

TOWN OF WESTPORT
GENERAL FUND
2021-2022 PROPOSED BUDGET

10103 BOARD OF FINANCE

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RTM APPROP.	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMBRAS OF 1/1/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 APPROVED BD/COMM. (12/9/20)	2021/2022 SELECTMAN RECOMMENDS	RECOMMENDED BD OF SELECTMEN (2/2/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE (3/1/21)	BOF Approved \$ Increase	BOF Approved % Increase
PERSONNEL COSTS													
51210	CLERICAL/TECHNICAL	1,262	4,100		-16	3,611	3,611	3,611	3,611		3,611	-489	-11.93%
51920	FICA	97	300		26	276	276	276	276		276	-24	-8.00%
	SUBTOTAL	1,359	4,400		-16	3,887	3,887	3,887	3,887	0	3,887	-513	-11.66%
SERVICES													
52010	ADVERTISING		2,300			2,300	2,300	2,300	2,300		2,300	0	0.00%
52030	PROFESSIONAL FEES	58,100	59,300		0	59,300	59,300	59,300	59,300		59,300	0	0.00%
52070	REIMBURSABLE EXPENSE	0	0			0	0	0	0		0	0	0.00%
	SUBTOTAL	60,050	61,600	0	58,800	61,600	61,600	61,600	61,600	0	61,600	0	0.00%
MATERIALS & SUPPLIES													
53010	OFFICE SUPPLIES	9	0		16	60	60	60	60		60	60	
	SUBTOTAL	9	0	16	16	60	60	60	60	0	60	60	
	DEPARTMENT TOTAL	61,418	66,000	0	59,177	65,547	65,547	65,547	65,547	0	65,547	-453	-0.69%



BOARD OF FINANCE FISCAL YEAR 2022 BUDGET

Town of Waterford

BUDGET FUNCTION

THE BOARD OF FINANCE HAS THE RESPONSIBILITIES AS ESTABLISHED BY WATERFORD ORDINANCE 3.3 (BOARD OF FINANCE).

"THE BOARD OF FINANCE SHALL PREPARE THE TOWN BUDGET AND LAY THE TAXES IN ACCORDANCE WITH SECTION 7-344 OF THE GENERAL STATUTES. THE BOARD MAY APPORTION TAXES BETWEEN YEARS IN ACCORDANCE WITH SECTION 7-346 OF THE GENERAL STATUTES. THE BOARD MAY TRANSFER UNEXPENDED BALANCES IN ACCORDANCE WITH SECTION 7-347 OF THE GENERAL STATUTES. THE BOARD MAY APPROVE SPECIAL APPROPRIATIONS IN ACCORDANCE WITH SECTION 7-348 OF THE GENERAL STATUTES. THE BOARD SHALL PRESCRIBE THE METHOD BY WHICH, AND THE PLACE WHERE, ALL RECORDS AND BOOKS OF ACCOUNTS OF THE TOWN OR OF ANY DEPARTMENT OR SUBDIVISION THEREOF SHALL BE KEPT. THE BOARD SHALL ARRANGE FOR THE ANNUAL AUDIT AS REQUIRED UNDER CHAPTER 111 OF THE GENERAL STATUTES. THE BOARD OF FINANCE SHALL PUBLISH AN ANNUAL REPORT AS SET FORTH IN SECTION 7-406 OF THE GENERAL STATUTES. THE BOARD OF FINANCE SHALL HAVE ALL OTHER POWERS AND DUTIES AS BESTOWED BY THE GENERAL STATUTES."

FY2022 BUDGET SUMMARY

PERSONNEL COSTS

Personnel costs cover the board's clerical support. The FY22 budget request is decreased by 11.66% because of changes in personnel and changes in the 5-year averages for number of meetings and total hours needed to record the board's minutes and actions.

Previous budgets budgeted for an additional employee to support the Board of Finance. Now, this support is received through the Town's finance department fiscal assistant which has decreased the clerical line in the budget.

SERVICES

The FY22 budget request reflects no change from FY21.

MATERIALS & SUPPLIES

The FY22 budget request includes funds for new member signs.

