

**TOWN OF NEW FAIRFIELD  
BOARD OF FINANCE AGENDA  
REVISED  
REGULAR MEETING  
WEDNESDAY, JANUARY 17, 2024  
7:30 PM  
VIRTUAL MEETING VIA ZOOM  
<https://zoom.us/j/94338384271>**

1. Call to Order
2. Pledge of Allegiance
3. Appointments
4. Correspondence/Announcements
5. Public Comment
6. Approval of Minutes – December 13, 2023
7. Budget Transfers
8. Discuss / Vote – BOE Request for Fiscal Year 2023 Surplus Funds
9. Discuss – Elected Officials Salaries
10. Discuss / Possible Vote – Public Comment Policy
11. Update on Policies and Procedures
12. ONGOING UPDATES
  - a. Medical Update
  - b. Legal Update
  - c. Year To Date Expense Review
  - d. Current Year Revenue Update
  - e. Cap & Non Update
13. Public Comment
14. Future Agenda Items
15. Board Member Comments
16. Adjournment

Received by email on 01/12/2024 @ 11:02 a.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield



**Town of New Fairfield Summary of Transfers**

**Fiscal Year 2023/2024**

						<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>		
19,999.00	001-R3400001	General Fund - Interest Income	19,999.00	001-4152-0000-000 / 346.00	Treasurer - Fees & Services	BOF 11/15/23
	To accommodate change in the bank fee structure					

**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>		

**TOWN OF NEW FAIRFIELD  
FISCAL 2023-2024**

**Additional Appropriation - Town Meeting NOT Required**

*(Appropriation of 100% of Prior Fiscal Years Unexpended BOE Funds per State Statute Sec. 10-248a)*

<u>\$'S</u>	<u>TRANSFER FROM:</u>	<u>\$'S</u>	<u>TRANSFER TO:</u>
33,327.01	001-E25321	33,327.01	306-4600-0000-000 / 700.03
	General Fund - Unreserved (BOE Surplus)		BOE Cap & Non
**Pending Final Audit			
<b>33,327.01</b>		<b>33,327.01</b>	

*Submitted at the BOF meeting on 01/17/2024*

**Sec. 10-248a.** Unexpended education funds account. For the fiscal year ending June 30, 2020, and each fiscal year thereafter, notwithstanding any provision of the general statutes or any special act, municipal charter, home rule ordinance or other ordinance, the board of finance in each town having a board of finance, the board of selectman in each town having no board of finance or the authority making appropriations for the school district for each town may deposit into a nonlapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided (1) such deposited amount does not exceed two per cent of the total budgeted appropriation for education for such prior fiscal year, (2) each expenditure from such account shall be made only for educational purposes, and (3) each such expenditure shall be authorized by the local board of education for such town.

**TOWN OF NEW FAIRFIELD**  
**FISCAL 2023-2024**  
**Additional Appropriation - Town Meeting is Not Required**

<u>\$'S</u> <b><i>TRANSFER FROM:</i></b>		<u>\$'S</u> <b><i>TRANSFER TO:</i></b>			
14,368.00	001 / R3421010	General Fund - Sale of Equipment	9,868.00	001-4140-0000-000 / 110.00	ROV - Salaries
			1,500.00	001-4140-0000-000 / 610.00	ROV - M&S
			3,000.00	001-4140-0000-000 / 105.00	ROV - Elected Salaries
<b>14,368.00</b>			<b>14,368.00</b>		

*Approved at the BOS meeting on 01/11/2024*  
*To be Submitted at the BOF meeting on 01/17/2024*

**TOWN OF NEW FAIRFIELD**  
**FISCAL 2023-2024**  
**Additional Appropriation - Town Meeting is Required**

<u>\$'S</u>	<u>TRANSFER FROM:</u>		<u>\$'S</u>	<u>TRANSFER TO:</u>	
245,000.00	001-E25321	General Fund - Unreserved	245,000.00	301-4330-0000-000 / 742.03	Cap & Non - Public Works Trucks & Equipment
85,000.00	001-E25321	General Fund - Unreserved	85,000.00	301-4210-0000-000 / 742.02	Cap & Non - Police
<b>330,000.00</b>			<b>330,000.00</b>		

*Approved at the BOS meeting on 01/11/2024*  
*To be Submitted at the BOF meeting on 01/17/2024*  
*To be Submitted at the Town Meeting (TBD)*

BOF Approved on 09/20/2023

BOS Approved on 09/28/2023

**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 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 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. This should be done prior to creating Purchase Orders or using the vendor. Only the Purchasing Agent 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. Local vendors on the bid list via mail or email

- d. 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, 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 electronically 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 for BOE/First Selectman for the Town. ~~The Town Requisition, is still manual, is then sent to the Finance Director for approval.~~ Once approved, the Purchase Orders are recorded in the system as encumbrances.
6. The Town/BOE Purchase Order 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.
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) 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. Finance Director and Board of Education's Business Manager monitor their respective budgets and make corrections, as needed.
10. The final monthly Budget vs. Actual report is then distributed to 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 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 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 and shipping/receiving reports, if applicable, to determine the order has been fulfilled.
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 Clerks.
5. The Accounts Payable Clerks 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 Clerks 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):
  - 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 Clerks. This is reviewed by the Finance Director/BOE Business Manager for accuracy.
9. When the batch is ready for processing, the Accounts Payable Clerk loads the blank checks into the check printer, and prints the vendor checks. The Accounts Payable Clerk moves the remaining blank checks back into locked storage. The accounting system will generate a file with ACH payments (direct deposit) for further submission to the bank.
10. The 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. 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 are approved, released, and disbursed, the batch is closed by the Accounts Payable Clerks.
15. After the bills are paid, the Accounts Payable Clerk 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' gives the Purchasing Agent a copy of the invoices and checks as they are paid.
17. 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.
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, a Budget vs. Actual Report for the General Fund 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 and reviewed/approved by the Finance Director. BOE Journal Entries are created by the BOE Business Manager/Senior Accountant and recorded by the Senior Accountant.

