

**TOWN OF TRUMBULL
MINUTES
BOARD OF FINANCE
September 8, 2016**

CALL TO ORDER

Chairman Hammers called the Board of Finance meeting to order at 7:00 pm in the Town Hall, Trumbull, Connecticut. All those present joined in the Pledge of Allegiance. The Chair also asked for a moment of silence to remember the victims of 911.

PUBLIC COMMENT

There was no Public Comment

ATTENDANCE

Present

Elaine A. Hammers, Chairman
William S. Haberlin
Roy Molgard
Andrew Palo
Scott Zimov

Absent

Karen A. Egri, Alternate
Ted Chase, Alternate
Vincent DeGennaro, Alternate

Also present:

D/C Thomas Savarese

TREASURER'S REPORT – Anthony Musto

Mr. Musto presented his report for the month of August. He indicated that investments were well. He stated that during the last fiscal year, fees charged by Morgan Stanley were neither shown nor netted from of of the interest earned. There is a separate line item for the fees – and we pay two fees – one, to Morgan Stanley and a second one to the investment manager. These fees total \$20,000 +/- a year. The previous Treasurer's reports do not indicate these fee or how they are being handled. He went on to indicate that the \$17 million drop in funds had to do with a \$12,000,000 Bond payment that was made. In July, funds increased due to tax collections. Ms. Pires indicated that she thought they netted the fees against the interest; however, she would check on it.

INTERNAL AUDITOR – Therese Keegan

Ms. Keegan gave an overview of what she is currently working on:

- Review of Town owned vehicles by department, classification and age, trying to obtain one list.
- The Accounting Policy and Procedures – still waiting for departments to review and return information; the Escheatment Policy and Procedure portion added to Accounting Policy and Procedures Manual.
- Golf Course – reviewed their policy and waiting until September to discuss it with them.
- Comparing vehicle list to insurance company list.
- Auditing Fuel Master

09-16-01 – FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$155,020 from Town Hall Contingency #01013800-501116 for the Year End Transfers, as shown on the attached Schedule 1.

Ms. Pires stated that the contingency account is setup to cover all the contractual salary increases settled during the year. We only used \$155,020, since the departments were very budget conscious during the past year.

Vote: 5-0-0

09-16-02 thru 09-16-05 – FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Zimov, to transfer \$101,460 for the Police Department Year End Transfers, as shown on the attached Schedule 2-5.

D/C Savarese stated that there were currently four new hires; two would be going to the Milford and two to the New Haven Academy. They are still looking for an additional two and are still working on the current hiring list.

Vote: 5-0-0

09-16-06 thru 09-16-10 – FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$68,154 for the Public Works Department Year End Transfers, as shown on the attached Schedules 6-10.

Ms. Pires indicated that there was enough to transfer from other departments and there was no need to use the contingency account. .

Vote: 5-0-0

09-16-11 FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$3,274 for the WPCA Year End Transfers, as shown on the attached Schedule 11.

Vote: 5-0-0

09-16-12 FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$7,073 for the Tashua Knolls-Golf Year End Transfers, as shown on the attached Schedule 12.

Vote: 5-0-0

09-16-13 thru 09-16-38 FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$662,358 for the Finance Director's Year End Transfers, as shown on the attached Schedule 13.

Ms. Pires indicated that Workers Comp was \$509,000 over budget. She went on to add that they settled and closed four claims.

Vote: 5-0-0

DISCUSSION ITEM – Fund Balance Report

The Fund Balance is currently 11.29%. Budgets have been carefully managed and there were only \$31,137 in supplemental appropriations.

APPROVAL OF MINUTES - July 14, 2016

Mr. Haberlin moved, seconded by Mr. Zimov, to approve the July 14, 2016 minutes, as presented.

Vote: 5-0-0

ADJOURNMENT

By unanimous consent, the meeting adjourned at 8:10 p.m.

