

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

**AGENDA**  
**BOARD OF FINANCE**  
**REGULAR MEETING**  
**WEDNESDAY, September 16, 2020**  
**7:30 PM**  
**VIRTUAL MEETING VIA ZOOM**  
<https://zoom.us/j/97579750540>  
Meeting ID: 975 7975 0540  
**Meeting Code:**  
**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 – August 19, 2020 regular meeting and August 17, 2020 Pension and Bonding subcommittee meeting
7. Budget Transfers
8. Update - BOS and BOE Budget Surplus for FY2019/2020
9. Update - Medical Plan for 2020/21 Budget - Tom Kowalchik, SVP, USI
10. Update - boat dock replacement costs and next steps
11. Update - BOE's forecasted schools' reopening costs, due to COVID-19
12. Update - Pension and Bonding subcommittee
13. Update - Fraud Policy / Conflict of Interest Policy
14. 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)
15. Public Comment
16. Future Agenda items
17. Board Member Comments
18. Adjournment

**TOWN OF NEW FAIRFIELD  
FISCAL 2019-2020  
Inter-Departmental Transfer**

<u>S'S</u>	<u>TRANSFER FROM:</u>		<u>S'S</u>	<u>TRANSFER TO:</u>	
4,984.82	4195 / 626.00	Utilities - Gasoline & Diesel	1,735.82	4162 / 421.00	Intergov. Agency - Household Hazardous Waste
			2,199.00	4163 / 520.01	General Insurance - Property & Casualty
			1,050.00	4710 / 001.01	Debt Service - Town - Bond Registration Fees
4,984.82			4,984.82		

*Approved at the BOS meeting on 9/10/20  
To be submitted at the BOF meeting on 9/16/20*



# 2019/2020 Operating Surplus

## PRELIMINARY

<u>Expenditures</u>	
BOE	\$ 575,171.90
Town	599,222.21
Total	<u>\$ 1,174,394.11</u>
<u>Revenues</u>	
BOE-Close out PY Encumbrances	11,801.30
Town-Close out PY Encumbrances	25,199.47
All Other Revenue	301,338.06
Total Revenues	<u>\$ 338,338.83</u>
Grand Total - Pre-Audit	<u><u>\$ 1,512,732.94</u></u>

### Distributions From General Fund

Proposed Appropriation to a BOE Non-Lapsing Account COVID-19 & Special Education Expenses	\$ 586,973.20
Proposed Appropriation to Town	
Boat Dock Replacement Fund	225,000.00
Replace Truck NF17	215,000.00
Sewer Study	70,000.00
Road Repair	57,521.68
Tax Revaluation	40,000.00
Zoning Regulations	16,900.00
	<u>\$ 624,421.68</u>
Total Distribution from General Fund	<u>\$ 1,211,394.88</u>
To Remain in General Fund	\$ 301,338.06
Grand Total - Pre-Audit	<u><u>\$ 1,512,732.94</u></u>

### Auditors Journal Entries

Total Auditors Entries	<u>\$ -</u>
Grand Total Final	<u><u>\$ 1,512,732.94</u></u>

## Preliminary Town 2019/2020 Operating Surplus

BOARD OF SELECTMEN	\$ 9,660.95	Salaries & Grants
TOWN CLERK	1,163.56	Salaries
PROBATE	207.93	Facility Fees
REGISTRARS OF VOTERS	8,218.89	Salaries & M&S
FINANCE	7,477.29	Salaries & M&S
BOARD OF FINANCE	15,092.18	Contingency
TREASURER	383.20	Salaries
ASSESSOR	6,421.83	GIS&Audits & M&S
TAX COLLECTOR	1,684.33	Delinguent Tax
BOARD OF ASSESSMENT APPEALS	226.96	Salaries
UNCLASSIFIED PAYROLL & BENEFITS	111,160.50	SS & Pension
PROFESSIONAL SERVICES	72,925.80	Legal
BUSINESS MACHINES	7,292.24	PD Equip. & Tech
HUMAN RESOURCES	894.88	Business Services
PLANNING COMMISSION	2,377.26	Salaries & M&S
ZONING COMMISSION	7,994.26	Reg. Maint. & M&S
ZONING BOARD OF APPEALS	2,066.59	Salaries & M&S
ECONOMIC DEVELOPMENT	41.74	Salaries & M&S
UTILITIES	52,338.03	Elec,FO,FD & G&D
PERMANENT BUILDING COMMITTEE	3,023.98	Salaries & M&S
GENERAL LAND USE	5,622.75	Salaries & M&S
HISTORICAL PROPERTIES	250.00	M&S
COMMISSION OF YOUTH	705.65	M&S
POLICE	185,724.77	Troopers & Payroll
COMMUNICATIONS CENTER	15,494.33	Payroll & M&S
AMBULANCE-PARA/EMT	782.30	M&S
FIRE MARSHALL	3,683.77	M&S
BUILDING INSPECTOR	2,635.32	ICC Reviews & M&S
EMERGENCY PLANNING	6,626.40	Salaries & M&S
PUBLIC WORKS	20,622.57	Waste & B&G M&S
HEALTH	13,365.45	Salaries,W. Tests, & M&S
INLAND WETLANDS	1,320.94	Salaries & M&S
WPCA	1,120.00	Salaries & M&S
SOCIAL SERVICES	4,322.74	Salaries & M&S
SENIOR SERVICES	10,912.60	Programs
BALL POND ADVISORY COMMITTEE	4,614.51	Weed Control
COMMISSION ON AGING	2,793.32	Salaries & M&S
RECREATION	872.73	Salaries
LIBRARY	7,099.66	Books & Materials
<b>Town Expenditure Surplus</b>	<b>\$ 599,222.21</b>	

# Boat Dock Replacement Lock Box

Account # 1-301-4150-700-0000-000

	<u>Balances</u>
<u>Initially Funded</u>	
Fund 301-Recreation Capital-New Fields/Facility	\$ 30,000.00
Fund 205-Transfer From P&R Self Sustaining Fund	74,286.90
Fund 301-Recreation Capital-Boat Dock Replacement	105,582.66
General Fund-Unreserved- 50% of 17/18 Expenditure Surplus	55,475.14
<b>Beginning Balance</b>	<b>\$ 265,344.70</b>
<u>Fiscal Year 18/19</u>	
Dock Anchoring Engineering & Design (RACE Coastal Engineering)	(38,167.28)
Other Expenses - PAH Inc.	(1,200.00)
Add'l From Base Slip Fees (\$150,000 Left in Fund 205) \$200/\$100 Increase	80,075.30
General Fund-Unreserved- From 18/19 Expenditure Surplus	12,203.78
Total Fiscal Year 18/19	\$ 52,911.80
<b>Current Balance</b>	<b>\$ 318,256.50</b>
<u>Fiscal Year 19/20</u>	
Dock Anchoring Engineering & Design (RACE Coastal Engineering)	(21,332.72)
Other Expenses - Hearst Media	(400.80)
Increase Slip Fee of \$200 For Boat & \$100 For Jet Ski	31,400.00
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	77,432.45
Total Fiscal Year 19/20	\$ 87,098.93
<b>Balance as at 6/30/20</b>	<b>\$ 405,355.43</b>
<u>Fiscal Year 20/21</u>	
Race Coastal Engineering - Professional Services for Bid Review	(1,095.00)
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/21</b>	<b>\$ 513,092.88</b>
<u>Fiscal Year 21/22</u>	
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/22</b>	<b>\$ 621,925.33</b>
<u>Fiscal Year 22/23</u>	
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/23</b>	<b>\$ 730,757.78</b>
<u>Fiscal Year 23/24</u>	
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/24</b>	<b>\$ 839,590.23</b>
<u>Fiscal Year 24/25</u>	
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/25</b>	<b>\$ 948,422.68</b>
<u>Fiscal Year 25/26</u>	
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/26</b>	<b>\$ 1,057,255.13</b>
<u>Fiscal Year 26/27</u>	
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/27</b>	<b>\$ 1,166,087.58</b>
<u>Fiscal Year 27/28</u>	
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/28</b>	<b>\$ 1,274,920.03</b>
<u>Fiscal Year 28/29</u>	
Add'l From Base Slip Fees (\$150,000 Left in Fund 205)	108,832.45
<b>Balance as at 6/30/29</b>	<b>\$ 1,383,752.48</b>

*Town of New Fairfield  
Finance Department  
Legal Matters -July  
August 18, 2020*

Breakdown by Category

	2020/2021 Budget	Transfers In/Out	Legal Credits	Less Expenditures to Date	Balance 08/18/20
Taxation/Assessment	\$ 7,500			\$ 140	\$ 7,360
Labor	\$ 35,000			\$ -	\$ 35,000
General Counsel	\$ 35,000			\$ 2,435	\$ 32,565
Health/Enforcement	\$ 7,000			\$ -	\$ 7,000
Land Use - Miscellaneous	\$ 5,000			\$ -	\$ 5,000
Planning	\$ 5,000			\$ -	\$ 5,000
Zoning	\$ 15,000			\$ -	\$ 15,000
Zoning Board of Appeals	\$ 15,000			\$ -	\$ 15,000
Inlands/Wetlands	\$ 5,000			\$ -	\$ 5,000
<b>TOTAL</b>	<b>\$ 129,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,575</b>	<b>\$ 126,925</b>

Available Balance

\$ 126,925

*Town of New Fairfield  
Finance Department  
Legal Matters - July  
August 18, 2020*

General Counsel/Other Legal Fees

141610000004 - 332.01

Cohen and Wolf, P.C.

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
07	20	DLG						\$ 1,855.00	General Representation
07	20	JAB						\$ 580.00	Board of Firemans Permit Examiners
<b>Total Invoices Received</b>									\$ 2,435.00

Total General Counsel

\$ 2,435.00

Taxation / Assessment Legal Fees

141610000004 - 332.01

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
07	20	JAB						\$ 140.00	Stop & Shop Tax Appeal
<b>Total Invoices Received</b>									\$ 140.00

Total Taxation/Assessment Legal Fees

\$ 140.00

Legal Fees - Land Use Miscellaneous

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
<b>Total Invoices Received</b>									\$ -

**TOTAL LAND USE - MISCELLANEOUS** \$ -

Legal Fees - Health Code Enforcement

*Cohen & Wolf*

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
<b>Total Invoices Received</b>									\$ -

Legal Fees - Planning

*Halloran & Sage*

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
<b>Total Invoices Received</b>									\$ -

Total Planning Legal Fees

\$ -



*Town of New Fairfield  
Finance Department  
Legal Matters - July  
August 18, 2020*

Legal Fees - Zoning Enforcement  
00141610000007 - 332.01  
Cohen & Wolf

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
Total Invoices Received									\$ -

Total Zoning Legal Fees \$ -

Legal Fees - Zoning Board of Appeals  
4161-332-0000-008  
Cohen & Wolf

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
Total Invoices Received									\$ -

Total Zoning Board of Appeals Legal Fees \$ -

Legal Fees - Inlands/Wetlands  
4161-332-0000-009

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
Total Invoices Received									\$ -

Legal Fees - Labor  
00141610000003 - 332.01  
Cohen & Wolf

MO	YR	ATTNY	LIT	DEPT	CAT	SUB-CAT	MATTER	AMOUNT	DESCRIPTION
Total Invoices Received									\$ -

Total Labor Legal Fees \$ -

**TOTAL LEGAL FEES \$ 2,575.00**

POWERSCHOOL  
 DATE: 08/31/2020  
 TIME: 08:04:09

TOWN OF NEW FAIRFIELD  
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
 ACCOUNTING PERIOD: 2/21

