

**TOWN OF TRUMBULL
NOTICE OF MEETING
BOARD OF FINANCE**

DATE: October 13, 2016
TIME: 7:00 P.M.
PLACE: Council Chambers

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

TOWN TREASURER'S REPORT – Anthony Musto

INTERNAL AUDIT – Therese Keegan

DISCUSSION ITEMS

- Year to Date Budget Report FYE 2017

APPROVAL OF MINUTES

- September 8, 2016

ADJOURNMENT

Town of Trumbull Treasurer's Report
Cash Balances and Investment Income

Bank / Brokerage		Current Fiscal Year July, 2016 to June, 2017				Prior Fiscal Year 2015 - 2016				
		Month of September 2016			3 Months	Month of September 2015			3 Months	
		Cash Balance	Interest	Average	Year to Date	Mo. End	Interest	Prior Year	YTD	
		Amount at Mo. End	Income	Rate / Yield	Interest	Balance	Income	Rate / Yield	Interest	
					Income				Income	
INVESTMENTS										
Morgan Stanley	Money Funds	(4)	76,006			100,957	2	0.01%	7	
	Investments	(1)	4,223,231	5,997	1.87%	24,816	4,179,065	4,968	1.79%	20,293
Janney, Mont., Scott	Money Funds		146,989			218	1	0.01%	3	
	Investments	(1)	4,723,336	10,688	2.55%	30,204	5,693,337	10,975	2.40%	33,038
Infinex (FF Cty Bank)	Money Funds		4,427			278,054	-		-	
	CD's	(1)	1,400,770	-	0.67%	1,376	1,150,528	1,445	0.49%	2,708
FYE 2017 Accr. Int.		4,960								
	Total		<u>10,574,759</u>	<u>16,685</u>		<u>56,396</u>	<u>11,402,159</u>	<u>17,391</u>	<u>56,049</u>	
MONEY FUNDS										
STIF		(2)	9,310,016	4,842	0.37%	9,126	6,204,649	866	0.17%	1,866
TD Bank - Tax Rec'r		(3)	8,279,038				7,674,232	N/A		
TD Bank - Investment			11,668,771	6,384	0.45%	29,122	22,401,916	9,200	0.45%	31,889
Average Balance			17,307,209							
Farmington Bank			5,022,044	1,852	0.45%	5,677	2,008,228	1,913	0.45%	6,451
Average Balance			5,020,192							
Totals			<u>\$ 44,854,628</u>	<u>\$ 29,763</u>		<u>\$ 100,321</u>	<u>49,691,184</u>	<u>29,370</u>	<u>96,255</u>	

Return on Investment (ROI) current fiscal year annual Budget >

\$ 350,000

- Notes:
- (1) Interest income includes minimal interest received from money funds.
 - (2) Main STIF account is for segregating unused Bond proceeds as required under IRS arbitrage rules.
STIF now maintained by Bank of NY Mellon for the Connecticut State Treasurer.
 - (3) All interest income used to offset fees. Income calculated at only 90% of funds held, and credits expire.
The town continues to lose money due to this arrangement.
 - (4) No fees charged this month.

Submitted to Board of Finance
Anthony J. Musto
Trumbull Town Treasurer



Town Owned Vehicles: Cost and Process Review

TOWN OF TRUMBULL, CT

October 5, 2016
Therese Keegan
Financial/Accounting Controls Analyst



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October 5, 2016

Mrs. Elaine Hammers, Chairperson
Town of Trumbull Board of Finance
5866 Main Street
Trumbull, CT. 06611

Dear Mrs. Hammers,

I respectfully submit the enclosed report entitled Town Owned Vehicles: Cost and Process Review.

The objectives of this audit were to:

- provide an overview of number and type of vehicles (cars, trucks, commercial vehicles) the Town currently owns by Department,
- summarize costs associated with maintaining the Town's current fleet of vehicles, including insurance, fuel and repairs,
- ensure adequacy of inventory, cost and driver controls; identify opportunities to reduce costs,
- review timeliness and accuracy of regulatory reporting (DMV, IRS),
- Update Town Policy and ensure compliance.

I would especially like to thank Lisa Lobuono of the Finance Department for her assistance in the completion of this report.

Respectfully submitted,

Therese Keegan
Financial/Accounting Controls Analyst

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Background

A review of Town Owned Vehicles was performed in October 2007. The review found the following:

1. Compared to proximate towns, the number of take home vehicles in Trumbull was considered excessive.
2. Take home vehicle policy required updating.
3. Vehicle maintenance was performed at three locations and centralization should be considered.
4. The Town's fleet of vehicles was aging and a plan to update the fleet was necessary.
5. Vehicle documentation was decentralized, including title, insurance and maintenance information.
6. A physical inventory was not regularly undertaken to ensure assets existed.

A review of Town Owned Vehicles was again performed in September 2011 and the findings reiterated those above. The 2007 report was used for comparative purposes, as the 2011 report did not consistently provide equivalent detail.

Scope and Methodology

The following report includes current data and updates previously reported findings. Additionally, the report proposes process changes designed to save administrative time, and increase accounting accuracy and compliance. Finally, the report proposes a comprehensive Vehicle Use Policy for review and potential implementation.

- Interviews were conducted with the Finance team, EMS, Police Department, Highway, Golf Course, Health Department and Board of Education personnel.
- Vehicle data maintained by the Finance Department, Merit Insurance, the Highway Department and the Board of Education was gathered and reviewed.
- A physical inventory was partially completed; 44% of Town's vehicles were observed; 48% of non-commercial vehicles.

Vehicle Lifecycle

a. Procurement

The majority of Town-owned vehicles are procured through the Town's normal budgetary and bid processes. They are accounted for as fixed assets and are charged to departmental capital outlay expenditure accounts.

Finance Department adds the vehicle to the maintained list, noting department, tag #, make, model, description (car, SUV, etc.) and VIN. This information is to be provided to the insurance company and to Highway personnel for set up in Fleet Manager and Fuel Master Programs.

b. Financing

The Town utilizes an Internal Service Fund to finance the purchase of Town-owned vehicles. Entitled "Lease Fund," vehicle purchases are initially charged to this proprietary account, which is reimbursed, by departmental capital outlay accounts generally over a period of 5 years.

c. Registration and Insurance

All Town-owned vehicles are registered to the Town of Trumbull, CT. The majority of Town-owned vehicles have municipal license markers with a number followed by the letters "TR." For security purposes, Fire Marshal vehicles and a small number of Police vehicles do not use "TR" plates. The use of municipal license plates must be reported to the State of Connecticut's Department of Motor Vehicles biannually.

The Town's insurance is brokered through Merit Insurance, Inc.; the Town is currently insured through Travelers with a liability-automobile-property pool policy. All town-owned vehicles are to be covered by this policy.

d. Personal Property Tax

Town-owned vehicles are exempt from personal property taxes.

e. Drivers

All employees who are eligible or required by job description to drive Town-owned vehicles must provide evidence of a valid driver's license, which is to be copied for Town files.

As part of the hiring process, all prospective Town employees submit to drug screening. Additionally, Town employees required to have a valid Commercial Driver's License (CDL) are subject to random drug testing.

f. Vehicle Disposition

Per Town policy, on-road vehicles shall not be traded in; they shall be moved down through the lines of use based on their life expectancy and serviceability, at the direction of the Fleet Manager, with the authorization of the Director of Public Works. At end of useful life, vehicles are auctioned or sold for scrap.

Upon disposition, the Highway Department updates Fleet Manager and Fuel Master and notifies the Insurance Coordinator to update accounting records and notify the insurance company.

Fleet Composition

The Town of Trumbull owns 290 vehicles, which can be broken down as follows:

Description	2016	2007	Variance
Cars	34	52	(18)
Pickups	45	77	
SUV's	46		14
Vans	23	18	5
Motorcycles	4	4	-
Boats	1		1
Commercial	137	167	(30)
	290	318	(28)

The bulk of commercial vehicles is held by Highway. Non-commercial vehicles, by department, compared to the 2007 audit, are summarized as follows:

	Cars	Cycles	Vans	Pickups	SUVs	Boats	Total	2007
Assessor					1		1	
BOE	4		11	6	4		25	26
Building					3		3	5
EMS					4		4	4
Engineering	1		1		1		3	7
Finance					1		1	1
Fire Marshall					3		3	3
First Selectman					2		2	1
Golf				1			1	3
Health Dept.	1						1	
PW/Highway	1		3	21	1		26	35
Library	1						1	
Parks				12			12	13
P & Z					1		1	
Police	25	4	4	3	21	1	58	44
Recreation					1		1	1
Senior Center	1		4				5	5
Sewer				2	1		3	3
Town pooled					2		2	
Total	34	4	23	45	46	1	153	151

Aging of the fleet was of concern in past reviews. As of 6/30/16, the age of the non-commercial fleet had not changed substantially over the years:

Vehicle Age	2016		2007	
	Count	Fleet %	Count	Fleet %
1 -3 years	38	25%	33	22%
4 -5 years	20	13%	24	16%
6 -7 years	21	14%	19	13%
8 - 9 years	12	8%	14	9%
10 or more	62	41%	61	40%
	153	100%	151	100%

However, the above aging does not include vehicle purchases approved in the 2017 Town budget:

- Police 5
- EMS 1
- Engineering 2
- Parks 1
- WPCA 2
- DPW 4

Detail of Costs

- a. In current years, the fleet has generally added SUV's as they replace cars. Excluding Police, EMS, Fire Marshal and a BOE SUV, the average cost of the new vehicles approximates \$23.5k.

b. The following summary represents the annual costs to maintain the Town's vehicle fleet:

Cost Summary	2016
Fuel	323,846
Insurance	148,327
Repair - salaries	711,807
Repair - est. benefits (46%)	327,431
Repair - parts	369,700
	<u>1,881,112</u>

- **Fuel** - Gasoline and diesel are purchased under contract with Santa Buckley Energy. In 2016, gasoline was purchased at \$1.8763 per gallon. The contract price for 2017 is \$1.3987 per gallon.

The cost of diesel in 2016 was \$2.0725 per gallon and is \$1.4969 per gallon for 2017.

On a monthly basis, Finance bills BOE, WPCA Enterprise Fund and the Fire Departments for gas and diesel. Utilization by Department, by year, is summarized in the Appendix on page 14.

- **Insurance** - The Town utilizes Merit Insurance, Inc. as their insurance broker. Vehicles are insured with Traveler's Insurance with a Liability-Automobile-Property pool policy, the detail for which is updated by Finance on an annual basis. The 2016 annual cost of insurance associated with Town-owned vehicles was \$148,327. The insurance deductible is \$2,000 per incident for vehicles and \$1,000 for equipment.

- **Repair Salaries**

The following schedule represents the cost of Town personnel dedicated to the repair of Town vehicles:

Related Salaries:		June 2016	June 2007
Police	Mechanic	56,592	48,797
Highway	Garage Supervisor	83,153	67,783
Highway	Senior Mechanic	65,984	57,756
Highway	Motor Equipment Repairman	46,425	55,873
Highway	Motor Equipment Repairman	62,118	56,487
Highway	Motor Equipment Repairman	65,269	56,487
Highway	Motor Equipment Repairman	65,984	56,487
Highway	Motor Equipment Repairman	65,984	56,487
Highway	Motor Equipment Repairman	65,984	56,487
Highway	Motor Equipment Repairman	65,984	56,487
Highway	Motor Equipment Repairman	65,716	56,487
TPS	Motor Equipment Repairman	68,598	Excl.
		<u>711,807</u>	<u>569,131</u>

- **Repair - Estimated Benefits**

Employee benefits were estimated and included FICA, health insurance premiums, workman's compensation premiums and retirement contributions.

Take Home Vehicle Analysis

- a. The Town’s 2007 audit reported Trumbull’s 33 take home vehicles was excessive as compared to proximate towns. The report recommended the Town consider opportunities to cut back on this benefit.

Town/City	Population	June 2016				June 2007		
		Town	* Emergency	BOE	Total	* Town	BOE	Total
Fairfield	60,678	15	10	2	27	17	2	19
Milford	53,039	16	5		21	29	2	31
Stratford	52,092	14	3		17	21	-	21
Shelton	40,472	6	4	1	11	9	1	10
Trumbull	36,444	13	10	9	32	24	9	33
Westport	27,055	8	7	-	15	20	-	20
Monroe	19,744	6	3		9	7	-	7

* Emergency = PD, EMS, Fire Marshals

Per the summary provided on page 15 of the Appendix, 32 employees currently utilize Town vehicles for purposes, which include commuting. The net reduction of 1 take home vehicle since 2007 is comprised of 11 employees discontinuing use and 10 employees beginning use.

- b. Per IRS Publication, 15-B the Town must impute income for take home vehicles for non-emergency personnel. The Town utilizes IRS’s “Commuting Rule” adding \$3.00/workday and withholding associated taxes.

Findings & Recommendations

Finding #1: During my review, I located multiple vehicle policy documents. Some are dated, others not and it was not possible to determine which, if any, the Town wished to abide by.

Recommendation: The Town should formally adopt a comprehensive Vehicle Policy and ensure distribution to all involved. For convenience, a draft Policy is included in Appendix, page 16, for consideration and approval. Once finalized, the Policy should be added to the Manual and compliance should be monitored.

Management Response: Agree a comprehensive Vehicle Policy should be formally adopted, distributed and monitored with the assistance of the Internal Auditor.

Finding #2: Although recommended in the 2007 audit report and again in the 2011 audit report, no evidence of a physical inventory of Town owned vehicles was available.

Decentralized, unreconciled information made a physical inventory difficult to begin:

- Vehicle listings are separately maintained by the Finance Department and by the Highway Department (via Fleet Manager), but the lists did not agree.
- The Finance Department provides updates to Merit Insurance, Inc., but the listing they gave back did not agree with the Finance list.

- Among the lists, VIN# was the common identifier, but input errors were not identified, reconciled, or corrected.
- Vehicles may be transferred to other departments; license plates are sometimes switched from one vehicle to another. These changes are not consistently recorded.
- Authorized gas pump access maintained by Highway via Fuel Master included 21 terminated BOE employees and 24 terminated Town employees. Terminations date back as far as 2000.
- Municipal license plates must be reported to the State of Connecticut's Department of Motor Vehicles biannually, but this report has not been completed for multiple periods.

a. **Recommendation:** For the preparation of this report, 44% of Town's vehicles were physically observed (48% of non-commercial vehicles). A full inventory (100% of vehicles) should be accomplished annually, possibly during insurance card distribution. This will ensure:

- The Town is compliant with the Internal Revenue Service and State of Connecticut Department of Motor Vehicles reporting requirements.
- The Town is providing a complete and accurate list of assets to the insurance company.
- All supporting documentation is complete, accurate, and available; i.e. Certificate of Title, registration with proper vehicle identification number, etc.
- The Town is minimizing the use of fuel and maintenance resources.
- The Town is optimally utilizing the existing fleet.
- The Town is timely disposing of unused/unneeded vehicles and the Town is monitoring and safeguarding assets through disposition, which generally occurs via annual auction.

The annual physical inventory should be a joint effort including Finance, Highway Department and a BOE representative. Auditor is available to coordinate.

Management Response: Currently, at the time of insurance card distribution, vehicle listings for each department are sent to department heads for confirmation of information. Finance updates master list from signed confirmations.

Agree that a joint effort physical inventory should be performed on an annual basis. Internal Auditor will coordinate and assist.

b. **Recommendation:** Although input and review from other departments would be required, maintaining vehicle information and documentation should be the responsibility of a single employee. Maintaining a single, accurate, master list of vehicles would be more valuable than the time consuming separate lists we currently struggle with.

The Fleet Manager program is the logical place to capture comprehensive information. Program maintenance should be the responsibility of a single Highway employee who will:

- Regularly gather information from other departments.
- Provide fuel statements to department managers on a monthly basis.
- Safeguard vehicle documentation and unused license plates.

- Ensure compliance with the Connecticut Department of Motor Vehicles.
- Act as liaison with Insurance Coordinator.
- Program and assign fuel keys; collect upon employee termination.
- Assist with annual physical vehicle inventory.

Management Response: Agree – Highway employee to be determined.

Finding #3: Prior audits reported the age of the Town’s fleet was of concern. Older vehicles would have to be replaced, for which there was no written plan, and the repair work required by an aged fleet might become excessive.

Recommendation:

- A replacement plan is included in the proposed Vehicle Use Policy (Appendix page 16).
- Additionally, a cost/benefit analysis was performed related to the cost of vehicles. Fleet maintenance costs for the year ended 6/30/16 are summarized as follows:

Cost Summary	2016
Fuel	323,846
Insurance	148,327
Repair - salaries	711,807
Repair - est. benefits (46%)	327,431
Repair - parts	369,700
	<u>1,881,112</u>
# of vehicles (incl. comm)	290
Ave annual cost per vehicle	<u>6,487</u>

The \$6,487 does not include the initial cost of the vehicle. Non-emergency SUV replacements currently approximate \$23.5k each, which if expensed over 5 years would bring the total cost of each vehicle to an estimated \$11,187 per year.