TOWN OF WATERFORD
PERSONNEL WORKSHEET - BOARD OF FINANCE
2021/2022FISCAL YEAR

EMPLOYEE	# OF MEETINGS ⁽¹⁾	HOURS/ MEETING ⁽²⁾	TOTAL HOURS	HOURLY RATE OF PAY	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	2020/2021 THROUGH 1/31/2021	2021/2022 PROPOSED	PAYROLL TAXES
51210 - CLERICAL/TECHNICAL												
RECORDING SECRETARY	22	5.07	111.54	\$ 32.3700	4,131.68	3,110.23	2,975.36	2,266.79	1,261.65	0.00	3,610.55	276.21
TOTALS					4,131.68	3,110.23	2,975.36	2,266.79	1,261.65		3,610.55	276.21
			TOTAL HOURS		106.22	109.25	109.25	109.25	39.86			
			# OF MEETINGS		18.00	18.00	19.00	19.00	21.00			
			AVERAGE HOURS/MEETING		5.90	6.07	5.75	5.75	1.90			
			5 YEAR AVERAGE HOURS/MEETING								5.07	
												277.00

¹ Number of 6/22 meetings meetings scheduled is 21 - and 1 possible additional meeting. Increase is due to additional budget hearing dates added for FY22.

² Budget is calculated using a 5-year average. Actual hours vary depending on the meeting agenda.

TOWN OF WATERFORD
ADVERTISING - FINANCE DEPARTMENT
2021/2022 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	ACTUAL AS OF 12/31/2020	PROPOSED 2021/2022
52010	ADVERTISING	1,330	2,105	2,061	1,967	1,953	1,950	0	2,300

ACCOUNT JUSTIFICATION

Legal notices for Public Hearing and printing of Proposed Budget in newspaper as required by Charter.

TOWN OF WATERFORD
PROFESSIONAL SERVICES - BOARD OF FINANCE
2021/2022 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	ACTUAL AS OF 12/31/2020	PROPOSED 2021/2022
52030	PROFESSIONAL SERVICES	48,500	46,500	47,000	48,500	56,900	58,100	20,000	59,300

ACCOUNT JUSTIFICATION

Fee to conduct annual audit as required by the Municipal Auditing Act - Chapter 111 of Connecticut State Statutes

TOWN OF WATERFORD
REIMBURSABLE TOWN EXPENSES - FINANCE DEPARTMENT
2021/2022 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	ACTUAL AS OF 12/31/2020	PROPOSED 2021/2022
52070	REIMB TOWN EXPENSES	0	25	0	25	0	0	0	0

ACCOUNT JUSTIFICATION

Out of pocket expenses paid for by Board members or Town employees

TOWN OF WATERFORD
OFFICE SUPPLIES - BOARD OF FINANCE
2021/2022 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	ACTUAL AS OF 12/31/2020	PROPOSED 2021/2022
53010	OFFICE SUPPLIES	30	0	30	30	8	9	16	60

ACCOUNT JUSTIFICATION

Miscellaneous office supplies, such as name plates for new board members, not purchased through the consumable supplies line item in Finance.

Budget includes funds for 4 new signs @ \$15/each.

Fy21 Current

02/11/2021 09:01
kallen

Town of Waterford, CT
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2021 13

ACCOUNTS FOR:
101 GENERAL FUND

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10103 BD OF FINANCE							
10103 52010 ADVERTISING	2,300	0	2,300	.00	.00	2,300.00	.0%
TOTAL BD OF FINANCE	2,300	0	2,300	.00	.00	2,300.00	.0%
TOTAL GENERAL FUND	2,300	0	2,300	.00	.00	2,300.00	.0%
TOTAL EXPENSES	2,300	0	2,300	.00	.00	2,300.00	

FY20 histc



1
glytdbud

12/07/2020 15:18
kallen

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2020 13

JOURNAL DETAIL 2021 1 TO 2021 13

ACCOUNTS FOR:
101 GENERAL FUND

ORIGINAL APPROP
TRANFRS/
ADJSTMTS
REVISED
BUDGET
YTD EXPENDED
ENCUMBRANCES
AVAILABLE
BUDGET
PCT
USED

10103 BD OF FINANCE

10103 52010 ADVERTISING

2,350 0 2,350 1,950.15 .00 399.85 83.0%

2021/01/000422 07/01/2020 BUC

2,300.00 REF

ORIGINAL BUDGET 2021

TOTAL BD OF FINANCE

2,350 0 2,350 1,950.15 .00 399.85 83.0%

TOTAL GENERAL FUND

2,350 0 2,350 1,950.15 .00 399.85 83.0%

TOTAL EXPENSES

2,350 0 2,350 1,950.15 .00 399.85



THE DAY PUBLISHING COMPANY
PO BOX 1231
47 EUGENE O'NEILL DRIVE
NEW LONDON, CT 06320-1231

WATERFORD - TOWN OF/FINANCE
DEPARTMENT
15 ROPE FERRY ROAD
WATERFORD, CT 06385

ACCOUNT NUMBER	CUSTOMER		BILLING PERIOD
D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT		05/01/20-05/31/20
Client		PAGE NUMBER	DUE DATE
		Page 1 of 1	6/30/20
CURRENT	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 1,895.00	\$ 0.00	\$ 0.00	\$ 1,895.00