Respectfully submitted,


Phyllis C. Collier
Board of Finance Clerk

Schedule 1

DATE OF MEETING: SEPTEMBER 8, 2016						
TRANSFERS TO/FROM - FYE JUNE 30, 2016						
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION		BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER	
09-16-01	FROM					
	TOWN HALL - CONTINGENCY	01013800-501116	486,488.00	155,020.00	331,468.00	
	TO					
	FINANCE - SALARIES-PT (Temp until position filled)	01011000-501101	(5,426.81)	5,427.00	0.19	
	PURCHSING - SALARIES-FT (one additional day in FYE)	01012200-501101	(570.34)	571.00	0.66	
	TREASURER - SALARIES-FT (one additional day in FYE)	01012400-501101	(403.80)	404.00	0.20	
	P&Z - SALARIES-FT (retirement)	01014200-501101	(12,675.04)	12,676.00	0.96	
	FIRE MARSHAL - SALARIES-FT (contract settlement)	01022800-501101	(13,029.74)	13,030.00	0.26	
	BUILDING- SALARIES-FT (retirement)	01023200-501101	(5,291.51)	5,292.00	0.49	
	PUBLIC WORKS -SALARY-FT (retirement)	01030000-501101	(17,677.00)	17,677.00	-	
	PW-BLDG MNTNCE -SALARY-FT (one additional day if FYE)	01030200-501101	(2,727.96)	2,728.00	0.04	
	PW-BLDG MNTNCE -SALARY-OT (Due to snow and leaf pickup)	01030200-501105	(9,531.45)	9,532.00	0.55	
	POLICE-SALARIES-FT (contract settlement)	01022000-501101	(71,282.87)	71,283.00	0.13	
	RECREATION - SALARIES-FT (retirement)	01080400-501101	(7,008.10)	7,007.00	0.90	
	PARKS - SALARIES-FT (retirement)	01080600-501101	(5,048.19)	5,049.00	0.81	
	TREE WARDEN - SALARIES-PT (one additional day in FYE)	01080900-501102	(174.36)	175.00	0.64	
	EMERG MNGMT - SALARIES-PT (more hours worked)	01023400-501102	(4,168.91)	4,169.00	0.09	
				155,020.00		
Contingency budgeted assumed all contract settlements. Due to retirements, delay on filling position and vacancies there were surpluses in PW depts and Police that covered the need to use Contingency, therefore contingency not used for the full budget.						

Schedule 2-5

REQUEST FOR TRANSFER								
DEPT:	Police							
DEPT	01022000							
FISCAL YEAR ENDED	FY2016							
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	TRANSFER	BALANCE AFTER TRANSFER	
09-16-02	FROM:							
	Training	01022000-501114	6,897.90		6,897.90	(4,988.00)	1,909.90	
	TO:							
	Holiday	01022000-501113	(3,987.28)		(3,987.28)	3,988.00	0.72	
	Salaries - College Incentive	01022000-501109	(1,000.00)		(1,000.00)	1,000.00	-	
	Overage required to meet payment per contract.							
09-16-03	FROM:							
	Transportation- Expense A/C	01022000-567704	1,642.31		1,642.31	(587.00)	1,055.31	
	TO:							
	Professional Dev-Inservice	01022000-556603	(524.18)		(524.18)	525.00	0.82	
	Transportation -Vehicle Repair	01022000-567702	(61.76)		(61.76)	62.00	0.24	
	Overage used to pay for training class and vehicle repair							
09-16-04	FROM:							
	Capital Outlay	01022000-581888	3,713.36		3,713.36	(3,597.00)	116.36	
	TO:							
	Rentals-Annual Rentals/Lease	01022000-589901	(3,596.70)		(3,596.70)	3,597.00	0.30	
	Overage due to new Aquarion Antenna lease for \$2,000 and costs associated with new copier agreement for additional \$1,500.							
09-16-05	FROM:							
	Salaries-PT/Permanent	01022000-501102	15,496.25		15,496.25	(15,496.00)	0.25	
	Salaries-Vacation, Weekend	01022000-501104	30,144.09		30,144.09	(30,144.00)	0.09	
	Salaries-OT	01022000-501105	6,995.40		6,995.40	(6,995.00)	0.40	
	Shift Differential	01022000-501112	3,125.49		3,125.49	(3,125.00)	0.49	
	Services & Fees-Ancillary	01022000-522203	4,159.81		4,159.81	(4,159.00)	0.81	
	Program Supplies	01022000-534402	3,538.89		3,538.89	(3,538.00)	0.89	
	Mntnce/Repair Service Contract	01022000-578801	9,664.16		9,664.16	(9,664.00)	0.16	
	Utilities-Electricity	01022000-590012	19,167.32		19,167.32	(19,167.00)	0.32	
			92,291.41		92,291.41	(92,288.00)	3.41	
	TO:							
	Salaries-FT/Permanent	01022000-501101	(163,570.87)		(163,570.87)	92,288.00	(71,282.87)	
		01022000-501101						
	To cover overage due to settlement of union contract. \$70,732 will be transferred from Contingency						101,460.00	

