

BOARD OF FINANCE  
MINUTES  
REGULAR MEETING  
3 Primrose Street – Council Chambers  
Monday, September 12, 2022 at 7:30 p.m.

*These minutes are subject to approval by the Board of Finance*

Present: John Madzula, Steven Goodridge, Sandy Roussas, Laura Miller and Chandravir Ahuja

Absent: Erica Sullivan

Also Present: First Selectman Dan Rosenthal, Finance Director, Bob Tait

Chair Madzula called the meeting to order at 7:39 p.m. Attendees saluted the American Flag.

**Voter Comments**

None

**Communications**

Chair Madzula shared there is an FOI training at the library tomorrow. He also shared with the Board two additional communications from BOE Chair, Deb Zukowski (one regarding BOE CIP approval and the second regarding BOE non lapsing transfer). Please see attached. Ms. Roussas mentioned policy regarding a request for a joint meeting for BOE transfer as well financial report to be shared. Chair Madzula thanked Mr. Goodridge regarding his participating in both the teacher negotiations and BOE CFF/CIP Sub Committee. He also noted a phishing email sent to the BOF members via the Town website. Ms. Miller additionally noted the BOE Newsletter sent by BOE Member, Don Ramsey.

**Minutes**

Sandy Roussas moved to approve the minutes from August 25, 2022. Steve Goodridge seconded. (Chandravir Ahuja abstained). All in favor and motion passes.

**First Selectman's Report**

The First Selectman reported he is working on the CIP with the Finance Director. The year-end transfers are to be noted as well (mentioned below). The Sandy Hook Memorial is near completion. Mr. Madzula shared The Bee wrote a nice article about this.

**Finance Director's Report**

Finance Director, Bob Tait, reported on the estimated undesignated fund balance and/or general fund balance. He and his team are working on closing the books. Auditors will be here in the coming weeks. The beginning undesignated fund balance as of 7/1/21 is ~\$15MM; including 2021-22 revenues is ~\$124.3MM. Less 2021-22 expenditures (budget basis) for BOS is ~\$42.6MM. BOE~\$79.6MM. The total expenditures (before capital non-recurring transfer) ~\$122.3MM. The transfer to capital & non-recurring (barring approval) is \$819,856. Total expenditures (barring capital & non-recurring transfer) ~\$123.1MM. The revenue over expenditures is ~\$1.1MM. Therefore, the estimated undesignated fund balance as of 6/30/22 (unaudited) is ~\$16.9MM. Revenue surplus is ~\$1.1MM. Mr. Tait reminded the Board we are working with a 12% cap, which leaves the Town with an estimated \$1.4MM over cap.

Sandy Roussas made a motion to amend the agenda to approve the Town of Newtown Office of the Finance Director 2023-2034 Budget Time Table. Steve Goodridge seconded. All in favor and motion passes.

### **New Business**

#### *1. Year End Transfers*

Mr. Tait discussed the estimated undesignated fund balance as of 6/30/22 (see above).

Chandravir Ahuja made a motion to approve the 2021-2022 Fiscal Year End Transfer Request in the amount of 819,856.02 with the set amount going into capital non recurring. (total transfer amount approved is \$929, 652.72); undesignated will be changed to \$479,056.02, which is included in the total transfer amount \$929,652.72. Laura Miller seconded. All in favor and motion passes.

#### *2. Fund Balance Policy as to Nonprofit Fund Balances Discussion*

Chair Madzula shared with the Board about the idea of discussing the Fund Balance Policy as to Nonprofit Fund Balances Discussion. Mr. Ahuja mentioned some suggestions about opening a discussion regarding supporting nonprofits and what kind of policy should the Town have regarding this. The Board had a discussion around how the Town manages department finances. Ms. Miller mentioned guiding the departments in suggesting having no more than x-amount of years or x-% of operating costs. The First Selectman noted how financials must be submitted for all requests. He suggested changing the policy to state if the fund balance is greater than 10%, financials need to be submitted and approval is tbd. Mr. Ahuja inquired how we can survey community impact. Ms. Roussas asked to take some time to consider all of this information. Chair Madzula agreed.

