

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF FINANCE

The Board of Finance held their regular meeting on Thursday, July 25, 2013 in the Council chambers at the Municipal Center, 3 Primrose Street, Newtown, CT. Chairman John Kortze called the meeting to order at 7:30pm.

Present: John Kortze, Harry Waterbury, James Gaston, jr., John Godin

Absent: Joseph Kearney, Carol Walsh

Also Present: First Selectman Pat Llodra, Director of Park & Recreation Amy Mangold, Ed Marks, one member of the public and two member of the press

Voter Participation:

Communications: John Kortze welcomed John Godin to the Board of Finance.

Minutes: Mr. Waterbury moved to accept the minutes of June 27, 2013. Mr. Gaston seconded, motion unanimously accepted.

First Selectman's Report: Mrs. Llodra gave the board a schedule for the \$50 million dollar referendum for Sandy Hook School. It will be with the BOF on August 22 and advertised by September 20th. The referendum will be Saturday October 5th if all goes on schedule.

John Kortze asked if there was an issue with residents not being able to get into the room for the town meeting last evening. Mrs. Llodra responded that the effectiveness and the legality of the meeting was not affected by the room size. There is no way to know how many people would attend. It was estimated 100 people would attend, which the room fits, but twice that amount attended.

Finance Director's Report: None

UNFINISHED BUSINESS

Policy on depositing unexpended education funds to the Capital/Non-Recurring Fund – Not discussed

Board of Education Reserve Fund Statute – Not discussed

Board of Education Monthly Financial Report, May 31, 2013 – Not discussed

NEW BUSINESS

Discussion and possible action:

Mr. Waterbury moved to transfer \$500 from Dues & Travel to Senior Center Operating Exp. Mr. Gaston seconded. All in favor(Attachment A)

Mr. Waterbury moved to transfer \$161,579 from Capital to Contingency, Mr. Godin seconded. All in favor(Attachment B)

Mr. Waterbury moved to transfer \$29,000 from Contingency to \$25,000 to Capital and \$4,000 to Uninsured Losses, Mr. Godin seconded. All in favor(Attachment C)

Mr. Waterbury moved to transfer \$28,807 from Contingency to various salary and benefit accounts as reflected in attachment D. Mr. Godin seconded, all in favor.

Mr. Waterbury moved to transfer \$38,670 from Contingency to various salary and benefit accounts as reflected in attachment E. Mr. Godin seconded, all in favor

Mr. Waterbury moved the resolution providing for a Special Appropriation in the amount of \$5,000 to be funded from the Sandy Hook Special Revenue Fund “undesignated” account 33-500. Mr. Godin Seconded. This is for space made available by Peter D’Amico on South Main Street for the call center and the GE team at no cost to the town. All in favor.

Mr. Waterbury moved the year end re-appropriations as reflected in attachment F. Mr. Godin seconded. There is more this year than is typical. This is because we were so impacted with what happened in December and haven’t been able to complete projects. The money is being carried over to complete the work. All in favor.

Mr. Waterbury moved the resolution providing for a special appropriation in the amount of \$774,162 for the demolition of the existing playground area and the planning, design, acquisition and construction of a new playground area at Dickinson Park located in the Town of Newtown, Connecticut as authorized in the capital improvement program (2013-14 to 2017-2018, inclusive) and authorizing the issuance of \$774,162 bonds of the town to meet said special appropriation and pending the issuance thereof the making of temporary borrowing for such purpose. The reading of the full resolution was waved. Mr. Godin seconded. All in favor

The resolution authorizes the expenditures no greater than \$774,162. \$438,000 will be bonded and the balance will come from donations. If there isn’t enough donations to cover it, the commission would approve using the surcharge account.

Announcements – None

Having no further business, the meeting was adjourned at 7:50pm

Arlene Miles,
Clerk Pro-Tem

Attachment A: Transfer
Attachment B: Transfer
Attachment C: Transfer
Attachment D: Transfer
Attachment E: Transfer
Attachment F: Year End Re-appropriations

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR 2012 - 2013 **DEPARTMENT** Senior Center **DATE** 6/11/13

	<u>Account</u>	<u>Amount</u>	
FROM:	01220-2017 DUES & TRAVEL	(500.00)	USE NEGATIVE AMOUNT ↓ USE POSITIVE AMOUNT ↓
	• _____	_____	
	• _____	_____	
	• _____	_____	
	• _____	_____	
	• _____	_____	
TO:	01220-2022 SENIOR CENTER OPERATE EXPENS	500.00	
	• _____	_____	
	• _____	_____	
	• _____	_____	
	• _____	_____	

REASON:

This year has been an active one with our new retired senior members. Due to the increase of active senior participants all Exercise, Yoga, Tai chi , Pilates, and Zumba classes have expanded / increased to accomodate their needs and to adjust class size due to the maxium occupancy allowed in each room .

