

To: Board of Finance & Board of Selectmen
From: Natasha Nau, Finance Manager
Cc: Erin Schwarz, Assistant to the Finance Manager
Date: June 10, 2021
Subject: May Monthly Report – Finance Department



GENERAL:

- **Financial Policy Manual:** debt management chapter enhanced to improve our credit rating. Fund balance policies, WBE/MBE/SBE thresholds, electronic signatures, and other language additions will follow in the coming months.
- **Summer Interns:** Cody Wankerl and Spencer McCaffrey started on June 1st. Cody did not stick around unfortunately. Darian Duah, had also interviewed, started with us on June 7th. We should have both interns through mid-August. They have already dove into many projects in the participating departments (Finance, Clerk, Land Use, Police, and First Selectman)
- **Financial Accounting Software:** FlexiBill & Departmental Purchasing module installation/integration continues. Hoping to launch July 1st for FlexiBill at the very least. Issues with the vendor. AsseTrax with follow late summer with intern assistance.
- **BFPD Parking Tickets:** Ordinance and fees still need to be revised and physical tickets still need to be amended and ordered.

PROCUREMENT:

- **RFQs/RFPs/ITBs:**
 - **ITB 21-1:** BV Road (STEAP portion) advertised on May 25, 2021 at 10am on Bonfire, town website, State CT Source, and Republican American. Submissions due June 22nd. Optional on-site pre-bid meeting on June 8th. Questions due June 11th.
 - **RFQ 21-2:** OPEM AMM Actuarial Services advertised on May 26, 2021 at 10am. No submissions received by the deadline. Only two interested parties retrieved the documents. We may abandon the idea and pursue our traditional actuarial service package. Due to some higher costs, this will require a budget transfer in FY22.
- **Contracts:** drafted for WWTP projects (new bonded electrical and older digester project). Waiting on executed copy from engineer.
- **SOWs:** Athletic Court Project executed. Work progressing quickly. Fencing is the last step to complete.

BUDGET/PAYABLES/RECEIVABLES:

- **Revenue and Expenditure Notes:**
 - **Revenue:** We are at 102% of annual budgeted revenue overall for FY21 (\$23,016,290 of \$22,634,202).
 - **Expenditures:** Lines trending over budget are noted below as transfers since we are at the close of the FY. Overall, the budget percentage used is at 93%.
- **Transfers:** We have 10 Transfers from several departments this month
- **FY22 Budget Updates:** Vote occurred on 6/2/21 to approve the presented \$23,435,164 operating budget (which includes \$897,204 worth of 26 capital projects) with a 98%

collection rate (0.26% increase from prior FY) and a 34.90 mill rate (1 mill reduction from prior FY).

- **FY21 Capital Projects:**

- **DPW:** working on generator selection from an array of viable options through HGAC Buy. Will parallel process and see if Fire wants to use same vendor in FY22.
- **WWTP:** the vendors are still responsible for providing additional information to the engineer before the Digester project can move forward. Once calculations are finalized, change order will be signed and work will begin. Still awaiting engineer.
- **Master Fee Schedule:** did not have time to get tot this update this month.
- **American Rescue Plan Act:** No update yet from the State. We expect to receive more information within the next month.

GRANTS:

- **FEMA AFG & FPS:** Hoping award rounds will begin in July.
- **Public Assistance (PA) FEMA:** Still processing the Hurricane Isaias reimbursement.
- **Ion Bank Community Awards Program:** awarded the full \$3,322 for 1 flotation device and 1 FAST board with lighted system.
- **Katharine Matthies:** expecting awards will begin in August (town hall patio and benches at Pent Road Park).

Attachments:

- May - Actual & Estimated Revenue
- May - Expenditures, Encumbrances & Appropriations
- May – Transfers and Lines to Monitor



**TOWN OF BEACON FALLS
FY21**

**6/14/21 BOS & 6/15/21 BOF MEETINGS
TRANSFERS**

06/10/2021

#	Transfer From	Transfer To	Amount	Description
1	10.90.65.1750 Refuse - Bulky Waste	10.90.65.1755 Hazardous Household Waste	\$ 1,297.04	To cover the April 17th 2021 HHW collection event in Naugatuck (last event for the FY). Total
2	10.90.45.1167 Fire Marshal - Vehicle Expense	10.90.45.1011 Deputy Fire Marshal Wages	\$ 1,000.00	To cover overages of salary to Deputy Fire Marshal for remainder of FY21.
3	10.90.45.1515 Fire Code Subscription	10.90.45.1001 Deputy Fire Marshal Wages	\$ 605.00	
4	10.90.44.1121 Electricity	10.90.44.1490 Fire Department - Physicals	\$ 1,500.00	
5	10.90.44.1122 Heating Fuel	10.90.44.1490 Fire Department - Physicals	\$ 2,300.00	
6	10.90.44.1490 Vehicle Fuel	10.90.44.1490 Fire Department - Physicals	\$ 720.00	These transfers will cover current negative balance in physical line due to April - June provider. The new provider does a more comprehensive physical for each member (i.e. higher unit cost) and there was also an unanticipated influx of new members in the Spring.
7	10.90.44.1123 Water	10.90.44.1490 Fire Department - Physicals	\$ 225.00	
8	10.90.44.1436 Building Equipment Maintenance & Repair	10.90.44.1490 Fire Department - Physicals	\$ 775.00	
9	10.90.53.1585 Police - Vehicle Repairs	10.90.53.1130 Police - Telephone	\$ 1,350.00	Increase in costs for telephone
10	10.90.53.1585 Police - Vehicle Repairs	10.90.53.1220 Police - Department Supplies	\$ 650.00	Order for ammo at significantly increased prices caused this line to go over.
Total			\$ 10,422.04	

TOWN OF BEACON FALLS
6/14/21 BOS & 6/15/21 BOF MEETINGS

LINES TO MONITOR

<u># Line</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Unencumbered Balance as of 5/31/21</u>	<u>Percent Used as of 5/31/21 (91.67%)</u>	<u>Description</u>
1	10.90.03.1049 Custodian-Overtime	\$ 1,500.00	\$ (15.25)	101.02%	Snow removal in February, painting, etc. Will be in July transfers.
2	10.90.03.1090 Office Supplies	\$ 9,000.00	\$ (71.37)	100.79%	CDS printers; Will be in July transfers.
3	10.90.03.1070 Board & Commission Clerks	\$ 11,000.00	\$ (520.00)	104.73%	Trending high; Will be in July transfers.
4	10.90.03.1078 Legal Notices	\$ 5,000.00	\$ 749.11	85.02%	Trending high; Might need a transfer in July. TBD.
2	10.90.03.1120 Utilities - Electricity	\$ 6,000.00	\$ (14.84)	100.25%	Trending high; Will be in July transfers.
3	10.90.05.1020 Wages - Asst. Town Clerk PT	\$ 25,866.00	\$ (1,055.67)	104.08%	Hours required during election season; Will be in July transfers.
4	10.90.13.1245 Medical Insurance	\$ 312,000.00	\$ (2,021.95)	100.65%	Additional personnel added; Will be in July transfers.
5	10.90.23.1041 Wages - IWWC Enforcement Officer	\$ 3,733.00	\$ 54.60	98.54%	Working additional hours
3	10.90.25.1220 P&Z Expenses	\$ 1,500.00	\$ 140.59	90.63%	New computer needed for ZEO
4	10.90.44.1471 Fire - Mandatory Vehicle Inspections	\$ 15,000.00	\$ 3.78	99.97%	Trending high
5	10.90.44.1435 Fire - Building Maintenance	\$ 13,500.00	\$ 204.78	98.48%	Trending high
6	10.90.53.1620 Police - Building Ops & Maintenance	\$ 14,000.00	\$ 2,014.55	85.61%	Garage Door Repairs
4	10.90.59.1550 Highway - Department Supplies	\$ 14,000.00	\$ 173.14	98.76%	Trending high
5	10.90.59.1700 Highway - Gas/Fuel	\$ 13,000.00	\$ 761.81	94.14%	Heavy vehicle use for February plowing
6	10.90.67.1122 WWTP - Electricity	\$ 18,000.00	\$ (817.78)	104.54%	March electric put line overbudget. Will be in July transfers.
7	10.90.67.1140 WWTP - Supplies & Maintenance	\$ 8,800.00	\$ 465.96	94.71%	Purchasing new computers
5	10.90.67.1760 WWTP - Plant Operations	\$ 58,700.00	\$ 1,650.37	97.19%	Transfer should not be needed. TBD.
6	10.90.71.1855 Grounds Maintenance	\$ 10,000.00	\$ 177.03	98.23%	Court renovations
7	10.70.77.1055 Mini Bus Telephone	\$ 550.00	\$ 0.81	99.85%	New phone/case/equipment needed for new driver



TOWN OF BEACON FALLS
TOWN HALL
10 MAPLE AVE.
BEACON FALLS, CONNECTICUT 06403

Date: 6/10/21

To: First Selectman

From: Beacon Hese Co.

The undersigned respectfully requests that the following budgetary transfers be approved from Fiscal Year FY 21.

	TRANSFER TO	TRANSFER FROM	AMOUNT OF TRANSFER
1.	<u>Physicals</u> Account Name	<u>Water</u> Account Name	
	<u>10.90.44.1490</u> Account Number	<u>10.90.44.1123</u> Account Number	\$ <u>225.00</u>
2.	<u>Physicals</u> Account Name	<u>Bldg. Equipment maint & Repair</u> Account Name	
	<u>10.90.44.1490</u> Account Number	<u>10.90.44.1436</u> Account Number	\$ <u>775.00</u>
3.	Account Name	Account Name	
	Account Number	Account Number	\$

Brief Explanation of the Purpose of the Transfer:

To cover remaining deficit from Department Physicals

Requested by: [Signature]
Department Head Signature

Approved by: _____
First Selectman

Approved by: _____ Date

Transfer Completed: _____ Date

Transfer Completed: _____ Date
Finance Manager

Comments: _____



TOWN OF BEACON FALLS
TOWN HALL
10 MAPLE AVE.
BEACON FALLS, CONNECTICUT 06403

Date: 6/10/21

To: First Selectman

From: Beacon Hose Co. 1

The undersigned respectfully requests that the following budgetary transfers be approved from Fiscal Year FY-21.

