

Board of Finance: Thursday, August 28

Projected Timeline – Long-Term Facility Planning in Partnership with Town Government

Enrollment Study: Milone & MacBroom - BOE

- Four Month Study Completed Before or no Later - November 1st

Space Utilization Study - BOE

- Seven School Data Collection Completed on or Before - November 1st

Facility Study – BOE / Town

- Partnership Study: School / Town - November 1st

Superintendent's Proposed Goals – 2014/2015:

To provide focused, systematic, and sustainable funding for the improvement of student learning:

- On or before December 1, 2014 report back to the Newtown Board of Education with the results of the ongoing enrollment study;
- On or before January 1, 2015 report back to the Newtown Board of Education with an update of the joint facility study in partnership with the Board of Selectmen and the Board of Finance.

Joe Egan
8/28/14

Superintendent's Goals for the 2014-2015 School Year

1. To provide focused, systematic, and sustainable funding for the improvement of student learning:

- On or before August 1st meet with the newly reconstituted curriculum subcommittee of the NBOE to establish goals and priorities for the 2014-2015 school year:
 - Examine both horizontal and vertical alignment of instruction paying close attention to transition grades 4/5, 6/7, 8/9.
 - Review recently established (2013-2014) all-day kindergarten.
 - Review recently established pedagogy with Columbia's Readers and Writers Workshop.
 - Explore and recommend to the NBOE findings pertaining to K-12 world language.
 - Review present framework for homebound instruction.
 - Continue to monitor and review the K-12 GATES program.
 - Explore the virtual learning framework at NHS in both a personalized and blended protocol.
 - Review present alternative programming and report back to the NBOE with findings on or before February 1, 2015.
 - Recommend to the NBOE a complete professional development needs assessment prior to the adoption of the 2015-2016 school calendar.
- On or before October 1st complete the design and the membership of the district's long term planning committee with a target date to report findings back to the NBOE on or before May 2015.
- On or before December 1, 2014 report back to the Newtown Board of Education with the results of the ongoing enrollment study.
- On or before January 1, 2015 report back to the NBOE with an update of the joint facility study in partnership with the Board of Selectmen and the Board of Finance.

2. To enhance educational partnerships throughout the Newtown community.

- On or before October 1, 2014 establish partnerships with senior citizens and the Senior Citizen Center.
- On or before September 1, 2014 produce a monthly broadcast on the local access station to better inform the community about its school system.
- Throughout the 2014-2015 school year meet and speak to civic organizations in Newtown to better inform their membership of the mission / vision / philosophy of the Newtown Board of Education.
- On or before September 1, 2014 establish a strong partnership with police and fire to ensure safe schools:
 - Maintain a positive relationship with the Newtown and Monroe Police Department
 - Facilitate the Newtown Safety Committee.
 - Monitor the recently established retired officer armed security program.
 - Meet monthly with the district's security director.
- On or before September 1, 2014 meet with all stakeholders that will continue to support the recovery process for the NBOE staff, students and their parents:
 - Establish a weekly meeting with the SERV grant director to fully understand and support all mental health recovery issues.
 - On or before December 1, 2014 report to the NBOE the ongoing recovery of the district as supported by the Department of Justice and Department of Education.

- On or before September 1, 2014 create a mentoring program for the district's at-risk children.
- Throughout the 2014-2015 school year regularly attend school PTA meetings to support administration and the parents of the Newtown Public Schools.
- Hold quarterly "town meetings" for the community to fully understand the opinion and the pulse of all stakeholders pertaining to teaching, learning, safety, and security.

3. To enhance the district's Technology Plan for students and staff.

- On or before the submission of the 2015-2016 proposed operational plan present to the NBOE a three year technology phase-in program that would move the district forward for optimal teaching and learning.

