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STAFFORD, CT *11 pages*

2022 AUG 25 PM 5:49

Town of Stafford
Board of Finance
Special Meeting In Person and Via Zoom
Warren Memorial Town Hall
Veteran's Room
August 29, 2022 6:30 PM

Thomas J. ...
TOWN CLERK

Zoom Meeting ID: 893 9514 9815

AGENDA:

1. Call to order
2. Establish a quorum
3. Approve minutes of July 25, 2022 Meeting
4. Transfers
5. Request for Emergency Storm Response Fund
6. Utility Fund
7. Stafford Middle School Roof Replacement
8. Adjournment

Join Zoom Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89395149815?pwd=ekRZRzF3VmhuYS91Uy85MXhTQWx5Zz09>

Or Telephone: +1 301 715 8592 or +1 309 205 3325

Webinar ID: 893 9514 9815

Password: 870480

FY 2021-2022 end of year Transfers

FROM:	TO:	AMOUNT:
20-241-1151 (resident trooper)	20-100-1001 (salaries: First Selectman)	\$2,005.45
20-100-6100 (dues & fees)	20-100-1002 (salaries: Selectman)	\$164.29
20-100-5100 (office supplies)	20-100-1003 (salaries: Selectman)	\$164.29
20-241-1151 (resident trooper)	20-100-1004 (salaries: GG PT & OT)	\$8,243.85
20-100-5105 (stationary and forms)	20-100-3802 (certify, training & milege)	\$313.61
20-100-1005 (Gen Gov)	20-100-3180 (legal/public notices)	\$4,068.92
20-120-3800 (conference & meetings)	20-100-3180 (legal/public notices)	\$595.65
20-440-1004 (clerical PT)	20-115-1002 (salaries: IT Coordinator)	\$2,264.72
20-115-1007 (security cameras)	20-115-1004 (computer replacement)	\$9231.45
20-200-4660 (Staffordville)	20-115-1005 (software/computer services)	\$28,793.75*

FROM:	TO:	AMOUNT:
20-210-4650 (deductible)	20-115-1005 (software/computer services)	\$4,980.00
20-120-1120 (salaries: Deputy Registrars)	20-120-1105 (Salaries: Reg of Voters)	\$1,278.67
20-120-1006 (election day helpers)	20-120-1105 (Salaries: Reg of Voters)	\$257.61
20-440-1004 (clerical PT)	20-140-1100 (Salaries: Assessor)	\$1,859.04
20-670-9951 (Transfer Out-Reval)	20-140-3575 (Revaluation)	\$2,250.00
20-140-3500 (software contract services)	20-140-1520 (uniform allowance)	\$142.14
20-140-5100 (office supplies)	20-140-3800 (conferences & meetings)	\$575.00
20-440-1004 (clerical PT)	20-150-1100 (Salaries: BOAA)	\$41.53
20-440-1004 (clerical PT)	20-150-1110 (Salaries: BOAA)	\$40.58
20-440-1004 (clerical PT)	20-150-1112 (Salaries: BOAA)	\$40.58
20-160-5100 (office supplies)	20-160-1100 (Salaries: Tax Collector)	\$1,204.96

FROM:	TO:	AMOUNT:
20-160-3500 (contracted services)	20-160-1100 (Salaries: Tax Collector)	\$668.66
20-670-9971 (resident trooper)	20-170-1100 (Salaries: Treasurer)	\$14,430.23
20-170-3800 (conferences & meetings)	20-170-1104 (Salaries: Treasurer-Part-time)	\$216.93
20-440-1184 (salaries: library)	20-190-1100 (Salaries: Town Clerk)	\$1,873.62
20-200-4102 (utilities: water)	20-200-1100 (Building Maint salaries)	\$1,682.46
20-200-4102 (utilities: water)	20-200-4500 (telephone)	\$4,607.12
20-200-4102 (utilities: water)	20-200-4600 (HVAC/Plumb & Elect)	\$34.92
20-200-4102 (utilities: water)	20-200-4675 (solar projects Repair & maint)	\$169.38
20-205-4105 (fuel oil)	20-205-4215 (propane)	\$534.06
20-210-2030 (group Health & life)	20-210-2015 (fica/medicare)	\$6,693.18
20-210-2030 (group Health & life)	20-210-2025 (unemployment comp)	\$1,120.61

