

TOWN OF PUTNAM

BOARD OF FINANCE MEETING MINUTES

JUNE 27, 2016

TOPIC		DISCUSSION		ACTION/ RESOLUTION
PRESENT:		Vice Chairman Garceau, Members Marion, Sessums, Alternates Carvalho (7:15pm) and Duffy		
ABSENT:		Chairman Nash, Member Marion – Excused; Member Deary		
1.	CALL TO ORDER	Meeting called to order at 7:00 P.M. by Vice Chairman Garceau		
		<i>Member Sessums made a motion to appoint Alternate Duffy as a voting member. Vice Chairman Garceau seconded the motion, which passed unanimously.</i>		
2.	PUBLIC PARTICIPATION – 3 Minute time limit per person	None		
3.	APPROVAL OF MINUTES	A.	<u>May 23, 2016 Board of Finance Meeting Minutes:</u> <i>Member Sessums made a motion to accept the minutes as presented. Alternate Duffy seconded the motion, which passed unanimously.</i>	
		B.	<u>June 6, 2016 Board of Finance Meeting Minutes:</u> <i>Member Sessums made a motion to accept the minutes as presented. Alternate Duffy seconded the motion, which passed unanimously.</i>	
4.	CORRESPONDENCE	None		
5.	FINANCE DIRECTOR REPORT	A.	<u>Finance Director Report:</u> (See attachment “A”) Finance Director Fox-Howard I will be making adjustments and entries this week to catch us up. Things that were previously approved like	

		<p>the \$30,000 for the additional position. You may have noticed my line item is over spent because I did not put in the \$30,000. I wanted to use what was there and only transfer what was needed. There is nothing monumental on the budget right now, once those entries are made this final week all should tie out</p> <p>I sent a letter about what I have been up to. The software contract has been signed and we had the initial conference call where the 5-step implementation was explained. Right now we are in data collection mode in excel format, as I did not want them to take the data from AccuFund as the data is not good. Today I had another conference call with Infinite Visions and Eric and talked about what each of us has to provide for the implementation. They provided us with the spreadsheet format that they want us to use for the data upload. We have been collecting data already, so we are a little ahead of the curve. Once that is complete, we will go over the training. I insisted that the for the first training session they need to come here, other training will be live web sessions</p> <p>The audit is kicked off and doing well. Auditor came and got the material she needed to get started and we should not see her again until the end of summer. My goal is to not have any extension and be closed out by December 31st like we are supposed to be</p> <p>Now that the budget is approved, I have to go through the process of getting the data uploaded into AccuFund. I would like to do already have data in a spreadsheet so the goal is to archive the data in AccuFund so it doesn't corrupt the new system</p> <p>Alternate Duffy We are getting rid of AccuFund, can we access that information once the license expires</p> <p>Finance Director Fox-Howard Eric suggested sequel to</p> <p>Alternate Duffy Yes, but you need to see data in a way you understand</p>	
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		<p>Finance Director Fox-Howard The data for Tyler will be in excel, before the license expires we will extract the data</p> <p>Alternate Duffy When that data is used, AccuFund uses sequel as most applications do, the way it goes to get that data from software to software varies drastically</p> <p>Member Sessums We have AccuFund for a period of time</p> <p>Finance Director Fox-Howard Tyler will allow us to put that data in their system, it just won't be meshed with the clean data that we are going to start with, but we will be able to run reports etc. in a Tyler format</p> <p>Vice Chairman Garceau What about number 4 the BANS</p> <p>Finance Director Fox-Howard We just signed the latest Bond agreement for Lot A (\$21,300,000) coupon 1.25% with a 0.83% Yield & Lot B (440,000 Taxable) coupon 1.5% with a Yield of 0.85%. Both of these Notes will mature on November 15th and it is at that time we will be seeking the permanent financing and interest rate for the high school costs. We will be preparing to apply for our Moody rating at the period just prior to this date.</p> <p>Town Administrator Cutler Lot B for \$440,000 is for the gas pipeline</p> <p>Finance Director Fox-Howard Will come due in November prior to this we need to go for our rating to get a good interest rate</p> <p>Hooker & Holcomb contacted me, we have retirees that are no longer part of the retirement program, and the money is sitting there. There is just a lot of clean up going on. I am focusing on the audit and getting the</p>	
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			software up and running and the audit	
6.	TOWN ADMINISTRATOR PROJECT UPDATE	A.	<p><u>Town Administrator Project Update:</u></p> <p>Town Administrator Report was submitted (see attachment "B")</p> <p>Vice Chairman Garceau I heard on the radio that we are close to getting an appraisal on the lots in the Regional Tech Park</p> <p>Town Administrator Cutler There are four lots. The Advisory Board (Putnam, Brooklyn, Scotland, & Pomfret) met last Friday and formally signed the agreement. Pomfret was not present. We received \$80,000 from Scotland and Brooklyn submitted their first \$8,000 as their share in good faith. Brooklyn is financing their shares over ten years. We have yet to see anyone from Pomfret</p> <p>Vice Chairman Garceau All of the Sewer lift stations are complete</p> <p>Town Administrator Cutler There are eleven lift stations including the one in the Tech Park</p> <p>Vice Chairman Garceau I was happy to see that some of the lift stations are enclosed</p> <p>Town Administrator Cutler I still have some money left over</p> <p>Vice Chairman Garceau I am glad that they protected the one on Kennedy Drive as it seems to be a target</p> <p>Vice Chairman Garceau I took a tour of the high school on Saturday. I have to applaud the administration for their willingness to have people tour the facility. Bill Hull came in to give us the tour</p>	

			<p>Town Administrator Cutler The high school project is 73% complete and we are still on track and on budget</p> <p>Selectman Pempek We hit a problem with the library. We were not planning on ripping the bricks out and rebuilding the wall, but they found mold and they were not able to reuse the metal beams so that is a big change order coming through</p> <p>Town Administrator Cutler We are working on a fiber project</p> <p>Alternate Duffy I realize that this may be far off, but who is the fiber consultant</p> <p>Town Administrator Cutler CEN and it is not far off. We could bring it to downtown and then to the Tech Park.</p> <p>The Manganese Treatment Project – we will need to have an additional appropriation, sometime this summer we will have to come to you for an additional appropriation, town meeting, and referendum. The WPCA believes it can be paid for within the current rate structure. We are tight on time because there is a primary in August and an election in November</p>	
7.	UNFINISHED BUSINESS		None	
8.	NEW BUSINESS	A.	<p><u>Donation of Remaining Funds from 100-1454 Social Services to Daily Bread at the Fiscal Year End:</u></p> <p>Town Administrator Cutler Each fiscal year we are required to put money in the budget for relocation of families and emergency assistance. In the past because of the uncertainty of donations and their mission of providing food and heat assistance, they have had some rough years and the Board of Selectmen thought it a good policy to donate</p>	Denise Roireau to provide the required paperwork to accounts payable on June 30 th

			<p>that money at the end of each fiscal year to Daily Bread which serves Putnam residents</p> <p><i>Alternate Duffy made a motion to approve the donation of remaining funds to Daily Bread. Member Sessums seconded the motion, which passed unanimously.</i></p>	
		A.	<p><u>All Other Business to Lawfully Come Before this Meeting:</u></p> <p>None</p>	
9.	PUBLIC PARTICIPATION – 3 Minute time limit per person		<p>Don Steinbrick – 423 Providence Pike Question about the Tech Park, is there an over/under pass at the YMCA planned and if so who is going to pay for it</p> <p>Town Administrator Cutler Yes at some point in the future and it will be the responsibility of the YMCA. They don't yet have enough money to move forward on that part of the project as of yet</p>	
10.	ADJOURNMENT		<p><i>Alternate Carvalho made a motion to adjourn the Board of Finance meeting at 7:48PM. Member Sessums seconded the motion, which passed unanimously.</i></p>	

Respectfully submitted,

Denise S. Roireau, Secretary
 Board of Finance

June 21, 2016

Hello Everyone:

This Finance meeting will contain a great deal of new information and topics. I wanted to send out this memo along with the usual Budget FY2016 Expensed data for this year to keep everyone informed on what has been going on within the Finance Office. I will be doing this from this point forward every month in order to keep everyone in touch with what is happening within your Finance Department.

1. We have signed the new Software Contract for the Infinite Visions Software through Tyler Communications and the implementation process is now in full swing. We had our first "Kick-off" conference call session to review timelines, expectations and address questions.
2. The Town has now officially started the FY2016 Audit with our contracted audit firm of Mahoney & Sabol. The audit official start-up was on Monday June 6th. We are well on our way and thus far, the audit lead "Amanda" is very pleased with what we have initially provided to them and they will not have to return to us now until late summer early September. We will certainly hear from them as well as provide them with additional documents, reports throughout the summer but their next "in-house" visit will occur late summer.
3. The "new" FY2017 Approved Budget will now have to be uploaded into Accufund because we will not have new software up and running until early fall. This means formatting all Data back into a broken system but we have no choice due to timing. The plan will be to archive the old "Accufund" data upon retirement and possible bring it over in a sub-file so that we can access and use the older data for a combined report but not have it infect the new clean data within the new software.
4. Current Budget news for the FY2016 year end:
We just signed the latest Bond agreement for Lot A (\$21,300,000) coupon 1.25% with a 0.83% Yield & Lot B (440,000 Taxable) coupon 1.5% with a Yield of 0.85%. Both of these Notes will mature on November 15th and it is at that time we will be seeking the permanent financing and interest rate for the high school costs. We will be preparing to apply for our Moody rating at the period of time just prior to this date.
Our current General Government Budget is also coming to a close very shortly. We will be issuing the final paycheck for this fiscal year on June 30th. We have been updating all time & attendance weekly and monitoring any required "pay-outs" of earned time for the near future either for retirees or for positions which will not be renewed.
I have been sending out periodic reminders to all departments regarding the Year End and have disclosed the expectations for this time of year, nicely off course.