#### *3. 2023-2024 Budget Time Table*

Laura Miller made a motion to approve the Town of Newtown Office of the Finance Director 2023-2024 budget time table. Sandy Roussas seconded. All in favor and motion passes.

### **Unfinished Business**

#### *ARP Committee Report*

No Report

#### *Recycling Committee Report*

No Report

### **Voter Comments**

None

### **Announcements**

Ms. Roussas shared with the Board regarding the Charter Revision and submitting something collectively as a Board of Finance. Chair Madzula shared he reached out to the Chair of the Charter Revision with no response back. He agrees with Ms. Roussas about submitting a letter. Ms. Miller shared a letter should come from each member as well as collectively closer to election.

### **Adjournment**

Sandy Roussas made a motion to adjourn. Laura Miller seconded. All members were in favor and the meeting was adjourned at 8:39pm.

Respectfully submitted,  
Kiley Morrison Gottschalk, Clerk

**Attachments**

Communications

Transfer

Finance Director Documents

## Communication #1

**From:** "Zukowski, Deborra" <[zukowskid\\_boe@newtown.k12.ct.us](mailto:zukowskid_boe@newtown.k12.ct.us)>  
**Date:** September 9, 2022 at 5:00:05 PM EDT  
**To:** Jeff Capeci <[jeff@thecapecis.com](mailto:jeff@thecapecis.com)>, John Madzula <[jmbofnewtown@gmail.com](mailto:jmbofnewtown@gmail.com)>  
**Cc:** John Madzula <[jmadzula2@gmail.com](mailto:jmadzula2@gmail.com)>, Christopher Melillo <[melilloc@newtown.k12.ct.us](mailto:melilloc@newtown.k12.ct.us)>, "Gouveia, Tanja" <[vadast@newtown.k12.ct.us](mailto:vadast@newtown.k12.ct.us)>  
**Subject:** Non-Lapsing request

Good afternoon,

I'd like to request that the Legislative Council / Board of Finance review and act upon, as appropriate, the Board of Education's request to move all of its unexpended funds from the 2021-2022 budget, projected to be \$237,879, to the Non-lapsing Account.

To see the discussion please review the meeting recording: <https://viewer.earthchannel.com/PlayerController.aspx?PGD=newtownct&eID=821>, timestamp 1:40:25

My apologies for the delay.  
Best regards,  
Deborra Zukowski

## Communication #2

See below

----- Forwarded message -----

**From:** Zukowski, Deborra <[zukowskid\\_boe@newtown.k12.ct.us](mailto:zukowskid_boe@newtown.k12.ct.us)>  
**Date:** Thu, Sep 8, 2022 at 11:16 AM  
**Subject:** CIP  
**To:** John Madzula <[jmbofnewtown@gmail.com](mailto:jmbofnewtown@gmail.com)>  
**Cc:** Christopher Melillo <[melilloc@newtown.k12.ct.us](mailto:melilloc@newtown.k12.ct.us)>, Bob Gerbert <[gerbertr@newtown.k12.ct.us](mailto:gerbertr@newtown.k12.ct.us)>, John Madzula <[jmadzula2@gmail.com](mailto:jmadzula2@gmail.com)>

Dear John,

On Tuesday, September 6, 2022, the Board of Education approved the Board's CIP requests, as presented by Mr. Gerbert. I request that if any member of the Board of Finance has questions, please send them to Mr. Gerbert, CC'ing Mr. Melillo and me. We would appreciate having the time to properly consider each concern to better ensure we address it as effectively as possible.