**Town of New Fairfield - Insurance Reserve Fund - YTD as of 12/31/2023**

	<b>TOWN YTD</b>	<b>BOE YTD</b>	<b>TOTAL YTD</b>	<b>Year End Projection</b>
<b>REVENUES:</b>				
Transfer from GF			7,250,000	7,250,000
EE Contributions	54,318	501,921	556,240	1,300,637
Transfer from OPEB			-	300,000
Interest			797	4,784
<b>TOTAL</b>			<b>7,807,037</b>	<b>8,855,421</b>
<b>EXPENDITURES:</b>				
Claims Paid	273,839	2,534,889	2,808,727	5,617,454
OPEB claims paid	445	395,582	396,027	792,055
Stop/Loss Rebate (credit to expenditures)	-	(120,136)	(120,136)	(240,273)
Prescription Drug Rebate (credit to expenditures)	(15,341)	(138,071)	(153,412)	(470,000)
Premiums Paid - Anthem	32,454	292,085	324,539	649,077
Premiums Paid - Hartford	7,518	65,815	73,332	146,664
Premiums Paid - Teamsters	162,010	-	162,010	388,824
Contributions H.S.A.	37,042	528,229	565,271	586,969
Affordable Care Act fees	-	-	-	2,149
Employee Assistance Program	320	2,878	3,198	6,396
OPEB Contribution	1,339	142,870	144,209	144,209
<b>TOTAL</b>	<b>499,624</b>	<b>3,704,141</b>	<b>4,203,765</b>	<b>7,623,525</b>
<b>Revenues minus Expenditures</b>			<b>3,603,272</b>	<b>1,231,896</b>
Beginning Fund Balance			214,687	214,687
Reserve for IBNR				-
<b>Total Fund Balance</b>			<b>3,817,959</b>	<b>1,446,583</b>

POWERSCHOOL  
 DATE: 01/12/2024  
 TIME: 11:45:29

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: 6/24

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	<b>PROFESSIONAL SERVICES</b>						
00141610000001	LEGAL-LAND	2,500.00	.00	.00	.00	2,500.00	.00
00141610000002	LEGAL-TAX	7,500.00	.00	.00	.00	7,500.00	.00
00141610000003	LEGAL-LABOR	35,000.00	308.50	.00	9,848.50	25,151.50	28.14
00141610000004	LEGAL-GENERAL/OTHER	35,000.00	2,185.00	.00	11,517.50	23,482.50	32.91
00141610000005	LEGAL-HEALTH CODE	7,000.00	.00	.00	52.50	6,947.50	.75
00141610000006	LEGAL-PLANNING	2,500.00	.00	.00	187.50	2,312.50	7.50
00141610000007	LEGAL-ZONING	15,000.00	1,587.00	.00	8,364.50	6,635.50	55.76
00141610000008	LEGAL-ZBA	12,000.00	87.50	.00	5,275.00	6,725.00	43.96
00141610000009	LEGAL-INLAND/WETLAN	5,000.00	.00	.00	.00	5,000.00	.00
<b>TOTAL REPORT</b>		<b>121,500.00</b>	<b>4,168.00</b>	<b>.00</b>	<b>35,245.50</b>	<b>86,254.50</b>	<b>29.01</b>



POWERSCHOOL  
 DATE: 01/12/2024  
 TIME: 10:35:27

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: 6/24

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	12,309.79	.00	56,724.39	58,237.61	49.34
110.00	SALARIES	74,376.00	6,898.92	.00	34,677.42	39,698.58	46.62
310.00	EXAMINE LAND RECORD	1,500.00	78.57	1,088.22	411.78	.00	100.00
610.00	MATERIALS & SUPPLIE	4,500.00	152.87	2,024.86	1,044.56	1,430.58	68.21
	TOTAL BOARD OF SELECTMAN	195,338.00	19,440.15	3,113.08	92,858.15	99,366.77	49.13
DEPARTMENT-4120 TOWN CLERK							
BUDGET UNIT-00141200000000 TC							
105.00	ELECTED SALARIES	77,314.00	7,600.15	.00	38,200.82	39,113.18	49.41
110.00	SALARIES	86,930.00	8,860.93	.00	42,458.48	44,471.52	48.84
340.00	INDEXING & MICROFIL	19,000.00	32.04	12,845.20	6,154.80	.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	193.93	3,897.78	1,526.22	76.00	98.62
	TOTAL TOWN CLERK	190,744.00	16,687.05	18,742.98	88,340.32	83,660.70	56.14
DEPARTMENT-4121 PROBATE							
BUDGET UNIT-00141210000000 PROBATE - FACILITY FEES							
610.01	MATERIALS & SUPPLIE	10,738.00	.00	.00	10,737.10	.90	99.99
	TOTAL PROBATE	10,738.00	.00	.00	10,737.10	.90	99.99
DEPARTMENT-4140 REGISTRARS OF VOTERS							
BUDGET UNIT-00141400000000 ROV							
105.00	ELECTED SALARIES	33,008.00	3,253.10	.00	16,265.66	16,742.34	49.28
110.00	SALARIES	33,952.00	1,040.00	.00	17,795.50	16,156.50	52.41
610.00	MATERIALS & SUPPLIE	17,850.00	427.74	449.39	8,321.21	9,079.40	49.14
	TOTAL REGISTRARS OF VOTERS	84,810.00	4,720.84	449.39	42,382.37	41,978.24	50.50
DEPARTMENT-4150 FINANCE							
BUDGET UNIT-00141500000000 FIN							
110.00	SALARIES	286,327.00	-18,397.95	.00	143,543.08	142,783.92	50.13
610.00	MATERIALS & SUPPLIE	6,000.00	716.41	4,380.54	733.21	886.25	85.23
	TOTAL FINANCE	292,327.00	-17,681.54	4,380.54	144,276.29	143,670.17	50.85
DEPARTMENT-4151 BOARD OF FINANCE							
BUDGET UNIT-00141510000000 BOF							
110.00	SALARIES	2,690.00	132.36	.00	727.94	1,962.06	27.06
336.00	TOWN AUDIT	69,229.00	5,000.00	.00	39,500.00	29,729.00	57.06
610.00	MATERIALS & SUPPLIE	3,000.00	.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	5,132.36	.00	42,787.94	47,131.06	47.58
DEPARTMENT-4152 TREASURER							
BUDGET UNIT-00141520000000 TREAS							

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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
105.00	ELECTED SALARIES	8,333.00	711.81	.00	3,559.06	4,773.94	42.71
346.00	FEES & SERVICES	19,999.00	15.00	.00	15.00	19,984.00	.08
TOTAL TREASURER		28,332.00	726.81	.00	3,574.06	24,757.94	12.61

