



**BOARD OF FINANCE MEETING
September 28, 2023
Approved Minutes**

CALL TO ORDER

The Chairman called the meeting to order at 7:00 p.m. in the Council Chambers. All joined in the Pledge of Allegiance followed by a moment of silence.

PUBLIC COMMENT

There was no Public Comment

ATTENDANCE

Present

Marty Isaac
Lainie McHugh, Chairman
Justin Scheuble
Michael Barker
Paul Timpanelli
Scott Zimov
Christine El Eris
Marc Mascola-Alternate

Absent

Vincent DeGennaro – Alternate

Also present:

Maria Pires, Director of Finance; Daniel Schopick, Esquire, Town Attorney; Kathleen McGannon, Chief Administrative Officer

INTERNAL AUDITOR'S UPDATE – Rebeca Lopez

Ms. Lopez presented her report: **Trumbull Library System Review**.

To access this report, hold control key and click [here](#).

TOWN TREASURER'S REPORT – Anthony Musto

Mr. Musto was not here to present his report. If you have any questions, please feel free to reach out to him.

09-23-01 Supplemental Appropriation – Fiscal Year 2022-2023

Mr. Timpanelli moved, seconded by Mr. Barker, to appropriate \$26,877 from the Fund Balance to the accounts listed on the attached **Schedule A** totaling \$26,877 for the year-end closing.

Ms. Pires indicated the largest item had to do with the HR department seasonal salaries. They needed assistance due to the unfilled position in the HR department and due to the back-log of unfilled positions in the Town. They also used their budget salary funds to fill positions at a rate higher than the budgeted amount.

By unanimous consent the motion was approved.

09-23-02 Supplemental Appropriation – Fiscal Year 2022-2023

Mr. Timpanelli moved, seconded by Mr. Barker, to appropriate \$216,913 from the Fund Balance to the various Tax Assessor accounts listed on the attached **Schedule B** totaling \$216,913 for the year-end closing.

Ms. Pires indicated the digital appeal expenses came in \$40,000 over what we budgeted. In addition, we needed to hire consultants for \$128,000 to provide sufficient coverage prior to hiring the new Tax Assessor, and seasonal staffing of \$56,701 due to vacancies.

By unanimous consent the motion was approved.

09-23-03 Supplemental Appropriation – Fiscal Year 2022-2023

Mr. Timpanelli moved, seconded by Mr. Barker, to appropriate \$14,386 from the Fund Balance to Maintenance/Repair Equipment/Building account 01030200-578802 \$14,386, listed on the attached **Schedule E** as a transfer overage for the year-end closing.

Ms. Pires indicated that transfers were made within this department and the \$14,386 was the balance left. You will see this on the transfer form 9-23-08

By unanimous consent the motion was approved.

09-23-04 Transfer from Contingency – Fiscal Year 2022-2023

Mr. Timpanelli moved, seconded by Mr. Barker, to appropriate \$4,725 from the Contingency account 01013800-501116 to the various accounts \$4,725 listed on the attached **Schedule C** for the year-end closing.

By unanimous consent the motion was approved.

09-23-05 to 9-23-07 End of Year Transfers – Fiscal Year 2022-2023 – Police

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$429,400 from the various accounts listed to the various accounts listed \$429,400 on **Schedule D** for the year-end closing.

Ms. Pires indicated the bulk of the amount transferred had to do with overtime being used rather than regular time due to staff shortage.

The Chairman indicated that we have currently added 5 officers to the staff from the academy.

By unanimous consent the motion was approved.

9-23-08 End of Year Transfers – Fiscal Year 2022-2023 – Building Maintenance

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$52,475 from the various accounts listed to the various accounts listed \$52,475 on **Schedule E** for the year-end closing.

Ms. Pires indicated the \$16,718 shortfall in Capital Outlay had to do with the delay in delivering a vehicle; therefore, we did not include the one-fifth payment in this budget.

By unanimous consent the motion was approved.

09-23-09 End of Year Transfers – Fiscal Year 2022-2023 – Town Engineer

Mr. Timpanelli moved, seconded by Mr. Barker, to transfer \$2,633 from the various accounts listed to the various accounts listed \$2,633 on **Schedule F** for the year-end closing.

By unanimous consent the motion was approved.

9-23-10 End of Year Transfers – Fiscal Year 2022-2023 – WPCA

Mr. Timpanelli moved, seconded by Mr. Barker, to transfer \$15,555 from the various accounts listed to the various accounts listed \$15,555 on **Schedule G** for the year-end closing.

By unanimous consent the motion was approved.

9-23-11 End of Year Transfers – Fiscal Year 2022-2023 – Tashua Knolls Golf Course

Mr. Timpanelli moved, seconded by Mr. Barker, to transfer \$31,760 from the various accounts listed to the various accounts listed \$31,760 on **Schedule H** for the year-end closing.

By unanimous consent the motion was approved.

