

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

**AGENDA**  
**BOARD OF FINANCE**  
**REGULAR MEETING**  
**WEDNESDAY, September 20, 2023**  
**7:30 PM**  
**VIRTUAL MEETING VIA ZOOM**  
**Meeting Code:** <https://zoom.us/j/97056750487>  
**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 – July 19, 2023 regular meeting, July 24, 2023 special meeting
7. Budget Transfers
8. Update - ARPA project status
9. Update / Discuss - Medical Subcommittee's 09/14/2023 meeting - Thora
10. Discuss - Planning Commission's 'Listening Session' request
11. Update - Policies and Procedures - Olga
12. 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)
13. Public Comment
14. Future Agenda items
15. Board Member Comments
16. Adjournment

Received by email on 09/15/2023 @ 8:30 a.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield

## ARPA PROJECT UPDATE

In October 2022, the Town approved allocation of American Rescue Plan (ARPA) funds to the ten projects described below. I am pleased to report that we have completed 3 projects, have made significant progress on 5 others and are in the beginning stages of the remaining two. I have provided brief updates on each project.

### Business/Commercial Sewer Design and Permitting \$1.6 million

Most septic systems serving our small businesses in the center of Town are close to 30 years old and some are starting to experience failures. The business/commercial zone is located above the largest drinking water aquifer in New Fairfield, presenting a potential environmental concern should these systems fail. Ball Pond Brook, which discharges directly to Candlewood Lake, passes through the business/commercial zone and is also at risk of contamination from aging septic systems. Reliance on septic systems also severely restricts both the types of businesses that can operate in Town and the potential growth of our existing small businesses. The project could be expanded to include New Fairfield schools and Town buildings, also served by aging septic systems.

**Work continues toward a “shovel ready” sewer project for the New Fairfield business/commercial district and schools. The contracted engineering firm has completed an aerial survey of the proposed sewer route and will be conducting soil borings along the route in upcoming months. The engineers have also identified permitting requirements and begun work on the preliminary design documents. We are pursuing funding opportunities for the project.**

### CoA Firehouse Renovations \$455,000

The modifications will include providing additional accommodations for contracted paramedics, showers for use by members after fighting fires, a modern gear washer and dryer and a new air compressor to fill SCBA bottles.

**The project has been completed.**

### Beach House Reconstruction \$700,000

The Town has long recognized the need to reconstruct the Beach House at the Town Park.

**The survey of the property is complete, and demolition plans for the old building have been completed. The Architect has developed preliminary plans for a beach house on the same footprint as the existing building. The facility will include changing rooms, rest rooms, a medical room, concession area and community room. Demolition of the old building is expected later this year.**

### Small Business Grants \$150,000

The Economic Development Commission has proposed funding grants to local small businesses impacted by the pandemic.

**The EDC has provided grants to 20 local small businesses impacted by the pandemic. They have also expanded the grant program to impacted not-for-profit organizations.**

**Premium Pay for Public Health and Safety Employees \$265,000**

The working group recommended premium pay for public health and safety employees and volunteer firefighters.

**This project is complete.**

**Ball Pond Watershed Stormwater Drainage \$150,000**

Over several decades, stormwater drainage has caused severe erosion and flooding in the neighborhoods located between Ball Pond and Putnam Lake, impacting numerous homeowners in the area. The Town Engineer is proposing the study and design of stormwater mitigation measures to control the flow of stormwater in the area.

**The Town Engineer has worked with a consulting engineer to design a stormwater detention system to mitigate the erosion and flooding caused by stormwater flows in this area. Subsequently, they have identified property to be purchased by the Town for construction of storm water retention structures and have negotiated necessary purchase agreements. Following required town approvals of the land purchases, final designs will be completed to elevate the project to shovel-ready status. We are pursuing funding opportunities for the project.**

**Community Center Feasibility Study \$25,000**

Many residents support the concept of a Community Center in New Fairfield. Before moving forward, several important questions need to be answered before any decisions are made. With that in mind, we are proposing a feasibility study to explore the possibility of a Community Center in Town.

**Preliminary discussions have been held with our architectural consultant to determine the approximate building size to accommodate the needs of Parks and Recreation and Social Services. The most critical phase of this project will be community forum, beginning this fall, to identify the needs of Town residents.**

**Emergency Housing Fund \$25,000**

After reviewing the needs in the community, the Social Services Director has recommended the creation of an Emergency Housing Fund to assist residents who may be on the verge of homelessness.

**The fund has been established.**

**Public Safety Improvements \$615,000**

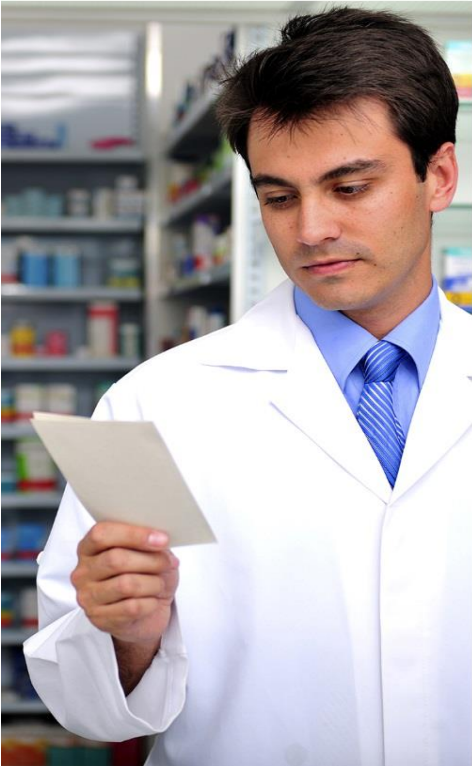
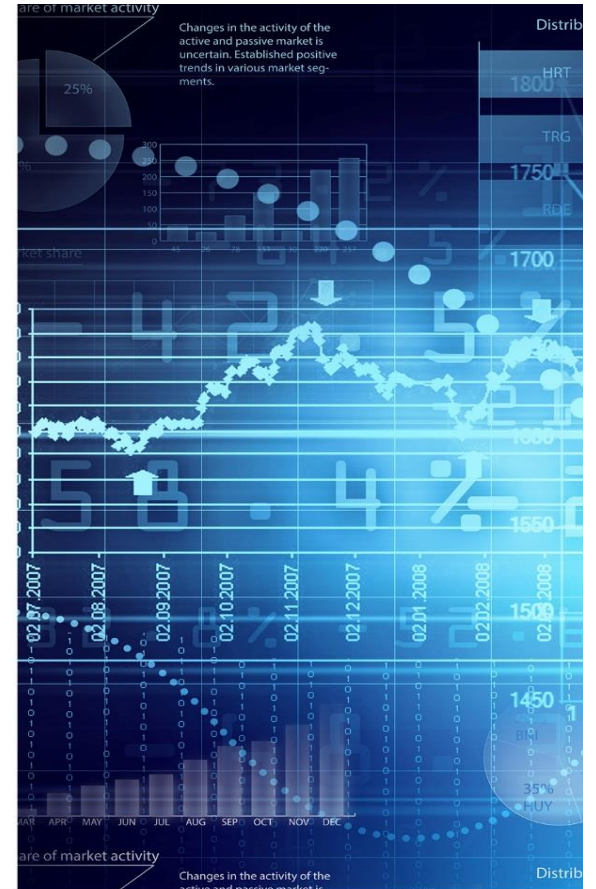
The Emergency Management Director and Resident Sergeant have made recommendations on security improvements to Town buildings and Communications infrastructure.

**Communications equipment has been specified and ordered.**

**Fire Marshal Vehicle \$65,000**

The Fire Marshal currently uses his personal vehicle when responding to emergency events. The Fire Marshal vehicle should be clearly marked and visible for both the Marshal's safety and to designate official business. All Town Officials are provided with Town vehicles for the same reasons.

**A vehicle has been specified and will be purchased subject to availability.**



GROUP BENEFITS EXPERIENCE ANALYSIS - YEAR END 2022-2023 & PLAN YEAR 2023-2024

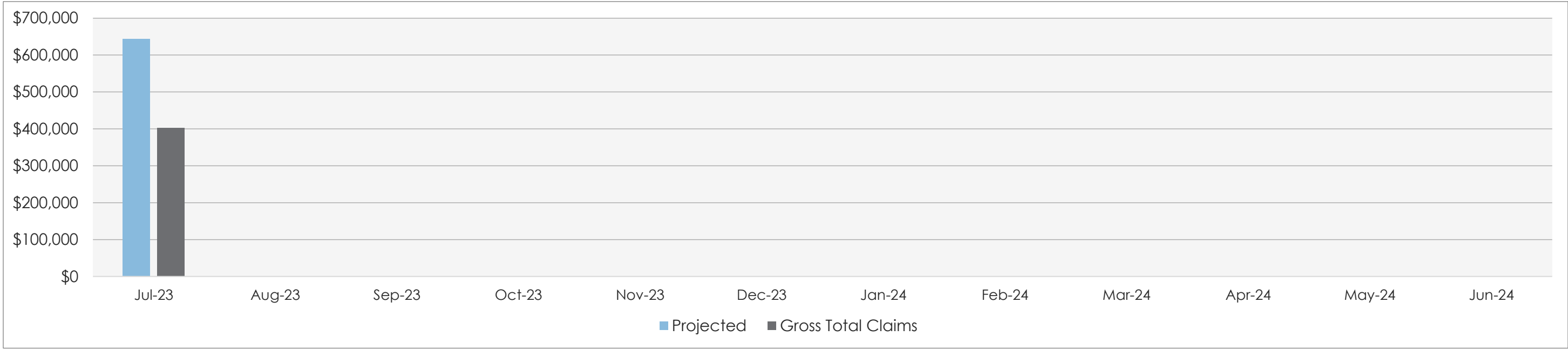
# New Fairfield, Town & BOE

Thomas Kowalchik | Moira Shigo | Alisa Sullivan  
[www.usi.com](http://www.usi.com)





Town of New Fairfield & New Fairfield BOE  
 Medical / Rx Plan - Anthem  
 Current Plan Year Cost Summary  
 July 2023 to June 2024



	Enrollment		Fixed Costs			Forecasted Claims	Paid Claims					Total Plan Costs			Position
	Medical/Rx Ees	Dental Ees	Admin Fees	Stop Loss Premium	Total	Projected	Medical Claims	Rx Claims	Dental Claims	Gross Total Claims	Claims / Ee	Budget Cost	Actual Gross Cost	Budget vs. Actual	Gross Claims / Projected
Jul-23	303	317	\$22,238	\$39,663	\$61,901	\$644,301	\$358,178	\$31,390	\$12,922	\$402,490	\$1,326.46	\$604,167	\$464,390	\$139,777	62.5%
Aug-23															
Sep-23															
Oct-23															
Nov-23															
Dec-23															
Jan-24															
Feb-24															
Mar-24															
Apr-24															
May-24															
Jun-24															
<b>Totals</b>	<b>303</b>	<b>317</b>	<b>\$22,238</b>	<b>\$39,663</b>	<b>\$61,901</b>	<b>\$644,301</b>	<b>\$358,178</b>	<b>\$31,390</b>	<b>\$12,922</b>	<b>\$402,490</b>	<b>\$1,326.46</b>	<b>\$604,167</b>	<b>\$464,390</b>	<b>\$139,777</b>	<b>62.5%</b>
													<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
												<b>\$604,167</b>	<b>\$464,390</b>	<b>\$139,777</b>	<b>62.5%</b>

Notes

1. Specific Stop Loss is \$200,000.



**March 13, 2014**

**To: Board of Finance**

**From: Wes Marsh**

**Subj: Feedback for 2014-2024 Plan of Conservation & Development**

**Board of Finance response to Planning Commission - June 15, 2011**

Please take a look at the next two pages. They were our response to a request from the Planning Commission in 2011 for us to suggest recommendations to update the town's POCD (Plan of Conservation and Development).

In late February 2014, I received a memo from Cynthia Ross-Zweig, chair of the Planning Commission, along with one copy of the 145-page draft plan of the 2014-2024 POCD. This memo and draft plan also went to the BoS, Zoning Commission, and Inland /Wetlands Commission.

The Planning Commission would like us to review this 145-page document and provide feedback for their March 24<sup>th</sup> meeting. I sent Cynthia an email asking if the document was online because I felt it would be difficult for us to share a 145-page document and be able to provide feedback by March 24<sup>th</sup>. The document is not online and Cynthia told me that she would ask their consultant to get it online.

**I thought that we could review our 2011 recommendations and agree that they are still valid and add any others that we could think of. I will bring the one copy I have of the POCD to our March 19<sup>th</sup> meeting as a reference.**



## BoF Recommendations – dated June 15, 2011

Board of Finance members' recommendations to the Planning Commission for the update to the **Town of New Fairfield's Plan of Conservation and Development**

Specifically to get ideas and direction on what the town should look like in the next five, ten and twenty years.

These recommendations were introduced and discussed at the BoF meeting on June 15, 2011 by board members and are a consolidation

### General Thoughts:

- we need a program where the BoS, BoF, and BoE can create and coordinate their capital investment strategies jointly
- we all need to do a better job on paying attention to the town's 5 year plan
- we need to encourage people to vote (referendums, budgets, town meetings); the visible civic responsibility level in town is low
- we all should review more frequently the town's 10 and 20 year plans to ensure that the 5 year plan is building to them
- Build up the un-appropriated Cap&Non fund to diminish the need for borrowing for most capital projects

### Conservation Themes:

Natural Resources – work with BoS to consider open space set asides to protect water quality (this is already in the town plan but needs accomplishment dates)

Open Space – work with BoS to establish an open space acquisition fund and set aside funds to acquire open space (this needs to be discussed before next budget)

Historical Resources – work with BoS to enable economic incentive programs, like tax abatement, for preserving historic resources (this has not been done yet). We also might look at setting aside funds.

### Development Themes:

Community Structure – the center of town must be expanded to allow more pedestrian walkways,/sidewalks, more businesses, and more parking. Pedestrian friendly and beautification should be the focus to encourage accessibility to town and commercial buildings.

Housing and Residential Development – ease zoning so that a range of housing types could be considered to accommodate the diverse needs of families, singles, seniors, and retirees with empty nests. One example would be cluster housing where the housing lots are smaller (1/2 acre or less) to allow for more open space

in the development to be used jointly by the homeowners to create a mini-neighborhood. This would also help to encourage affordable housing. Encourage green construction/building techniques

Business and Economic Development – ease zoning so that businesses would be encouraged to locate in New Fairfield and build out from the town center to candlewood corners and sawmill road

### **Infrastructure Themes:**

Community facilities and services –

1. create space in town center for telecommuters to work and communicate (internet friendly space to provide services for the evolving work place)
  2. evaluate current usage of hiking trails and bike paths to verify need for additional and create more if necessary
  3. expand facilities for the arts in town both indoor and outdoor
  4. evaluate current ball fields usage to verify need for additional and create more if necessary
  5. expand / renovate library for increased services and solve parking problem
  6. build a sports field house to enable sports playing year round
  7. improve traffic control around schools and candlewood corners
  8. work to reduce the town's and schools' carbon footprint, for example, integrate solar panels for power; use LED lights where applicable
  9. ensure sewer avoidance plan is updated to reflect current conditions
  10. look at revising existing tax relief program for elderly homeowners
  11. ensure roadways / bridges are maintained / enhanced where appropriate
  12. expand mass transit capabilities to accommodate the increasing town center size
  13. continue to update commuter facilities
- Keep town wireless communications up to date

**Board of Finance's** proposed participation in the 2014-24 N.F. Plan of Conservation and Development's prepared by the N.F. Planning Commission

The Town should assess its operations, services and facilities, determine where there are unmet needs or changes that need to be addressed, and prepare a logical plan for meeting the demands of a Town set for slow, steady growth.	BOS/ BOF/ PBC/SS
The Town should pursue a variety of funding sources at both the state and federal levels to develop affordable housing or to leverage additional public, non-profit and private sector funds to complete the financing for affordable housing developments.	BOS/PC/ BOF
The Town should explore the potential of developing a limited equity-housing program in conjunction with a local non-profit organization.	BOS/ BOF
The Town should assess the possibility of tax deferments for new or expanded businesses.	BOS/BOF/ ASSESSOR
The Town should investigate the potential for establishing a Village Improvement District for the Town Center, which would function the same as special services district as authorized under Section 7-339m of the Connecticut state statutes.	BOS/ BOF
Prepare and regularly update a Town Open Space Action Plan that addresses priority parcels for open space acquisition, identifies possible greenway connections and trails, etc.	PC/CIW/ PARKS/BOS/ BOF
Draft a strategic facilities plan for accomplishing needed upgrades or expansions to the Town Hall and Public Library facilities, including appropriate funding sources.	PBC/LB/BOS/ BOF
Ensure that there are no physical or technical barriers to information sharing and collaboration between Town departments. If necessary, incorporate applicable software and hardware upgrades into the capital improvements plan to improve compatibility between groups.	BOS/ BOF
Continue to focus on public safety services for future capital investment. Expansion will likely be necessary over the coming decade for fire and emergency services.	BOS/BOF/ OEM/FD
Include in the Capital Improvements Budget plans for expansion of sidewalks and bike trails throughout Town to allow residents to walk or bike to Town services and other destinations. As appropriate, seek grants such as Safe Routes to School to allow children to walk safely to school and fund pedestrian infrastructure expansion.	BOF/ PW
Collaborate with CT DOT and DEEP to study the creation of a walking/biking trail along Route 37 adjacent to Lake Margerie Reservoir to provide a safe recreational trail as well as aesthetic improvements to the Town's gateway corridor. As appropriate, seek funding through the National Recreational Trails Program and other sources.	BOF/ PW
Support open space and agricultural lands preservation in appropriate locations, such as by including acquisition as a goal in the Capital Improvement Plan.	CIW/BOS/ BOF
Create a procurement policy for office supplies, furniture, and other goods that favors products made of recycled or renewable materials.	BOS/ BOF

**Town of New Fairfield Summary of Transfers**

**Fiscal Year 2022/2023**

						<b>Final</b>
						<b>Approval</b>

**Intra-Departmental Transfers**

<b><u>\$'s</u></b>	<b><u>Transfer From:</u></b>		<b><u>\$'s</u></b>	<b><u>Transfer To:</u></b>		
10,000.00	001-4215-0000-000 / 112.00	Comm. Center - Part-Time Salaries	10,000.00	001-4215-0000-000 / 130.00	Communicaiton Center - Overtime	10/27/22
3,000.00	001-4161-0000-008 / 332.01	Legal - ZBA	3,000.00	001-4161-0000-007 / 332.01	Legal - Zoning	10/27/22
17,000.00	001-4215-0000-000 / 112.00	Comm. Center - Part-Time Salaries	17,000.00	001-4215-0000-000 / 130.00	Communicaiton Center - Overtime	12/8/22
1,500.00	001-4210-0000-000 / 322.00	PD - Education & Training	1,500.00	001-4210-0000-000 / 610.00	PD - Materials & Supplies	1/12/23
40,000.00	001-4210-0005-000 / 130.00	PD - SRO Overtime	40,000.00	001-4210-0001-000 / 130.00	PD - Overtime	1/12/23
2,300.00	001-4161-0000-003 / 332.01	Professional Services - Legal Labor	2,300.00	001-4161-0000-000 / 334.01	Professional Services - Consulting	1/12/23
83.23	001-4220-0000-000 / 610.02	Fire Companies - M&S	83.23	001-4220-0002-000 / 740.00	Fire Companies - Hydrants	2/28/23
40,000.00	001-4210-0005-000 / 130.00	Police - SRO Overtime	40,000.00	001-4210-0001-000 / 130.00	Police - Overtime	4/13/23
7,000.00	001-4215-0000-000 / 112.00	Communication Center - Part-time Salaries	7,000.00	001-4215-0000-000 / 130.00	Communication Center - Overtime	4/13/23
15,000.00	001-4310-0002-000 / 610.01	PW - Highway and Streets M&S	15,000.00	001-4310-0000-000 / 423.00	PW - Contracted Services	4/13/23
6,500.00	001-4161-0000-002 / 332.01	Legal - Tax	6,500.00	001-4161-0000-007 / 332.01	Legal - Zoning	4/13/23
4,000.00	001-4220-0000-000 / 423.01	FD - Contracted Services	4,000.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repairs	5/1/23
4,000.00	001-4220-0000-000 / 322.00	FD - Education & Training	4,000.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repairs	5/1/23
2,220.00	001-4210-0000-000 / 291.00	Police - Uniforms	2,220.00	001-4210-0000-000 / 430.07	Police - Equipment Maintenance	5/1/23
300.00	001-4310-0004-000 / 610.01	Public Works - Safety Committee M&S	300.00	001-4310-0000-000 / 451.00	Public Works - Road Repair	5/1/23
2,700.00	001-4310-0000-000 / 291.00	Public Works - Uniforms	2,700.00	001-4310-0000-000 / 451.00	Public Works - Road Repair	5/1/23
10,000.00	001-4310-0000-000 / 130.00	Public Works - Overtime	10,000.00	001-4310-0000-000 / 451.00	Public Works - Road Repair	5/1/23