Schedule II

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-11	20100000 - SEWERS-ENTERPRISE			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	40,638.98	(784.00)	39,854.98
	578801 - MNTNCE/REPAIR SERVICE CONTRACT	16,277.80	(2,490.00)	13,787.80
		56,916.78	(3,274.00)	53,642.78
	TO:			
	501105 - SALARIES-OVERTIME	(783.63)	784.00	0.37
	578803 - MNTNCE/REP-PROGRAM RELATED	(2,489.24)	2,490.00	0.76
		(3,272.87)	3,274.00	1.13
	Year End transfers			

Schedule 12

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
		BALANCE		BALANCE
TRANSFER		BEFORE	AMOUNT OF	AFTER
NUMBER	ACCOUNT # AND DESCRIPTION	TRANSFER	TRANSFER	TRANSFER
09-16-12	21100000 - TASHUA KNOLLS-ENTERPRISE			
	FROM:			
	501103 - SALARIES-SEASONAL/TEMP	18,396.02	(6,128.00)	12,268.02
	590012 - UTILITES-ELECTRICITY	4,272.42	(945.00)	3,327.42
		22,668.44	(7,073.00)	15,595.44
	TO:			
	501101 - SALARIES-FT/PERMANENT	(4,258.14)	4,259.00	0.86
	501102 - SALARIES-PT/PERMANENT	(1,868.49)	1,869.00	0.51
	590013 - UTILITIES-WATER	(767.72)	768.00	0.28
	590014 - UTILITIES-TELEPHONE	(176.06)	177.00	0.94
		(7,070.41)	7,073.00	2.59
Positions upgraded by the commission, funds available in seasonal account				

