

TOWN OF CANAAN
BOARD OF FINANCE, SPECIAL MEETING MINUTES
FEBRUARY 13, 2024 @ 7:00PM
Or immediately following the Board of Selectmen's Meeting
Tow Hall, 108 Main Street, Falls Village, CT
IN-PERSON AND VIA ZOOM

For a video of the meeting, please go to the following link:

<https://www.youtube.com/watch?v=IX9b9bigO6Y>

The Board of Finance meeting begins at the 48:38 mark

Members Present:

In person: Steve Dean, Amy Wynn, David Wilburn, John Steines, Thomas Wilson

Via Zoom: Carol Staats

Alternate Members Present:

In person: Ginger Betti and John Haddon

Via Zoom: Karl Munson

Absent: None

Call to order: Amy Wynn called the meeting to order at 7:00pm.

Seating of Alternates : No Alternates seated.

Public comment: Public Comments were made, none received in writing.

Communications: No action taken

Email from Daly Reville regarding taxation on vehicles.

Budget Worksheet

Amy Wynn Resignation as Chair of the Board of Finance

DM Hunt Library request

Torrington Area Health Department request

Secretary's Report

Steve Dean made a motion to approve the minutes for the Special Board of Finance meeting held on January 8th, 2024. Carol Staats seconded the motion; unanimous.

John Steines made a motion to approve the minutes for the Special Meeting of the Board of Finance on January 20th, 2024. David Wilburn seconded the motion. Thomas Wilson, David Wilburn, Amy Wynn, John Steines and Carol Staats voted Yea. Steve Dean abstained. Motion carried.

Treasurer's Report

Thomas Wilson made a motion to receive the Treasurer's Reports as presented. Steve Dean seconded the motion. During discussion and after review, Carol Staats made a motion to amend the motion to instead, table the Treasurer's Reports for both December and January until the next meeting. John Steines seconded the motion to amend the motion; Carol Staats, David Wilburn John Steines and Amy Wynn voted Yea to amend the motion. Thomas Wilson and Steve Dean voted Nay; motion to amend carried. Motion to table the December and January Treasurer's reports until the next meeting carried with Amy Wynn, John Steines, David Wilburn and Carol Staats voting Yea. Thomas Wilson and Steve Dean voted Nay.

Tax Collector's Report

Carol Staats made a motion to receive the Tax Collector's Report. Thomas Wilson seconded the motion. During discussion and after review, Amy Wynn made a motion to amend the motion to instead table the Tax Collector's Report. Seconded by Steve Dean; unanimous. The motion to table the Tax Collector's Report carried; unanimous.

Board of Education Report

Carol Staats made a motion to receive the Board of Education Report. Seconded by David Wilburn; unanimous.

First Selectman's Report presented by David Barger

- a) Torrington Area Health District: Dave Barger noted the TAHD annual assessment did not increase.
- b) MIRA: Dave Barger noted the MIRA Dissolution Authority and noted NH COG is working with all the towns on a possible solution.
- c) Board of Assessment Appeals: Assessor Kayla Johnson sent communication to Dave Barger regarding adding Board of Assessment Appeals Alternates to the Board of Assessment Appeals Commission. Once alternates are recommended, the Board of Selectmen will consider appointment.
- d) Transfer Station Report: I good shape, food waste program is up to 1500 pounds..
- e) Bridge/Infrastructure Committee: Chris Kinsella gave an update on the Committee.
- f) Solar Committee: The Board of Selectmen will be forming a ten person committee.
- g) Spending Plans: All commissions are working on their 2024-2025 budget plans.
- h) US Department of Transportation: There will be surface improvements throughout the Town.
- i) Treasurer/Bookkeeper Status: The Board of Selectmen are meeting 2/14/24 to discuss.
- j) Economic Development Director/Committee: Dave will be attending a NH COG meeting next week.

Old Business: None

New Business: None

Adjournment: Thomas Wilson made a motion to adjourn the meeting at 7:40pm. John Steines seconded the motion; unanimous.

Respectfully submitted by Recording Secretary, Denise Cohn.

Attachments:

Treasurers Reports (January, January Revised, December Revised)

Tax Collectors Report

Board of Education Report

Resignation of Chair

DM Hunt library support (Taylor and Whitaker)

Torrington Area Health Department request – see BOS minutes 2.13.24

Daly Reville email regarding vehicle taxation

January 2024

General Fund Accounts:

<u>Bank</u>	<u>Account</u>	<u>Type</u>	<u>Balance</u>	
Nat'l. Iron	Main Account	Money Market	\$ 1,574,190.61	Int Rate .02%
Nat'l. Iron	Regular Account	Checking	\$ 1,398.84	
NBT Bank	Municipal Account	Savings	\$ 213,791.68	Int Rate - 3.05%
NBT Bank	Board of Education	Checkings	\$ (6,074.59)	**
Litchfield Bancorp	Savings	Cert. of Deposit	\$ 202,270.55	Rate - 2.05% mat-2/3/2024
NBT Bank	Savings	Money Market	\$ 135,211.97	Int rate 3%
General Fund Total			\$ 2,120,789.06	
Committed Funds:				
GF commitment			\$ 355,542.00	
Less:	Total Designated Funds:		\$ 355,542.00	
	Net General Funds Total:		\$ 1,765,247.06	
Less:	Cash Requirement for FY 23-24		\$ 1,191,594.31	
Add:	Kellogg Accounts Payable		\$ 293,781.10	
	Projected General Fund - 6/30/24		\$ 867,433.85	
Capital Reserve Accounts:				
Torrington Savings		Savings, CDs, MM	\$ 836,288.19	1/31/2024
NBT Bank		Cert. of Deposit	\$ 175,055.82	1/31/2024
Total Reserve Accounts:			\$ 1,011,344.01	

Summary of Budgets:

	<u>Approved Budget</u>	<u>Amended Budget</u>	<u>Year to Date Activity</u>	<u>Unexpended/ Uncollected Balance</u>	<u>% Used</u>
Revenue Receipts	\$ 5,544,557.00	\$ 5,544,557.00	\$ 4,744,648.79	\$ 989,167.95	85.57%
Municipal Budget	\$ 2,247,689.00	\$ 2,253,689.00	\$ 1,426,565.64	\$ 827,123.36	63.30%
Bd of Education	\$ 3,620,410.00	\$ 3,620,410.00	\$ 1,937,229.10	\$ 1,683,180.90	53.51%
Approved GF Approp.	\$ 323,542.00	\$ 355,542.00	\$ -	\$ 329,542.00	
Cash Requirement for FY 23-24				\$ (1,191,594.31)	
	Amount Received		Expensed	Balance	
ARPA/CRF Grant	311,635.96		\$ 299,998.96	\$ 11,637.00	

**Negative balance in BOE account due to error in BOE check register
(acct is not overdrawn with the bank figures will be corrected, in my register once
I receive corrected check register from BOE for December)

		Approved 2023 - 2024 <u>Revenue Budget</u>	Amended 2023- 2024 <u>Revenue Budget</u>	7/1/2023 - 1/31/2024	Revenue <u>Uncollected</u>	Revenue <u>Over Collected</u>
1108-901	Current Property Tax	\$ 4,978,256.00	\$ 4,978,256.00	\$ 4,120,303.42	\$ 857,952.58	
1108-902	Prior Years Tax	\$ -	\$ -	\$ 76,637.89		\$ (76,637.89)
1108-103	Interest/Lien Fees	\$ -	\$ -	\$ 60,982.21		\$ (60,982.21)
2110-904	Conveyance Tax	\$ 15,000.00	\$ 15,000.00	\$ 29,989.06		\$ (14,989.06)
2111-912	Planning & Zoning	\$ 1,500.00	\$ 1,500.00	\$ 1,005.00	\$ 495.00	
2113-913	Building Permits	\$ 20,000.00	\$ 20,000.00	\$ 9,683.00	\$ 10,317.00	
2122-953	General Assistance	\$ -	\$ -	\$ -	\$ -	
2124-915	Inlands/Wetlands	\$ 500.00	\$ 500.00	\$ 435.00	\$ 65.00	
2210-920	Town Clerk Fees	\$ 8,550.00	\$ 8,550.00	\$ 4,962.00	\$ 3,588.00	
2410-951	Rental Income	\$ 19,525.00	\$ 19,525.00	\$ 8,175.00	\$ 11,350.00	
2410-951	Copy/Fax Income	\$ 1,700.00	\$ 1,700.00	\$ 778.75	\$ 921.25	
2410-951	Other Town Revenue	\$ 32,000.00	\$ 32,000.00	\$ 39,085.47		\$ (7,085.47)
2410-951	Recreation Fees	\$ 10,500.00	\$ 10,500.00	\$ 6,579.00	\$ 3,921.00	
2420-952	Public Works	\$ -	\$ -	\$ -	\$ -	
2601-922	Transfer Station Fees	\$ 16,225.00	\$ 16,225.00	\$ 12,309.15	\$ 3,915.85	
3101-939	Town Aid Road Money	\$ 169,392.00	\$ 169,392.00	\$ 167,449.73	\$ 1,942.27	
4110-950	Bank Dep/Investments	\$ 5,000.00	\$ 5,000.00	\$ 9,434.39		\$ (4,434.39)
5210-930	Pilot State Property	\$ 77,153.00	\$ 77,153.00	\$ 84,868.34		\$ (7,715.34)
5215-931	Colleges/Hospitals	\$ -	\$ -	\$ -	\$ -	
5220-932	Mashnatucket Pequot Fund	\$ 6,202.00	\$ 6,202.00	\$ -	\$ 6,202.00	
5240-933	Elderly Relief	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	
5290-934	All Other State	\$ 44,844.00	\$ 44,844.00	\$ 62,259.38		\$ (17,415.38)
5291-935	Tel Access Line Tax	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 6,000.00	
5292-936	Local Capital Improv(LOCIP)	\$ 18,530.00	\$ 18,530.00	\$ 18,274.00	\$ 256.00	
5410-937	Education Cost Sharing	\$ 111,680.00	\$ 111,680.00	\$ 31,438.00	\$ 80,242.00	
5420-938	Pupil Transportation	\$ -	\$ -	\$ -	\$ -	
	Property Taxes	\$ 4,978,256.00	\$ 4,978,256.00	\$ 4,257,923.52	\$ 857,952.58	
	State & Local Revenues	\$ 566,301.00	\$ 566,301.00	\$ 486,725.27	\$ 131,215.37	
	Revenue Receivables	\$ 5,544,557.00	\$ 5,544,557.00	\$ 4,744,648.79	\$ 989,167.95	
1400-954	Approp. From Gen Fund	\$ 323,542.00	\$ 335,542.00	\$ -	\$ 335,542.00	
	Trans. from Reserve Accts				\$ -	
	Total Revenue Budget	\$ 5,868,099.00	\$ 5,880,099.00	\$ 4,744,648.79	\$ 1,324,709.95	\$ (189,259.74)

