# Town of Canaan

## Board of Finance – Special Meeting Minutes

Wednesday, December 17, 2025, 7:00 PM (or immediately following the Board of Selectmen Meeting)
Town Hall – 108 Main Street, Falls Village, CT 06031

In Person and via Zoom

## 1. Attendance

- **Members Present:**
    - In Person: Chairman Ginger Betti, Martin Deeg, Thomas Wilson
    - On Zoom: Amy Wynn, Karl Munson
- **Absent:** Andrea Downs
- **Alternate Members Present:**
    - In Person: Hazel McGuire
    - On Zoom: Vanessa Pereia
- **Absent:** John Haddon

## 2. Call to Order

- Chairman Betti called the meeting to order at 7:02 PM

## 3. Seating of Alternates

- Motion to seat Hazel McGuire for Andrea Downs
    - Motioned by: Chairman Betti
    - Seconded by: Amy Wynn
    - Vote: Unanimous

## 4. Public Comment

- None received

## 5. Communications

- Written: None
- Oral:
    - Chairman Betti provided two updates not included in the distributed materials:
        - Reminder of CCM training previously emailed to board members
        - Confirmation that the town's audit extension has been officially filed

## 6. Reports

- **a. Secretary's Report**
  - Approval of minutes from the November 10, 2025, regular meeting
    - Motioned by: Amy Wynn
    - Seconded by: Martin Deeg
    - Vote: Unanimous
- **b. Treasurer's Report**
  - Year-to-Date Expenditures: $19,325 out of a $39,000 annual budget
  - Updated expense report not included in packet but received by Chairman Betti
  - October 31, 2025 Reports:
    - Balance Sheet – Town of Canaan Accounts
    - Profit & Loss (Monthly and YTD vs. Budget)
    - Reserve Accounts
    - General Fund Summary and Projection
  - Discussion:
    - Salt shed reserve line showed $116,000 in October; after removing the town's 20% STEAP grant match, current balance is $48,251.39. Updated withdrawals will be reflected in a worksheet being prepared by the Treasurer
  - Motion to receive Treasurer's report of October 31, 2025
    - Motioned by: Amy Wynn
    - Seconded by: Martin Deeg
    - Vote: Unanimous
  - Bank Reconciliations:
    - No reconciliations between P\&L statements and Tax Collector/Board of Education reports presented
    - Treasurer's bank reconciliations will now be submitted quarterly, two months after the close of each quarter
    - Motion to receive reconciliations quarterly
      - Motioned by: Chairman Betti
      - Seconded by: Martin Deeg
      - Vote: Unanimous

Motion to amend, specifying that reports will be received quarterly rather than monthly.

- Motioned by: Chairman Betti
- Seconded by: Amy Wynn
- Vote: Unanimous

- **c. Tax Collector's Report**
  - November 30, 2025

        - Motion to receive report
            - Motioned by: Hazel McGuire
            - Seconded by: Martin Deeg
            - Vote: Unanimous
- **d. Board of Education Report**
    - November 2025
        - Motion to receive report
            - Motioned by: Thomas Wilson
            - Seconded by: Martin Deeg
            - Vote: Unanimous

## 7. Selectmen's Report

- First Selectman Barger requested Board of Finance recommend to Town Meeting the transfer of $48,250.39 (leaving $1 in the original fund) from the Salt Shed Non-Recurring Capital Fund to a holding/contingency account for engineering and related studies.
- Engineering costs may exceed the $26,500 PSA if additional work is required.
- STEAP grant will cover construction; $48k is for preconstruction needs only.
- Cardinal Engineering bill for $2,095.50 discussed; options for payment included Board of Finance discretionary funds or Bridge Non-Recurring Capital Fund

## 8. Old Business

- Board of Finance Policies: Chairman Betti and Amy Wynn developing a policy guidebook
- Capital Plan: Chairman Betti presented a capital project request form; meetings with departments scheduled for January
- Annual Audit RFP (FY 2026-2029): Responses due by February 13, 2026

## 9. Suspense Items

- None

## 10. New Business

- Distribution of Meeting Documents: Early/preliminary documents may be emailed directly to members; official meeting documents will be posted on the website
- BOS Request to Utilize Salt Shed Capital Funds:
    - Motion to recommend to Town Meeting the transfer of $48,250.39 from the Salt Shed Non-Recurring Capital Fund for engineering and design services, with funds placed in an interest-bearing account
        - Motioned by: Amy Wynn
        - Seconded by: Martin Deeg
        - Vote: Unanimous

- Request for Funding to Pay Cardinal Engineering Associates: Re: Cobble Road Bridge
    - Motion to pay the $2,095.50 bill from the Board of Finance discretionary fund
        - Motioned by: Amy Wynn
        - Seconded by: Hazel McGuire
        - Vote: Unanimous

## 11. Other Business

- None

## 12. Public Comment

- None

## 13. Adjournment

- Motion to adjourn at 7:39 PM
    - Motioned by: Chairman Betti
    - Seconded by: Martin Deeg
    - Vote: Unanimous

## Attachments

- Treasurer's Reports
- Tax Collector's Reports
- Capital Request Form (sample)
- Audit Extension Communication