09-23-12 to 09-23-17 End of Year Transfers – Fiscal Year 2022-2023 – Various

Mr. Timpanelli moved, seconded by Mr. Barker, to transfer \$832,805 from the various accounts listed to the various accounts listed \$832,805 on **Schedule I** for the year-end closing.

Ms. Pires indicated the large \$780,670 transfer had to do with covering the shortfalls of the Workers Comp account due to the settlements that were made. Approximately \$705,000 was paid for these settlements. Loss time paid for the BOE was \$299,000, which should have been budgeted by the BOE in salaries.

By unanimous consent the motion was approved.

9-23-18 End of Year Transfers – Fiscal Year 2022-2023 – Parks

Mr. Timpanelli moved, seconded by Mr. Barker, to transfer \$98,169 from the various accounts listed to the various accounts listed \$98,169 on **Schedule J** for the year-end closing.

By unanimous consent the motion was approved.

09-23-19 to 9-23-44 End of Year Transfers – Fiscal Year 2022-2023 – Directors Transfers

Mr. Timpanelli moved, seconded by Mr. Barker, to transfer \$14,208 from the various accounts listed to the various accounts listed \$14,208 on **Schedule K** for the year-end closing.

By unanimous consent the motion was approved.

Mr Timpanelli moved seconded by Mr. Zimov to add item 09-23-45 and item 09-23-46 to the Agenda.

By unanimous consent the motion was approved.

9-23-45 End of Year Transfer – Fiscal Year 2022-2023

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$2,820 from account 01011600-501102 Salaries PT to account 01011600-522202 Services and Fees Professional \$2,820 for the year-end closing. (See **schedule L** attached)

By unanimous consent the motion was approved.

9-23-46 End of Year Transfer – Fiscal Year 2022-2023

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$10 from account 01012000-501101 Salaries FT to account 01012000-5501105 Salaries OT \$10 for the year-end closing. (See **schedule L** attached)

By unanimous consent the motion was approved.

DISCUSSION ITEMS

• **Budget to Actual expenditures FY 2024**

Ms. Pires noted that salaries should be at 21%; however, some departments are still looking to have positions filled – the EMS is using Overtime to fill in for full time and the Tax Assessor is still using seasonal help. In addition, she noted that the Workers Comp for the Board of Education is being paid for by the Town, but the BOE keeps those funds and we are not reimbursed (extra \$297,000 FY23).

• **Revenues FY 2024**

Ms. Pires noted that the EMS revenue is improving.

• **Town Permits, Fees and Fines FY 2024**

No discussion.

For the record: Mr. Isaac asked that the Workers Comp issue regarding salary funds be taken up when doing the budget; he wants to reduce the BOE line item by the Workers Comp estimate. Mr. Barker agreed to share his BOE year-end report with Ms. Pires to review the BOE spend down on their surplus. In addition, the BOF noted they would like the BOE to attend the November meeting to discuss their end of year surplus and the funds currently being held in their non-lapsing account.

- **Fund Balance**

Ms. Pires went through the Fund Balance report and noted the following:

- The total balance as of 6/30/2023 is \$32,254,548 and is 16.97% of 2023 fiscal year's expenditures. The fund balance is 15.61% for FY 2024 with a fund balance of \$30,754,548.
- The Revenue was over budget by \$4,097,893 since there were several major increases.
- Expenses were under budget since there were several major decreases, the largest being staffing and benefits due to vacancies.

APPROVAL OF MINUTES – August 10, 2023

Mr. Zimov moved, seconded by Mr. Scheuble, to approve the August 10, 2023 Minutes, as presented.

Ms. El Eris moved, seconded by Mr. Zimov, to amend the Minutes to correct the spelling of Ms. El Eris' name.

Vote: 5-0-0 to amend the minutes (Zimov, Scheuble, Isaac, McHugh, El Eris)

By unanimous consent the amended Minutes were approved.

ADJOURNMENT

By unanimous consent the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Phyllis C. Collier

Phyllis C. Collier
Board of Finance Clerk

TOWN OF TRUSSARD
 SUPPLEMENTAL APPROPRIATIONS FY 2023

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT #	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
01	FROM FUND BALANCE			26,877.00	
	TO				
	ELECTIONS-SALARIES-FT	01010000-501101	(2,789.08)	2,789.00	0.92
	HUMAN RESOURCES-SALARIES-SALARIES-SEASONAL	01013000-501103	(24,078.25)	24,078.00	0.75
	VITAL STATISTICS-PROGRAM EXPENSES	01040200-522205	(8.00)	8.00	
				<u>26,877.00</u>	
	REASON FOR SUPPLEMENTAL				
	(1) To cover extra work due to more bidding/capital projects				
	(2) To cover extra work due to more construction in Town				