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

FUND - 001 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4110-0000-000 105.00 BOS ELECTED SALARIES	110,402.00	8,605.90	.00	17,519.95	92,882.05
001-4110-0000-000 110.00 BOS SALARIES	49,127.00	4,195.36	.00	9,240.57	39,886.43
001-4110-0000-000 310.00 BOS EXAMINE LAND RECORDS	1,500.00	155.20	1,344.80	155.20	.00
001-4110-0000-000 320.00 BOS CABLE BROADCASTING EXPE	14,000.00	.00	.00	13,000.00	1,000.00
001-4110-0000-000 330.00 BOS GRANTS ADMISTRATOR	3,500.00	.00	.00	.00	3,500.00
001-4110-0000-000 610.00 BOS MATERIALS & SUPPLIES	4,000.00	.00	3,728.11	133.89	138.00
TOTAL DEPARTMENT - BOARD OF SELECTMAN	182,529.00	12,956.46	5,072.91	40,049.61	137,406.48
001-4120-0000-000 105.00 TC ELECTED SALARIES	74,419.00	5,701.48	.00	13,128.33	61,290.67
001-4120-0000-000 110.00 TC SALARIES	78,815.00	6,593.80	.00	12,383.03	66,431.97
001-4120-0000-000 340.00 TC INDEXING & MICROFILMING	21,000.00	1,263.38	18,558.62	2,441.38	.00
001-4120-0000-000 341.00 TC VITAL STATISTICS	200.00	.00	200.00	.00	.00
001-4120-0000-000 342.00 TC ORDINANCE UPDATE	800.00	.00	800.00	.00	.00
001-4120-0000-000 610.00 TC MATERIALS & SUPPLIES	2,700.00	1,340.00	1,360.00	1,340.00	.00
001-4120-0000-000 803.00 TC HISTORICAL DOCUMENTS PRE	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - TOWN CLERK	177,934.00	14,898.66	20,918.62	29,292.74	127,722.64
001-4121-0000-000 610.01 PROBATE - FACILITY FEES	9,347.00	.00	.00	9,346.12	.88
TOTAL DEPARTMENT - PROBATE	9,347.00	.00	.00	9,346.12	.88
001-4140-0000-000 105.00 ROV ELECTED SALARIES	31,727.00	2,440.48	.00	5,491.08	26,235.92
001-4140-0000-000 110.00 ROV SALARIES	17,000.00	.00	.00	.00	17,000.00
001-4140-0000-000 430.00 ROV MACHINE CERTIFICATION	.00	.00	.00	.00	.00
001-4140-0000-000 610.00 ROV MATERIALS & SUPPLIES	11,440.00	2,581.57	8,556.16	2,661.53	222.31
TOTAL DEPARTMENT - REGISTRARS OF VOTERS	60,167.00	5,022.05	8,556.16	8,152.61	43,458.23
001-4150-0000-000 110.00 FIN SALARIES	288,998.00	44,851.92	.00	86,787.46	202,210.54
001-4150-0000-000 610.00 FIN MATERIALS & SUPPLIES	6,250.00	65.00	3,008.14	286.86	2,955.00
TOTAL DEPARTMENT - FINANCE	295,248.00	44,916.92	3,008.14	87,074.32	205,165.54
001-4151-0000-000 110.00 BOF SALARIES	2,587.00	72.42	.00	134.49	2,452.51
001-4151-0000-000 332.00 BOF GENERAL COUNSEL	.00	.00	.00	.00	.00
001-4151-0000-000 334.00 BOF CONSULTING SVCS	.00	.00	.00	.00	.00
001-4151-0000-000 336.00 BOF TOWN AUDIT	57,000.00	.00	50,000.00	7,000.00	.00
001-4151-0000-000 610.00 BOF MATERIALS & SUPPLIES	1,625.00	.00	1,625.00	.00	.00
001-4151-0000-000 801.00 BOF CONTINGENCY	15,000.00	.00	.00	.00	15,000.00
TOTAL DEPARTMENT - BOARD OF FINANCE	76,212.00	72.42	51,625.00	7,134.49	17,452.51
001-4152-0000-000 105.00 TREAS ELECTED SALARIES	8,010.00	667.49	.00	667.49	7,342.51
001-4152-0000-000 110.01 TREAS SALARIES-LONGEVITY ST	.00	.00	.00	.00	.00

POWERSCHOOL  
 DATE: 08/31/2020  
 TIME: 08:04:09

TOWN OF NEW FAIRFIELD  
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 2  
 EXPSTAIL

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
 ACCOUNTING PERIOD: 2/21

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

FUND - 001 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4152-0000-000 610.00 TREAS MATERIALS & SUPPLIES	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - TREASURER	8,010.00	667.49	.00	667.49	7,342.51
001-4153-0000-000 110.00 A-TAX SALARIES	157,238.00	12,042.12	.00	23,178.75	134,059.25
001-4153-0000-000 337.00 A-TAX GIS & AUDITS-PERS PRO	10,000.00	.00	130.00	.00	9,870.00
001-4153-0000-000 338.00 A-TAX UTILITY PROPERTIES	.00	.00	.00	.00	.00
001-4153-0000-000 339.00 A-TAX REVALUATION	.00	.00	.00	.00	.00
001-4153-0000-000 610.00 A-TAX MATERIALS & SUPPLIES	10,095.00	.00	6,860.00	240.00	2,995.00
TOTAL DEPARTMENT - ASSESSOR	177,333.00	12,042.12	6,990.00	23,418.75	146,924.25
001-4154-0000-000 105.00 TAX ELECTED SALARIES	79,909.00	6,100.68	.00	14,326.52	65,582.48
001-4154-0000-000 110.00 TAX SALARIES	107,727.00	8,301.11	.00	16,590.88	91,136.12
001-4154-0000-000 331.00 TAX DELINQ.TAX COLLECT.FEES	5,000.00	416.09	4,583.91	416.09	.00
001-4154-0000-000 610.00 TAX MATERIALS & SUPPLIES	5,240.00	213.90	5,026.10	213.90	.00
TOTAL DEPARTMENT - TAX COLLECTOR	197,876.00	15,031.78	9,610.01	31,547.39	156,718.60
001-4155-0000-000 105.00 BOAA ELECTED SALARIES	600.00	.00	.00	.00	600.00
001-4155-0000-000 110.00 BOAA SALARIES	659.00	.00	.00	.00	659.00
001-4155-0000-000 610.00 BOAA MATERIALS & SUPPLIES	100.00	.00	.00	.00	100.00
TOTAL DEPARTMENT - BOARD OF ASSESMENT APPEA	1,359.00	.00	.00	.00	1,359.00
001-4160-0000-000 130.01 U P&B OVERTIME CONTINGENCY	3,000.00	-1,134.40	.00	994.87	2,005.13
001-4160-0000-000 140.00 U P&B SALARY ADJUSTMENTS	98,240.00	.00	.00	.00	98,240.00
001-4160-0000-000 220.00 U P&B SOCIAL SECURITY	362,395.00	30,056.71	.00	65,471.64	296,923.36
001-4160-0000-000 230.00 U P&B PENSION	652,000.00	12,923.15	231,546.85	403,155.15	17,298.00
001-4160-0000-000 231.00 U P&B OPEB	.00	.00	.00	.00	.00
001-4160-0000-000 250.00 U P&B UNEMPLOYMENT	15,000.00	.00	15,000.00	.00	.00
001-4160-0000-000 260.00 U P&B WORKERS COMPENSATION	155,000.00	.00	119,616.00	35,384.00	.00
001-4160-0000-000 290.00 U P&B EMPLOYEE PHYSICALS	3,000.00	.00	2,000.00	.00	1,000.00
001-4160-0000-000 580.00 U P&B MILEAGE REIMBURSEMENT	1,000.00	.00	.00	.00	1,000.00
TOTAL DEPARTMENT - UNCLSFD PAYROLL & BENEFIT	1,289,635.00	41,845.46	368,162.85	505,005.66	416,466.49
001-4161-0000-000 332.01 LEGAL	.00	.00	.00	.00	.00
001-4161-0000-001 332.01 LEGAL-LAND	5,000.00	.00	5,000.00	.00	.00
001-4161-0000-002 332.01 LEGAL-TAX	7,500.00	140.00	7,360.00	140.00	.00
001-4161-0000-003 332.01 LEGAL-LABOR	35,000.00	.00	35,000.00	.00	.00
001-4161-0000-004 332.01 LEGAL-GENERAL/OTHER	35,000.00	2,435.00	32,565.00	2,435.00	.00
001-4161-0000-005 332.01 LEGAL-HEALTH CODE	7,000.00	.00	7,000.00	.00	.00
001-4161-0000-006 332.01 LEGAL-PLANNING	5,000.00	.00	2,500.00	.00	2,500.00
001-4161-0000-007 332.01 LEGAL-ZONING	15,000.00	.00	15,000.00	.00	.00
001-4161-0000-008 332.01 LEGAL-ZBA	15,000.00	.00	15,000.00	.00	.00

POWERSCHOOL  
 DATE: 08/31/2020  
 TIME: 08:04:09

TOWN OF NEW FAIRFIELD  
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 3  
 EXPSTAL1

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
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SORTED BY: FUND,DEPARTMENT,ACCOUNT  
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FUND - 001 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4161-0000-009 332.01 LEGAL-INLAND/WETLANDS	5,000.00	.00	5,000.00	.00	.00
001-4161-0000-000 333.00 LEGAL TOWN ENGINEER	.00	.00	.00	.00	.00
001-4161-0000-000 334.01 LEGAL CONSULTING	3,000.00	.00	.00	.00	3,000.00
001-4161-0000-000 335.00 LEGAL GRANT WRITING	.00	.00	.00	.00	.00
001-4161-0000-000 336.01 LEGAL SETTLEMT OF LEGAL ACT	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - PROFESSIONAL SERVICES	132,500.00	2,575.00	124,425.00	2,575.00	5,500.00
001-4162-0000-000 312.00 I/G CT COUNCIL OF SMALL TOW	925.00	.00	925.00	.00	.00
001-4162-0001-000 313.00 I/G-WESTERN CT COUNCIL	9,242.00	.00	.00	9,242.00	.00
001-4162-0002-000 313.00 I/G-CANDLEWOOD LAKE	82,470.00	.00	.00	82,470.00	.00
001-4162-0002-998 313.00 I/G-CLA FUND	.00	.00	.00	.00	.00
001-4162-0002-999 313.00 I/G-CLA-ADMIN	.00	.00	.00	.00	.00
001-4162-0003-000 313.00 I/G-REGIONAL ANIMAL	.00	.00	.00	.00	.00
001-4162-0004-000 313.00 I/G-C C MUNICIPAL	10,000.00	.00	1,071.00	4,464.50	4,464.50
001-4162-0000-000 316.00 I/G PUBLIC TRANSPORTATION	104,670.00	8,722.50	87,225.00	17,445.00	.00
001-4162-0000-000 421.00 I/G HOUSEHOLD HAZARD WASTE	15,000.00	.00	15,000.00	.00	.00
TOTAL DEPARTMENT - INTERGOVERNMENTAL AGENCY	222,307.00	8,722.50	104,221.00	113,621.50	4,464.50
001-4163-0000-000 520.01 G-INS PROPERTY & CASUALTY	175,000.00	-1,064.00	78,155.54	95,780.46	1,064.00
TOTAL DEPARTMENT - GENERAL INSURANCE	175,000.00	-1,064.00	78,155.54	95,780.46	1,064.00
001-4164-0002-000 430.01 B/M POSTAGE MACHINE LEASE	1,200.00	.00	1,200.00	.00	.00
001-4164-0003-000 430.02 B/M TELEPHONE MAINTENANCE	2,990.00	220.00	2,770.00	220.00	.00
001-4164-0004-000 430.03 B/M LAN EQUIP MAINTENANCE	79,704.00	69.00	3,193.30	14,310.00	62,200.70
001-4164-0005-000 430.04 B/M COPIER MAINTENANCE	4,777.00	185.73	3,968.94	447.86	360.20
001-4164-0006-000 430.05 B/M MISC.MAIN.REPAIR ACQ.	.00	.00	.00	.00	.00
001-4164-0007-000 430.06 B/M SYSTEMS ADMINISTRATION	82,690.00	.00	505.32	.00	82,184.68
001-4164-0001-000 431.00 B/M ASSESSOR EQUIPMENT	15,452.00	2,750.00	12,303.00	2,750.00	399.00
001-4164-0002-000 431.01 B/M TAX COLLECTOR EQUIP	12,338.00	.00	1,690.00	10,648.00	.00
001-4164-0003-000 431.02 B/M FINANCE EQUIPMENT	13,600.00	.00	3,650.70	9,949.30	.00
001-4164-0004-000 431.03 B/M COMM. CENTER EQUIP	46,277.00	180.00	21,537.68	24,196.50	542.82
001-4164-0005-000 431.04 B/M POLICE EQUIPMENT	16,175.00	556.22	5,562.20	10,612.44	.36
001-4164-0006-000 431.05 B/M TECHNOLOGY	28,160.00	.00	3,089.86	.00	25,070.14
001-4164-0007-000 431.06 B/M FIRE MARSHALL EQUIP	1,300.00	.00	100.00	1,200.00	.00
001-4164-0008-000 431.07 B/M FIRE EQUIPMENT	8,500.00	.00	.00	3,096.44	5,403.56
001-4164-0009-000 431.08 B/M TOWN CLERK EQUIPMENT	.00	.00	.00	.00	.00
001-4164-0010-000 431.09 B/M PARK & REC EQUIPMENT	.00	.00	.00	.00	.00
001-4164-0011-000 431.10 B/M LAND USE EQUIPMENT	17,777.00	.00	13,851.00	.00	3,926.00
001-4164-0000-000 610.00 B/M MATERIALS & SUPPLIES	4,400.00	34.82	3,603.18	34.82	762.00
001-4164-0000-000 615.00 B/M POSTAGE	25,000.00	19.25	24,980.75	19.25	.00
TOTAL DEPARTMENT - BUSINESS MACHINES	360,340.00	4,015.02	102,005.93	77,484.61	180,849.46