FROM:	TO:	AMOUNT:
20-440-2030 (group health and life)	20-210-2035 (employee retirement plan)	\$15,537.75
20-210-2030 (group Health & life)	20-210-4630 (general liability)	\$14,093.36
20-210-2020 (workmen's comp)	20-210-2040 (volunteer Pension & Life)	\$218.48
20-670-9971 (special revenue comp)	20-240-1122 (salary PT ACO)	\$714.29
20-241-1150 (payroll: police)	20-240-8242 (alert system)	\$130.00
20-241-1150 (payroll: police dept)	20-241-1131 (payroll-PT)	\$3,373.99
20-241-3400 (lease purchase)	20-241-1150 (telephone)	\$988.12
20-241-1150 (payroll: police dept)	20-241-1515 (augmentation)	\$2,111.70
20-241-3400 (lease purchase)	20-241-7400 (police equipment)	\$5,008.82
20-230-8120 (judgement & losses)	20-248-1115 (Salaries: Fire Marshal)	\$2,441.29
20-440-1004 (clerical PT)	20-270-1155 (salary: Building/Zoning)	\$8,288.89

FROM:	TO:	AMOUNT:
20-510-3503 (counseling/prevent)	20-280-1160 (salaries: transfer station)	\$16,451.75
20-200-4310 (custodial supplies)	20-300-1170 (salaries: Highway)	\$712.58
20-200-4102 (utilities: water)	20-300-1172 (Salaries: DPW Director)	\$3,030.66
20-505-3510 (Transportation)	20-320-1009 (salary: summer program)	\$14,160.77
20-320-1015 (custodial services)	20-320-5610 (summer prog: equip & supply)	\$1,557.83
20-440-1004 (clerical-PT)	20-330-1160 (salary: OT Parks Dept)	\$6,627.29
20-440-1004 (clerical PT)	20-330-1171 (salary: Parks Dept)	\$5,659.93
20-440-4100 (electricity)	20-330-1171 (salary: Parks Dept)	\$585.00
20-200-4900 (town hall misc)	20-330-1171 (salary: Parks Dept)	\$402.12
20-440-8255 (library programs)	20-440-5800 (books/periodicals)	\$510.39
20-440-3805 (continuing ed)	20-440-3330 (Maint)	\$578.04

FROM:	TO:	AMOUNT:
20-505-3510 (transportation)	20-505-1100 (salaries: Community Center)	\$1,570.65
20-505-3510 (transportation)	20-505-1004 (salaries: Social Services)	\$1,175.52
20-505-4125 (trash disposal)	20-505-4102 (utilities: water)	\$62.56
20-505-4125 (trash disposal)	20-505-4500 (telephone)	\$128.14
20-510-1016 (clinical supervisor)	20-510-1012 (salaries Family Services)	\$262.21
20-510-3503 (counseling & prevention)	20-510-3506 (billing services)	\$1,302.09
20-510-3503 (counseling & prevention)	20-510-4500 (telephone)	\$500.71
20-510-3503 (counseling & prevention)	20-510-6105 (local per cap)	\$600.00
20-510-3503 (counseling & prevention)	20-510-7250 (maintenance contracts)	\$230.16
20-515-3501 (family therapy)	20-515-4500 (telephone)	\$718.24
20-520-3503 (counseling)	20-520-3501 (family therapy)	\$90.00

FROM:	TO:	AMOUNT:
20-02-020-201 (useable cash surplus- Covid Funds)	20-250-1015 (equipment and supplies)	\$15,411.97
20-210-2030 (group health ins)	20-130-3525 (contracted services-auditor)	\$7,000

*requires Town Meeting

August 11, 2022

DPW TRANSFER REQUEST AS FOLLOWS:

From _____ To _____ Amount

TRANSFER STATION

TRANSFER STATION

20-280-1166	PART TIME & OT	20-280-4125	TRASH DISPOSAL	\$ 881.44
20-280-3820	DEP COMPLIANCE	20-280-4125	TRASH DISPOSAL	\$ 9,901.51
20-280-3310	SUPPLIES: TRANSFER STATION	20-280-4500	TELEPHONE	\$ 468.59
20-280-1166	PART TIME & OT	20-280-3500	COMPUTER SERVICES	\$ 600.00

TRANSFER STATION

TREE WARDEN

20-280-3301	EQUIPMENT REPAIR	20-240-4400	TREE WARDEN	\$ 3,151.27
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HIGHWAY DEPARTMENT

TREE WARDEN

20-300-7425	CAP. OUTLAY: MISC TOOLS	20-240-4400	TREE WARDEN	\$ 5,367.37
20-300-7430	VEHICLE REPLACEMENT	20-240-4400	TREE WARDEN	\$ 2,174.24

TRANSFER STATION

HIGHWAY DEPARTMENT

20-280-4115	RECYCLING	20-300-1176	SALARIES: SNOW & EMERG OT	\$ 21,764.56
20-280-4115	RECYCLING	20-300-5600	ROAD MAINT: EQUIP & SUPPLIES	\$ 9,087.65

HIGHWAY DEPARTMENT

HIGHWAY DEPARTMENT

20-300-3310	HIWY GARAGE: EQUIP & SUPP	20-300-3315	MAINT: TRUCKS & EQUIPMENT	\$ 9,862.86
20-300-7240	REPAIR: BRIDGES & FLEXBEAM	20-300-3315	MAINT: TRUCKS & EQUIPMENT	\$ 6,216.23
20-300-4500	TELEPHONE	20-300-7200	PAVING PROJECTS	\$ 690.89
20-300-4105	DIESEL FUEL	20-300-5320	VEHICLE-GAS & OIL	\$ 3,191.78
20-300-5420	STREET & TRAFFIC SIGNS	20-300-5320	VEHICLE-GAS & OIL	\$ 741.89
20-300-5420	STREET & TRAFFIC SIGNS	20-300-1520	UNIFORM ALLOWANCE	\$ 1,340.23

From

To

Amount

PARKS DEPARTMENT

PARKS DEPARTMENT

20-330-8110	PLAYSCAPES: EQUIP/REPAIR/MAINT.	20-330-8102	HIGH SCHOOL/MIDDLE SCHOOL FIELDS	\$ 562.01
20-330-8110	PLAYSCAPES: EQUIP/REPAIR/MAINT.	20-330-3311	PARKS: EQUIP REPAIR	\$ 663.27
20-330-4125	TRASH DISPOSAL	20-330-4100	UTILITIES: ELECTRIC/SANIT	\$ 489.75
20-330-4125	TRASH DISPOSAL	20-330-8105	TENNIS COURTS	\$ 352.22
20-330-4125	TRASH DISPOSAL	20-330-8107	STAFFORDVILLE BEACH	\$ 109.04
20-330-8103	CARE OF CEMETERIES	20-330-8111	CONT' EDUCATION/ LICENSES/WORKSHOPS	\$ 226.00

July 18, 2022

Memo to: Board of Selectmen
From: Building/Zoning Department
Regarding: Line items budget shortage

We are requesting the transfer of monies from multiple line items to cover shortages in two line items.

From Accounts:	Uniforms	20-270-1520	\$590.52
	Town Planner	20-270-2111	\$2000.00
	Copier Fees	20-270-3304	\$2900.00
	GIS Misc.	20-270-3510	\$3500.00
	Conf.& Meetings	20-270-3800	\$2143.67
	Office Supplies	20-270-5100	\$1300.81

To Account: Legal Services, 20-270-3200, to cover the **\$12,435.00** shortfall.

From Accounts:	Office Supplies	20-270-5100	\$14.11
	Veh. Gas & oil	20-270-5320	\$546.56
	Dues & Fees	20-270-6100	\$905.00

To Account: Educational Fee Remittance, 20-270-7440, to cover the **\$1465.67** shortfall.

Thank you,

Glenn Setzler, Building Official

Dave Perkins, Zoning Enforcement Officer