TOWN OF TRUMBULL
 SUPPLEMENTAL APPROPRIATIONS FY 2023

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT #	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
02	FROM FUND BALANCE			216,913.00	
	TO				
	TAX ASSESSOR-SALARIES-SEASONAL	01011000-501103	(56,700.83)	56,701.00	0.35
	TAX ASSESSOR-SALARIES-PROFESSIONAL SERVICES	01011000-522202	(160,211.88)	160,212.00	0.12
				216,913.00	
	REASON:				
	#501103-SEASONAL STAFF TO COVER VACANCIES				
	#522202		BUDGET	ACTUAL	UNDER (OVER)
	DIGITAL APPEAL-ATTORNEYS AND APPRAISALS		100,000.00	140,865.38	(40,865.38)
	PERSONAL PROP AUDITS		15,000.00	12,350.00	2,650.00
	CONSULTANTS TO ASSIST THE OFFICE DUE TO VACANCIES		.	128,248.50	(128,248.50)
	VISION UPGRADE		20,000.00	13,750.00	6,250.00
			135,000.00	295,213.88	(160,213.88)

TOWN OF TRUMBULL					
TRANSFERS FROM CONTINGENCY - FY ENDING JUNE 30, 2022					
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
04	FROM CONTINGENCY	01013800-501116	205,133.00	(4,725.00)	200,408.00
	TO				
	FINANCE-SALARIES FT-payroll accrual in fy	01011000-501101	(2,061.40)	2,062.00	0.60
	FINANCE-SALARIES-PT-payroll accrual in fy	01011000-501102	(109.13)	110.00	0.87
	TREASURER-SALARIES-FT-payroll accrual in fy	01012400-501101	(102.96)	103.00	0.04
	BUILDING-SALARIES-FT-payroll accrual in fy	01023200-501101	(1,299.49)	1,300.00	0.51
	PUBLIC WORKS DIRECTOR-SALARIES-FT-payroll accrual in fy	01030000-501101	(1,149.54)	1,150.00	0.46
	TO COVER SHORTFALL DUE TO A PAYROLL ACCRUAL IN FY			4,725.00	

REQUEST FOR TRANSFER							
DEPT:		POLICE					
DEPT		1022000					
FISCAL YEAR ENDED		2023					
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	TRANSFER	BALANCE AFTER TRANSFER
5	FROM:						
	Salaries - Full Time	501101	765,262.00		765,262.00	(412,000.00)	343,262.00
	TO:						
	Salaries - Overtime	501105	(364,500.00)		(364,500.00)	365,000.00	420.00
	Training	501114	(56,031.00)		(56,031.00)	57,000.00	969.00
6	FROM:						
	Utilities, Electricity	590012	22,985.00		22,985.00	(3,200.00)	19,785.00
	TO:						
	Utilities, Heat	590011	(2,991.00)		(2,991.00)	3,000.00	9.00
	Utilities, Telephone	590014	(148.00)		(148.00)	200.00	52.00
	REASON FOR TRANSFER						
	To cover overages						

REQUEST FOR TRANSFER							
DEPT:		POLICE					
DEPT		1022000					
FISCAL YEAR ENDED		2023					
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	TRANSFER	BALANCE AFTER TRANSFER
7	FROM: Prof. Dev. - Tuition R/B	556601	6,000.00		6,000.00	(4,200.00)	1,800.00
	TO:						
	Ancillary	522203	(83.00)		(83.00)	100.00	17.00
	Prof. Dev. - In-Service	556603	(2,239.00)		(2,239.00)	2,500.00	261.00
	Vehicle Repair	567702	(1,093.00)		(1,093.00)	1,500.00	407.00
	Maint. - Program Related	576803	(99.00)		(99.00)	100.00	1.00
						459,400	
REASON FOR TRANSFER							
To cover overages							

REQUEST FOR TRANSFER

DEPT: *Building Maintenance*
 DEPT *Building Maintenance*
 FISCAL YEAR
 ENDED : 6/30/2023

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	TRANSFER	BALANCE AFTER TRANSFER	
08	FROM:							
		SALARIES-FT/PERMANENT	01030200-501101	10,902		10,902	(10,902)	0
		UNIFORM ALLOWANCE	01030200-501888	475		475	(475)	0
		SERVICES & FEES-ANCILLARY	01030200-522203	36,498		36,498	(36,498)	0
		SERVICES & FEES-CONTRACTUAL	01030200-522204	824		824	(824)	0
		PROGRAM SUPPLIES	01030200-534402	1,438		1,438	(1,438)	0
		MNTNCE/REPAIR SERVICE CONTRACT	01030200-578801	1,174		1,174	(1,174)	0
		RENTALS-OCCASIONAL RNTL/LEASE	01030200-589902	1,164		1,164	(1,164)	0
							<u>(32,475)</u>	
		TO:						
		SALARIES SEASONAL/TEMP	01030200-501103	(468)		(468)	468	0
		SALARIES-OVERTIME	01030200-501105	(3,897)		(3,897)	3,897	0
		CAPITAL OUTLAY	01030200-581888	(16,718)		(16,718)	16,718	0
		SEWER FEES	01030200-590017	(8,209)		(8,209)	8,209	0
	MNTNCE/REP-EQUIPMENT/BUILDING	01030200-578802	(37,570)		(37,570)	23,184	(14,386)	
						<u>52,475</u>		