4. To create a student / staff *Celebration of Excellence* program throughout the district.

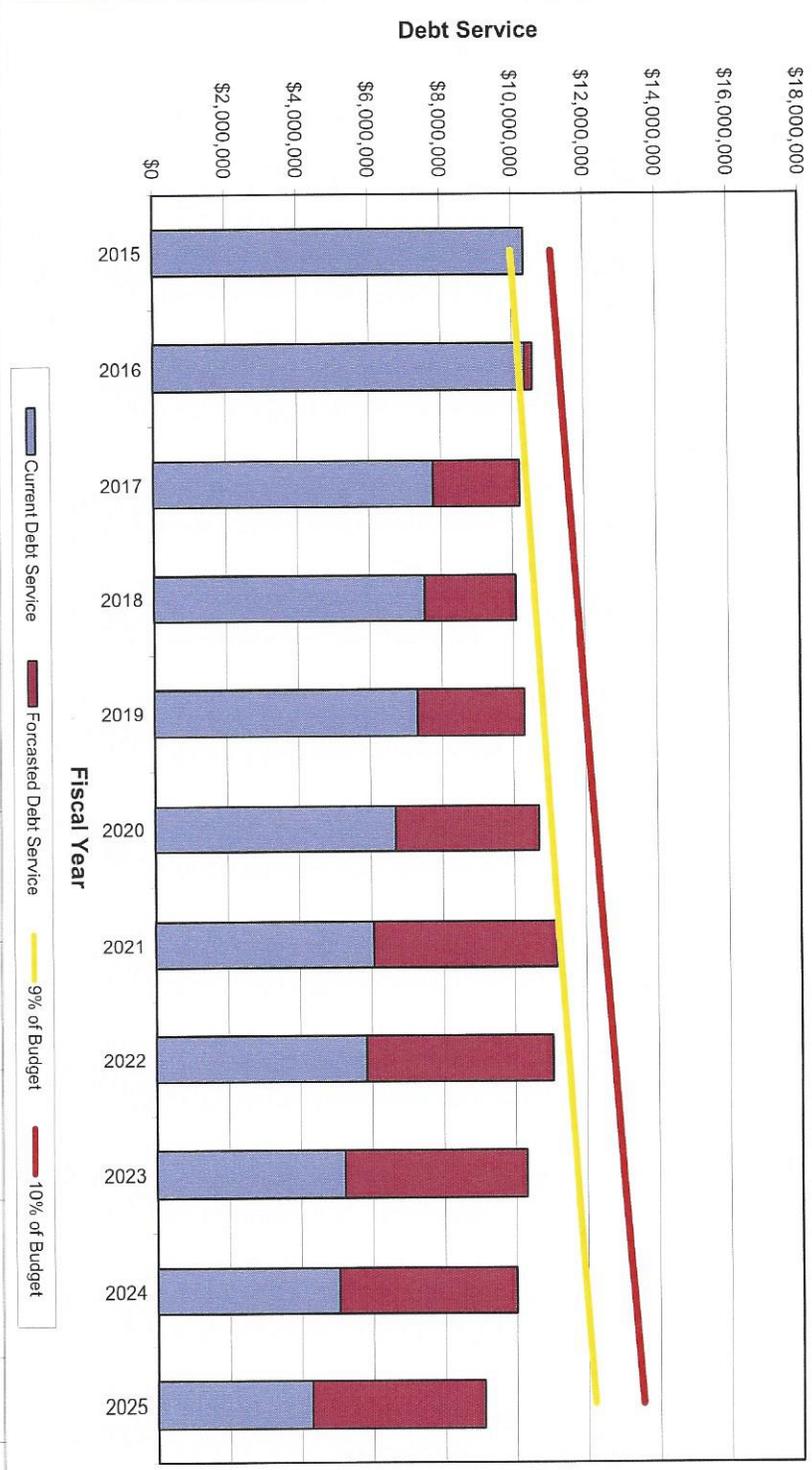
- The Newtown Board of Education will recognize outstanding student and staff achievement at its monthly meetings.
- The Board of Education office will showcase exceptional work created by K-12 students.
- A quarterly newsletter will be shared with staff recognizing outstanding contributions within the Newtown Public Schools' community.
- Develop an annual end-of-year *Profiles in Professionalism* program for all certified and non-certified staff which will recognize a dozen hard working employees who simply do outstanding work with little fanfare or recognition.
- Honor the Top 10 Scholars at Newtown High School with a recognition luncheon sponsored by the superintendent.

TOWN OF NEWTOWN 2015-2016 CIP - FORCASTED PROJECT AMOUNTS - DEBT LIMIT CALCULATION

	Current Yr	2015-16 TO 2019-20 CIP					Total Est.	Forecasted	DEBT SERVICE AS A % OF BUDGET			Estimated	Difference	
	2014-2015	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	Debt Service	Debt	General Fund	Service	9%	10%	Debt Service	Difference
	Planned	Forecasted	Forecasted	Forecasted	Forecasted	Forecasted	Fiscal Year	Debt	Budget	as a % of	of	of		
Fiscal	Debt	2015 Bond	2016 Bond	2017 Bond	2018 Bond	2019 Bond	Total	Total		Budget	Budget	Budget		
Years	Service	Issue	Issue	Issue	Issue	Issue								
Ending	Schedule	(02/15/2015)	(02/15/2016)	(02/15/2017)	(02/15/2018)	(02/15/2019)								
PRINCIPAL AMOUNT	>>>	4,365,000	7,356,000	13,565,000	11,892,000	12,555,000	57,058,000		FIVE YEAR BORROWING AMOUNT					
06/30/2015	10,342,994	203,565					10,342,994	-	111,066,204	9.31%	9,995,958	11,106,620	10,342,994	763,626
06/30/2016	10,360,702	401,449	2,021,582				10,564,267	203,565	113,287,528	9.33%	10,195,878	11,328,753	10,564,267	764,486
06/30/2017	7,786,290	393,134	560,593	1,593,720			10,209,321	2,423,031	115,553,279	8.84%	10,399,795	11,555,328	10,209,321	1,346,007
06/30/2018	7,532,896	384,818	347,904	1,152,747	1,088,118		10,080,342	2,547,446	117,864,344	8.55%	10,607,791	11,786,434	10,080,342	1,706,092
06/30/2019	7,326,022	376,502	342,115	1,026,973	1,063,442	1,192,725	10,299,608	2,973,586	120,221,631	8.57%	10,819,947	12,022,163	10,299,608	1,722,555
06/30/2020	6,689,192	318,186	436,326	1,005,000	1,038,766	1,164,476	10,690,949	4,001,757	122,626,064	8.72%	11,036,346	12,262,806	10,690,949	1,571,658
06/30/2021	6,063,717	311,421	527,087	1,083,026	1,014,090	1,151,465	11,177,936	5,114,219	125,078,585	8.94%	11,257,073	12,507,858	11,177,936	1,329,923
06/30/2022	5,853,801	304,655	514,397	1,057,253	989,414	1,107,979	11,048,769	5,194,968	127,580,157	8.66%	11,482,214	12,758,016	11,048,769	1,709,247
06/30/2023	5,237,766	297,889	501,708	1,031,479	964,739	1,079,730	10,306,232	4,941,965	130,131,760	7.92%	11,711,858	13,013,176	10,306,232	2,706,944
06/30/2024	5,058,598	291,123	489,019	1,005,706	940,063	1,051,481	10,000,563	4,815,464	132,734,395	7.53%	11,946,096	13,273,440	10,000,563	3,272,876
06/30/2025	4,285,491						9,100,955		135,389,083	6.72%	12,185,017	13,538,998	9,100,955	4,437,953

8/26/2014

**TOWN OF NEWTOWN
2014 - 15 TO 2018-19 CIP EFFECT ON FUTURE DEBT SERVICE**



DATA INPUT:



ASSUMED BUDGET GROWTH (COMBINATION GRAND LIST & TAX INCREASE):

FISCAL YR	GROWTH (%)
06/30/2016	2.00%
06/30/2017	2.00%
06/30/2018	2.00%
06/30/2019	2.00%
06/30/2020	2.00%
06/30/2021	2.00%
06/30/2022	2.00%
06/30/2023	2.00%
06/30/2024	2.00%
06/30/2025	2.00%

ASSUMED AVERAGE BOND INTEREST RATE:

(02/15/2015)	3.10%
(02/15/2016)	3.45%
(02/15/2017)	3.80%
(02/15/2018)	4.15%
(02/15/2019)	4.50%
(02/15/2020)	4.85%

AMOUNT TO BE BONDED:

2015 - 2016	7,356,000
2016- 2017	13,565,000
2017 - 2018	11,892,000
2018 - 2019	12,555,000
2019 - 2020	11,690,000

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NEWTOWN BOARD OF EDUCATION
SUMMARY - CAPITAL IMPROVEMENT PLAN
2015/16 TO 2019/20

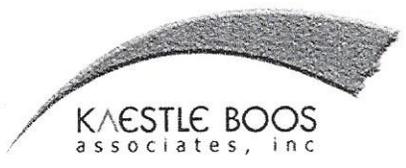
Approved by
the BOE 8/19/2014

CIP Item #	Location	Description of Project	underway					TOTALS	
			2014/15	Year 1 2015/16	Year 2 2016/17	Year 3 2017/18	Year 4 2018/19		Year 5 2019/20
7	Hawley Elem.	HVAC Phase II Ventilation Improvements, electrical upgrades 21, '48 and '97 sections.		\$0				\$3,700,000	
3	Hawley Elem.	Roof replacement 1948 and 1997 sections			\$0	\$800,000			\$4,500,000
*	Sandy Hook Elem	Design, engineering & construction							(\$49,250,000)
8	Middle Gate Elem	Roof replacement 1964 and 1992 sections				\$650,000		\$1,500,000	
4	Middle Gate Elem	Replace original 1964 boiler plant							\$2,150,000
5	Middle School	Phase 0 - Professional Services				\$100,000			
5	Middle School	Phase I - New boilers and re-piping				\$2,100,000			
6	Middle School	Phase II - Ventilation renovations					\$4,805,000		\$7,005,000
1	High School	Phase 0 - Professional Services	\$100,000						
1	High School	Auditorium; ADA code, replace duct work, lighting, seating, rigging, fire sprinkler system	\$2,200,000	\$1,300,000	**				
2	High School	Restoration of roof with replacement of lobby roof			\$1,040,000				
TOTAL COSTS OF ALL PROJECTS			\$51,550,000	\$1,300,000	\$1,040,000	\$3,650,000	\$4,805,000	\$5,200,000	\$65,245,000
TOTAL TO BE BONDED			\$2,300,000	\$1,300,000	\$1,040,000	\$3,650,000	\$4,805,000	\$5,200,000	\$15,995,000
School Building Grant Eligible				\$534,000	**	\$272,000		\$510,000	\$1,316,000

Shading represents items new to the plan

*Funding provided by the State of Connecticut. This project will not be bonded locally and will not impact Newtown's budget or tax rate.
Eligibility for project inclusion on the CIP is that the cost must exceed 0.25% of the Town Budget, \$111,066,204. For 2014-15 the threshold is \$277,666.

**Code grant eligibility on total project costs only.



NEWTOWN HIGH SCHOOL Auditorium Renovation

COST ESTIMATE

ARCHITECTURAL:

Demolition	\$ 40,000
Rough Framing	\$ 123,000
Architectural Finishes	\$ 545,000
Seating	\$ 216,000
Stage Curtains/Rigging	\$ 150,000
Floor Re-Construction	\$ 545,000
<i>Sub-Total</i>	<i>\$1,619,000</i>

MECHANICAL/ELECTRICAL:

Fire Protection	\$ 60,000
Plumbing	\$ 25,000
HVAC	\$ 225,000
Electrical	\$ 500,000
Theatrical Lighting	\$ 150,000
<i>Sub-Total</i>	<i>\$ 960,000</i>

TRADE COST TOTAL	\$2,579,000
GENERAL CONDITIONS @ 10%	\$ 258,000
SUB-TOTAL	\$2,837,000
CONTINGENCY @ 10%	\$ 284,000
TOTAL CONSTRUCTION COST	\$3,121,000
OWNER'S SOFT COSTS @ 15%	\$ 468,000
TOTAL PROJECT COST	\$3,589,000



NEWTOWN HIGH SCHOOL
Auditorium Renovation

COST ESTIMATE

POTENTIAL STATE REIMBURSEMENT

Floor Reconstruction	\$ 545,000
Rough Framing	\$ 123,000
Stage Curtain	\$ 75,000
Seating	\$ 216,000
Miscellaneous	\$ 200,000
MEP	\$ 150,000
<i>Sub-Total</i>	<i>\$1,309,000</i>

GENERAL CONDITIONS @ 10% \$ 131,000

OWNER'S SOFT COSTS \$ 108,000

TOTAL ELIGIBLE COSTS \$1,548,000

REIMBURSEMENT @ 34.5% \$ 534,000

COST TO NEWTOWN

PROJECT COST \$3,589,000

STATE REIMBURSEMENT \$ 534,000

TOTAL \$3,055,000

Capital Improvement Project Requests

NEWTOWN HIGH SCHOOL – ROOFING

Total estimated project cost options:

- Option 1 : Cost \$1,040,000
Description- This option will allow restoration on almost the entire roof with the exception of the lobby section which requires replacement.
- Option 2 : Cost \$3,500,000
Description- This option will allow a complete replacement of the roof system.