DEPARTMENT-4153 ASSESSOR							
BUDGET UNIT-00141530000000 A-TAX							
110.00	SALARIES	164,725.00	16,180.90	.00	81,453.97	83,271.03	49.45
337.00	GIS & AUDITS-PERS P	8,000.00	626.27	1,876.15	6,123.85	.00	100.00
610.00	MATERIALS & SUPPLIE	8,185.00	1,255.00	4,433.93	2,162.50	1,588.57	80.59
TOTAL ASSESSOR		180,910.00	18,062.17	6,310.08	89,740.32	84,859.60	53.09

DEPARTMENT-4154 TAX COLLECTOR							
BUDGET UNIT-00141540000000 TAX							
105.00	ELECTED SALARIES	83,213.00	8,142.10	.00	40,710.46	42,502.54	48.92
110.00	SALARIES	114,060.00	11,152.35	.00	56,213.44	57,846.56	49.28
331.00	DELINQ.TAX COLLECT.	5,800.00	.00	.00	.00	5,800.00	.00
610.00	MATERIALS & SUPPLIE	6,000.00	433.52	3,566.48	2,433.52	.00	100.00
TOTAL TAX COLLECTOR		209,073.00	19,727.97	3,566.48	99,357.42	106,149.10	49.23

DEPARTMENT-4155 BOARD OF ASSESMENT APPEAL							
BUDGET UNIT-00141550000000 BOAA							
105.00	ELECTED SALARIES	750.00	.00	.00	90.00	660.00	12.00
110.00	SALARIES	686.00	.00	.00	100.45	585.55	14.64
610.00	MATERIALS & SUPPLIE	100.00	.00	.00	.00	100.00	.00
TOTAL BOARD OF ASSESMENT APPE		1,536.00	.00	.00	190.45	1,345.55	12.40

DEPARTMENT-4160 UNCLSD PAYROLL & BENEFITS							
BUDGET UNIT-00141600000000 U P&B							
130.01	OVERTIME CONTINGENC	3,000.00	-3.52	.00	788.50	2,211.50	26.28
140.00	SALARY ADJUSTMENTS	123,273.00	1,593.00	.00	1,593.00	121,680.00	1.29
220.00	SOCIAL SECURITY	401,158.00	31,624.71	.00	178,599.88	222,558.12	44.52
230.00	PENSION	790,243.00	30,551.03	124,584.94	564,241.21	101,416.85	87.17
250.00	UNEMPLOYMENT	14,000.00	.00	.00	110.00	13,890.00	.79
260.00	WORKERS COMPENSATIO	140,000.00	33,530.98	34,287.60	97,405.06	8,307.34	94.07
290.00	EMPLOYEE PHYSICALS	3,000.00	500.00	2,500.00	500.00	.00	100.00
580.00	MILEAGE REIMBURSEME	2,000.00	641.91	.00	1,109.51	890.49	55.48
TOTAL UNCLSD PAYROLL & BENEFIT		1,476,674.00	98,438.11	161,372.54	844,347.16	470,954.30	68.11

DEPARTMENT-4161 PROFESSIONAL SERVICES							
BUDGET UNIT-00141610000000 LEGAL							
334.01	CONSULTING	11,000.00	5,044.60	.00	9,497.10	1,502.90	86.34
BUDGET UNIT-00141610000001 LEGAL-LAND							
332.01	LEGAL SERVICES	2,500.00	.00	.00	.00	2,500.00	.00
BUDGET UNIT-00141610000002 LEGAL-TAX							
332.01	LEGAL SERVICES	7,500.00	.00	.00	.00	7,500.00	.00
BUDGET UNIT-00141610000003 LEGAL-LABOR							

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FUND-001 GENERAL FUND  
 DEPARTMENT-4161 GENERAL FUND  
 BUDGET UNIT-00141610000003 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
332.01	LEGAL SERVICES	35,000.00	308.50	.00	9,848.50	25,151.50	28.14
BUDGET UNIT-00141610000004 LEGAL-GENERAL/OTHER							
332.01	LEGAL SERVICES	35,000.00	2,185.00	.00	11,517.50	23,482.50	32.91
BUDGET UNIT-00141610000005 LEGAL-HEALTH CODE							
332.01	LEGAL SERVICES	7,000.00	.00	.00	52.50	6,947.50	.75
BUDGET UNIT-00141610000006 LEGAL-PLANNING							
332.01	LEGAL SERVICES	2,500.00	.00	.00	187.50	2,312.50	7.50
BUDGET UNIT-00141610000007 LEGAL-ZONING							
332.01	LEGAL SERVICES	15,000.00	1,587.00	.00	8,364.50	6,635.50	55.76
BUDGET UNIT-00141610000008 LEGAL-ZBA							
332.01	LEGAL SERVICES	12,000.00	87.50	.00	5,275.00	6,725.00	43.96
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	9,212.60	.00	44,742.60	87,757.40	33.77

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	107,810.00	8,984.16	.00	53,904.96	53,905.04	50.00
421.00	HOUSEHOLD HAZARD WA	15,000.00	5,904.83	.00	5,904.83	9,095.17	39.37
BUDGET UNIT-00141620001000 I/G-WESTERN CT COUNCIL							
313.00	INTERGVRNMNTL AGENC	9,485.00	.00	.00	9,485.00	.00	100.00
BUDGET UNIT-00141620002000 I/G-CANDLEWOOD LAKE							
313.00	INTERGVRNMNTL AGENC	130,619.00	.00	.00	130,619.00	.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		273,018.00	14,888.99	.00	210,017.79	63,000.21	76.92

DEPARTMENT-4163 GENERAL INSURANCE

BUDGET UNIT-00141630000000 G-INS							
520.01	PROPERTY & CASUALTY	190,000.00	25,812.86	.00	152,397.14	37,602.86	80.21
TOTAL GENERAL INSURANCE		190,000.00	25,812.86	.00	152,397.14	37,602.86	80.21

DEPARTMENT-4164 BUSINESS MACHINES

BUDGET UNIT-00141640000000 B/M							
610.00	MATERIALS & SUPPLIE	6,586.00	1,747.31	2,029.72	1,855.35	2,700.93	58.99
615.00	POSTAGE	21,500.00	705.31	7,273.15	4,394.34	9,832.51	54.27
BUDGET UNIT-00141640001000 B/M							
431.00	ASSESSOR EQUIPMENT	24,935.00	.00	1,798.48	20,258.52	2,878.00	88.46
BUDGET UNIT-00141640002000 B/M							
430.01	POSTAGE MACHINE LEA	1,200.00	.00	990.00	210.00	.00	100.00
431.01	TAX COLLECTOR EQUIP	14,090.00	551.00	452.01	13,637.99	.00	100.00
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	17.26	767.26	13,616.43	1,616.31	89.90
BUDGET UNIT-00141640004000 B/M							