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
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FUND - 001 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4190-0000-000 110.00 HR SALARIES	.00	.00	.00	.00	.00
001-4190-0000-000 345.00 HR BUSINESS SERVICES	32,000.00	.00	.00	.00	32,000.00
001-4190-0000-000 540.00 HR ADVERTISING	.00	.00	.00	.00	.00
001-4190-0000-000 610.00 HR MATERIALS & SUPPLIES	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - HUMAN RESOURCES	32,000.00	.00	.00	.00	32,000.00
001-4191-0000-000 110.00 PLAN SALARIES	3,027.00	.00	.00	.00	3,027.00
001-4191-0000-000 610.00 PLAN MATERIALS & SUPPLIES	3,000.00	.00	.00	.00	3,000.00
TOTAL DEPARTMENT - PLANNING COMMISSION	6,027.00	.00	.00	.00	6,027.00
001-4192-0000-000 110.00 ZONING SALARIES	65,847.00	4,765.52	.00	9,247.53	56,599.47
001-4192-0000-000 331.01 ZONING REGULATIONS MAINT.	4,500.00	.00	.00	.00	4,500.00
001-4192-0000-000 610.00 ZONING MATERIALS & SUPPLIES	7,215.00	.00	995.00	.00	6,220.00
TOTAL DEPARTMENT - ZONING COMMISSION	77,562.00	4,765.52	995.00	9,247.53	67,319.47
001-4193-0000-000 110.00 ZBA SALARIES	7,242.00	.00	.00	.00	7,242.00
001-4193-0000-000 610.00 ZBA MATERIALS & SUPPLIES	4,500.00	280.45	2,534.95	465.05	1,500.00
TOTAL DEPARTMENT - ZONING BOARD OF APPEALS	11,742.00	280.45	2,534.95	465.05	8,742.00
001-4194-0000-000 110.00 E/D SALARIES	1,036.00	56.52	.00	56.52	979.48
001-4194-0000-000 610.00 E/D MATERIALS & SUPPLIES	5,500.00	.00	.00	.00	5,500.00
TOTAL DEPARTMENT - ECONOMIC DEVELOPMENT	6,536.00	56.52	.00	56.52	6,479.48
001-4195-0003-000 620.01 UTIL ELECTRIC	116,000.00	9,175.31	96,917.00	19,083.00	.00
001-4195-0004-000 620.02 UTIL TELEPHONE	30,949.00	790.00	27,730.78	3,218.22	.00
001-4195-0005-000 620.03 UTIL FUEL OIL	47,801.00	.00	47,801.00	.00	.00
001-4195-0006-000 620.04 UTIL OTHER	19,503.00	908.48	17,542.80	1,960.20	.00
001-4195-0001-000 620.08 UTIL FIRE COMPANIES	.00	.00	.00	.00	.00
001-4195-0002-000 620.08 UTIL FIRE COMPANIES	56,400.00	2,915.21	50,632.62	5,767.38	.00
001-4195-0000-000 622.00 UTIL STREET LIGHTS	14,500.00	1,037.23	13,365.03	1,134.97	.00
001-4195-0000-000 626.00 UTIL GASOLINE & DIESEL	73,351.00	.00	71,000.00	.00	2,351.00
TOTAL DEPARTMENT - UTILITIES	358,504.00	14,826.23	324,989.23	31,163.77	2,351.00
001-4196-0000-000 110.00 PBC SALARIES	3,725.00	.00	.00	51.73	3,673.27
001-4196-0000-000 334.00 PBC CONSULTING SVCS	.00	.00	.00	.00	.00
001-4196-0000-000 610.00 PBC MATERIALS & SUPPLIES	150.00	.00	.00	.00	150.00
TOTAL DEPARTMENT - PERMANENT BUILDNG COMITE	3,875.00	.00	.00	51.73	3,823.27
001-4197-0000-000 110.00 LAND SALARIES	15,535.00	826.16	.00	1,481.70	14,053.30

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FUND - 001 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4197-0000-000 610.00 LAND MATERIALS & SUPPLIES	450.00	.00	.00	.00	450.00
TOTAL DEPARTMENT - GENERAL LAND USE	15,985.00	826.16	.00	1,481.70	14,503.30
001-4198-0000-000 610.01 HISTORICAL PROPERTIES M&S	250.00	.00	.00	.00	250.00
TOTAL DEPARTMENT - HISTORICAL PROPERTIES	250.00	.00	.00	.00	250.00
001-4199-0000-000 110.00 YOUTH SALARIES	.00	.00	.00	.00	.00
001-4199-0000-000 610.00 YOUTH MATERIALS & SUPPLIES	1,000.00	.00	.00	.00	1,000.00
TOTAL DEPARTMENT - COMMISSN OF YOUTH OF NF	1,000.00	.00	.00	.00	1,000.00
001-4210-0006-000 100.01 PD SPECIALTY PAY	7,200.00	.00	.00	.00	7,200.00
001-4210-0000-000 110.00 PD SALARIES	544,625.00	37,063.44	.00	70,961.06	473,663.94
001-4210-0001-000 110.02 PD SECRETARY	35,888.00	3,075.00	.00	5,842.50	30,045.50
001-4210-0002-000 110.03 PD CROSSING GUARDS	.00	.00	.00	.00	.00
001-4210-0003-000 110.04 PD T-DAYS/VACATION	14,468.00	.00	.00	.00	14,468.00
001-4210-0004-000 110.05 PD LONGEVITY/EDUCATION	2,200.00	.00	.00	2,200.00	.00
001-4210-0001-000 130.00 PD OVERTIME	82,500.00	8,339.79	.00	14,990.39	67,509.61
001-4210-0005-000 130.00 PD SRO OVERTIME	166,810.00	.00	.00	.00	166,810.00
001-4210-0002-000 130.02 PD PRIVATE DUTY OT	20,000.00	8,272.20	.00	8,272.20	11,727.80
001-4210-0003-000 130.03 PD DARE OVERTIME	1,000.00	.00	.00	.00	1,000.00
001-4210-0004-000 130.04 PD TRAINING OVERTIME	5,000.00	.00	.00	463.32	4,536.68
001-4210-0000-000 291.00 PD UNIFORMS	8,500.00	328.00	4,500.00	328.00	3,672.00
001-4210-0000-000 317.00 PD RESIDENT STATE TROOPER	234,000.00	.00	234,000.00	.00	.00
001-4210-0001-000 317.01 PD RESIDENT SERGEANT OT	36,000.00	.00	36,000.00	.00	.00
001-4210-0002-000 317.02 PD OTHER RESIDENT TROOPERS	1,144,000.00	.00	1,144,000.00	.00	.00
001-4210-0003-000 317.03 PD RESIDENT TROOPER OT	202,000.00	.00	202,000.00	.00	.00
001-4210-0000-000 322.00 PD EDUCATION & TRAINING	8,000.00	.00	2,260.00	.00	5,740.00
001-4210-0000-000 323.00 PD COLLEGE REIMBURSEMENT	.00	.00	.00	.00	.00
001-4210-0000-000 430.07 PD EQUIPMENT MAINTENANCE	10,000.00	500.00	7,017.70	932.30	2,050.00
001-4210-0000-000 610.00 PD MATERIALS & SUPPLIES	6,000.00	.00	2,685.80	64.20	3,250.00
001-4210-0000-000 742.00 PD VEHICLE MAINTENANCE	12,000.00	73.96	5,126.04	73.96	6,800.00
001-4210-0000-000 810.00 PD SRO PROGRAMS	400.00	.00	400.00	.00	.00
TOTAL DEPARTMENT - POLICE	2,540,591.00	57,652.39	1,637,989.54	104,127.93	798,473.53
001-4215-0000-000 110.00 CC SALARIES	242,883.00	19,336.20	.00	37,137.10	205,745.90
001-4215-0000-000 112.00 CC PART-TIME SALARIES	41,245.00	4,035.90	.00	8,308.70	32,936.30
001-4215-0000-000 115.00 CC TRAINING-EMD SALARIES	.00	.00	.00	.00	.00
001-4215-0000-000 130.00 CC OVERTIME	23,472.00	3,693.35	.00	4,994.34	18,477.66
001-4215-0000-000 322.01 CC TRAINING - EMD	1,500.00	.00	200.00	444.09	855.91
001-4215-0000-000 431.11 CC NCIC SUPPORT	.00	.00	.00	.00	.00
001-4215-0000-000 530.00 CC NW-PSCC	5,800.00	.00	2,896.00	2,896.00	8.00
001-4215-0000-000 610.00 CC MATERIALS & SUPPLIES	2,350.00	172.00	599.53	300.47	1,450.00