		Approved 2023 - 2024	Amended 2023- 2024	7/1/2023 - 1/31/2024	Revenue Uncollected	Revenue Over Collected
		<u>Revenue Budget</u>	<u>Revenue Budget</u>	<u>1/31/2024</u>		
** <u>General Fund Appropriations Amendments:</u>						
Oct-23	BOF approved for water testing 1020-352		\$6,000.00	Water testing at the William Surdam Building		
12/11/2023	BOF approved from GF to 1001-104		\$1,500.00	Secretary to the Selectman		
	BOF approved from GF to 1007-104		\$1,000.00	Secretretary to the Board of Finance		
	BOF approved from GF 1009-104		\$3,500.00	Deputy Treasuser from training		

		ORIGINAL	AMENDED					
		2023 - 24	2023 - 24	1/1/2024	07/1/23 -	Unexpended	%	
<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>1/31/2024</u>	<u>1/31/2024</u>	<u>Balance</u>	<u>Used</u>	
1001	Selectmen Expenses	\$60,208.00	\$61,708.00	\$4,667.49	\$33,536.83	\$28,171.17	54%	
1002	Town Hall Expenses	\$60,050.00	\$60,050.00	\$3,099.76	\$28,751.17	\$31,298.83	48%	
1003	Legal Expenses	\$13,673.00	\$13,673.00	\$0.00	\$2,062.91	\$11,610.09	15%	
1005	Board of Assessors	\$57,956.00	\$57,956.00	\$3,343.80	\$29,896.28	\$28,059.72	52%	
1006	Board of Tax Review	\$1,500.00	\$1,500.00	\$80.00	\$263.36	\$1,236.64	18%	
1007	Board of Finance	\$34,950.00	\$35,950.00	\$0.00	\$34,430.00	\$1,520.00	96%	
1008	Tax Collector	\$36,920.00	\$36,920.00	\$3,063.80	\$21,453.31	\$15,466.69	58%	
1009	Treasurer	\$43,335.00	\$46,835.00	\$3,591.62	\$26,364.80	\$20,470.20	56%	
1010	Town Clerk	\$51,213.00	\$51,213.00	\$2,733.10	\$27,054.98	\$24,158.02	53%	
1011	Planning & Zoning	\$37,770.00	\$37,770.00	\$0.00	\$17,585.84	\$20,184.16	47%	
1012	Zoning Board of Appeals	\$500.00	\$500.00	\$47.60	\$299.75	\$200.25	60%	
1014	Registrar of Voters	\$28,960.00	\$28,960.00	\$978.50	\$9,324.22	\$19,635.78	32%	
1015	Insurance	\$45,960.00	\$45,960.00	\$0.00	\$38,836.48	\$7,123.52	85%	
1016	Benefits	\$230,050.00	\$230,050.00	\$17,296.33	\$131,827.27	\$98,222.73	57%	
1017	Economic Development	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	0%	
1018	Public Health	\$19,171.00	\$19,171.00	\$500.00	\$11,407.44	\$7,763.56	60%	
1019	Social Services	\$53,923.00	\$53,923.00	\$2,791.69	\$34,018.60	\$19,904.40	63%	
1020	Wm. Surdam Blding	\$14,420.00	\$20,420.00	\$935.69	\$11,857.65	\$8,562.35	58%	
1021	Street Lights	\$7,700.00	\$7,700.00	\$553.64	\$5,353.44	\$2,346.56	70%	
1022	General Assistance	\$3,000.00	\$3,000.00	\$0.00	\$185.00	\$2,815.00	6%	
1023	Selectmen's Fund for	\$71,297.00	\$71,297.00	\$44.61	\$66,103.61	\$5,193.39	93%	
	Non-municipal Public Benefit Activities							
1024	Conservation Commission	\$2,250.00	\$2,250.00	\$480.00	\$1,031.00	\$1,219.00	46%	
1025	Debt Service - Interest	\$37,765.00	\$37,765.00	\$0.00	\$37,146.47	\$618.53	98%	
1026	Debt Service - Principal	\$132,500.00	\$132,500.00	\$0.00	\$132,500.00	\$0.00	100%	
1027	General Public Safety	\$63,239.00	\$63,239.00	\$1,475.15	\$29,110.95	\$34,128.05	46%	
1028	Non-Recur. Capital Accounts	\$141,000.00	\$141,000.00	\$0.00	\$141,000.00	\$0.00	100%	
1202	107 Main St. Property	\$26,600.00	\$26,600.00	\$2,164.38	\$23,996.36	\$2,603.64	90%	
1203	35 Railroad St Property	\$4,550.00	\$4,550.00	\$326.26	\$2,223.58	\$2,326.42	49%	
2001	Fire Commission	\$112,500.00	\$112,500.00	\$2,794.55	\$45,254.21	\$67,245.79	40%	
3001	Road Maintenance	\$565,419.00	\$565,419.00	\$40,548.51	\$312,357.18	\$253,061.82	55%	
3002	Town Garage	\$27,950.00	\$27,950.00	\$1,834.75	\$11,910.44	\$16,039.56	43%	
4001	Recreation Commission	\$87,145.00	\$87,145.00	\$1,603.57	\$78,685.48	\$8,459.52	90%	
6001	Waste Management	\$173,715.00	\$173,715.00	\$11,517.21	\$80,737.03	\$92,977.97	46%	
	Total	\$2,247,689.00	\$2,259,689.00	\$106,472.01	\$1,426,565.64	\$833,123.36	63%	

***	50% of the fiscal year is over							
	Board of Finance/Town Mtg Approved:							
	BOF approved:							
10/16/2023	BOF approved for water testing 1020-352	\$6,000.00	Water testing at the William Surdam Building					
12/11/2023	BOF approved from GF to 1001-104	\$1,500.00	Secretary to the Selectman					
	BOF approved from GF to 1007-104	\$1,000.00	Secretary to the Board of Finance					
	BOF approved from GF 1009-104	\$3,500.00	Deputy Treasuser from training					
	BOF Transfers between departments:							

<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>7/1/23 - 8/30/2023</u>	<u>9/1/2023- 9/30/2023</u>	<u>10/1/2023- 10/31/2023</u>	<u>11/1/2023 11/30/2023</u>	<u>12/1/2023 12/31/2023</u>		
1001	Selectmen Expenses	\$10,439.38	\$4,267.49	\$4,267.49	\$4,916.15	\$4,978.83		
1002	Town Hall Expenses	\$13,623.90	\$1,901.26	\$2,088.68	\$4,018.02	\$4,019.55		
1003	Legal Expenses	\$1,180.99	\$0.00	\$238.96	\$563.76	\$79.20		
1005	Board of Assessors	\$10,040.68	\$3,280.20	\$7,227.55	\$2,819.70	\$3,184.35		
1006	Board of Tax Review	\$0.00	\$0.00	\$53.36	\$0.00	\$130.00		
1007	Board of Finance	\$9,970.00	\$7,000.00	\$0.00	\$560.00	\$16,900.00		
1008	Tax Collector	\$10,693.81	\$1,704.80	\$1,682.30	\$1,662.30	\$2,646.30		
1009	Treasurer	\$8,093.99	\$3,171.52	\$3,753.02	\$3,145.22	\$4,609.43		
1010	Town Clerk	\$8,578.73	\$2,663.98	\$4,998.24	\$3,833.90	\$4,247.03		
1011	Planning & Zoning	\$3,975.84	\$3,450.00	\$4,490.00	\$0.00	\$5,670.00		
1012	Zoning Board of Appeals	\$0.00	\$0.00	\$135.00	\$72.60	\$44.55		
1014	Registrar of Voters	\$920.00	\$0.00	\$3,390.87	\$2,056.72	\$1,978.13		
1015	Insurance	\$12,446.92	\$11,832.99	\$0.00	\$0.00	\$14,556.57		
1016	Benefits	\$30,707.10	\$29,627.39	\$17,411.23	\$18,308.43	\$18,476.79		
1017	Economic Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
1018	Public Health	\$10,407.44	\$0.00	\$500.00	\$0.00	\$0.00		
1019	Social Services	\$16,554.35	\$2,439.33	\$6,290.00	\$3,028.69	\$2,914.54		
1020	Wm. Surdam Blding	\$1,827.68	\$2,443.68	\$239.75	\$4,231.67	\$2,179.18		
1021	Street Lights	\$1,694.66	\$1,148.43	\$733.57	\$656.30	\$566.84		
1022	General Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$185.00		
1023	Selectmen's Fund for	\$57,313.00	\$44.00	\$44.00	\$5,044.00	\$3,614.00		
	Non-municipal Public Benefit Activities							
1024	Conservation Commission	\$551.00	\$0.00	\$0.00	\$0.00	\$0.00		
1025	Debt Service - Interest	\$20,448.34	\$0.00	\$0.00	\$1,316.27	\$15,381.86		
1026	Debt Service - Principal	\$132,500.00	\$0.00	\$0.00	\$0.00	\$0.00		
1027	General Public Safety	\$10,716.45	\$2,147.68	\$2,776.76	\$2,391.64	\$9,603.27		
1028	Non-Recur. Capital Accounts	\$111,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00		
1202	107 Main St. Property	\$4,782.82	\$9,102.56	\$1,938.99	\$2,098.93	\$3,908.68		
1203	35 Railroad St Property	\$839.08	\$169.08	\$244.99	\$197.07	\$447.10		
2001	Fire Commission	\$31,491.16	\$3,690.67	\$1,942.52	\$3,268.61	\$2,066.70		
3001	Road Maintenance	\$149,417.66	\$25,409.87	\$34,690.56	\$28,495.72	\$33,794.86		
3002	Town Garage	\$2,474.70	\$1,343.01	\$1,161.29	\$2,486.94	\$2,609.75		
4001	Recreation Commission	\$63,150.60	\$7,222.16	\$2,605.25	\$2,730.40	\$1,373.50		
6001	Waste Management	\$17,865.68	\$10,429.26	\$15,549.26	\$13,125.58	\$12,250.04		
	Total	\$753,705.96	\$164,489.36	\$118,453.64	\$111,028.62	\$172,416.05		