Please find the attached budget report for additional financial information as to the General Government status by Fund and/or Department.

I will see everyone on Monday evening and look forward to answering any questions that you may have.

Thank you

Brenda Fox-Howard

Budget Report
June 30, 2016

	<u>FY</u> <u>Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1411-General</u>							
<u>Government</u>							
5502- Part Time Payroll BOF	4,000.00	4,478.71	4,500.00	3,382.46	0.00	3,382.00	75
5512- Social Security & Medicare	0.00	303.83	345.00	276.10	0.00	276.00	80
5602- Printing & Publications	63.00	63.00	1,000.00	72.00	0.00	72.00	7
5607- Auditor	21,005.00	21,192.00	21,500.00	19,950.00	0.00	19,950.00	93
5608- Professional Services	3,420.00	20,030.00	5,000.00	16,792.50	0.00	16,793.00	336
5701- Office Supplies	300.00	172.50	300.00	583.33	0.00	583.00	194
Total	<u>28,788.00</u>	<u>46,240.04</u>	<u>32,645.00</u>	<u>41,056.39</u>	<u>0.00</u>	<u>41,056.00</u>	

Budget Report
June 30, 2016

	<u>FY</u> <u>Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumbe</u> <u>red</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1412-Mayor/Selectmen's</u>							
<u>Office</u>							
5501- Payroll Regular	239,614.02	246,387.07	275,484.00	259,400.15	0.00	259,400.00	94
5502- Payroll Part Time	0.00	0.00	0.00	375.22	0.00	375.00	0
5503- Payroll Overtime	4,573.86	14,680.69	7,000.00	4,536.44	0.00	4,536.00	65
BOS							
5512- Social Security & Medicare	0.00	18,221.22	20,222.00	18,544.84	0.00	18,545.00	92
5602- Printing & Publications	2,039.12	881.40	1,500.00	1,253.73	0.00	1,254.00	84
5604- Transportation	1,323.36	3,043.89	2,750.00	2,851.61	0.00	2,852.00	104
5606- Repairs & Maintenance	59.99	69.99	250.00	0.00	0.00	0.00	0
5608- Professional Services	1,877.00	1,201.13	2,500.00	4,522.27	0.00	4,522.00	181
5609- Dues & Affiliations	1,030.00	1,165.00	1,402.00	1,094.00	0.00	1,094.00	78
5660- Meetings & Conferences	1,961.57	483.00	5,250.00	4,271.30	0.00	4,271.00	81
5701- Office Supplies	<u>3,633.04</u>	<u>4,289.70</u>	<u>5,000.00</u>	<u>5,576.78</u>	<u>0.00</u>	<u>5,577.00</u>	<u>112</u>
Total	256,111.96	290,423.09	321,358.00	302,426.34	0.00	302,426.00	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumbered</u>	<u>YTD Total</u>	<u>% YTD</u>
<u>1413-Treasurer</u>							
5501- Payroll Regular	115,714.25	114,979.14	160,795.00	168,301.69	0.00	168,302.00	105
5502- Payroll Part Time	0.00	294.00	0.00	0.00	0.00	0.00	0
5512- Social Security & Medicare	0.00	8,648.86	9,930.00	12,057.08	0.00	12,057.00	121
5604- Transportation	0.00	0.00	250.00	0.00	0.00	0.00	0
5606- Repairs & Maintenance	53.85	0.00	100.00	0.00	0.00	0.00	0
5608- Professional Services	0.00	9,559.50	500.00	860.57	0.00	861.00	172
5609- Dues & Affiliations	145.00	0.00	550.00	65.00	0.00	65.00	12
5611- Accounting Program Upgrade	3,500.00	0.00	0.00	0.00	0.00	0.00	0
5660- Meetings & Conferences	37.32	0.00	500.00	440.00	0.00	440.00	88
5661- Training	0.00	0.00	500.00	125.00	0.00	125.00	25
5701- Office Supplies	576.20	787.67	700.00	3,738.35	0.00	3,738.00	534
Total	<u>120,026.62</u>	<u>134,269.17</u>	<u>173,825.00</u>	<u>185,587.69</u>	<u>0.00</u>	<u>185,588.00</u>	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1414-Revenue</u>							
<u>Department</u>							
5501- Payroll Regular	48,128.06	49,883.34	60,560.00	49,790.89	0.00	49,791.00	82
5502- Payroll Part Time	43,041.97	43,086.18	43,932.00	36,908.73	0.00	36,909.00	84
5503- Payroll Overtime	0.00	0.00	400.00	0.00	0.00	0.00	0
5512- Social Security & Medicare	0.00	7,217.11	10,947.00	6,307.85	0.00	6,308.00	58
5602- Printing & Publications	1,461.00	650.00	2,050.00	1,327.68	0.00	1,328.00	65
5603- Legal	351.49	483.00	650.00	276.00	0.00	276.00	42
5604- Transportation	0.00	0.00	100.00	0.00	0.00	0.00	0
5606- Repairs & Maintenance	49.99	0.00	100.00	474.49	0.00	474.00	474
5609- Dues & Affiliations	145.00	125.00	145.00	75.00	0.00	75.00	52
5610- Data Processing	7,674.17	0.00	0.00	0.00	0.00	0.00	0
5652- Pitney Bowes Leased Equipment	0.00	2,036.88	3,828.00	2,873.88	0.00	2,874.00	75
5660- Meetings & Conferences	38.00	38.00	300.00	251.00	0.00	251.00	84
5684- Collection Fees	2,292.75	2,269.62	0.00	0.00	0.00	0.00	0
5701- Office Supplies	1,118.58	1,375.48	1,400.00	1,419.33	0.00	1,419.00	101
Total	104,301.01	107,164.61	124,412.00	99,704.85	0.00	99,705.00	

**Budget Report
June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1415-Assessor's Office</u>							
5501- Payroll Regular	101,610.70	105,473.39	105,064.00	102,219.12	0.00	102,219.00	97
5512- Social Security & Medicare	0.00	7,851.54	8,037.00	7,627.66	0.00	7,628.00	95
5602- Printing & Publications	991.25	692.48	1,200.00	775.89	0.00	776.00	65
5604- Transportation	72.57	90.84	200.00	105.00	0.00	105.00	53
5606- Repairs & Maintenance	200.00	0.00	200.00	0.00	0.00	0.00	0
5609- Dues & Affiliations	260.00	325.63	345.00	285.00	0.00	285.00	83
5610- Data Processing	13,500.00	0.00	0.00	0.00	0.00	0.00	0
5660- Meetings & Conferences	106.00	0.00	100.00	0.00	0.00	0.00	0
5661- Training	490.00	495.00	500.00	583.26	0.00	583.00	117
5701- Office Supplies	999.96	876.60	1,000.00	794.18	0.00	794.00	79
5814- Revaluation	15,778.00	22,312.60	0.00	0.00	0.00	0.00	0
5820- Revaluation	0.00	0.00	22,313.00	0.00	0.00	0.00	0
Total	<u>134,008.48</u>	<u>138,118.08</u>	<u>138,959.00</u>	<u>112,390.11</u>	<u>0.00</u>	<u>112,390.00</u>	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1416-Board of Tax Review</u>							
5502- Payroll Part Time	125.70	404.63	425.00	119.80	0.00	120.00	28
5512- Social Security & Medicare	(0.01)	28.94	33.00	8.64	0.00	9.00	26
5602- Printing & Publications	36.00	54.00	90.00	54.00	0.00	54.00	60
5661- Training	50.00	0.00	100.00	0.00	0.00	0.00	0
Total	<u>211.69</u>	<u>487.57</u>	<u>648.00</u>	<u>182.44</u>	<u>0.00</u>	<u>183.00</u>	