10,000.00	001-4310-0000-000 / 120.01	Public Works - Seasonal Personnel	10,000.00	001-4310-0000-000 / 451.00	Public Works - Road Repair	5/1/23
18,000.00	001-4310-0003-000 / 610.01	Publi Works - Snow M&S	18,000.00	001-4310-0000-000 / 451.00	Public Works - Road Repair	5/1/23
400.00	001-4440-0000-000 / 110.00	Social Services - Salaries	400.00	001-4440-0000-000 / 610.00	Social Services - M&S	5/1/23
5,000.00	001-4195-0000-000 / 626.00	Utilities - Gasoline & Diesel	5,000.00	001-4195-0005-000 / 620.03	Utilities - Fuel Oil	5/11/23
1,037.00	001-4151-0000-000 / 801.00	BOF - Contingency	1,037.00	001-4151-0000-000 / 336.00	BOF - Town Audit	5/11/23
8,000.00	001-4220-0000-000 / 322.00	FD - Education & Training	8,000.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repairs	5/11/23
4,650.00	001-4220-0000-000 / 423.01	FD - Contracted Services	4,650.00	001-4224-0000-000 / 610.02	FD - M&S	5/11/23
350.00	001-4194-0000-000 / 610.00	Economic Development Comm - M&S	350.00	001-4194-0000-000 / 110.00	EDC - Salaries	5/11/23
3,000.00	001-4161-0000-005 / 332.01	Legal - Health	3,000.00	001-4161-0000-004 / 332.01	Legal - General	5/11/23
2,915.00	001-4161-0000-005 / 332.01	Legal - Health	2,915.00	001-4161-0000-003 / 332.01	Legal - Labor	5/11/23
1,000.00	001-4161-0000-002 / 332.01	Legal - Tax	1,000.00	001-4161-0000-003 / 332.01	Legal - Labor	5/11/23
4,200.00	001-4161-0000-006 / 332.01	Legal - Planning	4,200.00	001-4161-0000-003 / 332.01	Legal - Labor	5/11/23
965.00	001-4161-0000-009 / 332.01	Legal - Inland/Wetlands	965.00	001-4161-0000-003 / 332.01	Legal - Labor	5/11/23
827.00	001-4161-0000-001 / 332.01	Legal - Land	827.00	001-4161-0000-003 / 332.01	Legal - Labor	5/11/23
1,500.00	001-4161-0000-008 / 332.01	Legal - ZBA	1,500.00	001-4161-0000-003 / 332.01	Legal - Labor	5/11/23
200.00	001-4161-0000-007 / 332.01	Legal - Zoning	200.00	001-4161-0000-003 / 332.01	Legal - Labor	5/11/23
1,500.00	001-4210-0000-000 / 291.00	Police - Uniforms	1,500.00	001-4210-0000-000 / 610.00	Police - Materials & Supplies	5/25/23
799.00	001-4220-0000-000 / 322.00	FD - Education & Training	799.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repairs	6/8/23
990.00	001-4220-0000-000 / 423.01	FD - Contracted Services	990.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repairs	6/8/23
1,500.00	001-4220-0005-000 / 610.01	FD - Portable Equipment	1,500.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repairs	6/8/23
500.00	001-4160-0000-000 / 260.00	Unclassified Payroll & Benefits - Wrokers' Comp	500.00	001-4160-0000-000 / 580.00	Unclassified Payroll & Benefits - Mileage Reimb	6/8/23

1,000.00	001-4215-0000-000 / 112.00	Communication Center - Part-Time Salaries	1,000.00	001-4215-0000-000 / 610.00	Communiation Center - M&S	6/8/23
5,000.00	001-4215-0000-000 / 112.00	Communication Center - Part-Time Salaries	5,000.00	001-4215-0000-000 / 130.00	Communiation Center - Overtime	6/8/23
2,500.00	001-4151-0000-000 / 801.00	BOF - Contingency	2,500.00	001-4151-0000-000 / 610.00	BOF - M&S	6/8/23
4,000.00	001-4195-0006-000 / 620.04	Utilities - Town Properties	4,000.00	001-4195-0003-000 / 620.01	Utilities - Electric	6/8/23
2,200.00	001-4210-0000-000 / 110.00	PD - Salaries	2,200.00	001-4210-0001-000 / 110.02	PD - Secretary	6/8/23
7,000.00	001-4210-0000-000 / 110.00	PD - Salaries	7,000.00	001-4210-0001-000 / 130.00	PD - Overtime	6/8/23
10,000.00	001-4310-0000-000 / 110.00	PublicWorks - Salaries	10,000.00	001-4310-0000-000 / 112.00	Public Works - Engineering Services	6/8/23
6,734.00	001-4310-0000-000/441.00	PublicWorks - Equipment Lease	6,734.00	001-4310-0000-000/423.00	Public Works - Contracted Services	6/8/23
5,500.00	001-4310-0000-000/421.01	PublicWorks - Disposal of Waste	5,500.00	001-4310-0000-000/423.00	Public Works - Contracted Services	6/8/23
6,355.00	001-4310-0003-000/610.01	PublicWorks - Snow Material and Supplies	6,355.00	001-4310-0000-000/423.00	Public Works - Contracted Services	6/8/23
5,186.00	001-4310-0002-000/ 610.01	Public Works - Highway & Streets M&S	5,186.00	001-4310-0000-000/423.00	Public Works - Contracted Services	6/22/23
2,100.00	001-4310-0000-000/451.00	Public Works - Road Repair	2,100.00	001-4310-0000-000/423.00	Public Works - Contracted Services	6/22/23
4,500.00	001-4310-0000-100/610.01	Public Works - Building & Grounds M&S	4,500.00	001-4310-0000-000/423.00	Public Works - Contracted Services	6/22/23
200.00	001-4120-0000-000 / 341.00	Town Clerk - Vital Statistics	200.00	001-4120-0000-000 / 610.00	Town Clerk - M&S	6/22/23
600.00	001-4120-0000-000 / 342.00	Town Clerk - Ordinance Update	600.00	001-4120-0000-000 / 610.00	Town Clerk - M&S	6/22/23
841.00	001-4210-0000-000 /340.00	Town Clerk - Indexing & Microfilming	841.00	001-4120-0000-000 / 610.00	Town Clerk - M&S	6/22/23
1,000.00	001-4110-0000-000 / 320.00	BOS - Cable Broadcasting Expense	1,000.00	001-4110-0000-000 / 610.00	BOS - M&S	6/27/23
4,000.00	001-4410-0000-000 / 110.00	Health - Salaries	4,000.00	001-4410-0000-000 / 344.00	Health - Water Tests	6/27/23
120.00	001-4410-0000-000 / 610.00	Health - M&S	120.00	001-4410-0000-000 / 344.00	Health - Water Tests	6/27/23
5,000.00	001-4220-0001-000 / 610.03	FD - CO's Supplies & Equipment	5,000.00	001-4220-0001-000 / 430.09	FD - Maintenance & Repairs	6/27/23
2,000.00	001-4220-0000-000 / 630.00	FD - Technology	2,000.00	001-4220-0000-000 / 290.01	FD - Physicals	6/27/23

1,821.00	001-4110-0000-000 / 110.00	BOS - Salaries	1,821.00	001-4110-0000-000 / 105.00	BOS - Elected Salaries	9/14/23
131.00	001-4120-0000-000 / 610.00	Town Clerk - M&S	131.00	001-4120-0000-000 / 340.00	Town Clerk - Indexing & Microfilming	9/14/23
210.00	001-4120-0000-000 / 610.00	Town Clerk - M&S	210.00	001-4120-0000-000 / 105.00	Town Clerk - Elected Salaries	9/14/23
390.00	001-4120-0000-000 / 110.00	Town Clerk - Salaries	390.00	001-4120-0000-000 / 105.00	Town Clerk - Elected Salaries	9/14/23
604.00	001-4140-0000-000 / 110.00	ROV - Salaries	623.00	001-4140-0000-000 / 105.00	ROV - Elected Salaries	9/14/23
19.00	001-4140-0000-000 / 610.00	ROV - M&S				
189.00	001-4151-0000-000 / 610.00	BOF - M&S	189.00	001-4151-0000-000 / 110.00	BOF - Salaries	9/14/23
390.00	001-4154-0000-000 / 331.00	Tax Collector - Delimq. Tax Collection	390.00	001-4154-000-000 / 105.00	Tax Collector - Elected Salaries	9/14/23
5,476.00	001-4164-0000-000 / 260.00	Unclassified Payroll & Benefits - Workers Comp	5,476.00	001-4164-0000-000 / 220.00	Unclassified P&B - Social Security	9/14/23
7,255.00	001-4161-0000-003 / 332.01	Legal - Labor	5,698.00	001-4161-0000-004 / 332.01	Legal - General	9/14/23
			123.00	001-4161-0000-005 / 332.01	Legal - Health	9/14/23
			128.00	001-4161-0000-006 / 332.01	Legal - Planning	9/14/23
			711.00	001-4161-0000-007 / 332.01	Legal - Zoning	9/14/23
			595.00	001-4161-0000-008 / 332.01	Legal - ZBA	9/14/23
4,705.00	001-4195-0005-000 / 620.03	Utilities - Fuel Oil	8,705.00	001-4195-0000-000 / 626.00	Utilities - Gasoline & Diesel	9/14/23
3,000.00	001-4195-0003-000 / 620.01	Utilities - Electric				
1,000.00	001-4195-0006-000 / 620.04	Utilities - Other				
1,583.00	001-4210-0001-000 / 130.00	PD - Overtime	1,583.00	001-4210-0004-000 / 130.04	PD - Training Overtime	9/14/23
7,915.00	001-4215-0000-000 / 112.00	Communications Center - Part-time Salaries	7,915.00	001-4215-0000-000 / 110.00	Communications Center - Salaries	9/14/23
3,126.00	001-4220-0001-000 / 430.09	Fire Companies - Maintenance & Repairs	3,126.00	001-4220-0000-000 / 610.02	Fire Companies - Department M&S	9/14/23
385.00	001-4220-0001-000 / 610.03	Fire Companies - Supplies & Equipment	315.00	001-4220-0000-000 / 290.01	Fire Companies - Physicals	9/14/23
			70.00	001-4220-0005-000 / 610.01	Fire Companies - Portable Equipment	9/14/23
300.00	001-4240-0000-000 / 610.00	Building Inspector - M&S	300.00	001-4240-0000-000 / 110.00	Building Inspector - Salaries	9/14/23
95.00	001-4295-0000-000 / 610.00	Animal Control - M&S	95.00	001-4295-0000-000 / 110.00	Animal Control - Salaries	9/14/23
2,890.00	001-4310-0000-000 / 130.00	Public Works - Overtime	2,890.00	001-4310-0000-000 / 421.01	Public Works - Disposal of Waste	9/14/23
684.00	001-4410-0000-000 / 344.00	Health - Water Tests	684.00	001-4410-0000-000 / 110.00	Health - Salaries	9/14/23

**Town of New Fairfield Summary of Transfers**

**Fiscal Year 2022/2023**

**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>	
5,600.00	001-4163-0000-000 / 520.01	General Insurance	5,600.00	001-4154-0000-000 / 110.00	Tax Collector - Salaries	3/23/23	BOS
	Additional costs due to turn over					3/29/23	BOF
1,800.00	001-4151-0000-000 / 801.00	BOF - Contingency	1,800.00	001-4140-0000-000 / 610.00	Registrars of Voters - M&S	06/08/23 06/21/23	BOS BOF
3,000.00	001-4151-0000-000 / 801.00	BOF - Contingency	3,000.00	001-4140-0000-000 / 110.00	Registrars of Voters - Salaries		
1,000.00	001-4151-0000-000 / 801.00	BOF - Contingency	1,000.00	001-4140-0000-000 / 105.00	Registrars of Voters - Elected Salaries		
4,200.00	001-4210-0002-000 / 317.02	PD - Other Resident Troopers	4,200.00	001-4195-0004-000 / 620.02	Utilities - Telephone		
7,000.00	001-4210-0002-000 / 317.02	PD - Other Resident Troopers	7,000.00	001-4195-0005-000 / 620.03	Utilities - Fuel Oil		
3,000.00	001-4210-0002-000 / 317.02	PD - Other Resident Troopers	3,000.00	001-4195-0002-000 / 620.08	Utilities - Fire Companies		
12,000.00	001-4210-0002-000 / 317.02	PD - Other Resident Troopers	12,000.00	001-4195-0000-000 / 626.00	Utilities - Gas & Diesel		
7,000.00	001-4210-0002-000 / 317.02	PD - Other Resident Troopers	7,000.00	001-4161-0000-000 / 334.01	Professional Services - Consulting		
10,000.00	001-4210-0002-000 / 317.02	PD - Other Resident Troopers	10,000.00	001-4161-0000-003 / 332.01	Legal - Labor		
10,000.00	001-4210-0002-000 / 317.02	PD - Other Resident Troopers	10,000.00	001-4161-0000-004 / 332.01	Legal - General		
20,000.00	001-4210-0002-000 / 317.02	PD - Other Resident Troopers	20,000.00	001-4161-0000-007 / 332.01	Legal - Zoning		



**Town of New Fairfield Summary of Transfers**

**Fiscal Year 2022/2023**

						<b>Final</b>
						<b><u>Approval</u></b>

**Additional Appropriation - No Town Meeting Required**

<b><u>\$'s</u></b>	<b><u>Transfer From:</u></b>		<b><u>\$'s</u></b>	<b><u>Transfer To:</u></b>		
95,000.00	E25321	General fund - Unreserved 2021/2022 Surplus	95,000.00	306-4600-0000-000 / 700.03	BOE Cap&Non	BOF 01/18/23

**Additional Appropriation - Town Meeting Required**

<b><u>\$'s</u></b>	<b><u>Transfer From:</u></b>		<b><u>\$'s</u></b>	<b><u>Transfer To:</u></b>		
69,500.00	E25321	General Fund - Unreserved To purchase vehicle and equipment for additional SRO	69,500.00	301-4210-0000-000 / 742.02	Cap & Non - Police Cars & Equipment	BOS 06/23/22 BOF 07/20/22 TM 08/30/22
40,500.00	E25321	General Fund - Unreserved Salary for additional SRO	40,500.00	001-4160-0000-000 / 110.00	Police - Salaries	
5,000.00	E25321	General Fund - Unreserved Shortfall to purchase vehicle due to increased cost	5,000.00	301-4210-0000-000 / 742.02	Cap & Non - Police Cars & Equipment	BOS 07/14/22 BOF 07/20/22 TM 08/30/22
58,000.00	E25321	General Fund - Unreserved To hire additional part-time staff to increase coverage at the dispatch center	58,000.00	001-4215-0000-000 / 112.00	Communications Center - Part-Time Salaries	
22,500.00	E25321	General Fund - Unreserved Provider asked for 5% increase instead of anticipated 2% due to severe impact of Covid on operations	22,500.00	001-4221-0000-000 / 338.01	Ambulance / Paramedic	
10,000.00	E25321	General Fund - Unreserved Modems	10,000.00	301-4210-0000-000 / 742.02	Cap & Non - Police Cars & Equipment	
19,500.00	E25321	General Fund - Unreserved PD Accreditation	19,500.00	301-4210-0000-000 / 742.02	Cap & Non - Police Cars & Equipment	BOS 01/12/2023 BOF 01/18/2023 TM 01/30/2023
8,050.00	E25321	General Fund - Unreserved eFinancePlus Upgrade	8,050.00	301-4150-0000-000 / 701.00	Finance Department - System Upgrade	
12,000.00	E25321	General Fund - Unreserved Well Testing	12,000.00	301-4340-0000-000 / 700.14	Town Properties - Capital	
7,000.00	E25321	General Fund - Unreserved Housing Plan Project	7,000.00	301-4180-0000-000 / 334.01	Housing Opportunities Committee - Capital	
85,000.00	E25321	General Fund - Unreserved Tractor	85,000.00	301-4330-0000-000 / 742.03	Public Works - Trucks & Equipment	
732,114.00	E25321	General Fund - Unreserved Additional Funding into Medical Reserve Fund	732,114.00	601 / R3901001	Medical Reserve Fund	
650,000.00	001 / R3400001	General Fund - Interest Income	650,000.00	601 / R3901001	Medical Reserve Fund - Transfers In	

	To appropriate interest income revenue excess into Medical Fund					BOF 04/26/23
						TM 06/22/23
30,000.00	001-R3422006	Police Private Duty Revenue	30,000.00	001-4210-0002-000 / 130.02	Police - Private Duty Overtime	BOS 05/11/23
	Excess revenue to cover related overtime					BOF 05/17/23
						TM 06/22/23

**TOWN OF NEW FAIRFIELD  
FISCAL 2022-2023  
Inter-Department Transfer**

<u>\$'S</u>	<u>TRANSFER FROM:</u>		<u>\$'S</u>	<u>TRANSFER TO:</u>	
4,229.00	001-4160-0000-000 / 140.00	Unclassified Payroll&Benefits - Salary Adj	755.00	001-4120-0000-000 / 105.00	Town Clerk - Elected Salaries
			1.00	001-4152-0000-000 / 105.00	Treasurer - Elected Salaries
			1,613.00	001-4154-0000-000 / 105.00	Tax Collector - Elected Salaries
			1,439.00	001-4154-0000-000 / 110.00	Tax Collector - Salaries
			421.00	001-4240-0000-000 / 110.00	Building Inspector - Salaries
3,500.00	001-4110-0000-000 / 330.00	BOS - Grant Administrator	380,000.00	001-4900-0000-000 / 601.00	Internal Service - Medical Expenses
12,000.00	001-4150-0000-000 / 110.00	Finance - Salaries			
4,000.00	001-4160-0000-000 / 140.00	Unclassified Payroll&Benefits - Salary Adj			
8,000.00	001-4160-0000-000 / 250.00	Unclassified Payroll&Benefits - Unemployment			
10,000.00	001-4160-0000-000 / 260.00	Unclassified Payroll&Benefits - Workers Comp			
11,000.00	001-4163-0000-000 / 520.01	General Insurance - Property&Casualty			
2,000.00	001-4164-0003-000 / 431.02	Business Machines - Finance Equipment			
2,000.00	001-4164-0005-000 / 430.04	Business Machines - Copier Maintenance			
12,000.00	001-4164-0007-000 / 430.06	Business Machines - System Administrator			
1,500.00	001-4191-0000-000 / 110.00	Planning Commission - Salaries			
2,000.00	001-4191-0000-000 / 610.00	Planning Commission - M&S			
9,000.00	001-4192-0000-000 / 110.00	Zoning - Salaries			
1,500.00	001-4194-0000-000 / 610.00	Economic Development Comm - M&S			
1,500.00	001-4196-0000-000 / 110.00	PBC - Salaries			
16,000.00	001-4197-0000-000 / 110.00	Land Use - Salaries			
49,000.00	001-4210-0000-000 / 110.00	PD - Salaries			
6,000.00	001-4210-0000-000 / 291.00	PD - Uniforms			
35,000.00	001-4210-0000-000 / 317.00	PD - Resident State Trooper-Sergeant			
2,000.00	001-4210-0000-000 / 610.00	PD - M&S			
7,000.00	001-4210-0000-000 / 742.00	PD - Vehicle Maintenance			
4,000.00	001-4210-0001-000 / 130.00	PD - Overtime			
19,000.00	001-4210-0001-000 / 317.01	PD - Resident Sergeant Overtime			
9,000.00	001-4210-0002-000 / 130.02	PD - Private Duty Overtime			
45,000.00	001-4210-0002-000 / 317.02	PD - Resident State Troopers			
25,000.00	001-4210-0003-000 / 317.03	PD - Resident State Troopers Overtime			
32,000.00	001-4210-0005-000 / 130.00	PD - SRO Overtime			
1,500.00	001-4225-0000-000 / 610.00	Fire Marshal - M&S			
3,000.00	001-4290-0000-000 / 110.00	OEM - Salaries			
6,000.00	001-4290-0000-000 / 610.00	OEM - M&S			
9,000.00	001-4310-0000-000 / 110.00	Public Works - Salaries			
3,000.00	001-4310-0000-000 / 130.00	Public Works - Overtime			
11,000.00	001-4440-0000-000 / 110.00	Social Services - Salaries			
1,500.00	001-4470-0000-000 / 110.00	Commission on Aging - Salaries			
16,000.00	001-4550-0000-000 / 110.00	Library - Salaries			
<b>384,229.00</b>			<b>384,229.00</b>		

Approved at the BOS meeting on 09/14/2023  
Submitted at the BOF meeting on 09/20/2023

**Purpose:**

To establish policies and procedures relating to non-payroll cash disbursements based on a system of internal controls and division of responsibilities.