Respectfully submitted,
Patti Fife, Recording Secretary

2:13 PM
11/17/25
Cash Basis

# Town of Canaan
## Balance Sheet
### As of October 31, 2025

| | Oct 31, 25 | |
|---|---|---|
| ASSETS | | |
| Current Assets | | |
| Checking/Savings | | |
| Cemetery CD | | 29,344.00 |
| Cemetery Savings | | 4,462.05 |
| Litchfield Bancorp | | |
| Certificate of Deposit | 208,290.60 | |
| Total Litchfield Bancorp | | 208,290.60 |
| National Iron Bank | | |
| Checking | 794,712.36 | |
| Money Market | 1,483,174.75 | |
| Tax Collector Acct | 7,062.00 | |
| Total National Iron Bank | | 2,284,949.11 |
| OPEB Reserve Cash | | 30,249.28 |
| Rent Account | | 2,120.70 |
| Salisbury Bank | | |
| BOE Checking | -146,381.14 | |
| Muni Account | 46,260.29 | |
| Savings Account | 142,437.30 | |
| Total Salisbury Bank | | 42,316.45 |
| Torrington Savings Bank | | |
| BOE Non-Lapsing Reserve Acct | 30,105.60 | |
| Total Torrington Savings Bank | | 30,105.60 |
| Total Checking/Savings | | 2,631,837.79 |
| Other Current Assets | | |
| Interest & Lien Fees Receivable | | 11,665.00 |
| Lease Payments Receivable | | 6,000.00 |
| LOSAP Investments | | 265,749.00 |
| Property Tax Receivables | | 50,370.00 |
| Total Other Current Assets | | 333,784.00 |
| Total Current Assets | | 2,965,621.79 |
| TOTAL ASSETS | | 2,965,621.79 |
| LIABILITIES & EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| Accounts Payable | | -0.10 |
| Total Accounts Payable | | -0.10 |
| Other Current Liabilities | | |
| 20-2210-HD-920 | | 64.00 |
| 20-2210-LP-920 | | 360.00 |
| BOE Accts Payable | | 31,643.00 |
| Deferred Inflows of Resources | | |
| Deferred Leases | 6,000.00 | |
| Deferred Revenue | 4,673.00 | |
| Deferred Taxes | 62,602.00 | |
| Total Deferred Inflows of Resources | | 73,275.00 |
| Dog Fund | | -781.94 |
| Due Other Funds | | 3,500.00 |

# Town of Canaan
## Balance Sheet
### As of October 31, 2025

| | Oct 31, 25 |
|---|---|
| Payroll Liabilities | |
| 020-030 WAGEX | 0.45 |
| 20-026 | 438.41 |
| Payroll Liablities - Other | -1,797.60 |
| Total Payroll Liabilities | -1,358.74 |
| Total Other Current Liabilities | 106,701.32 |
| Total Current Liabilities | 106,701.22 |
| Total Liabilities | 106,701.22 |
| Equity | |
| Opening Balance Equity | 1,562,495.18 |
| Retained Earnings | 19,741.65 |
| Net Income | 1,276,683.74 |
| Total Equity | 2,858,920.57 |
| TOTAL LIABILITIES & EQUITY | 2,965,621.79 |

# Town of Canaan
## Profit & Loss
### October 2025

| | Oct 25 |
|---|---|
| Ordinary Income/Expense | |
| Income | |
| 1108 Taxes | 34,895.13 |
| 2110-904 Conveyance Tax | 687.50 |
| 2111-912 Plan & Zoning Fees | 170.00 |
| 2113-913 Building Permits | 1,519.00 |
| 2210 Town Clerk | 271.00 |
| 2410 Misc Town Revenue | 28,092.19 |
| 2601 Transfer Station Fees | 5,515.00 |
| 4110-950 Interest on GF | 588.60 |
| 5210 State Revenue | 65,972.47 |
| Total Income | 137,710.89 |
| Gross Profit | 137,710.89 |
| Expense | |
| 1001 - Selectmen Expenses | 4,587.49 |
| 1002 Town Hall Expenses | 1,927.83 |
| 1005 Board of Assessors | 2,991.40 |
| 1007 Board of Finance | 320.00 |
| 1008 Tax Collector | 1,741.08 |
| 1009 Treasurer | 3,470.23 |
| 1010 Town Clerk | 4,886.26 |
| 1011 Planning & Zoning Comm | 1,500.00 |
| 1014 Registrar of Voters | 982.44 |
| 1016 Benefits | 3,697.44 |
| 1018 Publi Health | 500.00 |
| 1019 Social Services | 2,800.00 |
| 1020 Wm. Surdam Bld. (Day Care) | 738.88 |
| 1021-322 Street lights | 606.92 |
| 1023 Fund for Non-Muni Public | 44.00 |
| 1027 General Public Safety | 1,927.64 |
| 1202 107 Main St. Property | 1,713.61 |
| 1203 35 Railroad St. Property | 150.55 |
| 2001 Fire Commission | 1,534.83 |
| 3001 Road Maintenance | 25,178.21 |
| 3002 Town Garage | 462.42 |
| 4001 Recreation Commission | 1,763.93 |
| 6001 Waste Management | 13,679.43 |

# Town of Canaan
## Profit & Loss
### October 2025

| | Oct 25 |
|---|---|
| Board of Education | 329,806.10 |
| Payroll Expenses | 78.00 |
| Total Expense | 407,088.69 |
| Net Ordinary Income | -269,377.80 |
| **Net Income** | **-269,377.80** |