REQUEST FOR TRANSFER
DEPT: Town Engineer
DEPT Town Engineer
FISCAL YEAR
ENDED : 6/30/2023

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	TRANSFER	BALANCE AFTER TRANSFER
09	FROM: SERVICES & FEES-ANCILLARY	01030500-522203	3,480		3,480	(2,633)	847
	TO: SALARIES-FT/PERMANENT	01030500-501101	(2,633)		(2,633)	2,633	-

REASON FOR TRANSFER

Salaries Transfers to cover budget shortage at YE

REQUEST FOR TRANSFER

DEPT: WPCA
 DEPT: WPCA
 FISCAL YEAR:
 ENDED : 6/30/2013

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	TRANSFER	BALANCE AFTER TRANSFER
10	FROM:						
	MNTNCE/REPAIR SERVICE CONTRACT	20100000-578801	16,537		16,537	(15,555)	982
	UTILITIES-ELECTRICITY	20100000-590012	71,869				.
	TO:						
	SALARIES-OVERTIME	20100000-501105	(2,951)		(2,951)	2,951	.
	TRANSPORTATION GAS,OIL,GREASE	20100000-567701	(2,338)		(2,338)	2,338	.
	UTILITIES-HEAT	20100000-590011	(1,566)		(1,566)	1,566	.
	INTEREST ON BONDS	20100000-595888	(8,700)		(8,700)	8,700	.
						<u>15,555</u>	

REASON FOR TRANSFER

1) SALARIES-OVERTIME - overtime for various emergency sewer repairs during the fiscal year.

2) TRANSPORTATION-GAS,OIL,GREASE - Transfers to cover budget shortage at YE

2) UTILITIES-HEAT Transfers to cover budget shortage at YE

3) Bonded more than anticipated due to project completion, therefore more interest

TOWN OF TRUMBULL
 TASHUA KNOLLS
 821100000
 FY 2023

ITEM #	ORG	OBJ ACCOUNT DESCR	BALANCE BEFORE TRANSFER	TRANSFER	BAL AFTER TRANSFER
		TASHUA KNOLLS			
11		TRANSFER FROM:			
	21100000	601101 SALARIES-FT/PERMANENT	126,184.04	(22,824.00)	103,360.04
	21100000	578802 MNTNCE-MAINTENANCE EQUIP/BUILDING	20,836.93	(6,310.00)	14,526.93
	21100000	590012 UTILITIES-ELECTRIC	19,893.65	(2,826.00)	17,267.65
				<u>(31,780.00)</u>	
		TRANSFER TO:			
	21100000	601102 SALARIES-PT/PERMANENT	(9,435.26)	9,435.00	0.74
	21100000	601103 SALARIES-SEASONAL	(13,307.37)	13,308.00	0.63
	21100000	666903 PROFESSIONAL DEV-PROF DUES	(80.00)	80.00	-
	21100000	667701 TRANSPORTATION-GAS	(6,309.56)	6,310.00	0.44
	21100000	590011 UTILITIES-HEAT	(2,625.72)	2,626.00	0.28
				<u>31,780.00</u>	

TO COVER SHORTFALL IN SALARIES DUE TO VACANCY AND OTHER YEAR END SHORTFALLS.