**Internal Control Objectives:**

- Purchases are properly authorized and do not exceed budgeted amounts
- Goods and services ordered were actually ordered and are actually received
- Invoices for goods and services are correct and match those ordered and received
- Purchase amounts are recorded in the proper fund, account, and period
- Disbursements for purchases are supported by appropriate documentation
- Disbursements are issued ~~Checks are written~~ on a timely basis for the correct amount and made payable to the proper payee
- Credit cards are used for authorized purchases and are made in accordance with established policies and procedures

**Potential Errors Due to the Lack of Internal Control**

- Goods or services ordered were not properly authorized or exceed budgeted amounts
- Goods and services ordered were not received, or goods and services received were not actually ordered or appropriately authorized
- Invoices do not match goods ordered or received
- Invoice amounts are incorrect
- Invoices are incorrectly recorded
- Disbursements are not supported by adequate documentation
- Payments are not made ~~Checks are not written~~ on a timely basis or are incorrect
- Credit card purchases are not authorized

**VENDOR MASTER FILE MAINTENANCE****Additions and Changes to the Vendor Files**

When a new vendor is contemplated, a New Vendor Request Form (Appendix D-01) will be prepared by the individual proposing a new vendor. An Internal Revenue Service Form W-9 must be attached. The form shall be reviewed and approved by the Finance Director (General Government vendors), Board of Education (BOE) Business Manager (Education vendors). No new vendor is to be entered into the accounting system without an approved New Vendor Request Form. If the vendor elects payments via ACH (direct deposit), appropriate documentation must be provided for set-up (i.e. copy of voided check, bank account verification letter, enrollment agreement or equivalent).

Additions and changes to the master vendor files are performed by the Purchasing Agent ~~Accounts Payable Clerk's~~. This should be done prior to creating Purchase Orders or using the vendor. Only the Purchasing Agent ~~Accounts Payable Clerk's~~ should have the rights to make changes. All other users should have read only access.

Each January, in conjunction with issuing Internal Revenue Service Form 1099s to vendors, the Accounts Payable Clerk's shall prepare a report of all vendors. This report will indicate amounts paid to each vendor during the year, and which vendors are subject to receiving a Form 1099. This listing will be reviewed by the Purchasing Agent and Finance Director to:

- Ensure Form 1099s are being sent appropriately
- Analyze vendors used by the Town and BOE
- Track volume of business with each vendor
- Investigate unknown or unusual vendors in the system
- Consider vendors that may be made inactive

The issuing of 1099's is done by the Accounts Payable Clerk's. The system generates the report, the Finance Director reviews and Approves the reports before 1099's go out.

**PURCHASES**

The First Selectman and Superintendent are the purchasing authorities for the Town. The purchasing authority has the discretion and power to reject bids, select parts of different bids with vendor mixing, and make differentiations and awards on the basis of past experience, quality or performance preferences. All decisions made by the purchasing authorities should be documented in their minutes.

No transaction which is essentially a unit may be divided for the purpose of evading the intent of the purchasing policy.

Awards are to be made to the lowest responsible bidder. "Responsible Bidder" is defined as the bidder deemed qualified (by the appropriate purchasing authority) to provide the goods or perform the services, has good references, is an equal opportunity employer, is able to acquire assurance or surety bonds as necessary, not in arrears for taxes, and does not have outstanding obligations to the Town of New Fairfield. The Purchasing Agent will document the reasons for their bid award. Is the highest scoring bidder in a multiple criteria "bid" means the bidder whose bid receives the highest score for a combination of attributes, including, but not

limited to, price, skill, ability and integrity necessary for the faithful performance of the work, based on multiple criteria considering quality of product, warranty, life-cycle cost, established in the bid solicitation for the contract.

**Bidding Procedure**

Formal bids are required for purchases in excess of \$10,000 other than the following:

- Purchases under state contract pricing
- Cooperative Purchasing procurement conducted by, or on behalf of, one or more Public Procurement Units
- Purchases from a governmental agency or piggy-backing on another governmental agency

Bidding may be waived by the purchasing authority in certain circumstances. This is generally initiated by a Bid Waiver Form (Appendix D-02) prepared by the End User and Purchasing Agent. When the bidding is waived, the purchasing authority will note the purchase that could have been bid, the estimated dollar amount of the purchase, the circumstances surrounding why the bidding procedure was waived. The following are considered acceptable reasons for waiving the bidding process:

- When it is deemed impracticable or in the best interest of the Town or BOE to do so
- Professional services
- Emergency situations
- Purchases from governmental agencies/under state contract-
- Services not customarily competitively bid
- Single-vendor materials

Three informal written quotes shall accompany Purchase Orders for goods or services of \$2,500 to \$9,999. Quotes will be obtained by Department Head or Purchasing Agent requesting in writing what they are looking for so vendors will submit pricing for the same item or service.

Three informal verbal quotes shall be noted on the Purchase Order for goods or services of \$1,000 to \$2,499.

Public advertisement must be posted on the Town's website and through the State of Connecticut Department of Administrative Services. Further information may be found in C.G.S. Sec. 7-148w

**Procedure:**

1. When a formal bid is required, the end user must notify the Purchasing Agent. The Purchasing Agent is in charge of preparing the request for proposal. The end user must supply specifications and other pertinent information to the Purchasing Agent to prepare the RFP or RFQ.
2. The Purchasing Agent prepares the invitation to bid and distributes them to:
  - a. Town's website
  - b. State's website
  - c. ~~Blue book~~

- d. Local vendors on the bid list via mail or email
  - e. News-Times or local paper having circulation in New Fairfield, and other papers as deemed appropriate.
3. The Purchasing Agent opens the received proposals.
  4. The Finance Director, Purchasing Agent, Superintendent, Department Head (or other individual charged with budget compliance for that area), or a specialist needed (for example, the engineer in a building project) determine the most reasonable bid and lowest responsible bidder. They will then prepare the contract.
  5. The contract which is included as part of the bidding documents is reviewed and approved by the First Selectman or Superintendent (as applicable) and documented in their minutes.

### **Purchase Order Procedure**

The Town of New Fairfield requires Purchase Orders on all items in excess of \$100. The Education Department requires Purchase Orders on all items. Purchase orders will be reviewed by the Purchasing Agent prior to their submittal to the Superintendent or First Selectman (as applicable).

#### **Procedure:**

1. The Department Head (or other individual charged with budget compliance for that area) creates a Requisition (Appendix D-03) in the accounting software for required purchases. (BOE creates requisition on the eFinancePlus ~~Phoenix system~~, the Town creates a paper requisition)
2. The Requisition must contain the following items:
  - a. Vendor name & number
  - b. Item(s) to be ordered
  - c. Quantity
  - d. Price
  - e. Date
  - f. Department Head's signature (or other individual charged with budget compliance)
  - g. Approval signature from:
    - i. Principal if a school purchase
    - ii. First Selectman if a Capital Fund Purchase
  - h. For purchases over \$1,000: notes on the verbal quotes, the written quotes, or the formal bid approval must be attached to the Requisition
3. The completed Requisition is sent to the Town Finance Director or BOE Business Manager, electronically for BOE, for financial approval and signature after ensuring the following:
  - a. The form is complete
  - b. The account numbers assigned are appropriate
  - c. There is a balance in the budgeted account to cover the expenditure
4. The Town Finance Director or BOE Business Manager sends Requisitions to the Purchasing Agent, who will review and approve after checking:
  - a. The account number

- b. Quote information – to ensure pricing is correct, they are using state contracts as required, and they have followed the bid/quote policies noted above
  - c. Notes as fixed assets (if applicable)
5. The BOE Requisition is then approved electronically by the Superintendent. The Town Requisition, is still manual, is then sent to the Finance Director for approval. Once approved, the Purchase Orders are recorded into the system as encumbrances.

6. The Town/~~BOE~~ Purchase Order ~~form~~ is generated by eFinancePlus and sent to the department via email. The financial system creates a copy of the PO in pdf format and stores it as an attachment to the encumbrance transaction. printed and contains several parts (Appendix D-04), which are allocated as follows:
- a. ~~Original (white) – sent to the vendor, by the Department Head.~~
  - b. ~~Final Payment (pink) – sent to the Department Head. This is signed and dated by the Department Head and forwarded to the Accounts Payable Clerk when the Purchase Order is to be closed.~~
  - c. ~~Accounting Department (yellow) – to be matched with the invoice~~
  - ~~d.c.~~ Fixed Assets (blue) – this is only created if the purchase is of a fixed asset

~~The BOE Purchase Order form is printed and contains several parts (Appendix D-05), which are allocated as follows:~~

- ~~e.d.~~ Original (White) – sent to the vendor, by the Department Head.
- ~~f.~~ Payment (Yellow) – sent to the Department Head. This is signed and dated by the Department Head and forwarded to the Accounts Payable Clerk when a payment is to be made against any invoice for the Purchase Order. The Department Head attaches the invoice to be paid.
- ~~g.e.~~ Accounting Department (Pink) – Accounting copy.
- ~~h.f.~~ Department Copy – (Goldenrod) Department Head copy.
- ~~i.g.~~ Fixed Assets – copy of the Purchase Order if the purchase is a Fixed Asset.

7. Any changes to purchase orders (i.e. for updated shipping costs, etc.) will be approved by the Finance Director (General Government) or the BOE Business Manager (Education). Changes to a PO need to be sent via e-mail from the Department Head to the Finance Director or the BOE Business Manager, for approval.
8. Open Purchase Orders should be routinely reviewed by the Department Head (or designee) ~~At the end of the month, the Accounts Payable Clerk's run an Open Purchase Order Report for the General Government and Education Department. These are reviewed by the individuals involved in the Purchase Order system~~ to determine whether the Purchase Orders should remain open, or be closed. The system flags Purchase Orders that do not match the corresponding invoice, which will be reviewed immediately.
9. ~~At the end of the month, the~~ Finance Director and Board of Education's Business Manager monitor will print a Budget vs. Actual report for their respective budgets and make corrections, as needed., along with a detailed General Ledger. These are reviewed, corrected as needed, and shared with the Department Heads for their review.
10. The final monthly Budget vs. Actual report is then distributed to the ~~Finance Director and Superintendent, who share it with the~~ appropriate Boards.



**Small Purchase Procedure (General Government only)**

The Department Head (or individual charged with budget compliance) is authorized to make purchases under \$100 without a Purchase Order. Nothing is recorded in the system at the time of the order. The Department Head must still comply with the State and Town budgetary rules; therefore, they will note and file all purchases that do not require a Purchase Order.

Full authorization comes at the payment level. This section does not apply to the Education Department, as they are required to complete a Purchase Order for every item.

**RECEIVING****Procedure:**

1. The Department Head checks the goods against the shipping/receiving report.
  - a. If they agree, the Department Head will note that they have been received, and will indicate approval by initialing and dating the shipping/receiving report
  - b. Any discrepancies are noted on the shipping/receiving report by the Department Head (items not received, etc.)
2. Once the goods are received, the signed shipping/receiving report is matched with the Purchase Order (if any) to await the invoice.

**PROCESSING INVOICES****Policy:**

Invoice batches can only be open in the accounting system one at a time. Each batch is dated for payment the following Wednesday, and run for payment each Wednesday afternoon.

Blank checks are stored in a locked file cabinet in the Accounting Office. These are numbered electronically as they are printed. Once a batch is closed, the computer system locks in the check numbers assigned in the batch. When a new batch is created, it assigns check numbers sequentially after the last batch.

Two signatures are required on the checks. All signatures are done electronically. The First Selectman and Treasurer are signatories on the General Government checks. ~~The Treasurer has control over this signature disk, which is stored on a computer and locked with a password.~~

The Finance Director receives any correspondence regarding past due invoices. If any such correspondence is received, the Finance Director follows up with the Accounts Payable Clerk<sup>s</sup> and, if necessary, Department Head to resolve the issue.

The General Government and Education Department (as a whole) cannot go over budget in accordance with State Statutes. The Board of Finance approves transfers for the General Government's budget. The Board of Education Business Manager is allowed to authorize

transfers up to \$500 without Board approval. The Education Department approves any transfers over \$500.

**Procedure:**

1. Invoices are received through the mail/email and distributed to the correct Departments via email.
2. The Town/BOE Department Heads will match invoices to Purchase Orders (~~pink copy, if applicable~~) and shipping/receiving reports, if applicable, to determine the order has been fulfilled. ~~The BOE Department Heads will match invoices to Purchase Orders (Yellow Copy)~~
3. The Department Head approves and signs off on the invoice by noting the following (electronic signature is acceptable):
  - a. Approval to pay (“Okay to pay”)
  - b. Initials
  - c. Date
4. The approved invoice package is sent to the Accounts Payable Clerk’s.
5. The Accounts Payable Clerk’s enter the Purchase Order number into the system. If the Invoice is greater than the Purchase Order it will be kicked back to the Department Head and they need to explain and increase the Purchase Order or change the Invoice. The bill won’t be paid if it is over the department threshold (General Government \$500, Education \$0) and there is no Purchase Order in existence.
6. As invoices are received, the Accounts Payable Clerk’s will input them into the accounting system according to the date the goods or services were received.
7. The Purchase Orders are then closed. The Department Head closes Purchase Order by noting the following (electronic signature is acceptable): ~~If the Purchase Order is for a fixed asset, the blue copy of the Purchase Order is forwarded to the Fixed Asset Manager (currently the Purchasing Agent).~~
  - a. Approval to close (“Okay to close”)
  - b. Initials
  - c. Date
8. A detailed Vendor Register and Expense Detail Report are run by the Accounts Payable Clerk’s. This is reviewed by the Finance Director/BOE Business Manager for accuracy. ~~When approved by the Finance Director, it is forwarded to the Treasurer as authorization to print the checks.~~
9. When the batch is ready for processing, the Accounts Payable Clerk loads the blank checks into the check printer, ~~loads the signature disk into the computer~~, and prints the vendor checks. The Accounts Payable Clerk moves the remaining blank checks ~~and signature disk~~ back into locked storage. The accounting system will generate a file with ACH payments (direct deposit) for further submission to the bank.

10. The ~~checks~~ check stubs, ACH report, invoices, and detailed Vendor Register and Expense Detail Reports are attached to the Check Register. The batch information is attached to the top of this packet. The batch information includes: the total amount of checks to be disbursed, the check number in the series, list of ACH transactions, and the date of the batch disbursement.
11. The batch packages are sent to the First Selectman (General Government invoices) and the BoE Business Manager (Education invoices) for their approval. (Approval or disapproval must be received by Thursday at noon.) These are reviewed for:
  - a. Receiving sign off
  - b. Invoice approval
  - c. Purchase Order (if any), invoice, and check agree
12. ~~The Treasurer or Deputy Treasurer~~, First Selectman, and BoE Business Manager will sign off on the Check Register batch to show their approval. Reports are sent to the Treasurer to ensure cash disbursements are in line with available funds.
13. Once the approvals are received, the Finance Director (or other designee) creates a Positive Pay File in our financial system and reconciles against the Check Register. The Finance Director (or other designee) uploads the Positive Pay File and ACH Payments File to the bank via their online portal and then informs the Accounts Payable Clerk that the checks may be released.
14. When the disbursements checks are approved, released, and disbursed, the batch is closed by the Accounts Payable Clerk's.
15. After the bills are paid, the Accounts Payable Clerk's attaches the check stub to the invoice and files them by vendor.
16. If any of the invoices were fixed assets, the Accounts Payable Clerk's gives the Purchasing Agent a copy of the invoices and checks as they are paid.
17. ~~At the end of each month, the Finance Director/BOE Business Manager reviews spending across departments on an ongoing basis. It is the responsibility of the Department Heads to monitor activity and remain within budget. Department Heads have access to eFinancePlus to view the status and account details on demand. will create and review reports by department. The reports will contain account summaries and detail of all transactions and Purchase Order activity. The Finance Director or BOE Business Manager will notify the respective Department Heads if they are nearing their budget. These detailed reports are given to the Department Heads and BOE Business Manager to help monitor their budget.~~
18. If necessary, the Finance Director requests budget transfers within or between departments to the Board of Selectmen and the Board of Finance.
19. At the end of each month, ~~the Accounts Payable Clerk's will create~~ a Budget vs. Actual Report for the General Fund. ~~This~~ is reviewed by the Finance Director and BoE Business Manager. Significant variances are investigated. The Finance Director will review this report monthly with the Board of Finance. The BOE Business Manager will

review this report weekly with the Superintendent, and monthly with the Education Department's Finance Committee.

20. Monthly, the Senior Accountant will create Income Statements and Balance Sheets for all funds. These statements are reviewed and adjusted (as necessary) by the Accounting Manager, and then given to the Finance Director. Significant variances are immediately investigated.

21. Town Journal Entries are created and recorded by the designated staff members Senior Accountant and reviewed/approved by the Finance Director. BOE Journal Entries are created by the BOE Business Manager/Senior Accountant Finance Director and recorded by the Senior Accountant Finance Director and reviewed/approved by the Senior Accountant.