HAWLEY SCHOOL – ROOFING

Total estimated project cost options:

- Option 1 : Cost \$600,000
Description- This option will allow restoration on the 1948 section and replacement of the 1997 section.
- Option 2 : Cost \$ 800,000
Description- This option will allow a complete replacement of the 1948 and 1997 sections of the facility.

MIDDLEGATE SCHOOL – ROOFING

Total estimated project cost options:

- Option 1 : Cost \$250,000
Description- This option will allow restoration on the 1964 section.
- Option 2 : Cost \$ 1,500,000
Description- This option will allow a complete replacement of the 1964 and 1992 sections of the facility.

MIDDLEGATE SCHOOL – BOILER REPLACEMENT

Total estimated project cost options:

- Replacement cost \$ 650,000

Description- This project would replace the original 1964 boiler plant with higher efficiency natural gas fired boilers. Existing fin tube radiation would remain.

TOWN OF NEWTOWN
BOARD OF SELECTMEN/BOARD OF EDUCATION CIP - (2015 - 2016 TO 2019 - 2020) - 8/28/2014

RANK	2015 - 2016 (YEAR ONE)			Proposed Funding			
		Dept.	Amount Requested	Bonding	Grants	General Fund	Other
	BOARD OF SELECTMEN						
	Capital Road Program	PW	1,500,000			1,500,000	
	Bridge Replacement Program	PW	315,000	315,000			
	Newtown H & L Fire House Construction (3 of 3)	FIRE	500,000	500,000			
	Addition To S.H. Fire House Sub-Station	FIRE	375,000	375,000			
	Fire Apparatus Replacement	FIRE	975,000	975,000			
	Dickinson Parking Lots	P & R	500,000	500,000			
	Eichlers Cove Improvements Phase (1 of 2)	P & R	325,000	325,000			
	Community Center Construction Phase (1 of 3)	P & R	9,550,000		9,550,000		
	Town Sidewalk/Streetscape Plan	ECON DEV	350,000	350,000			
	Open Space Acquisition Program	LAND USE	250,000	250,000			
	FFH Building Demolition	FFH	2,400,000	2,400,000			
	Edmond Town Hall Renovations *	ETH	300,000	300,000			
	Library Renovations *	LIB	300,000	300,000			
	BOARD OF EDUCATION						
	High School Auditorium (Part 2)	BOE	1,300,000	766,000	534,000		
	TOTALS	>>>>>>>	18,940,000	7,356,000	10,084,000	1,500,000	-
RANK	2016 - 2017 (YEAR TWO)			Proposed Funding			
		Dept.	Amount Requested	Bonding	Grants	General Fund	Other
	BOARD OF SELECTMEN						
	Capital Road Program	PW	1,750,000			1,750,000	
	Bridge Replacement Program	PW	300,000	300,000			
	Fire Apparatus Replacement	FIRE	975,000	575,000			400,000
	Community Center Construction Phase (2 of 3)	P & R	10,000,000	10,000,000			
	Town Sidewalk/Streetscape Plan	ECON DEV	350,000	350,000			
	Treadwell Park Parking	P & R	550,000	550,000			
	Senior Center Design Phase	SR CTR	500,000	500,000			
	Open Space Acquisition Program	LAND USE	250,000	250,000			
	BOARD OF EDUCATION						
	High School Roof - Restoration & Replacement	BOE	1,040,000	1,040,000			
	TOTALS	>>>>>>>	15,715,000	13,565,000	-	1,750,000	400,000
RANK	2017 - 2018 (YEAR THREE)			Proposed Funding			
		Dept.	Amount Requested	Bonding	Grants	General Fund	Other
	BOARD OF SELECTMEN						
	Capital Road Program	PW	2,000,000			2,000,000	
	Bridge Replacement Program	PW	414,000	414,000			
	Community Center Construction Phase (3 of 3)	P & R	5,000,000	5,000,000			
	Eichlers Cove Improvements Phase (2 of 2)	P & R	500,000	500,000			
	Edmond Town Hall Renovations *	ETH	250,000	250,000			
	Library Renovations *	LIB	250,000	250,000			
	FFH Building Demolition / Infrastructure	FFH	1,000,000	1,000,000			
	Police Facility Design	POLICE	500,000	500,000			
	Town Sidewalk/Streetscape Plan	ECON DEV	350,000	350,000			
	Open Space Acquisition Program	LAND USE	250,000	250,000			
	BOARD OF EDUCATION						
	Hawley School - Roof Replacement *	BOE	800,000	528,000	272,000		
	Middle School Renovation - Phase 0 *	BOE	100,000	100,000			
	Middle School Renovation - Phase 1 *	BOE	2,100,000	2,100,000			
	Middle Gate - Boiler Replacement *	BOE	650,000	650,000			
	TOTALS	>>>>>>>	14,164,000	11,892,000	272,000	2,000,000	-
RANK	2018 - 2019 (YEAR FOUR)			Proposed Funding			
		Dept.	Amount Requested	Bonding	Grants	General Fund	Other
	BOARD OF SELECTMEN						
	Capital Road Program	PW	2,000,000			2,000,000	
	Bridge Replacement Program	PW	350,000	350,000			
	FFH Walking Trails Phase III	FFH	500,000	500,000			
	Dickinson Park Phase III	P & R	1,300,000	1,300,000			
	Municipal Facility - Construction Phase (1 OF 2)	-	5,000,000	5,000,000			
	Town Sidewalk/Streetscape Plan	ECON DEV	350,000	350,000			
	Open Space Acquisition Program	LAND USE	250,000	250,000			
	BOARD OF EDUCATION						
	Middle School Renovation - Phase 2 *	BOE	4,805,000	4,805,000			
	TOTALS	>>>>>>>	14,555,000	12,555,000	-	2,000,000	-
RANK	2019 - 2020 (YEAR FIVE)			Proposed Funding			
		Dept.	Amount Requested	Bonding	Grants	General Fund	Other
	BOARD OF SELECTMEN						
	Capital Road Program	PW	2,000,000			2,000,000	
	Bridge Replacement Program	PW	400,000	400,000			
	Municipal Facility - Construction Phase (2 OF 2)	-	5,000,000	5,000,000			
	Town Sidewalk/Streetscape Plan	ECON DEV	350,000	350,000			
	Open Space Acquisition Program	LAND USE	250,000	250,000			
	FFH Building Demolition / Infrastructure	FFH	1,000,000	1,000,000			
	BOARD OF EDUCATION						
	Middle Gate - Roof Replacement	BOE	1,500,000	990,000	510,000		