By doing so, I need to transfer monies to support payment of teachers for the end of the fiscal year.

AUTHORIZATION:

(1) DEPARTMENT HEAD	<u>Marilyn Grace</u>	date: 6/12/2013
(2) FINANCE DIRECTOR	<u>[Signature]</u>	6/12/13
(3) SELECTMAN	<u>E. P. [Signature]</u>	7-1-13
(4) BOARD OF SELECTMEN	_____	_____
(5) BOARD OF FINANCE	_____	_____
(6) LEGISLATIVE COUNCIL	_____	_____

AUTHORIZATION SIGN OFF

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)
>>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

**TOWN OF NEWTOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST**

FISCAL YEAR 2012 - 2013 DEPARTMENT Finance DATE 6/13/13

	<u>Account</u>	<u>Amount</u>	
FROM:	<u>01205-5080 CAPITAL</u>	<u>(161,579.00)</u>	USE NEGATIVE AMOUNT
	.		
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	.		
	.		
	.		
	.		
TO:	<u>01570-2000 CONTINGENCY FUND</u>	<u>161,579.00</u>	USE POSITIVE AMOUNT
	.		
	.		
	.		
	.		

REASON:

\$174,000 was originally transferred to the technology capital account to pay for police lap tops (and other related items) for school security. It was anticipated at the time that grant monies may be available and it was understood that if grant monies were approved that this transfer would be reversed.

A law enforcement equipment and technology grant was made available thru the State of Connecticut, Office of Policy and Management. This grant was passed thru from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. The grant is for \$210,426. The monies above and beyond the \$174,000 will be used towards the same school security system relating to the police lap tops.

The total \$174,000 is not being transferred back to contingency because \$12,421 of the expenditures relate to equipment warrantees which are not covered by the grant.

AUTHORIZATION: date:

(1) DEPARTMENT HEAD N/A _____

(2) FINANCE DIRECTOR [Signature] 6/13/13

(3) SELECTMAN E. Patricia Godwin _____

(4) BOARD OF SELECTMEN James O. [Signature] 7/1/13

(5) BOARD OF FINANCE _____

(6) LEGISLATIVE COUNCIL _____

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AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

Transfer

Ms. Jacob moved to transfer FROM Contingency \$174,000 TO Capital \$174,000.
Motion seconded.

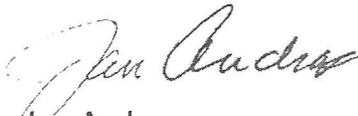
As part of a security initiative, cameras were installed at the Chalk Hill School in Monroe, at no cost to the Town. Hardware and software is needed in patrol vehicles to monitor this system. This expense is expected to be covered by grant funds but a transfer is being requested to get this completed quickly. Mr. Ferguson felt the Council needed more information from the Board of Ed.

MOTION CARRIED: 9 YES to 1 NO (Ferguson)

VOTER COMMENT: None noted

ANNOUNCEMENTS: Mr. Capeci advised that the Board of Finance will begin their budget deliberations now and Council members are invited to stay.

Having no further business, the meeting was adjourned at 7:30 p.m.


Jan Andras
Recording Secretary

att: GE Capital
Resolution

These are draft minutes and as such are subject to correction by the Legislative Council at the next regular meeting. All corrections will be determined in minutes of the meeting at which they were corrected.

174,000
← 12,421 → WARRANTS GRANT DUES
NOT CORN

161,579 ← Transfer back to
Contingency as
agreed by LC.

**TOWN OF NEWTOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST**

FISCAL YEAR 2012 - 2013 **DEPARTMENT** Finance **DATE** 6/6/13

	<u>Account</u>	<u>Amount</u>	
FROM:	01570-2000 CONTINGENCY FUND	(29,000.00)	USE NEGATIVE AMOUNT ↓ USE POSITIVE AMOUNT ↓
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TO:	01205-5080 CAPITAL	25,000.00	
	01350-4002 UNINSURED LOSSES	4,000.00	
	.		
	.		
	.		

