

*Town of New Fairfield*  
**4 Brush Hill Road**  
**New Fairfield, CT 06812**

**AGENDA**  
**BOARD OF FINANCE**  
**REGULAR MEETING**  
**WEDNESDAY, July 20, 2022**  
**7:30 PM**  
**VIRTUAL MEETING VIA ZOOM**  
**Meeting Code: <https://zoom.us/j/98166541866>**  
**Or dial in phone: (929) 205-6099**

1. Call to order
2. Pledge of Allegiance
3. Appointments
4. Correspondence/Announcements
5. Public Comment
6. Approval of Minutes – June 13, 2022 special meeting and June 15, 2022 regular meeting
7. Budget Transfers
8. Discussion - Special Education - Katherine Matz - PPS director
9. Discuss and possible vote - Debt Policy - Terry Friedman, Town Treasurer
10. Status - ARPA projects funding status
11. Status - Joint Board Subcommittee for long term capital planning
12. Discuss - In Person Board of Finance meetings
13. Discuss - In Person Public Hours
14. Discuss - Public Comment Policy
15. ONGOING UPDATES
  - a. Medical update
  - b. Legal update
  - c. Year to date expenses review
  - d. Current year revenue update
  - e. Cap&Non (detail: Bridges & Drainage, and Town Properties)
16. Public Comment
17. Future Agenda items
18. Board Member Comments
19. Adjournment

Received by email on 07/14/2022 @ 1:39 p.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield

Town of New Fairfield Summary of Transfers						
Fiscal Year 2021/2022						
						Final Approval
Intra-Departmental Transfers						
\$'s	Transfer From:		\$'s	Transfer To:		
5,000.00	001-4160-0000-000 / 250.00	Unclassified P&B - Unemployment	5,000.00	001-4160-0000-000 / 130.01	Unclassified P&B - OT Contingency	9/23/21
300.00	001-4410-0000-000 / 344.00	Health - Water Tests	300.00	001-4410-0000-000 / 610.00	Health - Materials & Supplies	10/14/21
2,500.00	001-4194-0000-000 / 610.00	Economic Development - M&S	2,500.00	001-4194-0000-000 / 110.00	Economic Development - Salaries	11/9/21
1,000.00	001-4210-0000-000 / 322.00	Police - Education & Training	1,000.00	001-4210-0000-000 / 610.00	Police - M&S	11/9/21
700.00	001-4215-0000-000 / 610.00	Communications Center - M&S	700.00	001-4215-0000-000 / 322.00	Communications Center - Training EMD	12/9/21
800.00	001-4550-0000-000 / 110.00	Library - Salaries	800.00	001-4550-0000-000 / 430.10	Library - Maintenance	12/21/21
5,000.00	001-4161-0000-003 / 332.01	Legal - Labor	5,000.00	001-4161-0000-002 / 332.01	Legal - Tax	12/21/21
5,000.00	001-4215-0000-000 / 110.00	Communication Center - Salaries	5,000.00	001-4215-0000-000 / 130.00	Communication Center - Overtime	1/13/22
2,000.00	001-4215-0000-000 / 112.00	Communication Center - Part-Time Salaries	2,000.00	001-4215-0000-000 / 130.00	Communication Center - Overtime	1/13/22
700.00	001-4550-0000-000 / 110.00	Library - Salaries	700.00	001-4550-0000-000 / 610.04	Library - Technical Supplies	1/27/22
1,000.00	001-4151-0000-000 / 610.00	Board of Finance - M&S	1,000.00	001-4151-0000-000 / 336.00	Board of Finance - Town Audit	1/27/22
400.00	001-4151-0000-000 / 110.00	Board of Finance - Salaries	400.00	001-4151-0000-000 / 336.00	Board of Finance - Town Audit	1/27/22
1,000.00	001-4210-0000-000 / 322.00	Police - Education & Training	1,000.00	001-4210-0000-000 / 610.00	Police - M&S	1/27/22
500.00	001-4210-0000-000 / 742.00	Police - Vehicle Maintenance	500.00	001-4210-0000-000 / 610.00	Police - M&S	1/27/22
20,000.00	001-4210-0005-000 / 130.00	Police - PD SRO Overtime	20,000.00	001-4210-0001-000 / 130.00	Police - PD Overtime	2/10/22
5,000.00	001-4161-0000-008 / 332.01	Legal - ZBA	5,000.00	001-4161-0000-002 / 332.01	Legal - Tax	3/24/22
30,000.00	001-4210-0005-000 / 130.00	Police - PD SRO Overtime	30,000.00	001-4210-0001-000 / 130.00	Police - PD Overtime	3/24/22
7,000.00	001-4220-0000-000 / 610.02	Fire Companies - M&S	7,000.00	001-4220-0001-000 / 430.09	Fire Companies - Maintenance & Repairs	4/14/22
10,000.00	001-4161-1000-003 / 332.01	Legal - Labor	10,000.00	001-4161-1000-004 / 332.01	Legal - General/Other	5/12/22
1,500.00	001-4161-1000-003 / 332.01	Legal - Labor	1,500.00	001-4161-1000-006 / 332.01	Legal - Planning	5/12/22
6,700.00	001-4290-0000-000 / 610.00	OEM - M&S	6,700.00	001-4290-0000-000 / 110.00	OEM - Salaries	5/12/22
20,000.00	001-4210-0005-000 / 130.00	Police - SRO Overtime	20,000.00	001-4210-0001-000 / 130.00	Police - Overtime	5/26/22
2,500.00	001-4220-0000-000 / 322.00	FD - Education & Training	2,500.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repair	5/26/22
1,500.00	001-4220-0000-000 / 610.01	FD - Portable Equipment	1,500.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repair	5/26/22
1,000.00	001-4220-0000-000 / 630.00	FD - Technology	1,000.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repair	5/26/22
3,300.00	001-4310-0000-000 / 291.00	PW - Uniforms	3,300.00	001-4310-0000-000 / 451.00	PW - Road Repair	5/26/22
16,300.00	001-4310-0002-000 / 610.01	PW - Highway and Streets M&S	16,300.00	001-4310-0000-000 / 451.00	PW - Road Repair	5/26/22
4,100.00	001-4310-0000-000 / 421.01	PW - Disposal of Waste	4,100.00	001-4310-0000-000 / 451.00	PW - Road Repair	5/26/22
300.00	001-4310-0004-000 / 610.01	PW - Safety Committee	300.00	001-4310-0000-000 / 451.00	PW - Road Repair	5/26/22
2,694.09	001-4120-0000-000 / 340.00	Town Clerk - Indexing & Microfilming	2,694.09	001-4120-0000-000 / 610.00	Town Clerk - M&S	6/9/22
1,250.00	001-4120-0000-000 / 342.00	Town Clerk - Ordinance Update	1,250.00	001-4120-0000-000 / 610.00	Town Clerk - M&S	6/9/22
90.00	001-4120-0000-000 / 341.00	Town Clerk - Vital Statistics	90.00	001-4120-0000-000 / 610.00	Town Clerk - M&S	6/9/22
1,500.00	001-4310-0000-000 / 742.01	PW - Trucks & Equipment	1,500.00	001-4310-0000-000 / 451.00	PW - Road Repair	6/23/22
8,500.00	001-4310-0000-000 / 423.00	PW - Contracted Services	8,500.00	001-4310-0000-000 / 451.00	PW - Road Repair	6/23/22
4,100.00	001-4310-0002-000 / 610.01	PW - Highway & Streets M&S	4,100.00	001-4310-0000-000 / 451.00	PW - Road Repair	6/23/22
7,000.00	001-4220-0000-000 / 322.00	FD - Education & Training	7,000.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repair	6/23/22

**Town of New Fairfield Summary of Transfers**

**Fiscal Year 2021/2022**

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**Inter-Departmental Transfers**

<b><u>\$'s</u></b>	<b><u>Transfer From:</u></b>		<b><u>\$'s</u></b>	<b><u>Transfer To:</u></b>	<b><u>Approval</u></b>
3,900.00	001-4164-0007-000 / 430.00	Business Machines - Systems Admin	3,900.00	001-4215-0000-000 / 130.00	Communications Center - Overtime
	Reason: Staff Shortage at the Communication Center				02/10/22 BOS 02/16/22 BOF
5,000.00	001-4197-0000-000 / 110.00	Land Use Salaries	5,000.00	001-4215-0000-000 / 130.00	Communications Center - Overtime
	Reason: Staff Shortage at the Communication Center				03/10/22 BOS 03/16/22 BOF
7,500.00	001-4197-0000-000 / 110.00	Land Use Salaries	7,500.00	001-4215-0000-000 / 130.00	Communications Center - Overtime
	Reason: Staff Shortage at the Communication Center				04/14/22 BOS 04/20/22 BOF
495.00	301-4340-0002-000 / 700.14	Cap & Non Town Properties - PD Furniture	495.00	301-4210-0000-000 / 742.02	Cap & Non Police
	Increased Cost of Bullet-Proof Vests				05/12/22 BOS 05/18/22 BOF
573.75	001-4150-0000-000 / 610.00	Finance - M&S	573.75	001-4151-0000-000 / 610.00	Board Of Finance - M&S
	Town Tribune Budget Publication				05/12/22 BOS 05/18/22 BOF
2,500.00	001-4160-0000-000 / 140.00	Unclassified Payroll & Benefits - Salary Adj	2,500.00	001-4215-0000-000 / 112.00	Communications Center - Part-Time Salaries
	Staff Shortage and Net Impact of Budget Adjustments due to timing of Union Contract				05/12/22 BOS 05/18/22 BOF