**Budget Report
June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1417-Town Clerk</u>							
5501- Payroll Regular	94,647.87	96,450.96	97,490.00	100,178.95	0.00	100,179.00	103
5502- Payroll Part Time	323.00	100.00	500.00	525.00	0.00	525.00	105
5503- Payroll Overtime	0.00	0.00	300.00	89.14	0.00	89.00	30
5512- Social Security & Medicare	0.00	7,112.55	7,519.00	7,704.75	0.00	7,705.00	102
5604- Transportation	43.50	43.20	200.00	238.56	0.00	239.00	119
5606- Repairs & Maintenance	88.50	0.00	0.00	0.00	0.00	0.00	0
5609- Dues & Affiliations	310.00	275.00	320.00	180.00	0.00	180.00	56
5613- Vital Statistics Index & Recording	1,125.09	1,206.27	1,400.00	1,105.61	0.00	1,106.00	79
5614- Microfilming Land Records	13,680.58	10,968.99	15,000.00	14,463.10	0.00	14,463.00	96
5627- Shred It	80.00	260.00	250.00	260.00	0.00	260.00	104
5660- Meetings & Conferences	0.00	185.00	500.00	535.00	0.00	535.00	107
5661- Training	150.00	210.00	0.00	0.00	0.00	0.00	0
5701- Office Supplies	1,500.00	1,571.27	1,500.00	1,039.19	0.00	1,039.00	69
5801- Office Equipment	0.00	0.00	0.00	115.96	0.00	116.00	0
5803- Restoration Of Records	5,000.00	3,434.60	5,000.00	5,000.00	0.00	5,000.00	100
Total	<u>116,948.54</u>	<u>121,817.84</u>	<u>129,979.00</u>	<u>131,435.26</u>	<u>0.00</u>	<u>131,436.00</u>	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1418-Elections</u>							
5502- Payroll Part Time	10,569.50	7,501.00	14,000.00	7,720.50	0.00	7,721.00	55
5602- Printing & Publications	0.00	0.00	100.00	0.00	0.00	0.00	0
5606- Repairs & Maintenance	0.00	1,669.00	1,700.00	1,000.00	0.00	1,000.00	59
5615- Meals	1,256.23	654.72	1,400.00	713.01	0.00	713.00	51
5646- Legal Notices	596.00	296.08	1,000.00	413.73	0.00	414.00	41
5661- Training	180.00	294.00	700.00	0.00	0.00	0.00	0
5702- Election Supplies	3,134.58	3,902.35	4,000.00	4,996.50	0.00	4,997.00	125
Total	<u>15,736.31</u>	<u>14,317.15</u>	<u>22,900.00</u>	<u>14,843.74</u>	<u>0.00</u>	<u>14,845.00</u>	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1419-Registrars</u>							
5502- Payroll Part Time	11,523.36	11,523.36	11,525.00	11,811.84	0.00	11,812.00	102
5512- Social Security & Medicare	0.00	881.52	514.00	903.60	0.00	904.00	176
5604- Transportation	0.00	0.00	150.00	0.00	0.00	0.00	0
5610- Data Processing	181.50	267.00	100.00	0.00	0.00	0.00	0
5661- Training	130.00	110.00	400.00	150.00	0.00	150.00	38
5701- Office Supplies	399.96	127.09	400.00	213.49	0.00	213.00	53
Total	<u>12,234.82</u>	<u>12,908.97</u>	<u>13,089.00</u>	<u>13,078.93</u>	<u>0.00</u>	<u>13,079.00</u>	

**Budget Report
June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1420-Probate Court</u>							
5614- Regional Probate/Microfilm	4,829.60	10,437.00	0.00	0.00	0.00	0.00	0
5621- 508 Pomfret Street Lease for Probate Court	0.00	38,500.00	10,970.00	11,109.20	0.00	11,109.00	101
Total	<u>4,829.60</u>	<u>48,937.00</u>	<u>10,970.00</u>	<u>11,109.20</u>	<u>0.00</u>	<u>11,109.00</u>	

**Budget Report
June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1421-Legal Counsel</u>							
5603- Legal Fees	8,839.75	20,641.16	12,000.00	30,556.47	0.00	30,556.00	255
5674- Ordinance Codification	1,195.00	4,500.00	5,000.00	1,195.00	0.00	1,195.00	24
5679- Town Attorney	<u>35,797.50</u>	<u>28,600.06</u>	<u>30,525.00</u>	<u>19,699.50</u>	<u>0.00</u>	<u>19,700.00</u>	<u>65</u>
Total	45,832.25	53,741.22	47,525.00	51,450.97	0.00	51,451.00	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1422-Town Building</u>							
5612- Service Contracts	24,259.59	24,738.51	25,500.00	24,163.08	0.00	24,163.00	95
5619- Electricity	28,609.36	35,834.70	31,000.00	22,464.21	0.00	22,464.00	72
5640- Building Repairs & Improvements	13,001.30	8,110.32	10,000.00	11,318.46	0.00	11,318.00	113
5654- Water & Sewer	2,963.76	3,813.39	3,000.00	3,575.70	0.00	3,576.00	119
5663- Propane Gas	9,311.58	8,407.94	11,000.00	7,231.00	0.00	7,231.00	66
5704- Other Supplies & Materials	0.00	0.00	2,250.00	2,368.18	0.00	2,368.00	105
5728- Custodial Supplies	1,557.51	1,317.04	1,500.00	1,358.22	0.00	1,358.00	91
5906- Fines and Penalties	550.00	0.00	0.00	0.00	0.00	0.00	0
Total	<u>80,253.10</u>	<u>82,221.90</u>	<u>84,250.00</u>	<u>72,478.85</u>	<u>0.00</u>	<u>72,478.00</u>	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1423-Building Official</u>							
5501- Payroll Regular	83,956.26	89,476.87	84,393.00	87,543.38	0.00	87,543.00	104
5502- Payroll Part Time	0.00	(230.13)	0.00	230.13	0.00	230.00	0
5503- Payroll Overtime	212.12	64.75	300.00	55.17	0.00	55.00	18
5512- Social Security & Medicare	0.00	6,594.66	6,479.00	6,492.40	0.00	6,492.00	100
5602- Printing & Publications	200.00	168.90	300.00	136.40	0.00	136.00	45
5604- Transportation	0.00	0.00	600.00	300.00	0.00	300.00	50
5608- Professional Services	0.00	353.00	3,000.00	370.84	0.00	371.00	12
5609- Dues & Affiliations	40.00	80.00	150.00	0.00	0.00	0.00	0
5660- Meetings & Conferences	238.99	0.00	350.00	0.00	0.00	0.00	0
5661- Training	0.00	0.00	0.00	90.00	0.00	90.00	0
5701- Office Supplies	299.76	256.64	400.00	102.43	0.00	102.00	26
5705- Protective Clothing	781.00	724.18	500.00	105.00	0.00	105.00	21
5706- Repairs & Maintenance	867.07	123.64	0.00	0.00	0.00	0.00	0
5722- Gas	700.00	253.26	700.00	314.25	0.00	314.00	45
5725- Books	0.00	0.00	700.00	0.00	0.00	0.00	0
Total	<u>87,295.20</u>	<u>97,865.77</u>	<u>97,872.00</u>	<u>95,740.00</u>	<u>0.00</u>	<u>95,738.00</u>	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1424-Land Use</u>							
<u>Commissions</u>							
5501- Payroll Regular	61,516.00	56,042.56	63,345.00	63,219.16	0.00	63,219.00	100
5502- Payroll Part Time	557.78	0.00	0.00	398.16	0.00	398.00	0
5503- Payroll Overtime	0.00	949.51	2,000.00	1,538.23	0.00	1,538.00	77
5512- Social Security & Medicare	0.00	4,354.21	4,952.00	4,973.92	0.00	4,974.00	100
5602- Printing & Publications	241.00	448.00	1,500.00	457.91	0.00	458.00	31
5603- Legal	0.00	356.50	2,400.00	0.00	0.00	0.00	0
5606- Repairs & Maintenance	0.00	3,500.00	9,500.00	3,522.50	0.00	3,523.00	37
5608- Professional Services	455.00	525.00	3,000.00	4,086.24	0.00	4,086.00	136
5609- Dues & Affiliations	825.08	466.00	750.00	0.00	0.00	0.00	0
5634- Regional Engineer	20,000.00	0.00	0.00	0.00	0.00	0.00	0
5646- Legal Notices	4,538.59	2,377.10	2,500.00	2,842.05	0.00	2,842.00	114
5661- Training	409.00	369.00	500.00	209.00	0.00	209.00	42
5701- Office Supplies	399.96	335.37	400.00	144.06	0.00	144.00	36
5725- Books	229.00	0.00	200.00	0.00	0.00	0.00	0
Total	<u>89,171.41</u>	<u>69,723.25</u>	<u>91,047.00</u>	<u>81,391.23</u>	<u>0.00</u>	<u>81,391.00</u>	

Budget Report
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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1425-Essential Services</u>							
5601- Postage	16,478.53	20,936.19	18,000.00	17,921.93	0.00	17,922.00	100
5602- Printing & Publications	196.00	0.00	1,000.00	0.00	0.00	0.00	0
5605- Telephone	18,906.08	15,823.92	3,000.00	12,475.11	0.00	12,475.00	416
5610- Data Processing	31,526.34	0.00	0.00	768.81	0.00	769.00	0
5611- Advertising	4,433.05	2,046.38	4,000.00	1,823.09	0.00	1,823.00	46
5617- Copy Machine Supplies	15,397.16	17,058.15	14,000.00	13,488.40	0.00	13,488.00	96
5652- Postal Meter Rental	2,416.92	4,086.89	3,800.00	2,487.60	0.00	2,488.00	65
5729- Map Reproductions	99.00	0.00	1,000.00	0.00	0.00	0.00	0
Total	<u>89,453.08</u>	<u>59,951.53</u>	<u>44,800.00</u>	<u>48,964.94</u>	<u>0.00</u>	<u>48,965.00</u>	

**Budget Report
June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1426-Fringe Benefits</u>							
5511- Hospitalization	381,457.42	348,878.78	342,532.00	365,966.64	0.00	365,967.00	107
5512- Social Security & Medicare	138,692.98	1,920.89	0.00	4,183.10	0.00	4,183.00	0
5513- Pension	73,984.53	69,564.31	80,340.00	66,396.23	0.00	66,396.00	83
5514- Life Insurance & Disability	3,504.30	290.45	4,000.00	4,266.25	0.00	4,266.00	107
5515- Unemployment Compensation Paid	1,155.00	12,536.00	20,000.00	26,196.06	0.00	26,196.00	131
5516- Vaccinations	0.00	0.00	500.00	0.00	0.00	0.00	0
5517- Post Retirement Benefits	20,000.00	(40,000.00)	80,000.00	29,333.83	0.00	29,334.00	37
Total	618,794.23	393,190.43	527,372.00	496,342.11	0.00	496,342.00	