# Town of Canaan
## Profit & Loss Budget vs. Actual
### July through October 2025

| | Jul - Oct 25 | Budget | $ Over Budget | % of Budget |
|---|---|---|---|---|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 1108 Taxes | 3,113,626.62 | 5,454,805.00 | -2,341,178.38 | 57.1% |
| 1400-954 Add. Approp. From GF | 0.00 | 219,000.00 | -219,000.00 | 0.0% |
| 2110-904 Conveyance Tax | 8,246.50 | 25,627.00 | -17,380.50 | 32.2% |
| 2111-912 Plan & Zoning Fees | 990.00 | 1,800.00 | -810.00 | 55.0% |
| 2113-913 Building Permits | 3,724.00 | 25,000.00 | -21,276.00 | 14.9% |
| 2122-953 General Assistance | 0.00 | 0.00 | 0.00 | 0.0% |
| 2124-915 Inland/Wetland Fees | 405.00 | 500.00 | -95.00 | 81.0% |
| 2125-BG-352 Micro Bike Grant | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 2210 Town Clerk | 7,477.00 | 14,050.00 | -6,573.00 | 53.2% |
| 2410 Misc Town Revenue | 42,086.79 | 66,400.00 | -24,313.21 | 63.4% |
| 2420-952 Public Works | 0.00 | 0.00 | 0.00 | 0.0% |
| 2601 Transfer Station Fees | 8,110.00 | 16,225.00 | -8,115.00 | 50.0% |
| 3101-939 Town Aid Road Money | 111,643.35 | 223,298.00 | -111,654.65 | 50.0% |
| 4110-950 Interest on GF | 3,696.76 | 12,000.00 | -8,303.24 | 30.8% |
| 5210 State Revenue | 145,203.46 | 285,071.00 | -139,867.54 | 50.9% |
| 5291-935 Tel Access Line Tax | 0.00 | 8,000.00 | -8,000.00 | 0.0% |
| Total Income | 3,445,209.48 | 6,356,776.00 | -2,911,566.52 | 54.2% |
| Gross Profit | 3,445,209.48 | 6,356,776.00 | -2,911,566.52 | 54.2% |
| Expense | | | | |
| 1001 - Selectmen Expenses | 20,421.18 | 60,329.00 | -39,907.82 | 33.8% |
| 1002 Town Hall Expenses | 13,950.99 | 62,092.00 | -48,141.01 | 22.5% |
| 1003 Legal Expenses | 1,013.83 | 4,390.00 | -3,376.17 | 23.1% |
| 1005 Board of Assessors | 16,711.30 | 60,673.00 | -43,961.70 | 27.5% |
| 1006-105 Bd. of Assess. Appeals | 0.00 | 1,500.00 | -1,500.00 | 0.0% |
| 1007 Board of Finance | 10,480.00 | 39,566.00 | -29,086.00 | 26.5% |
| 1008 Tax Collector | 15,479.92 | 35,814.00 | -20,334.08 | 43.2% |
| 1009 Treasurer | 14,414.57 | 47,203.00 | -32,788.43 | 30.5% |
| 1010 Town Clerk | 21,356.84 | 65,314.00 | -43,957.16 | 32.7% |
| 1011 Planning & Zoning Comm | 4,760.00 | 31,592.00 | -26,832.00 | 15.1% |

# Town of Canaan
## Profit & Loss Budget vs. Actual
### July through October 2025

| | Jul - Oct 25 | Budget | $ Over Budget | % of Budget |
|---|---|---|---|---|
| 1012-105 Zoning Bd of Appeals | 0.00 | 500.00 | -500.00 | 0.0% |
| 1014 Registrar of Voters | 3,819.95 | 34,050.00 | -30,230.05 | 11.2% |
| 1015 Insurance | 16,364.63 | 46,360.00 | -29,995.37 | 35.3% |
| 1016 Benefits | 82,564.07 | 252,899.00 | -170,334.93 | 32.6% |
| 1017 Economic Development | 0.00 | 1.00 | -1.00 | 0.0% |
| 1018 Publi Health | 18,429.36 | 22,929.00 | -4,499.64 | 80.4% |
| 1019 Social Services | 24,084.19 | 63,754.00 | -39,669.81 | 37.8% |
| 1020 Wm. Surdam Bld. (Day Care) | 4,972.38 | 21,273.00 | -16,300.62 | 23.4% |
| 1021-322 Street lights | 1,702.23 | 8,000.00 | -6,297.77 | 21.3% |
| 1022 General Assistance | 0.00 | 3,000.00 | -3,000.00 | 0.0% |
| 1023 Fund for Non-Muni Public | 65,857.00 | 86,977.00 | -21,120.00 | 75.7% |
| 1024-105 Inland/Wetland Comm | 1,100.00 | 2,250.00 | -1,150.00 | 48.9% |
| 1025 Debt Service Interest | 16,694.86 | 21,200.00 | -4,505.14 | 78.7% |
| 1026 Debt Service Principal | 132,500.00 | 144,100.00 | -11,600.00 | 92.0% |
| 1027 General Public Safety | 13,976.88 | 60,605.00 | -46,628.12 | 23.1% |
| 1028 Non-recurring Capital Acct | 0.00 | 190,500.00 | -190,500.00 | 0.0% |
| 1202 107 Main St. Property | 8,025.33 | 26,555.00 | -18,529.67 | 30.2% |
| 1203 35 Railroad St. Property | 1,092.26 | 3,345.00 | -2,252.74 | 32.7% |
| 2001 Fire Commission | 38,934.67 | 124,500.00 | -85,565.33 | 31.3% |
| 3001 Road Maintenance | 100,558.43 | 590,400.00 | -489,841.57 | 17.0% |
| 3002 Town Garage | 3,580.21 | 28,092.00 | -24,511.79 | 12.7% |
| 4001 Recreation Commission | 64,219.23 | 102,858.00 | -38,638.77 | 62.4% |
| 6001 Waste Management | 47,920.79 | 180,205.00 | -132,284.21 | 26.6% |
| Board of Education | 1,399,947.64 | 3,933,950.00 | -2,534,002.36 | 35.6% |
| Paper Statement Fee | 15.00 | | | |
| Payroll Expenses | 78.00 | | | |
| Total Expense | 2,165,025.74 | 6,356,776.00 | -4,191,750.26 | 34.1% |
| Net Ordinary Income | 1,280,183.74 | 0.00 | 1,280,183.74 | 100.0% |
| Net Income | 1,280,183.74 | 0.00 | 1,280,183.74 | 100.0% |