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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
430.03	LAN EQUIP MAINTENAN	77,708.00	3,920.30	24,086.87	43,375.19	10,245.94	86.81
431.03	COMM. CENTER EQUIP	51,121.00	8,447.76	18,375.02	32,728.74	17.24	99.97
BUDGET UNIT-00141640005000 B/M							
430.04	COPIER MAINTENANCE	5,496.00	412.68	3,197.92	1,061.08	1,237.00	77.49
431.04	POLICE EQUIPMENT	17,560.00	.00	4,900.00	12,581.00	79.00	99.55
BUDGET UNIT-00141640006000 B/M							
431.05	TECHNOLOGY	30,900.00	.00	2,699.00	3,450.57	24,750.43	19.90
BUDGET UNIT-00141640007000 B/M							
430.06	SYSTEMS ADMINISTRAT	91,700.00	41.07	304.90	205.10	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	.00	.00	8,228.16	-.16	100.00
BUDGET UNIT-00141640011000 B/M							
431.10	LAND USE EQUIPMENT	11,511.00	.00	.00	11,511.21	-.21	100.00
TOTAL BUSINESS MACHINES		381,085.00	15,842.69	69,424.33	167,113.68	144,546.99	62.07
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	138.00	.00	210.30	539.70	28.04
TOTAL HOUSING OPPORTUNITIES C		3,158.00	138.00	.00	210.30	2,947.70	6.66
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	220.48	.00	774.51	4,225.49	15.49
610.00	MATERIALS & SUPPLIE	1,000.00	124.00	126.00	200.00	674.00	32.60
TOTAL PLANNING COMMISSION		6,000.00	344.48	126.00	974.51	4,899.49	18.34
DEPARTMENT-4192 ZONING COMMISSION							
BUDGET UNIT-00141920000000 ZONING							
110.00	SALARIES	68,223.00	6,148.17	.00	33,063.57	35,159.43	48.46
610.00	MATERIALS & SUPPLIE	4,315.00	429.08	592.56	1,553.44	2,169.00	49.73
TOTAL ZONING COMMISSION		72,538.00	6,577.25	592.56	34,617.01	37,328.43	48.54
DEPARTMENT-4193 ZONING BOARD OF APPEALS							
BUDGET UNIT-00141930000000 ZBA							
110.00	SALARIES	7,532.00	650.77	.00	3,783.01	3,748.99	50.23
610.00	MATERIALS & SUPPLIE	4,500.00	488.00	1,348.00	2,152.00	1,000.00	77.78
TOTAL ZONING BOARD OF APPEALS		12,032.00	1,138.77	1,348.00	5,935.01	4,748.99	60.53

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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
DEPARTMENT-4194 ECONOMIC DEVELOPMENT							
BUDGET UNIT-00141940000000 E/D							
110.00	SALARIES	1,568.00	281.26	.00	863.87	704.13	55.09
610.00	MATERIALS & SUPPLIE	5,000.00	607.60	1,126.00	783.04	3,090.96	38.18
	TOTAL ECONOMIC DEVELOPMENT	6,568.00	888.86	1,126.00	1,646.91	3,795.09	42.22
DEPARTMENT-4195 UTILITIES							
BUDGET UNIT-00141950000000 UTIL							
622.00	STREET LIGHTS	15,400.00	2,524.02	.00	3,878.45	11,521.55	25.18
626.00	GASOLINE & DIESEL	89,765.00	2,346.75	29,275.74	17,249.68	43,239.58	51.83
BUDGET UNIT-00141950002000 UTIL							
620.08	FIRE COMPANIES	62,713.00	9,997.14	28,657.34	26,457.43	7,598.23	87.88
BUDGET UNIT-00141950003000 UTIL							
620.01	ELECTRIC	129,691.00	23,271.03	.00	70,542.74	59,148.26	54.39
BUDGET UNIT-00141950004000 UTIL							
620.02	TELEPHONE	32,814.00	2,726.69	7,526.70	15,141.99	10,145.31	69.08
BUDGET UNIT-00141950005000 UTIL							
620.03	FUEL OIL	73,150.00	14,105.44	.00	16,002.93	57,147.07	21.88
BUDGET UNIT-00141950006000 UTIL							
620.04	OTHER	23,820.00	47.54	10,832.54	6,830.78	6,156.68	74.15
	TOTAL UTILITIES	427,353.00	55,018.61	76,292.32	156,104.00	194,956.68	54.38
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	.00	.00	423.89	76.11	84.78
	TOTAL GENERAL LAND USE	500.00	.00	.00	423.89	76.11	84.78
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	53,906.65	.00	284,468.45	413,878.55	40.73

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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
291.00	UNIFORMS	19,000.00	762.98	6,647.91	2,020.99	10,331.10	45.63
317.00	RESIDENT STATE TROO	210,000.00	.00	.00	.00	210,000.00	.00
322.00	EDUCATION & TRAININ	11,000.00	838.75	4,533.25	2,906.75	3,560.00	67.64
430.07	EQUIPMENT MAINTENAN	15,000.00	1,037.52	6,906.20	2,593.80	5,500.00	63.33
610.00	MATERIALS & SUPPLIE	16,000.00	1,425.60	3,411.48	6,532.52	6,056.00	62.15
742.00	VEHICLE MAINTENANCE	20,000.00	1,177.15	8,337.45	1,712.55	9,950.00	50.25
BUDGET UNIT-00142100001000 PD							
110.02	SECRETARY	19,890.00	2,104.27	.00	10,886.55	9,003.45	54.73
130.00	OVERTIME	155,000.00	25,340.17	.00	100,454.93	54,545.07	64.81
317.01	RESIDENT SERGEANT O	50,000.00	.00	.00	11,282.47	38,717.53	22.56
BUDGET UNIT-00142100002000 PD							
130.02	PRIVATE DUTY OT	30,000.00	1,265.98	.00	10,158.72	19,841.28	33.86
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	22,859.08	207,140.92	9.94
BUDGET UNIT-00142100004000 PD							
110.05	LONGEVITY	1,900.00	.00	.00	800.00	1,100.00	42.11
130.04	TRAINING OVERTIME	10,000.00	2,902.50	.00	8,460.47	1,539.53	84.60
BUDGET UNIT-00142100005000 PD SRO							
130.00	OVERTIME	44,100.00	1,543.88	.00	14,759.47	29,340.53	33.47
BUDGET UNIT-00142100006000 PD SPECIALTY PAY							
100.01	SPECIALTY PAY	9,000.00	9,000.00	.00	9,000.00	.00	100.00
TOTAL POLICE		2,535,732.00	101,305.45	29,836.29	488,896.75	2,016,998.96	20.46

