

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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www.waterfordct.org

**BOARD OF FINANCE
AGENDA**

Waterford Town Hall
Zoom Meeting

October 14, 2020
Rev #1 7:00 pm

Topic: Board of Finance Meeting
Time: Oct 14, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/85124218853?pwd=RDgrY3loelBLcWh1ZVAzOHREblVRZz09>

Meeting ID: 851 2421 8853

Passcode: 028997

One tap mobile

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1. Establishment of a quorum and call to order.
2. Public Comment.
3. Approval and acceptance of minutes from the Board of Finance Regular Meeting on September 9, 2020.

4. To consider and act on a request from, the Board of Selectmen, on behalf of Kimberly Allen, Finance Director, Town of Waterford, for an **FY20 Out of Series Transfers** as follows:

Account	Description	Approved Budget Amount	Current Available Budget Amount	Account Increase	Account Decrease	Revised Available Budget Amount
10110-54060	Office Equipment	730.00	(10.96)	12.00		1.04
10110-51120	Inspection	272,147.00	38,445.60		(12.00)	38,433.60
10101-53020	Other Supplies	150.00	(874.79)	876.00		1.21
10101-52010	Advertising	200.00	200.00		(200.00)	0.00
10101-52070	Reimbursable Expense	480.00	210.10		(210.00)	.01
10101-52040	Service Contracts	1,582.00	184.22		(184.00)	0.22
10101-52050	Dues, Conferences	150.00	150.00		(150.00)	0.00
10101-51210	Clerical & Technical	150.00	96.00		(96.00)	0.00
10101-53090	Fuels & Lubricants	1,000.00	51.32		(36.00)	15.32
	Total			888.00	(888.00)	

Account	Description	Approved Budget Amount	Current Available Budget Amount	Account Increase	Account Decrease	Revised Available Budget Amount
10109-52510	Rental Equipment	27,000.00	(659.00)	660.00		1.00
10109-53280	Election Materials	1,000.00	509.24		(500.00)	9.24
10109-53270	Ordinances	1,850.00	228.86		(160.00)	68.86
10122-52040	Service Contracts	45,524.00	(139.58)	141.00		1.42
10122-52080	Telephone	27,627.00	(26.50)	28.00		1.50
10122-51200	Electricity	38,316.00	(13.15)	14.00		0.85
10122-52415	Generator Maintenance	5,702.00	(764.04)	765.00		0.96
10122-51110	Administration	10,000.00	7,364.22		(948.00)	6,416.22
	Total			1,608.00	(1,608.00)	

***Revised to reflect line items # 10116-51949 and #10116-51930 as they do not need to be approved by the Board of Finance – only the Board of Selectmen.**

Account	Description	Approved Budget Amount	Current Available Budget Amount	Account Increase	Account Decrease	Revised Available Budget Amount
10129-51420	Patrol	3,212,166.00	(2,002.76)	2,004.00		1.24
10129-52100	Electricity	52,979.00	(38.21)	39.00		0.79
10129-52300	Training Education	59,200.00	5,880.51		(2,043.00)	3,837.51
10143-51210	Clerical & Technical	300.00	(103.77)	105.00		1.23
10143-51920	FICA	23.00	(7.30)	8.00		0.70
10143-52030	Professional Fees	300.00	300.00		(113.00)	187.00
	Total			2,156.00	(2,156.00)	

5. To consider and act on a request from, the Board of Selectmen, on behalf of Dave Campo, Town Clerk, Town of Waterford, for an **FY21 Out of Series Transfer as follows:**

Account	Description	Approved Budget Amount	Current Available Budget Amount	Account Increase	Account Decrease	Revised Available Budget Amount
10121-59010	Contingency	265,000	265,000		(5,593)	259,407
10109-51210	Clerical/Technical	51,720	51,720	2,800		54,520
10109-51810	Overtime	100	100	1,782		1,882
10109-51920	FICA	16,527	16,527	352		16,879
10109-52020	Postage	2,900	2,900	4,550		7,450
10109-53280	Election Supplies	1,400	1,400	2,474		3,874
10109-53010	Office Supplies	1	1	756		757
	State Grant			(7,121)		(7,121)
	Total			5,593	(5,593)	

***Revised to reflect line item #10139-56028 Debt Service was added due to clerical error and replaced with line item #10109-53010 Office Supplies.**

6. To consider and act on a request from Kimberly Allen, Finance Director, Town of Waterford, to approve funding for Non-budgeted MUNIS analysis in the amount of \$5,775.00.
7. Liaison Reports.
8. Old Business.
9. New Business.

Report from Alan Wilensky, Tax Collector, Town of Waterford to give the status of tax collections in the town since the October 1st deadline.

10. Correspondence:

- a. Virginia Bielucki, Accountant, Town of Waterford: Periodic Financial Statements consisting of General Fund Statement of Revenues and Statement of Expenditures, Fleet Management State of Revenues and Expenditures, Capital and Non-recurring Fund Statement of Fund Balance Designations and Appropriations, Capital Improvement Fund Expenditures, Capital Project Funds Expenditures,. Contributed Gifts Fund Balances, Insurance Administration Fund Balance Sheet
- b. Virginia Bielucki, Accountant, Town of Waterford: Status of General Fund Unassigned Balance.
- c. Status of Contingency Fiscal Year 2020.
- d. Status of Contingency Fiscal Year 2021.

11. Adjournment

Ronald Fedor
Chairman