11:16 AM
11/18/25
Cash Basis

# Town of Canaan
## Balance Sheet
### As of October 31, 2025

| | | Oct 31, 25 |
|---|---|---|
| **ASSETS** | | |
| **Current Assets** | | |
| **Checking/Savings** | | |
| **National Iron Bank - Fiduciary** | | |
| ARPA/CRF Grant | 6,677.32 | |
| Dog Fund Account | 8,396.05 | |
| Recreation Account | 5,502.71 | |
| **Total National Iron Bank - Fiduciary** | | 20,576.08 |
| **NBT Bank - Reserve** | | |
| Fire Truck Reserve | 183,941.61 | |
| **Total NBT Bank - Reserve** | | 183,941.61 |
| **TSB-Fiduciary** | | |
| Benefit I/W Comm- Cobble Hill T | 288.12 | |
| Berzine Fund | 646.33 | |
| Cemetery Fund | 283.31 | |
| Cemetery Fund - Savings | 1,669.57 | |
| Dan Maynard Memorial | 3,188.44 | |
| Denise Blair Memorial | 640.85 | |
| Falls Village Scholarship Fund | 14,007.83 | |
| Falls Village Senior Center | 405.92 | |
| Fuel Fund | 7,271.68 | |
| FV Scholarship Fund-Savings PB | 562.96 | |
| Rent Account | 2,104.89 | |
| Social Services | 10,642.06 | |
| **Total TSB-Fiduciary** | | 41,711.96 |
| **TSB - Reserve** | | |
| 107 Main St. Property Reserve | 23,527.27 | |
| Ambulance Reserve | 79,854.04 | |
| Board of Assessors Reserve | 45,559.74 | |
| Bridge Maint & Repair Reserve | 11,058.30 | |
| Bulky Waste Building Reserve | 81,091.70 | |
| Computer Account | 5,528.83 | |
| Environmental Cleanup Reserve | 11,425.19 | |
| Fire Truck Reserve - TSB | 119,380.96 | |
| Heavy Equipment Reserve | 29,814.50 | |
| Lee H. Kellogg Technology Reser | 32,005.33 | |
| LHK Capital Improve. Reserve | 8,297.35 | |
| Painting Reserve | 31,688.49 | |
| Planning & Zoning Reserve | 13,940.62 | |
| Pool Account | 33,105.20 | |
| Post Employment Benefits Reserv | 32,416.35 | |
| Registrars Capital Reserve | 11,109.96 | |
| Salt Shed Fund | 116,251.39 | |
| Training Reserve | 2,069.79 | |
| Tree Replacement Reserve | 2,419.74 | |
| Truck Reserve | 181,145.63 | |
| **Total TSB - Reserve** | | 871,690.38 |
| **Total Checking/Savings** | | 1,117,920.03 |
| **Total Current Assets** | | 1,117,920.03 |
| **TOTAL ASSETS** | | **1,117,920.03** |

# Town of Canaan
## Balance Sheet
### As of October 31, 2025

| | Oct 31, 25 |
|---|---|
| **LIABILITIES & EQUITY** | |
| **Equity** | |
| **Opening Bal Equity** | 879,737.83 |
| **Retained Earnings** | 249,310.14 |
| **Net Income** | -11,127.94 |
| **Total Equity** | 1,117,920.03 |
| **TOTAL LIABILITIES & EQUITY** | **1,117,920.03** |

**Town of Canaan**
**General Fund Projection - FYE 06/30/2026**

| As of | Jul-25 | Aug-25 | Sep-25 | Oct-25 |
|---|---|---|---|---|
| **Starting Balance July 1, 2025** | **$1,252,546.00** | **$1,252,546.00** | **$1,252,546.00** | **$1,252,546.00** |
| Less Appropriation for 2025-2026 Budget | ($219,000.00) | ($219,000.00) | ($219,000.00) | ($219,000.00) |
| Net General Fund July, 1 2026 | $1,033,546.00 | $1,033,546.00 | $1,033,546.00 | $1,033,546.00 |
| **Subtract Additional Appropriations** | | | | |
| Town Meeting appropriation - Bridges * | ($55,000.00) | ($55,000.00) | ($55,000.00) | ($55,000.00) |
| Appropriation | | | | |
| Total Additional Appropriations | ($55,000.00) | ($55,000.00) | ($55,000.00) | ($55,000.00) |
| Net General Fund after Appropriations | $978,546.00 | $978,546.00 | $978,546.00 | $978,546.00 |
| **Add Un-Budgeted Revenue** | | | | |
| Other Town Revenue | | | | |
| Total Unbudgeted Revenue | $0.00 | $0.00 | $0.00 | $0.00 |
| Steap Grant Appropriation ** | ($125,000.00) | ($125,000.00) | ($125,000.00) | ($125,000.00) |
| **General Fund Projected balance 6.30.25** | $853,546.00 | $853,546.00 | $853,546.00 | $853,546.00 |