	TRANSFER TO	TRANSFER FROM	AMOUNT OF TRANSFER
1.	Physicals Account Name	Electricity Account Name	
	10.90.44.1490 Account Number	10.90.44.1121 Account Number	\$ 1500.00
2.	Physicals Account Name	Heating Fuel Account Name	
	10.90.44.1490 Account Number	10.90.44.1122 Account Number	\$ 2300.00
3.	Physicals Account Name	Vehicle Fuel Account Name	
	10.90.44.1490 Account Number	10.90.44.1470 Account Number	\$ 720.00

Brief Explanation of the Purpose of the Transfer:

Transfers will cover to current negative balance in physicals line due to April - June invoices from Griffin Occupational Health.

Requested by: [Signature]
Department Head Signature

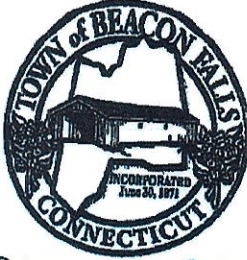
Approved by: _____
First Selectman

Approved by: _____ Date

Transfer Completed: _____ Date
Board of Finance Chair

Transfer Completed: _____ Date
Finance Manager

Comments: _____



TOWN OF BEACON FALLS
TOWN HALL
10 MAPLE AVE.
BEACON FALLS, CONNECTICUT 06403

Date: 5-28-21

To: First Selectman

From: Fire Marshal

The undersigned respectfully requests that the following budgetary transfers be approved from Fiscal Year 21.

	TRANSFER TO	TRANSFER FROM	AMOUNT OF TRANSFER
1.	<u>Wages Deputy Fire Marshal</u> Account Name	<u>Vehicle Expense</u> Account Name	
	<u>10.90.45.1011</u> Account Number	<u>10.90.45.1167</u> Account Number	\$ <u>1000.00</u>
2.	<u>Wages Deputy Fire Marshal</u> Account Name	<u>Fire Code Subscription</u> Account Name	
	<u>10.90.45.1011</u> Account Number	<u>10.90.45.1515</u> Account Number	\$ <u>605.00</u>
3.			
	Account Name	Account Name	
	Account Number	Account Number	\$

Brief Explanation of the Purpose of the Transfer:

Cover overages of salary to Deputy Fire Marshal for remainder of FY 21

Requested by: [Signature]
Department Head Signature

Approved by: _____
First Selectman

Date

Approved by: _____
Board of Finance Chair

Date

Transfer Completed: _____
Finance Manager

Date

Comments: _____



TOWN OF BEACON FALLS
TOWN HALL
10 MAPLE AVE.
BEACON FALLS, CONNECTICUT 06403

Date: 5/25/21

To: First Selectman

From: Police Dept

The undersigned respectfully requests that the following budgetary transfers be approved from Fiscal Year 2020-2021.

	TRANSFER TO	TRANSFER FROM	AMOUNT OF TRANSFER
1.	10.53-1130	10.90.53.1585	
	Account Name	Account Name	
	Telephone	Vehicle Repairs	
	Account Number	Account Number	\$ 1350.00
2.	10.53-1220	10.90.53.1585	
	Account Name	Account Name	
	Dept Supplies	Vehicle Repairs	
	Account Number	Account Number	\$ 650.00
3.			
	Account Name	Account Name	
			\$
	Account Number	Account Number	

Brief Explanation of the Purpose of the Transfer:

Increase in costs per telephone
Order for Ammo @ greatly increased prices caused Dept
Supplies to go over.

Requested by: [Signature]
Department Head Signature

Approved by: _____
First Selectman

Approved by: _____
Board of Finance Chair

Transfer Completed: _____
Finance Manager

_____ Date

_____ Date

_____ Date

Comments: _____



TOWN OF BEACON FALLS
 TOWN HALL
 10 MAPLE AVE.
 BEACON FALLS, CONNECTICUT 06403

Date: 5/24/21

To: First Selectman

From: Public Works

The undersigned respectfully requests that the following budgetary transfers be approved from Fiscal Year 2020-21.

	TRANSFER TO	TRANSFER FROM	AMOUNT OF TRANSFER
1.	Bulky Waste	HHW-Refuse	
	Account Name	Account Name	
	10.90.05.1750	10.90.05.1755	\$ 1297.04
	Account Number	Account Number	
2.			
	Account Name	Account Name	
			\$
	Account Number	Account Number	
3.			
	Account Name	Account Name	
			\$
	Account Number	Account Number	

Brief Explanation of the Purpose of the Transfer:

Requested by: *[Signature]*
 Department Head Signature

Approved by: _____ Date _____
 First Selectman

Approved by: _____ Date _____
 Board of Finance Chair

Transfer Completed: _____ Date _____
 Finance Manager

Comments: _____

Invoice



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

49 Leavenworth Street-3rd Floor
Waterbury, CT 06702

DATE	INVOICE #
4/30/2021	3907

Phone #	Fax #
203-757-0535	

BILL TO
Beacon Falls attn: Gerard Smith, 1st Selectman 10 Maple Avenue Beacon Falls CT 06403

ITEM	DESCRIPTION	CLASS	AMOUNT
4400-Local Revenue	HHW Collection April 17, 2021 @ Naugatuck Event Center FINANCE LINE # <u>10.98.65.1755</u> P/O # _____ DATE _____ APPROVED _____	47000.02 HHW Beacon Falls	2,065.97

MAKE CHECK
PAYABLE TO: NVCOG

Total

\$2,065.97

Date: 06/04/2021
 Time: 1:53:02PM

Statement of Actual & Estimated Revenue

User: ERIN
 Page: 1

Town of Beacon Falls
 For Period Ending 05/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
10.80.01.1070 MISCELLANEOUS REIMBURSEMENTS	100.00		12,501.78	12,401.78-	12501.78
10.80.01.4005 STATE PROPERTY TAX (PILOT)	24,899.00		24,899.00		100.00
10.80.01.4030 DISABILITY TAX RELIEF	1,650.00		1,611.20	38.80	97.65
10.80.01.4035 ADD. EXEMPTIONS FOR VETERANS	8,300.00		9,621.20	1,321.20-	115.92
10.80.01.4040 TOWN AID ROAD MAINT	192,176.00		192,521.58	345.58-	100.18
10.80.01.4045 SCHOOL EQ. GRANT GTB&ECS	3,946,560.00		3,946,560.00		100.00
10.80.01.4055 MASHANTUCKET PEQUOT GRANT	12,467.00		8,311.33	4,155.67	66.67
10.80.01.4062 DISTRESSED MUNICIPALITIES/Grants i	5,000.00		47,667.77	42,667.77-	953.36
10.80.01.4066 MUNICIPAL GRANT-IN-AID	43,809.00			43,809.00	
10.80.01.4070 MISCELLANEOUS REIMBURSEMENTS	500.00		2,765.47	2,265.47-	553.09
10.80.01.4072 EMPG GRANT	5,000.00			5,000.00	
10.80.02.4070 PLANNING/ZONING COMMISSION	3,900.00	200.00	3,654.00	246.00	93.69
10.80.02.4075 ZONING BD. OF APPEALS	250.00		754.00	504.00-	301.60
10.80.02.4080 BUILDING PERMITS	130,000.00	9,725.00	162,378.71	32,378.71-	124.91
10.80.02.4081 AMBULANCE REIMBURSEMENT	5,000.00	11,921.94	16,921.94	11,921.94-	338.44
10.80.02.4082 FIRE MARSHAL INSPECTIONS FEES	1,800.00	200.00	2,975.00	1,175.00-	165.28
10.80.02.4087 TOWN CLERK - CONVEYANCE	60,000.00	10,046.18	93,040.67	33,040.67-	155.07
10.80.02.4088 TOWN CLERK-LOCAL CAP IMPROVEM		219.00	1,953.00	1,953.00-	
10.80.02.4089 TOWN SHARE - TOWN CLERK MERS	3,500.00	1,071.00	11,132.00	7,632.00-	318.06
10.80.02.4090 MISCELLANEOUS PERMITS	1,500.00		2,000.00	500.00-	133.33
10.80.02.4091 INLANDS WETLANDS FEES	1,750.00	88.00	876.00	874.00	50.06
10.80.02.4096 POLICE EXTRA DUTY	30,000.00		30,000.00		100.00
10.80.02.4099 POLICE - OTHER REVENUE	1,000.00	910.00	8,755.00	7,755.00-	875.50
10.80.02.4101 POLICE TRAFFIC TICKETS	2,100.00		2,675.00	575.00-	127.38
10.80.02.4110 DISPOSAL FEES	100.00	28.00	142.00	42.00-	142.00
10.80.02.4120 MINI-BUS	4,000.00		20.00	3,980.00	0.50
10.80.02.4999 MISCELLANEOUS INCOME	100.00			100.00	
10.80.03.4122 INTEREST - TAX COLLECTOR	100,000.00	6,752.82	153,529.14	53,529.14-	153.53
10.80.03.4123 LIENS/FEES - TAX COLLECTOR	1,200.00	448.21	2,520.00	1,320.00-	210.00
10.80.03.4126 SUPPLEMENTAL MOTOR VEHICLE TA	195,000.00	6,501.73	187,728.25	7,271.75	96.27
10.80.03.4132					