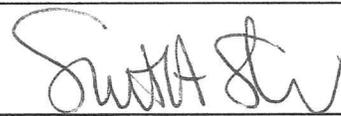
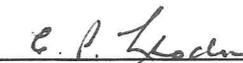
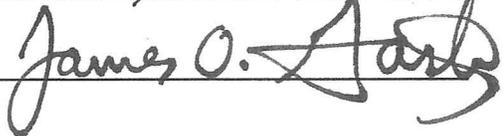
REASON:

THE SERVER THAT IS USED FOR THE ACCOUNTING SYSTEM IS OUTDATED. A NEW ONE IS NEEDED FOR THE COMBINED ACCOUNTING OPERATIONS OF EDUCATION AND MUNICIPAL.

GENERAL LIABILITY DEDUCTIBLES ARE MORE NUMEROUS THIS YEAR.

CONTINGENCY FUNDS ARE NOW AVAILABLE DUE TO THE RECEIPT OF A GRANT FOR THE POLICE VEHICLE LAP TOPS (THE APPROPRIATION HAS BEEN TRANSFERED BACK TO CONTINGENCY FROM TECHNOLOGY CAPITAL)

AUTHORIZATION:

<input type="checkbox"/> (1) DEPARTMENT HEAD <input type="checkbox"/> (2) FINANCE DIRECTOR <input type="checkbox"/> (3) SELECTMAN <input type="checkbox"/> (4) BOARD OF SELECTMEN <input type="checkbox"/> (5) BOARD OF FINANCE <input type="checkbox"/> (6) LEGISLATIVE COUNCIL	<div style="margin-bottom: 10px;">  <hr/> </div> <div style="margin-bottom: 10px;">  <hr/> </div> <div style="margin-bottom: 10px;">  <hr/> </div> <div style="margin-bottom: 10px;">  <hr/> </div> <div style="margin-bottom: 10px;"> <hr/> </div> <div style="margin-bottom: 10px;"> <hr/> </div>	date: <u>6/6/2013</u> <u>6/6/13</u> <u>7/1/13</u> <hr/>
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AUTHORIZATION SIGN OFF

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QUOTATION

Quote #: 650450974
 Customer #: 016072001
 Contract #: WN82ADS
 Customer Agreement #: 11PSX0248
 Quote Date: 04/17/2013
 Customer Name: NEWTOWN PUBLIC SCHOOLS

Date: 4/18/2013

Thanks for choosing Dell! Your quote is detailed below; please review the quote for product and informational accuracy. If you find errors or desire certain changes please contact your sales professional as soon as possible.

Sales Professional Information

SALES REP: SCOTT STERBA PHONE: 1800 - 6249897
 Email Address: Scott_sterba@dell.com Phone Ext: 5139158

GROUP: 1 QUANTITY: 1 SYSTEM PRICE: \$7,420.89 GROUP TOTAL: \$7,420.89

Description	Quantity
PowerEdge R620 (225-2108)	1
Dell Hardware Limited Warranty Plus On Site Service Initial Year (936-1787)	1
Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 2 Year Extended (936-9473)	1
ProSupport: 7x24 HW / SW Tech Support and Assistance, 3 Year (936-9513)	1
Dell Hardware Limited Warranty Plus On Site Service Extended Year (939-4668)	1
MISSION CRITICAL PACKAGE: Enhanced Services, 3 Year (939-4688)	1
Dell ProSupport. For tech support, visit http://support.dell.com/ProSupport or call 1-800-945-3355 (989-3439)	1
Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, Initial Year (989-5181)	1
On-Site Installation Declined (900-9997)	1
Proactive Maintenance Service Declined (926-2979)	1
PowerEdge R620 Shipping - 4/8 Drive Chassis (331-4761)	1
Intel Ethernet I350 QP 1Gb Server Adapter, Low Profile (430-4442)	1
iDRAC7 Enterprise (421-5339)	1
Intel Ethernet I350 QP 1Gb Network Daughter Card (430-4447)	1
Chassis with up to 4 Hard Drives and Software RAID and 3 PCIe Slots (317-8734)	1
Bezel-4/8 Drive Chassis (318-1431)	1
Power Saving Dell Active Power Controller (330-5116)	1
Diskless Configuration (No RAID, Embedded SATA) (331-4226)	1
Embedded SATA (341-3933)	1
Intel Xeon E5-2650 2.00GHz, 20M Cache, 8.0GT/s QPI, Turbo, 8C, 95W, Max Mem 1600MHz (317-9592)	1
Heat Sink for PowerEdge R620 (331-4762)	1
Intel Xeon E5-2650 2.00GHz, 20M Cache, 8.0GT/s QPI, Turbo, 8C, 95W (317-8458)	1
DIMM Blanks for Systems with 2 Processors (317-8688)	1
Heat Sink for PowerEdge R620 (331-4762)	1