TOWN OF TRUMBULL
FY 2023

ITEM #	ORG	OBJ ACCOUNT DESCR	BALANCE BEFORE TRANSFER	TRANSFER	BAL AFTER TRANSFER
ELECTIONS - 01010880					
12	TRANSFER FROM:				
	01010800	522202 SERVICES & FEES-PROFESSIONAL	2,487.50	(2,487.00)	0.50
	01010800	522203 SERVICES & FEES-ANCILLARY	2,765.50	(2,765.00)	0.50
	01010800	534402 PROGRAM SUPPLIES	5,047.10	(5,047.00)	
	01010800	545504 COMMUNICATIONS-POSTAGE	1,316.81	(1,316.00)	0.81
	01010800	556801 PROFESSIONAL DEV-SEM/CONF	2,320.00	(2,320.00)	
	01010800	591888 CAPITAL OUTLAY	1,050.00	(1,050.00)	
				<u>(14,985.00)</u>	
	TRANSFER TO:				
	01010800	501101 SALARIES-FT/PERMANENT	(10,844.08)	8,055.00	(2,789.08)
	01010800	501105 SALARIES-OVERTIME	(1,055.90)	1,056.00	0.10
	01010800	522205 PROGRAM EXPENSES	(3,009.65)	3,010.00	0.35
	01010800	545501 COMMUNICATIONS-LEGAL NOTICES	(2,448.80)	2,449.00	0.20
	01010800	578801 MNTNCE/REPAIR SERVICE CONTRACT	(415.00)	415.00	
				<u>14,985.00</u>	
	TO COVER SHORTFALL IN SALARIES AS IT WAS NOT BUDGETED FOR THE ADDITIONAL HOURS DURING ELECTION TIME				
TAX COLLECTOR					
13	TRANSFER FROM:				
	01012000	501101 SALARIES-SALARIES-FT	38,327.14	(4,428.00)	33,899.14
	TRANSFER TO:				
	01012000	522204 PROFESSIONAL SERV-CONTRACTUAL	(4,280.70)	4,281.00	0.30
	01012000	545505 POSTAGE	(146.95)	147.00	0.05
				<u>4,428.00</u>	
	TO COVER TO ADDITIONAL MAILING AND POSTAGE				
HUMAN RESOURCES					
14	TRANSFER FROM:				
	01013000	501108 LONGEVITY	425.00	(425.00)	-
	01013000	522201 CLERICAL FEES	720.00	(720.00)	-
	01013000	522202 SERVICES & FEES-PROFESSIONAL	8,472.10	(8,472.00)	0.10
	01013000	522203 SERVICES & FEES-ANCILLARY	2,800.00	(2,800.00)	-
	01013000	545501 LEGAL NOTICES	2,000.00	(2,000.00)	-
	01013000	556801 PROF DEV-SEMINARS	2,125.00	(2,125.00)	-
				<u>(16,542.00)</u>	
	TRANSFER TO:				
	01013000	501101 SALARIES-SALARIES-FT	(736.53)	737.00	0.47
	01013000	501103 SALARIES-SALARIES-SEASONAL	(35,831.25)	11,753.00	(24,078.25)
	01013000	501105 SALARIES-OVERTIME	(143.18)	144.00	0.82
	01013000	522204 SERVICES & FEES-CONTRACTUAL	(3,907.75)	3,908.00	0.25
				<u>16,542.00</u>	
	TO COVER SEASONAL HELP TO ASSIST DUE TO VACANCY AND BACKLOG ON HIRING AND OTHER PERSONNEL FUNCTIO				
EMPLOYEE BENEFITS					
15	TRANSFER FROM:				
	01013400	511150 FRINGE BENEFITS-FICA	239,067.82	(239,067.00)	0.82
	01013400	511151 FRINGE BENEFITS-MEDICAL	476,428.92	(476,428.00)	0.92
	01013400	522110 DEF CONTRIBUTION	66,233.98	(66,233.00)	0.98
	01013400	522202 SERVICE & FEES-PROFESSIONAL	7,000.00	(1,944.00)	5,056.00
				<u>(783,670.00)</u>	
	TRANSFER TO:				
	01013400	511152 FRINGE BENEFITS-WORKERS COMP	(783,689.98)	783,670.00	0.02
	TO COVER SHORTFALL IN THE WORKERS COMP ACCOUNT DUE TO VARIOUS SETTLEMENTS				
ANNUAL CONTROL					
16	TRANSFER FROM:				
	01022400	501102 SALARIES-PT	4,955.53	(4,955.00)	0.53
	01022400	522202 SERVICES & FEES-PROFESSIONAL	1,122.54	(1,107.00)	15.54
	01022400	578802 MNTNCE-MAINTENANCE EQUIP/BUILDING	1,917.05	(28.00)	1,889.05
				<u>(6,090.00)</u>	
	TRANSFER TO:				
	01022400	501101 SALARIES-SALARIES-FT	(277.82)	278.00	0.08
	01022400	501105 SALARIES-OVERTIME	(5,078.68)	5,079.00	0.32

TOWN OF TRUMBULL
FY 2023

ITEM #	ORG	OBJ	ACCOUNT DESCR	BALANCE BEFORE TRANSFER	TRANSFER	BAL AFTER TRANSFER
	01022400	534402	PROGRAM SUPPLIES	(704.45)	705.00	0.55
	01022400	578801	MNTCNE-SERCIE CONTRACTS	(27.50)	28.00	0.50
			TO COVER SHORTFALL DUE TO VACANCY , OT WAS INCURRED		<u>6,090.00</u>	
17			EMS			
			TRANSFER FROM:			
	01022600	501101	SALARIES-FT	59,996.64	(2,277.00)	57,719.64
	01022600	522202	PROFESSIONAL SERV	16,328.63	(4,813.00)	11,515.63
					<u>(7,090.00)</u>	
			TRANSFER TO:			
	01022600	501104	SALARIES-VACATION, WEEKEND	(2,276.38)	2,277.00	0.62
	01022600	522203	PROFESSIONAL SERV-ANCILLARY	(4,812.64)	4,813.00	0.36
					<u>7,090.00</u>	
			TO COVER SHORTFALL DUE TO VACANCY, AND MORE BILLING FEES DUE TO HIGHER COLLECTIONS			
					<u>632,806.00</u>	