Date: 06/04/2021
 Time: 1:53:02PM

Statement of Actual & Estimated Revenue

User: ERIN
 Page: 2

Town of Beacon Falls
 For Period Ending 05/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
WATER PROJECT (2001) - CURRENT & 10.80.03.4133	39,000.00	650.00	30,877.56	8,122.44	79.17
RIMMON HILL SEWER ASSESSMENTS 10.80.04.4130	98,090.00	3,446.08	122,859.91	24,769.91-	125.25
TELECOMM. PROPERTY TAX 10.80.04.4135	8,737.00		9,641.82	904.82-	110.36
GAS REFUNDS 10.80.04.4140	100.00			100.00	
MISCELLANEOUS 10.80.04.4145	512.00	1.00-		512.00	
INSURANCE REFUNDS 10.80.04.4146	15,000.00		6,480.00	8,520.00	43.20
INSURANCE CLAIMS 10.80.04.4150	1,000.00			1,000.00	
XEROX EQUIPMENT 10.80.04.4155	125.00		32.00	93.00	25.60
REGION #16-SURPLUS 10.80.04.4157	20,000.00		243,023.00	223,023.00-	1215.12
LEACHATE COLLECTION SYSTEM 10.80.04.4161	45,000.00		22,073.56	22,926.44	49.05
INSURANCE CLAIMS 10.80.05.4165		3,540.58	261,899.59	261,899.59-	
INVESTMENTS/INTEREST EARNED 10.80.06.4300	75,750.00	576.67	12,330.24	63,419.76	16.28
PROPERTY TAXES-CURRENT 10.80.06.4301	16,982,500.00	24,752.67	17,094,899.51	112,399.51-	100.66
PRIOR YEAR PROPERTY TAXES 10.80.06.4325	190,000.00	10,867.15	284,251.30	94,251.30-	149.61
TRANSFER FROM UNASSIGNED FUND 10.80.06.4400	376,727.00			376,727.00	
SALE OF TOWN PROPERTY 10.80.90.2502			395.00	395.00-	
Interfund Transfers - In To General Fund			12.57	12.57-	
Report Totals	22,634,202.00	91,944.03	23,016,290.10	382,088.10-	101.69

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.01.1010								
FIRST SELECTMAN SALARY	01	55,000.00	55,000.00	4,583.33	50,416.63		4,583.37	91.67
10.90.01.1011								
WAGES - SELECTMAN	01	13,500.00	13,500.00	1,125.00	12,375.00		1,125.00	91.67
10.90.01.1012								
WAGES - SELECTMAN	01	13,500.00	13,500.00	1,125.00	12,375.00		1,125.00	91.67
10.90.01.1014								
HUMAN RESOURCES SPECIALIST	01	32,450.00	32,450.00	2,072.50	24,424.90		8,025.10	75.27
10.90.01.1020								
FIRST SELECTMAN'S SECRETAR	01	42,916.00	48,016.00	3,718.19	43,229.50		4,786.50	90.03
10.90.01.1220								
FIRST SELECTMAN'S EXPENSES	01	2,500.00	2,500.00	30.78	1,607.08		892.92	64.28
Totals for Department:		159,866.00	164,966.00	12,654.80	144,428.11		20,537.89	87.55
01 (SELECTMAN)								
10.90.03.1040								
WAGES - CUSTODIAN	03	39,118.00	39,118.00	2,706.20	32,874.36		6,243.64	84.04
10.90.03.1049								
WAGES - OVERTIME CUSTODIAN	03	1,500.00	1,500.00	195.75	1,515.25		15.25	101.02
10.90.03.1070								
BOARD & COMMISSION CLERKS	03	11,000.00	11,000.00	1,360.00	11,520.00		520.00	104.73
10.90.03.1071								
BOARD & COMMISSION EXPENSE	03	1,000.00	1,000.00		431.13		568.87	43.11
10.90.03.1078								
LEGAL NOTICES	03	5,000.00	5,000.00	120.64	4,371.53		628.47	87.43
10.90.03.1080								
POSTAGE	03	3,000.00	3,000.00	3.00	2,133.68		866.32	71.12
10.90.03.1090								
OFFICE SUPPLIES	03	9,000.00	9,000.00	1,382.63	8,543.37	528.00	71.37	100.79
10.90.03.1105								
COMPUTER-TECHNICAL SUPPRT	03	60,000.00	66,700.00	3,142.50	58,797.14	6,630.50	1,272.36	98.09
10.90.03.1110								
HONOR ROLL MEMORIAL	03	700.00	700.00		378.91		321.09	54.13
10.90.03.1120								
UTILITIES - ELECTRICITY	03	6,000.00	6,000.00	223.26	6,014.84		14.84	100.25
10.90.03.1121								
ELECTRICITY - SOLAR GENERATI	03	46,500.00	46,500.00	4,683.62	36,840.01		9,659.99	79.23
10.90.03.1122								
UTILITIES - HEAT & WATER	03	7,300.00	7,300.00	835.97	5,716.98		1,583.02	78.31

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
For Period Ending 05/31/2021
Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.03.1130								
TELEPHONE	03	20,000.00	20,000.00	4,995.34	18,359.98		1,640.02	91.80
10.90.03.1140								
MISC. REPAIRS/BUILDING MAINT	03	18,000.00	18,000.00	2,548.07	11,367.36	50.00	6,582.64	63.43
10.90.03.1160								
ELEVATOR SERVICE AGREEMEN	03	3,000.00	3,000.00	249.31	2,698.85	249.31	51.84	98.27
10.90.03.1167								
MILEAGE & TOWN CAR MAINT.	03	2,000.00	2,000.00	69.83	750.03		1,249.97	37.50
10.90.03.1495								
EDUCATION/TRAINING	03	6,000.00	6,000.00		1,002.29		4,997.71	16.70
10.90.03.1600								
ALARM SYSTEM MONITORING	03	7,050.00	7,050.00	204.99	4,562.04		2,487.96	64.71
Totals for Department:		246,168.00	252,868.00	22,721.11	207,877.75	7,457.81	37,532.44	85.16
03 (TOWN HALL)								
10.90.05.1010								
WAGES - TOWN CLERK	05	6,000.00	6,000.00	676.00	4,964.00		1,036.00	82.73
10.90.05.1020								
WAGES-ASST.TOWN CLERK P/T	05	25,866.00	25,866.00	1,920.15	26,921.67		1,055.67-	104.08
10.90.05.1042								
WAGES - ASST. TOWN CLERK	05	45,609.00	45,609.00	3,508.40	36,756.90		8,852.10	80.59
10.90.05.1170								
TOWN CLERK EXPENSES	05	5,000.00	6,400.00	1,489.61	5,803.74		596.26	90.68
10.90.05.1175								
ELECTION EXPENSES	05	1,500.00	1,500.00		656.43		843.57	43.76
10.90.05.1180								
MICRO FILM RECORDS	05	20,560.00	20,560.00	1,379.00	18,126.15	2,267.00	166.85	99.19
10.90.05.1190								
LEASE-PURCH COPIER	05	2,000.00	2,000.00	72.31	747.00	57.50	1,195.50	40.23
10.90.05.1195								
RECORDS/BOOKS	05	4,000.00	4,000.00	393.86	955.69		3,044.31	23.89
10.90.05.1210								
MAP PRINTER MAINT. & SUPPLIE	05	600.00	600.00				600.00	
10.90.05.1405								
VITAL STATISTICS	05	200.00	200.00		28.00		172.00	14.00
10.90.05.2155								
GENERAL CODE	05	1,200.00	1,200.00			1,200.00		100.00

Date: 06/04/2021
Time: 1:54:18PM

Statement of Expenditures, Encumbrances & Appropriations

User: ERIN
Page: 3

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department: 05 (TOWN CLERK)		112,535.00	113,935.00	9,439.33	94,959.58	3,524.50	15,450.92	86.44
10.90.07.1010 WAGES - TAX COLLECTOR	07	60,060.00	60,060.00	4,620.00	53,823.00		6,237.00	89.62
10.90.07.1020 WAGES - ASST. TAX COLLECT	07	24,960.00	27,360.00	1,956.00	25,476.00		1,884.00	93.11
10.90.07.1049 WAGES - OVERTIME	07	500.00	500.00		9.00		491.00	1.80
10.90.07.1060 COMPUTER SUPPORT	07	6,477.00	8,177.00		7,177.00		1,000.00	87.77
10.90.07.1061 COMPUTER SVCS - PRINTING	07	10,294.00	10,294.00	2,325.60	8,145.84		2,148.16	79.13
10.90.07.1220 MISCELLANEOUS EXPENSES	07	6,000.00	6,000.00	20.49-	3,694.02	858.00	1,447.98	75.87
Totals for Department: 07 (TAX COLLECTOR)		108,291.00	112,391.00	8,881.11	98,324.86	858.00	13,208.14	88.25
10.90.09.1010 WAGES - TREASURER	09	13,500.00	13,500.00	1,125.00	12,375.00		1,125.00	91.67
Totals for Department: 09 (TREASURER)		13,500.00	13,500.00	1,125.00	12,375.00		1,125.00	91.67
10.90.11.1020 WAGES - BLDG INSPECTOR	11	35,287.00	35,287.00	2,714.38	31,592.37		3,694.63	89.53
10.90.11.1130 BUILDING INSPECTOR PHONE	11	625.00	625.00	41.17	413.09		211.91	66.09
10.90.11.1167 BUILDING INSPECTOR MILEAGE	11	2,500.00	2,500.00		1,069.50		1,430.50	42.78
10.90.11.1220 MISCELLANEOUS EXPENSES	11	1,500.00	1,500.00	40.00	734.63		765.37	48.98
Totals for Department: 11 (BUILDING DEPT)		39,912.00	39,912.00	2,795.55	33,809.59		6,102.41	84.71
10.90.13.1045 WAGES - LONGEVITY	13	7,700.00	7,700.00		7,100.00		600.00	92.21
10.90.13.1047 WAGES-PILO HEALTH INS.	13	9,000.00	9,000.00		2,250.00		6,750.00	25.00