J

Elderly/Disabled Tax Relief – Town Benefit program (2014)

Original program funding	\$1,500,000
Additional program (\$65,001 - \$70,000) funding	\$ 150,000
Total Funding Available for town based benefit program:	\$1,650,000

2014 Elderly Tax Benefits program experience:

<u>Income Groupings</u>	<u>Benefit Amount</u>	<u># of Recipients</u>	<u>\$ Amount of Benefit</u>
\$65,001-70,000	\$800	23	\$18,400
\$55,001-65,000	\$1300	124	\$161,200
\$45,001-55,000	\$1750	119	\$208,250
\$0 - 45,000	\$2525	<u>325</u>	<u>\$820,625</u>
	Total	591	\$1,208,475

In addition there are 87 taxpayers who are receiving less than the full Elderly Tax benefit due to either percentage of property owned or meeting the 25% minimum tax requirement.

2014 Disabled Tax Benefits program experience:

<u>Income Groupings</u>	<u>Benefit Amount</u>	<u># of Recipients</u>	<u>\$ Amount of Benefit</u>
\$55,001-65,000	\$1300	2	\$2600
\$45,001-55,000	\$1750	3	\$5250
\$0 - 45,000	\$2525	<u>9</u>	<u>\$22,725</u>
	Total	14	\$30,570

In addition there are 2 taxpayers who are receiving less than the full Disabled Tax Benefit due to meeting the 25% minimum tax requirement.

Summary Information for 2014- All Town Benefit Programs:

Number of Elderly applicants with tax credits (\$2525 - \$800).....	591	(\$1,208,475)
Number of Disabled applicants with tax credits (\$2525 - \$800).....	14	(\$30,570)
Number of Miscellaneous Elderly accounts.....	87	(\$133,017)
Number of Miscellaneous Disabled accounts.....	2	(\$1393)

Total Recipients 694

Total utilized benefits for fiscal 2014: \$1,373,455

K

TOWN OF NEWTOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR 2013 - 2014 DEPARTMENT Finance DATE 8/18/14

	Account	Amount	
FROM:	1-101-13-500-5580-0000 DUES, TRAVEL & EDUCATION	(600.00)	USE NEGATIVE AMOUNT ↓
	1-101-13-650-5430-0000 REPAIR & MAINTENANCE SERVICES	(2,220.00)	
	1-101-13-650-5615-0000 GENERAL MAINTENANCE SUPPLIES	(50.00)	
	1-101-13-650-5622-0000 ENERGY - ELECTRICITY	(150.00)	
TO:	1-101-13-500-5626-0000 STREET LIGHTS	600.00	USE POSITIVE AMOUNT ↓
	1-101-13-650-5411-0000 WATER / SEWERAGE	2,420.00	

REASON: 2013-14 YEAR END TRANSFER FOR PUBLIC WORKS DEPARTMENT. THIS IS AN INTER-DEPARTMENTAL TRANSFER.

AUTHORIZATION: _____ date: _____

(1) DEPARTMENT HEAD Rolls T... 8/18/14

(2) FINANCE DIRECTOR _____

(3) SELECTMAN T. P. Lyden _____

(4) BOARD OF SELECTMEN James O. ... _____

(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

L

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR 2013 - 2014 DEPARTMENT Finance DATE 8/18/14

	<u>Account</u>	<u>Amount</u>	
FROM:	1-101-12-320-5115-0000 SALARIES & WAGES - PART TIME	(1,000.00)	USE NEGATIVE AMOUNT ↓
	1-101-12-320-5220-0000 SOCIAL SECURITY CONTRIBUTIONS	(950.00)	
	1-101-12-320-5580-0000 DUES, TRAVEL & EDUCATION	(11,000.00)	
	1-101-12-320-5745-0000 FIRE EQUIPMENT	(3,500.00)	
	1-101-12-320-5749-0000 CAPITAL	(3,400.00)	
	1-101-12-320-5520-0000 INSURANCE, OTHER THAN EMPLOYEE	(900.00)	
TO:	1-101-12-320-5290-0000 OTHER EMPLOYEE BENEFITS	4,800.00	↑ USE POSITIVE AMOUNT
	1-101-12-320-5310-0000 PROFESSIONAL SERVICES - OFFICIAL / ADMIN	1,600.00	
	1-101-12-320-5412-0000 HYDRANTS	2,450.00	
	1-101-12-320-5435-0000 RADIO & PAGER SERVICE	1,400.00	
	1-101-12-320-5436-0000 TRUCK REPAIR	10,500.00	

REASON: 2013-14 YEAR END TRANSFER FOR FIRE DEPARTMENT. THIS IS AN INTER-DEPARTMENTAL TRANSFER.