# NEW VENDOR REQUEST FORM

To Be Completed by the Finance Office

New Vendor \_\_\_\_\_

W9 must be completed and submitted to the Finance Office

## New Vendor Information:

Corporation Name or Legal Name

\_\_\_\_\_

Payment Remittance Address

\_\_\_\_\_  
\_\_\_\_\_

Federal ID# \_\_\_\_\_ or Social Security # \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

**PLEASE MAKE SURE THAT THE VENDOR WILL ACCEPT PURCHASE ORDERS**

How did you hear about the vendor? \_\_\_\_\_

What source document are you using? \_\_\_\_\_

How many times do you anticipate ordering from this vendor during the year? \_\_\_\_\_

**\*\*Please complete and return to the Finance Office prior to sending the requisition form\*\***

Finance Director Approval \_\_\_\_\_

Signature

\_\_\_\_\_

Date

# Vendor ACH/Direct Deposit Authorization Form

Town of New Fairfield  
Finance Department

## 1. Please Check One:

NEW Direct Deposit

CHANGE Direct Deposit

CANCEL Direct Deposit

## 2. Vendor/Payee Information

Name:

EIN/Tax ID:

Address:

Contact Person's Name:

Telephone Number:

Email Address for Remittance Advice:

## 3. Financial Institution Information (Attach VOIDED check or Bank Verification Letter)

Bank Name:

Bank Address:

Name on Bank Account:

Bank Account Number:

Nine-Digit Bank Routing Number (ABA):

Type of Account:                      Checking                      Savings

**4. Approvals/Authorizations** - I certify that the information provided on this form is correct, and I hereby authorize the Town of New Fairfield to electronically deposit payments to the bank account designated above. I also authorize the Town of New Fairfield to initiate debit entries to the same account indicated above to reverse any payment deposited in error. It is my responsibility to notify the Town of New Fairfield (203-312-5657) immediately if I believe there is a discrepancy between the amount deposited to my bank account and the amount of the invoice(s) paid. I understand that I must notify Town of New Fairfield in writing immediately of any changes in status or banking information. I understand that this authorization will remain in full force and effect until Town of New Fairfield has received written notification requesting a change or cancellation and has had reasonable opportunity to act on it, which should take no longer than seven (7) to ten (10) business days.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Important Information

Please return completed form and voided check/bank verification letter to:

**Town of New Fairfield  
Finance Department  
3 Brush Hill Road  
New Fairfield, CT 06812**

**OR      Email to [Finance@newfairfield.org](mailto:Finance@newfairfield.org)**

## For Office of Accounts Payable Use Only

## INTERNAL USE ONLY

AP Reviewed and Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Vendor # \_\_\_\_\_

**TOWN OF NEW FAIRFIELD  
INSURANCE RESERVE FUND - TOWN & BOE**

	ACTUAL @ 6/30/2023		PRELIMINARY YEAR TO DATE	FISCAL 22/23 YEAR END PROJECTION
	TOWN	BOE	TOTAL	
<b>REVENUES:</b>				
Transfer from General Fund			7,061,807.00	7,061,807
Pending BOF Approval				380,000
EE Contributions	101,128.77	1,141,969.60	1,243,098.37	1,243,098
Transfer from OPEB			432,296.42	432,296
			<u>8,737,201.79</u>	<u>9,117,201</u>
<b>EXPENDITURES:</b>				
Claims Paid	777,043.67	6,869,889.03	7,646,932.70	7,646,933
OPEB claims paid	14,958.57	619,104.81	634,063.38	634,063
Stop Loss Rebate*	0.00	(106,875.42)	(106,875.42)	(106,875)
Prescription drug rebate	(47,006.21)	(423,055.87)	(470,062.08)	(470,062)
Premiums Paid-Anthem	69,927.67	629,349.07	699,276.74	699,277
Employee Assistance Program	639.58	5,756.18	6,395.76	6,396
Premiums Paid-Teamsters	403,805.61	0.00	403,805.61	403,806
Premiums Paid-Hartford	14,938.83	133,465.86	148,404.69	148,405
Contributions to H.S.A.	40,468.76	547,523.53	587,992.29	587,992
Affordable Care Act fees	164.61	1,983.69	2,148.30	2,148
Other	3,640.00	6,847.88	10,487.88	10,488
OPEB contribution	1,293.00	130,000.00	131,293.00	131,293
	<u>1,279,874.09</u>	<u>8,283,988.76</u>	<u>9,693,862.85</u>	<u>9,693,863</u>
			Revenues less Expenditures	(956,661)
			(956,661.06)	(576,661)
<b>Beginning Fund Balance</b>			<b>590,431.04</b>	<b>590,431</b>
Reserve for IBNR decrease (TBD)			-	-
<b>TOTAL Fund Balance</b>			<b>(366,230.02)</b>	<b>13,770</b>

POWERSCHOOL  
 DATE: 09/15/2023  
 TIME: 15:46:04

TOWN OF NEW FAIRFIELD  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1='4161' and orgn.orgn3 between '001' and '009'  
 ACCOUNTING PERIOD: 2/24

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT  
 TOTALED ON:  
 PAGE BREAKS ON:

FUND-001 GENERAL FUND  
 DEPARTMENT-4161 GENERAL FUND

BUDGET UNIT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
DEPARTMENT-4161	PROFESSIONAL SERVICES						
00141610000001	LEGAL-LAND	5,000.00	.00	.00	.00	5,000.00	.00
00141610000002	LEGAL-TAX	7,500.00	.00	.00	.00	7,500.00	.00
00141610000003	LEGAL-LABOR	35,000.00	2,120.00	.00	2,120.00	32,880.00	6.06
00141610000004	LEGAL-GENERAL/OTHER	35,000.00	5,360.00	.00	5,360.00	29,640.00	15.31
00141610000005	LEGAL-HEALTH CODE	7,000.00	52.50	.00	52.50	6,947.50	.75
00141610000006	LEGAL-PLANNING	5,000.00	.00	.00	.00	5,000.00	.00
00141610000007	LEGAL-ZONING	15,000.00	.00	.00	.00	15,000.00	.00
00141610000008	LEGAL-ZBA	12,000.00	220.00	.00	220.00	11,780.00	1.83
00141610000009	LEGAL-INLAND/WETLAN	5,000.00	.00	.00	.00	5,000.00	.00
TOTAL REPORT		126,500.00	7,752.50	.00	7,752.50	118,747.50	6.13



POWERSCHOOL  
 DATE: 09/15/2023  
 TIME: 15:47:25

TOWN OF NEW FAIRFIELD  
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1  
 AUDIT21

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1='4161' and orgn.orgn3 between '001' and '009'  
 ACCOUNTING PERIODS: 1/24 THRU 2/24

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT

TOTALED ON:

PAGE BREAKS ON:

FUND - 001 - GENERAL FUND  
 BUDGET UNIT - 00141610000001 - LEGAL-LAND

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
001-4161-0000-001-00141610000001 - LEGAL-LAND									
332.01					.00	.00	.00	BEGINNING BALANCE	
07/24/23	11-1				5,000.00			POSTED FROM BUDGET SYSTEM	
TOTAL	LEGAL SERVICES				5,000.00	.00	.00		5,000.00
001-4161-0000-002-00141610000002 - LEGAL-TAX									
332.01					.00	.00	.00	BEGINNING BALANCE	
07/24/23	11-1				7,500.00			POSTED FROM BUDGET SYSTEM	
TOTAL	LEGAL SERVICES				7,500.00	.00	.00		7,500.00
001-4161-0000-003-00141610000003 - LEGAL-LABOR									
332.01					.00	.00	.00	BEGINNING BALANCE	
07/24/23	11-1				35,000.00			POSTED FROM BUDGET SYSTEM	
08/23/23	21-2		111509	91393 RYAN & RYAN, LLC		2,120.00	.00	LABOR MATTER	
TOTAL	LEGAL SERVICES				35,000.00	2,120.00	.00		32,880.00
001-4161-0000-004-00141610000004 - LEGAL-GENERAL/OTHER									
332.01					.00	.00	.00	BEGINNING BALANCE	
07/24/23	11-1				35,000.00			POSTED FROM BUDGET SYSTEM	
08/23/23	21-2		111487	19969 COHEN & WOLF PC		510.00	.00	GENERAL MATTER	
08/23/23	21-2		111487	19969 COHEN & WOLF PC		580.00	.00	GENERAL MATTER	
08/23/23	21-2		111487	19969 COHEN & WOLF PC		4,270.00	.00	GENERAL MATTER	
TOTAL	LEGAL SERVICES				35,000.00	5,360.00	.00		29,640.00
001-4161-0000-005-00141610000005 - LEGAL-HEALTH CODE									
332.01					.00	.00	.00	BEGINNING BALANCE	
07/24/23	11-1				7,000.00			POSTED FROM BUDGET SYSTEM	
08/23/23	21-2		111487	19969 COHEN & WOLF PC		52.50	.00	HEALTH MATTER	
TOTAL	LEGAL SERVICES				7,000.00	52.50	.00		6,947.50

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL  
 DATE: 09/15/2023  
 TIME: 15:47:25

TOWN OF NEW FAIRFIELD  
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 2  
 AUDIT21

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1='4161' and orgn.orgn3 between '001' and '009'  
 ACCOUNTING PERIODS: 1/24 THRU 2/24

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT

TOTALED ON:

PAGE BREAKS ON:

FUND - 001 - GENERAL FUND  
 BUDGET UNIT - 00141610000006 - LEGAL-PLANNING

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
332.01	LEGAL SERVICES			(cont'd)					
001-4161-0000-006-00141610000006 - LEGAL-PLANNING									
332.01	LEGAL SERVICES				.00	.00	.00	BEGINNING BALANCE	
	07/24/23 11-1				5,000.00			POSTED FROM BUDGET SYSTEM	
TOTAL	LEGAL SERVICES				5,000.00	.00	.00		5,000.00
001-4161-0000-007-00141610000007 - LEGAL-ZONING									
332.01	LEGAL SERVICES				.00	.00	.00	BEGINNING BALANCE	
	07/24/23 11-1				15,000.00			POSTED FROM BUDGET SYSTEM	
TOTAL	LEGAL SERVICES				15,000.00	.00	.00		15,000.00
001-4161-0000-008-00141610000008 - LEGAL-ZBA									
332.01	LEGAL SERVICES				.00	.00	.00	BEGINNING BALANCE	
	07/24/23 11-1				12,000.00			POSTED FROM BUDGET SYSTEM	
	08/23/23 21-2		111487	19969 COHEN & WOLF PC		220.00	.00	ZBA MATTER	
TOTAL	LEGAL SERVICES				12,000.00	220.00	.00		11,780.00
001-4161-0000-009-00141610000009 - LEGAL-INLAND/WETLANDS									
332.01	LEGAL SERVICES				.00	.00	.00	BEGINNING BALANCE	
	07/24/23 11-1				5,000.00			POSTED FROM BUDGET SYSTEM	
TOTAL	LEGAL SERVICES				5,000.00	.00	.00		5,000.00
TOTAL REPORT					126,500.00	7,752.50	.00		118,747.50

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL  
 DATE: 09/15/2023  
 TIME: 15:31:13

TOWN OF NEW FAIRFIELD  
**EXPENDITURE STATUS REPORT**

PAGE NUMBER: 1  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
 ACCOUNTING PERIOD: 2/24

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT,ACCOUNT  
 TOTALED ON: DEPARTMENT  
 PAGE BREAKS ON:

FUND-001 GENERAL FUND  
 DEPARTMENT-4110 GENERAL FUND  
 BUDGET UNIT-00141100000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
DEPARTMENT-4110 BOARD OF SELECTMAN							
BUDGET UNIT-00141100000000 BOS							
105.00	ELECTED SALARIES	114,962.00	8,953.60	.00	14,618.12	100,343.88	12.72
110.00	SALARIES	74,376.00	6,084.46	.00	9,618.94	64,757.06	12.93
310.00	EXAMINE LAND RECORD	1,500.00	114.95	1,385.05	114.95	.00	100.00
610.00	MATERIALS & SUPPLIE	4,500.00	195.48	2,298.56	301.44	1,900.00	57.78
	TOTAL BOARD OF SELECTMAN	195,338.00	15,348.49	3,683.61	24,653.45	167,000.94	14.51
DEPARTMENT-4120 TOWN CLERK							
BUDGET UNIT-00141200000000 TC							
105.00	ELECTED SALARIES	77,314.00	5,931.84	.00	10,580.72	66,733.28	13.69
110.00	SALARIES	86,930.00	6,291.40	.00	10,886.67	76,043.33	12.52
340.00	INDEXING & MICROFIL	19,000.00	2,447.58	16,552.42	2,447.58	.00	100.00
341.00	VITAL STATISTICS	200.00	.00	200.00	.00	.00	100.00
342.00	ORDINANCE UPDATE	1,800.00	.00	1,800.00	.00	.00	100.00
610.00	MATERIALS & SUPPLIE	5,500.00	580.99	4,919.01	580.99	.00	100.00
	TOTAL TOWN CLERK	190,744.00	15,251.81	23,471.43	24,495.96	142,776.61	25.15
DEPARTMENT-4121 PROBATE							
BUDGET UNIT-00141210000000 PROBATE - FACILITY FEES							
610.01	MATERIALS & SUPPLIE	10,738.00	10,737.10	.00	10,737.10	.90	99.99
	TOTAL PROBATE	10,738.00	10,737.10	.00	10,737.10	.90	99.99
DEPARTMENT-4140 REGISTRARS OF VOTERS							
BUDGET UNIT-00141400000000 ROV							
105.00	ELECTED SALARIES	33,008.00	2,539.04	.00	4,443.32	28,564.68	13.46
110.00	SALARIES	33,952.00	45.00	.00	5,417.50	28,534.50	15.96
610.00	MATERIALS & SUPPLIE	17,850.00	1,413.43	2,816.43	2,833.43	12,200.14	31.65
	TOTAL REGISTRARS OF VOTERS	84,810.00	3,997.47	2,816.43	12,694.25	69,299.32	18.29
DEPARTMENT-4150 FINANCE							
BUDGET UNIT-00141500000000 FIN							
110.00	SALARIES	286,327.00	46,103.72	.00	81,885.01	204,441.99	28.60
610.00	MATERIALS & SUPPLIE	6,000.00	.00	3,000.00	.00	3,000.00	50.00
	TOTAL FINANCE	292,327.00	46,103.72	3,000.00	81,885.01	207,441.99	29.04
DEPARTMENT-4151 BOARD OF FINANCE							
BUDGET UNIT-00141510000000 BOF							
110.00	SALARIES	2,690.00	.00	.00	86.08	2,603.92	3.20
336.00	TOWN AUDIT	69,229.00	14,500.00	.00	14,500.00	54,729.00	20.94
610.00	MATERIALS & SUPPLIE	3,000.00	2,560.00	.00	2,560.00	440.00	85.33
801.00	CONTINGENCY	15,000.00	.00	.00	.00	15,000.00	.00
	TOTAL BOARD OF FINANCE	89,919.00	17,060.00	.00	17,146.08	72,772.92	19.07
DEPARTMENT-4152 TREASURER							
BUDGET UNIT-00141520000000 TREAS							

POWERSCHOOL  
 DATE: 09/15/2023  
 TIME: 15:31:13

TOWN OF NEW FAIRFIELD  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 2  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
 ACCOUNTING PERIOD: 2/24

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT,ACCOUNT  
 TOTALED ON: DEPARTMENT  
 PAGE BREAKS ON:

FUND-001 GENERAL FUND  
 DEPARTMENT-4152 GENERAL FUND  
 BUDGET UNIT-00141520000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
105.00	ELECTED SALARIES	8,333.00	694.45	.00	694.45	7,638.55	8.33
	TOTAL TREASURER	8,333.00	694.45	.00	694.45	7,638.55	8.33

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
110.00	SALARIES	164,725.00	12,628.88	.00	22,650.54	142,074.46	13.75
337.00	GIS & AUDITS-PERS P	8,000.00	10.02	7,989.98	10.02	.00	100.00
610.00	MATERIALS & SUPPLIE	8,185.00	310.00	5,606.43	310.00	2,268.57	72.28
	TOTAL ASSESSOR	180,910.00	12,948.90	13,596.41	22,970.56	144,343.03	20.21

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
105.00	ELECTED SALARIES	83,213.00	6,354.80	.00	11,120.90	72,092.10	13.36
110.00	SALARIES	114,060.00	8,704.64	.00	15,683.12	98,376.88	13.75
331.00	DELINQ.TAX COLLECT.	5,800.00	.00	.00	.00	5,800.00	.00
610.00	MATERIALS & SUPPLIE	6,000.00	1,004.00	4,996.00	1,004.00	.00	100.00
	TOTAL TAX COLLECTOR	209,073.00	16,063.44	4,996.00	27,808.02	176,268.98	15.69

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
105.00	ELECTED SALARIES	750.00	.00	.00	.00	750.00	.00
110.00	SALARIES	686.00	.00	.00	.00	686.00	.00
610.00	MATERIALS & SUPPLIE	100.00	.00	.00	.00	100.00	.00
	TOTAL BOARD OF ASSESMENT APPE	1,536.00	.00	.00	.00	1,536.00	.00

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
130.01	OVERTIME CONTINGENC	3,000.00	159.12	.00	530.40	2,469.60	17.68
140.00	SALARY ADJUSTMENTS	123,273.00	.00	.00	.00	123,273.00	.00
220.00	SOCIAL SECURITY	401,158.00	33,302.79	.00	61,878.93	339,279.07	15.43
230.00	PENSION	790,243.00	13,400.20	186,599.80	497,283.20	106,360.00	86.54
250.00	UNEMPLOYMENT	15,000.00	.00	.00	.00	15,000.00	.00
260.00	WORKERS COMPENSATIO	140,000.00	.00	102,862.80	34,287.60	2,849.60	97.96
290.00	EMPLOYEE PHYSICALS	3,000.00	.00	3,000.00	.00	.00	100.00
580.00	MILEAGE REIMBURSEME	1,000.00	180.78	.00	180.78	819.22	18.08
	TOTAL UNCLSF D PAYROLL &BENEFI	1,476,674.00	47,042.89	292,462.60	594,160.91	590,050.49	60.04

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
334.01	CONSULTING	6,000.00	2,522.50	.00	3,022.50	2,977.50	50.38
332.01	LEGAL SERVICES	5,000.00	.00	.00	.00	5,000.00	.00
332.01	LEGAL SERVICES	7,500.00	.00	.00	.00	7,500.00	.00
332.01	LEGAL SERVICES	35,000.00	2,120.00	.00	2,120.00	32,880.00	6.06

POWERSCHOOL  
 DATE: 09/15/2023  
 TIME: 15:31:13

TOWN OF NEW FAIRFIELD  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 3  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
 ACCOUNTING PERIOD: 2/24

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT,ACCOUNT  
 TOTALED ON: DEPARTMENT  
 PAGE BREAKS ON:

FUND-001 GENERAL FUND  
 DEPARTMENT-4161 GENERAL FUND  
 BUDGET UNIT-00141610000004 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
BUDGET UNIT-00141610000004 LEGAL-GENERAL/OTHER							
332.01	LEGAL SERVICES	35,000.00	5,360.00	.00	5,360.00	29,640.00	15.31
BUDGET UNIT-00141610000005 LEGAL-HEALTH CODE							
332.01	LEGAL SERVICES	7,000.00	52.50	.00	52.50	6,947.50	.75
BUDGET UNIT-00141610000006 LEGAL-PLANNING							
332.01	LEGAL SERVICES	5,000.00	.00	.00	.00	5,000.00	.00
BUDGET UNIT-00141610000007 LEGAL-ZONING							
332.01	LEGAL SERVICES	15,000.00	.00	.00	.00	15,000.00	.00
BUDGET UNIT-00141610000008 LEGAL-ZBA							
332.01	LEGAL SERVICES	12,000.00	220.00	.00	220.00	11,780.00	1.83
BUDGET UNIT-00141610000009 LEGAL-INLAND/WETLANDS							
332.01	LEGAL SERVICES	5,000.00	.00	.00	.00	5,000.00	.00
	TOTAL PROFESSIONAL SERVICES	132,500.00	10,275.00	.00	10,775.00	121,725.00	8.13
DEPARTMENT-4162 INTERGOVERNMENTAL AGENCY							
BUDGET UNIT-00141620000000 I/G							
312.00	CT COUNCIL OF SMALL	1,175.00	.00	.00	.00	1,175.00	.00
316.00	PUBLIC TRANSPORTATI	107,810.00	.00	.00	.00	107,810.00	.00
421.00	HOUSEHOLD HAZARD WA	15,000.00	.00	.00	.00	15,000.00	.00
BUDGET UNIT-00141620001000 I/G-WESTERN CT COUNCIL							
313.00	INTERGVRNMNTL AGENC	9,485.00	9,485.00	.00	9,485.00	.00	100.00
BUDGET UNIT-00141620002000 I/G-CANDLEWOOD LAKE							
313.00	INTERGVRNMNTL AGENC	130,619.00	130,619.00	.00	130,619.00	.00	100.00
BUDGET UNIT-00141620004000 I/G-C C MUNICIPAL							
313.00	INTERGVRNMNTL AGENC	8,929.00	8,929.00	.00	8,929.00	.00	100.00
	TOTAL INTERGOVERNMENTAL AGENC	273,018.00	149,033.00	.00	149,033.00	123,985.00	54.59
DEPARTMENT-4163 GENERAL INSURANCE							
BUDGET UNIT-00141630000000 G-INS							
520.01	PROPERTY & CASUALTY	190,000.00	791.00	.00	100,771.42	89,228.58	53.04
	TOTAL GENERAL INSURANCE	190,000.00	791.00	.00	100,771.42	89,228.58	53.04
DEPARTMENT-4164 BUSINESS MACHINES							
BUDGET UNIT-00141640000000 B/M							
610.00	MATERIALS & SUPPLIE	6,586.00	79.54	6,086.23	79.54	420.23	93.62
615.00	POSTAGE	22,000.00	8.56	8,300.00	.88	13,699.12	37.73
BUDGET UNIT-00141640001000 B/M							
431.00	ASSESSOR EQUIPMENT	24,935.00	8,103.39	13,953.61	8,103.39	2,878.00	88.46
BUDGET UNIT-00141640002000 B/M							
430.01	POSTAGE MACHINE LEA	1,200.00	.00	1,200.00	.00	.00	100.00
431.01	TAX COLLECTOR EQUIP	13,590.00	.00	1,544.89	12,260.11	-215.00	101.58
BUDGET UNIT-00141640003000 B/M							
430.02	TELEPHONE MAINTENAN	1,350.00	.00	1,350.00	.00	.00	100.00
431.02	FINANCE EQUIPMENT	16,000.00	81.24	933.76	13,573.80	1,492.44	90.67
BUDGET UNIT-00141640004000 B/M							
430.03	LAN EQUIP MAINTENAN	77,708.00	10,663.00	26,115.08	15,872.31	35,720.61	54.03

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FUND-001 GENERAL FUND  
 DEPARTMENT-4164 GENERAL FUND  
 BUDGET UNIT-00141640004000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
431.03	COMM. CENTER EQUIP	51,121.00	.00	26,822.78	24,280.98	17.24	99.97
BUDGET UNIT-00141640005000 B/M							
430.04	COPIER MAINTENANCE	5,496.00	-9.90	4,268.90	-9.90	1,237.00	77.49
431.04	POLICE EQUIPMENT	17,560.00	.00	4,900.00	10,250.00	2,410.00	86.28
BUDGET UNIT-00141640006000 B/M							
431.05	TECHNOLOGY	30,900.00	.00	.00	.00	30,900.00	.00
BUDGET UNIT-00141640007000 B/M							
430.06	SYSTEMS ADMINISTRAT	91,700.00	40.96	469.04	40.96	91,190.00	.56
431.06	FIRE MARSHALL EQUIP	1,200.00	.00	1,200.00	.00	.00	100.00
BUDGET UNIT-00141640008000 B/M							
431.07	FIRE EQUIPMENT	8,228.00	8,228.16	.00	8,228.16	-.16	100.00
BUDGET UNIT-00141640011000 B/M							
431.10	LAND USE EQUIPMENT	11,511.00	.00	11,511.00	.00	.00	100.00
TOTAL BUSINESS MACHINES		381,085.00	27,194.95	108,655.29	92,680.23	179,749.48	52.83
DEPARTMENT-4180 HOUSING OPPORTUNITIES COM							
BUDGET UNIT-00141800000000 HOC							
110.00	SALARIES	2,408.00	.00	.00	.00	2,408.00	.00
610.00	MATERIALS & SUPPLIE	750.00	.00	.00	.00	750.00	.00
TOTAL HOUSING OPPORTUNITIES C		3,158.00	.00	.00	.00	3,158.00	.00
DEPARTMENT-4190 HUMAN RESOURCES							
BUDGET UNIT-00141900000000 HR							
345.00	BUSINESS SERVICES	33,600.00	.00	.00	.00	33,600.00	.00
TOTAL HUMAN RESOURCES		33,600.00	.00	.00	.00	33,600.00	.00
DEPARTMENT-4191 PLANNING COMMISSION							
BUDGET UNIT-00141910000000 PLAN							
110.00	SALARIES	5,000.00	36.74	.00	125.95	4,874.05	2.52
610.00	MATERIALS & SUPPLIE	1,000.00	.00	.00	.00	1,000.00	.00
TOTAL PLANNING COMMISSION		6,000.00	36.74	.00	125.95	5,874.05	2.10
DEPARTMENT-4192 ZONING COMMISSION							
BUDGET UNIT-00141920000000 ZONING							
110.00	SALARIES	68,223.00	5,189.20	.00	9,255.31	58,967.69	13.57
610.00	MATERIALS & SUPPLIE	4,315.00	392.97	987.03	392.97	2,935.00	31.98
TOTAL ZONING COMMISSION		72,538.00	5,582.17	987.03	9,648.28	61,902.69	14.66
DEPARTMENT-4193 ZONING BOARD OF APPEALS							
BUDGET UNIT-00141930000000 ZBA							
110.00	SALARIES	7,532.00	.00	.00	763.96	6,768.04	10.14
610.00	MATERIALS & SUPPLIE	4,500.00	840.00	2,660.00	840.00	1,000.00	77.78
TOTAL ZONING BOARD OF APPEALS		12,032.00	840.00	2,660.00	1,603.96	7,768.04	35.44
DEPARTMENT-4194 ECONOMIC DEVELOPMENT							
BUDGET UNIT-00141940000000 E/D							

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FUND-001 GENERAL FUND  
 DEPARTMENT-4194 GENERAL FUND  
 BUDGET UNIT-00141940000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
110.00	SALARIES	1,568.00	.00	.00	137.20	1,430.80	8.75
610.00	MATERIALS & SUPPLIE	5,000.00	.00	.00	.00	5,000.00	.00
TOTAL ECONOMIC DEVELOPMENT		6,568.00	.00	.00	137.20	6,430.80	2.09
DEPARTMENT-4195 UTILITIES							
BUDGET UNIT-00141950000000 UTIL							
622.00	STREET LIGHTS	15,400.00	1,262.40	.00	1,277.68	14,122.32	8.30
626.00	GASOLINE & DIESEL	89,765.00	11,762.12	73,457.52	12,507.99	3,799.49	95.77
BUDGET UNIT-00141950002000 UTIL							
620.08	FIRE COMPANIES	62,713.00	9,811.79	45,608.17	9,890.79	7,214.04	88.50
BUDGET UNIT-00141950003000 UTIL							
620.01	ELECTRIC	129,691.00	24,154.93	.00	24,154.93	105,536.07	18.62
BUDGET UNIT-00141950004000 UTIL							
620.02	TELEPHONE	32,814.00	4,309.52	12,544.50	5,563.97	14,705.53	55.19
BUDGET UNIT-00141950005000 UTIL							
620.03	FUEL OIL	73,150.00	1,028.78	.00	1,028.78	72,121.22	1.41
BUDGET UNIT-00141950006000 UTIL							
620.04	OTHER	23,820.00	2,404.40	17,619.60	2,834.88	3,365.52	85.87
TOTAL UTILITIES		427,353.00	54,733.94	149,229.79	57,259.02	220,864.19	48.32
DEPARTMENT-4196 PERMANENT BUILDNG COMITEE							
BUDGET UNIT-00141960000000 PBC							
110.00	SALARIES	3,874.00	.00	.00	.00	3,874.00	.00
610.00	MATERIALS & SUPPLIE	100.00	.00	.00	.00	100.00	.00
TOTAL PERMANENT BUILDNG COMIT		3,974.00	.00	.00	.00	3,974.00	.00
DEPARTMENT-4197 GENERAL LAND USE							
BUDGET UNIT-00141970000000 LAND							
610.00	MATERIALS & SUPPLIE	500.00	134.92	.00	134.92	365.08	26.98
TOTAL GENERAL LAND USE		500.00	134.92	.00	134.92	365.08	26.98
DEPARTMENT-4198 HISTORICAL PROPERTIES							
BUDGET UNIT-00141980000000 HISTORICAL PROPERTIES M&S							
610.01	MATERIALS & SUPPLIE	100.00	.00	.00	.00	100.00	.00
TOTAL HISTORICAL PROPERTIES		100.00	.00	.00	.00	100.00	.00
DEPARTMENT-4199 COMMISSN OF YOUTH OF NF							
BUDGET UNIT-00141990000000 YOUTH							
610.00	MATERIALS & SUPPLIE	500.00	.00	.00	.00	500.00	.00
TOTAL COMMISSN OF YOUTH OF NF		500.00	.00	.00	.00	500.00	.00
DEPARTMENT-4210 POLICE							
BUDGET UNIT-00142100000000 PD							
110.00	SALARIES	698,347.00	46,112.36	.00	80,696.63	617,650.37	11.56
291.00	UNIFORMS	19,000.00	623.21	7,576.79	772.11	10,651.10	43.94
317.00	RESIDENT STATE TROO	210,000.00	.00	.00	.00	210,000.00	.00

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FUND-001 GENERAL FUND  
 DEPARTMENT-4210 GENERAL FUND  
 BUDGET UNIT-00142100000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
322.00	EDUCATION & TRAININ	11,000.00	1,613.00	4,787.00	1,613.00	4,600.00	58.18
430.07	EQUIPMENT MAINTENAN	15,000.00	.00	9,500.00	.00	5,500.00	63.33
610.00	MATERIALS & SUPPLIE	16,000.00	826.14	8,329.07	1,060.93	6,610.00	58.69
742.00	VEHICLE MAINTENANCE	20,000.00	270.48	8,723.09	326.91	10,950.00	45.25
BUDGET UNIT-00142100001000 PD							
110.02	SECRETARY	19,890.00	1,785.00	.00	3,034.50	16,855.50	15.26
130.00	OVERTIME	125,000.00	12,351.03	.00	21,665.72	103,334.28	17.33
317.01	RESIDENT SERGEANT O	50,000.00	.00	.00	.00	50,000.00	.00
BUDGET UNIT-00142100002000 PD							
130.02	PRIVATE DUTY OT	30,000.00	247.02	.00	3,242.14	26,757.86	10.81
317.02	OTHER RESIDENT TROO	978,000.00	.00	.00	.00	978,000.00	.00
BUDGET UNIT-00142100003000 PD							
110.04	T-DAYS/VACATION	17,428.00	.00	.00	.00	17,428.00	.00
130.03	DARE OVERTIME	1,067.00	.00	.00	.00	1,067.00	.00
317.03	RESIDENT TROOPER OT	230,000.00	.00	.00	.00	230,000.00	.00
BUDGET UNIT-00142100004000 PD							
110.05	LONGEVITY	1,900.00	.00	.00	.00	1,900.00	.00
130.04	TRAINING OVERTIME	5,000.00	1,976.16	.00	3,705.31	1,294.69	74.11
BUDGET UNIT-00142100005000 PD SRO							
130.00	OVERTIME	80,000.00	.00	.00	.00	80,000.00	.00
BUDGET UNIT-00142100006000 PD SPECIALTY PAY							
100.01	SPECIALTY PAY	8,100.00	.00	.00	.00	8,100.00	.00
TOTAL POLICE		2,535,732.00	65,804.40	38,915.95	116,117.25	2,380,698.80	6.11

DEPARTMENT-4215 COMMUNICATIONS CENTER  
 BUDGET UNIT-00142150000000 CC

110.00	SALARIES	273,266.00	20,673.63	.00	36,624.63	236,641.37	13.40
112.00	PART-TIME SALARIES	95,000.00	2,837.50	.00	6,300.00	88,700.00	6.63
130.00	OVERTIME	20,000.00	3,035.07	.00	6,775.32	13,224.68	33.88
322.01	TRAINING - EMD	2,985.00	.00	.00	.00	2,985.00	.00
530.00	NW-PSCC	5,800.00	2,896.00	2,896.00	2,896.00	8.00	99.86
610.00	MATERIALS & SUPPLIE	2,500.00	21.22	478.78	46.69	1,974.53	21.02
660.00	EMERGENCY NOTIFICAT	5,150.00	.00	.00	.00	5,150.00	.00
TOTAL COMMUNICATIONS CENTER		404,701.00	29,463.42	3,374.78	52,642.64	348,683.58	13.84

DEPARTMENT-4220 FIRE COMPANIES

BUDGET UNIT-00142200000000 FD							
290.01	PHYSICALS	8,500.00	.00	8,000.00	.00	500.00	94.12
322.00	EDUCATION & TRAININ	20,000.00	.00	5,000.00	.00	15,000.00	25.00
423.01	PROFESSIONAL SERVIC	10,000.00	.00	5,000.00	.00	9,500.00	5.00
430.08	BUILD SUPPLIES&REPA	6,500.00	.00	1,000.00	.00	5,500.00	15.38
610.02	DEPT MATERIAL & SUP	50,490.00	.00	11,837.00	.00	38,653.00	23.44
630.00	TECHNOLOGY	12,500.00	878.34	8,621.66	574.05	3,304.29	73.57
BUDGET UNIT-00142200001000 FD							
430.09	MAINTENANCE & REPAI	105,000.00	7,979.78	7,000.00	7,979.78	90,020.22	14.27
610.03	CO'S SUPPLIES & EQU	24,360.00	.00	500.00	.00	23,860.00	2.05



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 DEPARTMENT-4220 GENERAL FUND  
 BUDGET UNIT-00142200002000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
BUDGET UNIT-00142200002000 FD							
740.00	DRY HYDRANTS	4,000.00	.00	2,700.00	.00	1,300.00	67.50
	TOTAL FIRE COMPANIES	241,350.00	8,858.12	45,158.66	8,553.83	187,637.51	22.26
DEPARTMENT-4221 AMBULANCE-PARA/EMT							
BUDGET UNIT-00142210000000 AMB							
338.01	AMBULANCE-PARA./EMT	1,055,960.00	175,638.00	878,190.00	175,638.00	2,132.00	99.80
	TOTAL AMBULANCE-PARA/EMT	1,055,960.00	175,638.00	878,190.00	175,638.00	2,132.00	99.80
DEPARTMENT-4225 FIRE MARSHALL							
BUDGET UNIT-00142250000000 FM							
110.00	SALARIES	73,869.00	5,682.20	.00	9,943.85	63,925.15	13.46
610.00	MATERIALS & SUPPLIE	5,750.00	92.42	894.03	92.42	4,763.55	17.16
	TOTAL FIRE MARSHALL	79,619.00	5,774.62	894.03	10,036.27	68,688.70	13.73
DEPARTMENT-4240 BUILDING INSPECTOR							
BUDGET UNIT-00142400000000 B/I							
110.00	SALARIES	153,038.00	11,360.64	.00	20,431.12	132,606.88	13.35
610.00	MATERIALS & SUPPLIE	3,500.00	340.14	1,173.58	450.14	1,876.28	46.39
	TOTAL BUILDING INSPECTOR	156,538.00	11,700.78	1,173.58	20,881.26	134,483.16	14.09
DEPARTMENT-4290 EMERGENCY PLANNING							
BUDGET UNIT-00142900000000 OEM							
110.00	SALARIES	65,361.00	3,870.48	.00	6,905.89	58,455.11	10.57
610.00	MATERIALS & SUPPLIE	9,450.00	380.51	3,529.49	380.51	5,540.00	41.38
	TOTAL EMERGENCY PLANNING	74,811.00	4,250.99	3,529.49	7,286.40	63,995.11	14.46
DEPARTMENT-4295 ANIMAL CONTROL							
BUDGET UNIT-00142950000000 A-CONT							
110.00	SALARIES	49,055.00	3,773.44	.00	6,603.52	42,451.48	13.46
610.00	MATERIALS & SUPPLIE	2,225.00	81.92	2,190.00	81.92	-46.92	102.11
	TOTAL ANIMAL CONTROL	51,280.00	3,855.36	2,190.00	6,685.44	42,404.56	17.31
DEPARTMENT-4310 PUBLIC WORKS							
BUDGET UNIT-00143100000000 PW							
110.00	SALARIES	883,959.00	67,438.28	.00	121,466.99	762,492.01	13.74
112.01	ENGINEERING SERVICE	112,700.00	10,335.84	.00	21,171.68	91,528.32	18.79
120.01	SEASONAL PERSONNEL	29,900.00	1,536.00	.00	2,688.00	27,212.00	8.99
130.00	OVERTIME	82,939.00	2,048.53	.00	3,033.50	79,905.50	3.66
291.00	UNIFORMS	13,000.00	228.24	10,371.76	228.24	2,400.00	81.54
421.01	DISPOSAL OF WASTE	8,500.00	.00	2,900.00	.00	5,600.00	34.12
423.00	CONTRACTED SERVICES	387,400.00	50,698.67	304,718.82	50,698.67	31,982.51	91.74
424.00	STORMWATER MANAGEME	55,000.00	.00	55,000.00	.00	.00	100.00
441.00	EQUIPMENT LEASE	10,000.00	.00	.00	.00	10,000.00	.00
451.00	ROAD REPAIR	150,000.00	2,004.77	19,995.23	2,004.77	128,000.00	14.67
452.00	TOWN AID/LOCIP	347,072.00	.00	.00	.00	347,072.00	.00

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 DEPARTMENT-4310 GENERAL FUND  
 BUDGET UNIT-00143100000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
742.01	TRUCK & EQUIP MAIN	120,000.00	6,237.68	72,162.32	6,237.68	41,600.00	65.33
BUDGET UNIT-00143100001000 PW BUILD. & GROUNDS M&S							
610.01	MATERIALS & SUPPLIE	80,000.00	16,379.96	50,254.04	16,379.96	13,366.00	83.29
BUDGET UNIT-00143100002000 PW HIGHWAY & STREET M&S							
610.01	MATERIALS & SUPPLIE	30,000.00	407.40	10,482.60	407.40	19,110.00	36.30
BUDGET UNIT-00143100003000 PW SNOW MATERIAL & SUPP							
610.01	MATERIALS & SUPPLIE	100,000.00	108.89	78,889.11	108.89	21,002.00	79.00
BUDGET UNIT-00143100004000 PW SAFETY COMMITTEE M&S							
610.01	MATERIALS & SUPPLIE	300.00	.00	.00	.00	300.00	.00
TOTAL PUBLIC WORKS		2,410,770.00	157,424.26	604,773.88	224,425.78	1,581,570.34	34.40
DEPARTMENT-4410 HEALTH							
BUDGET UNIT-00144100000000 H							
110.00	SALARIES	292,584.00	22,242.12	.00	39,599.07	252,984.93	13.53
344.00	WATER TESTS	7,000.00	1,300.00	5,700.00	1,300.00	.00	100.00
610.00	MATERIALS & SUPPLIE	4,000.00	559.05	1,966.14	559.05	1,474.81	63.13
TOTAL HEALTH		303,584.00	24,101.17	7,666.14	41,458.12	254,459.74	16.18
DEPARTMENT-4420 INLAND WETLANDS							
BUDGET UNIT-00144200000000 IN-WET							
110.00	SALARIES	2,905.00	.00	.00	107.60	2,797.40	3.70
346.00	FEES & SERVICES	2,000.00	2,000.00	.00	2,000.00	.00	100.00
610.00	MATERIALS & SUPPLIE	1,000.00	116.00	884.00	116.00	.00	100.00
TOTAL INLAND WETLANDS		5,905.00	2,116.00	884.00	2,223.60	2,797.40	52.63
DEPARTMENT-4430 WPCA							
BUDGET UNIT-00144300000000 WPCA							
110.00	SALARIES	627.00	.00	.00	.00	627.00	.00
610.00	MATERIALS & SUPPLIE	900.00	.00	.00	.00	900.00	.00
TOTAL WPCA		1,527.00	.00	.00	.00	1,527.00	.00
DEPARTMENT-4440 SOCIAL SERVICES							
BUDGET UNIT-00144400000000 SOCIAL							
110.00	SALARIES	83,086.00	5,975.60	.00	10,711.60	72,374.40	12.89
610.00	MATERIALS & SUPPLIE	1,200.00	.00	.00	.00	1,200.00	.00
BUDGET UNIT-00144400001000 SOCIAL WOMEN'S CENTER							
350.00	SOCIAL SRVCS CONTRI	2,420.00	2,420.00	.00	2,420.00	.00	100.00
BUDGET UNIT-00144400002000 SOCIAL REGIONAL HOSPICE							
350.00	SOCIAL SRVCS CONTRI	3,000.00	.00	.00	.00	3,000.00	.00
BUDGET UNIT-00144400003000 SOCIAL ABILITY BEYOND							
350.00	SOCIAL SRVCS CONTRI	2,500.00	2,500.00	.00	2,500.00	.00	100.00
BUDGET UNIT-00144400005000 SOCIAL REGIONAL HOMELESS							
350.00	SOCIAL SRVCS CONTRI	5,000.00	5,000.00	.00	5,000.00	.00	100.00
BUDGET UNIT-00144400006000 SOCIAL PREVENTION COUNCIL							
350.00	SOCIAL SRVCS CONTRI	2,500.00	.00	.00	.00	2,500.00	.00
BUDGET UNIT-00144400007000 SOCIAL DANBURY YOUTH							