Schedule 13-38

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-13	01010400 - FIRST SELECTMAN			
	FROM:			
	522202 - SERVICES & FEES-PROFESSIONAL	11,110.00	(3,798.00)	7,312.00
	TO:			
	501101 - SALARIES-FT/PERMANENT	(3,017.86)	3,018.00	0.14
	556601 - PROFESSIONAL DEV-SEM/CONF	(57.74)	58.00	0.26
	567704 - TRANSPORTATION-EXPENSE A/C	(721.13)	722.00	0.87
		(3,796.73)	3,798.00	1.27
	Hired temporary help to fill in for employee on short term disability and increase due to new pay plan.			
09-16-14	01010800 - ELECTIONS			
	FROM:			
	501105 - SALARIES-OVERTIME	517.28	(517.00)	0.28
	522202 - SERVICES & FEES-PROFESSIONAL	511.39	(511.00)	0.39
	522203 - SERVICES & FEES-ANCILLARY	8,250.00	(8,250.00)	-
	545504 - COMMUNICATIONS-POSTAGE	1,590.21	(1,590.00)	0.21
	590014 - UTILITIES-TELEPHONE	1,979.50	(669.00)	1,310.50
		12,848.38	(11,537.00)	1,311.38
	TO:			
	501101 - SALARIES-FT/PERMANENT	(10,011.82)	10,012.00	0.18
	501102 - SALARIES-PT/PERMANENT	(430.16)	431.00	0.84
	522205 - PROGRAM EXPENSES	(1,093.80)	1,094.00	0.20
		(11,535.78)	11,537.00	1.22
	Extra time not budget for primary and municipal election			
09-16-15	01011000 - FINANCE			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	3,265.67	(3,265.00)	0.67
	501105 - SALARIES-OVERTIME	500.00	(500.00)	-
	556601 - PROFESSIONAL DEV-SEM/CONF	1,450.00	(1,450.00)	-
	556602 - PROFESSIONAL DEV-ASSN DUES	80.00	(80.00)	-
	556604 - PROFESSIONAL DEV-PUBLICATIONS	305.00	(305.00)	-
		5,600.67	(5,600.00)	0.67
	TO:			
	501102 - SALARIES-PT/PERMANENT	(10,026.81)	4,600.00	(5,426.81)
	556603 - PROFESSIONAL DEV-INSERVICE	(1,000.00)	1,000.00	-
		(11,026.81)	5,600.00	(5,426.81)
	Due to retirement and temporary employee hired until position was filled.			
09-16-16	01011400 - BOARD OF FINANCE			
	FROM:			
	522201 - SERVICES & FEES-CLERICAL	1,000.00	(567.00)	433.00
	TO:			
	501101 - SALARIES-FT/PERMANENT	(566.03)	567.00	0.97
	Due to an additional day in fiscal year			
09-16-17	01011600 - TAX ASSESSOR			
	FROM:			
	501105 - SALARIES-OVERTIME	1,386.69	(697.00)	689.69
	TO:			
	501101 - SALARIES-FT/PERMANENT	(676.98)	677.00	0.02
	534402 - PROGRAM SUPPLIES	(20.00)	20.00	-
	Due to an additional day in fiscal year			
		(696.98)	697.00	0.02
09-16-18	01012000 - TAX COLLECTOR			
	FROM:			
	545504 - COMMUNICATIONS-POSTAGE	5,478.21	(22.00)	5,456.21
	TO:			
	545501 - COMMUNICATIONS-LEGAL NOTICES	(21.06)	22.00	0.94
	Year End transfer	(21.06)	22.00	0.94