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working? For a FREE
comprehensive digital audit call
Aaron Witko at 860-701-4332
today!

CHECK NUMBER

AMOUNT PAID

THANK YOU FOR YOUR BUSINESS!
PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	DESCRIPTION	PUBLICATIONS	REFERENCE # / PO #	SIZE/LINES or QTY	GROSS AMOUNT	OTHER	NET AMOUNT
	Previous Balance						\$0.00
05/10/20	Waterford Finance- Budget	DAY,DWB	000863865	5x10 50.00			\$1,895.00
Inv# D93036 053120 \$ 1,895.00 THE DAY PUBLISHING CO., INC. 05/31/2020 # Pages 3 FP3 DOC36S513 MENT ACCT# 10163-52010 AMOUNT \$1,895.00 FISCAL YEAR FY 20 SIGNATURE <i>[Signature]</i> 6/14/20							

REC'D FINANCE
JUN 4 '20 AM 10:54

Day Publishing Company
Community Classifieds - Toll Free
Day Publishing Company - Toll Free

860-442-2200
800-582-8296
800-542-3354

Accounting Fax 860-437-7504
Advertising Fax 860-437-8780
Classified Fax 860-442-5443

BILLING PERIOD		ACCOUNT NUMBER	CUSTOMER/CLIENT	
05/01/20-05/31/20		D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT	
CURRENT DUE		OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 1,895.00		\$ 0.00	\$ 0.00	\$ 1,895.00

Payment Terms - Net End of Month A FINANCE CHARGE OF 1.5% PER MONTH ON ACCOUNTS NOT PAID WITHIN THE MONTH FOLLOWING PUBLICATION

**TOWN OF WATERFORD PROPOSED GENERAL FUND BUDGET - REVENUE & EXPENSES
FISCAL YEAR 2021**

The RTM Meeting of the Town of Waterford will hold its Annual Budget Meeting for 2021 on Monday, May 11, 2020, at 6:00 p.m. to consider and act upon the Town Budget for Fiscal Year 2021. All interested citizens of the Town of Waterford has the right to provide written comments concerning the budget. To submit public comment see the agenda or email the Town Clerk at dcampo@waterfordct.org. You may also send them to Dave Campo, Town Clerk, Waterford Town Hall, 15 Rope Ferry Road, Waterford, CT 06255. A copy of this notice and the entire proposed budget for the Town of Waterford will be available for public inspection weekdays at the Town Clerk's Office, Town Hall, 15 Rope Ferry Rd, Waterford, CT between the hours of 8:00am and 4:00 pm, beginning Monday, April 27, 2020. The budget as recommended by the Board of Finance for Fiscal Year 2021 for the Town of Waterford is as follows:

GENERAL FUND REVENUES:	FY 2018-2019 ACTUAL	FY 2019-2020 ESTIMATED	FY 2020-2021 ANTICIPATED
STATE OF CONNECTICUT			
EDUCATION	331,175	5,771	332,091
GENERAL GOVERNMENT	766,499	691,347	716,653
TOTAL STATE OF CONNECTICUT	1,097,674	697,118	1,048,644
OTHER SOURCES			
FEDERAL SOURCES	0	0	0
EDUCATION	7,897	5,261	189,380
GENERAL GOVERNMENT	4,181,100	2,684,188	2,455,639
TOTAL OTHER SOURCES	4,188,997	2,689,449	2,644,999
TOTAL REVENUES BEFORE PROPERTY TAXES	6,276,571	3,306,567	3,693,643
AMOUNT TO BE RAISED BY TAXATION	90,649,707	91,899,936	94,912,839
TOTAL GENERAL FUND REVENUE	96,926,378	95,267,503	95,606,282
ESTIMATED FUND BALANCE APPLIED	0	0	0
GENERAL FUND EXPENSES:			
	FY 2018-2019 ACTUAL EXPENDITURES	FY 2019-2020 PROJECTED EXPENDITURES	FY 2020-2021 BO. OF FINANCE RECOMMENDED
GENERAL GOVERNMENT:			
BOARD OF SELECTMEN	242,549	261,323	281,320
REGISTRARS OF VOTERS	82,295	72,082	74,279
BOARD OF FINANCE	61,301	64,312	66,000
ASSESSOR	318,303	283,613	283,613
BO. ASSESSMENT APPEALS	808	2,168	1,588
TAX COLLECTOR	208,122	204,217	208,156
FINANCE DEPARTMENT	689,518	702,300	701,270
LEGAL DEPARTMENT	302,412	299,000	299,000
TOWN CLERK	282,715	266,890	267,309
PLANNING & ZONING	685,632	638,753	629,267
BUILDING MAINTENANCE	193,856	236,965	253,045
INSURANCE	4,596,811	4,630,704	4,668,000
ECONOMIC DEVELOPMENT COMM.	7,050	8,280	8,570
CONSERVATION COMMISSION	13,408	18,250	18,250
ZONING BOARD OF APPEALS	2,601	4,310	4,310
RETIREMENT COMMISSION	5,048,167	6,481,235	6,862,978
REPRESENTATIVE TOWN MTO	17,667	18,453	19,453
BUILDING DEPARTMENT	278,055	288,225	289,423
SOC. SVCS. GRANTS/MISC.	82,006	93,681	81,780
CONTINGENCY	0	250,000	255,000
FLOOD & EROSION CONTROL BD.	335	2,138	2,138
ETHICS COMMISSION	467	723	650
HUMAN RESOURCES DEPARTMENT	210,312	266,233	266,233
EMERGENCY MANAGEMENT	1,308,110	1,130,026	1,087,259
FIRE SERVICES	2,951,981	3,102,257	3,101,662
POLICE DEPARTMENT	6,345,476	6,317,255	6,450,741
INFORMATION TECHNOLOGY	246,908	808,643	824,868
PUBLIC WORKS DEPARTMENT	4,655,491	4,689,098	4,689,207
YOUTH SERVICES	223,023	245,214	244,743
CONSERVATION OF HEALTH	140,774	140,082	139,187
PUBLIC HEALTH NURSING SERV.	27,640	27,640	27,620
SENIOR CITIZENS COMMISSION	510,266	635,411	548,127
WATERFORD PUBLIC LIBRARY	1,022,482	1,072,610	1,073,193
RECREATION & PARKS COMM.	1,112,921	1,519,606	1,519,606
COMMUNITY USE OF SCHOOLS	259,378	172,252	88,128
TOTAL GENERAL GOVERNMENT	32,293,046	33,781,791	34,371,198
BOARD OF EDUCATION			
OPERATING BUDGET	48,259,233	48,337,064	50,842,316
TOTAL BOARD OF EDUCATION	48,259,233	48,337,064	50,842,316
CAPITAL AND DEBT SERVICE:			
CURRENT YEAR CAPITAL IMPR.	2,575,339	2,542,510	2,216,680
TRANS. TO CAP & NON-REC.	2,273,447	2,073,309	1,401,260
DEBT SERVICE	7,585,439	7,532,839	7,626,790
TOTAL CAPITAL AND DEBT SERVICE	12,434,225	12,148,658	11,244,730
TOTAL GENERAL FUND	92,983,504	95,287,503	96,460,253

RONALD R.
FEDOR,
CHAIRMAN
BOARD OF
FINANCE

In The Day
on 5/10/2020

FY20



THE DAY PUBLISHING COMPANY
PO BOX 1231
47 EUGENE O'NEILL DRIVE
NEW LONDON, CT 06320-1231

WATERFORD - TOWN OF/FINANCE
DEPARTMENT
15 ROPE FERRY ROAD
WATERFORD, CT 06385

Inv# D93036 033120 \$ 55.15
THE DAY PUBLISHING CO., INC.
03/31/2020 # Pages 6 FP6 D0C33S1013

ACCOUNT NUMBER	CUSTOMER		BILLING PERIOD
D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT		03/01/20-03/31/20
Client		PAGE NUMBER	DUE DATE
		Page 1 of 1	4/30/20
CURRENT	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 55.15	\$ 0.00	\$ 0.00	\$ 55.15

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working? For a FREE
comprehensive digital audit call
Aaron Witko at 860-701-4332
today!