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.13.1235								
WAGE SALARY ADJUSTMENTS	13	62,084.00	54,584.00	945.38	9,390.18		45,193.82	17.20
10.90.13.1240								
SOCIAL SECURITY	13	168,078.00	168,078.00	13,846.78	152,260.96		15,817.04	90.59
10.90.13.1245								
MEDICAL INSURANCE	13	312,000.00	312,000.00	25,434.65	314,021.95		2,021.95-	100.65
10.90.13.1246								
LIFE INSURANCE	13	16,000.00	16,000.00	986.58	11,946.65		4,053.35	74.67
10.90.13.1247								
DENTAL REIMBURSEMENT	13	15,750.00	15,750.00	2,593.36	13,617.17		2,132.83	86.46
10.90.13.1250								
PENSION PLAN	13	397,261.00	397,261.00	18,546.22	373,044.21		24,216.79	93.90
10.90.13.1255								
WORKERS COMPENSATION	13	147,437.00	147,437.00		147,413.00		24.00	99.98
10.90.13.1256								
FIRE DEPARTMENT INSURANCE	13	9,250.00	9,250.00		8,611.56		638.44	93.10
10.90.13.1257								
EMPLOYEE ASSISTANCE PROGR	13	2,750.00	2,750.00	246.94	2,027.74	519.96	202.30	92.64
10.90.13.1595								
PW CLOTHING ALLOWANCE	13	5,000.00	5,000.00	474.77	2,153.28		2,846.72	43.07
Totals for Department:		1,152,310.00	1,144,810.00	63,074.68	1,043,836.70	519.96	100,453.34	91.23
13 (EMPLOYEE'S BENEFITS)								
10.90.15.1041								
WAGES - CERT. ASSESSOR	15	64,683.00	64,683.00	5,002.26	58,840.95		5,842.05	90.97
10.90.15.1042								
WAGES - CLERK (P/T)	15	28,869.00	33,869.00	2,973.26	28,859.15		5,009.85	85.21
10.90.15.1060								
COMPUTER SUPPORT	15	10,250.00	11,302.00	464.50	11,231.00	71.00		100.00
10.90.15.1061								
COMPUTER SVCS - PRINTING	15	1,525.00	1,525.00		1,300.00		225.00	85.25
10.90.15.1220								
OFFICE SUPPLIES	15	3,500.00	3,448.00	1,598.75	3,238.27		209.73	93.92
10.90.15.1280								
GIS (MAPS)	15	6,800.00	6,800.00		3,000.00	3,800.00		100.00
10.90.15.1495								
EDUCATION	15	1,500.00	1,500.00	327.00	1,027.00		473.00	68.47

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
For Period Ending 05/31/2021
Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department:								
15 (BD OF ASSESSORS)		117,127.00	123,127.00	10,365.77	107,496.37	3,871.00	11,759.63	90.45
10.90.17.1042								
WAGES - BOARD OF APPEALS	17	1,800.00	1,800.00		1,800.00			100.00
Totals for Department:								
17 (BD OF ASSESSMENT & APPEALS)		1,800.00	1,800.00		1,800.00			100.00
10.90.19.1380								
AUDIT	19	34,000.00	34,000.00		26,500.00		7,500.00	77.94
Totals for Department:								
19 (BOARD OF FINANCE)		34,000.00	34,000.00		26,500.00		7,500.00	77.94
10.90.20.1044								
WAGES - FINANCE CLERK	20	49,868.00	49,868.00		44,668.85		5,199.15	89.57
10.90.20.1046								
WAGES - FINANCE MANAGER	20	75,687.00	75,687.00		71,263.57		4,423.43	94.16
10.90.20.1060								
COMPUTER SUPPORT	20	13,375.00	13,375.00		12,527.64		847.36	93.66
Totals for Department:								
20 (FINANCE DEPARTMENT)		138,930.00	138,930.00	9,658.04	128,460.06		10,469.94	92.46
10.90.21.1060								
EDC CONSULTANT	21	48,000.00	48,000.00				48,000.00	
10.90.21.1220								
EXPENSES - EDC	21	5,000.00	5,000.00		240.00		4,760.00	4.80
Totals for Department:								
21 (ECONOMIC DEVELOPMENT)		53,000.00	53,000.00		240.00		52,760.00	0.45
10.90.23.1041								
WAGES - ENFORCEMENT OFFI	23	3,733.00	3,733.00	395.20	3,678.40		54.60	98.54
10.90.23.1305								
SOIL CONSERVATION	23	1,500.00	1,500.00		1,500.00			100.00
Totals for Department:								
23 (INLAND WETLANDS)		5,233.00	5,233.00	395.20	5,178.40		54.60	98.96
10.90.24.1220								
EXPENSES	24	500.00	500.00		73.54		426.46	14.71

Date: 06/04/2021
 Time: 1:54:18PM

User: ERIN
 Page: 7

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.33.1270								
TOWN COUNSEL RETAINER	33	75,000.00	75,000.00	3,194.15	41,961.90		33,038.10	55.95
10.90.33.1290								
ENGINEERING & CONSULTANTS	33	100,000.00	100,000.00	12,815.80	77,409.91	4,320.00	18,270.09	81.73
10.90.33.1291								
TOWN PLANNER	33	17,000.00	17,000.00	3,948.00	15,792.00		1,208.00	92.89
10.90.33.1385								
WEBSITE CONSULTANT	33	2,660.00	2,677.90		2,677.50		0.40	99.99
Totals for Department:		194,660.00	194,677.90	19,957.95	137,841.31	4,320.00	52,516.59	73.02
33 (PROFESSIONAL FEES)								
10.90.37.1410								
PROPERTY & CASUALTY	37	99,000.00	101,500.00	676.42	99,474.68	338.21	1,687.11	98.34
Totals for Department:		99,000.00	101,500.00	676.42	99,474.68	338.21	1,687.11	98.34
37 (TOWNWIDE INSURANCE)								
10.90.39.1415								
REGIONAL COUNCIL GOVTS	39	3,635.00	6,235.00		6,144.00		91.00	98.54
10.90.39.1425								
CCM MUNICIPALITIES	39	3,571.00	3,571.00		3,571.00			100.00
10.90.39.1430								
VALLEY COUNCIL/BROWNFIELD	39	1,000.00	1,000.00		1,000.00			100.00
10.90.39.1440								
C.O.S.T. (SMALL TOWNS)	39	825.00	1,075.00		1,075.00			100.00
Totals for Department:		9,031.00	11,881.00		11,790.00		91.00	99.23
39 (AGENCY MEMBERSHIP)								
10.90.41.1404								
MUNICIPAL HISTORIAN	41	250.00	250.00				250.00	
10.90.41.1405								
SESQUICENTENNIAL COMMITTEE	41	2,000.00	2,000.00		2,000.00			100.00
Totals for Department:		2,250.00	2,250.00		2,000.00		250.00	88.89
41 (FIRE HOUSE BLDG)								
10.90.44.1010								
WAGES - FIRE CHIEF	44	12,300.00	12,300.00	1,025.00	11,275.00		1,025.00	91.67
10.90.44.1012								
WAGES - FIRE/FM ADMIN ASSIS	44	3,075.00	3,075.00	256.25	2,818.75		256.25	91.67

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
For Period Ending 05/31/2021
Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.44.1030								
TELEPHONE	44	5,000.00	5,000.00	119.50	3,976.52		1,023.48	79.53
10.90.44.1031								
EMERGENCY TELEPHONE (911)	44	22,700.00	22,700.00	2,408.38	19,546.66	880.22	2,273.12	89.99
10.90.44.1060								
SOFTWARE & IT	44	9,500.00	9,500.00		7,930.79		1,569.21	83.48
10.90.44.1121								
ELECTRICITY	44	10,000.00	10,000.00	275.09	7,116.71		2,883.29	71.17
10.90.44.1122								
HEATING FUEL	44	15,000.00	15,000.00	2,224.93	11,750.02		3,249.98	78.33
10.90.44.1123								
WATER	44	1,300.00	1,300.00	64.91	1,002.91		297.09	77.15
10.90.44.1435								
BUILDING MAINTENANCE	44	13,500.00	15,500.00	236.62	4,595.22	10,700.00	204.78	98.68
10.90.44.1436								
BLDG EQUIP-MAINT & REPAIRS	44	6,500.00	6,500.00	1,846.07	4,807.81		1,692.19	73.97
10.90.44.1465								
COMM. EQUIP-MAINTENANCE	44	6,000.00	7,500.00	1,769.50	7,188.81		311.19	95.85
10.90.44.1466								
EQUIPMENT MAINTENANCE	44	9,000.00	9,000.00	475.40	6,628.87		2,371.13	73.65
10.90.44.1470								
VEHICLE FUEL	44	10,000.00	10,000.00	613.84	8,131.21		1,868.79	81.31
10.90.44.1471								
MANDATORY VEHICLE AND EQU	44	15,000.00	13,500.00		13,412.82		87.18	99.35
10.90.44.1472								
VEHICLE REPAIRS	44	31,500.00	31,500.00	2,376.09	12,319.22	15,069.17	4,111.61	86.95
10.90.44.1485								
PERSONAL PROTECTIVE EQUIP	44	24,000.00	24,000.00	7,378.92	15,796.19	6,163.87	2,039.94	91.50
10.90.44.1486								
EMS TRAINING	44	16,000.00	8,000.00	810.29	6,804.07		1,195.93	85.05
10.90.44.1487								
AIR BOTTLE REPLACEMENT PROC	44	6,500.00	6,500.00	6,431.30			68.70	98.94
10.90.44.1488								
HOSE REPLACEMENT	44	2,500.00	2,500.00			2,206.60	293.40	88.26
10.90.44.1490								
PHYSICALS/HEALTH & WELLNES	44	17,350.00	15,350.00		13,135.70		2,214.30	85.57
10.90.44.1495								
TRAINING	44	20,000.00	13,545.00	1,738.20	12,394.09	1,150.00	0.91	99.99

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.44.1500	SERVICE AWARD PROGRAM	44	50,000.00	50,000.00		50,000.00			100.00
10.90.44.1552	DEPARTMENTAL SUPPLIES - FD	44	16,000.00	24,000.00	3,274.87	17,950.35	3,434.40	2,615.25	89.10
10.90.44.1553	DEPARTMENTAL SUPPLIES - AMB	44	18,700.00	18,700.00	1,635.91	15,399.23		3,300.77	82.35
Totals for Department: 44 (EMERGENCY SERVICES)			341,425.00	334,970.00	34,961.07	260,412.25	39,604.26	34,953.49	89.57
10.90.45.1010	WAGES - FIRE MARSHAL	45	16,966.00	16,966.00	1,413.83	15,552.13		1,413.87	91.67
10.90.45.1011	WAGES - DEPUTY FIRE MARSHAL	45	13,325.00	13,325.00	1,031.61	13,609.56		284.56-	102.14
10.90.45.1012	WAGES - FIRE/FM ADMIN ASSIS	45	3,075.00	3,075.00	256.25	2,818.75		256.25	91.67
10.90.45.1130	TELEPHONE	45	2,000.00	2,000.00	122.35	1,226.28		773.72	61.31
10.90.45.1167	VEHICLE EXPENSES	45	1,000.00	1,000.00				1,000.00	
10.90.45.1413	FIRE PREVENTION & SAFETY	45	4,000.00	4,000.00		3,995.71		4.29	99.89
10.90.45.1495	TRAINING/CONTINUING EDUCATI	45	2,200.00	2,200.00		1,360.22		839.78	61.83
10.90.45.1515	FIRE CODE SUBSCRIPTION	45	2,300.00	2,300.00		1,495.00		805.00	65.00
10.90.45.1526	COMPUTER SUPPORT	45	650.00	650.00		650.00			100.00
10.90.45.1527	FIRE MARSHAL - EXPENSES	45	4,500.00	4,500.00	796.12	1,719.06		2,780.94	38.20
10.90.45.1595	FIRE MARSHAL - UNIFORMS	45	2,000.00	2,000.00		2,000.00			100.00
Totals for Department: 45 (FIRE MARSHAL)			52,016.00	52,016.00	3,620.16	44,426.71		7,589.29	85.41
10.90.47.1525	LEASE RADIO/TELEPHONE	47	550.00	550.00	41.17	505.09		44.91	91.83
10.90.47.1530	EMERGENCY NOTIFICATION SYS	47	5,000.00	5,000.00		5,000.00			100.00