**Budget Report
June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1427-Insurance</u>							
5510- Workmen's Compensation	66,267.80	72,837.64	80,000.00	78,463.17	0.00	78,463.00	98
5632- Insurance Liability & Property	62,309.50	62,835.90	60,000.00	58,835.56	0.00	58,836.00	98
5655- Insurance Claims	4,875.00	0.00	0.00	0.00	0.00	0.00	0
Total	<u>133,452.30</u>	<u>135,673.54</u>	<u>140,000.00</u>	<u>137,298.73</u>	<u>0.00</u>	<u>137,299.00</u>	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1429 -Information</u>							
<u>Technology</u>							
5604- Transportation	0.00	104.38	500.00	416.87	0.00	417.00	83
5605- Telephone	0.00	0.00	600.00	600.00	0.00	600.00	100
5606- Repairs & Maintenance	0.00	0.00	250.00	152.97	0.00	153.00	61
5609- Dues & Affiliations	0.00	0.00	250.00	20.00	0.00	20.00	8
5610- Data Processing	0.00	39,105.79	60,000.00	33,493.92	0.00	33,494.00	56
5611- Software Support	0.00	14,791.56	25,364.00	22,866.92	0.00	22,867.00	90
5630- Loan Repayment	0.00	0.00	15,000.00	12,043.29	0.00	12,043.00	80
5660- Meetings & Conferences	0.00	135.00	2,500.00	1,864.52	0.00	1,865.00	75
5661- Training	0.00	1,575.00	2,000.00	24.00	0.00	24.00	1
5701- Office Supplies	0.00	191.57	500.00	589.80	0.00	590.00	118
5801- Equipment	0.00	783.96	5,000.00	3,407.90	0.00	3,408.00	68
5823- Computers Hardware	0.00	1,233.44	5,000.00	642.17	0.00	642.00	13
Total	0.00	57,920.70	116,964.00	76,122.36	0.00	76,123.00	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1430-Municipal Agent to</u> <u>the Elderly</u>							
5502- Part Time Payroll- Agent for the Elderly	0.00	0.00	3,800.00	3,800.00	0.00	3,800.00	100
5512- Social Security & Medicare	0.00	0.00	291.00	0.00	0.00	0.00	0
5604- Transportation	0.00	0.00	100.00	0.00	0.00	0.00	0
5611- Advertising	0.00	271.75	125.00	74.00	0.00	74.00	59
5660- Meetings & Conferences	0.00	0.00	300.00	0.00	0.00	0.00	0
5701- Office Supplies	0.00	0.00	100.00	60.98	0.00	61.00	61
Total	<u>0.00</u>	<u>271.75</u>	<u>4,716.00</u>	<u>3,934.98</u>	<u>0.00</u>	<u>3,935.00</u>	

Budget Report
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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1440-Canine Control</u>							
5502- Payroll Part Time	17,456.04	17,979.72	28,395.00	28,395.00	0.00	28,395.00	100
5512- Social Security & Medicare	0.00	1,375.56	0.00	0.00	0.00	0.00	0
5602- Printing & Publications	112.39	172.21	0.00	0.00	0.00	0.00	0
5606- Repairs & Maintenance	244.05	1,000.00	0.00	0.00	0.00	0.00	0
5656- Misc	0.00	100.00	0.00	0.00	0.00	0.00	0
5663- Propane Gas	2,212.95	834.84	0.00	4.57	0.00	5.00	0
Total	<u>20,025.43</u>	<u>21,462.33</u>	<u>28,395.00</u>	<u>28,399.57</u>	<u>0.00</u>	<u>28,400.00</u>	

Budget Report
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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1441-Fire Marshall</u>							
5502- Payroll Part Time	28,020.00	39,270.00	39,270.00	40,251.84	0.00	40,252.00	103
5512- Social Security & Medicare	0.00	3,004.08	3,004.00	3,079.27	0.00	3,079.00	103
5604- Transportation	0.00	882.19	1,000.00	89.36	0.00	89.00	9
5606- Repairs & Maintenance	0.00	0.00	1,200.00	75.00	0.00	75.00	6
5609- Dues & Affiliations	585.00	1,940.50	2,000.00	1,510.00	0.00	1,510.00	76
5615- Meals	0.00	0.00	200.00	0.00	0.00	0.00	0
5661- Training	500.00	300.00	600.00	595.00	0.00	595.00	99
5701- Office Supplies	300.00	78.27	300.00	157.74	0.00	158.00	53
5704- Other Supplies	139.05	61.12	400.00	383.19	0.00	383.00	96
5705- Protective Clothing	135.00	0.00	400.00	60.50	0.00	61.00	15
5706- Truck Parts Repair	0.00	0.00	0.00	76.30	0.00	76.00	0
5722- Gas	450.30	218.33	500.00	272.36	0.00	272.00	54
5735- Public Relations	197.70	250.00	400.00	390.84	0.00	391.00	98
5736- Manuals	1,165.50	0.00	200.00	0.00	0.00	0.00	0
5813- Computer & Software	0.00	0.00	400.00	310.00	0.00	310.00	78
5819- Radio & Equipment	200.00	235.00	400.00	0.00	0.00	0.00	0
Total	<u>31,692.55</u>	<u>46,239.49</u>	<u>50,274.00</u>	<u>47,251.40</u>	<u>0.00</u>	<u>47,251.00</u>	

Budget Report
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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1442-Civil Preparedness</u>							
5502- Payroll Part Time	3,920.04	4,037.64	9,562.00	9,561.96	0.00	9,562.00	100
5512- Social Security & Medicare	0.00	308.88	732.00	731.44	0.00	731.00	100
5604- Transportation	36.05	289.89	300.00	0.00	0.00	0.00	0
5701- Office Supplies/Portable Generator	686.04	250.00	250.00	200.00	0.00	200.00	80
Total	<u>4,642.13</u>	<u>4,886.41</u>	<u>10,844.00</u>	<u>10,493.40</u>	<u>0.00</u>	<u>10,493.00</u>	

**Budget Report
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	<u>FY</u> <u>Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1445-Public Works</u>							
5501- Payroll Regular	599,847.60	604,858.24	639,184.00	587,589.82	0.00	587,590.00	92
5503- Payroll Overtime	38,843.05	66,909.73	59,065.00	24,279.25	0.00	24,279.00	41
5512- Social Security & Medicare	0.00	49,623.45	54,891.00	44,714.36	0.00	44,714.00	81
5608- Professional Services	7,311.17	5,317.19	9,000.00	8,619.26	0.00	8,619.00	96
5609- Dues & Affiliations	100.00	110.00	100.00	120.00	0.00	120.00	120
5611- Advertising	118.00	117.00	250.00	396.00	0.00	396.00	158
5615- Meals	1,517.64	2,310.59	1,200.00	1,190.99	0.00	1,191.00	99
5619- Electricity	6,789.01	5,590.51	6,000.00	5,637.65	0.00	5,638.00	94
5638- Mobil Radio Services	714.00	247.68	500.00	291.00	0.00	291.00	58
5639- Tree Services	1,500.00	0.00	2,275.00	0.00	0.00	0.00	0
5640- Building Repairs & Improvements	4,758.49	3,806.40	3,000.00	3,814.93	0.00	3,815.00	127
5661- Training	0.00	0.00	500.00	0.00	0.00	0.00	0
5663- Propane Gas	17,960.08	10,524.47	11,000.00	4,231.52	0.00	4,232.00	38
5701- Office Supplies	945.92	522.78	600.00	901.02	0.00	901.00	150
5704- Other Supplies	2,265.60	1,965.64	4,500.00	4,016.57	0.00	4,017.00	89
5705- Protective Clothing	1,683.62	2,567.64	0.00	25.05	0.00	25.00	0
5706- Truck Parts Repair	24,294.77	22,382.84	60,000.00	66,405.90	0.00	66,406.00	111
5707- Equipment Repair	11,758.90	10,677.64	0.00	0.00	0.00	0.00	0
5708- Welding Supplies	2,030.83	1,115.34	0.00	95.95	0.00	96.00	0
5709- Hand Tools	1,770.84	1,614.66	1,500.00	2,077.50	0.00	2,078.00	139
5711- Supplies Paint & Painting	2,050.86	696.04	0.00	0.00	0.00	0.00	0
5713- Salt	88,285.40	90,588.99	90,000.00	86,803.35	0.00	86,803.00	96
5719- Extraordinary Repairs	23,256.37	37,949.85	0.00	0.00	0.00	0.00	0
5720- Tires	6,129.26	5,948.15	0.00	0.00	0.00	0.00	0
5722- Gas	15,455.68	11,423.57	57,000.00	22,948.62	0.00	22,949.00	40

	<u>FY</u> <u>Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
5723- Diesel Fuel	54,517.58	44,670.68	0.00	0.00	0.00	0.00	0
5726- Oil & Lubrication	3,895.08	4,035.37	0.00	(3,657.40)	0.00	-3,657.00	0
5728- Custodial Supplies	976.83	1,556.75	750.00	752.49	0.00	752.00	100
5737- Cable Weather Forecast	1,563.57	1,539.21	1,500.00	1,608.64	0.00	1,609.00	107
5906- Fines and Penalties	800.00	0.00	0.00	0.00	0.00	0.00	0
Total	<u>921,140.15</u>	<u>988,670.41</u>	<u>1,002,815.00</u>	<u>862,862.47</u>	<u>0.00</u>	<u>862,864.00</u>	