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-19	01012600 - TECHNOLOGY			
	FROM:			
	522202 - SERVICES & FEES-PROFESSIONAL	7,276.00	(1,412.00)	5,864.00
	TO:			
	501101 - SALARIES-FT/PERMANENT	(1,206.52)	1,207.00	0.48
	522204 - SERVICES & FEES-CONTRACTUAL	(204.69)	205.00	0.31
		(1,411.21)	1,412.00	0.79
	Due to an additional day in fiscal year			
09-16-20	01013400 - EMPLOYEE BENEFITS			
	FROM:			
	511151 - FRINGE BENEFITS-MEDICAL/DENTAL	606,417.80	(509,176.00)	97,241.80
	TO:			
	511152 - FRINGE BENEFITS-WORKER COMP	(509,175.71)	509,176.00	0.29
	Overage due to more claims settled and large claims. Excess coverage after \$750k/per claim			
09-16-21	01013600 - TOWN CLERK			
	FROM:			
	556601 - PROFESSIONAL DEV-SEM/CONF	1,352.70	(1,073.00)	279.70
	TO:			
	501101 - SALARIES-FT/PERMANENT	(388.23)	389.00	0.77
	545501 - COMMUNICATIONS-LEGAL NOTICES	(683.24)	684.00	0.76
		(1,071.47)	1,073.00	1.53
	Due to an additional day in fiscal year			
09-16-22	01013800 - TOWN HALL			
	FROM:			
	545504 - COMMUNICATIONS-POSTAGE	5,060.58	(2,207.00)	2,853.58
	TO:			
	534401 - MATERIALS AND SUPPLIES	(3,239.34)	622.00	(2,617.34)
	578801 - MNTCNCE/REPAIR SERV	(475.96)	476.00	0.04
	589901 - ANNUAL RENTALS	(1,042.10)	1,043.00	0.90
	590013 - UTILITIES-WATER	(65.76)	66.00	0.24
	Year End transfer	(4,823.16)	2,207.00	(2,616.16)
09-16-23	01014200 - PLANNING AND ZONING			
	FROM:			
	501103 - SALARIES-SEASONAL/TEMP	1,055.00	(1,055.00)	-
	501105 - SALARIES-OVERTIME	917.60	(917.00)	0.60
	522201 - SERVICES & FEES-CLERICAL	180.00	(180.00)	-
	522202 - SERVICES & FEES-PROFESSIONAL	1,564.61	(1,564.00)	0.61
	522205 - PROGRAM EXPENSES	252.74	(91.00)	161.74
		3,969.95	(3,807.00)	162.95
	TO:			
	534401 - MATERIALS & SUPPLIES-OFFICE	(10.26)	11.00	0.74
	545501 - COMMUNICATIONS-LEGAL NOTICES	(3,795.56)	3,796.00	0.44
	To cover overage in legal notices	(3,805.82)	3,807.00	1.18
09-16-24	01022400 - ANIMAL CONTROL			
	FROM:			
	534402 - PROGRAM SUPPLIES	833.52	(533.00)	300.52
	578802 - MNTNCE/REP-EQUIPMENT/BUILDING	1,124.00	(1,124.00)	-
	590012 - UTILITES-ELECTRICITY	918.81	(871.00)	47.81
	TO:			
	501101 - SALARIES-FT/PERMANENT	(2,224.61)	2,225.00	0.39
	501102 - SALARIES-PT/PERMANENT	(261.62)	262.00	0.38
	578804 - MNTNCE/REP-REFUSE REMOVAL	(7.63)	8.00	0.37
	590014 - UTILITIES-TELEPHONE	(32.26)	33.00	0.74
		(2,526.12)	2,528.00	1.88
	To cover overage in salaries due to settling of contract			

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-25	01022600 - EMERGENCY MEDICAL SERVICES			
	FROM:			
	522202 - SERVICES & FEES-PROFESSIONAL	12,993.45	(4,962.00)	8,031.45
	TO:			
	501101 - SALARIES-FT/PERMANENT	(684.74)	685.00	0.26
	522203 - SERVICES & FEES-ANCILLARY	(3,785.33)	3,786.00	0.67
	578804 - MNTNCE/REP-REFUSE REMOVAL	(7.63)	8.00	0.37
	581888 - CAPITAL OUTLAY	(482.70)	483.00	0.30
		(4,960.40)	4,962.00	1.60
	Ancillary increase due to add'l fees to Comstar(billing co) which is paid on a % of Collections			
09-16-26	01022800 - FIRE MARSHAL			
	FROM:			
	501887 - UNIFORM CLEANING	537.70	-	537.70
	TO:			
	501103 - SALARIES - SEASONAL	(244.08)	245.00	0.92
	501105 - SALARIES - OT	(12.95)	13.00	0.05
	Year End Transfer			
09-16-27	01040000 - HEALTH DEPARTMENT			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	41,245.77	(36,080.00)	5,165.77
	TO:			
	501102 - SALARIES-PT/PERMANENT	(34,880.47)	34,881.00	0.53
	590012 - UTILITES-ELECTRICITY	(311.05)	312.00	0.95
	590014 - UTILITIES-TELEPHONE	(886.24)	887.00	0.76
		(36,077.76)	36,080.00	2.24
	Unable to fill FT positions, hired PT instead, funds available in FT			
09-16-28	01050000 - SOCIAL SERVICES			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	1,324.20	(1,324.00)	0.20
	501105 - SALARIES-OVERTIME	500.00	(500.00)	-
	522204 - SERVICES & FEES-CONTRACTUAL	800.00	(657.00)	143.00
		2,624.20	(2,481.00)	143.20
	TO:			
	501102 - SALARIES-PT/PERMANENT	(2,288.03)	2,289.00	0.97
	590014 - UTILITIES-TELEPHONE	(191.24)	192.00	0.76
		(2,479.27)	2,481.00	1.73
	Filled vacancies with PT			
09-16-29	01050200 - MARY SHERLACH COUNSELING CTR			
	FROM:			
	590011 - UTILITIES-HEAT	1,720.29	(1,659.00)	61.29
	TO:			
	590012 - UTILITES-ELECTRICITY	(486.42)	487.00	0.58
	590014 - UTILITIES-TELEPHONE	(1,171.67)	1,172.00	0.33
		(1,658.09)	1,659.00	0.91
	Year End Transfer			
09-16-30	01050600 - SENIOR CITIZENS' SERVICES			
	FROM:			
	501102 - SALARIES-PT/PERMANENT	8,064.01	(1,015.00)	9,079.01
	TO:			
	501101 - SALARIES-FT/PERMANENT	(789.77)	790.00	(1,579.77)
	522201 - SERVICES & FEES-CLERICAL	(60.00)	60.00	(120.00)
	545502 - COMMUNICATIONS-PUBLIC REPORTS	(147.28)	148.00	(295.28)
	578804 - MNTNCE/REP-REFUSE REMOVAL	(16.26)	17.00	(33.26)
	Overage due to retirement	(1,013.31)	1,015.00	(2,028.31)