*Appropriation directly out of general fund not added to FY 26 Budget

# Canaan Board of Education
## Profit & Loss Budget vs. Actual
### July through November 2025

CBOE November 2025 Cash Report

| | Jul - Nov 25 | Budget | $ Over Budget | % of Budget |
|---|---|---|---|---|
| Ordinary Income/Expense | | | | |
| Expense | | | | |
| 100 · Salaries | | | | |
| Certified Salaries | | | | |
| 1201101 · Substitutes Salary | 6,413.50 | 17,680.00 | -11,266.50 | 36.28% |
| 1111105 · Title One Teacher | 18,913.44 | 73,750.00 | -54,836.56 | 25.65% |
| 1111104 · Extra Pay/Extra Duty | 2,508.21 | 14,070.00 | -11,561.79 | 17.83% |
| 1111100 · Teachers Salary | 229,156.44 | 838,073.00 | -608,916.56 | 27.34% |
| 1112410 · Principal's Salary | 58,432.70 | 151,925.00 | -93,492.30 | 38.46% |
| Total Certified Salaries | 315,424.29 | 1,095,498.00 | -780,073.71 | 28.79% |
| Non Certified Salaries | | | | |
| 1122213 · Paraprofessional 2 | 8,786.72 | 32,131.00 | -23,344.28 | 27.35% |
| 1122223 · Library Manager | 10,851.75 | 36,570.00 | -25,718.25 | 29.67% |
| 1122134 · Nurse Salary | 17,727.59 | 58,504.00 | -40,776.41 | 30.3% |
| 1122630 · Summer Custodian | 3,390.00 | 3,640.00 | -250.00 | 93.13% |
| 1122112 · Paraprofessional 1 | 10,312.38 | 34,876.00 | -24,563.62 | 29.57% |
| 1122411 · Office Administrator | 28,994.40 | 68,744.00 | -39,749.60 | 42.18% |
| 1122312 · Board Clerk Salary | 5,869.82 | 13,874.00 | -8,004.18 | 42.31% |
| 1122610 · Custodian Salary | 29,795.20 | 70,803.00 | -41,007.80 | 42.08% |
| 1132610 · Overtime Custodian | 463.82 | 4,793.00 | -4,329.18 | 9.68% |
| 1122620 · Evening Custodian | 3,881.99 | 13,267.00 | -9,385.01 | 29.26% |
| Total Non Certified Salaries | 120,073.67 | 337,202.00 | -217,128.33 | 35.61% |
| Total 100 · Salaries | 435,497.96 | 1,432,700.00 | -997,202.04 | 30.4% |
| 200 · Benefits | | | | |
| Health Benefits | | | | |
| 2102621 · Non-Certified Dental | 2,436.50 | 7,400.00 | -4,963.50 | 32.93% |
| 2101102 · Certified Dental | 2,962.62 | 12,679.00 | -9,716.38 | 23.37% |
| 2101101 · Health Insuranc Certified Staff | 118,732.50 | 268,478.00 | -149,745.50 | 44.22% |
| 2102620 · Health Insurance Non-Certified | 61,137.76 | 104,599.00 | -43,461.24 | 58.45% |
| Total Health Benefits | 185,269.38 | 393,156.00 | -207,886.62 | 47.12% |
| Social Security | | | | |
| 2202100 · Social Sec. Other | 7,504.25 | 19,059.00 | -11,554.75 | 39.37% |
| Total Social Security | 7,504.25 | 19,059.00 | -11,554.75 | 39.37% |
| Medicare | | | | |
| 2211101 · Medicare Certified Staff | 5,957.18 | 18,572.00 | -12,614.82 | 32.08% |
| Total Medicare | 5,957.18 | 18,572.00 | -12,614.82 | 32.08% |
| Pension/Annuities | | | | |
| 2401101 · Reimbursement Graduate Credits | 0.00 | 14,615.00 | -14,615.00 | 0.0% |
| 2302100 · Pension - Librarie | 0.00 | 2,560.00 | -2,560.00 | 0.0% |
| 2302110 · Pension Paraprofessionals | 0.00 | 2,010.00 | -2,010.00 | 0.0% |
| 2302120 · Pension Nurse | 0.00 | 4,095.00 | -4,095.00 | 0.0% |
| 2302130 · Pension Office Adminstrator | 0.00 | 4,812.00 | -4,812.00 | 0.0% |
| 2302140 · Pension Custodian | 0.00 | 4,956.00 | -4,956.00 | 0.0% |
| Total Pension/Annuities | 0.00 | 33,048.00 | -33,048.00 | 0.0% |
| Insurance | | | | |
| 2502310 · Unemployment Insurance | 0.00 | 500.00 | -500.00 | 0.0% |
| 2602310 · Workers' Compensation Insurance | 2,828.96 | 6,898.00 | -4,069.04 | 41.01% |
| 2701100 · Life Insurance | 760.80 | 3,049.00 | -2,288.20 | 24.95% |
| Total Insurance | 3,589.76 | 10,447.00 | -6,857.24 | 34.36% |
| Total 200 · Benefits | 202,320.57 | 474,282.00 | -271,961.43 | 42.66% |
| 300 · Educational Services | | | | |
| Educational Services | | | | |
| 3222211 · Food Service Expense | 1,333.32 | 7,500.00 | -6,166.68 | 17.78% |
| 3211101 · Student Activities | 1,275.07 | 2,500.00 | -1,224.93 | 51.0% |
| 3222283 · Inservice Learning | 1,323.11 | 15,000.00 | -13,676.89 | 8.82% |
| 3231005 · Middle School Sports & Act. | 0.00 | 9,907.00 | -9,907.00 | 0.0% |
| 3051100 · LHK Yearbook | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 3211102 · Outdoor Education | 2,567.50 | 6,860.00 | -4,292.50 | 37.43% |
| 3211103 · Assembly Programs | 0.00 | 2,500.00 | -2,500.00 | 0.0% |
| 3221100 · Staff Development | 543.48 | 6,457.00 | -5,913.52 | 8.42% |
| Total Educational Services | 7,042.48 | 51,724.00 | -44,681.52 | 13.62% |
| Professional & Tech. Services | | | | |
| 3402210 · Telecommunication/Internet | 0.00 | 1,659.00 | -1,659.00 | 0.0% |
| 3092620 · Environmental Testing Services | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 3222210 · Professional Services | 3,203.19 | 8,000.00 | -4,796.81 | 40.04% |
| 3402211 · Technical Support Services | 3,096.00 | 21,261.00 | -18,165.00 | 14.56% |
| Total Professional & Tech. Services | 6,299.19 | 31,920.00 | -25,620.81 | 19.73% |
| Total 300 · Educational Services | 13,341.67 | 83,644.00 | -70,302.33 | 15.95% |