Best regards,  
Deb

3 PRIMROSE STREET, TOWN HALL  
NEWTOWN, CONNECTICUT 06470  
TEL. (203) 270-4221 / FAX (203) 270-7935  
[www.newtown-ct.gov](http://www.newtown-ct.gov)



ROBERT G. TAIT  
FINANCE DIRECTOR

## TOWN OF NEWTOWN

### OFFICE OF THE FINANCE DIRECTOR

#### \*\*\*\*\* 2023 - 2024 BUDGET TIME TABLE \*\*\*\*\*

October 21, 2022	Departments Receive Budget Instructions.
December 16, 2022	Completed Budget Forms to the Finance Director.
December 19 – January 06, 2023	First Selectman/Finance Director budget review with departments
January 17 – February 03, 2023	Board of Selectmen review First Selectman’s recommended budget
February 06, 2023	Board of Selectmen & Board of Education submit Budget to the Board of Finance (Per charter no later than the 14 <sup>th</sup> )
February 16, 2023 (Thursday)	Board of Finance holds a public hearing on the Board of Selectmen and Board of Education proposed Budgets (per charter no later than March 2 <sup>th</sup> ). (Publish 5 days prior to hearing: 2/10/23)
March 01, 2023	Board of Finance submits Budget to the Legislative Council (Per charter no later than March 14 <sup>th</sup> ).
March 15, 2023 (Wednesday)	Legislative Council holds a Public Hearing on the Proposed Board of Finance Recommended Budget (Per charter no later than March 30 <sup>th</sup> ). (Publish 5 days prior to hearing: 3/10/23)
April 05, 2023	Legislative Council Adopts Budget (no later than second Wednesday in April)
April 25, 2023 (Tuesday)	Annual Budget Referendum (4 <sup>th</sup> Tuesday of April) (Publish 4/14/23)

Town of Newtown 2021-22 Fiscal Year End Budget Transfer Request						PAGE 1 OF 4
GROUP INSURANCE ACCT			TRANSFERS			
<u>ORGANIZATION</u>	<u>ORGANIZATION TITLE</u>	<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>		
101-12-310-0000	POLICE	5210	1,750.61			
101-11-150-0000	PURCHASING	5210	3,696.78			
101-13-500-0000	HIGHWAY	5210		5,104.96		
101-11-190-0000	ASSESSOR	5210		101.04		
101-25-230-0000	T.H.B.O.M.	5210		90.20		
101-11-140-0000	TAX COLL	5210		68.89		
101-11-110-0000	SOCIAL SVS	5210		65.18		
101-11-100-0000	SELECTMEN	5210		12.68		
101-11-108-0000	HUMAN RES	5210		4.44		
			5,447.39	5,447.39		
<b>EXPLANATION:</b>	Inter-account transfer. Account is group insurance. Life insurance amounts can change mid fiscal year when employees age changes. Enough budget amounts in account to make transfer.					
RETIREMENT CONTRIBUTIONS ACCT			TRANSFERS			
<u>ORGANIZATION</u>	<u>ORGANIZATION TITLE</u>	<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>		
101-11-108-0000	HUMAN RES	5230	1.07			
101-11-110-0000	SOCIAL SVS	5230	4.97			
101-11-150-0000	PURCHASING	5230	3,748.12			
101-11-170-0000	TOWN CLERK	5230	7.42			
101-11-190-0000	ASSESSOR	5230	36.13			
101-11-200-0000	FINANCE	5230	11.53			
101-11-205-0000	TECH	5230	1,686.86			
101-14-220-0000	SENIOR SVS	5230	44.15			
101-12-300-0000	ECC	5230	1,361.82			
101-12-320-0000	FIRE	5230	266.41			
101-12-340-0000	ANIMAL CONTROL	5230	150.27			
101-14-370-0000	HEALTH DIST	5230	7,099.00			
101-12-460-0000	BUILDING OFFICIAL	5230	191.36			
101-15-490-0000	LAND USE	5230	69.76			
101-16-550-0000	P & R	5230	2,474.02			
101-13-650-0000	BLDG MAINT	5230	1,640.00			
101-12-310-0000	POLICE	5110	29,015.48		POLICE SALARIES ACCOUNT	
101-12-310-0000	POLICE	5230		32,120.95		
101-14-410-0000	CHILD ADVENT. CTR.	5230		3,534.98		
101-13-500-0000	HIGHWAY	5230		11,164.32		
101-13-515-0000	TRANSFER STA	5230		485.28		
101-14-670-0000	LIBRARY	5230		502.84		
			47,808.37	47,808.37		
<b>EXPLANATION:</b>	Inter-account transfer. Account is retirement contributions. Defined contribution amounts can change mid fiscal year due to new employees. The large police amount needed (due to new officers) is mostly covered by savings in police salary account.					