Once a vehicle becomes too expensive to maintain, the Town generally auctions it or sells it for scrap, and then replaces it. The town might wish to consider not replacing some of these vehicles, but rather reimbursing employees for the business use of their personal vehicles. At the current IRS reimbursement rate of \$.54/mile, an employee would have to drive 20,716 business miles per year to equal the estimated \$11,000+ cost the Town incurs per vehicle each year.

The Town might wish to consider the possibility of decreasing the number of assigned vehicles and increasing the number of shared, pooled vehicles, available during the day to employees who may require them. The responsibility of coordinating use of pooled vehicles should rest with the Insurance Coordinator, who will log use and ensure drivers are properly licensed and informed of Town Vehicle Policy.

Management Response: Agree in general. Would be interested to know impact of average if costs could be broken down by equipment vs vehicles.

Finding #4: Prior audits reported the number of Trumbull’s take home vehicles was excessive as compared to proximate towns. The report recommended the Town consider opportunities to cut back on this benefit.

To quantify, a cost/benefit analysis was performed specific to take home vehicles. The sample data below was selected from non-emergency personnel:

Commute 1 way	Commuting miles	Business miles	Annual miles	Value to employee @ .54	Cost to Town	Cost to Town per Bus. Mile
7	3,080	2,224	5,304	1,663	11,187	5.03
3	1,320	4,173	5,493	713	11,187	2.68
3	1,320	4,170	5,490	713	11,187	2.68
23	10,120	2,532	12,652	5,465	11,187	4.42
22	9,680	1,090	10,770	5,227	11,187	10.26

Generally, take-home vehicles should be restricted to those employees who would:

- Need to respond immediately to an after-hours emergency.
- Need tools or equipment to address the emergency
- Potentially be called to more than one emergency location.

Recommendation: In each scenario above, the cost to the Town exceeds the benefit to the employee. The Town might wish to evaluate the list of take-home vehicles and consider alternatives to this fringe benefit.

Management Response: This is an Administrative decision.

Finding #5: Per IRS the value of commuting afforded via take home vehicles is taxable to the employee. Emergency personnel are excluded from taxability if vehicles are clearly marked as emergency vehicles, or if there is a valid reason why they are not marked.

- a. The 2014 EMS Ford Interceptor is a non-restricted use vehicle and is not marked as an emergency vehicle.
- b. Although 2 were originally reported, 9 BOE employees are currently assigned take home vehicles and have not been taxed on the commuting value per IRS guidelines.
- c. Per IRS Publication 15-B the First Selectman, as an elected official, is considered a “control employee” and should therefore be taxed under the Lease Value Rule rather than the Commuting Rule.

Recommendations:

- a. The Town should consider marking the 2014 EMS Ford Interceptor, identifying it as a Town of Trumbull emergency vehicle.
- b. Taxability of take home vehicles was discussed with BOE personnel and they will do so for current year and going forward.
- c. Current year imputed income and withholdings to date for the First Selectman should be reviewed and adjusted if required under the IRS Publication 15-B Lease Value Rule.

Management Response: Agree and will address.

Appendix

Summary of utilization: cost and gallons of gas and diesel, by year, by department:

Dept.	7/12 - 6/13		7/13 - 6/14		7/14 - 6/15		7/15 - 6/16	
	Fuel Quantity	Fuel Amount	Fuel Quantity	Fuel Amount	Fuel Quantity	Fuel Amount	Fuel Quantity	Fuel Amount
Library Total	98	342	77	261	84	198	135	274
Police Total	48,303	169,065	52,778	175,185	51,704	124,275	52,334	106,762
Sr. Ctr Total	3,175	11,114	3,838	12,780	3,841	9,357	3,689	7,525
Parks Total	20,620	74,210	22,061	75,306	22,727	56,680	21,100	43,368
Engineering Total	2,423	8,482	2,935	9,823	3,114	7,603	2,961	6,092
Maint Total	1,655	5,875	3,224	10,705	3,275	7,614	3,610	7,399
Sewer Total	1,800	6,475	2,386	8,256	2,481	6,629	2,500	5,645
BOE Total	17,039	60,454	39,159	132,323	38,984	99,362	36,721	82,022
Highway Total	48,747	181,895	52,236	186,271	54,904	137,795	54,188	111,987
Hwy plow Total	13,130	49,041	18,818	64,486	21,554	47,285	7,752	16,084
Admin Total	1,052	3,681	1,020	3,370	512	1,023	314	641
Bldg Dept Total	2,032	7,111	2,113	7,071	2,259	5,528	1,545	3,152
EMS Total	6,084	22,457	7,544	25,971	7,228	17,926	7,107	14,687
LH FD Total	6,612	24,057	7,101	24,747	6,293	17,081	7,134	16,116
Nichols FD Total	3,558	12,940	3,515	12,243	3,610	9,784	4,060	9,193
Trumbull FD Total	1,544	5,405	1,811	6,136	2,090	5,393	3,009	6,618
Fire Marshall Total	1,878	6,572	2,040	6,783	1,939	4,534	1,943	3,964
Health Total	1,065	3,728	1,646	5,520	1,041	2,817	287	630
Grand Total	180,814	652,900	224,301	767,238	227,638	560,886	210,389	442,160
Fire Depts.	(11,714)	(42,401)	(12,426)	(43,126)	(11,993)	(32,258)	(14,204)	(31,928)
WPCA	(1,800)	(6,475)	(2,386)	(8,256)	(2,481)	(6,629)	(2,500)	(5,645)
BOE	(17,039)	(60,454)	(39,159)	(132,323)	(38,984)	(99,362)	(36,721)	(82,022)
Excluding rebills	150,261	543,569	170,330	583,534	174,181	422,636	156,964	322,566

Per below, 32 employees currently utilize Town vehicles for purposes, which include commuting.

Rows highlighted below in grey indicate use of a take home vehicle has been discontinued since the 2007 audit, while rows highlighted in yellow indicate the addition of a take home vehicle since that report.

Department	June 2016	June 2007	Commute 1 way	Vehicle type	Year
BOE	Transportation Coordinator	Transportation Coordinator	3	SUV	2013
BOE	Driver's Ed Instructor			Car	
BOE	Driver's Ed Instructor			Car	
BOE		Plant Admin			
BOE	Carpenter	Carpenter		PU	2003
BOE	Plumber	Plumber		PU	2007
BOE	Maintenance Team Leader	Maintenance Team Leader	25	SUV	2015
BOE	Supervisor	Supervisor		PU	2005
BOE	Mechanic			PU	2008
BOE	HVAC	HVAC		PU	2008
BOE		Electrician			
BOE		Welder			
Building	Chief Building Official	Chief Building Official	24	SUV	2013
Building		Deputy Building Official			
DPW	Director of Public Works	Director of Public Works	3	SUV	2016
DPW	Facilities Manager		12	PU	2016
EMS	EMS Director		NA	SUV	2014
Engineering		Asst. Town Engineer			
Engineering		Town Engineer			
Finance	Director of Finance	Director of Finance	7	SUV	
Fire Marshal	Fire Marshal	Fire Marshal	NA	SUV	2016
Fire Marshal	Deputy Fire Marshal	Deputy Fire Marshal	NA	SUV	2007
Fire Marshal	Sr. Fire Marshal		NA	SUV	2012
First Selectman	First Selectman	First Selectman	NA	SUV	2010
First Selectman	Chief of Staff		23	SUV	2006
Golf		Golf Course Property Director			
Golf		Golf Course Superintendent			
Highway	Open position	Senior Mechanic			
Highway		Acting General Foreman			
Highway	General Foreman	Supervisor		PU	2011
Highway	Highway Supervisor	Garage Supervisor			
Highway	Highway Supervisor	Senior Supervisor	3		
Highway	Highway Supervisor	Supervisor	9	PU	2008
Parks	Superintendent of Parks	Superintendent of Parks	12	SUV	2002
Parks		Asst. Super of Parks			
Police	Chief of Police	Chief of Police	NA	SUV	2014
Police	Deputy	Deputy	NA	SUV	2014
Police	Deputy	Deputy	NA	SUV	2012
Police	Deputy	Detective	NA	SUV	2012
Police	K9 Officer			SUV	2016
Police	K9 Officer			SUV	2016
Recreation	Director of Parks/Rec		22	SUV	2015
WPCA		Asst. WPCA Administrator			

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Proposed Town of Trumbull Vehicle Use Policy

TOWN OF TRUMBULL

TOWN VEHICLE POLICY

Purpose

This policy applies to any employee of the Town of Trumbull who is assigned a town owned vehicle. The policy is intended to:

- Provide town employees with procedural guidelines related to the utilization of town owned vehicles.
- Ensure town owned vehicles are maintained in a manner optimizing driver safety and vehicle life and performance.
- Ensure compliance with Connecticut Department of Motor Vehicles and Internal Revenue Service reporting regulations.
- Ensure town vehicles and associated costs are accurately recorded and appropriately controlled.

All new employees who are assigned work entailing the operation of a town vehicle shall be required to submit to a Department of Motor Vehicles driving records check as a condition of employment. A report indicating a suspended or revoked license status may be cause to deny or terminate employment.

Vehicle use privileges require a valid Connecticut driver's license, a copy of which is to be on file with the Town. The town reserves the right to deny an employee the use of a town owned vehicle due to a poor driving record, vehicle abuse, or violation of the Town's Vehicle Policy. The Town reserves to test any Town vehicle driver suspected of driving under the influence of drugs or alcohol.

Policy

- No town owned or leased vehicle shall be used by any person other than a town employee, appointee or elected official.
- Unauthorized use of the vehicle is strictly prohibited and will be the sole responsibility and liability of the employee.
- Town employees who commit parking or traffic violations while operating a town owned vehicle will be personally liable for all fees, fines or liabilities incurred.
- Vehicles are limited to authorized town employees. No other individuals, including but not limited to family members may operate or be a passenger in a town vehicle.
- Under IRS regulations, employees categorized as "24 hour on-call – Non-Emergency Service personnel" (see Vehicle Categories, below) are deemed to be receiving a commuting benefit. This benefit is considered imputed income by the IRS and an appropriate amount will be added to income and taxed accordingly. Therefore, department heads must notify the Town Payroll Department when an employee is assigned a take home vehicle.
- It is every driver's responsibility to operate town owned vehicles in a safe and fuel efficient manner, to abide by motor vehicle laws and to operate vehicles with due care.
- Drivers of town owned vehicles are responsible for immediately reporting any mechanical trouble or damage. Vehicle accidents should immediately be reported to Finance Department's Insurance Coordinator.

- Drivers of town owned vehicles are responsible for scheduling maintenance each 3,000 miles driven, or as recommended by Town Maintenance personnel.
- Vehicles will be fueled at the Highway Department's facility.

Vehicle Categories

Vehicle assignments must be approved by the First Selectman. Use of town vehicles is classified into one of the following four categories:

1. Unrestricted Use – First Selectman and Emergency Service personnel including Police, EMS and Fire Marshals. Unless considered unsafe to do so, vehicles will be marked to indicate emergency service status; they may be assigned radio, computer or telephone equipment. Employees authorized to drive unrestricted use vehicles are identified as follows:
 - First Selectman
 - Director of Public Works
 - Chief of Police
 - Deputy Chiefs of Police (3)
 - EMS Director
 - Fire Marshal
 - Senior Deputy Fire Marshal
 - Deputy Fire Marshal

2. Restricted Use - 24 hour on-call – Non-Emergency Service personnel
 Vehicles shall not be taken home unless authorized by the First Selectman and approved by the Board of Finance. This classification assumes the employee may need to respond to work related situations during non-business hours, and that the employee may require tools or equipment for use at any of multiple locations. These vehicles are not for personal use, other than de minimis personal use, such as a personal errand on the way home. Employees identified as requiring take home restricted use vehicles are as follows:
 - Chief Building Official
 - Facilities Manager
 - Town Engineer
 - Director of Finance
 - Chief of Staff
 - Golf Course Superintendent
 - Superintendent of Parks
 - General Foreman – Highway
 - Senior Supervisor - Highway
 - Supervisor – Highway
 - Senior Mechanic – Highway
 - Recreation Director

3. Non-take home vehicles – ongoing, regular use to provide a town service.

Vehicles are assigned to employees regularly required to travel to perform town business during the work day. Vehicles should not be used for personal business. Vehicles should be parked in a town owned lot each evening or when not in use.

4. Temporary use/pooled vehicles – unassigned vehicles for temporary or sporadic business use by a town employee. Vehicle use shall be approved by a department head. Vehicles should not be used for personal business. Vehicles are for use during normal working hours, and should be parked in a town lot at end of each work day. Insurance Coordinator or designee will:
 - maintain a log of requests and use,
 - ensure Town has a copy of valid driver’s license,
 - ensure requestor acknowledges receipt of the Town’s Vehicle Use Policy,
 - Distribute, collect and safeguard keys.

Vehicle Replacement Plan

Vehicles shall not be traded in; they shall be moved down through the lines of use based on their life expectancy and serviceability, at the direction of the Director of Public Works, with the authorization of the First Selectman.

The vehicles of the First Selectman, the Chief of Police, the Director of Public Works and the Director of Finance shall be eligible for replacement, via pass down if possible, in July of every fourth year. Replacement for the First Selectman and the Chief of Police should occur in even numbered years. Replacement for the Director of Public Works and the Director of Finance should occur in odd numbered years.

All other vehicles shall be replaced when:

- A demonstrated need is shown.
- Monies can be secured through the normal budgetary process.
- No appropriate vehicle can be moved down the fleet.

Additional Motor Vehicle Policies & Requirements

The following procedures relate to vehicle inventory, title, insurance, license plate assignment, fuel keys, Fuel Master and Fleet Manager Program maintenance.

1. New vehicle acquisition via purchase, donation, seizure, etc.
 - Original acquisition paperwork is to be forwarded to the Finance Department.
 - Original Certificate of Title and copies of acquisition paperwork are to be forwarded to the Insurance Coordinator.

- Insurance Coordinator will copy driver's license and provide driver a copy of Vehicle Use Policy.
 - Insurance Coordinator will contact the insurance company for an insurance card, which will remain with the vehicle at all times.
 - Fleet Manager will set up in Fuel Master and Fleet Manager Programs and will program a fuel key.
2. Transfers of vehicles between departments:
Notification should be sent to the Highway Department's Fleet Manager who will ensure the following:
- Accounting Department is notified for update to MUNIS.
 - If vehicle is assigned to an individual, Insurance Coordinator will ensure new driver's license is on file, and new driver receives a copy of the Town's Vehicle Use Policy.
 - Highway personnel will update Fuel Master and Fleet Manager.
3. License plate transfers:
- Highway personnel must be notified for update to Fuel Master and Fleet Manager.
4. Vehicle dispositions:
Highway Department's Fleet Manager will ensure the following:
- Accounting is notified to move vehicle from active to retired in MUNIS,
 - Insurance Coordinator is notified,
 - Fleet Manager and Fuel Master are updated, license plates are removed and safeguarded, and fuel key is inactivated.

Additional Fleet Maintenance Requirements:

- Highway personnel will ensure compliance with State of Connecticut Department of Motor Vehicles reporting requirements.
- The Highway Department's Fleet Manager and the Finance Department's Insurance Coordinator will use the annual distribution of insurance cards as an opportunity to perform a physical verification of the existence and location of all vehicles and the verification of information such as VIN and license plate number. Fleet Manager, Fuel Master, MUNIS and the insurance company should be updated for changes.
- Payroll/HR must report terminations to Fleet Manager so Highway Department can appropriately update Fuel Master and Fleet Manager and disable fuel key.
- Individual Departments must notify the Accounting Department should an employee be assigned a take home vehicle as this is a taxable event and must be reported under Internal Revenue Service guidelines. Alternatively, Department Supervisors are to notify Accounting Department of any change or termination of take home vehicle assignments.