# Canaan Board of Education
## Profit & Loss Budget vs. Actual
### July through November 2025

CBOE November 2025 Cash Report

| | Jul - Nov 25 | Budget | $ Over Budget | % of Budget |
|---|---|---|---|---|
| 400 · Property Services | | | | |
| Utilities | | | | |
| 4112620 · Water | 609.83 | 2,400.00 | -1,790.17 | 25.41% |
| Total Utilities | 609.83 | 2,400.00 | -1,790.17 | 25.41% |
| Maintenance Services | | | | |
| 4302400 · Copier/Lease | 2,131.68 | 5,000.00 | -2,868.32 | 42.63% |
| 4242630 · Lawn Care | 0.00 | 6,000.00 | -6,000.00 | 0.0% |
| 4302620 · Equipment Maintenance | 0.00 | 3,500.00 | -3,500.00 | 0.0% |
| 4302610 · Septic Tank Maintenance | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 4302640 · Facility Maintenance | 10,669.38 | 16,000.00 | -5,330.62 | 66.68% |
| 4302630 · Building Improvements | 86.00 | 10,000.00 | -9,914.00 | 0.86% |
| Total Maintenance Services | 12,887.06 | 41,500.00 | -28,612.94 | 31.05% |
| Total 400 · Property Services | 13,496.89 | 43,900.00 | -30,403.11 | 30.75% |
| 500 · Purchased Services | | | | |
| Transportation Services | | | | |
| 5102700 · Transportation / Bus Contract | 62,426.88 | 156,100.00 | -93,673.12 | 39.99% |
| 5102710 · Field Trips / Bus | 1,597.75 | 6,634.00 | -5,036.25 | 24.08% |
| Total Transportation Services | 64,024.63 | 162,734.00 | -98,709.37 | 39.34% |
| Insurance | | | | |
| 5213200 · Physicals-Students | 0.00 | 150.00 | -150.00 | 0.0% |
| 5222620 · Cyber Insurance | 0.00 | 9,270.00 | -9,270.00 | 0.0% |
| 5202620 · Property/Liability Insurance | 8,190.35 | 18,437.00 | -10,246.65 | 44.42% |
| 5212620 · Student Insurance | 133.65 | 250.00 | -116.35 | 53.46% |
| Total Insurance | 8,324.00 | 28,107.00 | -19,783.00 | 29.62% |
| Communication | | | | |
| 5312400 · Telephone | 1,884.42 | 4,200.00 | -2,315.58 | 44.87% |
| 5302410 · Postage | 148.65 | 1,400.00 | -1,251.35 | 10.62% |
| 5502540 · Printing & Advertising | 210.97 | 500.00 | -289.03 | 42.19% |
| Total Communication | 2,244.04 | 6,100.00 | -3,855.96 | 36.79% |
| Tuitions | | | | |
| 5601401 · Summer School | 541.87 | 3,336.00 | -2,794.13 | 16.24% |
| Total Tuitions | 541.87 | 3,336.00 | -2,794.13 | 16.24% |
| Travel | | | | |
| 5801101 · Travel -Staff | 417.20 | 1,200.00 | -782.80 | 34.77% |
| 5801102 · Travel- Principal | 33.60 | 800.00 | -766.40 | 4.2% |
| Total Travel | 450.80 | 2,000.00 | -1,549.20 | 22.54% |
| Total 500 · Purchased Services | 75,585.34 | 202,277.00 | -126,691.66 | 37.37% |
| 600 · Supplies | | | | |
| Supplies | | | | |
| 4012400 · Professional Publications | 165.50 | 250.00 | -84.50 | 66.2% |
| 6122410 · Graduation/Awards | 10.00 | 1,700.00 | -1,690.00 | 0.59% |
| 6102310 · Accounting Services/Supplies | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 6101105 · Student Testing Services | 0.00 | 500.00 | -500.00 | 0.0% |
| 6101106 · Science Supplies | 0.00 | 3,000.00 | -3,000.00 | 0.0% |
| 6101104 · Athletic Supplies | 163.80 | 1,350.00 | -1,186.20 | 12.13% |
| 6101103 · Music Supplies | 487.35 | 1,350.00 | -862.65 | 36.1% |
| 6101102 · Art Supplies | 86.26 | 1,350.00 | -1,263.74 | 6.39% |
| 6102223 · Library Software | 0.00 | 2,100.00 | -2,100.00 | 0.0% |
| 6101100 · Board of Educ Office Supplies | 109.50 | 250.00 | -140.50 | 43.8% |
| 6102134 · Nurse's Supplies | 149.37 | 1,500.00 | -1,350.63 | 9.96% |
| 6102410 · Office Supplies | 91.78 | 800.00 | -708.22 | 11.47% |
| 6101101 · Instructional Supplies | 5,676.85 | 15,000.00 | -9,323.15 | 37.85% |
| 6102224 · Technology Applications | 19,056.65 | 25,897.00 | -6,840.35 | 73.59% |
| 2223104 · Library Supplies | 292.64 | 850.00 | -557.36 | 34.43% |
| 6102225 · Technology Supplies | 135.59 | 950.00 | -814.41 | 14.27% |
| 6132620 · Custodial Supplies | 1,660.68 | 13,000.00 | -11,339.32 | 12.77% |
| Total Supplies | 28,085.97 | 71,847.00 | -43,761.03 | 39.09% |
| Energy | | | | |
| 6222620 · Electricity | 6,004.35 | 21,800.00 | -15,795.65 | 27.54% |
| 6242622 · Propane Gas | 713.02 | 10,000.00 | -9,286.98 | 7.13% |
| 6242620 · Fuel Oil | 8,693.42 | 8,664.00 | 29.42 | 100.34% |
| 6242621 · Diesel Fuel | 10,572.33 | 10,545.00 | 27.33 | 100.26% |
| Total Energy | 25,983.12 | 51,009.00 | -25,025.88 | 50.94% |
| Books | | | | |
| 6401101 · Textbooks | 75.22 | 12,196.00 | -12,120.78 | 0.62% |
| 6402222 · Library Books | 129.46 | 2,700.00 | -2,570.54 | 4.8% |
| Total Books | 204.68 | 14,896.00 | -14,691.32 | 1.37% |
| Total 600 · Supplies | 54,273.77 | 137,752.00 | -83,478.23 | 39.4% |

