises	Wholesale dealers	Premises of wholesale dealer	Six hours	\$25	No limits set	No	5 days
<b>Spirits Tastings</b>	Allows spirits manufacturers, brokers or their agents to conduct spirits tastings (limit of 4 products, 1/4 oz. per product, 1 oz. total per customer and no more than 8 customers at one time).	Manufacturer or rectifier of spirits, liquor brokers or their agents	In a designated area on the premises of a liquor store	Two consecutive hours	No Cost	30 per year per store	No	15 days
<b>Outside Consumption Permit</b>	Allows outside consumption for 1st, 1st and 3rd, and 4th class licensees including golf courses	1st, or 1st and 3rd class, or 4th class licenses (as long as the 4th class licensee owns or rents the entire premises)	All or part of the designated outside premises of the license holder	Indefinite unless there are changes to the licensee	\$20	Not Applicable	Yes	None specified