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL GOVERNMENT							
01010000 TOWN COUNCIL							
01010000 522201 SERVICES & FEES-CL	15,308	0	15,308	3,572.01	.00	11,735.99	23.3%
01010000 522202 SERVICES & FEES-PR	58,080	0	58,080	10,000.00	47,000.00	1,080.00	98.1%
01010000 545501 COMMUNICATIONS-LEG	18,000	0	18,000	2,525.00	.00	15,475.00	14.0%
TOTAL TOWN COUNCIL	91,388	0	91,388	16,097.01	47,000.00	28,290.99	69.0%
01010100 THE TRUMBULL NATURE COMMISSION							
01010100 522201 SERVICES & FEES-CL	240	0	240	60.00	.00	180.00	25.0%
01010100 590011 UTILITIES-HEAT	3,168	0	3,168	.00	.00	3,168.00	.0%
01010100 590012 UTILITES-ELECTRICI	917	0	917	148.47	.00	768.53	16.2%
01010100 590013 UTILITIES-WATER	249	0	249	79.35	.00	169.65	31.9%
01010100 590014 UTILITIES-TELEPHON	482	0	482	78.35	.00	403.65	16.3%
TOTAL THE TRUMBULL NATURE COMMISSION	5,056	0	5,056	366.17	.00	4,689.83	7.2%
01010200 ETHICS COMMISSION							
01010200 522201 SERVICES & FEES-CL	120	0	120	.00	.00	120.00	.0%
TOTAL ETHICS COMMISSION	120	0	120	.00	.00	120.00	.0%
01010400 FIRST SELECTMAN							
01010400 501101 SALARIES-FT/PERMAN	289,071	0	289,071	73,171.62	.00	215,899.38	25.3%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01010400 556601 PROFESSIONAL DEV-S	4,000	0	4,000	.00	.00	4,000.00	.0%
01010400 567704 TRANSPORTATION-EXP	5,000	0	5,000	1,680.84	.00	3,319.16	33.6%
TOTAL FIRST SELECTMAN	298,071	0	298,071	74,852.46	.00	223,218.54	25.1%
01010600 PROBATE							
01010600 522203 SERVICES & FEES-AN	2,262	0	2,262	2,262.00	.00	.00	100.0%
01010600 534401 MATERIALS & SUPPLI	2,262	0	2,262	2,262.00	.00	.00	100.0%
01010600 545504 COMMUNICATIONS-POS	3,392	0	3,392	3,392.00	.00	.00	100.0%
01010600 556604 PROFESSIONAL DEV-P	170	0	170	170.00	.00	.00	100.0%
01010600 589901 RENTALS-ANNUAL REN	1,640	0	1,640	1,640.00	.00	.00	100.0%
01010600 590014 UTILITIES-TELEPHON	2,454	0	2,454	2,454.00	.00	.00	100.0%
TOTAL PROBATE	12,180	0	12,180	12,180.00	.00	.00	100.0%
01010800 ELECTIONS							
01010800 501101 SALARIES-FT/PERMAN	55,980	0	55,980	16,193.41	.00	39,786.59	28.9%
01010800 501102 SALARIES-PT/PERMAN	20,250	0	20,250	5,144.18	.00	15,105.82	25.4%
01010800 501105 SALARIES-OVERTIME	2,000	0	2,000	124.11	.00	1,875.89	6.2%
01010800 522202 SERVICES & FEES-PR	3,400	0	3,400	1,400.00	.00	2,000.00	41.2%
01010800 522203 SERVICES & FEES-AN	29,180	0	29,180	7,355.00	.00	21,825.00	25.2%
01010800 522205 PROGRAM EXPENSES	14,708	0	14,708	1,613.69	.00	13,094.31	11.0%
01010800 534402 PROGRAM SUPPLIES	6,000	0	6,000	703.89	110.00	5,186.11	13.6%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01010800 545501 COMMUNICATIONS-LEG	325	0	325	.00	.00	325.00	.0%
01010800 545504 COMMUNICATIONS-POS	4,580	0	4,580	.00	.00	4,580.00	.0%
01010800 556601 PROFESSIONAL DEV-S	3,390	0	3,390	2,240.00	200.00	950.00	72.0%
01010800 556602 PROFESSIONAL DEV-A	150	0	150	.00	.00	150.00	.0%
01010800 556605 PROFESSIONAL DEV-T	844	0	844	374.76	.00	469.24	44.4%
01010800 578801 MNTNCE/REPAIR SERV	3,000	0	3,000	3,240.00	.00	-240.00	108.0%
01010800 590014 UTILITIES-TELEPHON	2,549	0	2,549	599.63	.00	1,949.37	23.5%
TOTAL ELECTIONS	146,356	0	146,356	38,988.67	310.00	107,057.33	26.9%
01011000 FINANCE DEPARTMENT							
01011000 501101 SALARIES-FT/PERMAN	472,881	0	472,881	119,251.81	.00	353,629.19	25.2%
01011000 501102 SALARIES-PT/PERMAN	84,082	0	84,082	19,117.70	.00	64,964.30	22.7%
01011000 501105 SALARIES-OVERTIME	500	0	500	576.83	.00	-76.83	115.4%
01011000 556601 PROFESSIONAL DEV-S	4,000	0	4,000	.00	.00	4,000.00	.0%
01011000 556602 PROFESSIONAL DEV-A	445	0	445	130.00	.00	315.00	29.2%
01011000 556603 PROFESSIONAL DEV-I	2,250	0	2,250	.00	.00	2,250.00	.0%
01011000 556604 PROFESSIONAL DEV-P	400	0	400	.00	.00	400.00	.0%
01011000 567704 TRANSPORTATION-EXP	300	0	300	.00	.00	300.00	.0%
TOTAL FINANCE DEPARTMENT	564,858	0	564,858	139,076.34	.00	425,781.66	24.6%
01011400 BOARD OF FINANCE							
01011400 501101 SALARIES-FT/PERMAN	77,368	0	77,368	19,667.84	.00	57,700.16	25.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR:	GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01011400	522201	SERVICES & FEES-CL	3,125	0	3,125	125.00	.00	3,000.00	4.0%
01011400	545501	COMMUNICATIONS-LEG	1,100	0	1,100	.00	.00	1,100.00	.0%
01011400	556602	PROFESSIONAL DEV-A	140	0	140	.00	.00	140.00	.0%
TOTAL BOARD OF FINANCE			81,733	0	81,733	19,792.84	.00	61,940.16	24.2%
01011600 TAX ASSESSOR									
01011600	501101	SALARIES-FT/PERMAN	270,103	0	270,103	68,564.96	.00	201,538.04	25.4%
01011600	501102	SALARIES-PT/PERMAN	34,466	0	34,466	8,455.03	.00	26,010.97	24.5%
01011600	501105	SALARIES-OVERTIME	2,250	0	2,250	.00	.00	2,250.00	.0%
01011600	501888	UNIFORM ALLOWANCE	150	0	150	.00	.00	150.00	.0%
01011600	522202	SERVICES & FEES-PR	5,000	0	5,000	.00	.00	5,000.00	.0%
01011600	522204	SERVICES & FEES-CO	22,175	0	22,175	19,330.00	.00	2,845.00	87.2%
01011600	534402	PROGRAM SUPPLIES	1,600	0	1,600	490.00	.00	1,110.00	30.6%
01011600	545501	COMMUNICATIONS-LEG	250	0	250	.00	.00	250.00	.0%
01011600	556601	PROFESSIONAL DEV-S	4,300	0	4,300	.00	.00	4,300.00	.0%
01011600	556602	PROFESSIONAL DEV-A	595	0	595	45.00	.00	550.00	7.6%
TOTAL TAX ASSESSOR			340,889	0	340,889	96,884.99	.00	244,004.01	28.4%
01011800 BOARD OF ASSESSMENT APPEALS									
01011800	522201	SERVICES & FEES-CL	2,500	0	2,500	450.37	.00	2,049.63	18.0%
01011800	545501	COMMUNICATIONS-LEG	1,000	0	1,000	205.20	.00	794.80	20.5%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01011800 556601 PROFESSIONAL DEV-S	200	0	200	.00	.00	200.00	.0%
TOTAL BOARD OF ASSESSMENT APPEALS	3,700	0	3,700	655.57	.00	3,044.43	17.7%
01012000 TAX COLLECTOR							
01012000 501101 SALARIES-FT/PERMAN	255,674	0	255,674	58,576.47	.00	197,097.53	22.9%
01012000 501102 SALARIES-PT/PERMAN	24,301	0	24,301	8,535.62	.00	15,765.38	35.1%
01012000 501103 SALARIES-SEASONAL/	5,400	0	5,400	2,388.75	.00	3,011.25	44.2%
01012000 501105 SALARIES-OVERTIME	1,100	0	1,100	1,196.94	.00	-96.94	108.8%
01012000 522203 SERVICES & FEES-AN	2,650	0	2,650	358.60	.00	2,291.40	13.5%
01012000 522204 SERVICES & FEES-CO	30,075	0	30,075	11,235.00	.00	18,840.00	37.4%
01012000 534401 MATERIALS & SUPPLI	8,000	0	8,000	1,235.28	702.00	6,062.72	24.2%
01012000 545501 COMMUNICATIONS-LEG	3,100	0	3,100	628.18	.00	2,471.82	20.3%
01012000 545504 COMMUNICATIONS-POS	25,500	0	25,500	.00	.00	25,500.00	.0%
01012000 556601 PROFESSIONAL DEV-S	1,180	0	1,180	200.00	.00	980.00	16.9%
01012000 556602 PROFESSIONAL DEV-A	200	0	200	.00	.00	200.00	.0%
TOTAL TAX COLLECTOR	357,180	0	357,180	84,354.84	702.00	272,123.16	23.8%
01012200 PURCHASING							
01012200 501101 SALARIES-FT/PERMAN	78,305	0	78,305	19,905.97	.00	58,399.03	25.4%
01012200 545501 COMMUNICATIONS-LEG	8,500	0	8,500	1,841.52	.00	6,658.48	21.7%
01012200 556601 PROFESSIONAL DEV-S	550	0	550	.00	.00	550.00	.0%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
01012200	556602	PROFESSIONAL DEV-A	240	0	240	150.00	.00	90.00	62.5%
TOTAL PURCHASING			87,595	0	87,595	21,897.49	.00	65,697.51	25.0%
01012400 TREASURER									
01012400	501101	SALARIES-FT/PERMAN	25,000	0	25,000	6,635.04	.00	18,364.96	26.5%
TOTAL TREASURER			25,000	0	25,000	6,635.04	.00	18,364.96	26.5%
01012600 TECHNOLOGY									
01012600	501101	SALARIES-FT/PERMAN	324,312	0	324,312	81,845.39	.00	242,466.61	25.2%
01012600	501105	SALARIES-OVERTIME	7,500	0	7,500	4,803.35	.00	2,696.65	64.0%
01012600	522202	SERVICES & FEES-PR	8,250	0	8,250	.00	.00	8,250.00	.0%
01012600	522204	SERVICES & FEES-CO	460,000	0	460,000	195,114.01	217,283.64	47,602.35	89.7%
01012600	556601	PROFESSIONAL DEV-S	16,360	0	16,360	.00	.00	16,360.00	.0%
01012600	556602	PROFESSIONAL DEV-A	185	0	185	.00	.00	185.00	.0%
01012600	556603	PROFESSIONAL DEV-I	1,000	0	1,000	.00	.00	1,000.00	.0%
01012600	578802	MNTNCE/REP-EQUIPME	10,000	0	10,000	1,166.32	297.76	8,535.92	14.6%
01012600	581888	CAPITAL OUTLAY	20,000	0	20,000	5,736.70	.00	14,263.30	28.7%
TOTAL TECHNOLOGY			847,607	0	847,607	288,665.77	217,581.40	341,359.83	59.7%
01012800 TOWN ATTORNEYS									
01012800	522202	SERVICES & FEES-PR	428,590	0	428,590	144,086.92	244,832.88	39,670.20	90.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
01012800	522203 SERVICES & FEES-AN	15,000	0	15,000	.00	.00	15,000.00	.0%	
	TOTAL TOWN ATTORNEYS	443,590	0	443,590	144,086.92	244,832.88	54,670.20	87.7%	
01013000 HUMAN RESOURCES									
01013000	501101 SALARIES-FT/PERMAN	250,693	0	250,693	63,213.50	.00	187,479.50	25.2%	
01013000	501105 SALARIES-OVERTIME	1,250	0	1,250	.00	.00	1,250.00	.0%	
01013000	501106 SALARIES-LONGEVITY	425	0	425	.00	.00	425.00	.0%	
01013000	522201 SERVICES & FEES-CL	420	0	420	120.00	.00	300.00	28.6%	
01013000	522202 SERVICES & FEES-PR	14,000	0	14,000	26.12	.00	13,973.88	.2%	
01013000	522203 SERVICES & FEES-AN	2,000	0	2,000	275.00	.00	1,725.00	13.8%	
01013000	522204 SERVICES & FEES-CO	7,500	0	7,500	.00	.00	7,500.00	.0%	
01013000	545501 COMMUNICATIONS-LEG	3,500	0	3,500	.00	.00	3,500.00	.0%	
01013000	556601 PROFESSIONAL DEV-S	2,500	0	2,500	75.00	.00	2,425.00	3.0%	
01013000	556602 PROFESSIONAL DEV-A	300	0	300	.00	.00	300.00	.0%	
01013000	556604 PROFESSIONAL DEV-P	1,000	0	1,000	39.90	.00	960.10	4.0%	
	TOTAL HUMAN RESOURCES	283,588	0	283,588	63,749.52	.00	219,838.48	22.5%	
01013400 EMPLOYEE BENEFITS									
01013400	511150 FRINGE BENEFITS-FI	1,710,050	0	1,710,050	417,851.81	.00	1,292,198.19	24.4%	
01013400	511151 FRINGE BENEFITS-ME	4,778,164	0	4,778,164	1,467,339.43	.00	3,310,824.57	30.7%	
01013400	511152 FRINGE BENEFITS-WO	1,300,000	0	1,300,000	512,022.26	.00	787,977.74	39.4%	