<u>Account Number</u>	<u>Title of Account</u>	<u>Balance</u>	<u>Date Last Funded</u>	<u>Purpose</u>	<u>Anticipated Disbursement Date</u>
<u>Kellogg School Reserves:</u>					
1022305	Lee H. Kellogg Capital Improv	\$75,075.58	6/30/2023	Building maint	on going
1703228155	Lee H. Kellogg Technology Res.	\$23,456.21	6/30/2023	Technology upgrade	on going
<u>Highway Dept Reserves</u>					
1702301209	Heavy Equipment Reserve	\$21,269.42	8/29/2023	purchase equip for town garage	purchase excavator in 3 yrs
51001439	Truck Reserve	\$143,990.43	8/29/2023	purchase highway truck	purchase truck in 3 yrs(\$200,000
1702646689	Bridge Maint & Repair Reserve	\$24,767.59	8/29/2023	repairs/maint required to bridges	as required by State of CT
5100144	Salt Shed Fund Reserve	\$115,583.65	8/29/2023	Anticipation of building salt shed at town garage	when mandated by State of CT
<u>Emergency Services Reserves</u>					
4020025150	Fire Truck Reserve	\$175,055.82	8/17/2021	purchase new fire truck	purchase tanker in 4 yrs
51001405	Fire Truck Reserve	\$93,627.79	8/30/2022	purchase new fire truck	purchase tanker in 4 yrs
1702838046	Ambulance Reserve	\$38,328.43	8/29/2023	purchase new ambulance	purchase in 10 yrs - 2027+/-
<u>Transfer Station Reserves</u>					
1702731852	Bulky Waste Building Reserve	\$75,919.86	8/29/2023	anticipation of building bulky waste building at TS	when mandated by State of CT
<u>Recreation Reserves</u>					
1022570	Pool Reserves	\$28,606.60	8/29/2023	improve recreation property &/or on going maint to pool	as needed
<u>Property Reserves</u>					
51001426	Environmental Cleanup Reserve	\$16,940.81	8/29/2023	anticipation of a cleanup problem	as needed
1705336856	Painting Reserve	\$40,830.66	8/29/2023	painting at 107/108 Main St. proper	as scheduled
1702630541	107/108 Main St. Prop. Reserve	\$21,600.48	8/29/2023	Major property repairs/improvement	as needed
1703579673	Tree Replacement Reserve	\$2,004.83	8/29/2023	to replace trees on Main St.	
<u>Office/Dept Reserves</u>					
1022318	Training Reserve	\$2,000.84	7/1/09*	training of town officials	as needed
51001380	Board of Assessors Reserve	\$42,079.94	8/29/2023	Revaluation (5/10 years)	every 5 & 10 years
51001431	Planning & Zoning Reserve	\$24,262.97	8/29/2023	Mandated update of plans	rewrite in 7 yrs - 2025
1022891	Registrars Capital Reserve	\$11,038.22	11/30/09*	purchase voting machine(s)	when mandated by State of CT
51001454	Computer Reserve	\$4,669.64	8/29/2023	purchase computers	as needed
1703228147	Post Employment Benefits Res.	\$30,234.24	8/29/2023	Mandated res. for retiree benefits	when applicable
Total		\$1,011,344.01			

* after funded date = prior to that date

January 2024

January
Revised**General Fund Accounts:**

<u>Bank</u>	<u>Account</u>	<u>Type</u>	<u>Balance</u>	
Nat'l. Iron	Main Account	Money Market	\$ 1,374,162.20	Int Rate .02%
Nat'l. Iron	Regular Account	Checking	\$ 580.81	
NBT Bank	Municipal Account	Savings	\$ 513,791.68	Int Rate - 3.05%
NBT Bank	Board of Education	Checkings	\$ (6,074.59)	**
Litchfield Bancorp	Savings	Cert. of Deposit	\$ 202,270.55	Rate - 2.05% mat-2/3/2024
NBT Bank	Savings	Money Market	\$ 135,211.97	Int rate 3%
General Fund Total			\$ 2,219,942.62	
Committed Funds: GF commitment			\$ 335,542.00	
Less:	Total Designated Funds:		\$ 335,542.00	
Net General Funds Total:			\$ 1,884,400.62	
Less:	Cash Requirement for FY 23-24		\$ 1,191,594.31	
Add:	Kellogg Accounts Payable		\$ 239,781.10	
Projected General Fund - 6/30/24			\$ 932,587.41	
Capital Reserve Accounts:				
Torrington Savings		Savings,CDs, MM	\$ 836,288.19	1/31/2024
NBT Bank		Cert. of Deposit	\$ 175,055.82	1/31/2024
Total Reserve Accounts:			\$ 1,011,344.01	

Summary of Budgets:

	<u>Approved Budget</u>	<u>Amended Budget</u>	<u>Year to Date Activity</u>	<u>Unexpended/ Uncollected Balance</u>	<u>% Used</u>
Revenue Receipts	\$ 5,544,557.00	\$ 5,544,557.00	\$ 4,744,648.79	\$ 989,167.95	85.57%
Municipal Budget	\$ 2,247,689.00	\$ 2,259,689.00	\$ 1,426,565.64	\$ 833,123.36	63.13%
Bd of Education	\$ 3,620,410.00	\$ 3,620,410.00	\$ 1,937,229.10	\$ 1,683,180.90	53.51%
Approved GF Approp.	\$ 323,542.00	\$ 335,542.00	\$ -	\$ 335,542.00	
Cash Requirement for FY 23-24				\$ (1,191,594.31)	
ARPA/CRF Grant	Amount Received 311,635.96		Expensed \$ 299,998.96	Balance \$ 11,637.00	

**Negative balance in BOE account due to error in BOE check register
(acct is not overdrawn with the bank figures will be corrected, in my register once
I receive corrected check register from BOE for December)

		<u>Approved 2023 - 2024 Revenue Budget</u>	<u>Amended 2023- 2024 Revenue Budget</u>	<u>7/1/2023 - 1/31/2024</u>	<u>Revenue Uncollected</u>	<u>Revenue Over Collected</u>
1108-901	Current Property Tax	\$ 4,978,256.00	\$ 4,978,256.00	\$ 4,120,303.42	\$ 857,952.58	
1108-902	Prior Years Tax	\$ -	\$ -	\$ 76,637.89		\$ (76,637.89)
1108-103	Interest/Lien Fees	\$ -	\$ -	\$ 60,982.21		\$ (60,982.21)
2110-904	Conveyance Tax	\$ 15,000.00	\$ 15,000.00	\$ 29,989.06		\$ (14,989.06)
2111-912	Planning & Zoning	\$ 1,500.00	\$ 1,500.00	\$ 1,005.00	\$ 495.00	
2113-913	Building Permits	\$ 20,000.00	\$ 20,000.00	\$ 9,683.00	\$ 10,317.00	
2122-953	General Assistance	\$ -	\$ -	\$ -	\$ -	
2124-915	Inlands/Wetlands	\$ 500.00	\$ 500.00	\$ 435.00	\$ 65.00	
2210-920	Town Clerk Fees	\$ 8,550.00	\$ 8,550.00	\$ 4,962.00	\$ 3,588.00	
2410-951	Rental Income	\$ 19,525.00	\$ 19,525.00	\$ 8,175.00	\$ 11,350.00	
2410-951	Copy/Fax Income	\$ 1,700.00	\$ 1,700.00	\$ 778.75	\$ 921.25	
2410-951	Other Town Revenue	\$ 32,000.00	\$ 32,000.00	\$ 39,085.47		\$ (7,085.47)
2410-951	Recreation Fees	\$ 10,500.00	\$ 10,500.00	\$ 6,579.00	\$ 3,921.00	
2420-952	Public Works	\$ -	\$ -	\$ -	\$ -	
2601-922	Transfer Station Fees	\$ 16,225.00	\$ 16,225.00	\$ 12,309.15	\$ 3,915.85	
3101-939	Town Aid Road Money	\$ 169,392.00	\$ 169,392.00	\$ 167,449.73	\$ 1,942.27	
4110-950	Bank Dep/Investments	\$ 5,000.00	\$ 5,000.00	\$ 9,434.39		\$ (4,434.39)
5210-930	Pilot State Property	\$ 77,153.00	\$ 77,153.00	\$ 84,868.34		\$ (7,715.34)
5215-931	Colleges/Hospitals	\$ -	\$ -	\$ -	\$ -	
5220-932	Mashnatucket Pequot Fund	\$ 6,202.00	\$ 6,202.00	\$ -	\$ 6,202.00	
5240-933	Elderly Relief	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	
5290-934	All Other State	\$ 44,844.00	\$ 44,844.00	\$ 62,259.38		\$ (17,415.38)
5291-935	Tel Access Line Tax	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 6,000.00	
5292-936	Local Capital Improv(LOCIP)	\$ 18,530.00	\$ 18,530.00	\$ 18,274.00	\$ 256.00	
5410-937	Education Cost Sharing	\$ 111,680.00	\$ 111,680.00	\$ 31,438.00	\$ 80,242.00	
5420-938	Pupil Transportation	\$ -	\$ -	\$ -	\$ -	

	Approved 2023 - 2024 <u>Revenue Budget</u>	Amended 2023- 2024 <u>Revenue Budget</u>	7/1/2023 - 1/31/2024	Revenue <u>Uncollected</u>	Revenue <u>Over Collected</u>
Property Taxes	\$ 4,978,256.00	\$ 4,978,256.00	\$ 4,257,923.52	\$ 857,952.58	
State & Local Revenues	\$ 566,301.00	\$ 566,301.00	\$ 486,725.27	\$ 131,215.37	
Revenue Receivables	\$ 5,544,557.00	\$ 5,544,557.00	\$ 4,744,648.79	\$ 989,167.95	
1400-954 Approp. From Gen Fund	\$ 323,542.00	\$ 335,542.00	\$ -	\$ 335,542.00	
Trans. from Reserve Accts				\$ -	
Total Revenue Budget	\$ 5,868,099.00	\$ 5,880,099.00	\$ 4,744,648.79	\$ 1,324,709.95	\$ (189,259.74)