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department:		5,550.00	5,550.00	41.17	5,505.09		44.91	99.18
47 (CIVIL DEFENSE)								
10.90.48.1495								
TRAINING/EQUIPMENT	48	6,300.00	6,300.00	109.34	3,414.02	2,343.37	542.61	91.39
Totals for Department:		6,300.00	6,300.00	109.34	3,414.02	2,343.37	542.61	91.39
48 (SAFETY COMMITTEE)								
10.90.49.1540								
COTTON HOLLOW	49	11,295.00	11,295.00	804.11	8,440.70		2,854.30	74.73
10.90.49.1541								
BEACON FALLS	49	211,460.00	211,460.00	16,897.56	181,002.92		30,457.08	85.60
Totals for Department:		222,755.00	222,755.00	17,701.67	189,443.62		33,311.38	85.05
49 (HYDRANT RENTAL)								
10.90.53.1010								
RESIDENT STATE TROOPER	53	200,000.00	200,000.00		1,004.08		198,995.92	0.50
10.90.53.1020								
WAGES - PATROL F/T	53	197,380.00	197,380.00	12,592.00	166,008.00		31,372.00	84.11
10.90.53.1040								
WAGES - CLERK	53	35,546.00	37,746.00	3,080.42	33,025.81		4,720.19	87.49
10.90.53.1041								
WAGES - PATROL P/T	53	170,000.00	170,000.00	9,455.35	138,087.96		31,912.04	81.23
10.90.53.1052								
FT PATROL OVERTIME	53	35,000.00	35,000.00	495.82	25,494.88		9,505.12	72.84
10.90.53.1053								
PT PATROL OVERTIME	53	15,000.00	35,088.00	1,012.95	25,638.92		9,449.08	73.07
10.90.53.1054								
SHIFT DIFFERENTIAL	53	4,500.00	4,500.00	147.75	2,004.82		2,495.18	44.55
10.90.53.1060								
COMPUTER SUPPORT	53	5,500.00	5,500.00	1,256.72	4,078.31		1,421.69	74.15
10.90.53.1130								
TELEPHONE	53	4,500.00	4,500.00	706.09	5,095.98		595.98-	113.24
10.90.53.1220								
DEPARTMENTAL SUPPLIES	53	6,000.00	6,000.00	798.00	1,907.35	4,221.99	129.34-	102.16
10.90.53.1505								
STATE MANDATED TRAINING	53	20,000.00	20,000.00	1.00-	9,489.90		10,510.10	47.45
10.90.53.1585								
VEHICLE REPAIRS	53	13,000.00	13,000.00	144.26	2,386.04		10,613.96	18.35

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.53.1595								
UNIFORMS	53	10,000.00	10,000.00	217.00	4,293.89		5,706.11	42.94
10.90.53.1620								
BUILDING OPS & MAINT.	53	14,000.00	14,000.00	327.88	11,785.45	200.00	2,014.55	85.61
10.90.53.1703								
GAS & OIL	53	14,000.00	14,000.00	745.37	9,893.34		4,106.66	70.67
Totals for Department:		744,426.00	766,714.00	30,978.61	440,194.73	4,421.99	322,097.28	57.99
53 (POLICE)								
10.90.55.1010								
WAGES - ANIMAL CONTROL	55	9,066.00	9,066.00	755.50	8,310.50		755.50	91.67
10.90.55.1020								
MILEAGE	55	1,000.00	1,000.00				1,000.00	
10.90.55.1550								
DEPARTMENTAL SUPPLIES	55	900.00	900.00	41.17	413.09		486.91	45.90
Totals for Department:		10,966.00	10,966.00	796.67	8,723.59		2,242.41	79.55
55 (DOG WARDEN)								
10.90.57.1010								
Wages - Emergency Management D	57	6,000.00	6,000.00	500.00	5,500.00		500.00	91.67
10.90.57.1130								
EMD Telephone	57	540.00	540.00	41.17	288.04		251.96	53.34
10.90.57.1645								
E911 DISPATCH	57	43,176.00	43,176.00		43,176.00			100.00
10.90.57.1650								
STREET LIGHTING	57	38,500.00	38,500.00	3,049.31	32,434.94		6,065.06	84.25
10.90.57.1655								
DRUG AND ALCOHOL TESTING	57	1,000.00	1,000.00		1,000.00			100.00
Totals for Department:		82,676.00	89,216.00	3,590.48	82,398.98		6,817.02	92.36
57 (PUBLIC SAFETY)								
10.90.59.1010								
WAGES - FOREMAN	59	75,046.00	75,046.00	5,772.80	67,262.14		7,783.86	89.63
10.90.59.1011								
WAGES - ASST ROAD FOREMAN (59	71,386.00	71,386.00	5,491.20	63,946.74		7,439.26	89.58
10.90.59.1012								
WAGES - MAINTAINER/MECHANI	59	68,432.00	68,432.00	5,264.01	61,325.71		7,106.29	89.62
10.90.59.1013								
WAGES - HWY MAINT (3)	59	196,357.00	196,357.00	15,121.36	176,004.00		20,353.00	89.63

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
For Period Ending 05/31/2021
Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.59.1049								
WAGES - OVERTIME	59	59,712.00	59,712.00	2,543.41	42,039.84		17,672.16	70.40
10.90.59.1550								
DEPARTMENTAL EQUIPMENT	59	14,000.00	14,000.00	1,614.47	13,826.86		173.14	98.76
10.90.59.1555								
EQUIPMENT RENTAL	59	2,000.00	2,000.00	700.00			1,300.00	35.00
10.90.59.1670								
STREET SWEEPING	59	20,000.00	20,000.00			17,000.00	3,000.00	85.00
10.90.59.1685								
SNOW REMOVAL (MATERIAL)	59	80,000.00	80,000.00		30,320.31		49,679.69	37.90
10.90.59.1690								
TOOLS	59	2,000.00	2,000.00		76.11		1,923.89	3.81
10.90.59.1700								
GAS/FUEL	59	13,000.00	13,000.00	794.75	12,238.19		761.81	94.14
10.90.59.1703								
VEHICLE MAINTENANCE	59	35,000.00	35,000.00	3,175.48	22,085.47	3,522.27	9,392.26	73.16
10.90.59.1710								
HIGHWAY MATERIALS	59	40,000.00	40,000.00	1,946.76	28,809.64	2,400.00	8,790.36	78.02
10.90.59.1713								
TREE WORK	59	20,000.00	20,000.00		9,826.03	10,000.00	173.97	99.13
10.90.59.1714								
GUARD RAILS/LINE PAINTING	59	8,000.00	8,000.00		6,894.71		1,105.29	86.18
10.90.59.1715								
CATCH BASIN CLEANING	59	16,500.00	16,500.00			16,500.00		100.00
10.90.59.1720								
MANDATED STORM DRAINS	59	8,000.00	8,000.00		2,520.00		5,480.00	31.50
10.90.59.1782								
PAVEMENT MAINTENANCE	59	90,000.00	90,000.00	17,056.80	29,218.96	720.00	60,061.04	33.27
Totals for Department:		819,433.00	819,433.00	58,781.04	567,094.71	50,142.27	202,196.02	75.32
59 (HIGHWAY)								
10.90.61.1122								
PROPANE	61	2,300.00	2,300.00	60.44	1,757.15		542.85	76.40
10.90.61.1130								
TELEPHONE/INTERNET/ALARM	61	5,440.00	7,640.00	564.82	5,993.09		1,646.91	78.44
10.90.61.1715								
BUILDING MAINTENANCE	61	10,000.00	10,000.00	1,886.43	8,703.97	415.53	880.50	91.20

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department:								
61 (TOWN GARAGE)		17,740.00	19,940.00	2,511.69	16,454.21	415.53	3,070.26	84.60
10.90.63.1010								
WAGES - NURSE	63	30,742.00	30,742.00	2,423.92	28,784.05		1,957.95	93.63
10.90.63.1170								
DEPARTMENTAL SUPPLIES	63	750.00	750.00				750.00	
10.90.63.1390								
RESIDENT RELIEF	63	500.00	500.00				500.00	
10.90.63.1395								
T.E.A.M.	63	7,500.00	7,500.00		7,500.00			100.00
10.90.63.1400								
VETERAN'S FUNERALS	63	200.00	200.00				200.00	
10.90.63.1723								
MEALS ON WHEELS	63	1,254.00	1,352.50		1,352.50			100.00
10.90.63.1725								
REGIONAL MENTAL HEALTH	63	915.00	915.00				915.00	
10.90.63.1726								
PROBATE COURT	63	2,500.00	2,500.00				2,500.00	
10.90.63.1735								
HEALTH DISTRICT	63	43,594.00	43,594.00		42,594.00		1,000.00	97.71
10.90.63.1737								
BH CARE	63	500.00	500.00		500.00			100.00
Totals for Department:								
63 (COMMUNITY WELFARE)		88,455.00	88,553.50	2,423.92	80,730.55		7,822.95	91.17
10.90.65.1740								
REFUSE COLLECTION	65	255,000.00	255,000.00	23,137.97	215,356.58		39,643.42	84.45
10.90.65.1745								
RECYCLING	65	84,000.00	84,000.00	6,942.26	67,903.37		16,096.63	80.84
10.90.65.1750								
BULKY WASTE TRANSFER	65	40,000.00	40,000.00	5,183.70	21,312.27		18,687.73	53.28
10.90.65.1755								
REFUSE--HOUSEHOLD HAZARDOUS	65	5,273.00	5,273.00		4,504.07		768.93	85.42
Totals for Department:								
65 (REFUSE)		384,273.00	384,273.00	35,263.93	309,076.29		75,196.71	80.43
10.90.67.1010								
WAGES - SUPERVISOR	67	73,382.00	73,382.00	5,644.80	65,761.92		7,620.08	89.62