Town of Newtown 2021-22 Fiscal Year End Budget Transfer Request				PAGE 2 OF 4	
				Transfers	
<b>Department</b>	<b>Account Number</b>		<b>Account Name</b>	<b>From</b>	<b>To</b>
Selectmen - Other	101-11-105-0000-5443		Copier Leasing	3,000	
Selectmen - Other	101-11-105-0000-5540		Advertising	1,600	
Selectmen - Other	101-11-105-0000-5531		Postage		4,600
				4,600	4,600
EXPLANATION: Inter-department transfer. Postage over due to redistricting notices.					
				Transfers	
<b>Department</b>	<b>Account Number</b>		<b>Account Name</b>	<b>From</b>	<b>To</b>
Contingency	101-24-570-0000-5899		Contingency	2,500	
Human Resources	101-11-108-0000-5310		Professional Services		2,500
				2,500	2,500
EXPLANATION: Overage due to new employee pre-employment exams (more than usual hires).					
				Transfers	
<b>Department</b>	<b>Account Number</b>		<b>Account Name</b>	<b>From</b>	<b>To</b>
Outside Agencies	101-14-415-0000-5820		Contributions	3,600	
Probate Court	101-11-255-0000-5310		Professional Services		3,600
				3,600	3,600
EXPLANATION: Probate court budget amount is an estimate. Probate court payment request is at the end of the fiscal year representing actual expenditures. This year there were some capital expenditures (office equipment).					
				Transfers	
<b>Department</b>	<b>Account Number</b>		<b>Account Name</b>	<b>From</b>	<b>To</b>
Police	101-12-310-0000-5110		Salaries	5,702	
Police	101-12-310-0000-5130		Overtime		5,702
				5,702	5,702
EXPLANATION: Inter-department transfer. Addition overtime necessary due to vacancies.					
				Transfers	
<b>Department</b>	<b>Account Number</b>		<b>Account Name</b>	<b>From</b>	<b>To</b>
Fire	101-12-320-0000-5115		Parttime	4,500.00	
Fire	101-12-320-0000-5310		Professional Services	4,500.00	
Fire	101-12-320-0000-5435		Radio & Pager Service	1,131.94	
Fire	101-12-320-0000-5412		Fire Hydrands		1,085.02
Fire	101-12-320-0000-5623		Energy - Electricity		1,507.55
Fire	101-12-320-0000-5290		Other Employee Benefits		4,150.29
Fire	101-12-320-0000-5621		Natural Gas		3,389.08
				10,131.94	10,131.94
EXPLANATION: Inter-departmental transfer. Typical rebalancing of Fire Commission accounts.					

**Town of Newtown**  
**2021-22 Fiscal Year End Budget Transfer Request**

PAGE 3 OF 4

[illegible]