**

General Fund Appropriations Amendments:

Oct-23 BOF approved for water testing 1020-352	\$6,000.00	Water testing at the William Surdam Building
12/11/2023 BOF approved from GF to 1001-104	\$1,500.00	Secretary to the Selectman
BOF approved from GF to 1007-104	\$1,000.00	Secretary to the Board of Finance
BOF approved from GF 1009-104	\$3,500.00	Deputy Treasurer from training

<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>ORIGINAL 2023 - 24 BUDGET</u>	<u>AMENDED 2023 - 24 BUDGET</u>	<u>1/1/2024 1/31/2024</u>	<u>07/1/23 - 1/31/2024</u>	<u>Unexpended Balance</u>	<u>% Used</u>
1001	Selectmen Expenses	\$60,208.00	\$61,708.00	\$4,667.49	\$33,536.83	\$28,171.17	54%
1002	Town Hall Expenses	\$60,050.00	\$60,050.00	\$3,099.76	\$28,751.17	\$31,298.83	48%
1003	Legal Expenses	\$13,673.00	\$13,673.00	\$0.00	\$2,062.91	\$11,610.09	15%
1005	Board of Assessors	\$57,956.00	\$57,956.00	\$3,343.80	\$29,896.28	\$28,059.72	52%
1006	Board of Tax Review	\$1,500.00	\$1,500.00	\$80.00	\$263.36	\$1,236.64	18%
1007	Board of Finance	\$34,950.00	\$35,950.00	\$0.00	\$34,430.00	\$1,520.00	96%
1008	Tax Collector	\$36,920.00	\$36,920.00	\$3,063.80	\$21,453.31	\$15,466.69	58%
1009	Treasurer	\$43,335.00	\$46,835.00	\$3,591.62	\$26,364.80	\$20,470.20	56%
1010	Town Clerk	\$51,213.00	\$51,213.00	\$2,733.10	\$27,054.98	\$24,158.02	53%
1011	Planning & Zoning	\$37,770.00	\$37,770.00	\$0.00	\$17,585.84	\$20,184.16	47%
1012	Zoning Board of Appeals	\$500.00	\$500.00	\$47.60	\$299.75	\$200.25	60%
1014	Registrar of Voters	\$28,960.00	\$28,960.00	\$978.50	\$9,324.22	\$19,635.78	32%
1015	Insurance	\$45,960.00	\$45,960.00	\$0.00	\$38,836.48	\$7,123.52	85%
1016	Benefits	\$230,050.00	\$230,050.00	\$17,296.33	\$131,827.27	\$98,222.73	57%
1017	Economic Development	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	0%
1018	Public Health	\$19,171.00	\$19,171.00	\$500.00	\$11,407.44	\$7,763.56	60%
1019	Social Services	\$53,923.00	\$53,923.00	\$2,791.69	\$34,018.60	\$19,904.40	63%
1020	Wm. Surdam Blding	\$14,420.00	\$20,420.00	\$935.69	\$11,857.65	\$8,562.35	58%
1021	Street Lights	\$7,700.00	\$7,700.00	\$553.64	\$5,353.44	\$2,346.56	70%
1022	General Assistance	\$3,000.00	\$3,000.00	\$0.00	\$185.00	\$2,815.00	6%
1023	Selectmen's Fund for Non-municipal Public Benefit Activities	\$71,297.00	\$71,297.00	\$44.61	\$66,103.61	\$5,193.39	93%
1024	Conservation Commission	\$2,250.00	\$2,250.00	\$480.00	\$1,031.00	\$1,219.00	46%
1025	Debt Service - Interest	\$37,765.00	\$37,765.00	\$0.00	\$37,146.47	\$618.53	98%
1026	Debt Service - Principal	\$132,500.00	\$132,500.00	\$0.00	\$132,500.00	\$0.00	100%
1027	General Public Safety	\$63,239.00	\$63,239.00	\$1,475.15	\$29,110.95	\$34,128.05	46%
1028	Non-Recur. Capital Accounts	\$141,000.00	\$141,000.00	\$0.00	\$141,000.00	\$0.00	100%
1202	107 Main St. Property	\$26,600.00	\$26,600.00	\$2,164.38	\$23,996.36	\$2,603.64	90%
1203	35 Railroad St Property	\$4,550.00	\$4,550.00	\$326.26	\$2,223.58	\$2,326.42	49%
2001	Fire Commission	\$112,500.00	\$112,500.00	\$2,794.55	\$45,254.21	\$67,245.79	40%

<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>ORIGINAL 2023 - 24 BUDGET</u>	<u>AMENDED 2023 - 24 BUDGET</u>	<u>1/1/2024 1/31/2024</u>	<u>07/1/23 - 1/31/2024</u>	<u>Unexpended Balance</u>	<u>% Used</u>
3001	Road Maintenance	\$565,419.00	\$565,419.00	\$40,548.51	\$312,357.18	\$253,061.82	55%
3002	Town Garage	\$27,950.00	\$27,950.00	\$1,834.75	\$11,910.44	\$16,039.56	43%
4001	Recreation Commission	\$87,145.00	\$87,145.00	\$1,603.57	\$78,685.48	\$8,459.52	90%
6001	Waste Management	\$173,715.00	\$173,715.00	\$11,517.21	\$80,737.03	\$92,977.97	46%
	Total	\$2,247,689.00	\$2,259,689.00	\$106,472.01	\$1,426,565.64	\$833,123.36	63%

*** 50% of the fiscal year is over

Board of Finance/Town Mtg Approved:

BOF approved:

10/16/2023	BOF approved for water testing 1020-352	\$6,000.00	Water testing at the William Surdam Building
12/11/2023	BOF approved from GF to 1001-104	\$1,500.00	Secretary to the Selectman
	BOF approved from GF to 1007-104	\$1,000.00	Secretary to the Board of Finance
	BOF approved from GF 1009-104	\$3,500.00	Deputy Treasuser from training

BOF Transfers between departments:

<u>Account Number</u>	<u>Title of Account</u>	<u>Balance</u>	<u>Date Last Funded</u>	<u>Purpose</u>	<u>Anticipated Disbursement Date</u>
<u>Kellogg School Reserves:</u>					
1022305	Lee H. Kellogg Capital Improv	\$75,075.58	6/30/2023	Building maint	on going
1703228155	Lee H. Kellogg Technology Res.	\$23,456.21	6/30/2023	Technology upgrade	on going
<u>Highway Dept Reserves</u>					
1702301209	Heavy Equipment Reserve	\$21,269.42	8/29/2023	purchase equip for town garage	purchase excavator in 3 yrs
51001439	Truck Reserve	\$143,990.43	8/29/2023	purchase highway truck	purchase truck in 3 yrs(\$200,000
1702646689	Bridge Maint & Repair Reserve	\$24,767.59	8/29/2023	repairs/maint required to bridges	as required by State of CT
5100144	Salt Shed Fund Reserve	\$115,583.65	8/29/2023	Anticipation of building salt shed at town garage	when mandated by State of CT
<u>Emergency Services Reserves</u>					
4020025150	Fire Truck Reserve	\$175,055.82	8/17/2021	purchase new fire truck	purchase tanker in 4 yrs
51001405	Fire Truck Reserve	\$93,627.79	8/30/2022	purchase new fire truck	purchase tanker in 4 yrs
1702838046	Ambulance Reserve	\$38,328.43	8/29/2023	purchase new ambulance	purchase in 10 yrs - 2027+/-
<u>Transfer Station Reserves</u>					
1702731852	Bulky Waste Building Reserve	\$75,919.86	8/29/2023	anticipation of building bulky waste building at TS	when mandated by State of CT
<u>Recreation Reserves</u>					
1022570	Pool Reserves	\$28,606.60	8/29/2023	improve recreation property &/or on going maint to pool	as needed
<u>Property Reserves</u>					
51001426	Environmental Cleanup Reserve	\$16,940.81	8/29/2023	anticipation of a cleanup problem	as needed
1705336856	Painting Reserve	\$40,830.66	8/29/2023	painting at 107/108 Main St. proper	as scheduled
1702630541	107/108 Main St. Prop. Reserve	\$21,600.48	8/29/2023	Major property repairs/improvement	as needed
1703579673	Tree Replacement Reserve	\$2,004.83	8/29/2023	to replace trees on Main St.	
<u>Office/Dept Reserves</u>					
1022318	Training Reserve	\$2,000.84	7/1/09*	training of town officials	as needed
51001380	Board of Assessors Reserve	\$42,079.94	8/29/2023	Revaluation (5/10 years)	every 5 & 10 years
51001431	Planning & Zoning Reserve	\$24,262.97	8/29/2023	Mandated update of plans	rewrite in 7 yrs - 2025
1022891	Registrars Capital Reserve	\$11,038.22	11/30/09*	purchase voting machine(s)	when mandated by State of CT
51001454	Computer Reserve	\$4,669.64	8/29/2023	purchase computers	as needed
1703228147	Post Employment Benefits Res.	\$30,234.24	8/29/2023	Mandated res. for retiree benefits	when applicable
Total		\$1,011,344.01			

* after funded date = prior to that date

December
Revised.**General Fund Accounts:**

<u>Bank</u>	<u>Account</u>	<u>Type</u>	<u>Balance</u>	
Nat'l. Iron	Main Account	Money Market	\$ 507,319.40	Int Rate .02%
Nat'l. Iron	Regular Account	Checking	\$ (3,767.21)	
NBT Bank	Municipal Account	Savings	\$ 472,436.05	Int Rate - 3.05%
NBT Bank	Board of Education	Checkings	\$ (7,037.34)	
Litchfield Bancorp	Savings	Cert. of Deposit	\$ 202,270.55	Rate - 2.05% mat-2/3/2024
Salisbury Bank	Savings	Money Market	\$ 135,211.97	Int rate 3%
General Fund Total			\$ 1,306,433.42	
Committed Funds: GF commitment			\$ 329,542.00	
Total Designated Funds:			\$ 329,542.00	
Net General Funds Total:			\$ 976,891.42	
Cash Requirement for FY 23-24 Kellogg Accounts Payable			\$ 127,743.17	
Projected General Fund - 6/30/24			\$ 849,148.25	
Capital Reserve Accounts:				
Torrington Savings		Savings, CDs, MM	\$ 937,165.79	8/31/2023
NBT Bank		Cert. of Deposit	\$ 143,110.59	8/31/2023
Total Reserve Accounts:			\$ 1,080,276.38	