SOFTWARE & ACCESSORIES

GROUP TOTAL: \$0.00

Product	Quantity	Unit Price	Total
Dell Education Services - No EqualLogic Training Requested - visit www.Learndell.com (994-3849)	1	\$0.00	\$0.00

*Total Purchase Price:	\$24,912.71
Product Subtotal:	\$24,912.71
Tax:	\$0.00
Shipping & Handling:	\$0.00
State Environmental Fee:	\$0.00
Shipping Method:	LTL 5 DAY OR LESS
	(* Amount denoted in \$)

Statement of Conditions

The information in this document is believed to be accurate. However, Dell assumes no responsibility for inaccuracies, errors, or omissions, and shall not be liable for direct, indirect, special, incidental, or consequential damages resulting from any such error or omission. Dell is not responsible for pricing or other errors, and reserves the right to cancel orders arising from such errors. Dell may make changes to this proposal including changes or updates to the products and services described, including pricing, without notice or obligation.

This proposal is not intended to create a contractual relationship. Unless expressly agreed otherwise in a writing signed by the parties, all orders by NEWTOWN PUBLIC SCHOOLS for Dell products and services shall be subject to Dell's Terms and Conditions of Sale-Direct, which can be found at www.dell.com/terms, and which incorporate Dell's U.S. Return Policy, at www.dell.com/returnpolicy#total. Please read those terms carefully and in their entirety, and note in particular that Dell EqualLogic and EqualLogic-branded products, Dell|EMC and EMC-branded products, PowerVault ML6000 tape libraries, non-Dell-branded enterprise products, enterprise software, and customized hardware or software products may not be returned at any time. Orders also shall be subject to the terms of any applicable service contract (s), which can be found at www.dell.com/servicecontracts.

All information supplied to NEWTOWN PUBLIC SCHOOLS for the purpose of this proposal is to be considered confidential information belonging to Dell.

About Dell

Dell Inc. (NASDAQ: DELL) listens to customers and delivers innovative technology and services they trust and value. Uniquely enabled by its direct business model, Dell is a leading global systems and services company and No. 34 on the Fortune 500. For more information, visit www.dell.com.

Privacy Policy

Dell respects your privacy. Across our business, around the world, Dell will collect, store, and use customer information only to support and enhance our relationship with your organization, for example, to process your purchase, provide service and support, and share product, service, and company news and offerings with you. Dell does not sell your personal information. For a complete statement of our Global Privacy Policy, please visit dell.com/privacy.

**TOWN OF NEW TOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST**

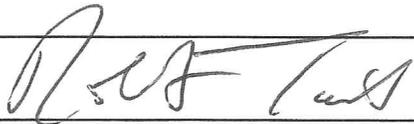
FISCAL YEAR	2013 - 2014	DEPARTMENT	Finance	DATE	7/1/13
	<u>Account</u>			<u>Amount</u>	
FROM:	1-101-20-570-5899-0000	CONTINGENCY		(28,807.00)	USE NEGATIVE AMOUNT
TO:	.				
social svcs	1-101-11-110-5110-0000	SALARIES & WAGES - FULL TIME		666.00	USE POSITIVE AMOUNT
tax collector	1-101-11-140-5110-0000	SALARIES & WAGES - FULL TIME		2,320.00	
town clerk	1-101-11-170-5110-0000	SALARIES & WAGES - FULL TIME		1,924.00	
assessor	1-101-11-190-5110-0000	SALARIES & WAGES - FULL TIME		1,699.00	
finance	1-101-11-200-5110-0000	SALARIES & WAGES - FULL TIME		1,826.00	
senior svcs	1-101-14-220-5110-0000	SALARIES & WAGES - FULL TIME		1,118.00	
fire	1-101-12-320-5110-0000	SALARIES & WAGES - FULL TIME		719.00	
animal control	1-101-12-340-5110-0000	SALARIES & WAGES - FULL TIME		719.00	
building official	1-101-12-460-5110-0000	SALARIES & WAGES - FULL TIME		3,584.00	
land use	1-101-15-490-5110-0000	SALARIES & WAGES - FULL TIME		2,523.00	
public works	1-101-13-500-5110-0000	SALARIES & WAGES - FULL TIME		4,226.00	
parks & rec	1-101-16-550-5110-0000	SALARIES & WAGES - FULL TIME		2,446.00	
parks & rec	1-101-16-550-5115-0000	SALARIES & WAGES - PART TIME		343.00	
public bldg	1-101-13-650-5110-0000	SALARIES & WAGES - FULL TIME		2,647.00	
social svcs	1-101-11-110-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		51.00	
tax collector	1-101-11-140-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		177.00	
town clerk	1-101-11-170-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		147.00	
assessor	1-101-11-190-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		130.00	
finance	1-101-11-200-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		140.00	
senior svcs	1-101-14-220-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		86.00	
fire	1-101-12-320-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		55.00	
animal control	1-101-12-340-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		55.00	
building official	1-101-12-460-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		274.00	
land use	1-101-15-490-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		193.00	
public works	1-101-13-500-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		323.00	
parks & rec	1-101-16-550-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		213.00	
public bldg	1-101-13-650-5220-0000	SOCIAL SECURITY CONTRIBUTIONS		203.00	