CHECK NUMBER

AMOUNT PAID

55.15

THANK YOU FOR YOUR BUSINESS!
PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

PUBLICATIONS	REFERENCE #/ PO #	SIZE/LINES or QTY	GROSS AMOUNT	OTHER	NET AMOUNT
03/14/20 Previous Balance					\$0.00
03/14/20 859764 Town of Waterford Public Notice	DAY,DWB	D00859764	1 Col X 17 Lines		\$55.15
# 157 APPROVED FOR PAYMENT ACCT# 10103 - 52010 AMOUNT \$55.15 FISCAL YEAR FY20 SIGNATURE <i>[Signature]</i> DATE 4/7/20					

Day Publishing Company
Community Classifieds - Toll Free
Day Publishing Company - Toll Free

860-442-2200
800-582-8296
800-542-3354

Accounting Fax 860-437-7504
Advertising Fax 860-437-8780
Classified Fax 860-442-5443

REC'D FINANCE
APR 7 '20 AM9:02

BILLING PERIOD	ACCOUNT NUMBER	CUSTOMER/CLIENT	
03/01/20-03/31/20	D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT	
CURRENT DUE	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 55.15	\$ 0.00	\$ 0.00	\$ 55.15

Payment Terms - Net End of Month A FINANCE CHARGE OF 1.5% PER MONTH ON ACCOUNTS NOT PAID WITHIN THE MONTH FOLLOWING PUBLICATION

PUBLISHER'S CERTIFICATE

State of Connecticut
County of New London, ss. New London

Personally appeared before the undersigned, a Notary Public within and for said County and State, Michelle Savona, Legal Advertising Clerk, of The Day Publishing Company Classifieds dept, a newspaper published at New London, County of New London, state of Connecticut who being duly sworn, states on oath, that the Order of Notice in the case of

859764 Town of Waterford Public Notice
Board of Finance Pu

A true copy of which is hereunto annexed, was published in said newspaper in its issue(s) of

03/14/2020

Cust: WATERFORD - TOWN OF/FINANC
Ad #: d00859764

Michelle Savona

Subscribed and sworn to before me

This Friday, March 20, 2020

Maryellen Solomsky

Notary Public

My commission expires

5/31/24

859764

Town of Waterford
Public Notice
Board of Finance Public
Hearing to be held on Mon-
day, March 23, 2020 at 7:00
p.m. in Waterford Town
Hall Auditorium to discuss
annual town budgets for
fiscal year 2020-2021. Spe-
cial meeting immediately
following to take action on
annual town budgets for
fiscal year 2020-2021.

REC'D PURCHASING
24 MAR '20 PM2:08



47 Eugene O'Neill Drive
New London, CT 06320
860-442-2200
www.theday.com

Classified Advertising Proof

Order Number: d00859764

Gail Miller
WATERFORD - TOWN OF/FINANCE DEPARTMENT
N/A
WATERFORD, CT 06385
860-440-0562

Title: The Day | Class: Public Notices | 010
Start date: 3/14/2020 | Stop date: 3/14/2020 |
Insertions: 1 | Lines: 0 ag

Title: Day Website | Class: Public Notices | 010
Start date: 3/14/2020 | Stop date: 3/14/2020 |
Insertions: 1 | Lines: 0 ag

A preview of your ad will appear between the two solid lines.

859764

Town of Waterford
Public Notice
Board of Finance Public
Hearing to be held on Mon-
day, March 23, 2020 at 7:00
p.m. In Waterford Town
Hall Auditorium to discuss
annual town budgets for
fiscal year 2020-2021. Spe-
cial meeting immediately
following to take action on
annual town budgets for
fiscal year 2020-2021.

Total Order Price: \$55.15

Please call your ad representative by 3PM today with any ad changes.