AUTHORIZATION: date: _____

(1) DEPARTMENT HEAD _____

(2) FINANCE DIRECTOR [Signature] 8/18/14

(3) SELECTMAN E. P. Lohan _____

(4) BOARD OF SELECTMEN [Signature] _____

(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

M

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR **2013 - 2014** DEPARTMENT **Finance** DATE **8/18/14**

	Account	Amount	
FROM:	1-101-15-490-5340-0000 PROFESSIONAL SERVICES - TECHNICAL	(1,900.00)	USE NEGATIVE AMOUNT ↓
	1-101-15-490-5550-0000 PRINTING, BINDING & MICROFICHING	(800.00)	
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TO:	1-101-15-490-5350-0000 PROF SVS -LEGAL	2,700.00	USE POSITIVE AMOUNT ↓
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REASON: 2013-14 YEAR END TRANSFER FOR LAND USE DEPARTMENT. THIS IS AN INTER-DEPARTMENTAL TRANSFER.

AUTHORIZATION: _____ date: _____

(1) DEPARTMENT HEAD _____

(2) FINANCE DIRECTOR *[Signature]* *[Date]*

(3) SELECTMAN *[Signature]* _____

(4) BOARD OF SELECTMEN *[Signature]* _____

(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

N

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR 2014 - 2015 DEPARTMENT Selectmen DATE 8/18/14

	Account	Amount	
FROM:	1-101-11-740-5300-0000FEES & PROFESSIONAL SERVICES	(30,000)	USE NEGATIVE AMOUNT ↓
	1-101-11-740-5110-0000SALARIES & WAGES - FULL TIME	(3,048)	
TO:	1-101-15-490-5110-0000SALARIES & WAGES - FULL TIME	15,000	USE POSITIVE AMOUNT ↓
	1-101-15-490-5220-0000SOCIAL SECURITY CONTRIBUTIONS	1,148	
	1-101-11-740-5210-0000GROUP INSURANCE	7,650	
	1-101-11-870-5210-0000GROUP INSURANCE	4,650	
	1-101-11-740-5230-0000RETIREMENT CONTRIBUTIONS	3,475	
	1-101-11-870-5230-0000RETIREMENT CONTRIBUTIONS	1,125	

REASON: Land Use / Economic & Community Development Reorganization. See attached.

AUTHORIZATION: date:

(1) DEPARTMENT HEAD

E. Patricia Lopez

(2) FINANCE DIRECTOR

R. J. [Signature]

8/18/14

(3) SELECTMAN

James O. [Signature]

(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

* Economic and Community Development department will be merged with the Land Use Agency department

* Economic and Community Development Director position will be eliminated.

It will be replaced by an Economic Development Coordinator; a Grant Administrator; and increased job responsibilities and tasks for the Director of Planning and Land Use and the Deputy Director of Planning and Land Use. Also there will be no contract for a coordinator of economic development.

COSTS:

Budget

Economic Development Coordinator:

WAGES	30 hours/week =	1,560 hours/year	47,000
SOC SEC		(32 hrs/wk; 20 hrs/wk in the summer)	3,596
MEDICAL		In Lieu	3,000
DEFINED CONTR		401a	2,350

Grant Administrator:

WAGES	30 hours/week =	1,560 hours/year	45,000
SOC SEC		(32 hrs/wk; 20 hrs/wk in the summer)	3,443
MEDICAL		single plan	9,300
DEFINED CONTR		401a	2,250

Director of Planning and Land Use:

SALARY ENHANCEMENT			10,000
SOC SEC			765

Deputy Director of Planning and Land Use:

SALARY ENHANCEMENT			5,000
SOC SEC			383

132,086

SAVINGS:

Economic & Community Development Director:

WAGES	(90,481)
SOC SEC	(6,922)
MEDICAL IN LIEU	(3,000)

Fees & Professional Services (current contracted coordinator) (30,000)

Fairfield Hills Authority:

GENERAL FUND - PART TIME WAGES	(20,106)	(included in grant admin salary above)
SOC SEC	(1,538)	

(152,047)

Account Distribution

BOS Budget							
Econ & Comm Dev	Fairfield Hills Auth	FFH Special Revenue Fund	Total				

<u>Economic Development Coordinator:</u>							
Salary		47,000		20,000		5,000	47,000
Social Security		3,596		1,722			3,596
Medical		3,000		4,650			3,000
Defined Contribution		2,350		1,125			2,350

<u>Grant Administrator:</u>							
Salary		20,000		20,000		5,000	45,000
Social Security		1,722		1,722			3,443
Medical		4,650		4,650			9,300
Defined Contribution		1,125		1,125			2,250

<u>Grand Total:</u>							
Salary		67,000	V	20,000	V	5,000	92,000
Social Security		5,318	V	1,722	V		7,039
Medical		7,650	¥	4,650	¥		12,300
Defined Contribution		3,475	¥	1,125	¥		4,600

- V Amount available in current budget line item
- ¥ Transfer needed (from Econ & Comm Dev - Fees & Professional Services)