Date: 06/04/2021
Time: 1:54:18PM

Statement of Expenditures, Encumbrances & Appropriations

User: ERIN
Page: 14

Town of Beacon Falls
For Period Ending 05/31/2021
Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.67.1011								
WAGES - ASST. SUPERVISOR	67	69,430.00	69,430.00	5,340.80	62,220.34		7,209.66	89.62
10.90.67.1042								
WAGES - HELPER FT	67	62,421.00	62,421.00	4,801.60	56,006.20		6,414.80	89.72
10.90.67.1049								
WAGES - OVERTIME	67	43,809.00	43,809.00	2,545.39	37,574.41		6,234.59	85.77
10.90.67.1121								
ELECTRICITY	67	18,000.00	18,000.00	767.82	18,817.78		817.78-	104.54
10.90.67.1122								
WATER & HEATING FUEL	67	5,300.00	5,300.00	126.47	4,003.50		1,296.50	75.54
10.90.67.1130								
TELEPHONE & ALARM	67	9,500.00	9,500.00	523.37	8,002.74		1,497.26	84.24
10.90.67.1140								
SUPPLIES AND MAINTENANCE	67	8,800.00	8,800.00	1,777.87	8,334.04		465.96	94.71
10.90.67.1470								
VEHICLE FUEL & MAINTENANCE	67	6,000.00	6,000.00	65.65	3,883.02		2,116.98	64.72
10.90.67.1760								
PLANT OPERATIONS	67	58,700.00	62,118.00	4,939.93	48,046.59	12,421.04	1,650.37	97.34
10.90.67.1765								
EQUIPMENT REPLACEMENT	67	37,200.00	45,200.00	2,938.45	30,002.80	7,613.98	7,583.22	83.22
10.90.67.1770								
SLUDGE PROCESSING	67	137,900.00	137,900.00	13,034.04	106,192.37	31,707.63	0.00	100.00
10.90.67.1775								
D.E.P. DISCHARGER PERMIT	67	1,800.00	1,800.00		1,722.50		77.50	95.69
10.90.67.1776								
NITROGEN CREDITS	67	80,000.00	68,582.00				68,582.00	
10.90.67.1780								
SEWER MAINTENANCE	67	16,000.00	16,000.00	2,150.00	15,129.94		870.06	94.56
10.90.67.1785								
MANDATED TOXICITY TESTING	67	19,400.00	19,400.00	1,530.99	16,708.32	1,353.84	1,337.84	93.10
Totals for Department:		647,642.00	647,642.00	46,187.18	482,406.47	53,096.49	112,139.04	82.69
67 (WASTE WATER TREATMENT)								
10.90.69.1010								
WAGES - FULL TIME (3)	69	125,299.00	125,299.00	9,638.42	112,211.16		13,087.84	89.55
10.90.69.1019								
WAGES - PART TIME	69	13,052.00	13,052.00	589.86	2,093.62		10,958.38	16.04
10.90.69.1060								
COMPUTER SUPPORT	69	4,240.00	4,240.00	23.48	4,165.60		74.40	98.25

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
For Period Ending 05/31/2021
Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.69.1130								
TELEPHONE-INTERNET	69	660.00	60.00				60.00	
10.90.69.1170								
DEPARTMENTAL SUPPLIES	69	24,650.00	25,250.00	2,087.90	23,722.54	1,155.41	372.05	98.53
10.90.69.1800								
PROFESSIONAL DEVELOPMENT	69	1,000.00	1,000.00	85.00	335.00		665.00	33.50
10.90.69.1805								
PROGRAMS	69	5,500.00	5,500.00	455.81	4,715.26		784.74	85.73
10.90.69.1807								
LIBRARY COPIER LEASES	69	820.00	820.00	70.19	735.93	53.00	31.07	96.21
Totals for Department:		175,221.00	175,221.00	12,950.66	147,979.11	1,208.41	26,033.48	85.14
69 (LIBRARY)								
10.90.71.1010								
P/T Activities Director	71	26,000.00	2,500.00				2,500.00	
10.90.71.1019								
WAGES - SEASONAL	71	15,300.00	2,300.00				2,300.00	
10.90.71.1121								
ELECTRICITY, WATER & FUEL	71	17,500.00	17,500.00	1,700.23	15,322.40		2,177.60	87.56
10.90.71.1550								
TOOLS & EQUIPMENT	71	4,000.00	4,000.00	852.63	2,412.70		1,587.30	60.32
10.90.71.1705								
VEHICLE MAINTENANCE	71	2,000.00	2,000.00		1,133.16		866.84	56.66
10.90.71.1815								
SPRAY FERTILIZER/CLAY	71	6,000.00	6,000.00	1,942.30	3,939.89	197.42	1,862.69	68.96
10.90.71.1816								
FIELD RECONSTRUCTION	71	10,000.00	3,500.00	2,407.14	2,407.14		1,092.86	68.78
10.90.71.1820								
SANITATION FACILITIES	71	5,750.00	5,750.00	475.00	4,600.00	1,150.00		100.00
10.90.71.1840								
STOCK FISH	71	3,000.00	3,000.00		2,995.65		4.35	99.86
10.90.71.1845								
SETTLING POND MAINTENANCE	71	5,000.00	5,000.00				5,000.00	
10.90.71.1850								
BUILDING MAINTENANCE	71	10,000.00	10,000.00	122.18	3,026.66	3,632.65	3,340.69	66.59
10.90.71.1855								
GROUNDS MAINTENANCE	71	10,000.00	10,000.00	104.41	6,182.85	3,640.12	177.03	98.23
10.90.71.1856								
COURT MAINTENANCE	71	2,000.00	2,000.00			1,435.56	564.44	71.78

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls

For Period Ending 05/31/2021

Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.71.1861								
RECREATIONAL PROGRAM & AC	71	3,000.00	3,000.00		2,235.22		764.78	74.51
10.90.71.1870								
INDEPENDENCE DAY CELEBRATI	71	15,000.00	15,000.00		4,000.00		11,000.00	26.67
10.90.71.1895								
MATTHIES PARK	71	13,000.00	13,000.00		2,973.20	750.00	9,276.80	28.64
10.90.71.1905								
SUMMER CONCERT SERIES	71	6,500.00	6,500.00				6,500.00	
Totals for Department:		154,050.00	111,050.00	7,603.89	51,228.87	10,805.75	49,015.38	55.86
71 (PARK & RECREATION)								
10.90.77.1041								
WAGES - DRIVERS	77	30,449.00	30,449.00	190.14	4,037.70		26,411.30	13.26
10.90.77.1055								
TELEPHONE	77	550.00	550.00	84.14	549.19		0.81	99.85
10.90.77.1470								
GAS/MAINTENANCE	77	1,970.00	1,970.00		1,062.94		907.06	53.96
Totals for Department:		32,969.00	32,969.00	274.28	5,649.83		27,319.17	17.14
77 (MINI BUS OPERATIONS)								
10.90.79.1120								
HEATING OIL	79	3,100.00	3,100.00		2,034.45		1,065.55	65.63
10.90.79.1121								
ELECTRICITY & WATER	79	4,500.00	4,500.00	141.05	1,585.36		2,914.64	35.23
10.90.79.1130								
TELEPHONE	79	3,600.00	3,600.00	504.55	3,048.01		551.99	84.67
10.90.79.1220								
SENIOR CENTER SUPPLIES	79	1,500.00	1,500.00	873.26	873.26		626.74	58.22
10.90.79.1681								
SENIOR ACTIVITIES	79	3,400.00	3,301.50	3,139.25	3,139.25		162.25	95.09
10.90.79.1943								
BUILDING MAINTENANCE	79	5,000.00	5,000.00	322.05	1,887.28	200.00	2,912.72	41.75
Totals for Department:		21,100.00	21,001.50	4,980.16	12,567.61	200.00	8,233.89	60.79
79 (SENIOR CITIZENS CENTER)								
10.90.83.1170								
CONTINGENCY FUND EXPENSES	83	100,000.00	64,452.10				64,452.10	

Date: 06/04/2021
Time: 1:54:18PM

User: ERIN
Page: 17

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
For Period Ending 05/31/2021
Selecting on FUND from 10 to 10

ACCOUNT	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department: 83 (CONTINGENCY)		100,000.00	64,452.10				64,452.10	
10.90.85.1984 PRINCIPAL - 2014 (\$5.865M) BOND 85	85	380,000.00	380,000.00	370,000.00	370,000.00		10,000.00	97.37
10.90.85.1985 INTEREST - 2014 (\$5.865M) BOND 85	85	123,332.00	123,332.00	100,028.13	100,028.13		23,303.87	81.10
Totals for Department: 85 (DEBT SERVICE - INTEREST)		503,332.00	503,332.00	470,028.13	470,028.13		33,303.87	93.38
10.90.87.2009 PRINCIPAL - 2016 (\$4.35M) BOND 87	87	310,000.00	310,000.00	310,000.00	310,000.00			100.00
10.90.87.2013 INTEREST - 2016 (\$4.35M) BOND 87	87	75,600.00	75,600.00	75,600.00	75,600.00			100.00
10.90.87.2020 2020 BAND/BOND - INTEREST 87	87	94,500.00	94,500.00				94,500.00	
Totals for Department: 87 (DEBT SERVICE - PRINCIPLE)		480,100.00	480,100.00	385,600.00	385,600.00		94,500.00	80.32
10.90.88.2001 REGIONAL SCHOOL DISTRICT #1 88	88	14,773,550.00	14,773,550.00	1,973,280.00	14,773,551.00		1.00-	100.00
Totals for Department: 88 (Department - 88)		14,773,550.00	14,773,550.00	1,973,280.00	14,773,551.00		1.00-	100.00
10.90.90.2500 TRANSFER TO NON-RECURRING I 90	90	392,141.00	408,036.00	392,141.00	392,141.00		15,895.00	96.10
Totals for Department: 90 (TRANSFERS/SPECIAL PROJ.)		392,141.00	408,036.00	392,141.00	392,141.00		15,895.00	96.10
Report totals		22,637,553.00	22,620,641.00	20,957,582.57	20,957,582.57	188,127.55	1,474,930.88	93.48