Salesperson: Michelle Savona | Printed on: 3/13/2020
Telephone: 860-701-4276 | Fax: 860-442-5443
Email: Legal@theday.com



47 Eugene O'Neill Drive
New London, CT 06320
860-442-2200
www.theday.com

Classified Advertising Proof

Order Number: d00817783

~~Gail Miller~~ Anna Scanlon
WATERFORD - TOWN OF/FINANCE DEPARTMENT
N/A
WATERFORD, CT 06385
860-440-0562

Title: The Day | Class: Public Notices
Start date: 3/22/2019
Insertions: 1 |

Title: Day Web
Start date: 3/22/2019
Insertions: 1 |

Michelle Ruocco
4276

A preview of your ad

27862

Town of Waterford Public Notice

Board of Finance Public
Hearing to be held on Mon-
day, March 25, 2019 at 7:00
p.m. in Waterford Town
Hall Auditorium to discuss
annual town budgets for
fiscal year 2019-2020. Spe-
cial meeting immediately
following to take action on
annual town budgets for
fiscal year 2019-2020.

Total Order Price: \$58.10

Please call your ad representative by 3PM today with any ad changes.

Salesperson: Michelle Ruocco | Printed on: 3/15/2019
Telephone: 860-701-4276 | Fax: 860-442-5443
Email: Legal@theday.com

Town of Waterford

Public Notice

Board of Finance Public Hearing to be held on Monday, March 23, 2020 at 7:00 p.m. in Waterford Town Hall Auditorium to discuss annual town budgets for fiscal year 2020-2021. Special meeting immediately following to take action on annual town budgets for fiscal year 2020-2021.

FY21 Current



FOR 2021 13

JOURNAL DETAIL 2021 1 TO 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10103 BD OF FINANCE							
10103 52030 PROFESSIONAL FEES	59,300	0	59,300	55,000.00	.00	4,300.00	92.7%
2021/01/000213 07/15/2020 API	20,000.00 VND 000781 VCH		BLUM SHAPIRO & CO.,P 033020 BILLING #1 FY 20 AUDIT			3000185	
2021/01/000422 07/01/2020 BUC	59,300.00 REF		ORIGINAL BUDGET 2021				
2021/04/000132 10/16/2020 API	25,000.00 VND 000781 VCH		BLUM SHAPIRO & CO.,P PROGRESS BILLING #2 ON JUNE 30			301486	
2021/05/000025 11/05/2020 API	10,000.00 VND 000781 VCH		BLUM SHAPIRO & CO.,P PROG BILLING #3 JUNE 30 2020			301768	
TOTAL BD OF FINANCE	59,300	0	59,300	55,000.00	.00	4,300.00	92.7%
TOTAL GENERAL FUND	59,300	0	59,300	55,000.00	.00	4,300.00	92.7%
TOTAL EXPENSES	59,300	0	59,300	55,000.00	.00	4,300.00	

FY21

blumshapiro
accounting • tax • advisory

29 South Main Street
P.O. Box 272000
West Hartford, CT 06127-2000

Tel: 860.561.4000
Fax: 860.521.9241
blumshapiro.com

July 7, 2020

Kim Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Terms: Due upon receipt

730195
Invoice: 45136082

For professional services rendered in connection with:

Progress Billing #1 - June 30, 2020 Audit	20,000.00
Total Services	20,000.00
Total Current Charges	<u>\$20,000.00</u>

Inv# 7630195 45136082 \$ 20,000.00
BLUM, SHAPIRO & COMPANY, PC
07/07/2020 # Pages 1 FP1 D0C37S282

APPROVED FOR PAYMENT

ACCT# 10103-52030
AMOUNT \$20,000.00
FISCAL YEAR FY20
SIGNATURE Kim Allen
DATE 7/9/20

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45136082

Amount Due: \$20,000.00

Remittance Address

Blum Shapiro & Company P.C.
Dept 106067
P.O. Box 150489
Hartford, CT 06115-0489

You can also pay your bill online.
Please visit our bill pay website at
www.billpay.blumshapiro.com

All accounts not paid within 30 days are subject to a 1% monthly finance charge

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Fy21

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accounting • tax • advisory

29 South Main Street
P.O. Box 272000
West Hartford, CT 06127-2000

Tel: 860.561.4000
Fax: 860.521.9241
blumshapiro.com

October 8, 2020

Kim Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Terms: Due upon receipt

730195

Invoice: 45140596

For professional services rendered in connection with:

Progress Billing #2 - June 30, 2020 Audit

25,000.00

Total Services

25,000.00

Total Current Charges

\$25,000.00

Inv# PROGRESS #2 JUNE 202 \$ 25,000.00
BLUM, SHAPIRO & COMPANY, PC
10/08/2020 # Pages 1 FP1 D0C40S174

APPROVED FOR PAYMENT

ACCT# 10103-52030

AMOUNT \$25,000

FISCAL YEAR FY21

SIGNATURE Kim Allen
10/20/20

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45140596

Amount Due: \$25,000.00

Remittance Address

Blum Shapiro & Company P.C.
Dept 106067
P.O. Box 150489
Hartford, CT 06115-0489

You can also pay your bill online.
Please visit our bill pay website at
www.billpay.blumshapiro.com