# Canaan Board of Education
## Profit & Loss Budget vs. Actual
### July through November 2025

CBOE November 2025 Cash Report

| | Jul - Nov 25 | Budget | $ Over Budget | % of Budget |
|---|---|---|---|---|
| 700 · Property Equipment | | | | |
| Equipment | | | | |
| 5902540 · Technology Hardware | 4,982.00 | 7,890.00 | -2,908.00 | 63.14% |
| 7302520 · Non-Instructional Equipment | 1,656.82 | 1,500.00 | 156.82 | 110.46% |
| 7301101 · Instructional Equipment | 0.00 | 4,500.00 | -4,500.00 | 0.0% |
| Total Equipment | 6,638.82 | 13,890.00 | -7,251.18 | 47.8% |
| Total 700 · Property Equipment | 6,638.82 | 13,890.00 | -7,251.18 | 47.8% |
| 800 · Dues | | | | |
| Dues & Fees | | | | |
| 2082213 · Ed Advance | 310.00 | 320.00 | -10.00 | 96.88% |
| 1012310 · Dues & Fees | 884.00 | 1,500.00 | -616.00 | 58.93% |
| Total Dues & Fees | 1,194.00 | 1,820.00 | -626.00 | 65.6% |
| Total 800 · Dues | 1,194.00 | 1,820.00 | -626.00 | 65.6% |
| 900 · Capital | | | | |
| 0015200 · Technology Capital Fund | 0.00 | 0.00 | 0.00 | 0.0% |
| 0005200 · Building Capital Fund | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 900 · Capital | 0.00 | 0.00 | 0.00 | 0.0% |
| 950 · Region One Tuition Assessments | | | | |
| Region One Tuition Assessments | | | | |
| 5605201 · HVRHS Tuition | 511,668.50 | 1,023,337.00 | -511,668.50 | 50.0% |
| 5605202 · Pupil Services Tuition | 200,482.00 | 400,964.00 | -200,482.00 | 50.0% |
| 5605203 · RSSC Tuition | 59,692.00 | 119,384.00 | -59,692.00 | 50.0% |
| Total Region One Tuition Assessments | 771,842.50 | 1,543,685.00 | -771,842.50 | 50.0% |
| Total 950 · Region One Tuition Assessments | 771,842.50 | 1,543,685.00 | -771,842.50 | 50.0% |
| Total Expense | 1,574,191.52 | 3,933,950.00 | -2,359,758.48 | 40.02% |
| Net Ordinary Income | -1,574,191.52 | -3,933,950.00 | 2,359,758.48 | 40.02% |
| Net Income | -1,574,191.52 | -3,933,950.00 | 2,359,758.48 | 40.02% |

## COLLECTION INFORMATION AS OF NOVEMBER 30, 2025
## MEMO FROM TAX COLLECTOR'S OFFICE

**2024 Grand List Collection Information**

| | | |
|---|---|---|
| Beginning Tax Levy | | 5,436,359.65 |
| Adjusted Tax Levy (as of month end) | | 5,418,647.59 |
| Current Grand List Year Collections | ** | 3,110,225.24 |
| Current year collection rate - collected vs. tax levy = | | 57.40% |
| | | |
| Total collections(includes interest & taxes & fees) | | 3,136,192.77 |
| Refunds paid & unpaid | | 4,494.31 |
| Total collections less refunds(paid & unpaid) | | 3,131,698.46 |

**2023 Grand List Collection Information**

| | |
|---|---|
| Beginning Tax Levy | 5,270,959.30 |
| Adjusted Tax Levy (as of month end) | 5,252,088.53 |
| Current Grand List Year Collections(as of month end) | 3,026,060.37 |
| Current year collection rate - collected vs. tax levy = | 57.62% |

**Prior Three Years Collection Rates**

| | |
|---|---|
| 2022 GL Collection rate - collected less refunds vs tax levy | 58.08% |
| 2021 GL Collection rate - collected less refunds vs tax levy | 61.82% |
| 2020 GL Collection rate - collected less refunds vs tax levy | 57.42% |

# FISCAL YEAR 2025/2026 - 2024 Grand List
# TOWN OF CANAAN
# TAX COLLECTOR'S REPORT
# FOR YEAR TO DATE

| Grand List Year | Uncollected Taxes July 1, 2021 | Current Levy | Lawful Corrections Additions | Lawful Corrections Deductions | Transfers to Suspense | Adjusted Taxes Collectible | Collections ** Taxes | Collections Interest | Collections Total | Uncollected Taxes w/ Refunds Paid refunds Added back in 30-Nov-25 | Refunds Prior F/Y's Refunds | Refunds Over-payments | Refunds Adjustments Generating | Refunds Transfers/ Writeoffs | Paid | Refunds unpaid Month end | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2024 | | 5,479,416.07 | 184.98 | 17,897.04 | - | 5,461,704.01 | 3,110,225.24 | 4,382.51 | 3,114,607.75 | 2,351,714.30 | - | 349.66 | 528.49 | 5.69 | 235.53 | 636.93 | |
| 2023 | 25,838.58 | | - | 406.08 | - | 25,432.50 | 12,722.80 | 3,213.81 | 15,936.61 | 13,006.88 | 2,731.91 | - | - | - | 297.18 | 2,434.73 | |
| 2022 | 15,097.96 | | - | - | - | 15,097.96 | 1,786.04 | 530.46 | 2,316.50 | 13,311.92 | 859.94 | - | - | - | - | 859.94 | |
| 2021 | 4,039.13 | | - | - | - | 4,039.13 | 1,034.32 | 561.19 | 1,595.51 | 3,004.81 | 30.00 | - | - | - | - | 30.00 | |
| 2020 | 2,121.96 | | - | - | - | 2,121.96 | 432.50 | 340.52 | 773.02 | 1,689.46 | - | - | - | - | - | - | |
| 2019 | 1,710.95 | | - | - | - | 1,710.95 | - | - | - | 1,710.95 | - | - | - | - | - | - | |
| 2018 | 1,776.05 | | - | - | - | 1,776.05 | - | - | - | 1,776.05 | - | - | - | - | - | - | |
| 2017 | 748.89 | | - | - | - | 748.89 | - | - | - | 748.89 | - | - | - | - | - | - | |
| 2016 | 91.57 | | - | - | - | 91.57 | - | - | - | 91.57 | - | - | - | - | - | - | |
| 2015 | 165.12 | | - | - | - | 165.12 | - | - | - | 165.12 | - | - | - | - | - | - | |
| 2014 | 44.18 | | - | - | - | 44.18 | 42.30 | 74.66 | 116.96 | 1.88 | - | - | - | - | - | - | |
| 2013 | 42.77 | | - | - | - | 42.77 | - | - | - | 42.77 | - | - | - | - | - | - | |
| 2012 | - | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| 2011 | - | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| 2009 | - | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| | | | | - | - | - | - | | | - | - | - | - | - | | - | |
| | | | | | | | | | | - | | | | | | | |
| Total | 51,677.16 | 5,479,416.07 | 184.98 | 18,303.12 | - | 5,512,975.09 | 3,126,243.20 | 9,103.15 | 3,135,346.35 | 2,387,264.60 | 3,621.85 | 349.66 | 528.49 | 5.69 | 532.71 | 3,961.60 | |
| COLLECTION AGENCY FEES | | | | | | - | - | 96.76 | 96.76 | | | | | | | | |
| MARSHAL FEES | | | | | | - | | | | | | | | | | | |
| ADMIN FEES | | | | | | | | 528.00 | 528.00 | | | | | | | | |
| LIEN FEES | | | - | - | | | - | 116.00 | 116.00 | | | - | - | - | - | - | |
| | | | TOTAL COLLECTIONS TO DATE | | | - | 3,126,243.20 | 9,843.91 | 3,136,087.11 *** | | | | | | | | |
| | | | | | | | (532.71) | Refunds | (532.71) | Refunds Paid Out | | | | | 532.71 | 3,961.60 | 4,494.31 |
| | | | | | | *** | 3,125,710.49 | Total Coll. | 3,135,554.40 | | | | | | | | |
| | | | | | | | | | (3,961.60) | Refunds Not Yet Paid | | | | | | | |
| | | | | | | | | | 3,131,592.80 * | | | | | | | | |