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-31	01060200 - SCHOOL NURSES			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	37,209.69	(3,183.00)	34,026.69
	TO:			
	501104 - SALARIES-VACATION, WEEKEND	(3,182.80)	3,183.00	0.20
	Coverage for vacancy			
09-16-32	01060400 - NON PUBLIC SCHOOL			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	3,600.05	(3,600.00)	0.05
	501104 - SALARIES-VACATION, WEEKEND	3,750.00	(3,750.00)	-
	534402 - PROGRAM SUPPLIES	624.78	(624.00)	0.78
	556601 - PROFESSIONAL DEV-SEM/CONF	844.00	(230.00)	614.00
	TO:	8,818.83	(8,204.00)	614.83
	501102 - SALARIES-PT/PERMANENT	(8,203.13)	8,204.00	0.87
	Filled vacancies with PT			
09-16-33	01060600 - TRUMBULL COMM TV / BUS ED INIT			
	FROM:			
	522204 - SERVICES & FEES-CONTRACTUAL	250.00	(234.00)	16.00
	TO:			
	534401 - MATERIALS & SUPPLIES-OFFICE	(36.24)	37.00	0.76
	545502 - COMMUNICATIONS-PUBLIC REPORTS	(164.47)	165.00	0.53
	590014 - UTILITIES-TELEPHONE	(31.26)	32.00	0.74
	Year End Transfer	(231.97)	234.00	2.03
09-16-34	01070000 - LIBRARIES			
	FROM:			
	501102 - SALARIES-PT/PERMANENT	18,059.99	(5,707.00)	12,352.99
	TO:			
	501101 - SALARIES-FT/PERMANENT	(3,929.91)	3,930.00	0.09
	534401 - MATERIALS & SUPPLIES-OFFICE	(129.70)	130.00	0.30
	578802 - MNTNCE/REP-EQUIPMENT/BUILDING	(882.55)	883.00	0.45
	590014 - UTILITIES-TELEPHONE	(763.68)	764.00	0.32
	Overage due to retirement	(5,705.84)	5,707.00	1.16
09-16-35	01080400 - RECREATION			
	FROM:			
	501102 - YOUTH -SALARIES-PT/PERMANENT	4,298.66	(4,298.00)	0.66
	501105 - SALARIES-OT	933.67	(933.00)	0.67
	522204 - SERVICES & FEES-CONTRACTUAL	3,734.00	(3,734.00)	-
		8,966.33	(8,965.00)	1.33
	TO:			
	501102 - SALARIES-PT/PERMANENT	(7,751.29)	7,752.00	0.71
	522205 -AQUAT-PROGRAM EXPENSES	(34.20)	35.00	0.80
	534402 - PROGRAM SUPPLIES	(194.58)	195.00	0.42
	578804 - MNTNCE/REP -REFUSE	(7.63)	8.00	0.37
	589901 - ANNUAL RENTALS	(27.50)	28.00	0.50
	Due to retirement, extra hours worked by PT	(8,015.20)	8,018.00	2.80
09-16-36	01080600 - PARKS			
	FROM:			
	501103 - SALARIES-SEASONAL/TEMP	18,866.97	(18,866.00)	0.97
	501106 - SALARIES-LONGEVITY	500.00	(500.00)	-
	501888 - UNIFORM ALLOWANCE	4,819.90	(4,819.00)	0.90
	522201 - SERVICES & FEES-CLERICAL	758.96	(758.00)	0.96
	578801 - MNTNCE/REPAIR SERVICE CONTRACT	6,818.73	(6,818.00)	0.73
	578802 - MNTNCE/REP-EQUIPMENT/BUILDING	1,587.60	(1,587.00)	0.60
	589902 - RENTALS-OCCASIONAL RNTL/LEASE	2,703.83	(2,703.00)	0.83
	590011 - UTILITIES-HEAT	3,271.32	(3,271.00)	0.32
	590012 - UTILITES-ELECTRICITY	1,584.01	(1,296.00)	288.01
		40,911.32	(40,618.00)	293.32