Newtown

Fiscal Year 2013-2014 GENERAL FUND

		<u>Appropriation to be</u>
		<u>Transferred to</u>
		<u>Group Insurance</u> **
<u>SELECTMEN</u>		*
1-101-11-100-5110-0000	SALARIES & WAGES - FULL TIME	150
1-101-11-100-5290-0000	TOWN HALL O.T., LONGEVITY	550
1-101-11-100-5350-0000	PROF SVS - LEGAL	2,500
1-101-11-100-5580-0000	DUES, TRAVEL & EDUCATION	250
1-101-11-100-5800-0000	OTHER EXPENDITURES	350
<u>SELECTMEN - OTHER</u>		
1-101-11-105-5430-0000	REPAIR & MAINTENANCE SERVICES	3,900
1-101-11-105-5531-0000	POSTAGE	740
1-101-11-105-5590-0000	MEETING CLERKS	4,400
1-101-11-105-5611-0000	OFFICE SUPPLIES	8,400
<u>TAX COLLECTOR</u>		
1-101-11-140-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	350
<u>REGISTRARS</u>		
1-101-11-180-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	420
1-101-11-180-5360-0000	PROF SVS - ELECTION	1,800
1-101-11-180-5430-0000	REPAIR & MAINTENANCE SERVICES	1,700
<u>TAX ASSESSOR</u>		
1-101-11-190-5110-0000	SALARIES & WAGES - FULL TIME	300
1-101-11-190-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	1,600
1-101-11-190-5580-0000	DUES, TRAVEL & EDUCATION	4,700
<u>FINANCE</u>		
1-101-11-200-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	650
1-101-11-200-5580-0000	DUES, TRAVEL & EDUCATION	900
1-101-11-200-5800-0000	OTHER EXPENDITURES	270
<u>TECHNOLOGY</u>		
1-101-11-205-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	720
1-101-11-205-5445-0000	SOFTWARE/HARDWARE	640
1-101-11-205-5580-0000	DUES, TRAVEL & EDUCATION	500
<u>PROBATE COURT</u>		
1-101-11-255-5310-0000	PROF SVS - OFFICIAL /	360
<u>PROFESSIONAL ORGANIZATIONS</u>		
1-101-11-280-5800-0000	OTHER EXPENDITURES	1,710
<u>ECONOMIC & COMMUNITY DEVELOPMENT</u>		
1-101-11-740-5301-0000	FEES & PROFESSIONAL SERVICES	290
<u>FAIRFIELD HILLS AUTHORITY</u>		
1-101-11-870-5115-0000	SALARIES & WAGES - PART TIME	300
<u>COMMUNICATIONS</u>		
1-101-12-300-5130-0000	SALARIES & WAGES - OVERTIME	830
1-101-12-300-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	2,400

Newtown

Fiscal Year 2013-2014 GENERAL FUND

Appropriation to be
Transferred to
Group Insurance **

1-101-12-300-5290-0000	OTHER EMPLOYEE BENEFITS	990
1-101-12-300-5580-0000	DUES,TRAVEL & EDUCATION	1,400
POLICE		
1-101-12-310-5117-0000	SALARIES & WAGES - SEASONAL	800
1-101-12-310-5130-0000	SALARIES & WAGES - OVERTIME	490
1-101-12-310-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	620
1-101-12-310-5445-0000	SOFTWARE/HARDWARE	3,100
1-101-12-310-5501-0000	OTHER PURCHASED SERVICES	290
1-101-12-310-5505-0000	CONTRACTUAL SERVICES	6,500
1-101-12-310-5580-0000	DUES,TRAVEL & EDUCATION	1,400
1-101-12-310-5742-0000	MACHINERY & EQUIPMENT -	550
1-101-12-310-5800-0000	OTHER EXPENDITURES	340
FIRE		
1-101-12-320-5115-0000	SALARIES & WAGES - PART TIME	1,000
1-101-12-320-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	950
EMERGENCY MANAGEMENT		
1-101-12-330-5310-0000	PROF SVS - OFFICIAL /	1,300
1-101-12-330-5505-0000	CONTRACTUAL SERVICES	550
1-101-12-330-5580-0000	DUES,TRAVEL & EDUCATION	2,600
1-101-12-330-5611-0000	OFFICE SUPPLIES	300
ANIMAL CONTROL		
1-101-12-340-5290-0000	OTHER EMPLOYEE BENEFITS	500
1-101-12-340-5330-0000	PROF SVS - OTHER	800
1-101-12-340-5580-0000	DUES,TRAVEL & EDUCATION	700
LAKE AUTHORITIES		
1-101-12-360-5501-0000	OTHER PURCHASED SERVICES	220
BUILDING OFFICIAL		
1-101-12-460-5110-0000	SALARIES & WAGES - FUL TIME	180
1-101-12-460-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	1,000
1-101-12-460-5330-0000	PROF SVS - OTHER	500
1-101-12-460-5580-0000	DUES,TRAVEL & EDUCATION	290
HIGHWAY		
1-101-13-500-5110-0000	SALARIES & WAGES - FULL TIME	200
1-101-13-500-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	2,300
1-101-13-500-5230-0000	RETIREMENT CONTRIBUTIONS	2,300
1-101-13-500-5290-0000	OTHER EMPLOYEE BENEFITS	4,200
1-101-13-500-5505-0000	CONTRACTUAL SERVICES	2,800
1-101-13-500-5625-0000	ENERGY - GASOLINE	8,300
1-101-13-500-5651-0000	STREET SIGNS	1,900
1-101-13-500-5653-0000	ROAD PATCHING MATERIALS	6,500