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FY21

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29 South Main Street
P.O. Box 272000
West Hartford, CT 06127-2000

Tel: 860.561.4000
Fax: 860.521.9241
blumshapiro.com

November 5, 2020

Kim Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Terms: Due upon receipt

730195
Invoice: 45142783

For professional services rendered in connection with:

Progress Billing #3 - June 30, 2020 Audit

10,000.00

Total Services

10,000.00

Total Current Charges

\$10,000.00

APPROVED FOR PAYMENT

ACCT# 10103-52030

AMOUNT \$10,000.00

FISCAL YEAR 21

SIGNATURE Kim Allen

DATE 11/5/2020

Inv# 45142783 \$ 10,000.00
BLUM, SHAPIRO & COMPANY, PC
11/05/2020 # Pages 1 FP1 DOC4051035

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45142783

Amount Due: \$10,000.00

Remittance Address

Blum Shapiro & Company P.C.
Dept 106067
P.O. Box 150489
Hartford, CT 06115-0489

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Fy20 history



1
glytdbud

Town of Waterford, CT
YEAR-TO-DATE BUDGET REPORT

12/07/2020 15:21
kallen

FOR 2020 13

JOURNAL DETAIL 2021 1 TO 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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10103 BD OF FINANCE

10103 52030 PROFESSIONAL FEES	58,100	0	58,100	58,100.00	.00	.00	100.0%
2021/01/000213 07/15/2020 API	20,000.00 VND 000781 VCH		BLUM SHAPIRO & CO.,P 033020 BILLING #1 FY 20 AUDIT				3000185
2021/01/000422 07/01/2020 BUC	59,300.00 REF		BLUM SHAPIRO & CO.,P PROGRESS BILLING #2 ON JUNE 30				301486
2021/04/000132 10/16/2020 API	25,000.00 VND 000781 VCH		BLUM SHAPIRO & CO.,P PROG BILLING #3 JUNE 30 2020				301768
2021/05/000025 11/05/2020 API	10,000.00 VND 000781 VCH						
TOTAL BD OF FINANCE	58,100	0	58,100	58,100.00	.00	.00	100.0%
TOTAL GENERAL FUND	58,100	0	58,100	58,100.00	.00	.00	100.0%
TOTAL EXPENSES	58,100	0	58,100	58,100.00	.00	.00	

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December 31, 2019

Kevin McNabola
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

29 South Main Street
P.O. Box 272000
West Hartford, CT 06127-2000

Fy20
Tel: 860.561.4000
Fax: 860.521.9241
blumshapiro.com

730195
Invoice: 45126921

For professional services rendered in connection with:

Final Billing - June 30, 2019 Audit

8,100.00

Total Services

8,100.00

Total Current Charges

\$8,100.00

APPROVED FOR PAYMENT

ACCT# 10103-50030

AMOUNT 8,100.00

FISCAL YEAR 2020

SIGNATURE

DATE

Inv# 45123921 \$ 8,100.00
BLUM, SHAPIRO & COMPANY, PC
12/31/2019 # Pages 1 FP1 DOC32S107

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45126921

Amount Due: \$8,100.00

Remittance Address

Blum Shapiro & Company P.C.
Dept 106067
P.O. Box 150489
Hartford, CT 06115-0489

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West Hartford, CT 06127-2000

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Fax: 860.521.9241
blumshapiro.com

October 9, 2019

Kevin McNabola
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

730195
Invoice: 45123026

For professional services rendered in connection with:
Progress Billing #2 - June 30, 2019 Audit

Total Services

35,000.00

35,000.00

Total Current Charges

\$35,000.00

Inv# 45123026 \$ 35,000.00
BLUM, SHAPIRO & COMPANY, PC
10/09/2019 # Pages 1 FP1 DOC255647

APPROVED FOR PAYMENT

ACCT# 10103 52030

AMOUNT \$ 35,000.00

FISCAL YEAR 20

SIGNATURE Km

11/25/19

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45123026

Amount Due: \$35,000.00

Remittance Address

Blum Shapiro & Company P.C.
Dept 106067
P.O. Box 150489
Hartford, CT 06115-0489

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West Hartford, CT 06127-2000