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01013400	511153	FRINGE BENEFITS-UN	36,000	0	36,000	3,896.00	.00	32,104.00	10.8%
01013400	511154	FRINGE BENEFITS-ME	14,800	0	14,800	.00	.00	14,800.00	.0%
01013400	511155	FRINGE BENEFITS-LI	43,100	0	43,100	12,548.44	.00	30,551.56	29.1%
01013400	511159	FRINGE BENEFITS-CL	600	0	600	.00	.00	600.00	.0%
01013400	522106	PENSION CONTRIBUTI	3,004,000	0	3,004,000	1,502,000.00	.00	1,502,000.00	50.0%
01013400	522107	PENSION CONTR-TOWN	4,243,000	0	4,243,000	2,121,500.00	.00	2,121,500.00	50.0%
01013400	522108	POLICE RET-MED/LIF	150,000	0	150,000	.00	.00	150,000.00	.0%
01013400	522110	DEFINED CONTR-TOWN	315,394	0	315,394	60,359.59	.00	255,034.41	19.1%
01013400	522202	SERVICES & FEES-PR	58,500	0	58,500	3,929.05	.00	54,570.95	6.7%
TOTAL EMPLOYEE BENEFITS			15,653,608	0	15,653,608	6,101,446.58	.00	9,552,161.42	39.0%
01013600 TOWN CLERK									
01013600	501101	SALARIES-FT/PERMAN	242,368	0	242,368	61,225.28	.00	181,142.72	25.3%
01013600	501105	SALARIES-OVERTIME	3,200	0	3,200	500.52	.00	2,699.48	15.6%
01013600	501106	SALARIES-LONGEVITY	850	0	850	.00	.00	850.00	.0%
01013600	522204	SERVICES & FEES-CO	22,000	0	22,000	2,903.28	19,096.72	.00	100.0%
01013600	522205	PROGRAM EXPENSES	5,000	0	5,000	1,169.07	.00	3,830.93	23.4%
01013600	534402	PROGRAM SUPPLIES	5,200	0	5,200	.00	945.00	4,255.00	18.2%
01013600	545501	COMMUNICATIONS-LEG	3,000	0	3,000	.00	.00	3,000.00	.0%
01013600	556601	PROFESSIONAL DEV-S	2,080	0	2,080	250.00	.00	1,830.00	12.0%
01013600	556602	PROFESSIONAL DEV-A	1,000	0	1,000	.00	.00	1,000.00	.0%
01013600	578801	MNTNCE/REPAIR SERV	500	0	500	275.00	.00	225.00	55.0%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR: 01	GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01013600	578803	MNTNCE/REP-PROGRAM	2,500	0	2,500	156.08	780.92	1,563.00	37.5%
01013600	598889	ST OF CT-FISHING &	0	0	0	681.00	.00	-681.00	100.0%
TOTAL TOWN CLERK			287,698	0	287,698	67,160.23	20,822.64	199,715.13	30.6%
01013800 TOWN HALL									
01013800	501116	CONTINGENCY	789,000	0	789,000	.00	.00	789,000.00	.0%
01013800	511160	PROPERTY/LIABILITY	970,626	0	970,626	316,253.87	.00	654,372.13	32.6%
01013800	522202	SERVICES & FEES-PR	0	0	0	52.00	.00	-52.00	100.0%
01013800	522205	PROGRAM EXPENSES	20,000	0	20,000	.00	.00	20,000.00	.0%
01013800	522208	CONTRIBUTIONS	23,750	0	23,750	19,000.00	.00	4,750.00	80.0%
01013800	534401	MATERIALS & SUPPLI	32,000	0	32,000	7,340.42	8,220.90	16,438.68	48.6%
01013800	534402	PROGRAM SUPPLIES	1,000	0	1,000	344.80	.00	655.20	34.5%
01013800	534403	MATERIALS & SUPPLI	1,000	0	1,000	.00	.00	1,000.00	.0%
01013800	545502	COMMUNICATIONS-PUB	1,000	0	1,000	.00	.00	1,000.00	.0%
01013800	545504	COMMUNICATIONS-POS	45,000	0	45,000	14,429.49	1,794.95	28,775.56	36.1%
01013800	578801	MNTNCE/REPAIR SERV	10,062	0	10,062	2,295.39	7,244.37	522.24	94.8%
01013800	578804	MNTNCE/REP-REFUSE	2,188	0	2,188	528.60	.00	1,659.40	24.2%
01013800	589901	RENTALS-ANNUAL REN	19,709	0	19,709	5,265.00	15,917.55	-1,473.55	107.5%
01013800	590011	UTILITIES-HEAT	12,522	0	12,522	940.41	.00	11,581.59	7.5%
01013800	590012	UTILITIES-ELECTRIC	93,112	0	93,112	15,415.19	.00	77,696.81	16.6%
01013800	590013	UTILITIES-WATER	2,175	0	2,175	504.38	.00	1,670.62	23.2%
01013800	590014	UTILITIES-TELEPHON	92,140	0	92,140	24,599.68	.00	67,540.32	26.7%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL TOWN HALL	2,115,284	0	2,115,284	406,969.23	33,177.77	1,675,137.00	20.8%
01014200 PLANNING AND ZONING							
01014200 501101 SALARIES-FT/PERMAN	215,546	0	215,546	54,448.87	.00	161,097.13	25.3%
01014200 501102 SALARIES-PT/PERMAN	34,892	0	34,892	9,734.42	.00	25,157.58	27.9%
01014200 501105 SALARIES-OVERTIME	5,000	0	5,000	387.28	.00	4,612.72	7.7%
01014200 522201 SERVICES & FEES-CL	180	0	180	.00	.00	180.00	.0%
01014200 522202 SERVICES & FEES-PR	43,000	0	43,000	2,109.82	.00	40,890.18	4.9%
01014200 522205 PROGRAM EXPENSES	10,979	0	10,979	10,979.00	.00	.00	100.0%
01014200 534401 MATERIALS & SUPPLI	2,300	0	2,300	247.90	200.00	1,852.10	19.5%
01014200 534402 PROGRAM SUPPLIES	150	0	150	.00	.00	150.00	.0%
01014200 545501 COMMUNICATIONS-LEG	20,000	0	20,000	5,622.88	.00	14,377.12	28.1%
01014200 556601 PROFESSIONAL DEV-S	2,500	0	2,500	80.00	.00	2,420.00	3.2%
01014200 556602 PROFESSIONAL DEV-A	550	0	550	.00	.00	550.00	.0%
01014200 556604 PROFESSIONAL DEV-P	150	0	150	.00	.00	150.00	.0%
TOTAL PLANNING AND ZONING	335,247	0	335,247	83,610.17	200.00	251,436.83	25.0%
01014600 ECONOMIC DEVELOPMENT							
01014600 501101 SALARIES-FT/PERMAN	107,625	0	107,625	29,192.59	.00	78,432.41	27.1%
01014600 522201 SERVICES & FEES-CL	720	0	720	.00	.00	720.00	.0%
01014600 522202 SERVICES & FEES-PR	7,000	0	7,000	.00	.00	7,000.00	.0%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR: 01	GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01014600	522205	PROGRAM EXPENSES	7,000	0	7,000	779.24	.00	6,220.76	11.1%
01014600	534402	PROGRAM SUPPLIES	800	0	800	.00	149.22	650.78	18.7%
01014600	545503	COMMUNICATIONS-PUB	6,500	0	6,500	84.08	.00	6,415.92	1.3%
01014600	556601	PROFESSIONAL DEV-S	1,000	0	1,000	.00	.00	1,000.00	.0%
01014600	556602	PROFESSIONAL DEV-A	350	0	350	125.00	.00	225.00	35.7%
TOTAL ECONOMIC DEVELOPMENT			130,995	0	130,995	30,180.91	149.22	100,664.87	23.2%
01014800 INLAND WETLANDS COMMISSION									
01014800	522201	SERVICES & FEES-CL	1,400	0	1,400	1,187.36	.00	212.64	84.8%
01014800	534401	MATERIALS & SUPPLI	750	0	750	.00	.00	750.00	.0%
01014800	534402	PROGRAM SUPPLIES	100	0	100	.00	.00	100.00	.0%
01014800	545501	COMMUNICATIONS-LEG	13,000	0	13,000	1,526.08	.00	11,473.92	11.7%
01014800	556601	PROFESSIONAL DEV-S	2,000	0	2,000	100.00	.00	1,900.00	5.0%
01014800	556604	PROFESSIONAL DEV-P	175	0	175	.00	.00	175.00	.0%
TOTAL INLAND WETLANDS COMMISSION			17,425	0	17,425	2,813.44	.00	14,611.56	16.1%
01015400 CONSERVATION COMMISSION									
01015400	522201	SERVICES & FEES-CL	600	0	600	.00	.00	600.00	.0%
01015400	545502	COMMUNICATIONS-PUB	75	0	75	.00	.00	75.00	.0%
01015400	545503	COMMUNICATIONS-PUB	250	0	250	.00	.00	250.00	.0%
01015400	556601	PROFESSIONAL DEV-S	210	0	210	.00	.00	210.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
01015400	556602	PROFESSIONAL DEV-A	240	0	240	.00	.00	240.00	.0%
	TOTAL	CONSERVATION COMMISSION	1,375	0	1,375	.00	.00	1,375.00	.0%
01015800 TRANSIT DISTRICT									
01015800	522205	PROGRAM EXPENSES	44,084	0	44,084	44,084.00	.00	.00	100.0%
	TOTAL	TRANSIT DISTRICT	44,084	0	44,084	44,084.00	.00	.00	100.0%
	TOTAL	GENERAL GOVERNMENT	22,174,627	0	22,174,627	7,744,548.19	564,775.91	13,865,302.90	37.5%
02 PUBLIC SAFETY									
01022000 POLICE									
01022000	501101	SALARIES-FT/PERMAN	6,859,742	0	6,859,742	1,743,865.63	.00	5,115,876.37	25.4%
01022000	501102	SALARIES-PT/PERMAN	52,520	0	52,520	6,309.92	.00	46,210.08	12.0%
01022000	501104	SALARIES-VACATION,	49,387	0	49,387	2,816.09	.00	46,570.91	5.7%
01022000	501105	SALARIES-OVERTIME	650,000	0	650,000	212,020.59	.00	437,979.41	32.6%
01022000	501106	SALARIES-LONGEVITY	20,725	0	20,725	.00	.00	20,725.00	.0%
01022000	501109	SALARIES-COLLEGE I	29,200	0	29,200	.00	.00	29,200.00	.0%
01022000	501112	SHIFT DIFFERENTIAL	54,000	0	54,000	1,365.00	.00	52,635.00	2.5%
01022000	501113	HOLIDAY	325,000	0	325,000	50,722.41	.00	274,277.59	15.6%
01022000	501114	TRAINING	165,000	0	165,000	41,711.39	.00	123,288.61	25.3%
01022000	501887	POLICE UNIFORM CLE	17,000	0	17,000	4,896.89	.00	12,103.11	28.8%
01022000	501888	UNIFORM ALLOWANCE	48,000	0	48,000	7,389.78	12,657.80	27,952.42	41.8%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01022000	522203	SERVICES & FEES-AN	15,000	0	15,000	10,426.28	.00	4,573.72	69.5%
01022000	534401	MATERIALS & SUPPLI	15,500	0	15,500	2,410.98	2,767.85	10,321.17	33.4%
01022000	534402	PROGRAM SUPPLIES	41,000	0	41,000	3,558.15	8,207.75	29,234.10	28.7%
01022000	534403	MATERIALS & SUPPLI	5,800	0	5,800	937.38	279.85	4,582.77	21.0%
01022000	545503	COMMUNICATIONS-PUB	2,500	0	2,500	.00	.00	2,500.00	.0%
01022000	556601	PROFESSIONAL DEV-S	6,000	0	6,000	3,923.00	.00	2,077.00	65.4%
01022000	556602	PROFESSIONAL DEV-A	2,000	0	2,000	1,615.00	.00	385.00	80.8%
01022000	556603	PROFESSIONAL DEV-I	37,000	0	37,000	3,060.40	.00	33,939.60	8.3%
01022000	556604	PROFESSIONAL DEV-P	500	0	500	116.45	.00	383.55	23.3%
01022000	567702	TRANSPORTATION-VEH	40,000	0	40,000	9,251.63	1,269.72	29,478.65	26.3%
01022000	567704	TRANSPORTATION-EXP	15,000	0	15,000	3,731.34	.00	11,268.66	24.9%
01022000	578801	MNTNCE/REPAIR SERV	111,595	0	111,595	52,528.16	18,273.27	40,793.57	63.4%
01022000	578803	MNTNCE/REP-PROGRAM	2,500	0	2,500	825.00	.00	1,675.00	33.0%
01022000	578804	MNTNCE/REP-REFUSE	2,178	0	2,178	528.63	.00	1,649.37	24.3%
01022000	581888	CAPITAL OUTLAY	67,000	0	67,000	8,451.62	24,176.03	34,372.35	48.7%
01022000	589901	RENTALS-ANNUAL REN	31,200	0	31,200	5,361.70	13,174.50	12,663.80	59.4%
01022000	590011	UTILITIES-HEAT	6,981	0	6,981	545.65	.00	6,435.35	7.8%
01022000	590012	UTILITIES-ELECTRIC	66,794	0	66,794	10,079.57	.00	56,714.43	15.1%
01022000	590013	UTILITIES-WATER	2,797	0	2,797	599.42	.00	2,197.58	21.4%
01022000	590014	UTILITIES-TELEPHON	14,758	0	14,758	3,677.41	.00	11,080.59	24.9%
01022000	590015	UTILITIES-TRAFFIC	10,315	0	10,315	1,722.49	.00	8,592.51	16.7%
TOTAL POLICE			8,766,992	0	8,766,992	2,194,447.96	80,806.77	6,491,737.27	26.0%