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June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1448-Sanitation</u>							
5608- Professional Services	0.00	0.00	45,000.00	29,306.26	0.00	29,306.00	65
5612- Service Contracts	1,725.00	1,725.00	0.00	0.00	0.00	0.00	0
5618- Engineering Services	39,292.04	63,868.04	0.00	0.00	0.00	0.00	0
5658- Well Monitoring	1,345.00	1,345.00	0.00	0.00	0.00	0.00	0
5697- Municipal Solid Waste Collection	333,518.40	343,533.83	362,830.00	353,829.72	0.00	353,830.00	98
Total	<u>375,880.44</u>	<u>410,471.87</u>	<u>407,830.00</u>	<u>383,135.98</u>	<u>0.00</u>	<u>383,136.00</u>	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1450-Economic</u>							
<u>Development</u>							
5501- Payroll Regular	99,336.82	103,180.90	102,535.00	102,246.34	0.00	102,246.00	100
5503- Payroll Overtime	63.34	0.00	800.00	482.65	0.00	483.00	60
5512- Social Security & Medicare	0.00	6,943.01	7,844.00	6,941.17	0.00	6,941.00	88
5602- Printing & Publications	900.98	588.33	1,500.00	471.28	0.00	471.00	31
5603- Legal	3,469.22	186.00	5,000.00	981.75	0.00	982.00	20
5604- Transportation	369.30	534.89	500.00	534.47	0.00	534.00	107
5605- Telephone	698.79	400.00	400.00	400.00	0.00	400.00	100
5606- Repairs & Maintenance	300.00	242.92	2,500.00	2,500.00	0.00	2,500.00	100
5608- Professional Services	2,770.00	848.23	10,000.00	5,115.69	0.00	5,116.00	51
5609- Dues & Affiliations	725.00	625.00	800.00	825.00	0.00	825.00	103
5611- Advertising	1,342.66	1,453.90	3,000.00	2,258.56	0.00	2,259.00	75
5618- Engineering Services	905.00	350.00	2,500.00	800.00	0.00	800.00	32
5620- Equipment Rental	0.00	0.00	2,600.00	1,311.13	0.00	1,311.00	50
5626- Business Retention	0.00	234.00	500.00	67.50	0.00	68.00	14
5660- Meetings & Conferences	361.64	870.00	5,000.00	3,225.34	0.00	3,225.00	65
5701- Office Supplies	102.05	366.07	300.00	246.40	0.00	246.00	82
5725- Books	125.50	59.99	100.00	226.50	0.00	227.00	227
5728- Janitorial Supplies	0.00	0.00	300.00	297.13	0.00	297.00	99
5801- Office Equipment	147.47	183.84	200.00	33.20	0.00	11.00	5
Total	<u>111,617.77</u>	<u>117,067.08</u>	<u>146,379.00</u>	<u>128,964.11</u>	<u>0.00</u>	<u>128,942.00</u>	

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June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1451-Redevelopment</u>							
5603- Legal	0.00	951.25	1,000.00	1,414.25	0.00	1,414.00	141
5608- Professional Services	0.00	1,311.35	3,000.00	1,040.75	0.00	1,041.00	35
5611- Advertising	0.00	1,392.06	700.00	1,061.02	0.00	1,061.00	152
5618- Engineering Services	0.00	0.00	1,000.00	0.00	0.00	0.00	0
Total	0.00	3,654.66	5,700.00	3,516.02	0.00	3,516.00	

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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1454-Social Services</u>							
5512- Social Security & Medicare	0.00	0.00	429.00	0.00	0.00	0.00	0.00
5621- Emergency General Assistance	0.00	0.00	500.00	0.00	0.00	0.00	0.00
5629- Relocations	0.00	2,625.00	3,000.00	0.00	0.00	0.00	0.00
Total	<u>0.00</u>	<u>2,625.00</u>	<u>3,929.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**Budget Report
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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1455-Outside Agencies</u>							
<u>Contributions</u>							
5512- ER Match	40.10	0.00	0.00	18.20	0.00	18.00	0
5634- NE CT COG	0.00	28,473.00	28,395.00	28,395.00	0.00	28,395.00	100
Regional Engineering Services							
5668- United Social & Mental Health	2,000.00	2,000.00	2,000.00	2,000.00	0.00	2,000.00	100
5669- Holiday Observance	6,439.67	6,202.94	7,000.00	3,020.50	0.00	3,021.00	43
5671- NE CT Transit District	15,777.30	15,660.15	15,617.00	15,617.25	0.00	15,617.00	100
5672- Youth Advisory Board	3,000.00	3,000.00	3,000.00	6,000.00	0.00	6,000.00	200
5673- NE CT Council of Governments	9,083.90	9,016.45	8,992.00	8,991.75	0.00	8,992.00	100
5674- CT Conference of Municipalities	6,161.00	6,170.00	6,170.00	6,152.00	0.00	6,152.00	100
5675- NE Transit Dial A Ride	3,000.00	3,000.00	3,000.00	3,000.00	0.00	3,000.00	100
5676- Aspinock Historical Society	3,000.00	3,000.00	4,500.00	4,500.00	0.00	4,500.00	100
5677- Community Kitchens NE	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00	0
5680- Access Agency	1,000.00	2,000.00	1,000.00	0.00	0.00	0.00	0
5681- Sexual Assault Crisis Center of E CT	1,500.00	1,500.00	1,500.00	1,500.00	0.00	1,500.00	100
5682- Ambulance Putnam	48,000.00	77,000.00	90,500.00	90,500.00	0.00	90,500.00	100
5683- NE Committee Against Substance Abuse	1,350.00	3,000.00	3,000.00	3,000.00	0.00	3,000.00	100
5685- NEDDH	39,012.96	38,723.28	39,753.00	39,753.00	0.00	39,753.00	100
5686- Arts Council	750.00	750.00	1,000.00	857.00	0.00	857.00	86
5687- American Medical Response Paramedic Service	26,017.20	29,937.60	25,355.00	20,493.00	0.00	20,493.00	81
5688- COST	825.00	825.00	825.00	825.00	0.00	825.00	100
5690- Daily Bread	2,000.00	2,000.00	2,000.00	2,000.00	0.00	2,000.00	100

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
5691- Quinnebaug Shetucket Corridor	250.00	250.00	250.00	250.00	0.00	250.00	100
5693- QVSC	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00	0
5694- Putnam Senior Citizens	4,500.00	4,500.00	5,000.00	0.00	0.00	0.00	0
5695- TVCCA	<u>9,812.00</u>	<u>9,812.00</u>	<u>11,563.00</u>	<u>11,563.00</u>	<u>0.00</u>	<u>11,563.00</u>	<u>100</u>
Total	<u>185,519.13</u>	<u>248,820.42</u>	<u>262,420.00</u>	<u>248,435.70</u>	<u>0.00</u>	<u>248,436.00</u>	

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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1456-Veteran's Center</u>							
5501- Payroll Regular	0.00	379.36	0.00	189.68	0.00	190.00	0
5502- Part Time Payroll	4,552.32	4,172.96	4,531.00	4,476.64	0.00	4,477.00	99
5512- Social Security & Medicare	0.00	348.24	347.00	356.90	0.00	357.00	103
5604- Transportation	0.00	0.00	250.00	0.00	0.00	0.00	0
5701- Office Supplies	249.96	99.96	250.00	233.00	0.00	233.00	93
Total	<u>4,802.28</u>	<u>5,000.52</u>	<u>5,378.00</u>	<u>5,256.22</u>	<u>0.00</u>	<u>5,257.00</u>	

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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1460-Parks & Grounds</u>							
5501- Payroll Regular	46,663.46	58,478.63	48,048.00	0.00	0.00	0.00	0
5502- Payroll Part Time	6,400.00	1,286.71	10,050.00	9,372.15	0.00	9,372.00	93
5512- Social Security & Medicare	0.00	4,528.43	4,444.00	1,108.36	0.00	1,108.00	25
5606- Repairs & Maintenance	2,669.62	4,001.17	3,000.00	1,875.84	0.00	1,876.00	63
5704- Other Supplies	1,171.91	1,118.00	1,200.00	249.51	0.00	250.00	21
5706- Truck Parts Repair	139.08	1,021.95	6,250.00	3,057.85	0.00	3,058.00	49
5707- Equipment Repair	2,896.38	9,988.56	0.00	0.00	0.00	0.00	0
5709- Hand Tools	89.61	1,468.08	3,000.00	1,589.11	0.00	1,589.00	53
5720- Tires	84.50	1,033.00	0.00	0.00	0.00	0.00	0
5721- Supplies Event	6,714.14	3,357.84	11,000.00	10,005.34	0.00	10,005.00	91
5722- Gas	1,000.00	0.00	2,750.00	2,750.00	0.00	2,750.00	100
5723- Diesel Fuel	1,000.00	0.00	0.00	0.00	0.00	0.00	0
5724- Supplies Ground	8,749.53	5,842.53	8,000.00	9,093.38	0.00	9,093.00	114
5726- Oil & Lubrication	868.68	750.00	0.00	0.00	0.00	0.00	0
5734- Christmas Lights	6,780.26	1,876.19	0.00	0.00	0.00	0.00	0
Total	<u>85,227.17</u>	<u>94,751.09</u>	<u>97,742.00</u>	<u>38,995.46</u>	<u>0.00</u>	<u>38,995.00</u>	