REASON: TOWN HALL EMPLOYEES 2013-14 CONTRACTUAL WAGE INCREASE. SEE ATTACHED.

AUTHORIZATION:

date:

(1) DEPARTMENT HEAD



6/20/13

(2) FINANCE DIRECTOR

(3) SELECTMAN

(4) BOARD OF SELECTMEN

(5) BOARD OF FINANCE

(6) LEGISLATIVE COUNCIL



TOWN OF NEWTOWN
OFFICE OF HUMAN RESOURCES

**SUMMARY OF NEGOTIATIONS
TOWN HALL UNION
PUBLIC WORKS UNION
APRIL 2013**

Note: Both of these contracts are extensions with exceptions to wages and medical

Town Hall Union

Wages as of July 1st, 2013 1.90%
Wages as of July 1st, 2014 1.75%

Medical cost share
Current 9%

Jan 1st, 2014 10%
Jan 1st, 2015 10%

+\$26,900

Overall increased contribution
to medical fund over 1 year =
\$10,000

Language Change:

ARTICLE 8 - OVERTIME

Section 8.01 Rate

Time and one-half times the applicable hourly rate shall be paid for all paid time in excess of eight (8) hours per day or forty (40) hours per week.

Discussion: This allows for Town Hall Union members employed in Public Works and Parks & Recreation to take paid time off during weather related events for long work hours consistent with the Public Works Union employees and to receive overtime for doing so.

Public Works Union

Wages as of July 1st, 2013 1.90%
Wages as of July 1st, 2014 1.75%

Medical cost share
Current 8%

July 1st, 2013 9%
July 1st, 2014 9%

Dispatch/Clerical Union is pending

**TOWN OF NEWTOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST**

FISCAL YEAR 2013 - 2014 DEPARTMENT Finance DATE 7/1/13

	<u>Account</u>	<u>Amount</u>	
FROM:	<u>1-101-20-570-5899-0000CONTINGENCY</u>	<u>(38,670.00)</u>	USE NEGATIVE AMOUNT
	• _____	_____	↓ USE POSITIVE AMOUNT ↓
	• _____	_____	
	• _____	_____	
	• _____	_____	
	• _____	_____	
	• _____	_____	
TO:	<u>1-101-13-500-5110-0000SALARIES & WAGES - FULL TIME</u>	<u>32,881.00</u>	
	<u>1-101-13-515-5110-0000SALARIES & WAGES - FULL TIME</u>	<u>3,041.00</u>	
	<u>1-101-13-500-5220-0000SOCIAL SECURITY CONTRIBUTIONS</u>	<u>2,515.00</u>	
	<u>1-101-13-515-5220-0000SOCIAL SECURITY CONTRIBUTIONS</u>	<u>233.00</u>	
	• _____	_____	

REASON: PUBLIC WORKS UNION 2013-14 CONTRACTUAL WAGE INCREASE. SEE ATTACHED.