TOWN OF BEACON FALLS

FINANCIAL POLICY MANUAL



As revised ~~June 14~~ January 7, 2021

**TOWN OF BEACON FALLS
FINANCIAL POLICY MANUAL**

XVII. REVISION HISTORY

Initial approval:	January 14, 2016
Revision 1:	July 10, 2016 – revised Fund Balance to conform with GASB 54
Revision 2:	March 13, 2017 – revision of bid requirements; addition of \$10,000 to \$20,000 tier requiring less stringent bidding process
Revision 3:	<p>June 9, 2020 – revision to all sections of manual. Highlights are below:</p> <ul style="list-style-type: none"> • Numerous formatting improvements • New section named “Chart of Accounts” • New section named “Ethics” • New section named “Petty Cash” • New section named “Cash Drawers” • New section named “Credit/Procurement Cards” • Numerous additions to existing sections (including but not limited to) <ul style="list-style-type: none"> ○ Added ACH policy to the Cash Management section ○ Added capital asset type definitions to the Capital Assets section ○ Added RFQ/RFP/ITB/RFI/SOW purchasing language, indebtedness resolution language, and ethics language to Procurement section ○ Added OPEB requirements under the Annual Audit section ○ Added new insurance information to Risk Management section ○ Clarified that the manual applies to both employees AND volunteers who get involved in fiscal tasks • Addendums (A-I) added with various required forms and additional guidelines
Revision 4:	September 15, 2020 – revision to Cash Drawers Chapter (Chapter X) and Addendum E-TC (corresponding form) for the Tax Collection Department
Revision 5:	<p>October 13, 2010:</p> <ul style="list-style-type: none"> • Chapter III - Budgeting: insertion of Connecticut General Statute language. • Chapter XI - Credit/Procurement Cards: addition of Park Ranger

TOWN OF BEACON FALLS FINANCIAL POLICY MANUAL

Revision 6:	January 7, 2021: <ul style="list-style-type: none">• Chapter XI - Credit/Procurement Cards: increase Finance Manager limit from \$7k to \$10k• Chapter VI – Risk Management: section entitled “Insurance Claim Procedure” added
Revision 7:	June 14, 2021: <ul style="list-style-type: none">• <u>Chapter XIII – Debt Management: overhauled entire chapter; added purpose, objective, 14 sections to the actual policy, which includes (but is not limited to)</u>

Formatted: List Paragraph, Bulleted + Level: 1 + Aligned at: 0.25" + Indent at: 0.5"

TOWN OF BEACON FALLS FINANCIAL POLICY MANUAL

XIII. DEBT MANAGEMENT

Policy Purpose

The purpose of the Town's Debt Management Policy is to establish the conceptual framework, parameters and guidance in making decisions on capital spending and the issuance and management of debt that funds said capital projects. This policy recognizes infrastructure and other capital needs of the Town as well as the taxpayer's ability to pay while taking into account existing legal, economic, financial and debt market considerations.

Formatted: Font: Bold

Policy Objective

Town debt will be issued for the purpose of funding capital projects as authorized and in compliance with State statutes, Town ordinances, and this Financial Policy Manual. The Town plans long and short-term issuances as-necessary to finance its capital program based on cash flow needs, sources of revenue, capital construction periods, available financing instruments, and market conditions. The Town's Debt Management Plan (separate publication) is structured to layer debt issues for the ensuing 10 – 30 years based on approved projects and anticipated needs.

Formatted: Font: Bold

This policy establishes the standards regarding the timing and purpose for which debt may be issued, types/amounts of permissible debt, method of sale that may be used, and structural features that may be incorporated in the Town's Debt Management Plan. The standards constitute realistic goals that the Town can expect to meet, and will guide but not bind, debt management decisions. Advantages of a debt policy are as follows:

- Enhance the quality of decisions by imposing order and discipline and promoting consistency and continuity in decision making
- Rationalize the decision-making process
- Identify objectives for staff to implement
- Demonstrate a commitment to long-term financial planning

Policy

Formatted: Font: Bold

1. **Borrowing authority:** the Town shall have the power to incur indebtedness by resolution of the Board of Selectmen (and/or the Water Pollution Control Authority if a water/sewer project) and adopted at a Town Meeting vote.
2. **Types of permissible debt:** whenever possible, the Town will first attempt to fund capital projects with state and federal revenues or other grant revenues. The Town will attempt to use dedicated revenues from its various special revenue funds, Non-Recurring Capital fund, and/or unassigned (undesignated) fund balance to fund projects. If these are insufficient or impractical, the Town will use bond financing. General obligation bonds will be issued to finance traditional public improvements and purchases. Revenue or limited obligation bonds may be used within statutory parameters to finance those special projects or programs which directly support the Town's long-term

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

TOWN OF BEACON FALLS FINANCIAL POLICY MANUAL

economic development, housing interests or those which service a limited constituency and are clearly self-supporting. An example of this type of debt is Tax Increment Financing (TIF). The Town may use short-term financing in the form of Bond Anticipation Notes (BANs). BANs may be used to provide interim cash flow, facilitate the timing of bond sales, finance less significant borrowing needs, avoid locking into high, long-term interest rates during periods of market turmoil or to finance projects whose final cost is uncertain or is expected to be mitigated by grants and/or investment earnings. BANs are not to be used to defer the operating budget impact of bonded debt service or to speculate on market rates. BANs will be retired either through cash reserves or through the issuance of long-term bonds in accordance with the Town's Debt Management Plan and as market conditions permit. Long-term capital leases or lease-purchase obligations may be used for vehicles, major equipment, copiers, computers, and other capital items when it is cost justifiable to do so.

- 3. Purpose of debt:** the Town will continue to confine long-term borrowing to capital improvements or projects that cannot be financed with current revenues. The Town will not fund current operations from the proceeds of borrowed funds. Whenever appropriate, the beneficiaries of a project or service will pay for it. For example, if a project is a general function of the government that benefits the entire community, such as the town hall or library, the project will be paid for with general tax revenues or finances with general obligation bonds. Projects benefiting specific users, such as water and sewer facilities, will be issued as general obligation bonds by the Town, using its full faith and credit pledge. The revenues will be derived from user fees or charges (if they exist) or targeted taxes and/or assessments will be used to offset the general obligation debt service.
- 4. Refunding debt:** the Town will continually monitor its outstanding debt with its financial advisor in relation to existing conditions in the debt market and will refund any outstanding debt when sufficient cost savings can be realized. The target threshold for net present value savings should be a minimum of 2%.
- 5. Interest rates:** the Town will attempt to issue debt that carries a fixed interest rate. However, it is recognized that certain circumstances may warrant the issuance of variable rate debt. In those instances, the Town should attempt to stabilize debt service payments through the use of an appropriate stabilization arrangement. The Town will plan and schedule bond sales to obtain a true interest cost at or below the bond yield averages for comparable debt.
- 6. Credit rating:** the Town shall strive (if at all possible) to maintain a AA Standard & Poor's rating or a Aa2 Moody's rating. Therefore, the Town will do everything in its power to monitor the assessment catoeriges for said ratings clesly (management practices, economy and demographics, financial performance, debt management, and long-term liabilities).
- 7. Planning and structuring bond sales;** balanced consideration should be given to each of the following objectives:

Formatted: Font: Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Highlight

Formatted: Highlight

Formatted: Font: Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

TOWN OF BEACON FALLS FINANCIAL POLICY MANUAL

- a. Provide cash in advance to meet project expenses;
- b. Retire debt in the shortest period of time which is fiscally prudent;
- c. Finance projects for a period commensurate with the useful life of the asset;
- d. Schedule new debt to coincide with the retirement of past debt to lessen the impact upon the mill rate;
- e. Minimize the impact of debt service principal and interest payments on annual cash flow; and
- f. Whenever possible, projects with an estimated cost of less than \$250,000 shall not be financed with long-term debt.

8. **Federal regulations:** the Town will

- a. Adhere to the requirements of Rule 15c2-12(b)(5), promulgated by the Securities and Exchange Commission when issuing bonds and will provide to any nationally recognized municipal securities repository, or "NRMSIR", annual financial information and operating data and timely notices of material events with respect to the bonds;
- b. Comply and keep current with all Federal regulations for tax-exempt bonds; and
- c. Comply with arbitrage regulations of the Internal Revenue Code of 1986 – Section 148.

9. **Debt structure:**

- a. **Term:** all capital improvements financed through the issuance of debt will be for a period not to exceed the useful life of the improvements, but in no event shall exceed 20 years (30 years for sewer projects) in accordance with Connecticut General Statutes.
- b. **Bank qualification:** whenever possible, the Town will issue \$10 million or less in tax-exempt **per calendar year** to receive the "Bank Qualified" status on the issue to minimize interest rates paid for bonded projects.
- c. **Small Issuer exemption:** whenever feasible, to qualify under the IRS arbitrage rebate exemption provision as a "Small Issuer", the Town will not issue more than \$15 million in debt in any calendar year of which not more than \$5 million of the issue may be for non-school construction expenditures.
- d. **Call provision:** the Town seeks to minimize the cost from optional redemption call provisions, consistent with its desire to obtain the lowest possible interest rates on its bonds.
- e. **Threshold:** Debt service for bonds and notes paid each year shall not exceed 10% of the General Fund budget of the Town, **(including the Region 16 portion)**. Connecticut General Statute 7-374(b) ~~s~~ limits the amount of indebtedness the Town may have outstanding to seven times the total annual tax collections including interest and lien fees plus the reimbursement for revenue loss on tax relief programs with additional limitations depending on the purpose. The Town shall not exceed 50% of its statutory debt limitation.

