

Town of Southington

Board of Finance

John Leary, Chair
Joseph Labieniec, Vice Chair
Edward Pocock Jr, Secretary



Anthony Casale, Jr
Sandra Feld
Wayne Stanforth

Meeting Agenda

Date: June 12, 2013
Place: Municipal Center, Public Assembly Room
Time: 7:00 pm
Agenda: To act upon the following items

- I. Pledge of Allegiance
- II. Roll Call
- III. Public Hearing Items
NONE
- IV. Old Business
 1. Approval of the minutes of May 15, 2013 meeting
- V. Assess current financial state of the town
 1. Appoint Auditors for Fiscal Years Ending 6/30/2013, 6/30/2014 and 6/30/2015
 2. Cash Handling Procedures
 3. Review revenues vs budget
 4. Review expenses vs budget
 5. Discuss unplanned items that impact revenue or expenses
 6. Sub Committee Reports (Emphasis on financial aspects)
 - A. Sewer Committee
 - B. Public Works Committee
 - C. Middle School Building Committee & Education Capital Building Committee
 - D. Open Space Committee
 - E. Self Insurance Committee
 - F. Gura Building Plan Review
 - G. Other Committees
 7. Board Communications
- VI. Public Communications (Excluding Public Hearing Items)
- VII. Review Long Range Plan and Priorities
 1. Review status of LRP items in current fiscal year budget
 - A. Status / Reprioritizations
 2. Strategy Discussion –
- VIII. Conduct Administrative Business
 1. Consent Agenda
 - A. Appropriation \$ 268 * Police Dept – Vehicle Maint Loss Damage (Spec Rev)
 - B. Appropriation \$ 408 * Youth Services – STEPS Donations (Spec Rev)
 - C. Appropriation \$ 5,215 * Youth Services- Overtime-Drug Free Grant
 - Appropriation \$ 1,359 * Youth Services – Fica/Medicare/Mers-Drug Free Grant

Consent Agenda (Continued)

D. Appropriation	\$ 813 *	Youth Services – Kristen’s Kloset(Spec Rev)
E. Appropriation	\$159,124 *	Board of Education – Building/Facilities Maintenance
Appropriation	\$ 68,000 *	Capital Budget – Municipal Buildings Renovation
F. Appropriation	\$ 900 *	Fire Dept – Fire Extra Duty
G. Appropriation	\$ 57,730 *	Board of Education - Operations

2. Managers Memos

1. Tax Collector Suspense Transfer List

2. Transfer	\$ 1,796	Library – Office Supplies
3. Appropriation	\$ 250 *	Calendar House –Overtime
4. Transfer	\$ 615	Town Hall – Contracted Services
5. Transfer	\$15,450	Calendar House – Gasoline
Transfer	\$ 6,400	Calendar House – Temp/Seasonal Wages
Transfer	\$ 700	Calendar House – Dues & Conferences
6. Transfer	\$ 700	Town Clerk – Office Supplies
Transfer	\$ 600	Town Clerk – Binding/Microfilming
7. Transfer	\$ 1,500	Elections – Office Supplies
8. Transfer	\$ 36,613	Town Manager – Legal Fees
9. Transfer	\$ 9,500	Parking Authority – Grounds Maintenance
10. Transfer	\$ 1,630	Library – Building Maintenance
11. Transfer	\$ 3,000	Police Dept – Overtime
Transfer	\$ 7,500	Police Dept – Building Maintenance
12. Transfer	\$ 5,000	Police Dept – Other Professional Services
Transfer	\$ 30,000	IT Dept – IT Hardware
13. Transfer	\$ 300	ZBA – Office Supplies
14. Transfer	\$ 3,468	Planning & Zoning - Contractual Services
15. Transfer	\$ 462	Fire Dept – Volunteer Firefighters
Transfer	\$ 1,000	Fire Dept – Dues & Conferences
16. Transfer	\$ 15,000	<u>Sewer Fund</u> – Plant- Overtime
17. Transfer	\$ 10,000	Highway Dept – Overtime
Transfer	\$ 10,000	Parks Dept – Grounds Maintenance
18. Transfer	\$ 12,800	Town Hall/Annex- Utilities
Transfer	\$ 2,000	Town Hall/Annex-Telephone
19. Transfer	\$ 1,100	Engineering – Gasoline
20. Transfers	\$150,000	<u>Capital Fund</u> – Public Safety/Town Hall Infrastructure
Transfers	\$210,000	Capital Budget – Highway – Heavy /Equipment
Transfers	\$147,000	Capital Budget – Fire Company #3 Roof
21. Transfer	\$ 1,500	Historical Society - Utilities

IX. Meeting Adjournment

* Represents funds received or to be received that were not budgeted, therefore no effect on Contingency

Respectfully Submitted

John Leary, Chair