Summary of Budgets:

	<u>Approved Budget</u>	<u>Amended Budget</u>	<u>Year to Date Activity</u>	<u>Unexpended/ Uncollected Balance</u>	<u>% Used</u>
Revenue Receipts	\$ 5,544,557.00	\$ 5,544,557.00	\$ 3,387,371.62	\$ 2,325,457.45	61.09%
Municipal Budget	\$ 2,247,689.00	\$ 2,253,689.00	\$ 1,421,372.73	\$ 832,316.27	63.07%
Bd of Education	\$ 3,620,410.00	\$ 3,620,410.00	\$ 1,669,983.65	\$ 1,950,426.35	46.13%
Approved GF Approp.	\$ 323,542.00	\$ 329,542.00	\$ -	\$ 329,542.00	
Cash Requirement for FY 23-24				\$ (127,743.17)	
ARPA/CRF Grant	Amount Received 311,635.96		Expensed \$ 299,647.96	Balance \$ 11,988.00	

		<u>Approved 2023 - 2024 Revenue Budget</u>	<u>Amended 2023- 2024 Revenue Budget</u>	<u>7/1/2023 - 12/31/2023</u>	<u>Revenue Uncollected</u>	
1108-901	Current Property Tax	\$ 4,978,256.00	\$ 4,978,256.00	\$ 2,862,656.90	\$ 2,115,599.10	
1108-902	Prior Years Tax	\$ -	\$ -	\$ 76,286.76		\$ (76,286.76)
1108-103	Interest/Lien Fees	\$ -	\$ -	\$ 59,786.05		\$ (59,786.05)
2110-904	Conveyance Tax	\$ 15,000.00	\$ 15,000.00	\$ 27,964.06		\$ (12,964.06)
2111-912	Planning & Zoning	\$ 1,500.00	\$ 1,500.00	\$ 620.00	\$ 880.00	
2113-913	Building Permits	\$ 20,000.00	\$ 20,000.00	\$ 9,545.00	\$ 10,455.00	
2122-953	General Assistance	\$ -	\$ -	\$ -	\$ -	
2124-915	Inlands/Wetlands	\$ 500.00	\$ 500.00	\$ 435.00	\$ 65.00	
2210-920	Town Clerk Fees	\$ 8,550.00	\$ 8,550.00	\$ 4,608.00	\$ 3,942.00	
2410-951	Rental Income	\$ 19,525.00	\$ 19,525.00	\$ 8,175.00	\$ 11,350.00	
2410-951	Copy/Fax Income	\$ 1,700.00	\$ 1,700.00	\$ 585.75	\$ 1,114.25	
2410-951	Other Town Revenue	\$ 32,000.00	\$ 32,000.00	\$ 39,085.47		\$ (7,085.47)
2410-951	Recreation Fees	\$ 10,500.00	\$ 10,500.00	\$ 6,579.00	\$ 3,921.00	
2420-952	Public Works	\$ -	\$ -	\$ -	\$ -	
2601-922	Transfer Station Fees	\$ 16,225.00	\$ 16,225.00	\$ 11,545.65	\$ 4,679.35	
3101-939	Town Aid Road Money	\$ 169,392.00	\$ 169,392.00	\$ 83,724.87	\$ 85,667.13	
4110-950	Bank Dep/Investments	\$ 5,000.00	\$ 5,000.00	\$ 9,434.39		\$ (4,434.39)
5210-930	Pilot State Property	\$ 77,153.00	\$ 77,153.00	\$ 84,868.34		\$ (7,715.34)
5215-931	Colleges/Hospitals	\$ -	\$ -	\$ -	\$ -	
5220-932	Mashnatucket Pequot Fund	\$ 6,202.00	\$ 6,202.00	\$ -	\$ 6,202.00	
5240-933	Elderly Relief	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	
5290-934	All Other State	\$ 44,844.00	\$ 44,844.00	\$ 51,759.38	\$ (6,915.38)	
5291-935	Tel Access Line Tax	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 6,000.00	
5292-936	Local Capital Improv(LOCIP)	\$ 18,530.00	\$ 18,530.00	\$ 18,274.00	\$ 256.00	
5410-937	Education Cost Sharing	\$ 111,680.00	\$ 111,680.00	\$ 31,438.00	\$ 80,242.00	
5420-938	Pupil Transportation	\$ -	\$ -	\$ -	\$ -	

<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>ORIGINAL 2023 - 24 BUDGET</u>	<u>AMENDED 2023 - 24 BUDGET</u>	<u>12/1/2023 12/31/2023</u>	<u>07/1/23 - 12/31/2023</u>	<u>Unexpended Balance</u>	<u>% Used</u>
1001	Selectmen Expenses	\$60,208.00	\$60,208.00	\$4,978.83	\$28,869.34	\$31,338.66	48%
1002	Town Hall Expenses	\$60,050.00	\$60,050.00	\$4,019.55	\$25,651.41	\$34,398.59	43%
1003	Legal Expenses	\$13,673.00	\$13,673.00	\$79.20	\$2,062.91	\$11,610.09	15%
1005	Board of Assessors	\$57,956.00	\$57,956.00	\$3,184.35	\$26,552.48	\$31,403.52	46%
1006	Board of Tax Review	\$1,500.00	\$1,500.00	\$130.00	\$183.36	\$1,316.64	12%
1007	Board of Finance	\$34,950.00	\$34,950.00	\$16,900.00	\$34,430.00	\$520.00	99%
1008	Tax Collector	\$36,920.00	\$36,920.00	\$1,835.15	\$17,578.36	\$19,341.64	48%
1009	Treasurer	\$43,335.00	\$43,335.00	\$3,119.62	\$21,283.37	\$22,051.63	49%
1010	Town Clerk	\$51,213.00	\$51,213.00	\$3,583.34	\$23,658.19	\$27,554.81	46%
1011	Planning & Zoning	\$37,770.00	\$37,770.00	\$3,060.00	\$14,975.84	\$22,794.16	40%
1012	Zoning Board of Appeals	\$500.00	\$500.00	\$44.55	\$252.15	\$247.85	50%
1014	Registrar of Voters	\$28,960.00	\$28,960.00	\$1,978.13	\$8,345.72	\$20,614.28	29%
1015	Insurance	\$45,960.00	\$45,960.00	\$14,556.57	\$38,836.48	\$7,123.52	85%
1016	Benefits	\$230,050.00	\$230,050.00	\$17,800.38	\$113,854.53	\$116,195.47	49%
1017	Economic Development	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	0%
1018	Public Health	\$19,171.00	\$19,171.00	\$0.00	\$10,907.44	\$8,263.56	57%
1019	Social Services	\$53,923.00	\$53,923.00	\$2,914.54	\$31,226.91	\$22,696.09	58%
1020	Wm. Surdam Bldg	\$14,420.00	\$20,420.00	\$2,179.18	\$10,921.96	\$9,498.04	53%
1021	Street Lights	\$7,700.00	\$7,700.00	\$566.84	\$4,799.80	\$2,900.20	62%
1022	General Assistance	\$3,000.00	\$3,000.00	\$185.00	\$185.00	\$2,815.00	6%
1023	Selectmen's Fund for Non-municipal Public Benefit Activities	\$71,297.00	\$71,297.00	\$3,614.00	\$66,059.00	\$5,238.00	93%
1024	Conservation Commission	\$2,250.00	\$2,250.00	\$0.00	\$551.00	\$1,699.00	24%
1025	Debt Service - Interest	\$37,765.00	\$37,765.00	\$15,381.86	\$37,146.47	\$618.53	98%
1026	Debt Service - Principal	\$132,500.00	\$132,500.00	\$115,000.00	\$247,500.00	-\$115,000.00	187%
1027	General Public Safety	\$63,239.00	\$63,239.00	\$9,056.85	\$27,089.38	\$36,149.62	43%
1028	Non-Recur. Capital Accounts	\$141,000.00	\$141,000.00	\$0.00	\$141,000.00	\$0.00	100%
1202	107 Main St. Property	\$26,600.00	\$26,600.00	\$3,908.68	\$21,831.98	\$4,768.02	82%
1203	35 Railroad St Property	\$4,550.00	\$4,550.00	\$447.10	\$1,897.32	\$2,652.68	42%
2001	Fire Commission	\$112,500.00	\$112,500.00	\$2,066.70	\$42,459.66	\$70,040.34	38%

<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>ORIGINAL 2023 - 24 BUDGET</u>	<u>AMENDED 2023 - 24 BUDGET</u>	<u>12/1/2023 12/31/2023</u>	<u>07/1/23 - 12/31/2023</u>	<u>Unexpended Balance</u>	<u>% Used</u>
3001	Road Maintenance	\$565,419.00	\$565,419.00	\$28,784.14	\$266,797.95	\$298,621.05	47%
3002	Town Garage	\$27,950.00	\$27,950.00	\$1,201.82	\$8,667.76	\$19,282.24	31%
4001	Recreation Commission	\$87,145.00	\$87,145.00	\$1,373.50	\$77,081.91	\$10,063.09	88%
6001	Waste Management	\$173,715.00	\$173,715.00	\$11,745.27	\$68,715.05	\$104,999.95	40%
	Total	\$2,247,689.00	\$2,253,689.00	\$273,695.15	\$1,421,372.73	\$832,316.27	63%

*** 33% thru fiscal year 2023-24

Board of Finance/Town Mtg Approved:

BOF approved:

10/16/2023 BOF approved for water testing 1020-352 \$6,000.00

BOF Transfers between departments:

<u>Account Number</u>	<u>Title of Account</u>	<u>Balance</u>	<u>Date Last Funded</u>	<u>Purpose</u>	<u>Anticipated Disbursement Date</u>
<u>Kellogg School Reserves:</u>					
1022305	Lee H. Kellogg Capital Improv	\$74,934.82	6/30/2023	Building maint	on going
1703228155	Lee H. Kellogg Technology Res.	\$23,450.36	6/30/2023	Technology upgrade	on going
<u>Highway Dept Reserves</u>					
1702301209	Heavy Equipment Reserve	\$21,264.12	8/29/2023	purchase equip for town garage	purchase excavator in 3 yrs
51001439	Truck Reserve	\$143,906.00	8/29/2023	purchase highway truck	purchase truck in 3 yrs(\$200,000
1702646689	Bridge Maint & Repair Reserve	\$24,757.91	8/29/2023	repairs/maint required to bridges	as required by State of CT
5100144	Salt Shed Fund Reserve	\$115,512.17	8/29/2023	Anticipation of building salt shed at town garage	when mandated by State of CT
<u>Emergency Services Reserves</u>					
4020025150	Fire Truck Reserve	\$143,110.59	8/17/2021	purchase new fire truck	purchase tanker in 4 yrs
51001405	Fire Truck Reserve	\$93,581.32	8/30/2022	purchase new fire truck	purchase tanker in 4 yrs
1702838046	Ambulance Reserve	\$38,313.73	8/29/2023	purchase new ambulance	purchase in 10 yrs - 2027+/-
<u>Transfer Station Reserves</u>					
1702731852	Bulky Waste Building Reserve	\$75,882.63	8/29/2023	anticipation of building bulky waste building at TS	when mandated by State of CT
<u>Recreation Reserves</u>					
1022570	Pool Reserves	\$28,562.12	8/29/2023	improve recreation property &/or on going maint to pool	as needed
<u>Property Reserves</u>					
51001426	Environmental Cleanup Reserve	\$16,933.75	8/29/2023	anticipation of a cleanup problem	as needed
1705336856	Painting Reserve	\$53,560.38	8/29/2023	painting at 107/108 Main St. proper	as scheduled
1702630541	107/108 Main St. Prop. Reserve	\$44,280.60	8/29/2023	Major property repairs/improvement	as needed
1703579673	Tree Replacement Reserve	\$2,001.71	8/29/2023	to replace trees on Main St.	
<u>Office/Dept Reserves</u>					
1022318	Training Reserve	\$1,978.00	7/1/09*	training of town officials	as needed
51001380	Board of Assessors Reserve	\$42,062.84	8/29/2023	Revaluation (5/10 years)	every 5 & 10 years
51001431	Planning & Zoning Reserve	\$31,821.41	8/29/2023	Mandated update of plans	rewrite in 7 yrs - 2025
1022891	Registrars Capital Reserve	\$11,020.99	11/30/09*	purchase voting machine(s)	when mandated by State of CT
51001454	Computer Reserve	\$4,667.79	8/29/2023	purchase computers	as needed
1703228147	Post Employment Benefits Res.	\$30,221.93	8/29/2023	Mandated res. for retiree benefits	when applicable
Total		\$1,021,825.17			

* after funded date = prior to that date

Canaan Board of Education
Profit & Loss Budget vs. Actual 2022-23
July 2023 through June 2024

CBOE January 2024 Cash Report

Ordinary Income/Expense

Expense

100 · Salaries

Certified Salaries

1111120 · Severance	0.00	0.00	0.00	0.0%
1201101 · Substitutes Salary	6,883.00	15,000.00	-8,117.00	45.89%
1111105 · Title One Teacher	27,631.56	83,410.00	-55,778.44	33.13%
1111104 · Extra Pay/Extra Duty	2,677.50	11,686.00	-9,008.50	22.91%
1111100 · Teachers Salary	329,348.63	747,752.00	-418,403.37	44.05%
1112410 · Principal's Salary	77,884.65	135,000.00	-57,115.35	57.69%

Total Certified Salaries	444,425.34	992,848.00	-548,422.66	44.76%
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Non Certified Salaries

1122213 · Paraprofessional 2	5,497.80	12,451.00	-6,953.20	44.16%
1122223 · Library Manager	16,673.53	37,890.00	-21,216.47	44.01%
1122134 · Nurse Salary	26,598.88	50,632.00	-24,033.12	52.53%
1122630 · Summer Custodian	2,070.00	4,635.00	-2,565.00	44.66%
1122112 · Paraprofessional 1	15,622.81	31,088.00	-15,465.19	50.25%
1122411 · Office Administrator	34,407.76	56,048.00	-21,640.24	61.39%
2400130 · Overtime Secretary	261.00			
1122312 · Board Clerk Salary	7,508.10	13,014.00	-5,505.90	57.69%
1122610 · Custodian Salary	36,094.52	60,986.00	-24,891.48	59.19%
1132610 · Overtime Custodian	1,199.55	4,793.00	-3,593.45	25.03%
1122620 · Evening Custodian	5,753.39	12,443.00	-6,689.61	46.24%

Total Non Certified Salaries	151,687.34	283,980.00	-132,292.66	53.42%
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Total 100 · Salaries	596,112.68	1,276,828.00	-680,715.32	46.69%
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200 · Benefits

Health Benefits

2102621 · Non-Certified Dental	1,471.43	5,597.00	-4,125.57	26.29%
2101102 · Certified Dental	7,368.96	9,800.00	-2,431.04	75.19%
2101101 · Health Insurance Certified Staff	90,116.19	272,370.00	-182,253.81	33.09%
2102620 · Health Insurance Non-Certified	24,177.71	80,767.00	-56,589.29	29.94%

Total Health Benefits	123,134.29	368,534.00	-245,399.71	33.41%
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Canaan Board of Education Profit & Loss Budget vs. Actual 2022-23

July 2023 through June 2024

CBOE January 2024 Cash Report

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Social Security				
2202100 · Social Sec. Other	9,963.53	19,471.00	-9,507.47	51.17%
Total Social Security	9,963.53	19,471.00	-9,507.47	51.17%
Medicare				
2211101 · Medicare Certified Staff	8,289.80	18,512.00	-10,222.20	44.78%
Total Medicare	8,289.80	18,512.00	-10,222.20	44.78%
Pension/Annuities				
2401101 · Reimbursement Graduate Credits	0.00	5,000.00	-5,000.00	0.0%
2302100 · Pension - Libraria	0.00	2,652.00	-2,652.00	0.0%
2302110 · Pension Paraprofessionals	0.00	933.00	-933.00	0.0%
2302120 · Pension Nurse	0.00	3,544.00	-3,544.00	0.0%
2302130 · Pension Office Administrator	0.00	3,923.00	-3,923.00	0.0%
2302140 · Pension Custodian	0.00	4,269.00	-4,269.00	0.0%
Total Pension/Annuities	0.00	20,321.00	-20,321.00	0.0%
Insurance				
2502310 · Unemployment Insurance	0.00	500.00	-500.00	0.0%
2602310 · Workers' Compensation Insurance	4,245.36	6,898.00	-2,652.64	61.55%
2701100 · Life Insurance	1,068.20	2,699.00	-1,630.80	39.58%
Total Insurance	5,313.56	10,097.00	-4,783.44	52.63%
Total 200 · Benefits	146,701.18	436,935.00	-290,233.82	33.58%
300 · Educational Services				
Educational Services				
3222283 · Inservice Learning	2,721.92	15,000.00	-12,278.08	18.15%
3231005 · Middle School Sports & Act.	0.00	12,478.00	-12,478.00	0.0%
3051100 · LHK Yearbook	1,212.75	600.00	612.75	202.13%
3211102 · Outdoor Education	6,020.00	7,010.00	-990.00	85.88%
3211103 · Assembly Programs	3,277.11	2,000.00	1,277.11	163.86%
3221100 · Staff Development	2,302.42	6,457.00	-4,154.58	35.66%
Total Educational Services	15,534.20	43,545.00	-28,010.80	35.67%
Professional & Tech. Services				
3402210 · Telecommunication/Internet	5.00	2,940.00	-2,935.00	0.17%
3092620 · Environmental Testing Services	500.00	1,000.00	-500.00	50.0%

Canaan Board of Education
Profit & Loss Budget vs. Actual 2022-23
July 2023 through June 2024

CBOE January 2024 Cash Report

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
3222210 · Professional Services	256.05	8,000.00	-7,743.95	3.2%
3402211 · Technical Support Services	7,225.50	31,460.00	-24,234.50	22.97%
Total Professional & Tech. Services	7,986.55	43,400.00	-35,413.45	18.4%
Total 300 · Educational Services	23,520.75	86,945.00	-63,424.25	27.05%
400 · Property Services				
Utilities				
4112620 · Water	944.68	2,400.00	-1,455.32	39.36%
Total Utilities	944.68	2,400.00	-1,455.32	39.36%
Maintenance Services				
4302400 · Copier/Lease	4,861.44	4,867.00	-5.56	99.89%
4242630 · Lawn Care	0.00	5,600.00	-5,600.00	0.0%
4302620 · Equipment Maintenance	0.00	3,186.00	-3,186.00	0.0%
4302610 · Septic Tank Maintenance	0.00	1,000.00	-1,000.00	0.0%
4302640 · Facility Maintenance	8,391.40	14,335.00	-5,943.60	58.54%
4302630 · Building Improvements	40.20	5,000.00	-4,959.80	0.8%
Total Maintenance Services	13,293.04	33,988.00	-20,694.96	39.11%
Total 400 · Property Services	14,237.72	36,388.00	-22,150.28	39.13%
500 · Purchased Services				
Transportation Services				
5102700 · Transportation / Bus Contract	67,251.88	132,599.00	-65,347.12	50.72%
5102710 · Field Trips / Bus	1,790.38	5,853.00	-4,062.62	30.59%
Total Transportation Services	69,042.26	138,452.00	-69,409.74	49.87%
Insurance				
5213200 · Physicals-Students	0.00	150.00	-150.00	0.0%
5222620 · Cyber Insurance	7,150.00	9,000.00	-1,850.00	79.44%
5202620 · Property/Liability Insurance	16,454.05	17,900.00	-1,445.95	91.92%
5212620 · Student Insurance	142.62	250.00	-107.38	57.05%
Total Insurance	23,746.67	27,300.00	-3,553.33	86.98%
Communication				
5312400 · Telephone	2,358.75	3,700.00	-1,341.25	63.75%
5302410 · Postage	398.20	1,400.00	-1,001.80	28.44%
5502540 · Printing & Advertising	0.00	500.00	-500.00	0.0%

Canaan Board of Education
Profit & Loss Budget vs. Actual 2022-23
July 2023 through June 2024

