

**Board of Finance
Regular Meetings**

January 19, 2016
(Tues)

February 16, 2016
(Tues)

March 21, 2016

April 18, 2016

May 16, 2016
(7:30)

June 20, 2016
(7:30)

July 18, 2016
(7:30)

August 15, 2016
(7:30)

September 19, 2016

October 17, 2016

November 21, 2016

December 19, 2016

**TOWN OF EAST HAMPTON
EAST HAMPTON, CT 06424
BOARD OF FINANCE
Meeting Agenda
Monday, August 15, 2016
7:30 PM
Location: Town Hall Meeting Room**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes of Meeting(s) *
 - a) June 14, 2016 – Special meeting
 - b) July 18, 2016 – Regular meeting
4. Public Remarks
5. Special Presentations
6. Correspondence
7. Status Reports (Financial)
 - a) Revenues 15-16
 - b) Expenditures 15-16
 - c) Fund Balance 15-16
8. Financial Transactions *
 - a) Fiscal Year 2016-2017 additional appropriation for pre-referendum costs for the Town Hall Center School / Memorial School project (\$250,000)
9. New Business *
10. Continued Business *
11. Liaison's Reports
 - a) Town Council
 - b) Board of Education
 - c) Economic Development Commission
 - d) Lake / Conservation
 - e) Fire Commissioners
 - f) Brownfields/Redevelopment
 - g) Park & Rec. Advisory Board
 - h) Water Task Force
12. Public Remarks
13. Town Manager's Report
14. Adjournment

* - Potential action item

TOWN OF EAST HAMPTON
 GENERAL FUND REVENUES
 AS OF JUNE 30, 2016

Agenda Item: 7A

FY 2015-2016

	Original Estimate	Adjustments	Revised Estimate	Unaudited Actual YTD Revenue	% Collected	Balance	Projected Variance	Comment
40 Property taxes	32,122,485	-	32,122,485	31,925,877	99.39%	(196,608)	(196,608)	Back taxes and interest are lagging
41 Investment income	22,500	-	22,500	21,548	95.77%	(952)	(952)	
42 License, permit & fees	418,190	-	418,190	526,977	126.01%	108,787	108,787	Strong Town Clerk and Building Dept. fee revenue
44 STATE & LOCAL GRANTS *	8,400,370	548,412	8,948,782	8,857,787	98.98%	(90,995)	(90,995)	PILOT, Ecs and School Transportation grants have been cut
47 Other revenue	83,965	-	83,965	93,768	111.68%	9,803	9,803	
49 Other Fin. Sources	-	306,000	306,000	56,000	0.00%	(250,000)	(250,000)	Use of fund balance for Glastonbury Dispatch
TOTAL GENERAL FUND	41,047,510	854,412	41,901,922	41,481,957	99.00%	(419,965)	(419,965)	

Forecasted variance..... (419,965)

Estimated revenues..... \$ 41,481,957

Grant	Budget	Est. Actual	Variance
State owned property	\$ 111,380	\$ 49,128	\$ (62,252)
ECS	7,715,347	7,723,810	8,463
Elderly Circuit Breaker	47,000	50,256	3,256
Adult Education	17,906	18,252	346
School transportation	72,232	60,007	(12,225)
Pequot-Mohegan Grant	61,969	44,261	(17,708)
Total			<u>\$ (80,120)</u>

* - Excess cost is appropriated back to the BOE on an annual basis. YTD grant received = \$548,412.