01022400 ANIMAL CONTROL

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01022400 501101 SALARIES-FT/PERMAN	59,476	0	59,476	15,475.01	.00	44,000.99	26.0%
01022400 501102 SALARIES-PT/PERMAN	37,060	0	37,060	7,553.23	.00	29,506.77	20.4%
01022400 501105 SALARIES-OVERTIME	4,000	0	4,000	307.74	.00	3,692.26	7.7%
01022400 501887 UNIFORM CLEANING	400	0	400	.00	.00	400.00	.0%
01022400 501888 UNIFORM ALLOWANCE	600	0	600	.00	.00	600.00	.0%
01022400 522202 SERVICES & FEES-PR	6,500	0	6,500	703.77	.00	5,796.23	10.8%
01022400 522203 SERVICES & FEES-AN	300	0	300	.00	.00	300.00	.0%
01022400 534402 PROGRAM SUPPLIES	4,000	0	4,000	993.04	245.86	2,761.10	31.0%
01022400 545501 COMMUNICATIONS-LEG	850	0	850	17.40	.00	832.60	2.0%
01022400 556603 PROFESSIONAL DEV-I	150	0	150	.00	.00	150.00	.0%
01022400 578801 MNTNCE/REPAIR SERV	785	0	785	165.00	495.00	125.00	84.1%
01022400 578802 MNTNCE/REP-EQUIPME	2,760	0	2,760	.00	.00	2,760.00	.0%
01022400 578804 MNTNCE/REP-REFUSE	713	0	713	176.19	.00	536.81	24.7%
01022400 581888 CAPITAL OUTLAY	1,000	0	1,000	714.72	.00	285.28	71.5%
01022400 590011 UTILITIES-HEAT	2,883	0	2,883	221.76	.00	2,661.24	7.7%
01022400 590012 UTILITES-ELECTRICI	7,834	0	7,834	1,100.75	.00	6,733.25	14.1%
01022400 590013 UTILITIES-WATER	510	0	510	40.76	.00	469.24	8.0%
01022400 590014 UTILITIES-TELEPHON	360	0	360	90.48	.00	269.52	25.1%
TOTAL ANIMAL CONTROL	130,181	0	130,181	27,559.85	740.86	101,880.29	21.7%
01022600 EMERGENCY MEDICAL SERVICES							
01022600 501101 SALARIES-FT/PERMAN	151,844	0	151,844	38,544.91	.00	113,299.09	25.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
01022600	501102	SALARIES-PT/PERMAN	691	0	691	.00	.00	691.00	.0%
01022600	501105	SALARIES-OVERTIME	1,597	0	1,597	161.07	.00	1,435.93	10.1%
01022600	501888	UNIFORM ALLOWANCE	7,000	0	7,000	900.00	.00	6,100.00	12.9%
01022600	522202	SERVICES & FEES-PR	1,007,027	0	1,007,027	313,156.80	697,516.50	-3,646.30	100.4%
01022600	522203	SERVICES & FEES-AN	66,550	0	66,550	8,579.47	.00	57,970.53	12.9%
01022600	522205	PROGRAM EXPENSES	2,500	0	2,500	.00	.00	2,500.00	.0%
01022600	534401	MATERIALS & SUPPLI	1,500	0	1,500	192.11	34.00	1,273.89	15.1%
01022600	534402	PROGRAM SUPPLIES	67,750	0	67,750	15,962.13	15,705.60	36,082.27	46.7%
01022600	534403	MATERIALS & SUPPLI	400	0	400	192.34	.00	207.66	48.1%
01022600	545503	COMMUNICATIONS-PUB	1,500	0	1,500	138.06	.00	1,361.94	9.2%
01022600	556601	PROFESSIONAL DEV-S	4,000	0	4,000	159.84	.00	3,840.16	4.0%
01022600	556603	PROFESSIONAL DEV-I	5,850	0	5,850	942.22	.00	4,907.78	16.1%
01022600	567703	TRANSPORTATION-TRA	500	0	500	.00	.00	500.00	.0%
01022600	578801	MNTNCE/REPAIR SERV	602	0	602	108.22	324.64	169.14	71.9%
01022600	578802	MNTNCE/REP-EQUIPME	6,800	0	6,800	215.00	.00	6,585.00	3.2%
01022600	578804	MNTNCE/REP-REFUSE	713	0	713	176.19	.00	536.81	24.7%
01022600	581888	CAPITAL OUTLAY	38,179	0	38,179	.00	.00	38,179.00	.0%
01022600	589901	RENTALS-ANNUAL REN	2,100	0	2,100	-250.60	270.00	2,080.60	.9%
01022600	590011	UTILITIES-HEAT	4,988	0	4,988	190.06	.00	4,797.94	3.8%
01022600	590012	UTILITIES-ELECTRIC	17,912	0	17,912	3,093.95	.00	14,818.05	17.3%
01022600	590013	UTILITIES-WATER	595	0	595	153.18	.00	441.82	25.7%
01022600	590014	UTILITIES-TELEPHON	9,498	0	9,498	1,974.09	892.48	6,631.43	30.2%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRNFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL EMERGENCY MEDICAL SERVICES	1,400,096	0	1,400,096	384,589.04	714,743.22	300,763.74	78.5%
01022800 FIRE MARSHAL							
01022800 501101 SALARIES-FT/PERMAN	280,679	-6,936	273,743	65,591.15	.00	208,151.85	24.0%
01022800 501103 SALARIES-SEASONAL/	0	6,936	6,936	5,453.76	.00	1,482.24	78.6%
01022800 501105 SALARIES-OVERTIME	10,000	0	10,000	7,742.85	.00	2,257.15	77.4%
01022800 501122 CERTIFICATION STIP	2,250	0	2,250	.00	.00	2,250.00	.0%
01022800 501887 UNIFORM CLEANING	500	0	500	.00	.00	500.00	.0%
01022800 501888 UNIFORM ALLOWANCE	3,000	0	3,000	.00	.00	3,000.00	.0%
01022800 522203 SERVICES & FEES-AN	200	0	200	63.12	.00	136.88	31.6%
01022800 522205 PROGRAM EXPENSES	350	0	350	.00	185.80	164.20	53.1%
01022800 534401 MATERIALS & SUPPLI	450	0	450	24.00	63.00	363.00	19.3%
01022800 534402 PROGRAM SUPPLIES	800	0	800	55.92	75.38	668.70	16.4%
01022800 556601 PROFESSIONAL DEV-S	1,500	0	1,500	600.00	.00	900.00	40.0%
01022800 556602 PROFESSIONAL DEV-A	1,700	0	1,700	400.00	.00	1,300.00	23.5%
01022800 556604 PROFESSIONAL DEV-P	1,450	0	1,450	.00	1,326.39	123.61	91.5%
01022800 578802 MNTNCE/REP-EQUIPME	200	0	200	.00	.00	200.00	.0%
01022800 581888 CAPITAL OUTLAY	9,600	0	9,600	.00	.00	9,600.00	.0%
TOTAL FIRE MARSHAL	312,679	0	312,679	79,930.80	1,650.57	231,097.63	26.1%
01022824 FIRE MARSHAL-FIRE HYDRANTS							
01022824 590016 UTILITIES-FIRE HYD	1,379,112	0	1,379,112	.00	.00	1,379,112.00	.0%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL FIRE MARSHAL-FIRE HYDRANTS	1,379,112	0	1,379,112	.00	.00	1,379,112.00	.0%
01023200 BUILDING OFFICIAL							
01023200 501101 SALARIES-FT/PERMAN	331,132	0	331,132	68,218.69	.00	262,913.31	20.6%
01023200 501105 SALARIES-OVERTIME	5,000	0	5,000	901.94	.00	4,098.06	18.0%
01023200 501888 UNIFORM ALLOWANCE	450	0	450	.00	.00	450.00	.0%
01023200 522204 SERVICES & FEES-CO	250	0	250	.00	.00	250.00	.0%
01023200 534401 MATERIALS & SUPPLI	2,500	0	2,500	81.00	252.00	2,167.00	13.3%
01023200 545501 COMMUNICATIONS-LEG	75	0	75	.00	.00	75.00	.0%
01023200 556601 PROFESSIONAL DEV-S	600	0	600	.00	.00	600.00	.0%
01023200 556602 PROFESSIONAL DEV-A	485	0	485	255.00	.00	230.00	52.6%
01023200 556604 PROFESSIONAL DEV-P	1,500	0	1,500	378.20	.00	1,121.80	25.2%
01023200 578801 MNTNCE/REPAIR SERV	0	0	0	1,384.54	.00	-1,384.54	100.0%
01023200 581888 CAPITAL OUTLAY	4,526	0	4,526	.00	.00	4,526.00	.0%
TOTAL BUILDING OFFICIAL	346,518	0	346,518	71,219.37	252.00	275,046.63	20.6%
01023400 EMERGENCY MANAGEMENT							
01023400 501102 SALARIES-PT/PERMAN	40,881	0	40,881	11,006.42	.00	29,874.58	26.9%
01023400 501888 UNIFORM ALLOWANCE	600	0	600	182.95	.00	417.05	30.5%
01023400 534402 PROGRAM SUPPLIES	3,000	0	3,000	109.60	169.73	2,720.67	9.3%
01023400 578801 MNTNCE/REPAIR SERV	17,190	0	17,190	17,189.16	.00	.84	100.0%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01023400 578802 MNTNCE/REP-EQUIPME	1,625	0	1,625	.00	.00	1,625.00	.0%
01023400 581888 CAPITAL OUTLAY	8,400	0	8,400	1,484.84	.00	6,915.16	17.7%
01023400 590014 UTILITIES-TELEPHON	7,505	0	7,505	1,925.54	.00	5,579.46	25.7%
TOTAL EMERGENCY MANAGEMENT	79,201	0	79,201	31,898.51	169.73	47,132.76	40.5%
TOTAL PUBLIC SAFETY	12,414,779	0	12,414,779	2,789,645.53	798,363.15	8,826,770.32	28.9%
03 PUBLIC WORKS							
01030000 PUBLIC WORKS DIRECTOR							
01030000 501101 SALARIES-FT/PERMAN	184,478	0	184,478	46,828.99	.00	137,649.01	25.4%
01030000 501105 SALARIES-OVERTIME	500	0	500	.00	.00	500.00	.0%
01030000 556601 PROFESSIONAL DEV-S	2,000	0	2,000	120.00	.00	1,880.00	6.0%
01030000 556602 PROFESSIONAL DEV-A	291	0	291	50.00	.00	241.00	17.2%
01030000 567704 TRANSPORTATION-EXP	242	0	242	.00	.00	242.00	.0%
01030000 590014 UTILITIES-TELEPHON	653	0	653	226.49	.00	426.51	34.7%
TOTAL PUBLIC WORKS DIRECTOR	188,164	0	188,164	47,225.48	.00	140,938.52	25.1%
01030025 PUBLIC WORKS --STREET LIGHTS							
01030025 590015 UTILITIES-STREET L	456,934	0	456,934	66,073.42	.00	390,860.58	14.5%
TOTAL PUBLIC WORKS --STREET LIGHTS	456,934	0	456,934	66,073.42	.00	390,860.58	14.5%
01030100 PUBLIC WORKS - HIGHWAY							
01030100 501101 SALARIES-FT/PERMAN	1,939,139	0	1,939,139	454,964.92	.00	1,484,174.08	23.5%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01030100	501102	SALARIES-PT/PERMAN	25,885	0	25,885	6,394.32	.00	19,490.68	24.7%
01030100	501103	SALARIES-SEASONAL/	7,500	0	7,500	.00	.00	7,500.00	.0%
01030100	501105	SALARIES-OVERTIME	90,000	0	90,000	9,295.75	.00	80,704.25	10.3%
01030100	501106	SALARIES-LONGEVITY	1,500	0	1,500	.00	.00	1,500.00	.0%
01030100	501888	UNIFORM ALLOWANCE	28,193	0	28,193	10,596.20	309.50	17,287.30	38.7%
01030100	522203	SERVICES & FEES-AN	35,890	0	35,890	859.50	400.00	34,630.50	3.5%
01030100	534401	MATERIALS & SUPPLI	2,425	0	2,425	440.09	195.29	1,789.62	26.2%
01030100	534402	PROGRAM SUPPLIES	155,200	0	155,200	18,112.74	3,311.40	133,775.86	13.8%
01030100	534403	MATERIALS & SUPPLI	388	0	388	.00	.00	388.00	.0%
01030100	545503	COMMUNICATIONS-PUB	7,469	0	7,469	4,781.23	.00	2,687.77	64.0%
01030100	556601	PROFESSIONAL DEV-S	5,000	0	5,000	.00	.00	5,000.00	.0%
01030100	578801	MNTNCE/REPAIR SERV	2,257	0	2,257	1,105.30	1,432.80	-281.10	112.5%
01030100	578803	MNTNCE/REP-PROGRAM	35,000	0	35,000	2,535.50	15,683.72	16,780.78	52.1%
01030100	578804	MNTNCE/REP-REFUSE	6,406	0	6,406	1,585.17	.00	4,820.83	24.7%
01030100	581888	CAPITAL OUTLAY	113,895	0	113,895	21,970.21	.00	91,924.79	19.3%
01030100	589901	RENTALS-ANNUAL REN	3,120	0	3,120	780.00	2,080.00	260.00	91.7%
01030100	589902	RENTALS-OCCASIONAL	14,550	0	14,550	.00	.00	14,550.00	.0%
01030100	590011	UTILITIES-HEAT	32,121	0	32,121	1,301.60	.00	30,819.40	4.1%
01030100	590012	UTILITIES-ELECTRIC	98,144	0	98,144	9,291.32	.00	88,852.68	9.5%
01030100	590013	UTILITIES-WATER	6,277	0	6,277	1,386.84	.00	4,890.16	22.1%
01030100	590014	UTILITIES-TELEPHON	23,104	0	23,104	1,268.99	.00	21,835.01	5.5%
TOTAL PUBLIC WORKS - HIGHWAY			2,633,463	0	2,633,463	546,669.68	23,412.71	2,063,380.61	21.6%

01030101 HW-SNOW REMOVAL

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13			ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
ACCOUNTS FOR:	GENERAL	FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
01030101	501105	SALARIES-OVERTIME	165,000	0	165,000	.00	.00	165,000.00	.0%
01030101	522203	SERVICES & FEES-AN	30,000	0	30,000	.00	.00	30,000.00	.0%
01030101	534402	PROGRAM SUPPLIES	324,950	0	324,950	12,987.51	143,894.23	168,068.26	48.3%
TOTAL HW-SNOW REMOVAL			519,950	0	519,950	12,987.51	143,894.23	363,068.26	30.2%
01030105 HW-CONSTRUCTION									
01030105	522205	PROGRAM EXPENSES	150,754	0	150,754	.00	150,342.38	411.62	99.7%
TOTAL HW-CONSTRUCTION			150,754	0	150,754	.00	150,342.38	411.62	99.7%
01030200 PUBLIC WORKS - BLD MAINTENANCE									
01030200	501101	SALARIES-FY/PERMAN	503,729	0	503,729	127,869.40	.00	375,859.60	25.4%
01030200	501103	SALARIES-SEASONAL/	4,800	0	4,800	4,256.40	.00	543.60	88.7%
01030200	501105	SALARIES-OVERTIME	12,000	0	12,000	1,884.92	.00	10,115.08	15.7%
01030200	501106	SALARIES-LONGEVITY	425	0	425	.00	.00	425.00	.0%
01030200	501888	UNIFORM ALLOWANCE	1,225	0	1,225	1,134.57	.00	90.43	92.6%
01030200	522203	SERVICES & FEES-AN	104,150	0	104,150	27,053.73	10,392.00	66,704.27	36.0%
01030200	522204	SERVICES & FEES-CO	5,700	0	5,700	5,490.48	.00	209.52	96.3%
01030200	534402	PROGRAM SUPPLIES	4,850	0	4,850	1,201.60	.00	3,648.40	24.8%
01030200	578802	MNTNCE/REP-EQUIPME	134,450	0	134,450	44,710.95	30,490.91	59,248.14	55.9%
01030200	581888	CAPITAL OUTLAY	15,154	0	15,154	5,288.04	.00	9,865.96	34.9%
01030200	589902	RENTALS-OCCASIONAL	1,164	0	1,164	.00	.00	1,164.00	.0%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13			ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
ACCOUNTS FOR:	GENERAL FUND		APPROP	ADJSTMTS	BUDGET			BUDGET	USED
01030200	590017	SEWER FEES	200,000	0	200,000	47,669.92	.00	152,330.08	23.8%
TOTAL PUBLIC WORKS - BLD MAINTENANCE			987,647	0	987,647	266,560.01	40,882.91	680,204.08	31.1%
01030300 FLEET MAINTENANCE									
01030300	501101	SALARIES-FT/PERMAN	526,002	0	526,002	116,223.62	.00	409,778.38	22.1%
01030300	501105	SALARIES-OVERTIME	10,200	0	10,200	452.05	.00	9,747.95	4.4%
01030300	501888	UNIFORM ALLOWANCE	8,030	0	8,030	1,629.41	.00	6,400.59	20.3%
01030300	567701	TRANSPORTATION-GAS	350,000	0	350,000	54,917.16	215.21	294,867.63	15.8%
01030300	567702	TRANSPORTATION-VEH	291,560	0	291,560	120,124.20	78,282.90	93,152.90	68.1%
01030300	578801	MNTNCE/REPAIR SERV	2,450	0	2,450	2,217.00	.00	233.00	90.5%
TOTAL FLEET MAINTENANCE			1,188,242	0	1,188,242	295,563.44	78,498.11	814,180.45	31.5%
01030400 RECYCLING CENTER									
01030400	501101	SALARIES-FT/PERMAN	127,354	0	127,354	31,647.98	.00	95,706.02	24.9%
01030400	501105	SALARIES-OVERTIME	25,000	0	25,000	6,123.48	.00	18,876.52	24.5%
01030400	501106	SALARIES-LONGEVITY	500	0	500	.00	.00	500.00	.0%
01030400	501888	UNIFORM ALLOWANCE	500	0	500	225.00	.00	275.00	45.0%
01030400	522204	SERVICES & FEES-CO	1,882,830	0	1,882,830	316,580.01	257,225.00	1,309,024.99	30.5%
01030400	522207	SPECIAL CONTRACTUA	69,600	0	69,600	1,500.00	.00	68,100.00	2.2%
01030400	534402	PROGRAM SUPPLIES	5,000	0	5,000	1,380.44	169.21	3,450.35	31.0%
01030400	578801	MNTNCE/REPAIR SERV	1,377	0	1,377	.00	.00	1,377.00	.0%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01030400 581886 HAZARDOUS WASTE DA	15,000	0	15,000	-3,021.00	.00	18,021.00	-20.1%
TOTAL RECYCLING CENTER	2,127,161	0	2,127,161	354,435.91	257,394.21	1,515,330.88	28.8%
01030500 TOWN ENGINEER							
01030500 501101 SALARIES-FT/PERMAN	522,743	0	522,743	131,413.85	.00	391,329.15	25.1%
01030500 501103 SALARIES-SEASONAL/	0	0	0	71.50	.00	-71.50	100.0%
01030500 501105 SALARIES-OVERTIME	10,000	0	10,000	4,015.36	.00	5,984.64	40.2%
01030500 501106 SALARIES-LONGEVITY	850	0	850	.00	.00	850.00	.0%
01030500 501888 UNIFORM ALLOWANCE	900	0	900	189.36	.00	710.64	21.0%
01030500 522202 SERVICES & FEES-PR	27,500	0	27,500	.00	.00	27,500.00	.0%
01030500 522203 SERVICES & FEES-AN	7,840	0	7,840	7,840.00	.00	.00	100.0%
01030500 522204 SERVICES & FEES-CO	12,300	0	12,300	7,400.00	.00	4,900.00	60.2%
01030500 534401 MATERIALS & SUPPLI	2,800	0	2,800	1,165.51	728.15	906.34	67.6%
01030500 534402 PROGRAM SUPPLIES	2,500	0	2,500	.00	.00	2,500.00	.0%
01030500 545501 COMMUNICATIONS-LEG	600	0	600	.00	.00	600.00	.0%
01030500 556601 PROFESSIONAL DEV-S	2,000	0	2,000	569.00	.00	1,431.00	28.5%
01030500 556602 PROFESSIONAL DEV-A	955	0	955	100.00	.00	855.00	10.5%
01030500 578802 MNTNCE/REP-EQUIPME	1,800	0	1,800	.00	.00	1,800.00	.0%
01030500 589901 RENTALS-ANNUAL REN	12,000	0	12,000	.00	.00	12,000.00	.0%
TOTAL TOWN ENGINEER	604,788	0	604,788	152,764.58	728.15	451,295.27	25.4%
TOTAL PUBLIC WORKS	8,857,103	0	8,857,103	1,742,280.03	695,152.70	6,419,670.27	27.5%