Budget Report
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	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1461-Recreation</u>							
5501- Payroll Regular	106,666.09	113,838.75	110,570.00	112,844.93	0.00	112,845.00	102
5502- Payroll Part Time	78,625.30	74,506.57	89,175.00	73,371.54	0.00	73,372.00	82
5503- Payroll Overtime	4,956.58	4,619.85	4,950.00	3,181.90	0.00	3,182.00	64
5504- Payroll Seasonal	4,371.19	4,162.10	6,900.00	5,109.55	0.00	5,110.00	74
5505- Program Director	16,878.75	(14,179.42)	45,158.00	45,057.14	0.00	45,057.00	100
5512- Social Security & Medicare	0.00	18,293.31	19,301.00	17,819.35	0.00	17,819.00	92
5608- Professional Services	36,892.13	36,260.07	50,000.00	54,570.51	0.00	54,571.00	109
5609- Dues & Affiliations	0.00	0.00	175.00	0.00	0.00	0.00	0
5611- Advertising	7,096.38	7,915.72	8,000.00	6,675.20	0.00	6,675.00	83
5616- Special Event Programming	0.00	0.00	17,000.00	0.00	0.00	0.00	0
5619- Electricity	21,687.49	21,042.21	22,000.00	22,135.90	0.00	22,136.00	101
5640- Building Repairs & Improvements	2,334.54	5,066.93	3,600.00	2,114.27	0.00	2,114.00	59
5654- Water & Sewer	1,976.74	3,070.99	5,500.00	2,038.23	0.00	2,038.00	37
5657- Bussing	6,460.75	2,226.29	6,200.00	7,847.51	0.00	7,848.00	127
5660- Meetings & Conferences	99.00	99.00	100.00	99.00	0.00	99.00	99
5661- Training	0.00	180.00	400.00	0.00	0.00	0.00	0
5662- Fuel Oil	0.00	339.07	500.00	149.00	0.00	149.00	30
5701- Office Supplies	664.54	633.02	1,000.00	881.42	0.00	881.00	88
5704- Other Supplies	1,930.60	2,022.95	3,000.00	1,298.97	0.00	1,299.00	43
5721- Supplies	7,257.04	6,970.97	8,000.00	8,458.56	0.00	8,459.00	106
<u>Recreation</u>							
5728- Custodial Supplies	1,051.88	859.16	1,500.00	1,208.81	0.00	1,209.00	81
Total	<u>298,949.00</u>	<u>287,927.54</u>	<u>403,029.00</u>	<u>364,861.79</u>	<u>0.00</u>	<u>364,863.00</u>	

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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1462-Municipal Historian</u>							
5701- Office Supplies	399.96	400.00	400.00	400.00	0.00	400.00	100
Total	399.96	400.00	400.00	400.00	0.00	400.00	

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	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1470-Debt Retirement</u>							
5610- School Projects Architect	10,000.00	0.00	0.00	0.00	0.00	0.00	0
5630- PMS Roof Principal	102,873.00	0.00	0.00	0.00	0.00	0.00	0
5631- PMS Roof Interest	1,029.00	0.00	0.00	0.00	0.00	0.00	0
5660- Debt Service Principal	88,682.00	(20,807.60)	289,609.00	289,609.00	0.00	0.00	100
5661- Debt Service CIP Interest	8,878.00	(10,512.86)	28,320.00	28,320.00	0.00	0.00	100
Total	<u>211,462.00</u>	<u>(31,320.46)</u>	<u>317,929.00</u>	<u>317,929.00</u>	<u>0.00</u>	<u>0.00</u>	<u> </u>

Budget Report
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	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1480-Capital Non-Recurring</u>							
5605- Telephone	0.00	20,860.00	0.00	0.00	0.00	0.00	0
5807- Small Equipment	0.00	2,500.00	5,000.00	4,571.87	0.00	4,572.00	91
5808- Leaf Vacuum/Portable Generator	23,000.00	1,400.00	0.00	0.00	0.00	0.00	0
5809- Pickup Standard	25,000.00	0.00	0.00	0.00	0.00	0.00	0
5810- Dump Truck & Accessories	140,000.00	0.00	0.00	0.00	0.00	0.00	0
5813- York Rake & Wheel Kit	0.00	0.00	1,450.00	1,150.12	0.00	1,150.00	79
5815- John deere Bucket Attachment	0.00	0.00	5,000.00	14,393.03	0.00	14,393.00	288
5816- Boat 12' V-Bottom	0.00	0.00	2,500.00	0.00	0.00	0.00	0
5817- Outboard Motor 9.9HP	0.00	0.00	2,500.00	1,000.00	0.00	1,000.00	40
5818- Demolition Blight Property	0.00	0.00	75,000.00	37,013.62	0.00	37,014.00	49
5823- Technology Upgrade/New Telephone System/Website Development	0.00	5,083.25	0.00	0.00	0.00	0.00	0
5832- Studies	0.00	0.00	0.00	203.60	0.00	204.00	0
5846- Mower Replacements	14,998.60	0.00	0.00	0.00	0.00	0.00	0
5860- Town Building Improvements	0.00	0.00	30,000.00	0.00	0.00	0.00	0
Total	202,998.60	29,843.25	121,450.00	58,332.24	0.00	58,333.00	

**Budget Report
June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1481-Road & Bridge</u> <u>Improvements</u>							
5829- Bridge Replacement	0.00	0.00	171,800.00	17,085.00	0.00	17,085.00	10
Total	<u>0.00</u>	<u>0.00</u>	<u>171,800.00</u>	<u>17,085.00</u>	<u>0.00</u>	<u>17,085.00</u>	

**Budget Report
June 30, 2016**

	<u>FY Ending</u> <u>2014</u>	<u>FY</u> <u>Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>1570-Library</u>							
5501- Payroll Regular	230,742.58	245,930.44	298,329.00	271,324.16	0.00	271,324.00	91
5502- Payroll Part Time	(0.24)	23,562.21	0.00	1,380.82	0.00	1,381.00	0
5511- Hospitalization	47,719.72	53,012.78	59,800.00	56,004.54	0.00	56,005.00	94
5512- Social Security & Medicare	17,079.29	20,102.34	22,822.17	19,747.04	0.00	19,747.00	87
5513- Pension	4,691.43	6,398.31	6,000.00	4,260.83	0.00	4,261.00	71
5514- Life Insurance & Disability	492.00	41.00	600.00	387.94	0.00	388.00	65
5604- Transportation	129.63	433.05	450.00	174.29	0.00	174.00	39
5605- Telephone	1,910.51	1,588.89	2,000.00	1,320.01	0.00	1,320.00	66
5606- Repairs & Maintenance	8,817.68	7,865.20	8,500.00	9,298.88	0.00	9,299.00	109
5608- Professional Services	1,435.00	812.01	2,000.00	1,793.69	0.00	1,794.00	90
5610- Data Processing	24,965.85	24,128.35	25,000.00	24,165.39	0.00	24,165.00	97
5612- Service Contracts	2,679.78	2,671.28	3,580.00	2,121.10	0.00	2,121.00	59
5619- Electricity	12,216.41	13,306.86	16,000.00	10,183.31	0.00	10,183.00	64
5632- Insurance Liability & Property	5,492.00	5,725.71	8,240.00	5,593.47	0.00	5,593.00	68
5653- Inter Library Loan Contracts	325.00	325.00	450.00	0.00	0.00	0.00	0
5654- Water & Sewer	1,294.63	1,408.31	1,200.00	949.62	0.00	950.00	79
5661- Training	0.00	400.00	750.00	127.01	0.00	127.00	17
5662- Fuel Oil	10,547.85	8,577.07	9,600.00	3,692.40	0.00	3,692.00	38
5704- Other Supplies	6,742.72	7,085.52	7,000.00	6,015.66	0.00	6,016.00	86
5725- Books	24,962.00	20,717.17	23,000.00	15,123.18	0.00	15,123.00	66
5738- Misc Supplies	2,468.37	2,200.19	2,300.00	2,184.59	0.00	2,185.00	95
5739- Periodicals	3,792.61	3,887.66	5,000.00	3,856.82	0.00	3,857.00	77
5741- Non-Print Books	3,426.61	3,286.57	4,500.00	4,150.61	0.00	4,151.00	92
5806- Furnishings	491.78	419.04	500.00	100.79	0.00	101.00	20
5823- Computers	3,527.50	1,806.24	3,500.00	3,500.00	0.00	3,500.00	100
Total	415,950.71	455,691.20	511,121.17	447,456.15	0.00	447,457.00	

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumb</u> <u>ered</u>	<u>YTD</u> <u>Total</u>	<u>%</u> <u>YTD</u>
<u>1901-Other Uses of Funds</u>							
5924- Due To Ash Landfill Surplus Fund	0.00	1,631,141.00	0.00	0.00	0.00	0.00	0.00
Total	<u>0.00</u>	<u>1,631,141.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Budget Report
June 30, 2016

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
<u>All-Report Recap</u>						
5501- Payroll Regular	1,828,443.71	1,885,359.65	2,045,797.00	1,904,742.19	1,904,742.00	93
5502- Part Time Payroll BOF	209,114.77	231,973.56	259,665.00	232,081.79	232,082.00	89
5503- Payroll Overtime BOS	48,648.95	87,224.53	74,815.00	34,162.78	34,163.00	46
5504- Transportation	4,371.19	4,162.10	6,900.00	5,109.55	5,110.00	74
5505- Program Director	16,878.75	(14,179.42)	45,158.00	45,057.14	45,057.00	100
5510- Workmen's Compensation	66,267.80	72,837.64	80,000.00	78,463.17	78,463.00	98
5511- Hospitalization	429,177.14	401,891.56	402,332.00	421,971.18	421,971.00	105
5512- Social Security & Medicare	155,812.36	167,662.63	183,083.17	163,596.03	163,596.00	89
5513- Pension	78,675.96	75,962.62	86,340.00	70,657.06	70,657.00	82
5514- Life Insurance & Disability	3,996.30	331.45	4,600.00	4,654.19	4,654.00	101
5515- Unemployment Compensation Paid	1,155.00	12,536.00	20,000.00	26,196.06	26,196.00	131
5516- Vaccinations	0.00	0.00	500.00	0.00	0.00	0
5517- Post Retirement Benefits	20,000.00	(40,000.00)	80,000.00	29,333.83	29,334.00	37
5601- Postage	16,478.53	20,936.19	18,000.00	17,921.93	17,922.00	100
5602- Printing & Publications	6,240.74	3,718.32	10,240.00	4,548.89	4,549.00	44
5603- Legal	12,660.46	22,617.91	21,050.00	33,228.47	33,228.00	158
5604- Transportation	1,974.41	5,422.33	7,350.00	4,710.16	4,710.00	64
5605- Telephone	21,515.38	38,672.81	6,000.00	14,795.12	14,795.00	247
5606- Repairs & Maintenance	12,483.68	18,348.28	27,300.00	18,899.68	18,900.00	69
5607- Auditor	21,005.00	21,192.00	21,500.00	19,950.00	19,950.00	93
5608- Professional Services	54,160.30	76,217.48	133,000.00	127,078.58	127,079.00	96
5609- Dues & Affiliations	4,165.08	5,112.13	6,987.00	4,174.00	4,174.00	60
5610- Data Processing	87,847.86	63,501.14	85,100.00	58,428.12	58,428.00	69
5611- Accounting Program Upgrade	16,490.09	27,988.37	41,439.00	35,154.79	35,155.00	85