TOWN OF EAST HAMPTON
GENERAL FUND EXPENDITURES
As of June 30, 2016
FY 2015-2016

ACCOUNT DESCRIPTION	Original Budget	Transfers	Revised Budget	Unaudited		Projected Variance	% USED	Comment
				Total	Available			
01010000 Town Manager's Dept.	332,647	-	332,647	332,321	326	326	99.9%	
01020000 Town Council/Special	22,539	-	22,539	29,592	-7,053	(7,053)	131.3%	Appraisals (2 Bevin) & Friar
01040000 LEGAL	145,000	-	145,000	155,521	-10,521	(10,521)	107.3%	Police and Supervisors contracts end 6-30-16
01050000 Town Hall/Annex	242,758	-	242,758	262,582	-19,824	(19,824)	108.2%	Well, water system & door repairs
01060135 Finance and Accounting	457,312	-	457,312	458,636	-1,324	(1,324)	100.3%	
01060136 Collector of Revenue	166,505	-	166,505	168,836	-2,331	(2,331)	101.4%	A transfer from employee benefits will be needed for wage increases
01060137 Assessor	181,846	-	181,846	177,557	4,289	4,289	97.6%	
01060138 Board of Assessment Appeals	1,917	-	1,917	185	1,732	1,732	9.7%	BAA recently met.
01070000 Town Clerk	162,768	-	162,768	166,248	-3,480	(3,480)	102.1%	A transfer from employee benefits will be needed for wage increases
01080000 Registrars/Elections	45,483	-	45,483	44,721	762	762	98.3%	
01090000 General Insurance	373,410	-	373,410	323,215	50,195	50,195	86.6%	Workers comp. audit credit, ambulance reimb. & favorable rate
01100000 Probate Court	15,690	-	15,690	14,221	1,469	1,469	90.6%	
01110000 Employee Benefits	1,322,980	-	1,322,980	1,201,946	121,034	121,034	90.9%	Health ins. and unemployment favorable. Wage increases budgeted here
01120000 Contingency	20,000	-	20,000	0	20,000	20,000	0.0%	Can be used to offset police deficit
01150000 Information Technolog	88,234	-	88,234	86,584	1,650	1,650	98.1%	
01210211 Police Administration	315,169	-	315,169	319,908	-4,739	(4,739)	101.5%	
01210212 Regular Patrol	1,442,146	-	1,442,146	1,511,151	-69,005	(69,005)	104.8%	OT \$46K / Regular pay \$25K
01210213 Lake Patrol	3,883	-	3,883	997	2,886	2,886	25.7%	
01210214 Animal Control	44,000	-	44,000	43,921	79	79	99.8%	
01220221 Firefighting	256,955	-	256,955	239,304	17,651	17,651	93.1%	Heating oil & part time salaries
01220223 Fire Marshall	48,561	-	48,561	47,107	1,454	1,454	97.0%	
01220225 Town Center Fire System	9,128	-	9,128	4,312	4,816	4,816	47.2%	
01230000 Ambulance	6,500	-	6,500	692	5,808	5,808	10.7%	
01240000 Emergency Management	15,369	-	15,369	15,232	137	137	99.1%	
01250000 Communications	140,536	-	140,536	141,367	-831	(831)	100.6%	
01260000 Street Lighting	59,000	-	59,000	57,139	1,861	1,861	96.8%	
01310000 Chatham Health District	121,341	-	121,341	121,341	-	-	100.0%	
01320000 Human Services	101,593	-	101,593	100,676	917	917	99.1%	
01330000 Senior Center	118,651	-	118,651	112,845	5,806	5,806	95.1%	
01340000 Transportation	52,600	-	52,600	52,600	0	-	100.0%	
01350000 Community Services	5,250	-	5,250	5,175	75	75	98.6%	
01360000 CEMETERY CARE	5,000	-	5,000	4,767	233	233	95.3%	
01370000 Commission on Aging	2,450	-	2,450	186	2,264	2,264	7.6%	
01410000 Building, Planning & Zoning	335,668	-	335,668	332,099	3,569	3,569	98.9%	
01420000 EDC	4,710	-	4,710	4,218	492	492	89.6%	
01430000 Conservation & Lake Comm.	85,201	-	85,201	84,249	952	952	98.9%	
01460000 Redevelopment Agency	2,555	-	2,555	841	1,714	1,714	32.9%	
01470000 Middle Haddam Historic Dist.	1,657	-	1,657	740	917	917	44.7%	
01510000 Public Works Admin.	1,415,013	(13,746)	1,401,267	1,408,900	-7,633	(7,633)	100.5%	
01520000 Engineering	61,500	-	61,500	61,494	6	6	100.0%	
01530000 Town Garage	78,907	-	78,907	72,413	6,494	6,494	91.8%	Heating oil
01540000 Townwide Motor Fuel	140,102	-	140,102	134,933	5,169	5,169	96.3%	
01550000 Road Materials	358,750	-	358,750	345,153	13,597	13,597	96.2%	
01560000 Transfer Station	156,214	-	156,214	144,929	11,285	11,285	92.8%	Bulky waste removal
01570000 Septage Disposal	2,400	-	2,400	2,484	-84	(84)	103.5%	Sewer use fee (Town Bldgs.)

TOWN OF EAST HAMPTON
GENERAL FUND EXPENDITURES
As of June 30, 2016
FY 2015-2016

Agenda Item: 7B

				Unaudited				
ACCOUNT DESCRIPTION	Original Budget	Transfers	Revised Budget	Total	Available	Projected Variance	% USED	Comment
01610610 Park & Recreation	396,681	-	396,681	389,987	6,694	6,694	98.3%	
01660000 Arts & Cultural Comm.	2,500	-	2,500	1,891	610	610	75.6%	
01670000 Community Center	145,562	-	145,562	146,700	-1,138	(1,138)	100.8%	0
01680681 E Hampton Public Library	441,195	-	441,195	443,177	-1,982	(1,982)	100.4%	
01680682 Middle Haddam Library	20,000	-	20,000	20,000	0	-	100.0%	
01710711 Bond Principal	720,000	-	720,000	720,000	0	-	100.0%	
01720721 Bond Interest	228,857	-	228,857	228,856	1	1	100.0%	
01750000 Capital Leases	173,860	-	173,860	119,238	54,622	54,622	68.6%	Will lease a replacement Public Works truck from this account.
01810000 Operating Transfers Out	1,172,172	319,746	1,491,918	1,478,172	13,746	13,746	99.1%	
TOTAL	12,270,725	306,000	12,576,725	12,341,358	235,367	235,367	98.1%	

RESOLUTION OF THE BOARD OF FINANCE

Item 8A

RESOLVED, that the Board of Finance recommends that the Town Council appropriate TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000) for pre-referendum costs in connection with the Town Hall Center School / Memorial School project (the "Project"); and the appropriation shall be funded from unassigned General Fund balance (\$250,000) and the total amount shall be transferred to the Capital Reserve Fund. The appropriation may be spent for architectural fees, hazardous materials survey/inspection, geotechnical borings, phase 2 environmental site assessment, project management and other expenses related to the project. Upon completion of the project, unexpended funds shall be returned to the General Fund.