**TOWN OF NEW FAIRFIELD  
FISCAL 2021-2022  
Inter-Department Transfer**

<u>\$'S</u>	<u>TRANSFER FROM:</u>	<u>\$'S</u>	<u>TRANSFER TO:</u>
10,000.00	001-4164-0000-000 / 615.00 Business Machines - Postage	10,000.00	001-4195-0000-000 / 620.03 Utilities - Gasoline & Diesel
	To fill up tanks		
<b>10,000.00</b>		<b>10,000.00</b>	

*Approved at the BOS meeting on 06/23/2022  
To be submitted at the BOF meeting on 07/20/2022*

**TOWN OF NEW FAIRFIELD  
FISCAL 2021-2022  
Additional Appropriation - Town Meeting Required**

<u>\$'S</u>	<u>TRANSFER FROM:</u>		<u>\$'S</u>	<u>TRANSFER TO:</u>	
69,500.00	E25321	General Fund - Unreserved	69,500.00	301-4210-0000-000 / 742.02	Cap & Non - Police Cars & Equipment
	To purchase vehicle and equipment for additional SRO				
40,500.00	E25321	General Fund - Unreserved	40,500.00	001-4160-0000-000 / 110.00	Police - Salaries
	Salary for additional SRO				
5,000.00	E25321	General Fund - Unreserved	5,000.00	301-4210-0000-000 / 742.02	Cap & Non - Police Cars & Equipment
	Shortfall to purchase vehicle due to increased cost				
58,000.00	E25321	General Fund - Unreserved	58,000.00	001-4215-0000-000 / 112.00	Communications Center - Part-Time Salaries
	To hire additional part-time staff to increase coverage at the dispatch center				
22,500.00	E25321	General Fund - Unreserved	22,500.00	001-4221-0000-000 / 338.01	Ambulance / Paramedic
	Provider asked for 5% increase instead of anticipated 2% due to severe impact of Covid on operations				
<b>195,500.00</b>			<b>195,500.00</b>		

*Approved at the BOS meeting on 06/23/2022 and 07/14/2022*

*To be submitted at the BOF meeting on 07/20/2022*

*To be submitted at Town Meeting (TBD)*

POWERSCHOOL  
 DATE: 07/15/2022  
 TIME: 13:02:24

TOWN OF NEW FAIRFIELD  
 REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='001'  
 ACCOUNTING PERIOD: 13/22

SORTED BY: FUND,1ST SUBTOTAL,ACCOUNT  
 TOTALED ON: 1ST SUBTOTAL  
 PAGE BREAKS ON:

FUND-001 GENERAL FUND  
 1ST SUBTOTAL-R3110000 PROPERTY TAXES

ACCOUNT	TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
R3110001	PROPERTY TAXES	51,282,280.00	-3,249.54	.00	51,147,172.13	135,107.87	99.74
R3110002	PROPERTY TAXES - PRIOR	.00	-51,940.40	.00	367,489.00	-367,489.00	.00
R3111002	INTEREST LIENS & FEES	155,000.00	8,054.83	.00	317,058.95	-162,058.95	204.55
R3111003	MOTOR VEHICLE SUPPLEMENT	470,000.00	2,937.10	.00	623,630.66	-153,630.66	132.69
TOTAL PROPERTY TAXES		51,907,280.00	-44,198.01	.00	52,455,350.74	-548,070.74	101.06
1ST SUBTOTAL-R3200000 LICENSES & PERMITS							
R3200002	HEALTH	35,000.00	4,000.00	.00	43,809.05	-8,809.05	125.17
R3200003	ZONING BOARD OF APPEALS	13,000.00	1,032.00	.00	9,632.00	3,368.00	74.09
R3200004	ZONING	40,000.00	3,354.00	.00	33,117.00	6,883.00	82.79
R3200005	BUILDING	266,000.00	44,816.00	.00	290,472.08	-24,472.08	109.20
R3200006	INLAND WETLANDS	8,000.00	125.00	.00	9,233.00	-1,233.00	115.41
R3200007	PLANNING	.00	.00	.00	100.00	-100.00	.00
R3200008	ENVIRONMENTAL ENFORCEMEN	7,500.00	808.00	.00	10,204.00	-2,704.00	136.05
R3200009	PUBLIC WORKS FEES	2,500.00	300.00	.00	5,100.00	-2,600.00	204.00
R3200010	FIRE MARSHALL FEES	4,335.00	260.00	.00	4,810.00	-475.00	110.96
R3200099	OTHER LICENSES & PERMITS	13,000.00	1,335.00	.00	9,880.00	3,120.00	76.00
TOTAL LICENSES & PERMITS		389,335.00	56,030.00	.00	416,357.13	-27,022.13	106.94
1ST SUBTOTAL-R3300000 GRANTS							
R3300009	VETERANS EXEMPTION	17,000.00	.00	.00	16,122.88	877.12	94.84
R3300033	EMERGENCY MGMT PERF GRAN	7,002.00	.00	.00	13,729.44	-6,727.44	196.08
R3300034	MUNI STABILIZATION GRANT	265,666.00	.00	.00	265,666.00	.00	100.00
R3303001	TOWN AID ROAD	275,198.00	.00	.00	275,458.73	-260.73	100.09
R3303007	AID TO ELDERLY RELIEF	.00	.00	.00	1,554.75	-1,554.75	.00
R3303009	JUDICIAL	2,000.00	.00	.00	2,790.00	-790.00	139.50
R3303013	PILOT-STATE PROPERTY	18,997.00	.00	.00	14,016.31	4,980.69	73.78
R3303015	MUNICIPAL REVENUE SHARIN	1,149.00	-4,980.89	.00	1,149.00	.00	100.00
R3303020	FEMA	.00	.00	.00	25,461.84	-25,461.84	.00
R3303030	MUNI AID FUNDING/MRSA	.00	4,980.89	.00	4,980.89	-4,980.89	.00
R3305012	LOCIP	78,666.00	.00	.00	78,686.00	-20.00	100.03
R3305053	EDUCATION ECS	3,292,608.00	.00	.00	3,424,531.00	-131,923.00	104.01
R3305056	SPECIAL EDUCATION	351,000.00	.00	.00	351,000.00	.00	100.00
TOTAL GRANTS		4,309,286.00	.00	.00	4,475,146.84	-165,860.84	103.85
1ST SUBTOTAL-R3400000 LOCAL REVENUES							
R3400001	INTEREST INCOME	350,000.00	.00	.00	66,400.45	283,599.55	18.97
R3400006	GAIN/(LOSS) ON INVESTMEN	.00	.00	.00	-9,380.00	9,380.00	.00
R3402012	SENIOR SERVICES PROGRAMS	14,000.00	2,054.00	.00	20,801.00	-6,801.00	148.58
R3404005	TOWN CLERK RECEIPTS	100,000.00	9,092.00	.00	137,463.75	-37,463.75	137.46
R3404999	TOWN ENGINEER	5,000.00	.00	.00	6,005.19	-1,005.19	120.10
R3410199	OTHER LOCAL REVENUES	7,000.00	.00	.00	21,007.66	-14,007.66	300.11
R3415004	REAL ESTATE CONVEYANCE	350,000.00	38,406.25	.00	410,780.89	-60,780.89	117.37
R3416011	TELEPHONE LINE ACCESS	20,000.00	.00	.00	18,190.18	1,809.82	90.95
R3420009	STUDENT TUITION	400,000.00	108,340.32	.00	433,361.31	-33,361.31	108.34

POWERSCHOOL  
 DATE: 07/15/2022  
 TIME: 13:02:24

TOWN OF NEW FAIRFIELD  
 REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='001'  
 ACCOUNTING PERIOD: 13/22

SORTED BY: FUND,1ST SUBTOTAL,ACCOUNT  
 TOTALED ON: 1ST SUBTOTAL  
 PAGE BREAKS ON:

FUND-001 GENERAL FUND  
 1ST SUBTOTAL-R3400000 LOCAL REVENUES

ACCOUNT - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
R3422006 POLICE PRIVATE DUTY	27,000.00	900.00	.00	29,370.00	-2,370.00	108.78
R3422007 EMS/PARAMEDIC BILLING	300,000.00	.00	.00	196,482.03	103,517.97	65.49
TOTAL LOCAL REVENUES	1,573,000.00	158,792.57	.00	1,330,482.46	242,517.54	84.58
TOTAL REPORT	58,178,901.00	170,624.56	.00	58,677,337.17	-498,436.17	100.86