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FUND-001 GENERAL FUND  
 DEPARTMENT-4440 GENERAL FUND  
 BUDGET UNIT-00144400007000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
350.00	SOCIAL SRVCS CONTRI	640.00	640.00	.00	640.00	.00	100.00
BUDGET UNIT-00144400009000 SOCIAL FAMILY & CHILDREN							
350.00	SOCIAL SRVCS CONTRI	650.00	650.00	.00	650.00	.00	100.00
BUDGET UNIT-00144400010000 SOCIAL WECAHR							
350.00	SOCIAL SRVCS CONTRI	800.00	.00	.00	.00	800.00	.00
BUDGET UNIT-00144400011000 SOCIAL REGIONAL MENTAL							
350.00	SOCIAL SRVCS CONTRI	2,775.00	.00	.00	.00	2,775.00	.00
BUDGET UNIT-00144400012000 SOCIAL TBI CO							
350.00	SOCIAL SRVCS CONTRI	1,250.00	1,250.00	.00	1,250.00	.00	100.00
TOTAL SOCIAL SERVICES		105,821.00	18,435.60	.00	23,171.60	82,649.40	21.90
DEPARTMENT-4450 SENIOR SERVICES							
BUDGET UNIT-00144500000000 SENIOR							
110.00	SALARIES	144,830.00	11,279.80	.00	19,482.35	125,347.65	13.45
610.00	MATERIALS & SUPPLIE	5,250.00	523.58	4,614.36	635.64	.00	100.00
803.03	NUTRITION PROGRAM	2,469.00	.00	.00	313.20	2,155.80	12.69
810.01	PROGRAMS	43,000.00	3,995.45	37,790.60	4,839.57	369.83	99.14
TOTAL SENIOR SERVICES		195,549.00	15,798.83	42,404.96	25,270.76	127,873.28	34.61
DEPARTMENT-4460 BALL POND ADVISRY COMITEE							
BUDGET UNIT-00144600000000 B-POND							
110.00	SALARIES	900.00	58.80	.00	112.70	787.30	12.52
344.01	WEED CONTROL	9,600.00	800.00	.00	800.00	8,800.00	8.33
610.00	MATERIALS & SUPPLIE	350.00	.00	.00	.00	350.00	.00
TOTAL BALL POND ADVISRY COMIT		10,850.00	858.80	.00	912.70	9,937.30	8.41
DEPARTMENT-4470 COMMISSION ON AGING							
BUDGET UNIT-00144700000000 AGING							
110.00	SALARIES	3,136.00	98.00	.00	98.00	3,038.00	3.13
610.00	MATERIALS & SUPPLIE	1,300.00	.00	.00	.00	1,300.00	.00
TOTAL COMMISSION ON AGING		4,436.00	98.00	.00	98.00	4,338.00	2.21
DEPARTMENT-4510 RECREATION							
BUDGET UNIT-00145100000000 REC							
110.00	SALARIES	77,525.00	5,810.36	.00	10,478.76	67,046.24	13.52
TOTAL RECREATION		77,525.00	5,810.36	.00	10,478.76	67,046.24	13.52
DEPARTMENT-4550 LIBRARY							
BUDGET UNIT-00145500000000 LIBRARY							
110.00	SALARIES	441,111.00	31,718.33	.00	56,647.23	384,463.77	12.84
324.00	EDUCATION	1,000.00	.00	750.00	.00	250.00	75.00
343.00	AUTOMATION	16,500.00	12,297.83	2,285.40	13,156.52	1,058.08	93.59
430.10	MAINTENANCE	1,800.00	.00	1,400.00	.00	400.00	77.78
610.04	TECHNICAL SUPPLIES	1,800.00	.00	1,200.00	.00	600.00	66.67
640.00	BOOKS & MATERIALS	36,000.00	5,815.90	27,764.34	5,815.90	2,419.76	93.28
810.01	PROGRAMS	6,500.00	937.12	600.00	937.12	4,962.88	23.65

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FUND-001 GENERAL FUND  
 DEPARTMENT-4550 GENERAL FUND  
 BUDGET UNIT-00145500000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
TOTAL LIBRARY		504,711.00	50,769.18	33,999.74	76,556.77	394,154.49	21.90
TOTAL REPORT		12,503,997.00	1,014,627.88	2,268,713.80	2,041,851.95	8,193,431.25	34.47

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FUND-001 GENERAL FUND  
 DEPARTMENT-4110 GENERAL FUND  
 BUDGET UNIT-00141100000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
DEPARTMENT-4110 BOARD OF SELECTMAN							
BUDGET UNIT-00141100000000 BOS							
105.00	ELECTED SALARIES	116,783.00	3,354.08	.00	116,782.24	.76	100.00
110.00	SALARIES	63,434.00	1,183.28	.00	61,539.58	1,894.42	97.01
310.00	EXAMINE LAND RECORD	1,500.00	104.28	.00	1,034.54	465.46	68.97
320.00	CABLE BROADCASTING	15,000.00	.00	.00	15,000.00	.00	100.00
330.00	GRANTS ADMISTRATOR	3,500.00	.00	.00	.00	3,500.00	.00
610.00	MATERIALS & SUPPLIE	5,500.00	1,487.20	42.50	5,383.09	74.41	98.65
TOTAL BOARD OF SELECTMAN		205,717.00	6,128.84	42.50	199,739.45	5,935.05	97.11
DEPARTMENT-4120 TOWN CLERK							
BUDGET UNIT-00141200000000 TC							
105.00	ELECTED SALARIES	77,814.00	1,454.98	.00	78,568.92	-754.92	100.97
110.00	SALARIES	82,515.00	1,760.45	.00	82,508.88	6.12	99.99
340.00	INDEXING & MICROFIL	20,290.00	130.74	.00	20,289.46	.54	100.00
342.00	ORDINANCE UPDATE	1,200.00	.00	.00	1,150.05	49.95	95.84
610.00	MATERIALS & SUPPLIE	6,300.00	1,181.34	1,905.45	4,390.35	4.20	99.93
TOTAL TOWN CLERK		188,119.00	4,527.51	1,905.45	186,907.66	-694.11	100.37
DEPARTMENT-4121 PROBATE							
BUDGET UNIT-00141210000000 PROBATE - FACILITY FEES							
610.01	MATERIALS & SUPPLIE	9,647.00	.00	.00	9,646.15	.85	99.99
TOTAL PROBATE		9,647.00	.00	.00	9,646.15	.85	99.99
DEPARTMENT-4140 REGISTRARS OF VOTERS							
BUDGET UNIT-00141400000000 ROV							
105.00	ELECTED SALARIES	34,631.00	622.78	.00	34,630.12	.88	100.00
110.00	SALARIES	30,396.00	344.00	.00	30,395.75	.25	100.00
610.00	MATERIALS & SUPPLIE	17,894.00	752.08	.00	17,885.91	8.09	99.95
TOTAL REGISTRARS OF VOTERS		82,921.00	1,718.86	.00	82,911.78	9.22	99.99
DEPARTMENT-4150 FINANCE							
BUDGET UNIT-00141500000000 FIN							
110.00	SALARIES	306,329.00	-67,819.12	.00	293,964.90	12,364.10	95.96
610.00	MATERIALS & SUPPLIE	6,500.00	-820.82	.00	2,707.40	3,792.60	41.65
TOTAL FINANCE		312,829.00	-68,639.94	.00	296,672.30	16,156.70	94.84
DEPARTMENT-4151 BOARD OF FINANCE							
BUDGET UNIT-00141510000000 BOF							
110.00	SALARIES	2,879.00	86.08	.00	2,878.30	.70	99.98
336.00	TOWN AUDIT	64,700.00	.00	.00	64,700.00	.00	100.00
610.00	MATERIALS & SUPPLIE	5,311.00	.00	.00	5,120.00	191.00	96.40
801.00	CONTINGENCY	5,663.00	.00	.00	.00	5,663.00	.00
TOTAL BOARD OF FINANCE		78,553.00	86.08	.00	72,698.30	5,854.70	92.55

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FUND-001 GENERAL FUND  
 DEPARTMENT-4152 GENERAL FUND  
 BUDGET UNIT-00141520000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
DEPARTMENT-4152 TREASURER							
BUDGET UNIT-00141520000000 TRES							
105.00	ELECTED SALARIES	8,333.00	694.45	.00	8,333.40	- .40	100.00
	TOTAL TREASURER	8,333.00	694.45	.00	8,333.40	- .40	100.00
DEPARTMENT-4153 ASSESSOR							
BUDGET UNIT-00141530000000 A-TAX							
110.00	SALARIES	164,737.00	3,157.22	.00	163,858.16	878.84	99.47
337.00	GIS & AUDITS-PERS P	10,000.00	2,683.77	.00	9,957.24	42.76	99.57
610.00	MATERIALS & SUPPLIE	9,685.00	2,203.19	350.00	8,630.20	704.80	92.72
	TOTAL ASSESSOR	184,422.00	8,044.18	350.00	182,445.60	1,626.40	99.12
DEPARTMENT-4154 TAX COLLECTOR							
BUDGET UNIT-00141540000000 TAX							
105.00	ELECTED SALARIES	88,603.00	1,684.86	.00	90,215.47	-1,612.47	101.82
110.00	SALARIES	119,874.00	2,176.16	.00	121,312.39	-1,438.39	101.20
331.00	DELINQ.TAX COLLECT.	4,610.00	.00	.00	4,608.27	1.73	99.96
610.00	MATERIALS & SUPPLIE	5,240.00	793.00	.00	5,179.79	60.21	98.85
	TOTAL TAX COLLECTOR	218,327.00	4,654.02	.00	221,315.92	-2,988.92	101.37
DEPARTMENT-4155 BOARD OF ASSESMENT APPEAL							
BUDGET UNIT-00141550000000 BOAA							
105.00	ELECTED SALARIES	700.00	.00	.00	168.00	532.00	24.00
110.00	SALARIES	686.00	.00	.00	176.40	509.60	25.71
610.00	MATERIALS & SUPPLIE	100.00	.00	.00	99.60	.40	99.60
	TOTAL BOARD OF ASSESMENT APPE	1,486.00	.00	.00	444.00	1,042.00	29.88
DEPARTMENT-4160 UNCLSFYD PAYROLL &BENEFITS							
BUDGET UNIT-00141600000000 U P&B							
130.01	OVERTIME CONTINGENC	3,000.00	-265.48	.00	2,822.16	177.84	94.07
140.00	SALARY ADJUSTMENTS	18,913.00	726.50	.00	9,340.50	9,572.50	49.39
220.00	SOCIAL SECURITY	384,259.00	5,718.15	.00	384,258.34	.66	100.00
230.00	PENSION	735,876.00	20,839.46	.00	732,632.14	3,243.86	99.56
250.00	UNEMPLOYMENT	15,000.00	1.00	.00	6,621.00	8,379.00	44.14
260.00	WORKERS COMPENSATIO	136,024.00	-1,750.55	.00	124,989.19	11,034.81	91.89
290.00	EMPLOYEE PHYSICALS	3,000.00	.00	.00	2,470.00	530.00	82.33
580.00	MILEAGE REIMBURSEME	1,500.00	92.36	.00	1,371.63	128.37	91.44
	TOTAL UNCLSFYD PAYROLL &BENEFI	1,297,572.00	25,361.44	.00	1,264,504.96	33,067.04	97.45
DEPARTMENT-4161 PROFESSIONAL SERVICES							
BUDGET UNIT-00141610000000 PROFESSIONAL SERVICES							
334.01	CONSULTING	12,300.00	2,047.50	.00	11,334.97	965.03	92.15
BUDGET UNIT-00141610000001 LEGAL-LAND							
332.01	LEGAL SERVICES	173.00	.00	.00	171.30	1.70	99.02
BUDGET UNIT-00141610000003 LEGAL-LABOR							
332.01	LEGAL SERVICES	47,052.00	.00	.00	45,812.62	1,239.38	97.37

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FUND-001 GENERAL FUND  
 DEPARTMENT-4161 GENERAL FUND  
 BUDGET UNIT-00141610000004 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
BUDGET UNIT-00141610000004	LEGAL-GENERAL/OTHER						
332.01	LEGAL SERVICES	53,698.00	5,735.00	.00	53,697.99	.01	100.00
BUDGET UNIT-00141610000005	LEGAL-HEALTH CODE						
332.01	LEGAL SERVICES	1,208.00	.00	.00	1,207.50	.50	99.96
BUDGET UNIT-00141610000006	LEGAL-PLANNING						
332.01	LEGAL SERVICES	928.00	.00	.00	927.50	.50	99.95
BUDGET UNIT-00141610000007	LEGAL-ZONING						
332.01	LEGAL SERVICES	61,011.00	2,415.00	.00	61,010.66	.34	100.00
BUDGET UNIT-00141610000008	LEGAL-ZBA						
332.01	LEGAL SERVICES	3,095.00	252.50	.00	3,095.00	.00	100.00
BUDGET UNIT-00141610000009	LEGAL-INLAND/WETLANDS						
332.01	LEGAL SERVICES	35.00	.00	.00	35.00	.00	100.00
	TOTAL PROFESSIONAL SERVICES	179,500.00	10,450.00	.00	177,292.54	2,207.46	98.77
DEPARTMENT-4162 INTERGOVERNMENTAL AGENCY							
BUDGET UNIT-00141620000000	I/G						
312.00	CT COUNCIL OF SMALL	1,175.00	.00	.00	1,175.00	.00	100.00
316.00	PUBLIC TRANSPORTATI	104,670.00	.00	.00	104,670.00	.00	100.00
421.00	HOUSEHOLD HAZARD WA	15,000.00	-250.00	.00	11,235.62	3,764.38	74.90
BUDGET UNIT-00141620001000	I/G-WESTERN CT COUNCIL						
313.00	INTERGVRNMNTL AGENC	9,053.00	.00	.00	9,053.00	.00	100.00
BUDGET UNIT-00141620002000	I/G-CANDLEWOOD LAKE						
313.00	INTERGVRNMNTL AGENC	129,730.00	.00	.00	129,730.00	.00	100.00
BUDGET UNIT-00141620004000	I/G-C C MUNICIPAL						
313.00	INTERGVRNMNTL AGENC	8,929.00	.00	.00	8,929.00	.00	100.00
	TOTAL INTERGOVERNMENTAL AGENC	268,557.00	-250.00	.00	264,792.62	3,764.38	98.60
DEPARTMENT-4163 GENERAL INSURANCE							
BUDGET UNIT-00141630000000	G-INS						
520.01	PROPERTY & CASUALTY	184,400.00	216.54	.00	172,603.54	11,796.46	93.60
	TOTAL GENERAL INSURANCE	184,400.00	216.54	.00	172,603.54	11,796.46	93.60
DEPARTMENT-4164 BUSINESS MACHINES							
BUDGET UNIT-00141640000000	B/M						
610.00	MATERIALS & SUPPLIE	6,550.00	2,159.65	.00	5,984.29	565.71	91.36
615.00	POSTAGE	27,000.00	2,160.79	.00	26,550.91	449.09	98.34
BUDGET UNIT-00141640001000	B/M						
431.00	ASSESSOR EQUIPMENT	22,057.00	.00	.00	21,280.79	776.21	96.48
BUDGET UNIT-00141640002000	B/M						
430.01	POSTAGE MACHINE LEA	1,200.00	210.00	.00	840.00	360.00	70.00
431.01	TAX COLLECTOR EQUIP	13,126.00	.00	.00	13,125.69	.31	100.00
BUDGET UNIT-00141640003000	B/M						
430.02	TELEPHONE MAINTENAN	3,215.00	.00	.00	1,920.00	1,295.00	59.72
431.02	FINANCE EQUIPMENT	16,000.00	202.50	.00	13,225.96	2,774.04	82.66
BUDGET UNIT-00141640004000	B/M						
430.03	LAN EQUIP MAINTENAN	74,875.00	7,127.40	7,880.00	65,951.87	1,043.13	98.61

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 DEPARTMENT-4164 GENERAL FUND  
 BUDGET UNIT-00141640004000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
431.03	COMM. CENTER EQUIP	50,000.00	.00	.00	46,370.44	3,629.56	92.74
BUDGET UNIT-00141640005000 B/M							
430.04	COPIER MAINTENANCE	5,100.00	150.27	.00	2,801.21	2,298.79	54.93
431.04	POLICE EQUIPMENT	9,500.00	.00	.00	9,500.00	.00	100.00
BUDGET UNIT-00141640006000 B/M							
431.05	TECHNOLOGY	25,068.00	825.00	.00	24,081.68	986.32	96.07
BUDGET UNIT-00141640007000 B/M							
430.06	SYSTEMS ADMINISTRAT	87,253.00	74,128.59	.00	74,579.86	12,673.14	85.48
431.06	FIRE MARSHALL EQUIP	1,300.00	.00	.00	1,200.00	100.00	92.31
BUDGET UNIT-00141640008000 B/M							
431.07	FIRE EQUIPMENT	10,369.00	.00	.00	10,368.50	.50	100.00
BUDGET UNIT-00141640011000 B/M							
431.10	LAND USE EQUIPMENT	12,234.00	.00	.00	12,234.00	.00	100.00
TOTAL BUSINESS MACHINES		364,847.00	86,964.20	7,880.00	330,015.20	26,951.80	92.61
DEPARTMENT-4190 HUMAN RESOURCES							
BUDGET UNIT-00141900000000 HR							
345.00	BUSINESS SERVICES	33,000.00	.00	.00	32,574.02	425.98	98.71
TOTAL HUMAN RESOURCES		33,000.00	.00	.00	32,574.02	425.98	98.71
DEPARTMENT-4191 PLANNING COMMISSION							
BUDGET UNIT-00141910000000 PLANNING COMMISSION							
110.00	SALARIES	3,148.00	94.46	.00	1,422.12	1,725.88	45.18
610.00	MATERIALS & SUPPLIE	3,100.00	.00	.00	337.82	2,762.18	10.90
TOTAL PLANNING COMMISSION		6,248.00	94.46	.00	1,759.94	4,488.06	28.17
DEPARTMENT-4192 ZONING COMMISSION							
BUDGET UNIT-00141920000000 ZONING							
110.00	SALARIES	78,198.00	1,299.99	.00	68,798.04	9,399.96	87.98
610.00	MATERIALS & SUPPLIE	7,315.00	149.38	.00	3,670.58	3,644.42	50.18
TOTAL ZONING COMMISSION		85,513.00	1,449.37	.00	72,468.62	13,044.38	84.75
DEPARTMENT-4193 ZONING BOARD OF APPEALS							
BUDGET UNIT-00141930000000 ZBA							
110.00	SALARIES	7,532.00	995.30	.00	7,257.62	274.38	96.36
610.00	MATERIALS & SUPPLIE	4,500.00	1,377.10	.00	4,304.45	195.55	95.65
TOTAL ZONING BOARD OF APPEALS		12,032.00	2,372.40	.00	11,562.07	469.93	96.09
DEPARTMENT-4194 ECONOMIC DEVELOPMENT							
BUDGET UNIT-00141940000000 E/D							
110.00	SALARIES	1,918.00	.00	.00	1,847.30	70.70	96.31
610.00	MATERIALS & SUPPLIE	5,050.00	207.39	.00	3,407.27	1,642.73	67.47
TOTAL ECONOMIC DEVELOPMENT		6,968.00	207.39	.00	5,254.57	1,713.43	75.41
DEPARTMENT-4195 UTILITIES							
BUDGET UNIT-00141950000000 UTIL							



