

RECEIVED
DEC 15 2022
TOWN OF SCITUATE
OFFICE OF THE TREASURER

ACCT #	DESCRIPTION	12-MO	3-MO	TOTAL
0405	OFFICE SUPPLIES			1,760.00
	Office Supplies / Printer cartridges	1,600.00		
	Notary renewals	160.00		
0600	PURCHASED SERVICES			14,600.00 ✓
	Payroll Processing Expenses			
	500 x 4 pyrlls processed	2,000.00		
	350 x 22 pyrlls processed	7,700.00	2,100.00	
	y/e charges	1,800.00		
	misc charges	1,000.00		
0604	CONTRACTED SERVICES - FOR IT			64,885.00 ✓
	Monthly Backups	3,828.00	957.00	
	IT Expense; est 2400/mo	28,800.00	7,200.00	
	Annual end point security	4,000.00		
	Spam filter	1,100.00		
	Asset Management / Remote Access	1,000.00		
	End Of Life hardware upgrades	18,000.00		
0605	MGT / CONSULTING			37,500.00 ✓
	Treasurer recommends adding cpa services on a contractual basis for additional support during fiscal year transition.	37,500.00		
0651	DATA PROCESSING			16,427.50 ✓
	Software Licenses / Support and Maintenace Support			
	H.T.E. GL Financials	4,300.00		
	eFinance Plus	12,127.50		
0750	OTHER OPERATIONAL EXPENSES			500.00 ✓
	Letterhead, Business Cards	500.00		
0752	GENERAL DEPARTMENT EXPENSES			1,820.00 ✓
	GFOA Membership	200.00		
	RIGFOA Meetings / Mileage	300.00		
	Water	280.00	70.00	
	Annual ACA forms / filing	970.00		
0754	COMPUTER HARDWARE/SOFTWARE			11,447.50 ✓
	Upgrade computer	1,900.00		
	Microsoft 365 Business Standard (\$212.5/mo)	2,550.00	637.50	
	Microsoft 365 Business Basic (\$160/mo)	1,920.00	480.00	
	Azure Active Directory Premium P1 (\$264/mo)	3,168.00	792.00	
0756	EDUCATION			5,000.00 ✓
	Tuition reimbursement / employee handbook	5,000.00		
0756	TRAINING			1,900.00 ✓
	eFinance Plus training \$1500	1,500.00		
	ICMA training	400.00		
0760	POSTAGE			1,450.00 ✓
	Stamp Fulfillment Services	1,200.00		
	Postmaster N Scituate	250.00		
0803	TELEPHONES			1,812.50 ✓
	Municipal telephone appropriation	1,450.00	362.50	
	TOTAL EXPENSE BUDGET:	146,503.50	12,599.00	\$ 159,102.50