**TOWN OF TRUMBULL
PARKS/RECREATION
#01080600
FY 2023**

ITEM #	ORG	Project	BALANCE BEFORE TRANSFER	TRANSFER	BAL AFTER TRANSFER
10	TRANSFER FROM:				
01080600	501101	SALARIES-FULL TIME	64,050.00	(64,050.00)	-
01080600	501102	SALARIES-PT/PERM	23,182.46	(23,182.00)	0.46
01080600	501105	SALARIES-OT	13,853.56	(10,937.00)	2,916.56
				<u>(98,169.00)</u>	
	TRANSFER TO:				
01080600	501103	SALARIES-SEASONAL/TEMP	(8,380.34)	8,381.00	0.66
01080600	501888	UNIFORM ALLOWANCE	(161.16)	162.00	0.84
01080600	522203	SERVICE & FEES ANCILLARY	(3,081.68)	3,082.00	0.32
01080600	522204	SERVICE & FEES-CONTRACTUAL	(545.00)	545.00	-
01080600	522205	PROGRAM EXPENSES	(62,829.81)	62,830.00	0.19
01080600	522205	Youth PROGRAM EXPENSES	(349.15)	350.00	0.85
01080600	534402	PROGRAM SUPPLIES	(10,558.91)	10,559.00	0.09
01080600	567703	TRANSPORTATION EXP	(247.57)	248.00	0.43
01080600	578802	MNTNCE REPAIR/EQUIP/BLDG	(5,396.74)	5,397.00	0.26
01080600	581888	CAPITAL OUTLAY	(6,614.73)	6,615.00	0.27
01080600				<u>98,169.00</u>	

TO COVER YEAR END OVERAGES.

- 1) THERE WERE VARIOUS VACANCIES USED SEASONAL HELP.
- 2) PROGRAM EXPENSES OVERAGE DUE TO INFLUX OF PROGRAM REVENUE (REVENUE OVER BUDGET BY \$137K)
- 3) PROGRAM SUPPLIES OVERAGE DUE TO INCREASE RATES FOR MATERIALS
- 4) CAPITAL OUTLAY OVER DUE TO A VEHICLE NOT DELIVERED FY 2022 AND THEREFORE NOT INCLUDED IN FY 23 LEASE PYMT

DATE OF MEETING:
 DIRECTOR'S TRANSFERS
 TRANSFERS TO/FROM - FYE JUNE 30, 2023

TRANSFER NUMBER	MUNIS JOURNAL	ACCOUNT # AND DESCRIPTION	AVAILABLE BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	AVAILABLE BALANCE AFTER TRANSFER
19	2023/12/666	01010100 - NATURE COMMISSION FROM: 522201 - SERVICES & FEES-CLERICAL TO: 578801 - MINTNCE/REPAIR SERVICE CONTRACT REASON: COVER OVERAGE IN SERVICE CONTRACT	120.00 (120.00)	(120.00)	-
20	2023/12/666	01012000 - TAX COLLECTOR FROM: 534401 - MATERIALS & SUPPLIES-OFFICE TO: 545501 - LEGAL NOTICES REASON: COVER OVERAGE IN LEGAL NOTICES	1,808.90 (155.75)	(156.00)	1,652.90 0.25
21	2023/12/666	01014800 - INLAND WETLANDS COMMISSION FROM: 522201 - SERVICES & FEES-CLERICAL 534401 - MATERIALS & SUPPLIES-OFFICE 556601 - PROFESSIONAL DEV-SEM/CONF TO: 545501 - LEGAL NOTICES REASON: COVER OVERAGE IN LEGAL NOTICES	1,258.66 334.23 412.00 (1,883.50)	(1,258.00) (334.00) (292.00)	0.66 0.23 120.00 0.50
22	2023/12/666	01013400 - CONSERVATION COMMISSION FROM: 556601 - PROFESSIONAL DEV-SEM/CONF TO: 556602 - PROFESSIONAL DEV - ASSN DUES REASON: COVER OVERAGE IN ASSN DUES	130.00 (103.00)	(103.00)	27.00 -
23	2023/12/666	01040000 - HEALTH FROM: 522204 - SERVICES & FEES-CONTRACTURAL TO: 501105 - SALARIES-OVERTIME 545504 - COMMUNICATIONS POSTAGE 556601 - PROFESSIONAL DEV-SEM/CONF 567703 - TRANSPORTATION-TRAVEL REIMBURSEMENT REASON: COVER VARIOUS OVERAGES	2,075.00 (17.14) (2.45) (76.15) (288.74)	(387.00) 18.00 3.00 77.00 289.00	1,688.00 0.86 0.55 0.85 0.26