04 PUBLIC HEALTH

01040000 HEALTH DEPARTMENT

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR: 01	GENERAL FUND		ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01040000	501101	SALARIES-FT/PERMAN	204,266	0	204,266	50,971.67	.00	153,294.33	25.0%
01040000	501102	SALARIES-PT/PERMAN	51,378	0	51,378	14,707.52	.00	36,670.48	28.6%
01040000	501103	SALARIES-SEASONAL/	27,300	0	27,300	5,573.75	.00	21,726.25	20.4%
01040000	501105	SALARIES-OVERTIME	643	0	643	.00	.00	643.00	.0%
01040000	522201	SERVICES & FEES-CL	720	0	720	60.00	.00	660.00	8.3%
01040000	522202	SERVICES & FEES-PR	2,500	0	2,500	.00	.00	2,500.00	.0%
01040000	522204	SERVICES & FEES-CO	1,650	0	1,650	450.00	.00	1,200.00	27.3%
01040000	534401	MATERIALS & SUPPLI	6,750	0	6,750	822.22	63.89	5,863.89	13.1%
01040000	534402	PROGRAM SUPPLIES	10,000	0	10,000	878.31	878.56	8,243.13	17.6%
01040000	534404	PUBLIC IMMUNIZATIO	18,500	0	18,500	8,821.75	3,219.87	6,458.38	65.1%
01040000	545504	COMMUNICATIONS-POS	1,038	0	1,038	28.44	.00	1,009.56	2.7%
01040000	556601	PROFESSIONAL DEV-S	3,850	0	3,850	802.36	.00	3,047.64	20.8%
01040000	556605	PROFESSIONAL DEV-T	275	0	275	.00	.00	275.00	.0%
01040000	567703	TRANSPORTATION-TRA	1,500	0	1,500	285.66	.00	1,214.34	19.0%
01040000	578802	MNTNCE/REP-EQUIPME	3,520	0	3,520	630.00	1,890.00	1,000.00	71.6%
01040000	590011	UTILITIES-HEAT	1,200	0	1,200	.00	.00	1,200.00	.0%
01040000	590012	UTILITES-ELECTRICI	4,159	0	4,159	971.08	.00	3,187.92	23.3%
01040000	590013	UTILITIES-WATER	713	0	713	.00	.00	713.00	.0%
01040000	590014	UTILITIES-TELEPHON	3,082	0	3,082	792.82	679.80	1,609.38	47.8%
TOTAL HEALTH DEPARTMENT			343,044	0	343,044	85,795.58	6,732.12	250,516.30	27.0%
01040200 VITAL STATISTICS									
01040200	522205	PROGRAM EXPENSES	500	0	500	.00	.00	500.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13									
ACCOUNTS FOR:	GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01	578803	MNTNCE/REP-PROGRAM	600	0	600	.00	.00	600.00	.0%
TOTAL VITAL STATISTICS			1,100	0	1,100	.00	.00	1,100.00	.0%
01040400 NURSING - SENIORS									
01040400	501102	SALARIES-PT/PERMAN	34,879	0	34,879	8,212.39	.00	26,666.61	23.5%
01040400	522205	PROGRAM EXPENSES	180	0	180	7.98	.00	172.02	4.4%
01040400	534402	PROGRAM SUPPLIES	300	0	300	.00	.00	300.00	.0%
01040400	556601	PROFESSIONAL DEV-S	100	0	100	.00	.00	100.00	.0%
01040400	556602	PROFESSIONAL DEV-A	25	0	25	.00	.00	25.00	.0%
01040400	567703	TRANSPORTATION-TRA	150	0	150	.00	.00	150.00	.0%
TOTAL NURSING - SENIORS			35,634	0	35,634	8,220.37	.00	27,413.63	23.1%
01060400 NON PUBLIC SCHOOL									
01060400	501101	SALARIES-FY/PERMAN	292,211	0	292,211	36,425.87	.00	255,785.13	12.5%
01060400	501102	SALARIES-PT/PERMAN	37,798	0	37,798	6,409.89	.00	31,388.11	17.0%
01060400	501104	SALARIES-VACATION,	3,750	0	3,750	.00	.00	3,750.00	.0%
01060400	501106	SALARIES-LONGEVITY	425	0	425	.00	.00	425.00	.0%
01060400	534402	PROGRAM SUPPLIES	900	0	900	35.17	.00	864.83	3.9%
01060400	556601	PROFESSIONAL DEV-S	1,710	0	1,710	432.00	.00	1,278.00	25.3%
01060400	567703	TRANSPORTATION-TRA	200	0	200	.00	.00	200.00	.0%
TOTAL NON PUBLIC SCHOOL			336,994	0	336,994	43,302.93	.00	293,691.07	12.8%
TOTAL PUBLIC HEALTH			716,772	0	716,772	137,318.88	6,732.12	572,721.00	20.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
05 SOCIAL SERVICES/HUMAN SERV							
01050000 SOCIAL SERVICES							
01050000 501101 SALARIES-FT/PERMAN	63,503	0	63,503	16,120.10	.00	47,382.90	25.4%
01050000 501102 SALARIES-PT/PERMAN	16,854	0	16,854	4,263.42	.00	12,590.58	25.3%
01050000 501106 SALARIES-LONGEVITY	425	0	425	.00	.00	425.00	.0%
01050000 522204 SERVICES & FEES-CO	800	0	800	.00	.00	800.00	.0%
01050000 534401 MATERIALS & SUPPLI	1,650	0	1,650	.00	.00	1,650.00	.0%
01050000 556601 PROFESSIONAL DEV-S	200	0	200	.00	.00	200.00	.0%
01050000 578801 MNTNCE/REPAIR SERV	800	0	800	.00	.00	800.00	.0%
01050000 590014 UTILITIES-TELEPHON	2,168	0	2,168	550.48	.00	1,617.52	25.4%
TOTAL SOCIAL SERVICES	86,400	0	86,400	20,934.00	.00	65,466.00	24.2%
01050200 MARY SHERLACH COUNSELING CTR							
01050200 501101 SALARIES-FT/PERMAN	223,284	0	223,284	56,679.98	.00	166,604.02	25.4%
01050200 501102 SALARIES-PT/PERMAN	67,720	0	67,720	8,299.04	.00	59,420.96	12.3%
01050200 501105 SALARIES-OVERTIME	1,000	0	1,000	1,975.14	.00	-975.14	197.5%
01050200 501106 SALARIES-LONGEVITY	850	0	850	.00	.00	850.00	.0%
01050200 522202 SERVICES & FEES-PR	3,292	0	3,292	695.00	.00	2,597.00	21.1%
01050200 534401 MATERIALS & SUPPLI	1,500	0	1,500	.00	138.89	1,361.11	9.3%
01050200 534402 PROGRAM SUPPLIES	750	0	750	.00	.00	750.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01050200	545503	COMMUNICATIONS-PUB	500	0	500	.00	.00	500.00	.0%
01050200	556602	PROFESSIONAL DEV-A	1,316	0	1,316	320.00	.00	996.00	24.3%
01050200	567703	TRANSPORTATION-TRA	1,350	0	1,350	78.31	.00	1,271.69	5.8%
01050200	578801	MNTNCE/REPAIR SERV	2,413	0	2,413	302.53	.00	2,110.47	12.5%
01050200	590011	UTILITIES-HEAT	2,712	0	2,712	.00	.00	2,712.00	.0%
01050200	590012	UTILITES-ELECTRICI	2,370	0	2,370	661.13	.00	1,708.87	27.9%
01050200	590013	UTILITIES-WATER	188	0	188	45.07	.00	142.93	24.0%
01050200	590014	UTILITIES-TELEPHON	3,505	0	3,505	959.13	.00	2,545.87	27.4%
TOTAL MARY SHERLACH COUNSELING CTR			312,750	0	312,750	70,015.33	138.89	242,595.78	22.4%
01050600 SENIOR CITIZENS' SERVICES									
01050600	501101	SALARIES-FT/PERMAN	118,962	0	118,962	29,729.31	.00	89,232.69	25.0%
01050600	501102	SALARIES-PT/PERMAN	60,997	0	60,997	10,456.44	.00	50,540.56	17.1%
01050600	501105	SALARIES-OVERTIME	500	0	500	.00	.00	500.00	.0%
01050600	522201	SERVICES & FEES-CL	660	0	660	120.00	.00	540.00	18.2%
01050600	522205	PROGRAM EXPENSES	46,760	0	46,760	10,250.00	.00	36,510.00	21.9%
01050600	534401	MATERIALS & SUPPLI	1,330	0	1,330	137.43	208.79	983.78	26.0%
01050600	534403	MATERIALS & SUPPLI	2,340	0	2,340	.00	20.49	2,319.51	.9%
01050600	545502	COMMUNICATIONS-PUB	600	0	600	.00	.00	600.00	.0%
01050600	556601	PROFESSIONAL DEV-S	0	0	0	30.00	.00	-30.00	100.0%
01050600	567703	TRANSPORTATION-TRA	300	0	300	55.84	.00	244.16	18.6%
01050600	578801	MNTNCE/REPAIR SERV	6,222	0	6,222	1,267.50	3,330.94	1,623.56	73.9%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01050600	578802	MNTNCE/REP-EQUIPME	4,000	0	4,000	20.16	331.71	3,648.13	8.8%
01050600	578804	MNTNCE/REP-REFUSE	1,425	0	1,425	352.38	.00	1,072.62	24.7%
01050600	581888	CAPITAL OUTLAY	12,048	0	12,048	.00	.00	12,048.00	.0%
01050600	590011	UTILITIES-HEAT	10,217	0	10,217	520.91	.00	9,696.09	5.1%
01050600	590012	UTILITIES-ELECTRIC	14,023	0	14,023	2,675.08	.00	11,347.92	19.1%
01050600	590013	UTILITIES-WATER	1,515	0	1,515	417.91	.00	1,097.09	27.6%
01050600	590014	UTILITIES-TELEPHON	4,351	0	4,351	800.43	.00	3,550.57	18.4%
TOTAL SENIOR CITIZENS' SERVICES			286,250	0	286,250	56,833.39	3,891.93	225,524.68	21.2%
TOTAL SOCIAL SERVICES/HUMAN SERV			685,400	0	685,400	147,782.72	4,030.82	533,586.46	22.1%

06 EDUCATION

01060000 EDUCATION

01060000	511152	FRINGE BENEFITS-WO	0	0	0	12,607.05	.00	-12,607.05	100.0%
01060000	522204	SERVICES & FEES-CO	175,000	0	175,000	.00	.00	175,000.00	.0%
01060000	522205	BOE - PROGRAM EXPE	98,933,178	0	98,933,178	12,700,092.45	.00	86,233,085.55	12.8%
01060000	567703	TRANSPORTATION-TRA	902,300	0	902,300	100,914.09	.00	801,385.91	11.2%
01060000	589901	RENTALS-ANNUAL REN	220,000	0	220,000	44,319.23	.00	175,680.77	20.1%
01060000	595888	INTEREST ON G/OBLI	1,875,185	0	1,875,185	947,797.94	.00	927,387.06	50.5%
01060000	596888	INTEREST ON SHORT	51,900	0	51,900	.00	.00	51,900.00	.0%
01060000	597888	PRINCIPAL-G/OBLIG	5,268,500	0	5,268,500	4,986,000.00	.00	282,500.00	94.6%
TOTAL EDUCATION			107,426,063	0	107,426,063	18,791,730.76	.00	88,634,332.24	17.5%

01060200 SCHOOL NURSES

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01060200 501101 SALARIES-FT/PERMAN	749,684	0	749,684	92,124.95	.00	657,559.05	12.3%
01060200 501102 SALARIES-PT/PERMAN	57,150	0	57,150	9,289.69	.00	47,860.31	16.3%
01060200 501104 SALARIES-VACATION,	11,000	0	11,000	2,000.00	.00	9,000.00	18.2%
01060200 501106 SALARIES-LONGEVITY	850	0	850	.00	.00	850.00	.0%
01060200 534401 MATERIALS & SUPPLI	750	0	750	415.27	.00	334.73	55.4%
01060200 534402 PROGRAM SUPPLIES	2,058	0	2,058	.00	.00	2,058.00	.0%
01060200 545503 COMMUNICATIONS-PUB	50	0	50	.00	.00	50.00	.0%
01060200 545504 COMMUNICATIONS-POS	120	0	120	.00	.00	120.00	.0%
01060200 556601 PROFESSIONAL DEV-S	3,489	0	3,489	125.00	.00	3,364.00	3.6%
01060200 556602 PROFESSIONAL DEV-A	2,283	0	2,283	110.00	.00	2,173.00	4.8%
01060200 567703 TRANSPORTATION-TRA	1,437	0	1,437	.00	.00	1,437.00	.0%
01060200 578801 MNTNCE/REPAIR SERV	1,397	0	1,397	351.49	558.24	487.27	65.1%
01060200 581888 CAPITAL OUTLAY	19,000	0	19,000	3,951.00	.00	15,049.00	20.8%
TOTAL SCHOOL NURSES	849,268	0	849,268	108,367.40	558.24	740,342.36	12.8%
01060600 TRUMBULL COMM TV / BUS ED INIT							
01060600 522202 SERVICES & FEES-PR	30,000	0	30,000	3,495.50	.00	26,504.50	11.7%
01060600 522204 SERVICES & FEES-CO	5,200	0	5,200	.00	.00	5,200.00	.0%
01060600 522205 PROGRAM EXPENSES	57,500	0	57,500	13,326.25	.00	44,173.75	23.2%
01060600 534401 MATERIALS & SUPPLI	800	0	800	.00	.00	800.00	.0%
01060600 534402 PROGRAM SUPPLIES	1,500	0	1,500	.00	.00	1,500.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01060600	545502	COMMUNICATIONS-PUB	1,500	0	1,500	544.55	.00	955.45	36.3%
01060600	567703	TRANSPORTATION-TRA	3,500	0	3,500	.00	.00	3,500.00	.0%
01060600	590011	UTILITIES-HEAT	2,919	0	2,919	139.79	.00	2,779.21	4.8%
01060600	590012	UTILITIES-ELECTRIC	3,500	0	3,500	935.17	.00	2,564.83	26.7%
01060600	590014	UTILITIES-TELEPHON	360	0	360	90.48	.00	269.52	25.1%
TOTAL TRUMBULL COMM TV / BUS ED INIT			106,779	0	106,779	18,531.74	.00	88,247.26	17.4%
TOTAL EDUCATION			108,382,110	0	108,382,110	18,918,629.90	558.24	89,462,921.86	17.5%

07 LIBRARIES

01070000 LIBRARIES

01070000	501101	SALARIES-FT/PERMAN	919,441	0	919,441	210,626.24	.00	708,814.76	22.9%
01070000	501102	SALARIES-PT/PERMAN	333,729	0	333,729	76,691.96	.00	257,037.04	23.0%
01070000	501105	SALARIES-OVERTIME	23,242	0	23,242	1,990.44	.00	21,251.56	8.6%
01070000	501106	SALARIES-LONGEVITY	1,675	0	1,675	.00	.00	1,675.00	.0%
01070000	522201	SERVICES & FEES-CL	720	0	720	180.00	.00	540.00	25.0%
01070000	522205	PROGRAM EXPENSES	11,600	0	11,600	2,067.04	184.64	9,348.32	19.4%
01070000	534401	MATERIALS & SUPPLI	20,820	0	20,820	1,640.35	4,116.10	15,063.55	27.6%
01070000	534402	PROGRAM SUPPLIES	176,650	0	176,650	25,470.36	49,935.95	101,243.69	42.7%
01070000	545504	COMMUNICATIONS-POS	250	0	250	40.84	.00	209.16	16.3%
01070000	578801	MNTNCE/REPAIR SERV	3,802	0	3,802	540.12	1,620.38	1,641.50	56.8%
01070000	578802	MNTNCE/REP-EQUIPME	30,781	0	30,781	28,278.42	.00	2,502.58	91.9%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01070000	578803	MNTNCE/REP-PROGRAM	4,000	0	4,000	151.37	.00	3,848.63	3.8%
01070000	578804	MNTNCE/REP-REFUSE	2,618	0	2,618	638.34	.00	1,979.66	24.4%
01070000	581888	CAPITAL OUTLAY	22,835	0	22,835	.00	.00	22,835.00	.0%
01070000	589901	RENTALS-ANNUAL REN	35,767	0	35,767	7,553.26	16,516.30	11,697.44	67.3%
01070000	590011	UTILITIES-HEAT	16,170	0	16,170	814.62	.00	15,355.38	5.0%
01070000	590012	UTILITIES-ELECTRIC	47,636	0	47,636	9,853.73	.00	37,782.27	20.7%
01070000	590013	UTILITIES-WATER	1,799	0	1,799	433.61	.00	1,365.39	24.1%
01070000	590014	UTILITIES-TELEPHON	8,641	0	8,641	2,179.13	.00	6,461.87	25.2%
	TOTAL LIBRARIES		1,662,176	0	1,662,176	369,149.83	72,373.37	1,220,652.80	26.6%
	TOTAL LIBRARIES		1,662,176	0	1,662,176	369,149.83	72,373.37	1,220,652.80	26.6%
08 RECREATION AND PARKS									
01080000 PUBLIC EVENTS									
01080000	522205	PROGRAM EXPENSES	20,000	0	20,000	2,995.98	.00	17,004.02	15.0%
	TOTAL PUBLIC EVENTS		20,000	0	20,000	2,995.98	.00	17,004.02	15.0%
01080300 TRUMBULL FALL FESTIVAL									
01080300	522205	PROGRAM EXPENSES	20,000	0	20,000	.00	.00	20,000.00	.0%
	TOTAL TRUMBULL FALL FESTIVAL		20,000	0	20,000	.00	.00	20,000.00	.0%
01080400 RECREATION									
01080400	501101	SALARIES-FT/PERMAN	178,511	0	178,511	22,521.48	.00	155,989.52	12.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01080400	501102	SALARIES-PT/PERMAN	44,510	0	44,510	13,149.05	.00	31,360.95	29.5%
01080400	501102	ARTS SALARIES-PT/PE	20,863	0	20,863	5,745.55	.00	15,117.45	27.5%
01080400	501102	YOUTH SALARIES-PT/P	51,848	0	51,848	24,727.51	.00	27,120.49	47.7%
01080400	501103	AQUAT SALARIES-SEAS	152,305	0	152,305	130,134.76	.00	22,170.24	85.4%
01080400	501105	SALARIES-OVERTIME	0	0	0	230.63	.00	-230.63	100.0%
01080400	501106	SALARIES-LONGEVITY	425	0	425	.00	.00	425.00	.0%
01080400	522204	SERVICES & FEES-CO	6,000	0	6,000	4,014.00	.00	1,986.00	66.9%
01080400	522205	PROGRAM EXPENSES	50,000	0	50,000	13,797.79	.00	36,202.21	27.6%
01080400	522205	AQUAT PROGRAM EXPEN	10,500	0	10,500	187.53	.00	10,312.47	1.8%
01080400	522205	ARTS PROGRAM EXPENS	2,000	0	2,000	.00	.00	2,000.00	.0%
01080400	534402	PROGRAM SUPPLIES	5,000	0	5,000	548.79	589.00	3,862.21	22.8%
01080400	556601	PROFESSIONAL DEV-S	400	0	400	.00	.00	400.00	.0%
01080400	556602	PROFESSIONAL DEV-A	400	0	400	.00	.00	400.00	.0%
01080400	567703	TRANSPORTATION-TRA	2,160	0	2,160	864.00	.00	1,296.00	40.0%
01080400	578801	MNTNCE/REPAIR SERV	360	0	360	86.57	259.69	13.74	96.2%
01080400	578804	MNTNCE/REP-REFUSE	713	0	713	176.19	.00	536.81	24.7%
01080400	589901	RENTALS-ANNUAL REN	2,820	0	2,820	940.00	1,880.00	.00	100.0%
TOTAL RECREATION			528,815	0	528,815	217,123.85	2,728.69	308,962.46	41.6%
01080600 PARKS									
01080600	501101	SALARIES-FT/PERMAN	971,614	0	971,614	235,702.87	.00	735,911.13	24.3%
01080600	501103	SALARIES-SEASONAL/	147,659	0	147,659	46,876.88	.00	100,782.12	31.7%