Newtown

Fiscal Year 2013-2014 GENERAL FUND

		<u>Appropriation to be</u>
		<u>Transferred to</u>
		<u>Group Insurance</u> **
1-101-13-500-5735-0000	ROAD IMPROVEMENTS	2,200
1-101-13-500-5749-0000	CAPITAL	380
<u>WINTER MAINTENANCE</u>		
1-101-13-510-5130-0000	SALARIES & WAGES - OVERTIME	220
1-101-13-510-5505-0000	CONTRACTUAL SERVICES	2,900
1-101-13-510-5660-0000	SAND	750
1-101-13-510-5661-0000	SALT	500
<u>TRANSFER STATION</u>		
1-101-13-515-5110-0000	SALARIES & WAGES - FULL TIME	570
1-101-13-515-5130-0000	SALARIES & WAGES - OVERTIME	490
1-101-13-515-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	550
1-101-13-515-5290-0000	OTHER EMPLOYEE BENEFITS	800
1-101-13-515-5505-0000	CONTRACTUAL SERVICES	22,800
1-101-13-515-5580-0000	DUES, TRAVEL & EDUCATION	370
1-101-13-515-5622-0000	ENERGY - ELECTRICITY	750
1-101-13-515-5749-0000	CAPITAL	12,000
<u>PUBLIC BUILDING MAINTENANCE</u>		
1-101-13-650-5110-0000	SALARIES & WAGES - FULL TIME	400
1-101-13-650-5130-0000	SALARIES & WAGES - OVERTIME	820
1-101-13-650-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	1,700
1-101-13-650-5290-0000	OTHER EMPLOYEE BENEFITS	550
1-101-13-650-5505-0000	CONTRACTUAL SERVICES	13,800
1-101-13-650-5622-0000	ENERGY - ELECTRICITY	400
1-101-13-650-5749-0000	CAPITAL	8,600
<u>SENIOR SERVICES</u>		
1-101-14-220-5110-0000	SALARIES & WAGES - FULL TIME	600
1-101-14-220-5115-0000	SALARIES & WAGES - PART TIME	970
1-101-14-220-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	570
<u>NEWTOWN PARADE COMMITTEE</u>		
1-101-14-442-5520-0000	INSURANCE, OTHER THAN	410
<u>LAND USE</u>		
1-101-15-490-5110-0000	SALARIES & WAGES - FULL TIME	1,730
<u>PARKS & RECREATION</u>		
1-101-16-550-5110-0000	SALARIES & WAGES - FULL TIME	710
1-101-16-550-5115-0000	SALARIES & WAGES - PART TIME	560
1-101-16-550-5130-0000	SALARIES & WAGES - OVERTIME	1,000
1-101-16-550-5220-0000	SOCIAL SECURITY CONTRIBUTIONS	1,200
1-101-16-550-5290-0000	OTHER EMPLOYEE BENEFITS	2,200
1-101-16-550-5505-0000	CONTRACTUAL SERVICES	11,400
1-101-16-550-5613-0000	SIGNS	1,300

Newtown

Fiscal Year 2013-2014 GENERAL FUND

	<u>Appropriation to be</u>	
	<u>Transferred to</u>	
	<u>Group Insurance</u>	**
1-101-16-550-5615-0000 GENERAL MAINTENANCE SUPPLIES	3,700	
1-101-16-550-5616-0000 GROUNDS MAINTENANCE	720	
1-101-16-550-5749-0000 CAPITAL	10,900	
	<u>207,070</u>	

* Amount represents the unexpended 2013-14 balance in respective account on 8/6/2014.

** To be reduced by subsequent 2013-14 bills (chargeable to account)



8/7/2014

TOWN OF NEWTOWN
OFFICE OF THE FINANCE DIRECTOR

R. Tait

YEAR END RE-APPROPRIATION REQUESTS (carrying forward 2013-14 (and prior) appropriations to 2014-15)

HUMAN RESOURCES

Account **1-101-11-108-5310-0000 Professional Services**. Request \$2,691 carried forward to account 1-102-11-108-5310-0000 Professional Services. **For** School Security Officer (SSO) physicals.

TAX COLLECTOR

Account **1-101-11-140-5580-0000 Dues, Travel & Education**. Request \$178 carried forward to account 1-102-11-140-5580-0000 Dues, Travel & Education. **For** Tax Collector education requirements.

TAX ASSESSOR

Account **1-101-11-190-5370-0000 Professional Services - Audit**. Request \$3,200 carried forward to account 1-102-11-190-5370-0000 Professional Services - Audit. **For** personal property audits. Due to staff turnover these audits were not accomplished.

TECHNOLOGY

Account **1-101-11-205-5301-0000 Fees & Professional Services**. Request \$10,000 carried forward to account 1-102-11-205-5301-0000 Fees & Professional Services. **For** additional support to help new IT director and help with GIS backlog.

Account **1-101-11-205-5744-0000 Equipment - Technology**. Request \$26,454 carried forward to account 1-102-11-205-5744-0000 Equipment - Technology. **For** new technology equipment. This equipment was not purchased during the year because of the IT Director turnover.

DISTRICT CONTRIBUTIONS

Account **1-101-11-730-5802-0000 Other Expenditures**. Request \$500 carried forward to account 1-102-11-730-5802-0000 Other Expenditures. **For** future Hawleyville district expenditures.

SUSTAINABLE ENERGY COMMISSION

Account **1-101-11-755-5800-0000 Other Expenditures**. Request \$5,000 carried forward to account 1-102-11-755-5800-0000 Other Expenditures. **For** planned lighting upgrades.

Account **1-102-11-755-5800-0000 Other Expenditures**. Request \$4,072 carried forward to account 1-102-11-755-5800-0000 Other Expenditures. **For** planned lighting upgrades.

FAIRFIELD HILLS AUTHORITY

Account **1-101-11-870-5301-0000 Fees & Professional Services.** Request \$12,000 carried forward to account 1-102-11-870-5301-0000 Fees & Professional Services. **For** environmental consultant and other campus services.

Account **1-101-11-870-5430-0000 Repairs & Maintenance.** Request \$2,090 carried forward to account 1-102-11-870-5430-0000 Repairs & Maintenance. **For** tank removal.

Account **1-101-11-870-5800-0000 Other Expenditures.** Request \$830 carried forward to account 1-102-11-870-5800-0000 Other Expenditures. **For** miscellaneous repairs and maintenance.

Account **1-102-11-870-5301-0000 Fees & Professional Services.** Request \$20,950 carried forward to account 1-102-11-870-5301-0000 Fees & Professional Services. **For** streetscape and EPA grant match.

ECONOMIC & COMMUNITY DEVELOPMENT

Account 1-102-11-740-5301-0000 **Fees & Professional Services.** Request \$1,250 carried forward to account 1-102-11-740-5301-0000 Fees & Professional Services. **For** web site redesign and Brownfield grant match.

POLICE

Account **1-101-12-310-5290-0000 Other Employee Benefits.** Request \$3,300 carried forward to account 1-102-12-310-5290-0000 Other Employee Benefits. **For** School Security Officer (SSO) pre-employment tests.