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
5612- Service Contracts	28,664.37	29,134.79	29,080.00	26,284.18	26,284.00	90
5613- Vital Statistics	1,125.09	1,206.27	1,400.00	1,105.61	1,106.00	79
Index & Recording						
5614- Microfilming Land	18,510.18	21,405.99	15,000.00	14,463.10	14,463.00	96
Records						
5615- Meals	2,773.87	2,965.31	2,800.00	1,904.00	1,904.00	68
5616- Special Event	0.00	0.00	17,000.00	0.00	0.00	0
Programming						
5617- Copy Machine	15,397.16	17,058.15	14,000.00	13,488.40	13,488.00	96
Supplies						
5618- Engineering	40,197.04	64,218.04	3,500.00	800.00	800.00	23
Services						
5619- Electricity	69,302.27	75,774.28	75,000.00	60,421.07	60,421.00	81
5620- Equipment Rental	0.00	0.00	2,600.00	1,311.13	1,311.00	50
5621- 508 Pomfret	0.00	38,500.00	11,470.00	11,109.20	11,109.00	97
Street Lease for Probate						
Court						
5626- Business	0.00	234.00	500.00	67.50	68.00	14
Retention						
5627- Shred It	80.00	260.00	250.00	260.00	260.00	104
5629- Relocations	0.00	2,625.00	3,000.00	0.00	0.00	0
5630- Loan Repayment	102,873.00	0.00	15,000.00	12,043.29	12,043.00	80
5631- PMS Roof Interest	1,029.00	0.00	0.00	0.00	0.00	0
5632- Insurance Liability	67,801.50	68,561.61	68,240.00	64,429.03	64,429.00	94
& Property						
5634- Regional Engineer	20,000.00	28,473.00	28,395.00	28,395.00	28,395.00	100
5638- Mobil Radio	714.00	247.68	500.00	291.00	291.00	58
Services						
5639- Tree Services	1,500.00	0.00	2,275.00	0.00	0.00	0
5640- Building Repairs &	20,094.33	16,983.65	16,600.00	17,247.66	17,248.00	104
Improvements						
5646- Legal Notices	5,134.59	2,673.18	3,500.00	3,255.78	3,256.00	93
5652- Pitney Bowes	2,416.92	6,123.77	7,628.00	5,361.48	5,361.00	70
Leased Equipment						
5653- Inter Library Loan	325.00	325.00	450.00	0.00	0.00	0
Contracts						
5654- Water & Sewer	6,235.13	8,292.69	9,700.00	6,563.55	6,564.00	68

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
5655- Insurance Claims	4,875.00	0.00	0.00	0.00	0.00	0
5656- Misc	0.00	100.00	0.00	0.00	0.00	0
5657- Bussing	6,460.75	2,226.29	6,200.00	7,847.51	7,848.00	127
5658- Well Monitoring	1,345.00	1,345.00	0.00	0.00	0.00	0
5660- Meetings & Conferences	91,524.52	(18,997.60)	304,509.00	10,686.16	10,686.00	4
5661- Training	10,787.00	(6,579.86)	35,270.00	1,903.27	1,903.00	5
5662- Fuel Oil	10,547.85	8,916.14	10,100.00	3,841.40	3,841.00	38
5663- Propane Gas	29,484.61	19,767.25	22,000.00	11,467.09	11,467.00	52
5668- United Social & Mental Health	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	100
5669- Holiday Observance	6,439.67	6,202.94	7,000.00	3,020.50	3,021.00	43
5671- NE CT Transit District	15,777.30	15,660.15	15,617.00	15,617.25	15,617.00	100
5672- Youth Advisory Board	3,000.00	3,000.00	3,000.00	6,000.00	6,000.00	200
5673- NE CT Council of Governments	9,083.90	9,016.45	8,992.00	8,991.75	8,992.00	100
5674- Ordinance Codification	7,356.00	10,670.00	11,170.00	7,347.00	7,347.00	66
5675- NE Transit Dial A Ride	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	100
5676- Aspinock Historical Society	3,000.00	3,000.00	4,500.00	4,500.00	4,500.00	100
5677- Community Kitchens NE	1,000.00	1,000.00	1,000.00	0.00	0.00	0
5679- Town Attorney	35,797.50	28,600.06	30,525.00	19,699.50	19,700.00	65
5680- Access Agency	1,000.00	2,000.00	1,000.00	0.00	0.00	0
5681- Sexual Assault Crisis Center of E CT	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	100
5682- Ambulance Putnam	48,000.00	77,000.00	90,500.00	90,500.00	90,500.00	100
5683- NE Committee Against Substance Abuse	1,350.00	3,000.00	3,000.00	3,000.00	3,000.00	100
5684- Collection Fees	2,292.75	2,269.62	0.00	0.00	0.00	0
5685- NEDDH	39,012.96	38,723.28	39,753.00	39,753.00	39,753.00	100
5686- Arts Council	750.00	750.00	1,000.00	857.00	857.00	86
5687- American Medical Response Paramedic Service	26,017.20	29,937.60	25,355.00	20,493.00	20,493.00	81

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
5688- COST	825.00	825.00	825.00	825.00	825.00	100
5690- Daily Bread	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	100
5691- Quinnebaug Shetucket Corridor	250.00	250.00	250.00	250.00	250.00	100
5693- QVSC	1,000.00	1,000.00	1,000.00	0.00	0.00	0
5694- Putnam Senior Citizens	4,500.00	4,500.00	5,000.00	0.00	0.00	0
5695- TVCCA	9,812.00	9,812.00	11,563.00	11,563.00	11,563.00	100
5697- Municipal Solid Waste Collection	333,518.40	343,533.83	362,830.00	353,829.72	353,830.00	98
5701- Office Supplies	12,575.93	12,333.99	14,800.00	17,281.50	17,282.00	117
5702- Election Supplies	3,134.58	3,902.35	4,000.00	4,996.50	4,997.00	125
5704- Other Supplies & Materials	12,249.88	12,253.23	18,350.00	14,332.08	14,332.00	78
5705- Protective Clothing	2,599.62	3,291.82	900.00	190.55	191.00	21
5706- Repairs & Maintenance	25,300.92	23,528.43	66,250.00	69,540.05	69,540.00	105
5707- Equipment Repair	14,655.28	20,666.20	0.00	0.00	0.00	0
5708- Welding Supplies	2,030.83	1,115.34	0.00	95.95	96.00	0
5709- Hand Tools	1,860.45	3,082.74	4,500.00	3,666.61	3,667.00	81
5711- Supplies Paint & Painting	2,050.86	696.04	0.00	0.00	0.00	0
5713- Salt	88,285.40	90,588.99	90,000.00	86,803.35	86,803.00	96
5719- Extraordinary Repairs	23,256.37	37,949.85	0.00	0.00	0.00	0
5720- Tires	6,213.76	6,981.15	0.00	0.00	0.00	0
5721- Supplies Event	13,971.18	10,328.81	19,000.00	18,463.90	18,464.00	97
5722- Gas	17,605.98	11,895.16	60,950.00	26,285.23	26,285.00	43
5723- Diesel Fuel	55,517.58	44,670.68	0.00	0.00	0.00	0
5724- Supplies Ground	8,749.53	5,842.53	8,000.00	9,093.38	9,093.00	114
5725- Books	25,316.50	20,777.16	24,000.00	15,349.68	15,350.00	64
5726- Oil & Lubrication	4,763.76	4,785.37	0.00	(3,657.40)	-3,657.00	0
5728- Custodial Supplies	3,586.22	3,732.95	4,050.00	3,616.65	3,617.00	89
5729- Map Reproductions	99.00	0.00	1,000.00	0.00	0.00	0
5734- Christmas Lights	6,780.26	1,876.19	0.00	0.00	0.00	0