DATE OF MEETING: DIRECTOR'S TRANSFERS TRANSFERS TO/FROM - FYE JUNE 30, 2023					
TRANSFER NUMBER	MUNIS JOURNAL	ACCOUNT # AND DESCRIPTION	AVAILABLE BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	AVAILABLE BALANCE AFTER TRANSFER
24	2023/12/666	01050000 - SOCIAL SERVICES FROM: 501102 - SALARIES-PT/PERMANENT	17,038.40	(1,613.00)	15,425.40
		TO: 501101 - SALARIES-FT/PERMANENT	(6.77)	7.00	0.23
		501105 - SALARIES-OVERTIME	(322.81)	323.00	0.19
		501303 - SALARIES-SEASONAL/TEMP	(1,210.50)	1,211.00	0.50
		567703 - TRANSPORTATION-TRAVEL REIMBURSEMENT	(71.87)	72.00	0.13
		REASON: COVER OVERAGE IN OTHER WAGES/TRAVEL			
25	2023/12/666	01060600 - TRUMBULL BUSINESS-ED INITIATIVE FROM: 534402 - PROGRAM SUPPLIES	100.00	(84.00)	16.00
		TO: 534401 - MATERIALS & SUPPLIES-OFFICE	(83.03)	84.00	0.97
		REASON: COVER OVERAGE IN OFFICE SUPPLIES			
26	2023/12/666	01080800 - TREE WARDEN FROM: 534402 - PROGRAM SUPPLIES	1,000.00	(919.00)	81.00
		TO: 522205 - PROGRAM EXPENSES	(918.26)	919.00	0.74
		REASON: COVER OVERAGE IN PROGRAM EXPENSES			
27	2023/12/666	01034600 - ECONOMIC DEVELOPMENT FROM: 545503 - COMMUNICATIONS-PUBLIC RELATIONS	108.25	(95.00)	13.25
		TO: 556601 - PROFESSIONAL DEV-SEM/CONF	(94.53)	95.00	0.47
		REASON: COVER OVERAGE IN PROGRAM EXPENSES			

DATE OF MEETING:
 DIRECTOR'S TRANSFERS
 TRANSFERS TO/FROM - FYE JUNE 30, 2023

TRANSFER NUMBER	MUNIS JOURNAL	ACCOUNT # AND DESCRIPTION	AVAILABLE BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	AVAILABLE BALANCE AFTER TRANSFER
28	2023/12/777	01012600 - TECHNOLOGY FROM: 556603 - PROFESSIONAL DEV-INSERVICE 556601 - PROFESSIONAL DEV-SEM/CONF TO: 501101 - SALARIES-FT/PERMANENT REASON: TO COVER OVERRAGES IN WAGES	1,000.00 1,412.41	(1,000.00) (438.00)	- 974.41
29	2023/12/777	01018800 - TOWN HALL FROM: 511160 - PROPERTY/LIABILITY INSURANCE TO: 501102 - SALARIES-PT/PERMANENT REASON: TO COVER OVERRAGES IN WAGES	52,341.88	(83.00)	52,258.88
30	2023/12/777	01022800 - FIRE MARSHAL FROM: 501102 - SALARIES-PT/PERMANENT TO: 501101 - SALARIES-FT/PERMANENT REASON: TO COVER OVERRAGES IN WAGES	2,756.63	(1,186.00)	1,570.63
31	2023/12/777	01023400 - EMERGENCY MANAGEMENT FROM: 501105 - SALARIES-OVERTIME TO: 501102 - SALARIES-PT/PERMANENT REASON: TO COVER OVERRAGES IN WAGES	6,907.93	(227.00)	6,680.93
32	2023/12/777	01030400 - RECYCLING CENTER FROM: 501105 - SALARIES-OVERTIME TO: 501101 - SALARIES-FT/PERMANENT REASON: TO COVER OVERRAGES IN WAGES	1,074.10	(550.00)	524.10
33	2023/12/777	01050000 - SOCIAL SERVICES FROM: 501102 - SALARIES-PT/PERMANENT TO: 501101 - SALARIES-FT/PERMANENT REASON: TO COVER OVERRAGES IN WAGES	15,425.40	(271.00)	15,154.40
34	2023/12/777	01050200 - MARY SHERLACH COUNSELING CENTER FROM: 545503 - COMMUNICATIONS-PUBLIC RELATIONS 534401 - MATERIALS & SUPPLIES-OFFICE TO: 567703 - TRANSPORTATION-TRAVEL REIMBURSEMENT REASON: TO COVER OVERAGE IN TRAVEL EXPENSES	300.00 543.76	(300.00) (521.00)	- 22.76
			(820.17)	821.00	0.83