CBOE January 2024 Cash Report

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Communication	2,756.95	5,600.00	-2,843.05	49.23%
Tuitions				
5601401 · Summer School	2,316.02	7,000.00	-4,683.98	33.09%
Total Tuitions	2,316.02	7,000.00	-4,683.98	33.09%
Travel				
5801101 · Travel -Staff	510.88	1,200.00	-689.12	42.57%
5801102 · Travel- Principal	0.00	800.00	-800.00	0.0%
Total Travel	510.88	2,000.00	-1,489.12	25.54%
Total 500 · Purchased Services	98,372.78	180,352.00	-81,979.22	54.55%
600 · Supplies				
Supplies				
4012400 · Professional Publications	0.00	500.00	-500.00	0.0%
6122410 · Graduation/Awards	66.48	1,700.00	-1,633.52	3.91%
6102310 · Accounting Services/Supplies	0.00	1,400.00	-1,400.00	0.0%
6101105 · Student Testing Services	0.00	500.00	-500.00	0.0%
6101106 · Science Supplies	40.86	3,000.00	-2,959.14	1.36%
6101104 · Athletic Supplies	183.71	1,350.00	-1,166.29	13.61%
6101103 · Music Supplies	933.83	1,350.00	-416.17	69.17%
6101102 · Art Supplies	2,281.24	1,350.00	931.24	168.98%
6102223 · Library Software	2,296.28	2,100.00	196.28	109.35%
6101100 · Board of Educ Office Supplies	105.00	250.00	-145.00	42.0%
6102134 · Nurse's Supplies	316.34	1,500.00	-1,183.66	21.09%
6102410 · Office Supplies	933.21	800.00	133.21	116.65%
6101101 · Instructional Supplies	10,877.27	15,000.00	-4,122.73	72.52%
6102224 · Technology Applications	15,201.45	15,362.00	-160.55	98.96%
2223104 · Library Supplies	293.09	850.00	-556.91	34.48%
6102225 · Technology Supplies	262.49	992.00	-729.51	26.46%
6132620 · Custodial Supplies	1,724.23	13,000.00	-11,275.77	13.26%
Total Supplies	35,515.48	61,004.00	-25,488.52	58.22%
Energy				
6222620 · Electricity	7,083.53	23,588.00	-16,504.47	30.03%
6242622 · Propane Gas	2,833.88	13,200.00	-10,366.12	21.47%

Canaan Board of Education
Profit & Loss Budget vs. Actual 2022-23
July 2023 through June 2024

CBOE January 2024 Cash Report

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6242620 · Fuel Oil	13,900.71	13,950.00	-49.29	99.65%
6242621 · Diesel Fuel	9,561.14	9,450.00	111.14	101.18%
Total Energy	33,379.26	60,188.00	-26,808.74	55.46%
Books				
6401101 · Textbooks	-409.08	15,000.00	-15,409.08	-2.73%
6412222 · Library Periodicals	0.00	0.00	0.00	0.0%
6402222 · Library Books	0.00	2,700.00	-2,700.00	0.0%
Total Books	-409.08	17,700.00	-18,109.08	-2.31%
Total 600 · Supplies	68,485.66	138,892.00	-70,406.34	49.31%
700 · Property Equipment				
Equipment				
5902540 · Technology Hardware	6,191.80	20,858.00	-14,666.20	29.69%
7302520 · Non-Instructional Equipment	89.98	1,500.00	-1,410.02	6.0%
7301101 · Instructional Equipment	208.25	7,515.00	-7,306.75	2.77%
Total Equipment	6,490.03	29,873.00	-23,382.97	21.73%
Total 700 · Property Equipment	6,490.03	29,873.00	-23,382.97	21.73%
800 · Dues				
Dues & Fees				
2082213 · Ed Advance	308.00	320.00	-12.00	96.25%
1012310 · Dues & Fees	1,195.00	1,299.00	-104.00	91.99%
Total Dues & Fees	1,503.00	1,619.00	-116.00	92.84%
Total 800 · Dues	1,503.00	1,619.00	-116.00	92.84%
900 · Capital				
0015200 · Technology Capital Fund	0.00	10,000.00	-10,000.00	0.0%
0005200 · Building Capital Fund	0.00	20,000.00	-20,000.00	0.0%
Total 900 · Capital	0.00	30,000.00	-30,000.00	0.0%
950 · Region One Tuition Assessments				
Region One Tuition Assessments				
5605201 · HVRHS Tuition	616,087.50	880,124.00	-264,036.50	70.0%
5605202 · Pupil Services Tuition	282,191.00	403,130.00	-120,939.00	70.0%
5605203 · RSSC Tuition	83,526.80	119,324.00	-35,797.20	70.0%

Canaan Board of Education
Profit & Loss Budget vs. Actual 2022-23
July 2023 through June 2024

CBOE January 2024 Cash Report

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Region One Tuition Assessments	981,805.30	1,402,578.00	-420,772.70	70.0%
Total 950 · Region One Tuition Assessments	981,805.30	1,402,578.00	-420,772.70	70.0%
Total Expense	1,937,229.10	3,620,410.00	-1,683,180.90	53.51%
Net Ordinary Income	-1,937,229.10	-3,620,410.00	1,683,180.90	53.51%
Net Income	<u>-1,937,229.10</u>	<u>-3,620,410.00</u>	<u>1,683,180.90</u>	<u>53.51%</u>

COLLECTION INFORMATION AS OF JANUARY 31, 2024

MEMO FROM TAX COLLECTOR'S OFFICE

2022 Grand List Collection Information

Beginning Tax Levy		4,966,079.85
Adjusted Tax Levy (as of month end)		5,020,396.75
Current Grand List Year Collections	**	4,656,470.56
Current year collection rate - collected vs. tax levy =		92.75%
Total collections(includes interest & taxes & fees)	****	4,797,267.83
Refunds paid & unpaid		4,755.13
<hr/>		
Total collections less refunds(paid & unpaid)	*	4,792,512.70

2021 Grand List Collection Information

Beginning Tax Levy		4,930,152.41
Adjusted Tax Levy (as of month end)		4,940,808.52
Current Grand List Year Collections(as of month end)		4,566,967.73
Current year collection rate - collected vs. tax levy =		92.43%

Prior Three Years Collection Rates

2020 GL Collection rate - collected less refunds vs tax levy	89.32%
2019 GL Collection rate - collected less refunds vs tax levy	94.84%
2018 GL Collection rate - collected less refunds vs tax levy	83.93%

Please note that January & July month end percentages can vary dramatically as the last day to pay taxes is August 1st & February 1st

FISCAL YEAR 2023/2024 - 2022 Grand List

TOWN OF CANAAN TAX COLLECTOR'S REPORT FOR YEAR TO DATE

Grand List	Uncollected Taxes	Current Levy	Lawful Corrections		Transfers to Suspense	Adjusted Taxes Collectible	Collections			Uncollected	Refunds						
										Taxes w/ Refunds	Prior F/Y's	Over-	Adjustments	Transfers/	Refunds unpaid		
			Year	July 1, 2021			Levy	Additions	Deductions	Suspense	Collectible	** Taxes	Interest	Total	Paid refunds Added back in 31-Jan-24	Refunds	payments
2022		4,966,079.85	1,696.36	38,382.20	-	4,929,394.01	4,656,470.56	9,265.08	4,665,735.64	274,001.68	-	200.92	1,078.23	-	1,078.23	200.92	
2021	47,747.64		17.99	58.89	-	47,706.74	29,417.03	4,801.99	34,219.02	18,399.68	721.53	-	135.00	-	109.97	746.56	
2020	17,678.71		-	-	-	17,678.71	12,648.67	4,158.48	16,807.15	5,030.04	2,611.16	-	-	-	-	2,611.16	
2019	10,200.32		-	3.89	-	10,196.43	7,567.34	3,571.81	11,139.15	2,629.09	-	-	-	-	-	-	
2018	6,801.83		-	-	-	6,801.83	4,379.05	3,152.51	7,531.56	2,422.78	8.29	-	-	-	-	8.29	
2017	5,498.72		-	-	-	5,498.72	4,212.60	3,791.34	8,003.94	1,286.12	-	-	-	-	-	-	
2016	5,034.54		-	-	-	5,034.54	4,356.78	4,705.33	9,062.11	677.76	-	-	-	-	-	-	
2015	4,363.83		-	-	-	4,363.83	3,757.76	4,228.99	7,986.75	606.07	-	-	-	-	-	-	
2014	2,327.14		-	-	-	2,327.14	2,282.96	3,287.46	5,570.42	44.18	-	-	-	-	-	-	
2013	2,220.95		-	-	-	2,220.95	2,178.18	3,528.65	5,706.83	42.77	-	-	-	-	-	-	
2012	2,003.55		-	-	-	2,003.55	2,003.55	3,696.55	5,700.10	-	-	-	-	-	-	-	
2011	2,171.35		-	-	-	2,171.35	2,171.35	4,396.98	6,568.33	-	-	-	-	-	-	-	
2010	2,171.35		-	-	-	2,171.35	2,171.35	4,787.83	6,959.18	-	-	-	-	-	-	-	
2009	1,318.39		-	-	-	1,318.39	1,318.39	3,144.36	4,462.75	-	-	-	-	-	-	-	
	-		-	-	-	-	-	-	-	-	-	-	-	-	-	-	
OLD REFUNDS CHECKS VOIDED				-	-	-	-	-	-	-	-	-	-	-	-	-	
							-			-							
Total	109,538.32	4,966,079.85	1,714.35	38,444.98	-	5,038,887.54	4,734,935.57	60,517.36	4,795,452.93	305,140.17	3,340.98	200.92	1,213.23	-	1,188.20	3,566.93	
COLLECTION FEES							-	-	84.26	84.26							
MARSHAL FEES							-										
ADMIN FEES									1,166.90	1,166.90							
LIEN FEES							-	-	648.00	648.00			-	-	-	-	-
TOTAL COLLECTIONS TO DATE							-	4,734,935.57	62,416.52	4,797,352.09	****						
							(1,188.20)		Refunds	(1,188.20)	Refunds Paid Out						
							***	4,733,747.37	Total Coll.	4,796,163.89	***						
									-3,566.93	Refunds Not Yet Paid							
									4,792,596.96	*							

Carol Taylor <caroltaylor61a@gmail.com>

Tue, Feb 13, 2:05 PM
(5 days ago)

to me, firstselectman, selectmanjudy, selectmanchris, David, Roxann, Carol

Dear Members of the BOF and BOS:

I am writing in support of the request iterated in the letter from Roxann Steinberg Whitaker, President, Board of Directors and Meg Sher, Executive Director of the Hunt Library, documenting the library's need for an increase in the budget line for the next fiscal year.