# CAPITAL & NONRECURRING ACCOUNT

		Balance	Budget		Available	Expenses		Encumbered	
		July 1, 2021	FY 21-22	Transfers	Funds	thru		Funds thru	
<u>Account #'s</u>	<u>Name</u>	<u>July 1, 2021</u>	<u>FY 21-22</u>	<u>Transfers</u>	<u>FY 21-22</u>	<u>6/30/2022</u>	<u>Balance</u>	<u>6/30/2022</u>	<u>Balance</u>
301-4110-0000-000 / 000.00	Lake Studies	21,735.04			21,735.04	3,302.00	18,433.04	7,672.50	10,760.54
301-4150-0000-000 / 700.04	Boat Dock Replacement Lock Box	36,023.99			36,023.99	9,000.00	27,023.99	1.00	27,022.99
301-4153-0000-000 / 337.01	Revaluation	84,558.81	40,000.00		124,558.81		124,558.81	124,558.81	-
301-4164-0001-000 / 740.02	Business Machines & Equip.	2,645.49	39,000.00		41,645.49	22,318.00	19,327.49	-	19,327.49
301-4192-0000-000 / 700.05	Zoning Regulations Maintenance	52,700.00	8,000.00		60,700.00		60,700.00		60,700.00
301-4196-0000-000 / 700.06	13 & 15 Route 37 Property Purchase	-		425,000.00	425,000.00	425,000.00	-		-
301-4210-0000-000 / 742.02	Police Cars & Equipment	311.28	55,600.00	141,590.00	197,501.28	120,981.14	76,520.14	65,270.35	11,249.79
301-4220-0000-000 / 700.14	Fire Co.	42,277.53	125,000.00	62,268.14	229,545.67	9,766.78	219,778.89	32,062.95	187,715.94
301-4220-0001-000 / 700.14	Paramedic Capital	21,383.79			21,383.79		21,383.79		21,383.79
301-4290-0000-000 / 740.05	Emergency Planning Capital	10,281.44	1,700.00		11,981.44	5,762.17	6,219.27	-	6,219.27
301-4295-0000-000 / 700.14	Animal Control	17,363.96			17,363.96		17,363.96		17,363.96
301-4330-0000-000 / 742.03	Public Works Trucks & Equip.	252,930.03	139,000.00		391,930.03	271,721.19	120,208.84	76,141.37	44,067.47
301-4330-0001-000 / 742.04	Bridge & Drainage	416,392.71	139,500.00	(67,873.05)	488,019.66	67,329.64	420,690.02	51,724.25	368,965.77
301-4330-0002-000 / 742.05	Musket Ridge Bridge	(1,874.69)			(1,874.69)		(1,874.69)		(1,874.69)
301-4340-0003-000 / 700.09	Police Dept. Oil Tank R&R	2,757.54			2,757.54		2,757.54	1.00	2,756.54
301-4340-0000-000 / 700.14	Town Properties Capital	371,501.76	60,000.00		431,501.76	235,945.24	195,556.52	28,478.77	167,077.75
301-4340-0002-000 / 700.14	Town Properties-Furniture	3,593.47	3,000.00	(495.00)	6,098.47	1,541.52	4,556.95	-	4,556.95
301-4410-0000-000 / 742.02	Health Department (Cars & Equipment)	-	-	26,307.00	26,307.00	-	26,307.00	7,923.00	18,384.00
301-4410-0000-000 / 742.07	Health Department (COVID)	127,010.42			127,010.42	17,974.10	109,036.32	14,943.50	94,092.82
301-4510-0000-000 / 700.14	Recreation Capital	116,903.97			116,903.97	12,762.74	104,141.23	5,112.26	99,028.97
301-4550-0000-000 / 457.00	Library Renovations	47,639.65		17,039.00	64,678.65	22,074.93	42,603.72	-	42,603.72
301-4900-0000-000 / 002.11	BOE Capital	-	93,389.00		93,389.00	93,389.00	-		-
301-4900-0000-000 / 003.11	Fire Co. Reserve	-	159,413.00		159,413.00	159,413.00	-		-
Appropriated Fund Balance		1,626,136.19	863,602.00	603,836.09	3,093,574.28	1,478,281.45	1,615,292.83	413,889.76	1,201,403.07
Unappropriated Fund Balance:	\$61,182.37								