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ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4215-0000-000 660.00 CC EMERGENCY NOTIFICATION	5,150.00	.00	.00	5,150.00	.00
TOTAL DEPARTMENT - COMMUNICATIONS CENTER	322,400.00	27,237.45	3,695.53	59,230.70	259,473.77
001-4220-0000-000 110.00 FD SALARIES	.00	.00	.00	.00	.00
001-4220-0000-000 230.01 FD LENGTH OF SERVICE	.00	.00	.00	.00	.00
001-4220-0000-000 231.01 FD FIRE FIGHTERS TAX ABATE	.00	.00	.00	.00	.00
001-4220-0000-000 290.01 FD PHYSICALS	8,500.00	.00	3,540.00	.00	4,960.00
001-4220-0000-000 322.00 FD EDUCATION & TRAINING	20,000.00	.00	.00	.00	20,000.00
001-4220-0000-000 338.01 FD AMBULANCE-PARA./EMT	.00	.00	.00	.00	.00
001-4220-0000-000 423.01 FD CONTRACTED SERVICES-GRAN	2,500.00	.00	.00	.00	2,500.00
001-4220-0000-000 430.08 FD BUILD SUPPLIES&REPAIRS	6,850.00	.00	.00	.00	6,850.00
001-4220-0001-000 430.09 FD MAINTENANCE & REPAIRS	85,000.00	251.00	19,749.00	251.00	65,000.00
001-4220-0005-000 610.01 FD PORTABLE EQUIPMENT	3,000.00	92.13	407.87	92.13	2,500.00
001-4220-0000-000 610.02 FD DEPT MATERIAL & SUPPLIES	45,200.00	125.77	7,312.92	886.54	37,000.54
001-4220-0001-000 610.03 FD CO'S SUPPLIES & EQUIP	25,450.00	.00	2,000.00	.00	23,450.00
001-4220-0002-000 620.05 FD SQUANTZ-UTILITIES	.00	.00	.00	.00	.00
001-4220-0000-000 630.00 FD TECHNOLOGY	12,000.00	698.68	8,984.38	421.33	2,594.29
001-4220-0002-000 740.00 FD DRY HYDRANTS	3,000.00	.00	725.00	.00	2,275.00
TOTAL DEPARTMENT - FIRE COMPANIES	211,500.00	1,167.58	42,719.17	1,651.00	167,129.83
001-4221-0000-000 338.01 AMB AMBULANCE-PARA./EMT	739,193.00	61,416.00	614,691.00	122,832.00	1,670.00
TOTAL DEPARTMENT - AMBULANCE-PARA/EMT	739,193.00	61,416.00	614,691.00	122,832.00	1,670.00
001-4225-0000-000 110.00 FM SALARIES	71,000.00	5,461.52	.00	10,376.89	60,623.11
001-4225-0000-000 120.00 FM ADDITIONAL STIPEND	.00	.00	.00	.00	.00
001-4225-0000-000 610.00 FM MATERIALS & SUPPLIES	5,750.00	180.00	996.00	180.00	4,574.00
TOTAL DEPARTMENT - FIRE MARSHALL	76,750.00	5,641.52	996.00	10,556.89	65,197.11
001-4240-0000-000 110.00 B/I SALARIES	144,738.00	10,829.56	.00	20,890.09	123,847.91
001-4240-0000-000 609.00 B/I ICC PLAN REVIEWS/CONSUL	3,000.00	.00	.00	.00	3,000.00
001-4240-0000-000 610.00 B/I MATERIALS & SUPPLIES	3,500.00	137.00	.00	137.00	3,363.00
TOTAL DEPARTMENT - BUILDING INSPECTOR	151,238.00	10,966.56	.00	21,027.09	130,210.91
001-4290-0000-000 110.00 OEM SALARIES	33,251.00	5,573.75	.00	9,121.84	24,129.16
001-4290-0000-000 610.00 OEM MATERIALS & SUPPLIES	9,875.00	208.18	3,157.97	345.47	6,371.56
TOTAL DEPARTMENT - EMERGENCY PLANNING	43,126.00	5,781.93	3,157.97	9,467.31	30,500.72
001-4291-0000-000 110.00 OEM-IRENE SALARIES	.00	.00	.00	.00	.00
001-4291-0000-000 610.00 OEM-IRENE MATERIALS & SUPPL	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - OEM - HURRICANE IRENE	.00	.00	.00	.00	.00

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ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4292-0000-000 110.00 OEM-ALFRED SALARIES	.00	.00	.00	.00	.00
001-4292-0000-000 610.00 OEM-ALFRED MATERIALS & SUPP	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - OEM - WINTER STORM ALFRE	.00	.00	.00	.00	.00
001-4293-0000-000 110.00 OEM-SANDY SALARIES	.00	.00	.00	.00	.00
001-4293-0000-000 610.00 OEM-SANDY MATERIALS & SUPPL	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - OEM - HURRICANE SANDY	.00	.00	.00	.00	.00
001-4294-0000-000 110.00 OEM-NEMO SALARIES	.00	.00	.00	.00	.00
001-4294-0000-000 610.00 OEM-NEMO MATERIALS & SUPPLI	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - OEM - WINTER STORM NEMO	.00	.00	.00	.00	.00
001-4295-0000-000 110.00 A-CONT SALARIES	47,150.00	3,626.92	.00	6,891.15	40,258.85
001-4295-0000-000 610.00 A-CONT MATERIALS & SUPPLIES	1,000.00	.00	.00	113.82	886.18
TOTAL DEPARTMENT - ANIMAL CONTROL	48,150.00	3,626.92	.00	7,004.97	41,145.03
001-4310-0000-000 110.00 PW SALARIES	823,319.00	57,649.95	.00	113,251.51	710,067.49
001-4310-0000-000 112.01 PW TOWN ENGINEER	90,000.00	17,725.01	.00	28,998.88	61,001.12
001-4310-0000-000 120.01 PW SEASONAL PERSONNEL	28,739.00	1,784.08	.00	3,322.08	25,416.92
001-4310-0000-000 130.00 PW OVERTIME	77,775.00	10,530.55	.00	10,851.79	66,923.21
001-4310-0000-000 291.00 PW UNIFORMS	13,000.00	193.38	8,506.62	368.38	4,125.00
001-4310-0000-000 421.01 PW DISPOSAL OF WASTE	8,500.00	.00	2,900.00	.00	5,600.00
001-4310-0000-000 423.00 PW CONTRACTED SERVICES	312,000.00	23,679.18	256,678.91	25,408.58	29,912.51
001-4310-0000-000 424.00 PW STORMWATER MANAGEMENT	55,000.00	.00	.00	.00	55,000.00
001-4310-0000-000 441.00 PW EQUIPMENT LEASE	10,000.00	.00	.00	.00	10,000.00
001-4310-0000-000 451.00 PW ROAD REPAIR	2,367.00	431.20	1,200.00	431.20	735.80
001-4310-0000-000 452.00 PW TOWN AID/LOCIP	355,344.00	.00	.00	.00	355,344.00
001-4310-0001-000 610.01 PW BUILD. & GROUNDS M&S	80,000.00	3,260.50	51,444.50	4,258.50	24,297.00
001-4310-0002-000 610.01 PW HIGHWAY & STREET M&S	30,000.00	109.32	8,259.68	188.32	21,552.00
001-4310-0003-000 610.01 PW SNOW MATERIAL & SUPP	100,000.00	.00	77,600.00	.00	22,400.00
001-4310-0004-000 610.01 PW SAFETY COMMITTEE M&S	300.00	.00	.00	.00	300.00
001-4310-0000-000 742.01 PW TRUCK & EQUIP MAIN & REP	120,000.00	8,010.78	50,281.61	10,801.63	58,916.76
TOTAL DEPARTMENT - PUBLIC WORKS	2,106,344.00	123,373.95	456,871.32	197,880.87	1,451,591.81
001-4410-0000-000 110.00 H SALARIES	273,270.00	20,499.29	.00	39,657.44	233,612.56
001-4410-0000-000 334.02 H HEALTH CLINIC	100.00	.00	.00	.00	100.00
001-4410-0000-000 344.00 H WATER TESTS	6,800.00	850.00	3,150.00	850.00	2,800.00
001-4410-0000-000 610.00 H MATERIALS & SUPPLIES	5,400.00	185.00	1,740.00	362.65	3,297.35
001-4410-0000-000 803.01 H HEALTH GRANT	.00	.00	.00	.00	.00



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 PAGE BREAKS ON:

FUND - 001 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4410-0001-000 803.02 H GRANT	.00	.00	.00	.00	.00
001-4410-0000-000 804.00 H BIOTERRORISM GRANT	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - HEALTH	285,570.00	21,534.29	4,890.00	40,870.09	239,809.91
001-4420-0000-000 110.00 IN-WET SALARIES	2,793.00	155.18	.00	320.70	2,472.30
001-4420-0000-000 331.02 IN-WET REGULATIONS	.00	.00	.00	.00	.00
001-4420-0000-000 346.00 IN-WET FEES & SERVICES	2,000.00	.00	.00	2,000.00	.00
001-4420-0000-000 610.00 IN-WET MATERIALS & SUPPLIES	1,000.00	63.90	136.10	63.90	800.00
TOTAL DEPARTMENT - INLAND WETLANDS	5,793.00	219.08	136.10	2,384.60	3,272.30
001-4430-0000-000 110.00 WPCA SALARIES	603.00	.00	.00	.00	603.00
001-4430-0000-000 610.00 WPCA MATERIALS & SUPPLIES	900.00	.00	840.00	.00	60.00
TOTAL DEPARTMENT - WPCA	1,503.00	.00	840.00	.00	663.00
001-4440-0000-000 110.00 SOCIAL SALARIES	78,539.00	5,365.23	.00	10,597.56	67,941.44
001-4440-0000-000 335.01 SOCIAL COUNSELING SERVICES	.00	.00	.00	.00	.00
001-4440-0001-000 350.00 SOCIAL WOMEN'S CENTER	2,200.00	.00	.00	.00	2,200.00
001-4440-0002-000 350.00 SOCIAL REGIONAL HOSPICE	1,950.00	.00	.00	.00	1,950.00
001-4440-0003-000 350.00 SOCIAL ABILITY BEYOND	1,100.00	1,100.00	.00	1,100.00	.00
001-4440-0004-000 350.00 SOCIAL LITERACY	.00	.00	.00	.00	.00
001-4440-0005-000 350.00 SOCIAL REGIONAL HOMELESS	3,100.00	.00	.00	.00	3,100.00
001-4440-0006-000 350.00 SOCIAL PREVENTION COUNCIL	1,000.00	.00	.00	.00	1,000.00
001-4440-0007-000 350.00 SOCIAL DANBURY YOUTH	640.00	.00	.00	.00	640.00
001-4440-0008-000 350.00 SOCIAL VETERANS	.00	.00	.00	.00	.00
001-4440-0009-000 350.00 SOCIAL FAMILY & CHILDREN	650.00	.00	.00	.00	650.00
001-4440-0010-000 350.00 SOCIAL WECAHR	800.00	.00	.00	.00	800.00
001-4440-0011-000 350.00 SOCIAL REGIONAL MENTAL	1,556.00	.00	.00	.00	1,556.00
001-4440-0012-000 350.00 SOCIAL TBI CO	1,100.00	.00	.00	.00	1,100.00
001-4440-0000-000 610.00 SOCIAL MATERIALS & SUPPLIES	900.00	19.92	157.37	19.92	722.71
TOTAL DEPARTMENT - SOCIAL SERVICES	93,535.00	6,485.15	157.37	11,717.48	81,660.15
001-4450-0000-000 110.00 SENIOR SALARIES	134,140.00	10,124.43	.00	19,375.97	114,764.03
001-4450-0001-000 334.03 SENIOR	.00	.00	.00	.00	.00
001-4450-0002-000 334.03 SENIOR	.00	.00	.00	.00	.00
001-4450-0000-000 441.01 SENIOR SENIOR CENTER LEASE	.00	.00	.00	.00	.00
001-4450-0000-000 610.00 SENIOR MATERIALS & SUPPLIES	6,750.00	99.98	5,032.04	199.96	1,518.00
001-4450-0000-000 620.06 SENIOR SR. CTR. UTILITIES	.00	.00	.00	.00	.00
001-4450-0000-000 803.03 SENIOR NUTRITION PROGRAM	3,025.00	.00	2,589.30	.00	435.70
001-4450-0000-000 810.01 SENIOR PROGRAMS	40,000.00	990.00	30,050.00	1,800.00	8,150.00
TOTAL DEPARTMENT - SENIOR SERVICES	183,915.00	11,214.41	37,671.34	21,375.93	124,867.73

POWERSCHOOL  
 DATE: 08/31/2020  
 TIME: 08:04:09

TOWN OF NEW FAIRFIELD  
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 9  
 EXPSTAL1

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1 between '4110' and '4550'  
 ACCOUNTING PERIOD: 2/21