Town of Newtown 2021-22 Fiscal Year End Budget Transfer Request					PAGE 4 OF 4
					Transfers
<b>Department</b>	<b>Account Number</b>		<b>Account Name</b>	<b>From</b>	<b>To</b>
Various Departments	-----See Attached-----			819,856.02	
Other Financing Uses	101-25-860-0000-5870		Capital & Non-recurring Transfer Out		819,856.02
				819,856.02	819,856.02
	<b>Designated for:</b>				
			NUSAR operational boat		21,000.00
			Community Center reimbursement for soffit repairs.		48,500.00
			Emergency Operations Center new UPS		28,000.00
			Public Works new supervisor truck		40,000.00
			Monitoring wells at Fairfield Hills (per DEEP)		48,000.00
			Sandy Hook district contribution		7,500.00
			Dodgingtown Fire Co. reimbursement for repair of Town owned vehicle		7,800.00
			"Boot Camp" payroll training for new payroll employee (started July 2022).		8,000.00
			Repair vandalism damage to H.S. turf project		25,000.00
	<b>Undesignated</b>				586,056.02
					819,856.02
	<b>EXPLANATION:</b>				
	Amounts available due mainly to unfilled positions.				
<b>GRAND TOTAL</b>					Transfers
				<b>From</b>	<b>To</b>
				929,652.72	929,652.72

## TRANSFER TO CAP NON REC DETAIL

ORGANIZATION	ACCOUNT	DEPT	BALANCE	Sub-Total	
SALARIES - REGULAR					P. 1 OF 3
101-12-320-0000	5110	FIRE	1,101.56		
101-12-300-0000	5110	ECC	1,399.57		
101-14-220-0000	5110	SENIOR SVS	1,415.81		
101-11-750-0000	5110	GRANTS ADMIN	1,594.01		
101-11-140-0000	5110	TAX COLL	2,008.34		
101-11-205-0000	5110	TECH	7,466.92		
101-11-200-0000	5110	FINANCE	9,111.90		
101-11-150-0000	5110	PURCHASING	12,275.57		
101-11-170-0000	5110	TOWN CLERK	18,983.74		
101-12-460-0000	5110	BUILDING OFFICIAL	22,490.65		
101-16-550-0000	5110	P & R	26,143.68		
101-11-190-0000	5110	ASSESSOR	27,158.12		
101-13-650-0000	5110	BLDG MAINT	29,805.17		
101-13-515-0000	5110	TRANSFER STA	47,598.24		
101-13-500-0000	5110	HIGHWAY	49,220.57		
101-12-310-0000	5110	POLICE	180,000.00	437,773.85	
SALARIES - PART TIME					
101-11-180-0000	5115	REGISTRARS	4,884.93		
101-11-140-0000	5115	TAX COLL	4,998.00		
101-16-550-0000	5115	P & R	20,258.03	30,140.96	
SALARIES - SEASONAL					
101-16-550-0011	5117	P & R	6,400.00		
101-16-550-0013	5117	P & R	6,578.24		
101-16-550-0012	5117	P & R	7,261.87		
101-11-180-0000	5117	REGISTRARS	8,853.25		
101-16-550-0014	5117	P & R	29,447.95	58,541.31	
SALARIES - OVERTIME					
101-13-515-0000	5130	TRANSFER STA	1,255.89		
101-11-140-0000	5130	TAX COLL	3,501.41		
101-13-650-0000	5130	BLDG MAINT	3,705.34		
101-12-300-0000	5130	ECC	9,213.17	17,675.81	
SOCIAL SEC CONTRI					
101-11-150-0000	5220	PURCHASING	1,753.99		
101-11-140-0000	5220	TAX COLL	1,998.27		
101-11-170-0000	5220	TOWN CLERK	2,269.77		
101-11-180-0000	5220	REGISTRARS	2,479.44		
101-11-200-0000	5220	FINANCE	2,505.31		
101-12-460-0000	5220	BUILDING OFFICIAL	2,761.58		
101-15-490-0000	5220	LAND USE	2,885.54		
101-13-650-0000	5220	BLDG MAINT	2,970.83		
101-11-205-0000	5220	TECH	3,363.00		
101-11-190-0000	5220	ASSESSOR	3,912.31		
101-13-515-0000	5220	TRANSFER STA	5,041.12		
101-16-550-0000	5220	P & R	9,147.29		