AUTHORIZATION: _____ date: _____

- (1) DEPARTMENT HEAD _____
- (2) FINANCE DIRECTOR [Signature] _____ 6/20/13
- (3) SELECTMAN _____
- (4) BOARD OF SELECTMEN _____
- (5) BOARD OF FINANCE _____
- (6) LEGISLATIVE COUNCIL _____

AUTHORIZATION SIGN OFF

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>>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

NEWTOWN MUNICIPAL CENTER
3 PRIMROSE STREET
NEWTOWN, CONNECTICUT 06470
TEL. (203) 270-4246
FAX (203) 270-4205
Email carole.ross@newtown-ct.gov



Carole M. Ross
Human Resources Administrator

TOWN OF NEWTOWN
OFFICE OF HUMAN RESOURCES

**SUMMARY OF NEGOTIATIONS
TOWN HALL UNION
PUBLIC WORKS UNION
APRIL 2013**

Note: Both of these contracts are extensions with exceptions to wages and medical

Town Hall Union

Wages as of July 1st, 2013 1.90%
Wages as of July 1st, 2014 1.75%

Medical cost share
Current 9%

Jan 1st, 2014 10%
Jan 1st, 2015 10%

Language Change:

ARTICLE 8 - OVERTIME

Section 8.01 Rate

Time and one-half times the applicable hourly rate shall be paid for all paid time in excess of eight (8) hours per day or forty (40) hours per week.

Discussion: This allows for Town Hall Union members employed in Public Works and Parks & Recreation to take paid time off during weather related events for long work hours consistent with the Public Works Union employees and to receive overtime for doing so.

Public Works Union

Wages as of July 1st, 2013 1.90%
Wages as of July 1st, 2014 1.75%

Medical cost share
Current 8%

July 1st, 2013 9%
July 1st, 2014 9%

+\$33,800

Dispatch/Clerical Union is pending

Overall additional contribution to
medical self insurance fund =
\$9,000 over 1 year

A resolution providing for a Special Appropriation in the amount of \$5,000 to be funded from the Sandy Hook Special Revenue Fund "undesignated" account 33 – 500. The First Selectman is requesting the Town make a \$5,000 donation to the Newtown Youth Academy Foundation. The background to the request is the owner of the NYA, Peter D'Amico, has graciously donated office space including some of the utilities (i.e. Electricity, Heat, Air Conditioning) to the GE Newtown team and is receiving no reimbursement for this. This space was also previously used by the Newtown Volunteer Task Force (NVTF), again at no cost to the occupants. We would like, as a good faith gesture, to contribute monies to the NYA in lieu of what would normally be a cost to provide space for the resources we are using to aid in the town's recovery. Since the monies will be used on programs/costs for the youth in the Newtown Community at NYA, it's essentially a re-investment in the youth of our community rather than just a cost of doing business.

Attachment F

3 PRIMROSE STREET, MUNICIPAL BLD
NEWTOWN, CONNECTICUT 06470
TEL. (203) 270-4221
www.newtown-ct.gov



ROBERT G. TAIT
FINANCE DIRECTOR

TOWN OF NEWTOWN
OFFICE OF THE FINANCE DIRECTOR

YEAR END RE-APPROPRIATION REQUESTS (carrying forward 2012-13 appropriations to 2013-14)

JULY 01, 2013

PUBLIC WORKS

Account **01500-4064 Contractual Overlays.** Request \$107,131 carried forward to account 1-102-13-500-5505 Contractual Services. For scheduled project – Paving Horseshoe Ridge Road.

Account **01500-5081 Capital Road Improvement.** Request \$200,000 carried forward to account 1-102-13-500-5735 Road Improvements. For scheduled project – Eden Hill Road.

Account **01515-5080 Capital.** Request \$10,297 carried forward to account 1-102-13-515-5749 Capital. For Recycling bins – regarding single stream recycling.

Account **09500-5080 Capital (prior yr acct).** Request \$25,600 carried forward to account 1-102-13-500-5749 Capital. For work order system.

FAIRFIELD HILLS AUTHORITY

Account **01870-2026 Misc. Expenses** Request \$1,000 carried forward to account 1-102-11-870-5800 Other Expenses.

Account **01870-3051 Repairs & Maint.** Request \$2,400 carried forward to account 1-102-11-870-5430 Repair & Maintenance.