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

FUND - 001 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4460-0000-000 110.00 B-POND SALARIES	660.00	47.10	.00	103.62	556.38
001-4460-0000-000 344.01 B-POND WEED CONTROL	7,000.00	.00	1,170.50	.00	5,829.50
001-4460-0000-000 610.00 B-POND MATERIALS & SUPPLIES	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - BALL POND ADVISRY COMITE	7,660.00	47.10	1,170.50	103.62	6,385.88
001-4470-0000-000 110.00 AGING SALARIES	3,015.00	113.04	.00	113.04	2,901.96
001-4470-0000-000 610.00 AGING MATERIALS & SUPPLIES	1,300.00	.00	.00	.00	1,300.00
001-4470-0000-000 615.00 AGING POSTAGE	.00	.00	.00	.00	.00
TOTAL DEPARTMENT - COMMISSION ON AGING	4,315.00	113.04	.00	113.04	4,201.96
001-4510-0000-000 110.00 REC SALARIES	73,682.00	6,460.80	.00	10,737.99	62,944.01
TOTAL DEPARTMENT - RECREATION	73,682.00	6,460.80	.00	10,737.99	62,944.01
001-4550-0000-000 110.00 LIBRARY SALARIES	462,351.00	34,505.77	.00	69,154.51	393,196.49
001-4550-0000-000 324.00 LIBRARY EDUCATION	800.00	.00	750.00	.00	50.00
001-4550-0000-000 343.00 LIBRARY AUTOMATION	18,960.00	422.60	2,270.00	15,038.21	1,651.79
001-4550-0000-000 430.10 LIBRARY MAINTENANCE	1,475.00	.00	1,340.00	.00	135.00
001-4550-0000-000 610.04 LIBRARY TECHNICAL SUPPLIES	1,700.00	40.91	1,059.09	40.91	600.00
001-4550-0000-000 640.00 LIBRARY BOOKS & MATERIALS	38,701.00	2,979.84	28,600.27	5,873.60	4,227.13
001-4550-0000-000 810.01 LIBRARY PROGRAMS	5,510.00	810.00	.00	810.00	4,700.00
TOTAL DEPARTMENT - LIBRARY	529,497.00	38,759.12	34,019.36	90,917.23	404,560.41
TOTAL FUND - GENERAL FUND	11,304,040.00	564,154.05	4,050,275.54	1,785,615.79	5,468,148.67
TOTAL REPORT	11,304,040.00	564,154.05	4,050,275.54	1,785,615.79	5,468,148.67

POWERSCHOOL  
 DATE: 09/08/2020  
 TIME: 11:32:12

TOWN OF NEW FAIRFIELD  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REVSTA11

SELECTION CRITERIA: orgn.fund='001'  
 ACCOUNTING PERIOD: 3/21

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

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

ACCOUNT	TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
R3110001	PROPERTY TAXES	49,227,753.00	-4,157.31	.00	26,738,714.90	22,489,038.10	54.32
R3110002	PROPERTY TAXES - PRIOR	.00	.00	.00	59,027.14	-59,027.14	.00
R3111002	INTEREST LIENS & FEES	180,000.00	.00	.00	15,321.51	164,678.49	8.51
R3111003	MOTOR VEHICLE SUPPLEMENT	470,000.00	.00	.00	.00	470,000.00	.00
	TOTAL PROPERTY TAXES	49,877,753.00	-4,157.31	.00	26,813,063.55	23,064,689.45	53.76
1ST SUBTOTAL-R3200000 LICENSES & PERMITS							
R3200002	HEALTH	36,000.00	1,500.00	.00	3,825.00	32,175.00	10.63
R3200003	ZONING BOARD OF APPEALS	8,000.00	.00	.00	1,892.00	6,108.00	23.65
R3200004	ZONING	40,000.00	1,389.00	.00	4,226.00	35,774.00	10.57
R3200005	BUILDING	185,000.00	13,814.00	.00	28,704.00	156,296.00	15.52
R3200006	INLAND WETLANDS	7,000.00	2,504.00	.00	2,504.00	4,496.00	35.77
R3200007	PLANNING	.00	3,160.00	.00	3,160.00	-3,160.00	.00
R3200008	ENVIRONMENTAL ENFORCEMEN	6,500.00	152.00	.00	1,264.00	5,236.00	19.45
R3200009	PUBLIC WORKS FEES	2,500.00	.00	.00	500.00	2,000.00	20.00
R3200010	FIRE MARSHALL FEES	3,000.00	275.00	.00	955.00	2,045.00	31.83
R3200099	OTHER LICENSES & PERMITS	13,000.00	.00	.00	4,570.00	8,430.00	35.15
	TOTAL LICENSES & PERMITS	301,000.00	22,794.00	.00	51,600.00	249,400.00	17.14
1ST SUBTOTAL-R3300000 GRANTS							
R3300009	VETERANS EXEMPTION	17,000.00	.00	.00	.00	17,000.00	.00
R3300033	EMERGENCY MGMT PERF GRAN	6,694.00	.00	.00	.00	6,694.00	.00
R3300034	MUNI STABILIZATION GRANT	265,666.00	.00	.00	.00	265,666.00	.00
R3303001	TOWN AID ROAD	275,859.00	.00	.00	137,598.91	138,260.09	49.88
R3303009	JUDICIAL	2,000.00	.00	.00	.00	2,000.00	.00
R3303013	PILOT-STATE PROPERTY	3,348.00	.00	.00	.00	3,348.00	.00
R3303015	MUNICIPAL REVENUE SHARIN	1,149.00	.00	.00	.00	1,149.00	.00
R3305012	LOCIP	79,215.00	.00	.00	.00	79,215.00	.00
R3305053	EDUCATION ECS	3,481,120.00	.00	.00	.00	3,481,120.00	.00
R3305056	SPECIAL EDUCATION	200,000.00	.00	.00	.00	200,000.00	.00
	TOTAL GRANTS	4,332,051.00	.00	.00	137,598.91	4,194,452.09	3.18
1ST SUBTOTAL-R3400000 LOCAL REVENUES							
R3400001	INTEREST INCOME	400,000.00	.00	.00	.00	400,000.00	.00
R3402012	SENIOR SERVICES PROGRAMS	28,000.00	.00	.00	451.00	27,549.00	1.61
R3404005	TOWN CLERK RECEIPTS	100,000.00	.00	.00	12,854.00	87,146.00	12.85
R3404999	TOWN ENGINEER	5,000.00	.00	.00	.00	5,000.00	.00
R3410199	OTHER LOCAL REVENUES	7,000.00	.00	.00	1,611.50	5,388.50	23.02
R3415004	REAL ESTATE CONVEYANCE	225,000.00	.00	.00	46,798.91	178,201.09	20.80
R3416011	TELEPHONE LINE ACCESS	20,000.00	.00	.00	.00	20,000.00	.00
R3420009	STUDENT TUITION	370,000.00	.00	.00	.00	370,000.00	.00
R3421010	EQUIPMENT SALES	.00	.00	.00	500.00	-500.00	.00
R3422006	POLICE PRIVATE DUTY	20,000.00	.00	.00	.00	20,000.00	.00
R3422007	EMS/PARAMEDIC BILLING	300,000.00	.00	.00	.00	300,000.00	.00
	TOTAL LOCAL REVENUES	1,475,000.00	.00	.00	62,215.41	1,412,784.59	4.22

POWERSCHOOL  
DATE: 09/08/2020  
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TOWN OF NEW FAIRFIELD  
REVENUE STATUS REPORT

PAGE NUMBER: 2  
REVSTA11

SELECTION CRITERIA: orgn.fund='001'  
ACCOUNTING PERIOD: 3/21

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

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

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
TOTAL GENERAL FUND	55,985,804.00	18,636.69	.00	27,064,477.87	28,921,326.13	48.34
TOTAL REPORT	55,985,804.00	18,636.69	.00	27,064,477.87	28,921,326.13	48.34







POWERSCHOOL  
 DATE: 08/26/2020  
 TIME: 14:41:27

TOWN OF NEW FAIRFIELD  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4601'  
 ACCOUNTING PERIOD: 13/20

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

FUND-315 CELA & HIGH SCHOOL  
 DEPARTMENT-4601 CONSOLIDATED ELA

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
750.01	CONSTRUCTION	22,735,700.00	.00	.00	.00	22,735,700.00	.00
750.02	FIXTURES,FURN. & EQ	1,639,000.00	.00	.00	.00	1,639,000.00	.00
750.03	ARCHITECT	1,623,500.00	40,519.95	1,352,796.11	270,641.89	62.00	100.00
750.04	HAZARDOUS MAT. CONS	125,000.00	.00	.00	.00	125,000.00	.00
750.05	OWNERS REPRESENTATI	500,000.00	28,222.00	427,141.06	55,098.21	17,760.73	96.45
750.06	COMMISSIONING	50,000.00	1,638.00	39,313.75	2,486.25	8,200.00	83.60
750.07	CONSTRUCT.MANAGER P	125,000.00	.00	.00	.00	125,000.00	.00
750.08	TESTING & INSPECTIO	65,000.00	.00	.00	.00	65,000.00	.00
750.09	OTHER FEES & EXPENS	529,900.00	2,686.25	355.90	39,645.01	489,899.09	7.55
750.10	CONTINGENCY	1,796,900.00	.00	.00	.00	1,796,900.00	.00
	TOTAL CONSOLIDATED ELA	29,190,000.00	73,066.20	1,819,606.82	367,871.36	27,002,521.82	7.49
TOTAL REPORT		29,190,000.00	73,066.20	1,819,606.82	367,871.36	27,002,521.82	7.49



POWERSCHOOL  
 DATE: 08/26/2020  
 TIME: 14:26:36

TOWN OF NEW FAIRFIELD  
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1  
 AUDIT21

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4601'  
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPARTMENT,ACCOUNT

TOTALED ON: DEPARTMENT

PAGE BREAKS ON:

FUND - 315 - CELA & HIGH SCHOOL  
 BUDGET UNIT - 31546010000000 - CONS. ELA

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
315-4601-0000-000-31546010000000 - CONS. ELA									
750.01	CONSTRUCTION				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				22,735,700.00				
TOTAL	CONSTRUCTION				22,735,700.00	.00	.00		22,735,700.00
750.02	FIXTURES,FURN. & EQUIP				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				1,639,000.00				
TOTAL	FIXTURES,FURN. & EQUIP				1,639,000.00	.00	.00		1,639,000.00
750.03	ARCHITECT				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				1,623,400.00				
03/02/20	19-9		JE369			13,506.65		JCJ ARCHITECT-ADJ CODE	
03/09/20	17-9	20000034-02		90290 JCJ ARCHITECTURE			1,609,931.35	F/A CONSOLIDATED EARLY LE	
03/10/20	13-9				.00				
03/10/20	13-9				100.00				
03/11/20	21-9	20000034-02	101839	90290 JCJ ARCHITECTURE		40,932.81	-40,932.81	F/A CONSOLIDATED EARLY LE	
04/09/20	21-10	20000034-02	102088	90290 JCJ ARCHITECTURE		67,606.85	-67,606.85	F/A CONSOLIDATED EARLY LE	
05/14/20	21-11	20000034-02	102370	90290 JCJ ARCHITECTURE		54,026.60	-54,026.60	F/A CONSOLIDATED EARLY LE	
06/11/20	21-12	20000034-02	102568	90290 JCJ ARCHITECTURE		22.43	-22.43	F/A CONSOLIDATED EARLY LE	
06/11/20	21-12	20000034-02	102568	90290 JCJ ARCHITECTURE		54,026.60	-54,026.60	F/A CONSOLIDATED EARLY LE	
07/23/20	21-13	20000034-02	102905	90290 JCJ ARCHITECTURE		40,519.95	-40,519.95	F/A CONSOLIDATED EARLY LE	
TOTAL	ARCHITECT				1,623,500.00	270,641.89	1,352,796.11		62.00
750.04	HAZARDOUS MAT. CONSULTANT				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				125,000.00				
TOTAL	HAZARDOUS MAT. CONSULTANT				125,000.00	.00	.00		125,000.00
750.05	OWNERS REPRESENTATIVE				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				500,000.00				
02/26/20	21-8	20000042-01	101757	20301 COLLIERS INTERNA		3,496.90	-3,496.90	F/A- OWNERS PROJECT MANAG	
02/26/20	17-8	20000042-01		20301 COLLIERS INTERNA			467,361.00	F/A- OWNERS PROJECT MANAG	
03/26/20	21-9	20000042-01	101921	20301 COLLIERS INTERNA		7,249.71	-7,249.71	F/A- OWNERS PROJECT MANAG	
04/29/20	17-10	20000074-01		20301 COLLIERS INTERNA			14,878.27	CONSULTANT REIMBURSABLE E	

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL  
 DATE: 08/26/2020  
 TIME: 14:26:36

TOWN OF NEW FAIRFIELD  
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 2  
 AUDIT21

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4601'  
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPARTMENT,ACCOUNT

TOTALED ON: DEPARTMENT

PAGE BREAKS ON:

FUND - 315 - CELA & HIGH SCHOOL  
 BUDGET UNIT - 31546010000000 - CONS. ELA

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
750.05									
									(cont'd)
04/30/20	21-10	20000042-01	102251	20301 COLLIERS INTERNA		7,141.00	-7,141.00	F/A- OWNERS PROJECT MANAG	
04/30/20	21-10	20000074-01	102251	20301 COLLIERS INTERNA		44.10	-44.10	CONSULTANT REIMBURSABLE E	
05/28/20	21-11	20000042-01	102442	20301 COLLIERS INTERNA		8,944.50	-8,944.50	F/A- OWNERS PROJECT MANAG	
07/23/20	21-13	20000042-01	102897	20301 COLLIERS INTERNA		13,717.00	-13,717.00	F/A- OWNERS PROJECT MANAG	
07/23/20	21-13	20000074-01	102897	20301 COLLIERS INTERNA		5.00	-5.00	CONSULTANT REIMBURSABLE E	
08/13/20	21-13	20000042-01	103024	20301 COLLIERS INTERNA		14,500.00	-14,500.00	F/A- OWNERS PROJECT MANAG	
TOTAL		OWNERS REPRESENTATIVE			500,000.00	55,098.21	427,141.06		17,760.73
750.06									
									.00 BEGINNING BALANCE
02/25/20	11-8				50,000.00				
06/10/20	17-12	20000102-01		90465 INNOVATIVE ENGIN			41,200.00	CELA-COMMISSIONING & ENER	
06/10/20	17-12	20000102-02		90465 INNOVATIVE ENGIN			600.00	REIMBURSABLES	
06/11/20	21-12	20000102-01	102567	90465 INNOVATIVE ENGIN		848.25	-848.25	CELA-COMMISSIONING & ENER	
08/13/20	21-13	20000102-01	103027	90465 INNOVATIVE ENGIN		1,638.00	-1,638.00	CELA-COMMISSIONING & ENER	
TOTAL		COMMISSIONING			50,000.00	2,486.25	39,313.75		8,200.00
750.07									
									.00 BEGINNING BALANCE
02/25/20	11-8				125,000.00				
TOTAL		CONSTRUCT.MANAGER PRE-CON			125,000.00	.00	.00		125,000.00
750.08									
									.00 BEGINNING BALANCE
02/25/20	11-8				65,000.00				
TOTAL		TESTING & INSPECTIONS			65,000.00	.00	.00		65,000.00
750.09									
									.00 BEGINNING BALANCE
02/25/20	11-8				530,000.00				
02/26/20	17-8	20000040-01		00108 HEARST MEDIA SER			681.20	F/A- ADS FOR CELA PROJECT	
02/26/20	17-8	20000041-01		19969 COHEN & WOLF PC			4,098.75	F/A- LEGAL FEES FOR CELA	
03/02/20	19-9		JE367			318.80		HEARST MEDIA SRV-ADJ CODE	
03/02/20	19-9		JE368			901.25		COHEN & WOLF-ADJUST CODE	
03/10/20	13-9								
03/23/20	17-9	20000059-01		01192 STANDARD & POOR'			6,187.50	S&P GLOBAL RATING FOR CEL	
03/25/20	17-9	20000063-01		01300 ARIZENT			477.00	PRIMARY MARKET REPORT & N	
03/26/20	21-9	20000059-01	101997	01192 STANDARD & POOR'		6,187.50	-6,187.50	S&P GLOBAL RATING FOR CEL	
03/26/20	21-9	20000063-01	101903	01300 ARIZENT		477.00	-477.00	PRIMARY MARKET REPORT & N	

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL  
 DATE: 08/26/2020  
 TIME: 14:26:36

TOWN OF NEW FAIRFIELD  
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 3  
 AUDIT21

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4601'  
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPARTMENT,ACCOUNT

TOTALED ON: DEPARTMENT

PAGE BREAKS ON:

FUND - 315 - CELA & HIGH SCHOOL  
 BUDGET UNIT - 3154601000000 - CONS. ELA

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
750.09									
04/03/20	19-10		JE418			498.75		TO CHARGE PROPER ACCT	
04/03/20	18-10	20000041-01		19969 COHEN & WOLF PC			-498.75	CHANGE ORDER - 1	
04/29/20	17-10	20000076-01		17074 PHOENIX ADVISORS			7,218.75	PROFESSIONAL SERVICES REN	
04/30/20	21-10	20000040-01	102252	00108 HEARST MEDIA SER		331.30	-331.30	F/A- ADS FOR CELA PROJECT	
04/30/20	21-10	20000076-01	102266	17074 PHOENIX ADVISORS		7,218.75	-7,218.75	PROFESSIONAL SERVICES REN	
05/13/20	17-11	20000083-01		00975 ROBINSON & COLE			14,340.41	BOND COUNSEL FEES FOR LEG	
05/14/20	21-11	20000083-01	102387	00975 ROBINSON & COLE		14,340.41	-14,340.41	BOND COUNSEL FEES FOR LEG	
05/26/20	17-11	20000092-01		04835 US BANK			1,968.75	BOND ACCEPTANCE, ADMINIST	
05/28/20	21-11	20000092-01	102478	04835 US BANK		1,968.75	-1,968.75	BOND ACCEPTANCE, ADMINIST	
06/10/20	18-12	20000041-01		19969 COHEN & WOLF PC			1,116.25	CHANGE ORDER - 2	
06/11/20	21-12	20000041-01	102558	19969 COHEN & WOLF PC		4,716.25	-4,716.25	F/A- LEGAL FEES FOR CELA	
07/22/20	18-13	20000041-01		19969 COHEN & WOLF PC			2,686.25	CHANGE ORDER - 3	
07/23/20	21-13	20000041-01	102896	19969 COHEN & WOLF PC		2,686.25	-2,686.25	F/A- LEGAL FEES FOR CELA	
08/17/20	21-13	20000059-01		01192 STANDARD & POOR'		.00	.00	S&P GLOBAL RATING FOR CEL	
08/17/20	21-13	20000063-01		01300 ARIZENT		.00	.00	PRIMARY MARKET REPORT & N	
08/17/20	21-13	20000076-01		17074 PHOENIX ADVISORS		.00	.00	PROFESSIONAL SERVICES REN	
08/17/20	21-13	20000083-01		00975 ROBINSON & COLE		.00	.00	BOND COUNSEL FEES FOR LEG	
08/17/20	21-13	20000092-01		04835 US BANK		.00	.00	BOND ACCEPTANCE, ADMINIST	
08/18/20	17-13	20000059-02		01192 STANDARD & POOR'		.00	.00	S&P GLOBAL RATING FOR CEL	
08/18/20	17-13	20000063-02		01300 ARIZENT		.00	.00	PRIMARY MARKET REPORT & N	
08/18/20	17-13	20000076-02		17074 PHOENIX ADVISORS		.00	.00	PROFESSIONAL SERVICES REN	
08/18/20	17-13	20000083-02		00975 ROBINSON & COLE		.00	.00	BOND COUNSEL FEES FOR LEG	
08/18/20	17-13	20000092-02		04835 US BANK		.00	.00	BOND ACCEPTANCE, ADMINIST	
08/26/20	18-13	20000041-01		19969 COHEN & WOLF PC			1.00	CHANGE ORDER - 4	
08/26/20	18-13	20000059-02		01192 STANDARD & POOR'			1.00	CHANGE ORDER - 1	
08/26/20	18-13	20000063-02		01300 ARIZENT			1.00	CHANGE ORDER - 1	
08/26/20	18-13	20000076-02		17074 PHOENIX ADVISORS			1.00	CHANGE ORDER - 1	
08/26/20	18-13	20000083-02		00975 ROBINSON & COLE			1.00	CHANGE ORDER - 1	
08/26/20	18-13	20000092-02		04835 US BANK			1.00	CHANGE ORDER - 1	
TOTAL		OTHER FEES & EXPENSES			529,900.00	39,645.01	355.90		489,899.09
750.10		CONTINGENCY			.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				1,796,900.00				
TOTAL		CONTINGENCY			1,796,900.00	.00	.00		1,796,900.00
TOTAL DEPARTMENT - CONSOLIDATED ELA					29,190,000.00	367,871.36	1,819,606.82		27,002,521.82
TOTAL REPORT					29,190,000.00	367,871.36	1,819,606.82		27,002,521.82

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL  
 DATE: 08/26/2020  
 TIME: 14:42:25

TOWN OF NEW FAIRFIELD  
 EXPENDITURE STATUS REPORT

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4602'  
 ACCOUNTING PERIOD: 13/20

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

FUND-315 CELA & HIGH SCHOOL  
 DEPARTMENT-4602 HIGH SCHOOL

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
750.01	CONSTRUCTION	68,009,000.00	.00	.00	.00	68,009,000.00	.00
750.02	FIXTURES, FURN. & EQ	2,631,000.00	.00	.00	.00	2,631,000.00	.00
750.03	ARCHITECT	4,298,500.00	63,404.80	3,531,350.61	602,999.39	164,150.00	96.18
750.04	HAZARDOUS MAT. CONS	200,000.00	.00	.00	.00	200,000.00	.00
750.05	OWNERS REPRESENTATI	1,000,000.00	15,638.70	944,773.54	55,226.46	.00	100.00
750.06	COMMISSIONING	150,000.00	1,399.43	96,670.00	2,830.00	50,500.00	66.33
750.07	CONSTRUCT.MANAGER P	200,000.00	.00	.00	.00	200,000.00	.00
750.08	TESTING & INSPECTIO	225,000.00	.00	.00	.00	225,000.00	.00
750.09	OTHER FEES & EXPENS	826,600.00	2,686.25	355.88	59,773.30	766,470.82	7.27
750.10	CONTINGENCY	6,227,128.00	.00	.00	.00	6,227,128.00	.00
TOTAL HIGH SCHOOL		83,767,228.00	83,129.18	4,573,150.03	720,829.15	78,473,248.82	6.32
TOTAL REPORT		83,767,228.00	83,129.18	4,573,150.03	720,829.15	78,473,248.82	6.32

POWERSCHOOL  
 DATE: 08/26/2020  
 TIME: 14:27:51

TOWN OF NEW FAIRFIELD  
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1  
 AUDIT21

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4602'  
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPARTMENT,ACCOUNT

TOTALED ON: DEPARTMENT

PAGE BREAKS ON:

FUND - 315 - CELA & HIGH SCHOOL  
 BUDGET UNIT - 31546020000000 - HS

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
315-4602-0000-000-31546020000000 - HS									
750.01	CONSTRUCTION				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				69,009,000.00				
04/08/20	13-10				1,000,000.00				
04/08/20	13-10				-2,000,000.00				
TOTAL	CONSTRUCTION				68,009,000.00	.00	.00		68,009,000.00
750.02	FIXTURES,FURN. & EQUIP				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				2,631,000.00				
TOTAL	FIXTURES,FURN. & EQUIP				2,631,000.00	.00	.00		2,631,000.00
750.03	ARCHITECT				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				4,298,500.00				
03/02/20	19-9					31,702.40			
03/09/20	17-9	20000033-02	JE369	90290 JCJ ARCHITECTURE			4,102,647.60	JCJ ARCHITECT-ADJ CODE	
03/11/20	21-9	20000033-02	101839	90290 JCJ ARCHITECTURE		95,483.26	-95,483.26	F/A NFHS BUILDING PROJECT	
04/09/20	21-10	20000033-02	102088	90290 JCJ ARCHITECTURE		95,186.55	-95,186.55	F/A NFHS BUILDING PROJECT	
05/14/20	21-11	20000033-02	102370	90290 JCJ ARCHITECTURE		95,298.10	-95,298.10	F/A NFHS BUILDING PROJECT	
06/11/20	21-12	20000033-02	102568	90290 JCJ ARCHITECTURE		7.48	-7.48	F/A NFHS BUILDING PROJECT	
06/11/20	21-12	20000033-02	102568	90290 JCJ ARCHITECTURE		221,916.80	-221,916.80	F/A NFHS BUILDING PROJECT	
07/23/20	21-13	20000033-02	102905	90290 JCJ ARCHITECTURE		63,404.80	-63,404.80	F/A NFHS BUILDING PROJECT	
TOTAL	ARCHITECT				4,298,500.00	602,999.39	3,531,350.61		164,150.00
750.04	HAZARDOUS MAT. CONSULTANT				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				200,000.00				
TOTAL	HAZARDOUS MAT. CONSULTANT				200,000.00	.00	.00		200,000.00
750.05	OWNERS REPRESENTATIVE				.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				1,000,000.00				
02/26/20	21-8	20000045-01	101757	20301 COLLIERS INTERNA		5,821.85	-5,821.85	F/A- HIGH SCHOOL BUILDING	
02/26/20	17-8	20000045-01		20301 COLLIERS INTERNA			975,937.00	F/A- HIGH SCHOOL BUILDING	
03/26/20	21-9	20000045-01	101921	20301 COLLIERS INTERNA		7,942.60	-7,942.60	F/A- HIGH SCHOOL BUILDING	
04/29/20	17-10	20000073-01		20301 COLLIERS INTERNA			24,731.64	CONSULTANT REIMBURSABLE E	