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
	TO:			
	501101 - SALARIES-FT/PERMANENT	(31,591.19)	31,592.00	0.81
	501105 - SALARIES-OVERTIME	(1,324.37)	1,325.00	0.63
	578803 - MNTNCE/REP-PROGRAM RELATED	(7,700.96)	7,701.00	0.04
		(40,616.52)	40,618.00	1.48
	To cover overage in salaries due to settling of contract			
09-16-37	FROM:			
	01014800 INLAND/WETLAND			
	545501 - LEGAL NOTICES	7,554.76	(7,773.00)	(218.24)
	TO:			
	01010000 - TOWN COUNCIL			
	545501 - LEGAL NOTICES	(1,923.20)	1,924.00	0.80
	01012200 - PURCHASING			
	545501 - LEGAL NOTICES	(5,848.04)	5,849.00	0.96
		(7,771.24)	7,773.00	1.76
	To cover overage in legal notices due to more advertising for bids, Town Council			
09-16-38	FROM:			
	01022824 - HIGHWAY			
	590016 - UTILITIES - FIRE HYDRANTS	43,137.54	(43,137.00)	0.54
	01030100 - HIGHWAY			
	590012 - UTILITIES-ELECTRICITY	24,451.14	(20,978.00)	3,473.14
		67,588.68	(64,115.00)	3,473.68
	TO:			
	01030200 - PW-BLDG MAINTENANCE			
	590017 - SEWER FEES	(43,480.52)	43,481.00	0.48
	01080600 - PARKS			
	590014 - UTILITIES-WATER	(3,471.66)	3,472.00	0.34
	01030000 - PUBLIC WORKS DIRECTOR			
	590014 - UTILITIES-TELEPHONE	(161.09)	162.00	
	01030025 - PUBLIC WORKS -STREET LIGHTS			
	590015 - UTILITIES-TRAFFIC LIGHTS	(16,995.49)	17,000.00	4.51
	(Additional 14 lights added within the last 2 years)			
	01023400 - EMERGENCY MANAGEMENT			
	590014 - UTILITIES-TELEPHONE	(1,428.52)	1,429.00	0.48
	To cover shortfall in various utility accounts	(64,108.76)	64,115.00	5.33
			662,358.00	