DEPARTMENT-4215 COMMUNICATIONS CENTER

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
BUDGET UNIT-00142150000000 CC							
110.00	SALARIES	273,266.00	25,588.25	.00	129,115.88	144,150.12	47.25
112.00	PART-TIME SALARIES	70,000.00	5,331.04	.00	25,774.66	44,225.34	36.82
130.00	OVERTIME	45,000.00	4,409.26	.00	26,186.29	18,813.71	58.19
322.01	TRAINING - EMD	2,985.00	.00	.00	.00	2,985.00	.00
530.00	NW-PSCC	5,800.00	2,896.00	.00	5,792.00	8.00	99.86
610.00	MATERIALS & SUPPLIE	2,500.00	59.42	259.28	1,171.60	1,069.12	57.24
660.00	EMERGENCY NOTIFICAT	5,150.00	5,150.00	.00	5,150.00	.00	100.00
TOTAL COMMUNICATIONS CENTER		404,701.00	43,433.97	259.28	193,190.43	211,251.29	47.80

DEPARTMENT-4220 FIRE COMPANIES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
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	6,350.00	1,400.00	12,250.00	38.75
423.01	PROFESSIONAL SERVIC	10,000.00	.00	500.00	.00	9,500.00	5.00
430.08	BUILD SUPPLIES&REPA	6,500.00	3,773.47	1,254.26	4,204.16	1,041.58	83.98
610.02	DEPT MATERIAL & SUP	50,490.00	3,905.62	8,214.03	12,147.73	30,128.24	40.33
630.00	TECHNOLOGY	12,500.00	821.51	5,343.46	3,547.96	3,608.58	71.13
BUDGET UNIT-00142200001000 FD							

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 TOTALED ON: DEPARTMENT  
 PAGE BREAKS ON:

FUND-001 GENERAL FUND  
 DEPARTMENT-4220 GENERAL FUND  
 BUDGET UNIT-00142200001000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
430.09	MAINTENANCE & REPAI	105,000.00	32,514.29	4.00	68,784.19	36,211.81	65.51
610.03	CO'S SUPPLIES & EQU	24,360.00	477.41	667.55	6,755.87	16,936.58	30.47
BUDGET UNIT-00142200002000 FD							
740.00	DRY HYDRANTS	4,000.00	203.05	2,120.55	599.42	1,280.03	68.00
TOTAL FIRE COMPANIES		241,350.00	41,695.35	32,453.85	97,439.33	111,456.82	53.82
DEPARTMENT-4221 AMBULANCE-PARA/EMT							
BUDGET UNIT-00142210000000 AMB							
338.01	AMBULANCE-PARA./EMT	1,055,960.00	87,819.00	526,914.00	526,914.00	2,132.00	99.80
TOTAL AMBULANCE-PARA/EMT		1,055,960.00	87,819.00	526,914.00	526,914.00	2,132.00	99.80
DEPARTMENT-4225 FIRE MARSHALL							
BUDGET UNIT-00142250000000 FM							
110.00	SALARIES	73,869.00	7,280.30	.00	36,401.57	37,467.43	49.28
610.00	MATERIALS & SUPPLIE	5,750.00	328.19	644.85	1,123.44	3,981.71	30.75
TOTAL FIRE MARSHALL		79,619.00	7,608.49	644.85	37,525.01	41,449.14	47.94
DEPARTMENT-4240 BUILDING INSPECTOR							
BUDGET UNIT-00142400000000 B/I							
110.00	SALARIES	153,038.00	14,555.00	.00	73,327.95	79,710.05	47.91
610.00	MATERIALS & SUPPLIE	3,500.00	51.09	675.28	1,632.16	1,192.56	65.93
TOTAL BUILDING INSPECTOR		156,538.00	14,606.09	675.28	74,960.11	80,902.61	48.32
DEPARTMENT-4290 EMERGENCY PLANNING							
BUDGET UNIT-00142900000000 OEM							
110.00	SALARIES	65,361.00	5,169.11	.00	25,120.61	40,240.39	38.43
610.00	MATERIALS & SUPPLIE	9,450.00	1,018.12	2,884.70	2,055.77	4,509.53	52.28
TOTAL EMERGENCY PLANNING		74,811.00	6,187.23	2,884.70	27,176.38	44,749.92	40.18
DEPARTMENT-4295 ANIMAL CONTROL							
BUDGET UNIT-00142950000000 A-CONT							
110.00	SALARIES	49,055.00	4,834.75	.00	24,173.64	24,881.36	49.28
610.00	MATERIALS & SUPPLIE	2,225.00	276.86	1,679.72	514.92	30.36	98.64
TOTAL ANIMAL CONTROL		51,280.00	5,111.61	1,679.72	24,688.56	24,911.72	51.42
DEPARTMENT-4310 PUBLIC WORKS							
BUDGET UNIT-00143100000000 PW							
110.00	SALARIES	883,959.00	93,585.12	.00	434,270.09	449,688.91	49.13
112.01	ENGINEERING SERVICE	112,700.00	11,205.75	.00	66,178.95	46,521.05	58.72
120.01	SEASONAL PERSONNEL	29,900.00	.00	.00	8,636.65	21,263.35	28.89
130.00	OVERTIME	82,939.00	1,958.73	.00	7,608.04	75,330.96	9.17
291.00	UNIFORMS	13,000.00	510.30	8,944.80	1,674.54	2,380.66	81.69
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	32,904.00	216,121.33	150,591.67	20,687.00	94.66
424.00	STORMWATER MANAGEME	55,000.00	320.00	17,748.69	37,251.31	.00	100.00
441.00	EQUIPMENT LEASE	10,000.00	.00	.00	.00	10,000.00	.00

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TOWN OF NEW FAIRFIELD  
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SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
 ACCOUNTING PERIOD: 6/24