TOWN OF TRUMBULL



YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01080600	501105	SALARIES-OVERTIME	55,000	0	55,000	12,794.11	.00	42,205.89	23.3%
01080600	501106	SALARIES-LONGEVITY	1,000	0	1,000	.00	.00	1,000.00	.0%
01080600	501120	AED ANNUAL STIPEND	600	0	600	.00	.00	600.00	.0%
01080600	501888	UNIFORM ALLOWANCE	13,250	0	13,250	6,618.97	2,951.15	3,679.88	72.2%
01080600	522201	SERVICES & FEES-CL	4,650	0	4,650	891.53	.00	3,758.47	19.2%
01080600	522203	SERVICES & FEES-AN	209,400	0	209,400	52,350.00	157,050.00	.00	100.0%
01080600	534401	MATERIALS & SUPPLI	750	0	750	.00	181.90	568.10	24.3%
01080600	534402	PROGRAM SUPPLIES	69,000	0	69,000	17,761.39	35,471.36	15,767.25	77.1%
01080600	534403	MATERIALS & SUPPLI	6,000	0	6,000	3,146.70	1,853.30	1,000.00	83.3%
01080600	545503	COMMUNICATIONS-PUB	5,500	0	5,500	1,620.00	3,380.00	500.00	90.9%
01080600	556601	PROFESSIONAL DEV-S	750	0	750	.00	.00	750.00	.0%
01080600	578801	MNTNCE/REPAIR SERV	18,000	0	18,000	1,650.00	6,350.00	10,000.00	44.4%
01080600	578802	MNTNCE/REP-EQUIPME	46,000	0	46,000	10,313.65	15,598.55	20,087.80	56.3%
01080600	578803	MNTNCE/REP-PROGRAM	51,300	0	51,300	28,699.25	1,691.09	20,909.66	59.2%
01080600	578804	MNTNCE/REP-REFUSE	453	0	453	109.74	.00	343.26	24.2%
01080600	581888	CAPITAL OUTLAY	69,499	0	69,499	15,135.76	2,226.40	52,136.84	25.0%
01080600	589902	RENTALS-OCCASIONAL	7,000	0	7,000	.00	.00	7,000.00	.0%
01080600	590011	UTILITIES-HEAT	6,435	0	6,435	339.53	.00	6,095.47	5.3%
01080600	590012	UTILITIES-ELECTRIC	102,900	0	102,900	23,084.70	.00	79,815.30	22.4%
01080600	590013	UTILITIES-WATER	77,665	0	77,665	37,164.28	.00	40,500.72	47.9%
01080600	590014	UTILITIES-TELEPHON	16,161	0	16,161	5,029.10	.00	11,131.90	31.1%
TOTAL PARKS			1,880,586	0	1,880,586	499,288.46	226,753.75	1,154,543.79	38.6%

01080800 TREE WARDEN

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

ACCOUNTS 01	FOR: GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01080800	501101	SALARIES-FT/PERMAN	28,260	0	28,260	5,904.49	.00	22,355.51	20.9%
01080800	522205	PROGRAM EXPENSES	100,000	0	100,000	24,175.00	.00	75,825.00	24.2%
01080800	578806	EMERGENCY SERVICES	24,150	0	24,150	.00	.00	24,150.00	.0%
		TOTAL TREE WARDEN	152,410	0	152,410	30,079.49	.00	122,330.51	19.7%
		TOTAL RECREATION AND PARKS	2,601,811	0	2,601,811	749,487.78	229,482.44	1,622,840.78	37.6%
09 DEBT SERVICE									
01090000 DEBT SERVICE									
01090000	595888	INTEREST ON G/OBLI	1,793,339	0	1,793,339	888,537.91	.00	904,801.09	49.5%
01090000	596888	INTEREST ON SHORT	141,610	0	141,610	.00	.00	141,610.00	.0%
01090000	597888	PRINCIPAL-G/OBLIG	4,236,318	0	4,236,318	3,704,000.00	.00	532,318.00	87.4%
		TOTAL DEBT SERVICE	6,171,267	0	6,171,267	4,592,537.91	.00	1,578,729.09	74.4%
		TOTAL DEBT SERVICE	6,171,267	0	6,171,267	4,592,537.91	.00	1,578,729.09	74.4%
		TOTAL GENERAL FUND	163,666,045	0	163,666,045	37,191,380.77	2,371,468.75	124,103,195.48	24.2%
		TOTAL EXPENSES	163,666,045	0	163,666,045	37,191,380.77	2,371,468.75	124,103,195.48	

YEAR-TO-DATE BUDGET REPORT

FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	163,666,045	0	163,666,045	37,191,380.77	2,371,468.75	124,103,195.48	24.2%

** END OF REPORT - Generated by Maria Pires **

**SUBJECT TO MODIFICATION AND APPROVAL
TOWN OF TRUMBULL
MINUTES
BOARD OF FINANCE
September 8, 2016**

CALL TO ORDER

Chairman Hammers called the Board of Finance meeting to order at 7:00 pm in the Town Hall, Trumbull, Connecticut. All those present joined in the Pledge of Allegiance. The Chair also asked for a moment of silence to remember the victims of 911.

PUBLIC COMMENT

There was no Public Comment

ATTENDANCE

Present

Elaine A. Hammers, Chairman
William S. Haberlin
Roy Molgard
Andrew Palo
Scott Zimov

Absent

Karen A. Egri, Alternate
Ted Chase, Alternate
Vincent DeGennaro, Alternate

Also present:

D/C Thomas Savarese

TREASURER'S REPORT – Anthony Musto

Mr. Musto presented his report for the month of August. He indicated that investments were well. He stated that during the last fiscal year, fees charged by Morgan Stanley were neither shown nor netted from of of the interest earned. There is a separate line item for the fees – and we pay two fees – one, to Morgan Stanley and a second one to the investment manager. These fees total \$20,000 +/- a year. The previous Treasurer's reports do not indicate these fee or how they are being handled. He went on to indicate that the \$17 million drop in funds had to do with a \$12,000,000 Bond payment that was made. In July, funds increased due to tax collections. Ms. Pires indicated that she thought they netted the fees against the interest; however, she would check on it.

INTERNAL AUDITOR – Therese Keegan

Ms. Keegan gave an overview of what she is currently working on:

- Review of Town owned vehicles by department, classification and age, trying to obtain one list.
- The Accounting Policy and Procedures – still waiting for departments to review and return information; the Escheatment Policy and Procedure portion added to Accounting Policy and Procedures Manual.
- Golf Course – reviewed their policy and waiting until September to discuss it with them.
- Comparing vehicle list to insurance company list.
- Auditing Fuel Master

09-16-01 – FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$155,020 from Town Hall Contingency #01013800-501116 for the Year End Transfers, as shown on the attached Schedule 1.

Ms. Pires stated that the contingency account is setup to cover all the contractual salary increases settled during the year. We only used \$155,020, since the departments were very budget conscious during the past year.

Vote: 5-0-0

09-16-02 thru 09-16-05 – FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Zimov, to transfer \$101,460 for the Police Department Year End Transfers, as shown on the attached Schedule 2-5.

D/C Savarese stated that there were currently four new hires; two would be going to the Milford and two to the New Haven Academy. They are still looking for an additional two and are still working on the current hiring list.

Vote: 5-0-0

09-16-06 thru 09-16-10 – FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$68,154 for the Public Works Department Year End Transfers, as shown on the attached Schedules 6-10.

Ms. Pires indicated that there was enough to transfer from other departments and there was no need to use the contingency account. .

Vote: 5-0-0

09-16-11 FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$3,274 for the WPCA Year End Transfers, as shown on the attached Schedule 11.

Vote: 5-0-0

09-16-12 FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$7,073 for the Tashua Knolls-Golf Year End Transfers, as shown on the attached Schedule 12.

Vote: 5-0-0

09-16-13 thru 09-16-38 FISCAL YEAR 2015-2016 YEAR END TRANSFERS

Mr. Haberlin moved, seconded by Mr. Molgard, to transfer \$662,358 for the Finance Director's Year End Transfers, as shown on the attached Schedule 13.

Ms. Pires indicated that Workers Comp was \$509,000 over budget. She went on to add that they settled and closed four claims.

Vote: 5-0-0

DISCUSSION ITEM – Fund Balance Report

The Fund Balance is currently 11.29%. Budgets have been carefully managed and there were only \$31,137 in supplemental appropriations.

APPROVAL OF MINUTES - July 14, 2016

Mr. Haberlin moved, seconded by Mr. Zimov, to approve the July 14, 2016 minutes, as presented.

Vote: 5-0-0

ADJOURNMENT

By unanimous consent, the meeting adjourned at 8:10 p.m.

Respectfully submitted,


Phyllis C. Collier
Board of Finance Clerk

Schedule 1

DATE OF MEETING: SEPTEMBER 8, 2016							
TRANSFERS TO/FROM - FYE JUNE 30, 2016							
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION		BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER		
09-16-01	FROM						
	TOWN HALL - CONTINGENCY	01013800-501116	486,488.00	155,020.00	331,468.00		
	TO						
	FINANCE - SALARIES-PT (Temp until position filled)	01011000-501101	(5,426.81)	5,427.00	0.19		
	PURCHSING - SALARIES-FT (one additional day in FYE)	01012200-501101	(570.34)	571.00	0.66		
	TREASURER - SALARIES-FT (one additional day in FYE)	01012400-501101	(403.80)	404.00	0.20		
	P&Z - SALARIES-FT (retirement)	01014200-501101	(12,675.04)	12,676.00	0.96		
	FIRE MARSHAL - SALARIES-FT (contract settlement)	01022800-501101	(13,029.74)	13,030.00	0.26		
	BUILDING- SALARIES-FT (retirement)	01023200-501101	(5,291.51)	5,292.00	0.49		
	PUBLIC WORKS -SALARY-FT (retirement)	01030000-501101	(17,677.00)	17,677.00	-		
	PW-BLDG MNTNCE -SALARY-FT (one additional day if FYE)	01030200-501101	(2,727.96)	2,728.00	0.04		
	PW-BLDG MNTNCE -SALARY-OT (Due to snow and leaf pickup)	01030200-501105	(9,531.45)	9,532.00	0.55		
	POLICE-SALARIES-FT (contract settlement)	01022000-501101	(71,282.87)	71,283.00	0.13		
	RECREATION - SALARIES-FT (retirement)	01080400-501101	(7,006.10)	7,007.00	0.90		
	PARKS - SALARIES-FT (retirement)	01080600-501101	(5,048.19)	5,049.00	0.81		
	TREE WARDEN - SALARIES-PT (one additional day in FYE)	01080900-501102	(174.36)	175.00	0.64		
	EMERG MNGMT - SALARIES-PT (more hours worked)	01023400-501102	(4,168.91)	4,169.00	0.09		
				155,020.00			
Contingency budgeted assumed all contract settlements. Due to retirements, delay on filling position and vacancies there were surpluses in PW depts and Police that covered the need to use Contingency, therefore contingency not used for the full budget.							

Schedule 2-5

REQUEST FOR TRANSFER								
DEPT:	Police							
DEPT	01022000							
FISCAL YEAR ENDED	FY2016							
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	TRANSFER	BALANCE AFTER TRANSFER	
09-16-02	FROM:							
	Training	01022000-501114	6,897.90		6,897.90	(4,988.00)	1,909.90	
	TO:							
	Holiday	01022000-501113	(3,987.28)		(3,987.28)	3,988.00	0.72	
	Salaries - College Incentive	01022000-501109	(1,000.00)		(1,000.00)	1,000.00	-	
	Overage required to meet payment per contract.							
09-16-03	FROM:							
	Transportation- Expense A/C	01022000-567704	1,642.31		1,642.31	(587.00)	1,055.31	
	TO:							
	Professional Dev-Inservice	01022000-556603	(524.18)		(524.18)	525.00	0.82	
	Transportation -Vehicle Repair	01022000-567702	(61.76)		(61.76)	62.00	0.24	
	Overage used to pay for training class and vehicle repair							
09-16-04	FROM:							
	Capital Outlay	01022000-581888	3,713.36		3,713.36	(3,597.00)	116.36	
	TO:							
	Rentals-Annual Rentals/Lease	01022000-589901	(3,596.70)		(3,596.70)	3,597.00	0.30	
	Overage due to new Aquarion Antenna lease for \$2,000 and costs associated with new copier agreement for additional \$1,500.							
09-16-05	FROM:							
	Salaries-PT/Permanent	01022000-501102	15,496.25		15,496.25	(15,496.00)	0.25	
	Salaries-Vacation, Weekend	01022000-501104	30,144.09		30,144.09	(30,144.00)	0.09	
	Salaries-OT	01022000-501105	6,995.40		6,995.40	(6,995.00)	0.40	
	Shift Differential	01022000-501112	3,125.49		3,125.49	(3,125.00)	0.49	
	Services & Fees-Ancillary	01022000-522203	4,159.81		4,159.81	(4,159.00)	0.81	
	Program Supplies	01022000-534402	3,538.89		3,538.89	(3,538.00)	0.89	
	Mntnce/Repair Service Contract	01022000-578801	9,664.16		9,664.16	(9,664.00)	0.16	
	Utilities-Electricity	01022000-590012	19,167.32		19,167.32	(19,167.00)	0.32	
			92,291.41		92,291.41	(92,288.00)	3.41	
	TO:							
	Salaries-FT/Permanent	01022000-501101	(163,570.87)		(163,570.87)	92,288.00	(71,282.87)	
		01022000-501101						
	To cover overage due to settlement of union contract. \$70,732 will be transferred from Contingency						101,460.00	

Schedule 11

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-11	20100000 - SEWERS-ENTERPRISE			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	40,638.98	(784.00)	39,854.98
	578801 - MNTNCE/REPAIR SERVICE CONTRACT	16,277.80	(2,490.00)	13,787.80
		56,916.78	(3,274.00)	53,642.78
	TO:			
	501105 - SALARIES-OVERTIME	(783.63)	784.00	0.37
	578803 - MNTNCE/REP-PROGRAM RELATED	(2,489.24)	2,490.00	0.76
		(3,272.87)	3,274.00	1.13
	Year End transfers			

Schedule 12

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
		BALANCE		BALANCE
TRANSFER		BEFORE	AMOUNT OF	AFTER
NUMBER	ACCOUNT # AND DESCRIPTION	TRANSFER	TRANSFER	TRANSFER
09-16-12	21100000 - TASHUA KNOLLS-ENTERPRISE			
	FROM:			
	501103 - SALARIES-SEASONAL/TEMP	18,396.02	(6,128.00)	12,268.02
	590012 - UTILITES-ELECTRICITY	4,272.42	(945.00)	3,327.42
		22,668.44	(7,073.00)	15,595.44
	TO:			
	501101 - SALARIES-FT/PERMANENT	(4,258.14)	4,259.00	0.86
	501102 - SALARIES-PT/PERMANENT	(1,868.49)	1,869.00	0.51
	590013 - UTILITIES-WATER	(767.72)	768.00	0.28
	590014 - UTILITIES-TELEPHONE	(176.06)	177.00	0.94
		(7,070.41)	7,073.00	2.59
Positions upgraded by the commission, funds available in seasonal account				