## TRANSFER TO CAP NON REC DETAIL

ORGANIZATION	ACCOUNT	DEPT	BALANCE	Sub-Total	
101-13-500-0000	5220	HIGHWAY	9,482.21		
101-12-310-0000	5220	POLICE	25,696.77	76,267.43	P. 2 OF 3
OTHER EMPL BENEFITS					
101-13-500-0000	5290	HIGHWAY	1,342.05		
101-12-300-0000	5290	ECC	2,000.00		
101-16-550-0000	5290	P & R	1,942.80		
101-12-340-0000	5290	ANIMAL CONTROL	2,195.21		
101-13-515-0000	5290	TRANSFER STA	2,807.57	10,287.63	
FEES & PROF SERVICES					
101-11-110-0000	5301	SOCIAL SVS	1,290.87		
101-13-500-0000	5301	HIGHWAY	3,750.00		
101-11-205-0000	5301	TECH	13,245.72		
101-12-330-0000	5310	EMERG MGT	2,300.00		
101-15-490-0000	5340	LAND USE	910.00	21,496.59	
WATER/SEWERAGE					
101-13-650-0000	5411	BLDG MAINT	12,983.97	12,983.97	
REPAIR & MAINTENANCE SERV					
101-12-320-0000	5430	FIRE	3,109.29		
101-13-650-0000	5430	BLDG MAINT	7,882.90	10,992.19	
RENTAL OF EQUIPMENT					
101-12-300-0000	5442	ECC	3,043.97	3,043.97	
SOFTWARE/HARDWARE MAINT F					
101-11-205-0000	5445	TECH	2,107.76		
101-12-310-0000	5445	POLICE	2,653.23	4,760.99	
OTHER PURCHASED SERVICES					
101-12-310-0000	5501	POLICE	1,494.43	1,494.43	
CONTRACTUAL SERVICES					
101-13-650-0000	5505	BLDG MAINT	1,122.58		
101-13-500-0000	5505	HIGHWAY	1,383.29		
101-16-550-0000	5505	P & R	6,576.83		
101-12-330-0000	5505	EMERG MGT	3,800.58		
101-13-510-0000	5505	WINTER MAINT	6,619.44		
101-15-490-0000	5505	LAND USE	3,594.84	23,097.56	
INSURANCE, OTHER THAN EMP					
101-14-442-0000	5520	NEWTOWN PARADE	1,400.00		
101-11-350-0000	5520	INSURANCE	5,116.89	6,516.89	

## TRANSFER TO CAP NON REC DETAIL

ORGANIZATION	ACCOUNT	DEPT	BALANCE	Sub-Total	
DUES, TRAVEL & EDUCATION					
101-12-300-0000	5580	ECC	1,034.23		P. 3 OF 3
101-11-150-0000	5580	PURCHASING	2,077.56		
101-13-500-0000	5580	HIGHWAY	2,568.11		
101-16-550-0000	5580	P & R	1,621.79		
101-11-110-0000	5580	SOCIAL SVS	3,976.16		
101-11-205-0000	5580	TECH	5,748.65	17,026.50	
OFFICE SUPPLIES					
101-11-205-0000	5611	TECH	7,004.83	7,004.83	
SUPPLIES					
101-16-550-0000	5614	P & R	2,361.72		
101-16-550-0000	5616	P & R	2,102.03	4,463.75	
ENERGY - GASOLINE/DIESAL					
101-13-500-0000	5625	HIGHWAY	11,296.08	11,296.08	
STREET LIGHTS					
101-13-500-0000	5626	HIGHWAY	7,535.96	7,535.96	
TREATED SALT					
101-13-510-0000	5661	WINTER MAINT	1,009.32	1,009.32	
MACH & EQUIP - TECHNOLOGY					
101-11-205-0000	5744	TECH	8,043.47	8,043.47	
CAPITAL OUTLAY					
101-12-320-0000	5749	FIRE	8,463.50		
101-13-500-0000	5749	HIGHWAY	22,353.53	30,817.03	
OTHER EXPENDITURES					
101-12-310-0000	5800	POLICE	1,085.50		
101-11-730-0000	5803	DISTRICT CONTRI	7,500.00	8,585.50	
CONTRIBUTIONS TO OUTSIDE					
101-14-415-0000	5820	OUTSIDE AGENCIES	9,000.00	9,000.00	
GRAND TOTAL				819,856.02	
% RELATING TO SALARY AND BENEFITS				77%	

Here are a few thoughts on what we may want to consider when we start work on a policy for Town of Newtown funding for community/area nonprofits.