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

FUND-001 GENERAL FUND  
 DEPARTMENT-4310 GENERAL FUND  
 BUDGET UNIT-00143100000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
451.00	ROAD REPAIR	112,270.00	20,893.71	30,001.00	33,368.23	48,900.77	56.44
452.00	TOWN AID/LOCIP	384,802.00	.00	.00	39,741.01	345,060.99	10.33
742.01	TRUCK & EQUIP MAIN	120,000.00	17,282.31	46,505.95	47,624.77	25,869.28	78.44
BUDGET UNIT-00143100001000 PW BUILD. & GROUNDS M&S							
610.01	MATERIALS & SUPPLIE	80,000.00	2,850.74	31,491.08	40,346.62	8,162.30	89.80
BUDGET UNIT-00143100002000 PW HIGHWAY & STREET M&S							
610.01	MATERIALS & SUPPLIE	30,000.00	273.08	10,351.23	1,538.77	18,110.00	39.63
BUDGET UNIT-00143100003000 PW SNOW MATERIAL & SUPP							
610.01	MATERIALS & SUPPLIE	100,000.00	109.11	77,054.95	1,943.05	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	181,892.85	441,119.03	870,773.70	1,098,877.27	54.42
DEPARTMENT-4410 HEALTH							
BUDGET UNIT-00144100000000 H							
110.00	SALARIES	292,584.00	28,268.44	.00	143,009.44	149,574.56	48.88
344.00	WATER TESTS	7,000.00	.00	5,700.00	1,300.00	.00	100.00
610.00	MATERIALS & SUPPLIE	4,000.00	344.28	1,327.62	-2,364.93	5,037.31	-25.93
TOTAL HEALTH		303,584.00	28,612.72	7,027.62	141,944.51	154,611.87	49.07
DEPARTMENT-4420 INLAND WETLANDS							
BUDGET UNIT-00144200000000 IN-WET							
110.00	SALARIES	2,905.00	176.48	.00	749.99	2,155.01	25.82
346.00	FEES & SERVICES	2,000.00	.00	.00	2,000.00	.00	100.00
610.00	MATERIALS & SUPPLIE	1,000.00	.00	581.00	419.00	.00	100.00
TOTAL INLAND WETLANDS		5,905.00	176.48	581.00	3,168.99	2,155.01	63.51
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	8,916.05	.00	40,015.46	43,070.54	48.16
610.00	MATERIALS & SUPPLIE	1,200.00	349.54	.00	592.92	607.08	49.41
BUDGET UNIT-00144400001000 SOCIAL WOMEN'S CENTER							
350.00	SOCIAL SRVCS CONTRI	2,420.00	.00	.00	2,420.00	.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	2,500.00	.00	.00	2,500.00	.00	100.00
BUDGET UNIT-00144400005000 SOCIAL REGIONAL HOMELESS							
350.00	SOCIAL SRVCS CONTRI	5,000.00	.00	.00	5,000.00	.00	100.00
BUDGET UNIT-00144400006000 SOCIAL PREVENTION COUNCIL							



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TOWN OF NEW FAIRFIELD  
 EXPENDITURE STATUS REPORT

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SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
 ACCOUNTING PERIOD: 6/24

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT,ACCOUNT  
 TOTALED ON: DEPARTMENT  
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FUND-001 GENERAL FUND  
 DEPARTMENT-4440 GENERAL FUND  
 BUDGET UNIT-00144400006000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
350.00	SOCIAL SRVCS CONTRI	2,500.00	.00	.00	.00	2,500.00	.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	.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	.00	.00	1,250.00	.00	100.00
TOTAL SOCIAL SERVICES		105,821.00	9,265.59	.00	56,068.38	49,752.62	52.98
DEPARTMENT-4450 SENIOR SERVICES							
BUDGET UNIT-00144500000000 SENIOR							
110.00	SALARIES	144,830.00	15,449.72	.00	72,451.91	72,378.09	50.03
610.00	MATERIALS & SUPPLIE	5,250.00	398.92	3,422.63	1,758.47	68.90	98.69
803.03	NUTRITION PROGRAM	2,469.00	.00	.00	313.20	2,155.80	12.69
810.01	PROGRAMS	43,000.00	4,113.08	25,589.98	17,317.46	92.56	99.78
TOTAL SENIOR SERVICES		195,549.00	19,961.72	29,012.61	91,841.04	74,695.35	61.80
DEPARTMENT-4460 BALL POND ADVISRY COMITEE							
BUDGET UNIT-00144600000000 B-POND							
110.00	SALARIES	900.00	150.68	.00	366.65	533.35	40.74
344.01	WEED CONTROL	9,600.00	.00	5,676.08	2,070.42	1,853.50	80.69
610.00	MATERIALS & SUPPLIE	350.00	.00	.00	.00	350.00	.00
TOTAL BALL POND ADVISRY COMIT		10,850.00	150.68	5,676.08	2,437.07	2,736.85	74.78
DEPARTMENT-4470 COMMISSION ON AGING							
BUDGET UNIT-00144700000000 AGING							
110.00	SALARIES	3,136.00	.00	.00	391.76	2,744.24	12.49
610.00	MATERIALS & SUPPLIE	1,300.00	.00	.00	.00	1,300.00	.00
TOTAL COMMISSION ON AGING		4,436.00	.00	.00	391.76	4,044.24	8.83
DEPARTMENT-4510 RECREATION							
BUDGET UNIT-00145100000000 REC							
110.00	SALARIES	77,525.00	7,527.43	.00	37,804.14	39,720.86	48.76
TOTAL RECREATION		77,525.00	7,527.43	.00	37,804.14	39,720.86	48.76
DEPARTMENT-4550 LIBRARY							
BUDGET UNIT-00145500000000 LIBRARY							
110.00	SALARIES	441,111.00	40,657.51	.00	205,122.14	235,988.86	46.50
324.00	EDUCATION	1,000.00	835.00	.00	835.00	165.00	83.50
343.00	AUTOMATION	16,500.00	.00	1,406.40	14,029.52	1,064.08	93.55
430.10	MAINTENANCE	1,800.00	240.00	730.00	910.00	160.00	91.11
610.04	TECHNICAL SUPPLIES	1,800.00	66.21	1,062.40	147.62	589.98	67.22

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TOWN OF NEW FAIRFIELD  
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FUND-001 GENERAL FUND  
 DEPARTMENT-4550 GENERAL FUND  
 BUDGET UNIT-0014550000000 GENERAL FUND

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
640.00	BOOKS & MATERIALS	36,000.00	3,288.79	17,098.81	17,853.20	1,047.99	97.09
810.01	PROGRAMS	6,500.00	510.36	395.60	1,648.16	4,456.24	31.44
	TOTAL LIBRARY	504,711.00	45,597.87	20,693.21	240,545.64	243,472.15	51.76
TOTAL REPORT		12,523,996.00	896,069.56	1,446,301.82	5,148,540.22	5,929,153.96	52.66