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL  
 DATE: 08/26/2020  
 TIME: 14:27:51

TOWN OF NEW FAIRFIELD  
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 2  
 AUDIT21

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4602'  
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPARTMENT,ACCOUNT

TOTALED ON: DEPARTMENT

PAGE BREAKS ON:

FUND - 315 - CELA & HIGH SCHOOL  
 BUDGET UNIT - 3154602000000 - HS

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
750.05		OWNERS REPRESENTATIVE	(cont'd)						
04/30/20	21-10	20000045-01	102251	20301 COLLIERS INTERNA		11,331.50	-11,331.50	F/A- HIGH SCHOOL BUILDING	
04/30/20	21-10	20000073-01	102251	20301 COLLIERS INTERNA		52.96	-52.96	CONSULTANT REIMBURSABLE E	
05/28/20	21-11	20000045-01	102442	20301 COLLIERS INTERNA		14,430.00	-14,430.00	F/A- HIGH SCHOOL BUILDING	
05/28/20	21-11	20000073-01	102442	20301 COLLIERS INTERNA		8.85	-8.85	CONSULTANT REIMBURSABLE E	
07/23/20	21-13	20000045-01	102897	20301 COLLIERS INTERNA		4,631.50	-4,631.50	F/A- HIGH SCHOOL BUILDING	
07/23/20	21-13	20000073-01	102897	20301 COLLIERS INTERNA		13.85	-13.85	CONSULTANT REIMBURSABLE E	
08/13/20	21-13	20000045-01	103024	20301 COLLIERS INTERNA		10,984.50	-10,984.50	F/A- HIGH SCHOOL BUILDING	
08/13/20	21-13	20000073-01	103024	20301 COLLIERS INTERNA		8.85	-8.85	CONSULTANT REIMBURSABLE E	
08/18/20	18-13	20000073-01		20301 COLLIERS INTERNA			-668.64	CHANGE ORDER - 1	
TOTAL		OWNERS REPRESENTATIVE			1,000,000.00	55,226.46	944,773.54		.00
750.06		COMMISSIONING			.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				150,000.00				
06/10/20	17-12	20000103-01		90465 INNOVATIVE ENGIN			98,500.00	HS-COMMISSIONING & ENERGY	
06/10/20	17-12	20000103-02		90465 INNOVATIVE ENGIN			1,000.00	REIMBURSABLES	
06/11/20	21-12	20000103-01	102567	90465 INNOVATIVE ENGIN		1,430.57	-1,430.57	HS-COMMISSIONING & ENERGY	
08/13/20	21-13	20000103-01	103027	90465 INNOVATIVE ENGIN		1,399.43	-1,399.43	HS-COMMISSIONING & ENERGY	
TOTAL		COMMISSIONING			150,000.00	2,830.00	96,670.00		50,500.00
750.07		CONSTRUCT.MANAGER PRE-CON			.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				200,000.00				
TOTAL		CONSTRUCT.MANAGER PRE-CON			200,000.00	.00	.00		200,000.00
750.08		TESTING & INSPECTIONS			.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				225,000.00				
TOTAL		TESTING & INSPECTIONS			225,000.00	.00	.00		225,000.00
750.09		OTHER FEES & EXPENSES			.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				826,600.00				
02/26/20	17-8	20000043-01		00108 HEARST MEDIA SER			681.18	F/A- ADS FOR HIGH SCHOOL	
02/26/20	17-8	20000044-01		19969 COHEN & WOLF PC			4,098.75	F/A- LEGAL FEES FOR HIGH	
03/02/20	19-9		JE367			318.82		HEARST MEDIA SRV-ADJ CODE	
03/02/20	19-9		JE368			901.25		COHEN & WOLF-ADJUST CODE	
03/23/20	17-9	20000060-01		01192 STANDARD & POOR'			10,312.50	S&P GLOBAL RATING FOR HS	
03/25/20	17-9	20000064-01		01300 ARIZENT			795.00	PRIMARY MARKET REPORT & N	

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL  
 DATE: 08/26/2020  
 TIME: 14:27:51

TOWN OF NEW FAIRFIELD  
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 3  
 AUDIT21

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4602'  
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPARTMENT,ACCOUNT

TOTALED ON: DEPARTMENT

PAGE BREAKS ON:

FUND - 315 - CELA & HIGH SCHOOL  
 BUDGET UNIT - 31546020000000 - HS

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
750.09		OTHER FEES & EXPENSES (cont'd)							
03/26/20	21-9	20000060-01	101997	01192 STANDARD & POOR'		10,312.50	-10,312.50	S&P GLOBAL RATING FOR HS	
03/26/20	21-9	20000064-01	101903	01300 ARIZENT		795.00	-795.00	PRIMARY MARKET REPORT & N	
04/03/20	19-10		JE418			498.75		TO CHARGE PROPER ACCT	
04/03/20	18-10	20000044-01		19969 COHEN & WOLF PC			-498.75	CHANGE ORDER - 1	
04/29/20	17-10	20000075-01		17074 PHOENIX ADVISORS			12,031.25	PROFESSIONAL SERVICES REN	
04/30/20	21-10	20000043-01	102252	00108 HEARST MEDIA SER		331.30	-331.30	F/A- ADS FOR HIGH SCHOOL	
04/30/20	21-10	20000075-01	102266	17074 PHOENIX ADVISORS		12,031.25	-12,031.25	PROFESSIONAL SERVICES REN	
05/13/20	17-11	20000084-01		00975 ROBINSON & COLE			23,900.68	BOND COUNSEL FEES FOR LEG	
05/14/20	21-11	20000084-01	102387	00975 ROBINSON & COLE		23,900.68	-23,900.68	BOND COUNSEL FEES FOR LEG	
05/26/20	17-11	20000093-01		04835 US BANK			3,281.25	BOND ACCEPTANCE, ADMINIST	
05/28/20	21-11	20000093-01	102478	04835 US BANK		3,281.25	-3,281.25	BOND ACCEPTANCE, ADMINIST	
06/10/20	18-12	20000044-01		19969 COHEN & WOLF PC			1,116.25	CHANGE ORDER - 2	
06/11/20	21-12	20000044-01	102558	19969 COHEN & WOLF PC		4,716.25	-4,716.25	F/A- LEGAL FEES FOR HIGH	
07/22/20	18-13	20000044-01		19969 COHEN & WOLF PC			2,686.25	CHANGE ORDER - 3	
07/23/20	21-13	20000044-01	102896	19969 COHEN & WOLF PC		2,686.25	-2,686.25	F/A- LEGAL FEES FOR HIGH	
08/17/20	21-13	20000060-01		01192 STANDARD & POOR'		.00	.00	S&P GLOBAL RATING FOR HS	
08/17/20	21-13	20000064-01		01300 ARIZENT		.00	.00	PRIMARY MARKET REPORT & N	
08/17/20	21-13	20000075-01		17074 PHOENIX ADVISORS		.00	.00	PROFESSIONAL SERVICES REN	
08/17/20	21-13	20000084-01		00975 ROBINSON & COLE		.00	.00	BOND COUNSEL FEES FOR LEG	
08/17/20	21-13	20000093-01		04835 US BANK		.00	.00	BOND ACCEPTANCE, ADMINIST	
08/18/20	17-13	20000060-02		01192 STANDARD & POOR'		.00	.00	S&P GLOBAL RATING FOR HS	
08/18/20	17-13	20000064-02		01300 ARIZENT		.00	.00	PRIMARY MARKET REPORT & N	
08/18/20	17-13	20000075-02		17074 PHOENIX ADVISORS		.00	.00	PROFESSIONAL SERVICES REN	
08/18/20	17-13	20000084-02		00975 ROBINSON & COLE		.00	.00	BOND COUNSEL FEES FOR LEG	
08/18/20	17-13	20000093-02		04835 US BANK		.00	.00	BOND ACCEPTANCE, ADMINIST	
08/26/20	18-13	20000044-01		19969 COHEN & WOLF PC			1.00	CHANGE ORDER - 4	
08/26/20	18-13	20000060-02		01192 STANDARD & POOR'			1.00	CHANGE ORDER - 1	
08/26/20	18-13	20000064-02		01300 ARIZENT			1.00	CHANGE ORDER - 1	
08/26/20	18-13	20000075-02		17074 PHOENIX ADVISORS			1.00	CHANGE ORDER - 1	
08/26/20	18-13	20000084-02		00975 ROBINSON & COLE			1.00	CHANGE ORDER - 1	
08/26/20	18-13	20000093-02		04835 US BANK			1.00	CHANGE ORDER - 1	
TOTAL		OTHER FEES & EXPENSES			826,600.00	59,773.30	355.88		766,470.82
750.10		CONTINGENCY			.00	.00	.00	BEGINNING BALANCE	
02/25/20	11-8				5,679,900.00				
04/08/20	13-10				547,228.00				
TOTAL		CONTINGENCY			6,227,128.00	.00	.00		6,227,128.00

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL  
DATE: 08/26/2020  
TIME: 14:27:51

TOWN OF NEW FAIRFIELD  
EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 4  
AUDIT21

SELECTION CRITERIA: orgn.fund='315' and orgn.orgn1='4602'  
ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPARTMENT,ACCOUNT

TOTALED ON: DEPARTMENT

PAGE BREAKS ON:

FUND - 315 - CELA & HIGH SCHOOL  
BUDGET UNIT - 31546020000000 - HS

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
TOTAL DEPARTMENT - HIGH SCHOOL					83,767,228.00	720,829.15	4,573,150.03		78,473,248.82
TOTAL REPORT					83,767,228.00	720,829.15	4,573,150.03		78,473,248.82

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION



**Auditor's response (8/28/2020) on town's ethics / conflict of interest policy**

Wes,

Yes, that is the type of policy that we recommending.

I think the concern now is the lack of awareness of the policy since the policy requires that every employee and elected official be provided a copy of the policy.

The best practice with that requirement is for employees to formally sign a form acknowledging receipt. That form, should be retained in each person's personnel file.

In addition, in reviewing the policy, it appears the Town was progressive in adopting the policy in 1990, based upon review should be updated to address such items as:

1. Treatment of the public
2. Use of Town resources
3. Employment incompatible with Town duties.

We will remove the comment from the 2020 recommendations.

Please let me know if you have any other questions.

-----  
Joseph Centofanti, CPA, CFE, FCPA, CFF, CGFM  
Partner  
PKF O'Connor Davies, LLP  
*Know Greater Value™*

100 Great Meadow Road, Suite 207, Wethersfield, CT 06109  
T: 860.257.1870 | F: 860.257.1875 | D: 860.419.340

services within the limits of the authorized contract; to supervise the construction and/or renovation of public buildings, directly or through a clerk of the works, construction manager, or other authorized agent of the town; and to approve payment of sums due for public building projects to the controller's office. The permanent building committee shall obtain all necessary permits and approvals required by state statute and town ordinance for all building projects. The permanent building committee shall complete the necessary paperwork and/or applications for all grant money available or due the town for all building projects.