DATE OF MEETING:					
DIRECTOR'S TRANSFERS					
TRANSFERS TO/FROM - FYE JUNE 30, 2023					
TRANSFER NUMBER	MUNIS JOURNAL	ACCOUNT # AND DESCRIPTION	AVAILABLE BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	AVAILABLE BALANCE AFTER TRANSFER
35	2023/12/777	01050600 - SENIOR CITIZENS SERVICES			
		FROM:			
		501101 - SALARIES-FT/PERMANENT	16,344.68	(169.00)	16,175.68
		TO:			
		501102 - SALARIES-PT/PERMANENT	(168.86)	169.00	0.14
		REASON:			
		TO COVER OVERAGES IN WAGES			
36	2023/12/777	01070000 - LIBRARIES			
		FROM:			
		501106 - SALARIES - LONGEVITY	500.00	(500.00)	-
		578802 - MANTCE/REP-EQUIPMENT/BUILDING	598.70	(437.00)	161.70
		TO:			
		534402 - PROGRAM SUPPLIES	(936.31)	937.00	0.69
		REASON:			
37	2023/12/864	01013600 - TOWN CLERK			
		FROM:			
		522204 - SERVICES & FEES-CONTRACTURAL	1,688.08	(120.00)	1,568.08
		TO:			
		522205 - PROGRAM EXPENSES	3,180.00	120.00	3,300.00
		REASON:			
		REVERSE TRANSFER 2023/12/19 COVER INCREASE IN COTT SERVICES (MICROFILM)			
38	2023/12/869	01011400 - BOARD OF FINANCE			
		FROM:			
		522201 - SERVICES & FEES-CLERICAL	375.00	(330.00)	45.00
		TO:			
		501101 - SALARIES-FT/PERMANENT	(329.66)	330.00	0.34
		REASON:			
		TRANSFER TO COVER EXTRA FY			
39	2023/12/869	010122000 - PURCHASING			
		FROM:			
		556601 - PROFESSIONAL DEV-SEM/CONF	500.00	(345.00)	155.00
		TO:			
		501101 - SALARIES-FT/PERMANENT	(344.27)	345.00	0.73
		REASON:			
		TRANSFER TO COVER EXTRA FY			
40	2023/12/869	01013600 - TOWN CLERK			
		FROM:			
		501103 - SALARIES-SEASONAL/TEMP	2,271.50	(1,050.00)	1,221.50
		TO:			
		501101 - SALARIES-FT/PERMANENT	(1,049.28)	1,050.00	0.72
		REASON:			
		TRANSFER TO COVER EXTRA FY			
41	2023/12/869	01013800 - TOWN HALL			
		FROM:			
		578801 - MNTNCE/REPAIR SERVICE CONTRACT	1,708.74	(604.00)	1,104.74
		TO:			
		545504 - COMMUNICATIONS POSTAGE	(603.45)	604.00	0.55
		REASON:			
		TRANSFER TO COVER EXTRA FY			

DATE OF MEETING: DIRECTOR'S TRANSFERS TRANSFERS TO/FROM - FYE JUNE 30, 2023					
TRANSFER NUMBER	MUNIS JOURNAL	ACCOUNT # AND DESCRIPTION	AVAILABLE BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	AVAILABLE BALANCE AFTER TRANSFER
42	2023/12/869	01090600 - SENIOR CITIZENS SERVICES FROM: 545501 - LEGAL NOTICES TO: 545504 - COMMUNICATIONS POSTAGE REASON: TRANSFER TO COVER EXTRA FY	500.00	(127.00)	373.00
43	2023/12/872	01040200 - VITAL STATISTICS FROM: 578803 - MNTNCE/REP-PROGRAM RELATED TO: 522205 - PROGRAM EXPENSES REASON: TRANSFER TO COVER ADDITIONAL EXPENSES	360.00	(360.00)	-
44	2023/12/872	01028200 - BUILDING OFFICIAL FROM: 556604 - PROFESSIONAL DEV-PUBLICATIONS TO: 501103 - SALARIES-SEASONAL/TEMP 501105 -SALARIES-OVERTIME REASON: TRANSFER TO COVER ADDITIONAL EXPENSES	325.50	(229.00)	96.50
			(180.50)	181.00	0.50
			(47.37)	48.00	0.63
		TOTAL DIRECTOR TRANSFER		<u>14,208.00</u>	

TOWN OF TRUMBULL FY 2023				BALANCE BEFORE TRANSFER	TRANSFER	BAL AFTER TRANSFER
ITEM #	ORG	OBJ	ACCOUNT DESCR			
09-23-45	TAX ASSESSOR					
	TRANSFER FROM:					
	01011600	501102	SALARIES-PT	4,135.55	(2,820.00)	1,315.55
	TRANSFER TO:					
	01011600	522202	SERVICES & FEES-PROFESSIONAL	(2,819.00)	2,820.00	1.00
	TO COVER SHORTFALL IN PROF SERVICES SINCE INVOICE CAME IN HIGHER THAN ESTIMATED.					
09-23-46	TAX COLLECTOR					
	TRANSFER FROM:					
	01012000	501101	SALARIES-FT	38,327.14	(10.00)	38,317.14
	TRANSFER TO:					
	01012000	501105	SALARIES-OT	(9.71)	<u>10.00</u>	0.29
					<u>10.00</u>	
	TO COVER PAYROLL ACCRUAL IN FISCAL YEAR					