I think Bob Tait's suggestion that we request/review a non profits Operating Reserve Policy is excellent.

Alongside, a bit of history (3 to 5 years should be good) on a few things would be helpful for context.

1) Operating Reserve balance history. Is it growing or decreasing?

2) Expenses history. I like to lump these in categories - personnel, property maintenance and purpose/mission - to get a sense of where money is getting spent or not.

3) Income history - once again it's the categories that are interesting - town or federal grants, individual gifts, foundations etc. It would be helpful to know what is recurring or one-time - and how the general public support trend is (individual donations)

Obviously their current budget and Newtown historical support would be part of what we look at.

Once we can arrive at a Board consensus of a rough framework, we can get input from the BOS and LC

## OUTSIDE AGENCY & INTERNAL FUNDS – REQUESTS FOR FUNDING

### FUND BALANCE POLICY

#### ITEMS TO THINK ABOUT

- Before a funding request is approved (or considered) the requesting entity would be required to demonstrate the need by presenting the most present financial statements (usually they have a two year comparison).
  - Year over year operating surpluses create a fund balance.
    - Fund balances at 12% (or less) of total yearly expenditures will not be considered. It will be assumed that fund balance is for cash flow, revenue losses and one time expenditure requirements.
    - Fund balances less than \$ \_\_\_\_\_ will not be considered due to immateriality.
    - For fund balances that require consideration the requesting entity should be prepared to demonstrate how any excess fund balances will be used. For example, capital investments in infrastructure, seed money for new programs, etc.
  - The requesting entity should be encourage to create a fund balance policy. If they have one it should be included with the financial statements presented.
  - How do we handle or look at large national not for profits who benefit Newtown residents?

9/12/2022

## TOWN OF NEWTOWN

## ESTIMATED UNDESIGNATED FUND BALANCE AT 06/30/2022 (UNAUDITED)

Beginning Undesignated Fund Balance @ 07/01/2021

15,869,712.00

Add 2021-22 Revenues

124,321,185.50

Less 2021-22 Expenditures (budget basis):

Board of Selectmen

42,659,953.99

Board of Education (assuming non-lapsing approved)

79,697,698.00

Total Expenditures (before cap non-rec transfer)

122,357,651.99

Transfer to Capital &amp; Non-recurring (up for approval)

819,856.02

Total Expenditures (assuming cap non-rec transfer)

123,177,508.01

Revenues over Expenditures

1,143,677.49 \*\*\*

Year end adjustments

(110,389.49)

Estimated Undesignated Fund Balance @ 06/30/2022 (unaudited)

16,903,000.00

\*\*\* Revenue amount exceeding budget amount

1,101,631.50

Expenditure amount under budget

42,045.99

(accounts for transfer to cap non recurring)

1,143,677.49

**12% UNDESIGNATED FUND BALANCE CAP CALCULATION:**

2022-23 Total budget amount

129,026,038.00

12% Undesignated Fund Balance Cap

15,483,124.56

Estimated Undesignated Fund Balance Over Cap

1,419,875.44

**Capital & Non-Recurring Fund (144) Undesignated amount (rounded):**

\$2,600,000	Undesignated amount (accounts for amount in CIP designated for roads, \$250,000)
<u>\$ 479,000</u>	9/12/2022 proposed undesignated amount to be transferred to capital & non-recurring fund
\$3,079,000	