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TOWN OF NEW FAIRFIELD  
 REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='001'  
 ACCOUNTING PERIOD: 6/24

SORTED BY: FUND,1ST SUBTOTAL,ACCOUNT  
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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	58,446,008.00	2,853,082.55	.00	36,167,623.91	22,278,384.09	61.88
R3110002 PROPERTY TAXES - PRIOR	.00	25,022.08	.00	95,726.25	-95,726.25	.00
R3111002 INTEREST LIENS & FEES	200,000.00	16,053.98	.00	99,868.92	100,131.08	49.93
R3111003 MOTOR VEHICLE SUPPLEMENT	525,000.00	207,029.22	.00	207,029.22	317,970.78	39.43
TOTAL PROPERTY TAXES	59,171,008.00	3,101,187.83	.00	36,570,248.30	22,600,759.70	61.80
1ST SUBTOTAL-R3200000 LICENSES & PERMITS						
R3200002 HEALTH	35,000.00	2,485.45	.00	16,785.45	18,214.55	47.96
R3200003 ZONING BOARD OF APPEALS	13,000.00	688.00	.00	3,784.00	9,216.00	29.11
R3200004 ZONING	35,000.00	1,422.00	.00	14,013.75	20,986.25	40.04
R3200005 BUILDING	204,000.00	20,106.00	.00	184,469.03	19,530.97	90.43
R3200006 INLAND WETLANDS	5,000.00	958.00	.00	2,320.00	2,680.00	46.40
R3200008 ENVIRONMENTAL ENFORCEMEN	7,000.00	404.00	.00	4,340.00	2,660.00	62.00
R3200009 PUBLIC WORKS FEES	3,100.00	300.00	.00	2,300.00	800.00	74.19
R3200010 FIRE MARSHALL FEES	6,000.00	100.00	.00	1,600.00	4,400.00	26.67
R3200099 OTHER LICENSES & PERMITS	10,000.00	.00	.00	2,475.00	7,525.00	24.75
TOTAL LICENSES & PERMITS	318,100.00	26,463.45	.00	232,087.23	86,012.77	72.96
1ST SUBTOTAL-R3300000 GRANTS						
R3300009 VETERANS EXEMPTION	17,000.00	15,356.00	.00	15,356.00	1,644.00	90.33
R3300017 HOMELAND SECURITY GRANT	.00	.00	.00	481.82	-481.82	.00
R3300033 EMERGENCY MGMT PERF GRAN	7,285.00	7,002.50	.00	7,002.50	282.50	96.12
R3300034 MUNI STABILIZATION GRANT	265,666.00	.00	.00	265,666.00	.00	100.00
R3303001 TOWN AID ROAD	271,613.00	.00	.00	135,680.10	135,932.90	49.95
R3303007 AID TO ELDERLY RELIEF	.00	1,833.35	.00	1,833.35	-1,833.35	.00
R3303009 JUDICIAL	2,000.00	.00	.00	950.00	1,050.00	47.50
R3303013 PILOT-STATE PROPERTY	14,742.00	.00	.00	16,216.53	-1,474.53	110.00
R3303015 MUNICIPAL REVENUE SHARIN	1,149.00	.00	.00	343,359.62	-342,210.62	29883.34
R3303016 MOTOR VEHICLE REIMBRSMNT	1,796.00	.00	.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	870,280.00	2,610,840.00	25.00
R3305056 SPECIAL EDUCATION	651,000.00	.00	.00	.00	651,000.00	.00
TOTAL GRANTS	4,826,560.00	24,191.85	.00	1,658,621.89	3,167,938.11	34.36
1ST SUBTOTAL-R3400000 LOCAL REVENUES						
R3400001 INTEREST INCOME	1,019,999.00	384,170.00	.00	904,436.58	115,562.42	88.67
R3402012 SENIOR SERVICES PROGRAMS	20,000.00	2,799.00	.00	12,990.58	7,009.42	64.95
R3404005 TOWN CLERK RECEIPTS	100,000.00	6,066.00	.00	32,609.00	67,391.00	32.61
R3404999 TOWN ENGINEER	10,000.00	.00	.00	.00	10,000.00	.00
R3410199 OTHER LOCAL REVENUES	7,000.00	70.00	.00	1,500.00	5,500.00	21.43
R3415004 REAL ESTATE CONVEYANCE	250,000.00	7,720.00	.00	98,800.19	151,199.81	39.52
R3416011 TELEPHONE LINE ACCESS	20,000.00	.00	.00	.00	20,000.00	.00
R3420009 STUDENT TUITION	408,000.00	.00	.00	112,892.55	295,107.45	27.67
R3421010 SALE OF EQUIPM & PROPERT	.00	.00	.00	3,000.00	-3,000.00	.00

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TOWN OF NEW FAIRFIELD  
REVENUE STATUS REPORT

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SELECTION CRITERIA: orgn.fund='001'  
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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
R3422006 POLICE PRIVATE DUTY	30,000.00	5,368.00	.00	12,073.50	17,926.50	40.25
R3422007 EMS/PARAMEDIC BILLING	300,000.00	77,662.09	.00	77,662.09	222,337.91	25.89
TOTAL LOCAL REVENUES	2,164,999.00	483,855.09	.00	1,255,964.49	909,034.51	58.01
TOTAL REPORT	66,480,667.00	3,635,698.22	.00	39,716,921.91	26,763,745.09	59.74

# CAPITAL & NONRECURRING FUND

		Balance	Budget		Total Allocated	Expenses		Encumbered	Available
		July 1, 2023	FY 23-24	Transfers	Funds	thru		Funds thru	Balance
<u>Account #'s</u>	<u>Name</u>	<u>July 1, 2023</u>	<u>FY 23-24</u>	<u>Transfers</u>	<u>FY 23-24</u>	<u>12/31/2023</u>	<u>Balance</u>	<u>12/31/2023</u>	<u>Balance</u>
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	146.85	204,411.96	-	204,411.96
301-4164-0001-000 / 740.02	Business Machines & Equip.	12,150.49	40,000.00	-	52,150.49	29,913.50	22,236.99	10,086.50	12,150.49
301-4180-0000-000 / 334.01	Housing Opportunities	4,202.00	7,000.00	-	11,202.00	2,992.50	8,209.50	1,209.50	7,000.00
301-4191-0000-000 / 330.00	Planning Commission	10,000.00	25,000.00	-	35,000.00	18,568.75	16,431.25	16,431.25	-
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	18,891.81	119,930.65	77,431.09	42,499.56
301-4215-0000-000 / 700.07	Communications Center	-	-	-	-	-	-	-	-
301-4220-0000-000 / 700.14	Fire Co.	242,363.95	-	-	242,363.95	76,742.10	165,621.85	19,946.85	145,675.00
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	233,565.41	106,092.51	76,475.20	29,617.31
301-4330-0001-000 / 742.04	Bridge & Drainage	400,454.25	195,000.00	-	595,454.25	4,958.82	590,495.43	81,632.43	508,863.00
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	49,192.00	159,840.98	12,600.00	147,240.98
301-4340-0002-000 / 700.14	Town Properties-Furniture	5,608.75	10,925.00	-	16,533.75	6,833.00	9,700.75	5,500.00	4,200.75
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	9,239.15	77,619.34	73,008.15	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	650,034.89	2,001,350.75	374,320.97	1,627,029.78