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Fax: 860.521.9241
blumshapiro.com

July 8, 2019

Kevin McNabola
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

730195
Invoice: 45119972

For professional services rendered in connection with:

Progress Billing #1 June 30, 2019 Audit

15,000.00

Total Services

15,000.00

Total Current Charges

\$15,000.00

APPROVED FOR PAYMENT

ACCT# 10103-52080

AMOUNT \$15,000

FISCAL YEAR FY20

SIGNATURE Km

DATE 7/16/2019

Inv# 45119972 730195 \$ 15,000.00
BLUM, SHAPIRO & COMPANY, PC
07/08/2019 # Pages 1 FP1 DOC20595

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45119972

Amount Due: \$15,000.00

Remittance Address

Blum Shapiro & Company P.C.
Dept 106067
P.O. Box 150489
Hartford, CT 06115-0489

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Please visit our bill pay website at
www.billpay.blumshapiro.com

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CLA (CliftonLarsonAllen LLP)
29 South Main Street
4th Floor
West Hartford, Connecticut 06107
860-561-4000 | fax 860-521-9241
CLAconnect.com

January 15, 2021

Ronald R. Fedor, Chair
Board of Finance
Town of Waterford, Connecticut
15 Rope Ferry Road
Waterford, CT 06385

Dear Mr. Fedor

The purpose of this letter is to provide a quote to continue providing the following services to the Town of Waterford, Connecticut for the fiscal years ending June 30, 2021, and 2022:

1. Audit of the financial statements (CAFR).
2. Federal Single Audit
3. State Single Audit
4. Agreed-upon procedures related to the Board of Education EFS.

Our proposed all-inclusive fixed fees for these services are included in the table below. We have included our fiscal year 2020 fees for comparison purposes as well as each fiscal year's percentage increase for the Town:

Service	Proposed Fees		
	Current Price 2020	2021	2022
Town			
Financial Statement Audit	\$ 18,720	\$ 19,100	\$ 19,500
Federal Single Audit	5,200	5,300	5,400
State Single Audit	5,200	5,300	5,400
Preparation of Draft Financial Statements	5,200	5,300	5,400
Sub-total (Town)	34,320	35,000	35,700
Board of Education			
Financial Statement Audit	12,380	12,600	12,900
Federal Single Audit	5,200	5,300	5,400
State Single Audit	5,200	5,300	5,400
EFS	1,100	1,150	1,200
Cafeteria	1,100	1,150	1,200
Sub-total (Board of Education)	24,980	25,500	26,100
Total Fees	\$ 59,300	\$ 60,500	\$ 61,800
Town audit percentage increase		2.02%	2.15%

(1) Changes to the audit fee for each year are described below:

- a. 2021
 - i. Modest inflationary increase of \$1,200
- b. 2022
 - i. Modest inflationary increase of \$1,300

(2) Fees have been flat for the past 3 years; increase represents modest inflationary increase to cover the two-year period

In addition, reflected in our proposed fees is a technology and client support fee (equal to 5% of the total professional fees). The technology and client support fee related to the increasing costs of responding to the rapid advance of technology. We believe that through the technology fees, we will be able to continue to utilize technology to migrate risks and develop innovative service techniques that will drive down the cost of providing such services to our clients.

Our last word on fees – we are committed to service you. Therefore, if fees are a deciding factor in your selection of an accounting firm, we will appreciate the opportunity to discuss with you the scope of our services.

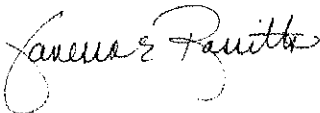
At CLA, it's more than just getting the job done.

If you are in agreement with the contents of this letter, please sign in the space provided on the following page and forward to me (vanessa.rossitto@claconnect.com) at your earliest convenience.

Thank you.

Sincerely,

CliftonLarsonAllen LLP



Vanessa E. Rossitto, CPA
Principal
860-561-6824
Vanessa.rossitto@claconnect.com

Response:

This letter correctly sets forth the understanding of the Town of Waterford, Connecticut.

Authorized signature: *Kimberly Allen*

Title: ~~FA~~ Director of Finance

Date: 2/10/21

Authorized signature (if 2nd signature necessary): _____

Title: _____

Date: _____