**gbetti30@outlook.com**

**From:** Treasurer Town of Canaan <treasurer@canaanfallsvillage.org>
**Sent:** Tuesday, November 25, 2025 2:21 PM
**To:** Ginger Betti; First Selectman
**Subject:** FW: Audit Report Extension request has been Approved in FHMS

Hi Ginger and Dave
Here is our audit extension request confirmation. I am still waiting on a pension report from Wells Thomas to get to them to finish the audit.
Thanks
Michelle

-----Original Message-----
From: OPM-FHMS@ct.gov [mailto:OPM-FHMS@ct.gov]
Sent: Tuesday, November 25, 2025 2:14 PM
To: TREASURER@CANAANFALLSVILLAGE.ORG
Subject: Audit Report Extension request has been Approved in FHMS

Hi Linda Paviol,

Your Audit Report Extension request as detailed below has been Approved by OPM's Municipal Finance team.

Entity Type: TOWN
Entity Name: CANAAN
Fiscal Year: 2025
Extension: #1
Audit Firm: King, King & Associates, Cpa'S
Auditor: Christopher King

Approved Comments:

Submitted by: Linda Paviol
Submitted email: TREASURER@CANAANFALLSVILLAGE.ORG
Login URL: https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fopm-fhms.ct.gov%2F&data=05%7C02%7C%7Caff2ccdf241049c87fbe08de2c57c086%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638996952556610917%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=5D%2BnCZSZkGex82iMwIddiKlYKaV5zkbj66uYp2xMhWA%3D&reserved=0

Sincerely,
OPM - Fiscal Health Monitoring System (FHMS)
E-Mail: OPM-FHMS@ct.gov

2:07 PM
12/03/25
Accrual Basis

# Town of Canaan
## Profit & Loss Budget vs. Actual
### July through November 2025

| | Jul - Nov 25 | Budget | $ Over Budget | % of Budget |
|---|---|---|---|---|
| **1007 Board of Finance** | | | | |
| **1007-104 Secretary** | 320.00 | 1,440.00 | -1,120.00 | 22.22% |
| **1007-401 Legal Fees** | 0.00 | 1.00 | -1.00 | 0.0% |
| **1007-403 Legal Notices** | 0.00 | 250.00 | -250.00 | 0.0% |
| **1007-405 Audit** | 18,405.00 | 31,865.00 | -13,460.00 | 57.76% |
| **1007-421 Print. Annual Rept.** | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| **1007-422 Type Annual Rept.** | 0.00 | 600.00 | -600.00 | 0.0% |
| **1007-AS-405 Account. Services** | 600.00 | 4,410.00 | -3,810.00 | 13.61% |
| **Total 1007 Board of Finance** | 19,325.00 | 39,566.00 | -20,241.00 | 48.84% |

**City/Town**

**Capital Project Request**

Project Number:

| | |
|---|---|
| Department/Committee: | |
| Requested By: | |
| Submission Date: | |
| Project Title: | |
| Project Category: | Choose One |
| Priority: | Priority |

Project description:

Purpose: Choose One Project Status: Choose One

Benefit/Impact delaying purchase/project

**Project Financing**

Estimated Project Cost: ________________ Life Expectancy: ________________

Estimated timeframe to complete project or receive asset: ________________

Estimated date for completion or delivery: ________________

Requested date for funding authorization: ________________

Operating Cost Impact

Describe any discounts or cost reductions (trade-ins, etc.)

Are there available revenue sources or grants other than Municipal funds?

Project Category: Choose One

Choose One
Building/Construction
Equipment/Furnishings
Land Aquisition/Open Space
Parks/Grounds
Study/Design
Other

Priority:

Project description:

Priority: Priority

Priority
1. Urgent
2. High
3. Moderate
4. Low

Project description:

Purpose: Choose One

Benefit/Impa

Choose One
Ensure Public Safety
New Equipment
Service Enhancement
Increase Efficiency
Compliance with Law or Mandate
Service Restoration (Post Emergen
Other

Project Status: Choose One

Choose One
New
Recurring
Resubmission
Revision/Upgrade to Previous Proje