**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	DOC Office Repair /	Squantz Engine Co	
	Reserve	Testing	Annex Building	Co. A	Cameras	Annex	Installation	Replacement	Boiler Replacement	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>										
Approved at BOS 9/14/23	(23,000.00)							23,000.00		-
Approved at BOS 10/12/23			(10,000.00)						10,000.00	-
Approved at BOS 11/14/23			(805.00)						805.00	-
<b>Expenditures</b>										
PO #24000524 - Eagle Leasing								(23,000.00)		<b>(23,000.00)</b>
PO #23000806 Shock Electric							(13,744.00)			<b>(13,744.00)</b>
PO #24000493 Tucker Mechanical			(12,448.00)							<b>(12,448.00)</b>
										-
										-
<b>Encumbered</b>										
PO #20000004 - Bob Conley & Son						(6,600.00)				<b>(6,600.00)</b>
PO #24000429 SLR International		(6,000.00)								<b>(6,000.00)</b>
										-
										-
										-
										-
Balance	<b>77,132.98</b>	<b>3,000.00</b>	<b>6,747.00</b>	<b>40,000.00</b>	<b>4,900.00</b>	<b>4,400.00</b>	<b>256.00</b>	-	<b>10,805.00</b>	<b>147,240.98</b>



# NEW FAIRFIELD PUBLIC SCHOOLS

3 Brush Hill Road, New Fairfield, CT 06812  
Phone: 203 312-5770 Fax: 203 312-5609 [www.newfairfieldschools.org](http://www.newfairfieldschools.org)

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January 4, 2024

To: Doug Jendras, Board of Finance Chairman

From: Kenneth G. Craw, Ed. D., Superintendent

Cc: New Fairfield Board of Education

Re: Fiscal Year 2023 BOE Surplus Funds and Fiscal Year 2022 Encumbrance Close-Out

At its December 21 regular meeting, the BOE approved a request of the BOF to transfer surplus monies into a BOE non-lapsing account for educational and capital purposes, as allowed by CT Statute Section 10-248a.<sup>1</sup> More specifically, the BOE is seeking the full amount of \$33,327.01 in expenditure surplus for the replacement of the middle school's intercom system, including the associated classroom speakers and phones throughout the building. The system is currently failing in several classrooms, and while we have temporary solutions in place to maintain safety, the system as a whole needs to be addressed.

We respectfully ask that the BOF consider the BOE's request at your next meeting. The funds will address a critical need for the middle school. Carrie DePuy, Director of Business and Operations, Phil Ross, Director of Building and Ground, and I will be available to answer questions the BOF may have regarding this request.

Thank you in advance for your consideration.

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<sup>1</sup> Sec. 10-248a. Unexpended education funds account. For the fiscal year ending June 30, 2020, and each fiscal year thereafter, notwithstanding any provision of the general statutes or any special act, municipal charter, home rule ordinance or other ordinance, the board of finance in each town having a board of finance, the board of selectman in each town having no board of finance or the authority making appropriations for the school district for each town may deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided (1) such deposited amount does not exceed two per cent of the total budgeted appropriation for education for such prior fiscal year, (2) each expenditure from such account shall be made only for educational purposes, and (3) each such expenditure shall be authorized by the local board of education for such town.



**New Fairfield Board of Finance**  
**Draft Revised Public Comment Policy**

**January 5, 2024**

There is no state or local legal requirement for a municipal board to provide an opportunity for public comment at each meeting or at any meeting. The purpose of a public meeting of any board is to accomplish the business that board was elected or appointed to do, in public, so that the public may observe. However, there is no bar to a municipal board providing an opportunity for public comment at its meetings or at some of its meetings.

The New Fairfield Board of Finance has chosen to provide two public comment periods at most of its regularly scheduled meetings – one at the beginning of each meeting and one at the end of the meeting. In order for the Board to complete its business, public comment is limited to items on the meeting agenda, to no more than 45 minutes at the start of the meeting and 15 minutes at the end of the meeting, and speakers are limited to no more than 3 minutes each. However, at the discretion of the Chairman or by a vote of the majority of Board members present, the public comment period may be extended or the time limit for individual members of the public to speak may be expanded or further limited.

Members of the public wishing to speak at a Board of Finance meeting should line up behind the podium at an in-person meeting or raise the hand icon on the screen of a Zoom meeting so that the number wishing to speak can be known by the Chairman so s/he can fairly apportion the time available. Those wishing to speak shall provide their name and/or organization or group (if appropriate) prior to speaking. It is perfectly acceptable to speak briefly and simply associate oneself with the remarks of a previous speaker. A spokesperson may also present the views of a group with similar opinions.

Public comment is an opportunity for the public to provide information and/or to express their opinion on the board's work. It is for comment, not for questions and answers. Thus, the public should not expect a reply when commenting at a public meeting and Board members are encouraged not to get into a back and forth with public commenters. If the Chairman believes a reply is in order, for example but not limited to, to ensure that the public receives accurate information, s/he may reply or recognize another Board member or staff to briefly reply.

Public comment may also be made to the Board of Finance members by mail or by email. Either way, all members of the Board will receive any incoming public comment correspondence prior to the next meeting. The mailing address for the Board of Finance is 4 Brush Hill Rd, New Fairfield, CT 06812. The email address for the Board of Finance is [BOF@newfairfieldct.gov](mailto:BOF@newfairfieldct.gov). All written public comment received by the Board will be acknowledged at the next meeting by the Chairman and generally characterized in aggregate to the best of his/her ability. Individual letters or emails will not be read aloud at the meetings.

The Board of Finance Public Comment Policy will be reviewed by the Board at least every two years and either revised, rescinded, or readopted.