Account **01870-4060 Contractual Services** Request \$10,800 carried forward to account 1-102-11-870-5301 Fees & Professional Services.
“For campus improvements”

Account **09870-3051 Repairs & Maint.(prior yr acct)** Request \$18,000 carried forward to account 1-102-11-870-5430 Repairs & Maintenance.
“For Police Sub-station improvements”

Account **09870-4060 Contract Svs. (prior yr acct)** Request \$20,000 carried forward to account 1-102-11-870-5301 Fees & Professional Services.
“For Brownfield grant match (\$20,000).”

SUSTAINABLE ENERGY COMMISSION

Account **01755-0000 Allocations**. Request \$5,000 carried forward to account 1-102-11-755-5800 Other Expenditures.

Account **09755-0000 Allocations**(prior yr acct). Request \$4,135.07 carried forward to account 1-102-11-755-5800 Other Expenditures.

“For energy savings activities.”

ECONOMIC & COMMUNITY DEVELOPMENT

Account **01740-4060 Contractual Services**. Request \$8,300 carried forward to account 1-102-11-740-5300 Fees & Professional Services.

“10% match required by the Regional Brownfield’s Partnership.”



TOWN OF NEWTOWN
PUBLIC WORKS DEPARTMENT

DATE: June 21, 2013

TO: Bob Tait

FROM: Fred Hurley

A handwritten signature in black ink that reads 'Fred Hurley'.

SUBJECT: 12-13 Re-Appropriation
01515

Transfer Station Capital (01500 5080), \$10,297-Recycling Bins

The carryover of the Transfer Station Capital for recycling bins is part of a continuing transition to single stream recycling which includes a transition from the 14 gallon bins to 65 gallon totes.

Highway Overlay (01500 4064), \$107,131 – Paving Horseshoe Ridge Road

The carryover of Highway overlay is for a project already scheduled which spans fiscal years.

Highway Capital (01500 5081), \$200,000 – Eden Hill Road Drainage

The carryover of the Highway Capital Road for Eden Hill is a continuation of a project that spans several years.

Highway Capital Re-appropriated (09500 5080), \$25,600 – Work order system

The carryover of Highway Capital for the work order system is support for a continuing program spanning fiscal years.

2012 – 2013 RE-APPROPRIATION REQUEST – FAIRFIELD HILLS AUTHORITY BUDGET ACCOUNTS

RESPECTFULLY REQUEST TO CARRY FORWARD, TO FISCAL YEAR 2013 – 2014, THE FOLLOWING APPROPRIATIONS FROM THE 2012-2013 BUDGET (NEW ACCOUNT CARRIED FORWARD TO IS IN BRACKETS):

- 01870-2026 MISC. EXPENSES \$1,000
(1-102-11-870-5800) OTHER EXPENDITURES)

- 01870-3051 REPAIRS & MAINTENANCE \$2,400
(1-102-11-870-5430 REPAIR & MAINTENANCE)

- 01870-4060 CONTRACTUAL SERVICES \$10,800
(1-102-11-870-5301 FEES & PROFESSIONAL SERVICES)

- >For Fairfield Hills Campus improvements

- 09870-3051 REPAIRS & MAINTENANCE (prior year account) \$18,000
(1-102-11-870-5430 REPAIR & MAINTENANCE)

- >For police sub-station improvements

- 09870-4060 CONTRACTUAL SERVICES (prior year account) \$20,000
(1-102-11-870-5301 FEES & PROFESSIONAL SERVICES)

- >Grant Match

THESE AMOUNTS WERE NOT EXPENDED IN THE BUDGET YEAR THEY WERE APPROPRIATED BECAUSE: **MISC. EXPENSES 01870-2026, REPAIRS AND MAINTENANCE 01870-3051 AND CONTRACTUAL SERVICES 01870-4060:** THE MONEY WAS HELD IN RESERVE TO MEET UNEXPECTED EXPENSES FOR TREE WORK AND WEATHER RELATED DAMAGES. **REPAIRS AND MAINTENANCE 09870-3051:** SYSTEM DONATIONS HAVE DELAYED FINAL IMPLEMENTATION AT POLICE SUBSTATION. **CONTRACTUAL SERVICES 09870-4060:** GRANT MATCH NOT PAID YET, THESE FUNDS SHOULD BE KEPT FOR GRANT MATCH IN THE FUTURE.

POLICE SUB-STATION IMPROVEMENTS ARE NEEDED TO EXTEND THE SECURITY PRESENCE AT FAIRFIELD HILLS.

FAIRFIELD HILLS CAMPUS IMPROVEMENTS ARE NEEDED TO MAKE UTILITY AND INFRASTRUCTURE IMPROVEMENTS.