(e) The permanent building committee shall consist of five (5) regular members and three (3) alternates, who shall be electors of the town and who shall be appointed by the board of selectmen. The five (5) regular members of the permanent building committee shall serve for terms of four (4) years, except that the initial terms shall be as follows: Three (3) members shall be appointed to serve four-year terms, and two (2) shall be appointed to serve two-year terms, each commencing on July 1, 1991. The three (3) alternates shall each serve three-year terms, except that the initial terms shall be one (1) alternate for three (3) years, one (1) for two (2) years, and one (1) for one (1) year. No more than three (3) regular members or two (2) alternates of the committee shall be of the same political party. Any vacancy in the membership shall be filled for the unexpired term of such member by the board of selectmen. Members of the permanent building committee shall not bid on or engage in any construction, architectural, engineering, site work, renovation, repair, maintenance, etc., work for payment on any public building project during their tenure on the committee or for a period of one (1) year after leaving the committee.

(f) The first selectman, or a selectman designated by him or her, shall be an ex officio member of the permanent building committee, but shall have no vote.

(g) The members of the permanent building committee shall annually in July elect a chairperson and a vice-chairperson, who shall serve for a period of one (1) year. A majority (three (3)) of the members of the permanent building committee

shall constitute a quorum. The permanent building committee shall hold at least one (1) meeting per year in the month of July. Special meetings may be called by the chairperson at any time, in accordance with state law, and shall be called upon the request of any two (2) members.

(h) The permanent building committee shall keep minutes of all its meetings and shall keep an accurate record of all of its activities. The permanent building committee shall provide a complete set of plans, specifications, records, drawings, maintenance requirements and warranties to the board of selectmen upon completion of any project. Upon completion of any building project, the permanent building committee shall vote to turn the project over to the town. This vote shall close out the authorized capital project funds.

(Ord. of 5-30-91)

**Secs. 2-172-2-250. Reserved.**

#### ARTICLE IV. CODE OF ETHICS

**Sec. 2-251. Established.**

In order to build public confidence in the honesty of its government, which is necessary for the proper functioning of a democratic government, there is hereby established in the town a code of ethics (hereinafter referred to as "this code") setting forth minimum standards of conduct for all officials and employees of the town.

(Ord. of 11-19-90(3), § 1)

**Sec. 2-252. Construction; applicability.**

(a) This code has been written in the simplest language possible. In any construction of this code by an investigating committee, the board of selectmen or a court of law, the broadest possible application of the terms herein should be applied.

(b) This code shall apply to all elected and appointed officials of the town including, but not limited to, members of boards and commissions (hereinafter referred to as "officials") and all people receiving payment from the town for their personal services (hereinafter referred to as "employees").

(Ord. of 11-19-90(3), §§ 2, 3)

**Sec. 2-253. Obedience to code.**

It is the responsibility of the individual official or employee to obey this code. It is also the responsibility of all town officials and employees to encourage obedience to this code.  
(Ord. of 11-19-90(3), § 4)

**Sec. 2-254. Attendance of volunteer board, etc., members at meetings.**

People who volunteer as members or alternate members of town boards or commissions are expected to spend the necessary time and effort on these boards and commissions. Failure to attend more than one-fourth (1/4) of the scheduled meetings, regular or special, in a calendar year, of the board or commission on which he serves shall be on the face evidence of a violation of this section. Unless he can show good reason for missing meetings to the investigating committee, a member or alternate member of a board or commission will be found to have broken this code.  
(Ord. of 11-19-90(3), § 5)

**Sec. 2-255. Equal treatment of persons.**

Unless there is a law which says differently (for example, handicapped access laws), no official or employee shall treat any person differently from any other person. For example, no official or employee should give more or less help to someone he knows than he gives to a stranger.  
(Ord. of 11-19-90(3), § 6)

**Sec. 2-256. Business or financial interest prohibited; actions in the event thereof.**

(a) It is a violation of this code for any employee or official of the town to have a business/financial interest in anything on which he will have to act, vote or discuss as part of his duties as an employee or official.

(b) Business/financial interest means that the employee may make money, directly or indirectly, from the decision of the board or commission or the action of the employer/employee or that the employee or official will get some advantage, personal or otherwise, because of the decision of the

board or commission or action of the employer/employee.

(c) By definition, an official or employee has a business/financial interest in the affairs of:

- (1) The following relatives of the official or employee or of the official's or employee's spouse or former spouse: great grandchildren, nephew, niece, aunt, uncle, great grandparent, grandchild, brother, sister, grandparent, child, parent, husband, wife;
- (2) Any person or any type of business with whom the official or employee has a contract, either written or oral;
- (3) Any business in which the official or employee is an officer, director, employee or member;
- (4) Any business which is owned in whole or in part, directly or indirectly, by the official or employee, including the ownership of stock.

(d) An official or employee who has a business/financial interest, as defined in this section, in any official act or action under consideration shall either:

- (1) Not participate in the deliberation and decision-making thereon; or
- (2) Disclose on the record the nature and extent of such interest and seek a ruling as follows:
  - a. In the case of an employee, that employee's department head shall then determine whether to:
    1. Allow the employee to participate in the discussion of the matter;
    2. Allow the employee to make a decision on the matter;
  - b. In the case of an official, the remaining members of the board or commission involved shall vote whether to allow the official to discuss and vote on the issue; provided that any vote by such board or commission to allow the official in question to discuss and vote on the issue must be by unanimous vote of those remaining members present.

Disclosure under this section shall be on its face evidence of compliance with this code. This provision shall not supersede the requirements of sections 8-11 and 8-21 of the General Statutes.

(Ord. of 11-19-90(3), §§ 7, 8)

**Sec. 2-257. Acceptance of gifts.**

(a) Gifts to employees or officials are hereby prohibited unless approved before receipt at a town meeting after full disclosure of the purpose and nature of the gift. This provision does not apply to gifts in-kind of nominal value not to exceed twenty-five dollars (\$25.00) tendered on gift-giving occasions generally recognized by society, e.g., Christmas, Hanukkah, birthdays, baby showers, etc.

(b) Gifts to the town itself (excluding unconditional gifts to the New Fairfield Free Public Library and the New Fairfield Volunteer Fire Department and any of its subdivisions) are hereby prohibited unless:

- (1) In the case of gifts which do not exceed five thousand dollars (\$5,000.00) in value, the board of selectmen votes to accept the gift after full disclosure of the purpose and nature of the gift;
- (2) In the case of gifts which exceed five thousand dollars (\$5,000.00) in value, acceptance of the gift is approved by a town meeting after full disclosure of the purpose and nature of the gift.

(Ord. of 11-19-90(3), § 9)

**Sec. 2-258. Representation of private interests.**

No official or employee shall represent private interests before a board or commission of which he is a member or where his representation arose out of the activities of the board or commission of which he is a member. No official or employee shall represent private interests in litigation against the town board or commission of which he is a member or where his representation arose out of the activities of the board or commission of which he is a member. In any case where an official or employee is representing private interests

before a town board or commission, or before a town official, that official or employee shall disclose on the public record his membership on all boards or commissions or his position as an employee of the town.

(Ord. of 11-19-90(3), § 10)

**Sec. 2-259. Disclosure of confidential information.**

Disclosure by an official or employee of information required by law to be confidential is prohibited.

(Ord. of 11-19-90(3), § 11)

**Sec. 2-260. Engaging in political activity.**

Officials and employees shall not allow political activities to interfere with the performance of their official duties, nor shall they engage in any political activity while:

- (1) In the case of an employee, during working hours;
- (2) In the case of an official, during the performance of his official duties.

(Ord. of 11-19-90(3), § 12)

**Sec. 2-261. Discrimination.**

No official or employee shall discriminate against any person on the basis of that person's race, creed, sex, national origin, political affiliation, or age except as required by state law. Engaging in discriminatory conduct shall be on its face evidence of a violation of this code.

(Ord. of 11-19-90(3), § 13)

**Sec. 2-262. Enforcement.**

(a) Enforcement of this code rests with the board of selectmen. The board of selectmen shall receive complaints of violation of this code. Any person who wishes to file a complaint against any official or employee shall do so in writing, on forms to be made available at the selectmen's office and the town clerk's office, and shall sign and date such complaint. The complaint shall contain a simple statement of the facts claimed to be a violation of this code and, if known, the name, address and title or position of the employee or official. Com-

plaints shall be submitted at the selectmen's office.

(b) The person filing such a complaint shall be referred to as the "complainant," and the official or employee alleged to have committed a violation of this code shall be referred to as the "respondent."

(c) When a complaint is received by the selectmen's office, the date and time of receipt shall be noted in writing on the complaint. Within five (5) days of receipt of the complaint, the selectmen's office shall notify the respondent of the filing of the complaint and shall send him a copy of such complaint. Within fifteen (15) days of receipt of the complaint, the board of selectmen shall appoint a committee of three (3) registered voters of the town. No more than two (2) of the committee shall be from the same political party. None of the committee members can be members of the board of selectmen. The complaint shall then be referred to the committee. All of the meetings of the committee shall be open to the public for observation but not for comment. The committee shall convene itself within ten (10) days of appointment and determine if the complaint sets forth facts which warrant further investigation.

If the complaint does not set forth facts which warrant further investigation, the committee shall dismiss the complaint. The committee shall provide written notice of its actions and the reasons for its actions to the complainant and the respondent.

If the complaint does set forth facts which warrant further investigation, then the committee shall make any necessary investigation. The committee shall hold a hearing wherein the complainant and the respondent are allowed to be heard. At the hearing, the respondent shall be allowed to have an attorney represent him. The respondent shall be afforded the opportunity to cross examine any witnesses in support of the complaint and shall have a right to present evidence and witnesses in his behalf. The committee, with the administrative support of the selectmen's office, shall give written notice of the date, place and time of the hearing at least five (5) days prior to the hearing to the complainant and the respondent by first class mail. Upon completion of the

investigation, the committee shall issue short written findings and shall either (a) dismiss the complaint or, (b) having found a violation, shall levy punishment as it deems appropriate, which punishment shall in any event include public censure. The committee shall complete its investigation and hearing and shall make its decision within thirty (30) days of its appointment. The committee shall send by first class mail a copy of its decision to the complainant and to the respondent and shall make its decision public.

(d) The respondent may appeal the decision of the committee to the board of selectmen, within fifteen (15) days of mailing notice of the decision of the committee, by giving written notice of the appeal to the board of selectmen. Upon receipt of such notice of appeal, the board of selectmen shall review the proceedings of the investigation conducted by the committee and, if desired, may listen to the tapes of the meetings and the hearing(s) of the committee. The board of selectmen shall, within fifteen (15) days of receipt of the notice of appeal, either grant the appeal or dismiss the appeal. Within five (5) days of making its decision, the board of selectmen shall give written notice of its decision and the reasons for its decision to the complainant and the respondent. Notice shall be by first class mail, and the decision shall be made public. If the board of selectmen grants the appeal, then it shall dismiss the complaint. If the board of selectmen denies the appeal, the decision of the committee shall stand.

(Ord. of 11-19-90(3), § 14)

### **Sec. 2-263. Penalties for violation.**

Any official or employee who violates the provisions of this code may be:

- (1) Fined up to one hundred dollars (\$100.00); and/or
- (2) Upon recommendation of the committee, the employee may be suspended; and/or
- (3) Removed from appointed office or employment; and/or
- (4) Subjected to other disciplinary action by the appointing or hiring authority.

(Ord. of 11-19-90(3), § 15)

**Sec. 2-264. Distribution of copies of code.**

(a) The town clerk shall give a copy of this code to each and every official of the town within sixty (60) days of its effective date and shall mail or give a copy to each newly elected or appointed official within fifteen (15) days of the date the town clerk receives notice that the official has taken the oath of office.

(b) The first selectman shall give a copy of this code to each and every employee of the town, except for employees of the board of education, within sixty (60) days of its effective date and shall mail or give a copy to each newly hired employee within fifteen (15) days of hiring.

(c) The superintendent of schools shall give a copy of this code to each and every employee of the board of education within sixty (60) days of its effective date and shall mail or give a copy to each newly hired employee within fifteen (15) days of hiring.

(Ord. of 11-19-90(3), § 16)