Schedule 13-38

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-13	01010400 - FIRST SELECTMAN			
	FROM:			
	522202 - SERVICES & FEES-PROFESSIONAL	11,110.00	(3,798.00)	7,312.00
	TO:			
	501101 - SALARIES-FT/PERMANENT	(3,017.86)	3,018.00	0.14
	556601 - PROFESSIONAL DEV-SEM/CONF	(57.74)	58.00	0.26
	567704 - TRANSPORTATION-EXPENSE A/C	(721.13)	722.00	0.87
		(3,796.73)	3,798.00	1.27
	Hired temporary help to fill in for employee on short term disability and increase due to new pay plan.			
09-16-14	01010800 - ELECTIONS			
	FROM:			
	501105 - SALARIES-OVERTIME	517.28	(517.00)	0.28
	522202 - SERVICES & FEES-PROFESSIONAL	511.39	(511.00)	0.39
	522203 - SERVICES & FEES-ANCILLARY	8,250.00	(8,250.00)	-
	545504 - COMMUNICATIONS-POSTAGE	1,590.21	(1,590.00)	0.21
	590014 - UTILITIES-TELEPHONE	1,979.50	(669.00)	1,310.50
		12,848.38	(11,537.00)	1,311.38
	TO:			
	501101 - SALARIES-FT/PERMANENT	(10,011.82)	10,012.00	0.18
	501102 - SALARIES-PT/PERMANENT	(430.16)	431.00	0.84
	522205 - PROGRAM EXPENSES	(1,093.80)	1,094.00	0.20
		(11,535.78)	11,537.00	1.22
	Extra time not budget for primary and municipal election			
09-16-15	01011000 - FINANCE			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	3,265.67	(3,265.00)	0.67
	501105 - SALARIES-OVERTIME	500.00	(500.00)	-
	556601 - PROFESSIONAL DEV-SEM/CONF	1,450.00	(1,450.00)	-
	556602 - PROFESSIONAL DEV-ASSN DUES	80.00	(80.00)	-
	556604 - PROFESSIONAL DEV-PUBLICATIONS	305.00	(305.00)	-
		5,600.67	(5,600.00)	0.67
	TO:			
	501102 - SALARIES-PT/PERMANENT	(10,026.81)	4,600.00	(5,426.81)
	556603 - PROFESSIONAL DEV-INSERVICE	(1,000.00)	1,000.00	-
		(11,026.81)	5,600.00	(5,426.81)
	Due to retirement and temporary employee hired until position was filled.			
09-16-16	01011400 - BOARD OF FINANCE			
	FROM:			
	522201 - SERVICES & FEES-CLERICAL	1,000.00	(567.00)	433.00
	TO:			
	501101 - SALARIES-FT/PERMANENT	(566.03)	567.00	0.97
	Due to an additional day in fiscal year			
09-16-17	01011600 - TAX ASSESSOR			
	FROM:			
	501105 - SALARIES-OVERTIME	1,386.69	(697.00)	689.69
	TO:			
	501101 - SALARIES-FT/PERMANENT	(676.98)	677.00	0.02
	534402 - PROGRAM SUPPLIES	(20.00)	20.00	-
	Due to an additional day in fiscal year			
		(696.98)	697.00	0.02
09-16-18	01012000 - TAX COLLECTOR			
	FROM:			
	545504 - COMMUNICATIONS-POSTAGE	5,478.21	(22.00)	5,456.21
	TO:			
	545501 - COMMUNICATIONS-LEGAL NOTICES	(21.06)	22.00	0.94
	Year End transfer	(21.06)	22.00	0.94

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-19	01012600 - TECHNOLOGY			
	FROM:			
	522202 - SERVICES & FEES-PROFESSIONAL	7,276.00	(1,412.00)	5,864.00
	TO:			
	501101 - SALARIES-FT/PERMANENT	(1,206.52)	1,207.00	0.48
	522204 - SERVICES & FEES-CONTRACTUAL	(204.69)	205.00	0.31
		(1,411.21)	1,412.00	0.79
	Due to an additional day in fiscal year			
09-16-20	01013400 - EMPLOYEE BENEFITS			
	FROM:			
	511151 - FRINGE BENEFITS-MEDICAL/DENTAL	606,417.80	(509,176.00)	97,241.80
	TO:			
	511152 - FRINGE BENEFITS-WORKER COMP	(509,175.71)	509,176.00	0.29
	Overage due to more claims settled and large claims. Excess coverage after \$750k/per claim			
09-16-21	01013600 - TOWN CLERK			
	FROM:			
	556601 - PROFESSIONAL DEV-SEM/CONF	1,352.70	(1,073.00)	279.70
	TO:			
	501101 - SALARIES-FT/PERMANENT	(388.23)	389.00	0.77
	545501 - COMMUNICATIONS-LEGAL NOTICES	(683.24)	684.00	0.76
		(1,071.47)	1,073.00	1.53
	Due to an additional day in fiscal year			
09-16-22	01013800 - TOWN HALL			
	FROM:			
	545504 - COMMUNICATIONS-POSTAGE	5,060.58	(2,207.00)	2,853.58
	TO:			
	534401 - MATERIALS AND SUPPLIES	(3,239.34)	622.00	(2,617.34)
	578801 - MNTCNCE/REPAIR SERV	(475.96)	476.00	0.04
	589901 - ANNUAL RENTALS	(1,042.10)	1,043.00	0.90
	590013 - UTILITIES-WATER	(65.76)	66.00	0.24
	Year End transfer	(4,823.16)	2,207.00	(2,616.16)
09-16-23	01014200 - PLANNING AND ZONING			
	FROM:			
	501103 - SALARIES-SEASONAL/TEMP	1,055.00	(1,055.00)	-
	501105 - SALARIES-OVERTIME	917.60	(917.00)	0.60
	522201 - SERVICES & FEES-CLERICAL	180.00	(180.00)	-
	522202 - SERVICES & FEES-PROFESSIONAL	1,564.61	(1,564.00)	0.61
	522205 - PROGRAM EXPENSES	252.74	(91.00)	161.74
		3,969.95	(3,807.00)	162.95
	TO:			
	534401 - MATERIALS & SUPPLIES-OFFICE	(10.26)	11.00	0.74
	545501 - COMMUNICATIONS-LEGAL NOTICES	(3,795.56)	3,796.00	0.44
	To cover overage in legal notices	(3,805.82)	3,807.00	1.18
09-16-24	01022400 - ANIMAL CONTROL			
	FROM:			
	534402 - PROGRAM SUPPLIES	833.52	(533.00)	300.52
	578802 - MNTNCE/REP-EQUIPMENT/BUILDING	1,124.00	(1,124.00)	-
	590012 - UTILITES-ELECTRICITY	918.81	(871.00)	47.81
	TO:	2,876.33	(2,528.00)	348.33
	501101 - SALARIES-FT/PERMANENT	(2,224.61)	2,225.00	0.39
	501102 - SALARIES-PT/PERMANENT	(261.62)	262.00	0.38
	578804 - MNTNCE/REP-REFUSE REMOVAL	(7.63)	8.00	0.37
	590014 - UTILITIES-TELEPHONE	(32.26)	33.00	0.74
		(2,526.12)	2,528.00	1.88
	To cover overage in salaries due to settling of contract			

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-25	01022600 - EMERGENCY MEDICAL SERVICES			
	FROM:			
	522202 - SERVICES & FEES-PROFESSIONAL	12,993.45	(4,962.00)	8,031.45
	TO:			
	501101 - SALARIES-FT/PERMANENT	(684.74)	685.00	0.26
	522203 - SERVICES & FEES-ANCILLARY	(3,785.33)	3,786.00	0.67
	578804 - MNTNCE/REP-REFUSE REMOVAL	(7.63)	8.00	0.37
	581888 - CAPITAL OUTLAY	(482.70)	483.00	0.30
		(4,960.40)	4,962.00	1.60
	Ancillary increase due to add'l fees to Comstar(billing co) which is paid on a % of Collections			
09-16-26	01022800 - FIRE MARSHAL			
	FROM:			
	501887 - UNIFORM CLEANING	537.70	-	537.70
	TO:			
	501103 - SALARIES - SEASONAL	(244.08)	245.00	0.92
	501105 - SALARIES - OT	(12.95)	13.00	0.05
	Year End Transfer			
09-16-27	01040000 - HEALTH DEPARTMENT			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	41,245.77	(36,080.00)	5,165.77
	TO:			
	501102 - SALARIES-PT/PERMANENT	(34,880.47)	34,881.00	0.53
	590012 - UTILITES-ELECTRICITY	(311.05)	312.00	0.95
	590014 - UTILITIES-TELEPHONE	(886.24)	887.00	0.76
		(36,077.76)	36,080.00	2.24
	Unable to fill FT positions, hired PT instead, funds available in FT			
09-16-28	01050000 - SOCIAL SERVICES			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	1,324.20	(1,324.00)	0.20
	501105 - SALARIES-OVERTIME	500.00	(500.00)	-
	522204 - SERVICES & FEES-CONTRACTUAL	800.00	(657.00)	143.00
		2,624.20	(2,481.00)	143.20
	TO:			
	501102 - SALARIES-PT/PERMANENT	(2,288.03)	2,289.00	0.97
	590014 - UTILITIES-TELEPHONE	(191.24)	192.00	0.76
		(2,479.27)	2,481.00	1.73
	Filled vacancies with PT			
09-16-29	01050200 - MARY SHERLACH COUNSELING CTR			
	FROM:			
	590011 - UTILITIES-HEAT	1,720.29	(1,659.00)	61.29
	TO:			
	590012 - UTILITES-ELECTRICITY	(486.42)	487.00	0.58
	590014 - UTILITIES-TELEPHONE	(1,171.67)	1,172.00	0.33
		(1,658.09)	1,659.00	0.91
	Year End Transfer			
09-16-30	01050600 - SENIOR CITIZENS' SERVICES			
	FROM:			
	501102 - SALARIES-PT/PERMANENT	8,064.01	(1,015.00)	9,079.01
	TO:			
	501101 - SALARIES-FT/PERMANENT	(789.77)	790.00	(1,579.77)
	522201 - SERVICES & FEES-CLERICAL	(60.00)	60.00	(120.00)
	545502 - COMMUNICATIONS-PUBLIC REPORTS	(147.28)	148.00	(295.28)
	578804 - MNTNCE/REP-REFUSE REMOVAL	(16.26)	17.00	(33.26)
		(1,013.31)	1,015.00	(2,028.31)
	Overage due to retirement			

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-16-31	01060200 - SCHOOL NURSES			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	37,209.69	(3,183.00)	34,026.69
	TO:			
	501104 - SALARIES-VACATION, WEEKEND	(3,182.80)	3,183.00	0.20
	Coverage for vacancy			
09-16-32	01060400 - NON PUBLIC SCHOOL			
	FROM:			
	501101 - SALARIES-FT/PERMANENT	3,600.05	(3,600.00)	0.05
	501104 - SALARIES-VACATION, WEEKEND	3,750.00	(3,750.00)	-
	534402 - PROGRAM SUPPLIES	624.78	(624.00)	0.78
	556601 - PROFESSIONAL DEV-SEM/CONF	844.00	(230.00)	614.00
	TO:	8,818.83	(8,204.00)	614.83
	501102 - SALARIES-PT/PERMANENT	(8,203.13)	8,204.00	0.87
	Filled vacancies with PT			
09-16-33	01060600 - TRUMBULL COMM TV / BUS ED INIT			
	FROM:			
	522204 - SERVICES & FEES-CONTRACTUAL	250.00	(234.00)	16.00
	TO:			
	534401 - MATERIALS & SUPPLIES-OFFICE	(36.24)	37.00	0.76
	545502 - COMMUNICATIONS-PUBLIC REPORTS	(164.47)	165.00	0.53
	590014 - UTILITIES-TELEPHONE	(31.26)	32.00	0.74
	Year End Transfer	(231.97)	234.00	2.03
09-16-34	01070000 - LIBRARIES			
	FROM:			
	501102 - SALARIES-PT/PERMANENT	18,059.99	(5,707.00)	12,352.99
	TO:			
	501101 - SALARIES-FT/PERMANENT	(3,929.91)	3,930.00	0.09
	534401 - MATERIALS & SUPPLIES-OFFICE	(129.70)	130.00	0.30
	578802 - MNTNCE/REP-EQUIPMENT/BUILDING	(882.55)	883.00	0.45
	590014 - UTILITIES-TELEPHONE	(763.68)	764.00	0.32
	Overage due to retirement	(5,705.84)	5,707.00	1.16
09-16-35	01080400 - RECREATION			
	FROM:			
	501102 - YOUTH -SALARIES-PT/PERMANENT	4,298.66	(4,298.00)	0.66
	501105 - SALARIES-OT	933.67	(933.00)	0.67
	522204 - SERVICES & FEES-CONTRACTUAL	3,734.00	(3,734.00)	-
		8,966.33	(8,965.00)	1.33
	TO:			
	501102 - SALARIES-PT/PERMANENT	(7,751.29)	7,752.00	0.71
	522205 -AQUAT-PROGRAM EXPENSES	(34.20)	35.00	0.80
	534402 - PROGRAM SUPPLIES	(194.58)	195.00	0.42
	578804 - MNTNCE/REP -REFUSE	(7.63)	8.00	0.37
	589901 - ANNUAL RENTALS	(27.50)	28.00	0.50
	Due to retirement, extra hours worked by PT	(8,015.20)	8,018.00	2.80
09-16-36	01080600 - PARKS			
	FROM:			
	501103 - SALARIES-SEASONAL/TEMP	18,866.97	(18,866.00)	0.97
	501106 - SALARIES-LONGEVITY	500.00	(500.00)	-
	501888 - UNIFORM ALLOWANCE	4,819.90	(4,819.00)	0.90
	522201 - SERVICES & FEES-CLERICAL	758.96	(758.00)	0.96
	578801 - MNTNCE/REPAIR SERVICE CONTRACT	6,818.73	(6,818.00)	0.73
	578802 - MNTNCE/REP-EQUIPMENT/BUILDING	1,587.60	(1,587.00)	0.60
	589902 - RENTALS-OCCASIONAL RNTL/LEASE	2,703.83	(2,703.00)	0.83
	590011 - UTILITIES-HEAT	3,271.32	(3,271.00)	0.32
	590012 - UTILITES-ELECTRICITY	1,584.01	(1,296.00)	288.01
		40,911.32	(40,618.00)	293.32

DATE OF MEETING: SEPTEMBER 8, 2016				
TRANSFERS TO/FROM - FYE JUNE 30, 2016				
TRANSFER NUMBER	ACCOUNT # AND DESCRIPTION	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
	TO:			
	501101 - SALARIES-FT/PERMANENT	(31,591.19)	31,592.00	0.81
	501105 - SALARIES-OVERTIME	(1,324.37)	1,325.00	0.63
	578803 - MNTNCE/REP-PROGRAM RELATED	(7,700.96)	7,701.00	0.04
		(40,616.52)	40,618.00	1.48
	To cover overage in salaries due to settling of contract			
09-16-37	FROM:			
	01014800 INLAND/WETLAND			
	545501 - LEGAL NOTICES	7,554.76	(7,773.00)	(218.24)
	TO:			
	01010000 - TOWN COUNCIL			
	545501 - LEGAL NOTICES	(1,923.20)	1,924.00	0.80
	01012200 - PURCHASING			
	545501 - LEGAL NOTICES	(5,848.04)	5,849.00	0.96
		(7,771.24)	7,773.00	1.76
	To cover overage in legal notices due to more advertising for bids, Town Council			
09-16-38	FROM:			
	01022824 - HIGHWAY			
	590016 - UTILITIES - FIRE HYDRANTS	43,137.54	(43,137.00)	0.54
	01030100 - HIGHWAY			
	590012 - UTILITIES-ELECTRICITY	24,451.14	(20,978.00)	3,473.14
		67,588.68	(64,115.00)	3,473.68
	TO:			
	01030200 - PW-BLDG MAINTENANCE			
	590017 - SEWER FEES	(43,480.52)	43,481.00	0.48
	01080600 - PARKS			
	590014 - UTILITIES-WATER	(3,471.66)	3,472.00	0.34
	01030000 - PUBLIC WORKS DIRECTOR			
	590014 - UTILITIES-TELEPHONE	(161.09)	162.00	
	01030025 - PUBLIC WORKS -STREET LIGHTS			
	590015 - UTILITIES-TRAFFIC LIGHTS	(16,995.49)	17,000.00	4.51
	(Additional 14 lights added within the last 2 years)			
	01023400 - EMERGENCY MANAGEMENT			
	590014 - UTILITIES-TELEPHONE	(1,428.52)	1,429.00	0.48
	To cover shortfall in various utility accounts	(64,108.76)	64,115.00	5.33
			662,358.00	