REAPPROPRIATED FUNDS FROM 01870-2026, 01870-3051, 01870-4060 AND 09870-3051 WILL BE USED FOR INFRASTRUCTURE AND UTILITY IMPROVEMENTS.

NEWTOWN SUSTAINABLE ENERGY COMMISSION

3 PRIMROSE ST.

NEWTOWN, CT 06470

Mr. Robert Tait

I would like to request that the remaining funds in the following accounts be re-appropriated to the 2013 – 2014 budget.

09755-0000 \$4,135.07

01755-0000 5,000.00

The Commission has a number of programs that we will be working on in the upcoming year that we can use these funds for. We would like to help contribute to the purchase of LED tree lights for the larger tree at Rams Pasture as well as the Sandy Hook and Hawleyville trees. In addition we are submitting an application to become a participant in the SolarizeCT program. If we should be selected we may need some funds to help promote this project at various events as well as our continuing effort to promote the Home Energy Savings program. We also plan on resuming an educational film series.

Regards,

Kathy Quinn

Chair, Sustainable Energy Comm.

Quinnka@aol.com

(203) 482-2006 - cell

June 21, 2013

Memo To; Bob Tait, Finance Director

From: Elizabeth Stocker, Director of Economic and Community Development

2012 – 2013 RE-APPROPRIATION REQUEST – ECONOMIC DEVELOPMENT BUDGET ACCOUNT

I RESPECTFULLY REQUEST TO CARRY FORWARD, TO FISCAL YEAR 2013 – 2014, THE FOLLOWING APPROPRIATIONS FROM THE 2012-2013 BUDGET:

- 01740-4060 CONTRACTUAL SERVICES \$8,300

THE AMOUNT WAS NOT EXPENDED IN THE BUDGET YEAR THEY WERE APPROPRIATED BECAUSE

THE FUNDS WERE SET ASIDE IN THE BUDGET TO PROVIDE FOR A 10% MATCH REQUIRED BY THE REGIONAL BROWNFIELDS PARTNERSHIP (RBP). WE HAVE FILED APPLICATIONS FOR ENVIRONMENTAL ASSESSMENT GRANTS FOR THREE SITES AS FOLLOWS:

BATCHELDER: A \$150,000 CLEANUP IS ONGOING AND MANAGED BY THE RBP. THE ASSESSMENT WORK WILL FOLLOW THE COMPLETION OF THE ENVIRONMENTAL CLEANUP IN THE NEXT FEW MONTHS. THE ENVIRONMENTAL ASSESSMENT WILL BE UNDERTAKEN FOLLOWING THE COMPLETION OF THE CLEANUP TO UNDERSTAND FURTHER CLEANUP NEEDS AND COSTS.

28A & 28B GLEN ROAD: AN APPLICATION WITH RBP HAS BEEN FILED FOR A \$30,000 TRANSACTIONAL PHASE II ENVIRONMENTAL ASSESSMENT GRANT. THIS GRANT REQUIRES A 10% MATCH THAT THE EDC AGREED TO SPONSOR FROM THE OPERATING BUDGET. THE TAX FORECLOSURE TOOK LONGER THAN EXPECTED. THE GRANT APPLICATION WAS FILED IN MAY AND PRELIMINARY WORK IS PROCEEDING.

SANDY HOOK AUTO & MARINE: TAX FORECLOSURE ACTION HAS BEEN DELAYED IN COURT. AS WITH THE TWO OTHER PROPERTIES, AN ENVIRONMENTAL ASSESSMENT GRANT REQUIRES THE TOWN TO CONTRIBUTE 10% OF THE AWARD. THE EDC AGREED TO SPONSOR THE MATCH BUT WE MUST WAIT UNTIL THE FORECLOSURE IS COMPLETED BEFORE WE CAN PROCEED.

THESE AMOUNTS ARE NEEDED IN THE 2013-2014 FISCAL YEAR BECAUSE THE FUNDS WERE COMMITTED IN THE PREVIOUS BUDGET YEAR BUT EXPENDITURES WERE DELAYED. SHOULD THE FUNDS COME FROM THE 2013-14 BUDGET, WE WILL NOT BE ABLE TO FUND NEW PROJECTS.

Cc: Jean Leonard, Chairman, Economic Development Commission

Shares\economic development\Budget Folder\FY 12 13\reappropriation request from 12 13 budget June 2013