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FUND-001 GENERAL FUND  
 DEPARTMENT-4195 GENERAL FUND  
 BUDGET UNIT-0014195000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
622.00	STREET LIGHTS	15,394.00	973.45	.00	14,274.64	1,119.36	92.73
626.00	GASOLINE & DIESEL	128,192.00	-5,329.30	.00	128,191.31	.69	100.00
BUDGET UNIT-00141950002000 UTIL							
620.08	FIRE COMPANIES	56,760.00	264.81	.00	54,587.61	2,172.39	96.17
BUDGET UNIT-00141950003000 UTIL							
620.01	ELECTRIC	121,300.00	-2,268.89	.00	121,055.72	244.28	99.80
BUDGET UNIT-00141950004000 UTIL							
620.02	TELEPHONE	31,945.00	1,408.76	.00	31,809.36	135.64	99.58
BUDGET UNIT-00141950005000 UTIL							
620.03	FUEL OIL	76,995.00	235.73	.00	76,735.06	259.94	99.66
BUDGET UNIT-00141950006000 UTIL							
620.04	OTHER	21,673.00	99.56	.00	21,254.77	418.23	98.07
	TOTAL UTILITIES	452,259.00	-4,615.88	.00	447,908.47	4,350.53	99.04
DEPARTMENT-4196 PERMANENT BUILDNG COMITEE							
BUDGET UNIT-00141960000000 PBC							
110.00	SALARIES	3,874.00	505.72	.00	1,689.32	2,184.68	43.61
610.00	MATERIALS & SUPPLIE	150.00	.00	.00	.00	150.00	.00
	TOTAL PERMANENT BUILDNG COMIT	4,024.00	505.72	.00	1,689.32	2,334.68	41.98
DEPARTMENT-4197 GENERAL LAND USE							
BUDGET UNIT-00141970000000 GENERAL LAND USE							
110.00	SALARIES	16,167.00	.00	.00	.00	16,167.00	.00
610.00	MATERIALS & SUPPLIE	500.00	.00	.00	465.88	34.12	93.18
	TOTAL GENERAL LAND USE	16,667.00	.00	.00	465.88	16,201.12	2.80
DEPARTMENT-4198 HISTORICAL PROPERTIES							
BUDGET UNIT-00141980000000 HISTORICAL PROPERTIES M&S							
610.01	MATERIALS & SUPPLIE	250.00	.00	.00	.00	250.00	.00
	TOTAL HISTORICAL PROPERTIES	250.00	.00	.00	.00	250.00	.00
DEPARTMENT-4199 COMMISSN OF YOUTH OF NF							
BUDGET UNIT-00141990000000 YOUTH							
610.00	MATERIALS & SUPPLIE	1,000.00	.00	.00	.00	1,000.00	.00
	TOTAL COMMISSN OF YOUTH OF NF	1,000.00	.00	.00	.00	1,000.00	.00
DEPARTMENT-4210 POLICE							
BUDGET UNIT-00142100000000 PD							
110.00	SALARIES	646,766.00	11,528.09	.00	597,614.06	49,151.94	92.40
291.00	UNIFORMS	12,280.00	604.90	.00	6,002.59	6,277.41	48.88
317.00	RESIDENT STATE TROO	210,000.00	.00	.00	174,694.32	35,305.68	83.19
322.00	EDUCATION & TRAININ	8,500.00	.00	.00	6,972.00	1,528.00	82.02
430.07	EQUIPMENT MAINTENAN	14,220.00	518.76	.00	12,144.77	2,075.23	85.41
610.00	MATERIALS & SUPPLIE	13,775.00	523.89	.00	10,850.41	2,924.59	78.77
742.00	VEHICLE MAINTENANCE	18,600.00	-450.00	1,324.95	9,509.22	7,765.83	58.25
	BUDGET UNIT-00142100001000 PD						

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FUND-001 GENERAL FUND  
 DEPARTMENT-4210 GENERAL FUND  
 BUDGET UNIT-00142100001000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
110.02	SECRETARY	22,090.00	446.25	.00	21,904.50	185.50	99.16
130.00	OVERTIME	173,395.00	1,543.88	.00	168,200.82	5,194.18	97.00
317.01	RESIDENT SERGEANT O	50,000.00	2,164.55	.00	30,238.80	19,761.20	60.48
BUDGET UNIT-00142100002000 PD							
130.02	PRIVATE DUTY OT	51,328.00	.00	.00	42,090.42	9,237.58	82.00
317.02	OTHER RESIDENT TROO	1,026,800.00	.00	.00	981,375.40	45,424.60	95.58
BUDGET UNIT-00142100003000 PD							
110.04	T-DAYS/VACATION	15,428.00	.00	.00	13,339.09	2,088.91	86.46
130.03	DARE OVERTIME	1,067.00	.00	.00	.00	1,067.00	.00
317.03	RESIDENT TROOPER OT	230,000.00	15,997.57	.00	204,925.59	25,074.41	89.10
BUDGET UNIT-00142100004000 PD							
110.05	LONGEVITY	1,900.00	.00	.00	1,900.00	.00	100.00
130.04	TRAINING OVERTIME	6,915.00	.00	.00	6,914.33	.67	99.99
BUDGET UNIT-00142100005000 PD SRO							
130.00	OVERTIME	62,886.00	.00	.00	30,340.81	32,545.19	48.25
BUDGET UNIT-00142100006000 PD							
100.01	SPECIALTY PAY	7,200.00	.00	.00	6,775.00	425.00	94.10
TOTAL POLICE		2,573,150.00	32,877.89	1,324.95	2,325,792.13	246,032.92	90.44
DEPARTMENT-4215 COMMUNICATIONS CENTER							
BUDGET UNIT-00142150000000 CC							
110.00	SALARIES	260,655.00	5,009.00	.00	260,654.52	.48	100.00
112.00	PART-TIME SALARIES	57,935.00	331.25	.00	57,212.50	722.50	98.75
130.00	OVERTIME	64,031.00	489.00	.00	60,991.35	3,039.65	95.25
322.01	TRAINING - EMD	1,255.00	.00	.00	418.73	836.27	33.36
530.00	NW-PSCC	5,800.00	.00	.00	5,792.00	8.00	99.86
610.00	MATERIALS & SUPPLIE	3,500.00	174.49	.00	1,662.01	1,837.99	47.49
660.00	EMERGENCY NOTIFICAT	5,150.00	.00	.00	5,150.00	.00	100.00
TOTAL COMMUNICATIONS CENTER		398,326.00	6,003.74	.00	391,881.11	6,444.89	98.38
DEPARTMENT-4220 FIRE COMPANIES							
BUDGET UNIT-00142200000000 FD							
290.01	PHYSICALS	10,815.00	2,315.00	.00	10,815.00	.00	100.00
322.00	EDUCATION & TRAININ	7,201.00	.00	.00	6,950.00	251.00	96.51
423.01	PROFESSIONAL SERVIC	360.00	.00	.00	360.00	.00	100.00
430.08	BUILD SUPPLIES&REPA	7,080.00	.00	.00	6,968.05	111.95	98.42
610.02	DEPT MATERIAL & SUP	60,692.77	16,198.98	.00	60,692.67	.10	100.00
630.00	TECHNOLOGY	10,500.00	750.22	.00	10,358.41	141.59	98.65
BUDGET UNIT-00142200001000 FD							
430.09	MAINTENANCE & REPAI	116,163.00	27,696.50	.00	116,024.17	138.83	99.88
610.03	CO'S SUPPLIES & EQU	11,690.00	119.39	.00	11,116.10	573.90	95.09
BUDGET UNIT-00142200002000 FD							
740.00	DRY HYDRANTS	3,083.23	.00	.00	3,083.23	.00	100.00
BUDGET UNIT-00142200005000 FD PORTABLE EQUIPMENT							
610.01	MATERIALS & SUPPLIE	570.00	268.00	.00	569.15	.85	99.85
TOTAL FIRE COMPANIES		228,155.00	47,348.09	.00	226,936.78	1,218.22	99.47

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FUND-001 GENERAL FUND  
 DEPARTMENT-4220 GENERAL FUND  
 BUDGET UNIT-00142200005000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
DEPARTMENT-4221 AMBULANCE-PARA/EMT							
BUDGET UNIT-00142210000000 AMB							
338.01	AMBULANCE-PARA./EMT	791,468.00	31.37	.00	791,463.27	4.73	100.00
	TOTAL AMBULANCE-PARA/EMT	791,468.00	31.37	.00	791,463.27	4.73	100.00
DEPARTMENT-4225 FIRE MARSHALL							
BUDGET UNIT-00142250000000 FM							
110.00	SALARIES	73,869.00	1,420.55	.00	73,868.60	.40	100.00
610.00	MATERIALS & SUPPLIE	6,250.00	342.78	.00	4,530.24	1,719.76	72.48
	TOTAL FIRE MARSHALL	80,119.00	1,763.33	.00	78,398.84	1,720.16	97.85
DEPARTMENT-4240 BUILDING INSPECTOR							
BUDGET UNIT-00142400000000 B/I							
110.00	SALARIES	153,442.00	2,840.16	.00	153,862.59	-420.59	100.27
610.00	MATERIALS & SUPPLIE	3,200.00	138.59	.00	3,196.53	3.47	99.89
	TOTAL BUILDING INSPECTOR	156,642.00	2,978.75	.00	157,059.12	-417.12	100.27
DEPARTMENT-4290 EMERGENCY PLANNING							
BUDGET UNIT-00142900000000 OEM							
110.00	SALARIES	65,361.00	941.11	.00	61,494.22	3,866.78	94.08
610.00	MATERIALS & SUPPLIE	9,200.00	1,092.52	.00	3,060.50	6,139.50	33.27
	TOTAL EMERGENCY PLANNING	74,561.00	2,033.63	.00	64,554.72	10,006.28	86.58
DEPARTMENT-4295 ANIMAL CONTROL							
BUDGET UNIT-00142950000000 A-CONT							
110.00	SALARIES	49,150.00	943.36	.00	49,149.06	.94	100.00
610.00	MATERIALS & SUPPLIE	2,080.00	275.85	.00	2,080.00	.00	100.00
	TOTAL ANIMAL CONTROL	51,230.00	1,219.21	.00	51,229.06	.94	100.00
DEPARTMENT-4310 PUBLIC WORKS							
BUDGET UNIT-00143100000000 PW							
110.00	SALARIES	876,793.00	16,859.57	.00	867,123.07	9,669.93	98.90
112.01	ENGINEERING SERVICE	122,700.00	-4,300.56	.00	122,560.83	139.17	99.89
120.01	SEASONAL PERSONNEL	19,900.00	384.00	.00	19,160.00	740.00	96.28
130.00	OVERTIME	70,049.00	.00	.00	69,488.60	560.40	99.20
291.00	UNIFORMS	10,300.00	285.30	.00	9,993.44	306.56	97.02
421.01	DISPOSAL OF WASTE	5,890.00	3,000.00	.00	5,890.00	.00	100.00
423.00	CONTRACTED SERVICES	390,604.00	17,903.00	35,400.00	355,203.89	.11	100.00
424.00	STORMWATER MANAGEME	55,000.00	.00	12,365.34	42,601.66	33.00	99.94
441.00	EQUIPMENT LEASE	3,266.00	.00	.00	3,265.48	.52	99.98
451.00	ROAD REPAIR	188,900.00	21,312.28	41,000.00	147,809.48	90.52	99.95
452.00	TOWN AID/LOCIP	354,091.00	117,432.72	.00	350,864.00	3,227.00	99.09
742.01	TRUCK & EQUIP MAIN	120,000.00	2,679.86	.00	119,511.97	488.03	99.59
BUDGET UNIT-00143100001000 PW BUILD. & GROUNDS M&S							
610.01	MATERIALS & SUPPLIE	75,500.00	2,379.97	.00	75,270.06	229.94	99.70

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FUND-001 GENERAL FUND  
 DEPARTMENT-4310 GENERAL FUND  
 BUDGET UNIT-00143100002000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
BUDGET UNIT-00143100002000	PW HIGHWAY & STREET M&S						
610.01	MATERIALS & SUPPLIE	9,814.00	3,212.00	.00	9,773.29	40.71	99.59
BUDGET UNIT-00143100003000	PW SNOW MATERIAL & SUPP						
610.01	MATERIALS & SUPPLIE	75,645.00	108.91	.00	75,621.63	23.37	99.97
	TOTAL PUBLIC WORKS	2,378,452.00	181,257.05	88,765.34	2,274,137.40	15,549.26	99.35
DEPARTMENT-4410 HEALTH							
BUDGET UNIT-00144100000000	HEALTH						
110.00	SALARIES	283,484.00	5,635.17	.00	283,483.90	.10	100.00
344.00	WATER TESTS	10,936.00	4,501.27	.00	10,336.27	599.73	94.52
610.00	MATERIALS & SUPPLIE	3,880.00	8.98	.00	3,515.37	364.63	90.60
	TOTAL HEALTH	298,300.00	10,145.42	.00	297,335.54	964.46	99.68
DEPARTMENT-4420 INLAND WETLANDS							
BUDGET UNIT-00144200000000	IN-WET						
110.00	SALARIES	2,905.00	129.12	.00	1,624.76	1,280.24	55.93
346.00	FEES & SERVICES	2,000.00	.00	.00	2,000.00	.00	100.00
610.00	MATERIALS & SUPPLIE	1,000.00	48.00	.00	654.40	345.60	65.44
	TOTAL INLAND WETLANDS	5,905.00	177.12	.00	4,279.16	1,625.84	72.47
DEPARTMENT-4430 WPCA							
BUDGET UNIT-00144300000000	WPCA						
110.00	SALARIES	628.00	.00	.00	.00	628.00	.00
610.00	MATERIALS & SUPPLIE	900.00	.00	.00	736.00	164.00	81.78
	TOTAL WPCA	1,528.00	.00	.00	736.00	792.00	48.17
DEPARTMENT-4440 SOCIAL SERVICES							
BUDGET UNIT-00144400000000	SOCIAL						
110.00	SALARIES	82,686.00	1,206.80	.00	71,052.54	11,633.46	85.93
610.00	MATERIALS & SUPPLIE	1,300.00	.00	.00	905.41	394.59	69.65
BUDGET UNIT-00144400001000	SOCIAL WOMEN'S CENTER						
350.00	SOCIAL SRVCS CONTRI	2,200.00	.00	.00	2,200.00	.00	100.00
BUDGET UNIT-00144400002000	SOCIAL REGIONAL HOSPICE						
350.00	SOCIAL SRVCS CONTRI	3,000.00	.00	.00	3,000.00	.00	100.00
BUDGET UNIT-00144400003000	SOCIAL ABILITY BEYOND						
350.00	SOCIAL SRVCS CONTRI	1,800.00	.00	.00	1,800.00	.00	100.00
BUDGET UNIT-00144400005000	SOCIAL REGIONAL HOMELESS						
350.00	SOCIAL SRVCS CONTRI	3,100.00	.00	.00	3,100.00	.00	100.00
BUDGET UNIT-00144400006000	SOCIAL PREVENTION COUNCIL						
350.00	SOCIAL SRVCS CONTRI	2,500.00	.00	.00	2,500.00	.00	100.00
BUDGET UNIT-00144400007000	SOCIAL DANBURY YOUTH						
350.00	SOCIAL SRVCS CONTRI	640.00	.00	.00	640.00	.00	100.00
BUDGET UNIT-00144400009000	SOCIAL FAMILY & CHILDREN						
350.00	SOCIAL SRVCS CONTRI	650.00	.00	.00	650.00	.00	100.00
BUDGET UNIT-00144400010000	SOCIAL WECAHR						
350.00	SOCIAL SRVCS CONTRI	800.00	.00	.00	800.00	.00	100.00

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FUND-001 GENERAL FUND  
 DEPARTMENT-4440 GENERAL FUND  
 BUDGET UNIT-00144400011000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
BUDGET UNIT-00144400011000 SOCIAL REGIONAL MENTAL							
350.00	SOCIAL SRVCS CONTRI	2,775.00	.00	.00	2,775.00	.00	100.00
BUDGET UNIT-00144400012000 SOCIAL TBI CO							
350.00	SOCIAL SRVCS CONTRI	1,250.00	.00	.00	1,250.00	.00	100.00
	TOTAL SOCIAL SERVICES	102,701.00	1,206.80	.00	90,672.95	12,028.05	88.29
DEPARTMENT-4450 SENIOR SERVICES							
BUDGET UNIT-00144500000000 SENIOR							
110.00	SALARIES	141,739.00	2,695.22	.00	140,580.78	1,158.22	99.18
610.00	MATERIALS & SUPPLIE	6,750.00	104.46	.00	5,992.27	757.73	88.77
803.03	NUTRITION PROGRAM	3,158.00	.00	.00	458.40	2,699.60	14.52
810.01	PROGRAMS	41,000.00	2,735.17	.00	35,457.35	5,542.65	86.48
	TOTAL SENIOR SERVICES	192,647.00	5,534.85	.00	182,488.80	10,158.20	94.73
DEPARTMENT-4460 BALL POND ADVISRY COMITEE							
BUDGET UNIT-00144600000000 B-POND							
110.00	SALARIES	886.00	63.70	.00	186.20	699.80	21.02
344.01	WEED CONTROL	8,207.00	7,303.42	.00	7,303.42	903.58	88.99
	TOTAL BALL POND ADVISRY COMIT	9,093.00	7,367.12	.00	7,489.62	1,603.38	82.37
DEPARTMENT-4470 COMMISSION ON AGING							
BUDGET UNIT-00144700000000 AGING							
110.00	SALARIES	3,136.00	156.80	.00	940.80	2,195.20	30.00
610.00	MATERIALS & SUPPLIE	1,300.00	.00	.00	235.61	1,064.39	18.12
	TOTAL COMMISSION ON AGING	4,436.00	156.80	.00	1,176.41	3,259.59	26.52
DEPARTMENT-4510 RECREATION							
BUDGET UNIT-00145100000000 REC							
110.00	SALARIES	77,525.00	1,447.96	.00	76,469.96	1,055.04	98.64
	TOTAL RECREATION	77,525.00	1,447.96	.00	76,469.96	1,055.04	98.64
DEPARTMENT-4550 LIBRARY							
BUDGET UNIT-00145500000000 LIBRARY							
110.00	SALARIES	437,148.00	6,708.56	.00	420,516.84	16,631.16	96.20
324.00	EDUCATION	1,800.00	.00	.00	1,561.24	238.76	86.74
343.00	AUTOMATION	18,700.00	.00	.00	17,842.42	857.58	95.41
430.10	MAINTENANCE	1,800.00	82.00	.00	1,591.00	209.00	88.39
610.04	TECHNICAL SUPPLIES	1,800.00	376.86	.00	1,070.67	729.33	59.48
640.00	BOOKS & MATERIALS	40,000.00	1,065.88	.00	39,702.59	297.41	99.26
810.01	PROGRAMS	6,000.00	394.46	.00	5,998.63	1.37	99.98
	TOTAL LIBRARY	507,248.00	8,627.76	.00	488,283.39	18,964.61	96.26