Formatted
Formatted: Font: Not Bold
Formatted: Font: Not Bold

Formatted: Font: Bold
Formatted: Font: Bold
Formatted

Formatted: Font: Not Bold
Formatted: Font: Not Bold
Formatted: Font: Not Bold
Formatted: Font: Not Bold
Formatted: Font: Not Bold, Highlight
Formatted: Font: Not Bold

Formatted: Font: Bold
Formatted: Font: Bold
Formatted: Highlight
Formatted: Highlight

Formatted: Font: Bold

TOWN OF BEACON FALLS FINANCIAL POLICY MANUAL

10. Method of sale: debt obligations are issued through competitive sale through the Town's financial advisor. Private and/or negotiated sales are not permitted. Capital leases and/or lease-purchase obligations the Town will also seek to solicit competitive pricing whenever practical.

11. Debt affordability: the First Selectman, Finance Manager and Town's financial advisor will analyze the Town's debt position and the various indicators of municipal credit relative to credit industry standards and the Town's own financial ability. They will examine the following statistical measures to determine debt capacity and compare these ratios to other towns, rating agency standards, and the Town's historical ratios to determine debt affordability. The Debt Management Plan is the primary resource for this evaluation and will be updated as-needed. In order to determine the Town's relative debt position, the Town will primarily use the ratio of annual debt service to the total general fund budget (including Region 16).

12. Debt Service Fund: any balance of budgeted annual debt service appropriation not expended for actual bonded debt service, debt issuance, or debt administration costs, shall remain in the Debt Service Fund at the end of each fiscal year for future fiscal years' debt spending.

13. Debt Management Plan: at a minimum, the Finance Department will present an updated Debt Management Plan annually to the Board of Selectmen and Board of Finance.

14. Secondary market disclosure practices: with the assistance of its financial advisor, the Town will:

- a. File its annual independent audited financial statement with the State Office of Policy and Management within six months of the end of the fiscal year.

~~Purposes for which debt may be issued:~~

~~The Town will issue long term bonds only for the purposes of financing major capital improvements or purchases of land or other property;~~

~~The Town may issue debt to fund emergency projects;~~

- ~~• The Town may not issue debt to fund current operating expenditures unless required to do so pursuant to Connecticut General Statute 7-348;~~

~~• The Town will issue long term bonds only for the purposes of financing major capital improvements or purchases of land or other property;~~

~~• The Town may issue debt to fund emergency projects;~~

~~The Town may issue the following types of debt:~~

- ~~• General obligation bonds;~~
- ~~• Bond anticipation notes (short term/temporary financing);~~
- ~~• Short term borrowing;~~
- ~~• State and federal loan programs;~~

Formatted: Indent: Left: 1.25", No bullets or numbering

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

Formatted

Formatted: Font: Bold

TOWN OF BEACON FALLS FINANCIAL POLICY MANUAL

- ~~Lease-purchase financing.~~
- ~~The following guidelines will be followed when issuing bonds:~~
- ~~No bond issue will be contemplated without first consulting with the Town's financial advisers, town counsel and bond counsel.~~
- ~~Unless otherwise determined, the Town will issue debt via competitive sale;~~
- ~~General obligation bond issues will be structured to allow a portion of the principal amount to be retired each year over the life of the issue;~~
- ~~Connecticut General Statutes limit the amount of indebtedness the Town may have outstanding to seven times the total annual tax collections including interest and lien fees plus the reimbursement for revenue loss on tax relief programs with additional limitations depending on the purpose;~~
- ~~The term of any bond or lease-purchase obligation issue will not exceed the useful life of the capital asset for which the borrowing is intended.~~
- ~~The Town will comply with the following secondary market disclosure practices:~~
- ~~In accordance with State law, the Town will file its annual independent audited financial statement with the State Office of Policy and Management within six months of the end of the fiscal year.~~
- b. ~~The Town will~~ comply with SEC regulations to provide annual financial information and operating data and notices of material events with respect to bond issuances pursuant to Continuing Disclosure Agreements executed at the time of issuing bonds.
- a. ~~Comply with the Electronic Municipal Market Access (EMMA) reporting requirements.~~
- c.
- d. ~~M~~The Town will maintain frequent communications about its financial condition with the credit rating agencies.
- ~~The Town's overall debt structure, including overlapping debt (Region 16), should fall well within statutory limits and should decrease as rapidly as is financially feasible. Whenever possible, the Town will maintain debt at levels equal to or below the median debt ratios used by investors/underwriters and credit analysts. The Town will evaluate the medians annually when published by the State of Connecticut Office of Policy and Management (OPM) and other recognized published medians.~~

Formatted: List Paragraph, Numbered + Level: 2 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1" + Indent at: 1.25"

Formatted: No bullets or numbering

Formatted: Highlight

TOWN OF BEACON FALLS FINANCIAL POLICY MANUAL

XIII. FUND BALANCE

This Fund Balance Policy establishes the procedures for reporting unrestricted fund balance in the General Fund financial statements. Certain commitments and assignments of fund balance will help ensure that there will be adequate financial resources to protect the Town against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures. The policy also authorizes and directs the Town Finance Manager to prepare financial reports which accurately categorize fund balance as per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

Per GASB No. 54, fund balance consists of five categories: Nonspendable, Restricted, Committed, Assigned, and Unassigned (Undesignated):

- **Nonspendable fund balance** consists of funds that cannot be spent due to their form (e.g. inventories and prepaids) or funds that legally or contractually must be maintained intact.
- **Restricted fund balance** consists of funds that are mandated for a specific purpose by external parties, constitutional provisions or enabling legislation.
- **Committed fund balance** consists of funds that are set aside for a specific purpose by the town's highest level of decision-making authority (governing board). Formal action must be taken prior to the end of the fiscal year. The same formal action must be taken to remove or change the limitations placed on the funds.
- **Assigned fund balance** consists of funds that are set aside with the intent to be used for a specific purpose by the town's highest level of decision making authority or a body or official that has been given the authority to assign funds. Assigned funds cannot cause a deficit in unassigned (undesignated) fund balance.
- **Unassigned (Undesignated) fund balance** consists of excess funds that have not been classified in the previous four categories. All funds in this category are considered spendable resources. This category also provides the resources necessary to meet unexpected expenditures and revenue shortfalls.

Nonspendable and Restricted Funds

Nonspendable funds are those funds that cannot be spent because they are either:

- 1) Not in spendable form (e.g. inventories and prepaids)
- 2) Legally or contractually required to be maintained intact

It is the responsibility of the Town Finance Manager to report all Nonspendable funds appropriately in the Town's Financial Statements.

TOWN OF BEACON FALLS
POLICE UNION CONTRACT - POLICE PRIVATE DUTY RATE CALCULATION

Appendix A Evaluation

	07/01/2017	07/01/2018	07/01/2019	07/01/2020	07/01/2021	07/01/2022
Grade B	\$28.650000	\$29.366250	\$29.953575	\$30.702414	\$31.469975	\$32.256724
Grade A	\$29.380000	\$30.114500	\$30.716790	\$31.484710	\$32.271827	\$33.078623
Corporal	\$33.040000	\$33.866000	\$34.543320	\$35.406903	\$36.292076	\$37.199377

In-house

PARTIME&FULLTIME

Weekday Private Duty	18-'19 Rate	19-'20 Rate	20-'21 Rate	21-'22 Rate
Weekend/Holiday Private Duty	\$54.17	\$60.814980	\$63.44	\$64.80
	\$69.22	\$78.086640	\$81.58	\$83.40

School	Calc	18-'19 Rate	19-'20 Rate	*\$15 Rule	20-'21 Rate	21-'22 Rate	21-'22 Rounded	
Weekdays, Weekends, Private Duty	\$69.17	\$69.00	\$75.81		\$78.44	\$79.80	\$80.00	
External Vendors	18-'19 Calc	18-'19 Rounded	19-'20 Calc	19-'20 Rounded	*\$20 Rule	20-'21 Cals	20-'21 Rounded	21-'22
Weekday Private Duty	\$92.01	\$90.00	\$100.84	\$100.00	\$100.00	\$105.32	\$105.00	\$108.12
Weekend/Holiday Private Duty	\$112.01	\$100.00	\$123.80	\$120.00	\$120.00	\$129.72	\$130.00	\$133.41
18-'19	%	19.39%	6.20%	1.45%	5.89%	Vehicle Fuel/Maintenance		
PT/FT	Wages	Retirement	SS	Medc	WC	FRINGE	TOTAL	
wkdy	\$54.17	\$10.50	\$3.36	\$0.79	\$3.19	\$17.84	\$72.01	\$17.99
wkend	\$69.22	\$13.42	\$4.29	\$1.00	\$4.08	\$22.79	\$92.01	\$7.99
19-'20	%	19.39%	6.20%	1.45%	5.89%	Vehicle Fuel/Maintenance		
PT/FT	Wages	Retirement	SS	Medc	WC	FRINGE	TOTAL	
wkdy	\$60.81	\$11.79	\$3.77	\$0.88	\$3.58	\$20.03	\$80.84	\$19.16
wkend	\$78.09	\$15.14	\$4.84	\$1.13	\$4.60	\$25.71	\$103.80	\$16.20

Presented for approval at June 2021 BOS and BOF meetings

20-21	%	20.95%	6.20%	1.45%	5.89%	Vehicle Fuel/Maintenance		
PT/FT	Wages	Retirement	SS	Medc	WC	FRINGE	TOTAL	
wkdy	\$63.44	\$13.29	\$3.93	\$0.92	\$3.74	\$21.88	\$85.32	\$19.68
wkend	\$81.58	\$17.09	\$5.06	\$1.18	\$4.81	\$28.14	\$109.72	\$20.28
20-21	%	22.45%	6.20%	1.45%	5.89%	Vehicle Fuel/Maintenance		
PT/FT	Wages	Retirement	SS	Medc	WC	FRINGE	TOTAL	
wkdy	\$64.80	\$14.55	\$4.02	\$0.94	\$3.82	\$23.32	\$88.12	\$19.88
wkend	\$83.40	\$18.72	\$5.17	\$1.21	\$4.91	\$30.02	\$113.41	\$19.59