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
5735- Public Relations	197.70	250.00	400.00	390.84	391.00	98
5736- Manuals	1,165.50	0.00	200.00	0.00	0.00	0
5737- Cable Weather Forecast	1,563.57	1,539.21	1,500.00	1,608.64	1,609.00	107
5738- Misc Supplies	2,468.37	2,200.19	2,300.00	2,184.59	2,185.00	95
5739- Periodicals	3,792.61	3,887.66	5,000.00	3,856.82	3,857.00	77
5741- Non-Print Books	3,426.61	3,286.57	4,500.00	4,150.61	4,151.00	92
5801- Office Equipment	147.47	967.80	5,200.00	3,557.06	3,535.00	68
5803- Restoration Of Records	5,000.00	3,434.60	5,000.00	5,000.00	5,000.00	100
5806- Selectman's Chamber Furnishings	491.78	419.04	500.00	100.79	101.00	20
5807- Small Equipment	0.00	2,500.00	5,000.00	4,571.87	4,572.00	91
5808- Leaf Vacuum/Portable Generator	23,000.00	1,400.00	0.00	0.00	0.00	0
5809- Pickup Standard	25,000.00	0.00	0.00	0.00	0.00	0
5810- Dump Truck & Accessories	140,000.00	0.00	0.00	0.00	0.00	0
5813- Computer & Software	0.00	0.00	1,850.00	1,460.12	1,460.00	79
5814- Revaluation	15,778.00	22,312.60	0.00	0.00	0.00	0
5815- John deere Bucket Attachment	0.00	0.00	5,000.00	14,393.03	14,393.00	288
5816- Boat 12' V-Bottom	0.00	0.00	2,500.00	0.00	0.00	0
5817- Outboard Motor 9.9HP	0.00	0.00	2,500.00	1,000.00	1,000.00	40
5818- Demolition Blight Property	0.00	0.00	75,000.00	37,013.62	37,014.00	49
5819- Radio & Equipment	200.00	235.00	400.00	0.00	0.00	0
5820- Revaluation	0.00	0.00	22,313.00	0.00	0.00	0
5823- Computers Hardware	3,527.50	8,122.93	8,500.00	4,142.17	4,142.00	49
5829- Bridge Replacement to Bridge Fund	0.00	0.00	171,800.00	17,085.00	17,085.00	10
5832- Studies	0.00	0.00	0.00	203.60	204.00	0
5846- Mower Replacements	14,998.60	0.00	0.00	0.00	0.00	0

	<u>FY Ending</u> <u>2014</u>	<u>FY Ending</u> <u>2015</u>	<u>Annual</u> <u>Budget</u> <u>2016</u>	<u>Y-T-D</u> <u>Actual</u>	<u>YTD Total</u>	<u>%</u> <u>YTD</u>
5860- Town Building Improvements	0.00	0.00	30,000.00	0.00	0.00	0
5906- Fines and Penalties	1,350.00	0.00	0.00	0.00	0.00	0
5924- Due To Ash Landfill Surplus Fund	0.00	1,631,141.00	0.00	0.00	0.00	0
Total	<u>4,807,755.92</u>	<u>6,182,575.42</u>	<u>5,670,766.17</u>	<u>4,620,984.63</u>	<u>4,620,968.00</u>	<u>81</u>

Town Administrator Report
June 20, 2016

1. Projects Update:

Quinebaug Regional Technology Park Bridge, Road and Utilities Construction

- Project complete.
- Trail System- Work is progressing by CFGS Construction to construct the River Trail extension on the east side of the Quinebaug River into the Tech Park. Butler Construction has completed the trail system on the west side of the Tech Park to tie into the Tech Park trail system paralleling Technology Park Drive. Full trail extension should be completed by June 30. No change.
- Broadband Connection – Various contractors have approached Town to extend broadband connection off the state network to the Tech Park. Will go out to bid/RFP on this service. Meeting with CEN, the state internet organization, to tie into the state’s fiber trunkline. Will have more information about costs to bring to Tech Park after meeting.
- Town Consortium (Putnam, Brooklyn, Pomfret, and Sterling) – Meeting was held with Scotland and Brooklyn. Mayor and I had a later meeting with Pomfret First Selectman Craig Baldwin. Interlocal agreement reviewed and will be finalized for towns’ signature. Towns’ funding is being arranged and invoices will be sent to partner towns. A joint meeting will be held with member towns in the next two weeks.

Water Line Replacement/Relining Project

- Contract 1 work is complete.
- Contract 2: B&W Paving and Landscaping has redeployed to begin the water line relining and replacement program for this construction season. The first segment of the project will be lines in the South Main Street area. Work is also going on in Mechanics Street area. The remainder of proposed Contract 2 project areas:
 - Arch Street, Arthur Street, Brown Street, Canal Street, Centennial Street, Church Street (Pomfret to Woodstock), Eden Street, Edmond Street, Fenner Street, Florence Street, Frank Street, Furnace Street, George Street, Grove Street, Interval Street, Letters Street, May Street, Memorial Terrace, Milton Street, Olney Street, Pomfret Street, Sewer Plant Road, Tatem Street, Vandale Street, Vine Street, Walnut Street, Wood Avenue (Church to Marshall)

Sewer Lift Stations

- Project complete and paid for.

Manganese/Iron Treatment Building

- WPCA has approved a new approach to restart the consideration of the Manganese/Iron Treatment building project at the Park Street wellfields. WPCA has selected the project team of Tighe&Bond/R.H. White Construction to proceed with project. Due to their bid price being \$2.4 million over the original appropriation, an additional \$2.4 million

appropriation will be sought through town meeting/referendum process. This additional appropriation will not warrant an increase in the water rates.

Putnam High School Project

- Work is progressing in accordance with construction schedule. Of the original \$36 million appropriation, through June 14, 2016, \$25.8 million has been spent or 71%. On the construction side, 78% has been completed with \$19.9 spent million out of \$25.6 million. Next round of state reimbursement will be received this month. This reimbursement significantly assists Town with its cash flow situation on all project funding. No change.

2. Conversion of Owen Tarr Park and Sabin Street/Woodstock Avenue properties. An appraisal firm, Fishman Associates, has been selected and they have begun work on the property appraisals of the town's existing parcels and potential parcels needed to substitute for Sabin Street/Woodstock Avenue/Tarr Park. Based on town meeting approval of an appropriation for engineering and design work on the Sabin Street property, low bidder, Messier Associates, began work to determine the field needs on Sabin Street and construction of a bridge to site. Working with Committee to evaluate potential sites to provide the substitute land for passive and active recreation. Site evaluation is ongoing.
3. Armory. Mayor Falzarano, Town Attorney St. Onge, and I met with NOW representatives, to see if negotiations could be reopened to devise a solution allowing NOW to have a service agreement with the Town to include armory renovations at their cost and use of the property by NOW and other recreation groups in town. NOW has provided a draft Operating and Maintenance Agreement for the Town's review. Agreement will be reviewed with Town Attorney St. Onge. There is a meeting pending with Attorney St. Onge and I'll report any progress on Monday.
4. Sidewalk Reconstruction. Sidewalk reconstruction project has begun with the following streets or portions of streets started and/or finished: Battey Street, Church Street, and Kennedy Drive. Work has progressed to Main Street with brick pavers being removed and decorative stamped concrete being installed instead. Work progresses. Jerry Beausoleil is working with Eversource on gas line improvements/installation, BETA Group on water line project, and the town's public works priorities to coordinate all of these activities so when, for instance, we repave a road, we don't want to have to dig it up again because of gas line installation. To date, we have spent all of the \$750,000 previously appropriated from the Ash Landfill account.
5. High Speed Broadband Fiber Installation. **No change.** Firms' under state contract are investigating cost of bringing fiber to Tech Park from the backbone line. Began discussion with Town's IT consultant on bringing high speed fiber installation to certain locations in town for economic development reasons, particularly to our Tech Park. Discussion will be framed as a town policy decision and not just for the sake of installing technology. Possible ways to manage installation could be as a public utility much like our water and sewer utilities. Some key questions to move this question forward are:
 - a. What's Putnam's policy?
 - b. Who are the champions to move this forward?

- c. Who are community partners?
- d. Who are the telecommunication carriers serving Putnam?
- e. Identify key players and their roles?

Working with CEN, the state's internet organization, to devise a plan to bring fiber connection to the Tech Park by tying into the state's fiber trunkline. CEN is preparing a proposal including cost and I will be back to the Board once the proposal is received. Tech Park appropriation contemplated bringing fiber connection to the park.

6. Pomfret Sewer Line Connection. Putnam is reviewing a draft agreement with Pomfret allowing them to tie in to our system. Pomfret is looking to a possible spring 2016 construction start. *No change*.
7. Bond Anticipation Notes and General Obligation Bond Issuance. New BAN issuance, which will be priced on June 15, totals \$21,740,000, including \$440,000 for permanent financing of the gas line installation to the Tech Park. The remaining projects to be financed include the high school, water line replacement/relining project, manganese treatment project, and a bit of remaining financing for the River Trail extension.
8. Waste Disposal Agreement. Jerry Beausoleil and I are working with Wheelabrator Technologies' representatives, owner of the Lisbon Trash to Energy plant, to develop a new agreement to bring Putnam's trash to the plant when the contract expires on June 30, 2016. Draft agreement will be presented to Selectmen for consideration and approval.
9. Solar Project on Municipal Solid Waste Landfill. Legislation increasing the allowance for credits under virtual net metering passed the state legislature and was signed into law. This bill allows Putnam, and eleven (11) other towns to move forward with our solar array projects. Our vendor, SolarCity, is proceeding with the project at our old, closed municipal solid waste landfill.
10. Audit ending June 30, 2016. Staff from Mahoney Sabol, our auditors, was at Town Hall recently to begin the preliminary preparation work for our upcoming audit. Completing this work now will put us in good shape to complete the audit in timely fashion. Auditors will come back September.
11. Putnam PRIDE. Attended along with Romeo Blackmar, and Deputy Police Chief Lee Konicki, a joint executive committee meeting with Griswold PRIDE. A great relationship has been established with the Griswold group under our mentoring grant. Griswold PRIDE has applied for the Drug Free Communities Grant. They should hear sometime in late August/early September if they are successful.