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SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
ACCOUNTING PERIOD: 13/23

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT,ACCOUNT  
TOTALLED ON: DEPARTMENT  
PAGE BREAKS ON:

FUND-001 GENERAL FUND  
DEPARTMENT-4550 GENERAL FUND  
BUDGET UNIT-00145500000000 GENERAL FUND

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
TOTAL REPORT		12,134,677.00	390,146.53	100,268.24	11,554,390.57	480,018.19	96.04

POWERSCHOOL  
 DATE: 09/15/2023  
 TIME: 15:33:49

TOWN OF NEW FAIRFIELD  
 REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='001'  
 ACCOUNTING PERIOD: 2/24

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

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

ACCOUNT - - - - TITLE - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
1ST SUBTOTAL-R3110000 PROPERTY TAXES						
R3110001 PROPERTY TAXES	58,446,008.00	12,007,211.77	.00	31,425,109.36	27,020,898.64	53.77
R3110002 PROPERTY TAXES - PRIOR	.00	19,215.49	.00	-2,725.23	2,725.23	.00
R3111002 INTEREST LIENS & FEES	200,000.00	5,296.54	.00	16,705.92	183,294.08	8.35
R3111003 MOTOR VEHICLE SUPPLEMENT	525,000.00	.00	.00	.00	525,000.00	.00
TOTAL PROPERTY TAXES	59,171,008.00	12,031,723.80	.00	31,439,090.05	27,731,917.95	53.13
1ST SUBTOTAL-R3200000 LICENSES & PERMITS						
R3200002 HEALTH	35,000.00	4,025.00	.00	5,250.00	29,750.00	15.00
R3200003 ZONING BOARD OF APPEALS	13,000.00	1,032.00	.00	1,720.00	11,280.00	13.23
R3200004 ZONING	35,000.00	3,036.75	.00	3,542.75	31,457.25	10.12
R3200005 BUILDING	204,000.00	33,412.00	.00	42,713.82	161,286.18	20.94
R3200006 INLAND WETLANDS	5,000.00	152.00	.00	-558.00	5,558.00	-11.16
R3200008 ENVIRONMENTAL ENFORCEMEN	7,000.00	1,664.00	.00	2,420.00	4,580.00	34.57
R3200009 PUBLIC WORKS FEES	3,100.00	700.00	.00	1,100.00	2,000.00	35.48
R3200010 FIRE MARSHALL FEES	6,000.00	400.00	.00	500.00	5,500.00	8.33
R3200099 OTHER LICENSES & PERMITS	10,000.00	25.00	.00	25.00	9,975.00	.25
TOTAL LICENSES & PERMITS	318,100.00	44,446.75	.00	56,713.57	261,386.43	17.83
1ST SUBTOTAL-R3300000 GRANTS						
R3300009 VETERANS EXEMPTION	17,000.00	.00	.00	.00	17,000.00	.00
R3300033 EMERGENCY MGMT PERF GRAN	7,285.00	.00	.00	.00	7,285.00	.00
R3300034 MUNI STABILIZATION GRANT	265,666.00	.00	.00	.00	265,666.00	.00
R3303001 TOWN AID ROAD	271,613.00	.00	.00	135,680.10	135,932.90	49.95
R3303009 JUDICIAL	2,000.00	.00	.00	.00	2,000.00	.00
R3303013 PILOT-STATE PROPERTY	14,742.00	.00	.00	.00	14,742.00	.00
R3303015 MUNICIPAL REVENUE SHARIN	1,149.00	.00	.00	.00	1,149.00	.00
R3303016 MOTOR VEHICLE REIMBRMNT	1,796.00	1,795.97	.00	1,795.97	.03	100.00
R3305012 LOCIP	113,189.00	.00	.00	.00	113,189.00	.00
R3305053 EDUCATION ECS	3,481,120.00	.00	.00	.00	3,481,120.00	.00
R3305056 SPECIAL EDUCATION	651,000.00	.00	.00	.00	651,000.00	.00
TOTAL GRANTS	4,826,560.00	1,795.97	.00	137,476.07	4,689,083.93	2.85
1ST SUBTOTAL-R3400000 LOCAL REVENUES						
R3400001 INTEREST INCOME	1,000,000.00	.00	.00	4.39	999,995.61	.00
R3402012 SENIOR SERVICES PROGRAMS	20,000.00	2,273.50	.00	3,380.58	16,619.42	16.90
R3404005 TOWN CLERK RECEIPTS	100,000.00	7,163.00	.00	7,173.00	92,827.00	7.17
R3404999 TOWN ENGINEER	10,000.00	.00	.00	.00	10,000.00	.00
R3410199 OTHER LOCAL REVENUES	7,000.00	.00	.00	.00	7,000.00	.00
R3415004 REAL ESTATE CONVEYANCE	250,000.00	23,638.00	.00	23,638.00	226,362.00	9.46
R3416011 TELEPHONE LINE ACCESS	20,000.00	.00	.00	.00	20,000.00	.00
R3420009 STUDENT TUITION	408,000.00	4,641.30	.00	4,641.30	403,358.70	1.14
R3421010 SALE OF EQUIPM & PROPERT	.00	.00	.00	3,000.00	-3,000.00	.00
R3422006 POLICE PRIVATE DUTY	30,000.00	.00	.00	.00	30,000.00	.00
R3422007 EMS/PARAMEDIC BILLING	300,000.00	.00	.00	.00	300,000.00	.00

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TOWN OF NEW FAIRFIELD  
REVENUE STATUS REPORT

PAGE NUMBER: 2  
REVSTA11

SELECTION CRITERIA: orgn.fund='001'  
ACCOUNTING PERIOD: 2/24

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

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

ACCOUNT - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
TOTAL LOCAL REVENUES	2,145,000.00	37,715.80	.00	41,837.27	2,103,162.73	1.95
TOTAL REPORT	66,460,668.00	12,115,682.32	.00	31,675,116.96	34,785,551.04	47.66



POWERSCHOOL  
 DATE: 09/15/2023  
 TIME: 15:36:24

TOWN OF NEW FAIRFIELD  
 REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='001'  
 ACCOUNTING PERIOD: 13/23

SORTED BY: FUND,1ST SUBTOTAL,ACCOUNT  
 TOTALED ON: 1ST SUBTOTAL  
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FUND-001 GENERAL FUND  
 1ST SUBTOTAL-R3110000 GENERAL FUND

ACCOUNT - - - - TITLE - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
1ST SUBTOTAL-R3110000 PROPERTY TAXES						
R3110001 PROPERTY TAXES	54,260,949.00	39,721.60	.00	54,090,472.69	170,476.31	99.69
R3110002 PROPERTY TAXES - PRIOR	.00	17,475.65	.00	197,464.74	-197,464.74	.00
R3111002 INTEREST LIENS & FEES	200,000.00	15,435.95	.00	208,827.51	-8,827.51	104.41
R3111003 MOTOR VEHICLE SUPPLEMENT	500,000.00	5,816.57	.00	616,220.54	-116,220.54	123.24
TOTAL PROPERTY TAXES	54,960,949.00	78,449.77	.00	55,112,985.48	-152,036.48	100.28
1ST SUBTOTAL-R3200000 LICENSES & PERMITS						
R3200002 HEALTH	50,000.00	2,225.00	.00	38,500.00	11,500.00	77.00
R3200003 ZONING BOARD OF APPEALS	13,000.00	1,892.00	.00	7,224.00	5,776.00	55.57
R3200004 ZONING	40,000.00	4,058.00	.00	29,786.00	10,214.00	74.47
R3200005 BUILDING	200,000.00	25,283.56	.00	320,073.64	-120,073.64	160.04
R3200006 INLAND WETLANDS	9,000.00	804.00	.00	5,727.00	3,273.00	63.63
R3200007 PLANNING	.00	.00	.00	200.00	-200.00	.00
R3200008 ENVIRONMENTAL ENFORCEMEN	7,500.00	908.00	.00	7,126.00	374.00	95.01
R3200009 PUBLIC WORKS FEES	2,500.00	200.00	.00	3,300.00	-800.00	132.00
R3200010 FIRE MARSHALL FEES	6,000.00	600.00	.00	5,065.00	935.00	84.42
R3200099 OTHER LICENSES & PERMITS	13,000.00	1,085.00	.00	14,080.00	-1,080.00	108.31
TOTAL LICENSES & PERMITS	341,000.00	37,055.56	.00	431,081.64	-90,081.64	126.42
1ST SUBTOTAL-R3300000 GRANTS						
R3300009 VETERANS EXEMPTION	17,000.00	.00	.00	15,920.34	1,079.66	93.65
R3300033 EMERGENCY MGMT PERF GRAN	7,285.00	.00	.00	.00	7,285.00	.00
R3300034 MUNI STABILIZATION GRANT	265,666.00	.00	.00	265,666.00	.00	100.00
R3303001 TOWN AID ROAD	275,459.00	.00	.00	271,612.80	3,846.20	98.60
R3303007 AID TO ELDERLY RELIEF	.00	.00	.00	1,693.79	-1,693.79	.00
R3303009 JUDICIAL	2,000.00	1,225.00	.00	6,377.50	-4,377.50	318.88
R3303013 PILOT-STATE PROPERTY	19,563.00	.00	.00	19,562.80	.20	100.00
R3303015 MUNICIPAL REVENUE SHARIN	1,149.00	.00	.00	275,488.75	-274,339.75	23976.39
R3305012 LOCIP	78,632.00	61,343.00	.00	74,613.00	4,019.00	94.89
R3305053 EDUCATION ECS	3,481,120.00	.00	.00	3,491,276.00	-10,156.00	100.29
R3305056 SPECIAL EDUCATION	651,000.00	-80,295.00	.00	651,000.00	.00	100.00
TOTAL GRANTS	4,798,874.00	-17,727.00	.00	5,073,210.98	-274,336.98	105.72
1ST SUBTOTAL-R3400000 LOCAL REVENUES						
R3400001 INTEREST INCOME	900,000.00	358,299.46	.00	1,387,422.88	-487,422.88	154.16
R3400006 GAIN/(LOSS) ON INVESTMEN	.00	-8,438.06	.00	-8,438.06	8,438.06	.00
R3402012 SENIOR SERVICES PROGRAMS	18,000.00	1,741.00	.00	25,882.00	-7,882.00	143.79
R3404005 TOWN CLERK RECEIPTS	100,000.00	6,879.75	.00	84,166.75	15,833.25	84.17
R3404999 TOWN ENGINEER	10,000.00	6,255.36	.00	9,860.88	139.12	98.61
R3410199 OTHER LOCAL REVENUES	8,175.00	50.00	.00	1,923.05	6,251.95	23.52
R3413019 PRIVATE GRANTS	500.00	.00	.00	500.00	.00	100.00
R3415004 REAL ESTATE CONVEYANCE	275,000.00	38,636.43	.00	301,838.42	-26,838.42	109.76
R3416011 TELEPHONE LINE ACCESS	20,000.00	.00	.00	21,613.33	-1,613.33	108.07
R3420009 STUDENT TUITION	400,000.00	84,567.75	.00	383,997.00	16,003.00	96.00

POWERSCHOOL  
 DATE: 09/15/2023  
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TOWN OF NEW FAIRFIELD  
 REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='001'  
 ACCOUNTING PERIOD: 13/23

SORTED BY: FUND,1ST SUBTOTAL,ACCOUNT  
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FUND-001 GENERAL FUND  
 1ST SUBTOTAL-R3400000 GENERAL FUND

ACCOUNT - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
R3421010 SALE OF EQUIPM & PROPERT	.00	.00	.00	4,000.00	-4,000.00	.00
R3422006 POLICE PRIVATE DUTY	51,328.00	1,448.00	.00	61,410.50	-10,082.50	119.64
R3422007 EMS/PARAMEDIC BILLING	300,000.00	61,466.79	.00	317,166.06	-17,166.06	105.72
TOTAL LOCAL REVENUES	2,083,003.00	550,906.48	.00	2,591,342.81	-508,339.81	124.40
TOTAL REPORT	62,183,826.00	648,684.81	.00	63,208,620.91	-1,024,794.91	101.65

# 2022/2023 Operating Surplus

## PRELIMINARY

### Expenditures

BOE	17,106.01
Town*	100,018.19
BOE - Close out PY Encumbrances	19,697.00
Town - Close out PY Encumbrances	5,686.99
Total	142,508.19

### Revenues

Revenues	1,024,794.91
Total Revenues	1,024,794.91

Grand Total - Pre-Audit 1,167,303.10

Additional Appropriations Submitted to Town Meeting -

### Auditors Journal Entries

Total Auditors Entries -

Grand Total Final 1,167,303.10

### Distributions From General Fund

Add'l Appropriations Approved at 08/30/22 Town Meeting

BOE Non-Lapsing Account (100% BOE Expenditure Surplus) 36,803.01

Total Distribution from General Fund 36,803.01

To Remain in General Fund 1,130,500.09

*\*Pending Transfer Approval*

## Unassigned General Fund Balance

	<u>UGF</u> <u>Balance</u>	<u>Expenditures</u>	<u>Percentage</u>
As at June 30, 2022, audited	\$ 11,486,250	\$ 58,557,170	19.62%
Appropriated FY 21/22 Town Surplus	(195,500)		
Appropriated FY 21/22 Town Surplus	\$ (873,664)		
Appropriated FY 21/22 BOE Expenditure Surplus	(95,000)		
	\$ 10,322,086	\$ 58,557,170	17.63%
Budgeted Expenses for FY 22/23		\$ 61,502,151	
<u>Estimated FY 22/23 Surplus</u>			
Revenue Surplus	\$ 1,024,795		
PY Encumbrances	25,384		
Expenditure Surplus*	\$ 117,124	\$ (117,124)	
Total Estimated FY 22/23 Surplus	\$ 1,167,303		
Estimated as at June 30, 2023	\$ 11,489,389	\$ 61,385,027	18.72%
Budgeted Increase for FY 23/24		\$ 4,958,517	
	\$ 11,489,389	\$ 66,460,668	17.29%
Additional Appropriations		\$ -	
Appropriation to BOE Non-Lapsing Account		\$ -	
Maximum Use of Funds		\$ -	
Estimated as at June 30, 2023	\$ 11,489,389	\$ 66,460,668	17.29%

*\*Pending Transfer Approval*

# CAPITAL & NONRECURRING FUND

		Balance	Budget		Total Allocated	Expenses		Encumbered	Available
		Funds	Funds		Funds	thru		Funds thru	Balance
Account #'s	Name	July 1, 2023	FY 23-24	Transfers	FY 23-24	8/31/2023	Balance	8/31/2023	Balance
301-4110-0000-000 / 700.15	Candlewood Lake Studies	14,178.04	-	-	14,178.04	450.00	13,728.04	-	13,728.04
301-4150-0000-000 / 700.04	Boat Dock Replacement Lock Box	252,785.48	-	-	252,785.48	-	252,785.48	-	252,785.48
301-4150-0000-000 / 701.00	Finance Department - System Upgrade	-	-	-	-	-	-	-	-
301-4153-0000-000 / 337.01	Revaluation	164,558.81	40,000.00	-	204,558.81	-	204,558.81	-	204,558.81
301-4164-0001-000 / 740.02	Business Machines & Equip.	12,150.49	40,000.00	-	52,150.49	-	52,150.49	-	52,150.49
301-4180-0000-000 / 334.01	Housing Opportunities	4,202.00	7,000.00	-	11,202.00	-	11,202.00	4,202.00	7,000.00
301-4191-0000-000 / 330.00	Planning Commission	10,000.00	25,000.00	-	35,000.00	-	35,000.00	-	35,000.00
301-4192-0000-000 / 700.05	Zoning Regulations Maintenance	54,700.00	-	-	54,700.00	-	54,700.00	-	54,700.00
301-4210-0000-000 / 742.02	Police Cars & Equipment	38,218.46	100,604.00	-	138,822.46	500.00	138,322.46	71,397.50	66,924.96
301-4215-0000-000 / 700.07	Communications Center	-	-	-	-	-	-	-	-
301-4220-0000-000 / 700.14	Fire Co.	242,363.95	-	-	242,363.95	-	242,363.95	82,281.98	160,081.97
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	4,721.05	-	-	4,721.05	-	4,721.05	-	4,721.05
301-4295-0000-000 / 700.14	Animal Control	12,213.96	-	-	12,213.96	-	12,213.96	-	12,213.96
301-4330-0000-000 / 742.03	Public Works Trucks & Equip.	249,657.92	90,000.00	-	339,657.92	-	339,657.92	233,350.41	106,307.51
301-4330-0001-000 / 742.04	Bridge & Drainage	400,454.25	195,000.00	-	595,454.25	(40.00)	595,494.25	25,416.25	570,078.00
301-4330-0002-000 / 742.05	Musket Ridge Bridge	-	-	-	-	-	-	-	-
301-4340-0003-000 / 700.09	Police Dept. Oil Tank R&R	2,757.54	-	-	2,757.54	-	2,757.54	-	2,757.54
301-4340-0000-000 / 700.14	Town Properties Capital	119,032.98	90,000.00	-	209,032.98	-	209,032.98	26,344.00	182,688.98
301-4340-0002-000 / 700.14	Town Properties-Furniture	5,608.75	10,925.00	-	16,533.75	-	16,533.75	1,708.00	14,825.75
301-4410-0000-000 / 742.02	Health Department (Cars & Equipment)	-	-	-	-	-	-	-	-
301-4410-0000-000 / 742.07	Health Department (COVID)	57,643.38	-	-	57,643.38	-	57,643.38	-	57,643.38
301-4510-0000-000 / 700.14	Recreation Capital	86,858.49	-	-	86,858.49	-	86,858.49	82,247.30	4,611.19
301-4550-0000-000 / 457.00	Library Renovations	4,908.12	-	-	4,908.12	-	4,908.12	-	4,908.12
301-4900-0000-000 / 002.11	BOE Capital	-	-	-	-	-	-	-	-
301-4900-0000-000 / 003.11	Fire Co. Reserve	-	198,541.00	-	198,541.00	198,541.00	-	-	-
301-0000-0000-000 / 750.10	Unappropriated Fund Balance	494,062.18	(398,144.00)	-	95,918.18	-	95,918.18	-	95,918.18
<b>Total</b>		2,252,459.64	398,926.00	-	2,651,385.64	199,451.00	2,451,934.64	526,947.44	1,924,987.20



# TOWN PROPERTIES CAPITAL BUDGET

301-4340-0000-000 / 700.14

	Building		Replace Air Handler	Replace		Interior		
	Repair	Well	and AC Unit	HVAC	PD	Painting	DOC Light Poles	
	Reserve	Testing	Annex Building	Co. A	Cameras	Annex	Installation	Total
Carryover	<b>80,132.98</b>	<b>9,000.00</b>			<b>4,900.00</b>	<b>11,000.00</b>	<b>14,000.00</b>	<b>119,032.98</b>
Current Year	20,000.00		30,000.00	40,000.00				<b>90,000.00</b>
<b>Transfers/Donations</b>								
								-
								-
<b>Expenditures</b>								
								-
								-
								-
								-
								-
<b>Encumbered</b>								
						(6,600.00)		(6,600.00)
PO #20000004 - Bob Conley & Son						(6,600.00)		(6,600.00)
PO #23000806 Shock Electric							(13,744.00)	(13,744.00)
PO #24000429 SLR International		(6,000.00)						(6,000.00)
								-
Balance	<b>100,132.98</b>	<b>3,000.00</b>	<b>30,000.00</b>	<b>40,000.00</b>	<b>4,900.00</b>	<b>4,400.00</b>	<b>256.00</b>	<b>182,688.98</b>