I have served on the library's Board twice throughout the past years and also served as chair of its Buildings & Grounds Committee. Every one of the details concerning not only the Library's budgetary struggles, but also its standing in terms of percentages of support to libraries from other towns throughout Connecticut, and the current lower salary and benefit rates are totally factual. The work that has been done and that continues to date for this community from the Hunt staff and Board is amazing. They are miracle workers!

They seem to always find solutions to problems, with the priority being on serving the Falls Village community. My deep concern is that one day, God forbid, without the increased support from the community and the Town, this precious resource will no longer be able to manage as it has been and services will decline instead of expanding, or delayed building repairs and maintenance will prevent its safe and accessible use.

There will always be budgetary challenges in the non-profit space, but I believe that it is past time that the Hunt Library bears what seems to be the heavy load especially since it freely serves each and every one of us.

I ask you to deeply consider their request and that your reflection leads to a granting of the increase.

With best regards,
Carol M. Taylor
Sand Road

Roxann Steinberg Whitaker <rmsteinberg@yahoo.com>

Thu, Feb 1,
9:40 PM

to firstselectman, selectmanchris, selectmanjudy, BOF, David, Henry, Toni, Rusty

David M. Hunt Library
63 Main Street
Falls Village, CT 06031
February 1, 2024

Town of Canaan Board of Selectmen
Town of Canaan Board of Finance
108 Main Street
Falls Village, CT 06031

To the members of The Board of Selectmen and Board of Finance,

Every year, the generous taxpayers of Falls Village/Town of Canaan support the David M. Hunt Library by making a grant from the Town's coffers. As the budget cycle for the coming fiscal year begins, we respectfully ask the Board of Selectmen and Board of Finance to consider increasing the Town's support for Hunt Library to \$75,000 for the next fiscal year. We understand that this is a significant increase over last year's grant, but we believe that our increased service to the Falls Village community warrants a substantial increase in taxpayer support.

Currently, more than half of the library's \$169,000 annual budget is funded by charitable donations (51%) and a small withdrawal from our endowment which, combined, make up 70% of our operating income. We use 83% of our income to pay our staff and operate our building, leaving only \$28,369 a year to fund the purchase of books and other circulating materials; all programming for kids and adults; and repairs and maintenance of our historic building. According to the CT State Library Statistical Profile of all state libraries (published January 19, 2024) the average municipality contributes to its city or town library 85% of the library's operating income, and the median municipal contribution is 95%. In Falls Village, taxpayers fund only 30% of Hunt Library's operating income. Our public library is an essential Town resource, and Hunt Library is the hub of cultural and community life in Falls Village. We are the only cultural and educational institution in Falls Village that serves every single resident. We believe that increasing our annual grant to \$75,000, to 44% of our annual operating budget—still only half of what most cities and towns do for their libraries—is warranted.

At Hunt Library we are perpetually fundraising, conducting an average of 33 fundraisers per year, including monthly book sales, ArtWall shows, pop-up markets, an annual appeal and two major fundraisers—large community social gatherings which also strengthen the social fabric of Falls Village. All of these fundraisers require a big time commitment by our many volunteers who spend hundreds of hours making them happen. On average, most libraries in the state count on fundraising for only 14% of their operating income, but at Hunt Library 51% of our operating income comes from donations. In the fiscal year ended June 30, 2023, Hunt Library raised \$138.05 per resident, more than all of our peer libraries in the Northwest Corner and \$130.00 *above* the median fundraising per capita of all libraries in the state—most libraries raise on average only \$8.71 per capita. Furthermore, the donations that fund so much of our budget come from about 138 households out of the 445 households in town. We serve everyone in Falls Village, and we believe that taxpayers in the town we serve can more generously fund the budget of their public library.

The Hunt Library makes the most of every dollar to serve our community. For the first time in many years, Hunt Library is now open five consecutive days a week, Tuesday through Saturday. The response from the community has been enthusiastic and we plan to continue our increased open hours for as long as we can afford to. The average per capita library visits statewide last year was 3.36 visits per year, but Falls Villagers visited Hunt Library 9.57 times per year—an annual total of 10,344 visits to the library in a town of only 1,100 people. In addition, we offer "off hours" programming—programs during hours when the library is not open. In the past year, we have also significantly increased the services we offer, including initiating after school and half day programs for Kellogg students and parents which have resulted in more than a dozen Kellogg students engaging with the library regularly for the very first time. We have increased visits to the library by Kellogg classes, for example the entire kindergarten class came to the library to get their first library cards and early readers are now among our regular patrons. We have also increased programming for adults—from 1-2 programs a month to 4-6 programs a month. We are collaborating with the Recreation Commission and the Historical Society on programming and events, including the Falls Village Fall

Festival and the Cemetery Tour. With increased funding we can keep these services and programming going and do even more for our community.

Additional open and program hours require additional heat and electricity use, as well as staff time and supplies, so our operating costs have increased. As you are aware, we are housed in an historic 1889 building—one of the most significant and beautiful in town—which requires substantial maintenance on an ongoing basis. Currently we need \$20,000 to make major repairs to correct water issues in the basement, \$18,000 for exterior painting to preserve the structure, and \$2,600 to replace our outdated fire and sprinkler alarm system. But because we rely primarily on donations, we have very limited funds to operate, repair, and maintain our building. An increase in our Town grant will help us afford these and other ongoing repairs and keep our doors open and our facility safe and secure for those 10,000+ annual visits.

An increase in our grant will also help us adequately compensate our capable and committed employees. Hunt Library now has a staff of four, including the Executive Director, Assistant Director and Youth Services Programming Coordinator, Library Assistant, and Circulation Assistant. Only the Executive Director is a full-time employee with benefits. The average full-time salary—for all library employees statewide—is \$59,724 with additional annual benefits of \$33,199. At Hunt Library, our Executive Director's salary is \$49,657 and annual benefits paid are only about \$5,896. Our part-time employees average hourly salary is \$17.58 and our hourly employees have only one floating paid holiday and no benefits. The minimum wage in Connecticut is \$15.69 per hour; we have a two-year employee who is paid \$15.75, barely above minimum wage. In order to attract and retain staff to serve the long-term interests of this community, and to deliver the programming our town needs and wants, we need to increase salaries to pay our employees commensurate with their skills and experience and to offer them benefits on par with their peers at other Connecticut libraries.

Hunt Library offers a wide variety of services to the community. In addition to offering books, periodicals, and DVDs, we would like to be able to offer more such as subscriptions to *The New York Times* and/or the *Wall Street Journal*, which many Falls Villagers have requested because otherwise they have no access to them. We cannot afford streaming service subscriptions which would allow Falls Villagers access to music, tv, movies, and magazines which they otherwise might not be able to afford. Our children's books and large print books collections are in great need of updating, but we cannot afford to buy additional volumes on a regular basis. Many Connecticut libraries also offer passes for patrons to receive free or reduced admission to museums and area attractions, a significant benefit to families and seniors, but we cannot afford to offer more than three of those, either. An increase in our Town grant will enable us to offer services our residents have asked for but which we currently cannot afford to provide.

In the past year, we completed a community needs assessment as part of developing our Strategic Plan and as part of our partnership with Libraries Without Borders. The detailed assessment is available on our website at huntlibrary.org. People from all over Falls Village participated and offered input about the library and our community needs. There are two important things that the assessment made clear: First, to the townspeople of Falls Village, Hunt Library is one of the most important and loved institutions in our town. Second, there are Falls Villagers of all ages who are underserved by Hunt Library, and we want to remedy that. We need resources to offer home delivery for elderly and homebound Falls Village residents. We need resources to develop a book borrowing program with the Senior Center so we can deliver books to the Seniors' lunch on a regular basis. We need resources to collaborate with Kellogg School and Adamah on school and outdoor/garden learning and summer reading programs. We need resources to create a full partnership with the third and fourth grade classes at Kellogg and the Falls Village Daycare Center to provide book borrowing to those classrooms. We need resources to increase our outreach to local homeschool families and provide programming for them.

For all of these reasons, we ask the Town of Canaan to grant \$75,000 to David M. Hunt Library in the Town's 2024/2025 Fiscal Year budget. We commit to putting these funds to good use on behalf of the residents of Falls Village.

Respectfully,

Roxann Steinberg Whitaker Meg Sher
President, Board of Director Executive Director
David M. Hunt Library David M. Hunt Library

From: **Daly Reville** <daly.reville@gmail.com>
Date: Tue, Feb 13, 2024, 10:01 AM
Subject: Change to the taxing of cars and trucks
To: Amy Wynn Thom Wilson
Cc: Daly Reville

Hi Amy,

Please consider this letter as correspondence in the BOF for tonight's special meeting.

I would like the BOF to consider the impact on town finances of ending the car and truck tax, replacing it with real estate taxes. How large an impact would that be, as a percentage of our current tax burden.

I am suggesting this because the car and truck tax is a regressive tax, it burdens our small businesses rather than the affluent.

The article below regards a proposal to this end before the State legislature and it implies that this can be decided under current statutes by the municipalities.

I believe that the first step toward evaluating the merits of this suggestion would be to understand how large this change would be, proportional to the current real estate tax. Total taxes would not change, of course. Thank you.

Respectfully,
Daly Reville

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February 13, 2024

To: Town of Canaan/Falls Village Board of Finance

This is to notify you that I will be resigning my position as Chair of the Board of Finance effective after our Special Meeting this evening. I am willing to coordinate the Agenda for the March meeting and Call the March meeting to order before we vote on a new Chair, if the Board of Finance would like me to do so.

It is my view that this position requires someone who has the knowledge and experience with the intricacies of state statutes and regulations and/or the time to delve in and learn about these.

It is a privilege to serve our town, and to work with all of you.

Thank you,

A handwritten signature in black ink, appearing to read "Amy Wynn", with a stylized, flowing script.

Amy Wynn