

TOWN OF BOLTON
BOARD OF FINANCE
REGULAR MEETING AGENDA
June 20, 2019 – 7:00 P.M.
TOWN HALL

- 1) Call to Order
- 2) Public Participation
- 3) Approval of Minutes
 - May 16, 2019
 - May 21, 2019
- 4) Correspondence
- 5) Elected Official and Town Staff Reports
 - a) Tax Collection Summary
 - b) Town Update
 - c) BOE Update
- 6) New Business
 - a) Town and BOE List of Reductions
 - b) FY2020 Budget
 - c) Appropriation/Reauthorization request
- 7) Ongoing Business
 - a) Shared Services
- 8) Adjournment

Next Meeting:

September 19, 2019 Regular Meeting 7:15 PM Town Hall

**Town of Bolton Board of Finance
Regular Meeting Minutes
May 16, 2019-7:15 p.m.
Town Hall**

Members Present: Chairman Robert Munroe, Vice Chair Emily Bradley (arrived at 7:43 p.m.), Robert Galle, Matthew Maulucci and Richard Tuthill

Members Excused: Robert DePietro and Robert Flowers

Others Present: Finance Director Jill Collins, First Selectman Sandra Pierog and Town Administrative Officer Joyce Stille

1. Call to Order: Chairman R. Munroe called the meeting to order at 7:23 p.m.

2. Public Participation: None

**3. Approval of Minutes
March 21, 2019**

Corrections:

Item 5a, 6th line-correct "Monroe" to "Munroe"

Item 6a, 3rd line-correct "BOS" to "BOE"

Item 6b, 3rd paragraph, 1st sentence-correct "road repairs" to "road repairs and paving."

Next sentence-correct "increase in the Building Official hours." to "increase in the Assistant Building Official hours."

Third line after that-correct "R. Maulucci" to "M. Maulucci"

5th paragraph, 1st sentence-correct "service 134 Suburban)" to "service 134 (Suburban)"

R. Galle moved to accept the minutes as amended. Seconded by R. Munroe. Motion passed unanimously

March 28, 2019

Corrections:

Item 3, 5th paragraph-correct "some teachers leaving at top step" to "some teachers are leaving at top step"

Same paragraph-correct "They are the only one who teaches a course." to "And is the only one qualified to teach that specific course." And "Without them" to "Without certification"

Next paragraph-correct "Title 4 grant received" to "Title IV grant was received"

Next paragraph-correct "number of students in the Choice program is" to "number of students in the Choice program will be"

Following paragraph-correct "using CHIT for insurance" to "using CT CHIP for insurance"
And "There may be some other play once open enrollment is complete" to "There may be some other variability once open enrollment is complete."

R. Galle moved to accept the minutes as amended. M. Maulucci seconded. Motion passed unanimously.

April 4, 2019

Corrections:

Item 3, 1st paragraph-correct "Motor Vehicles (98% collection rate)" to "Motor Vehicles (94% collection rate) and "Property taxes have a 94% collection rate" to "Property taxes have a 98% collection rate"

Item 4, first sentence-correct "to put forward \$80,000." to "to commit to returning \$80,000 in unexpended funds."

Item 4, second sentence-correct "to put forward \$125,000" to "to commit to returning \$125,000 in unexpended funds."

Item 4, fourth sentence-correct "last year and have cuts come from the BOS. An aggressive way" to "current year budget and reduce BOS from the current budget. He believes an aggressive path"

Item 4, lines 6 and 7-move the sentence starting with "Both boards have done a stellar job" to after the sentence ending "plan a little bit leaner."

R. Tuthill moved to accept the minutes as amended. R. Galle seconded. Motion passed unanimously.

April 9, 2019

Corrections:

Item 3, 4th paragraph-correct "R. Maulucci" to "M. Maulucci"

Item 3, last paragraph, second sentence-correct "The boards have been" to "R. Flowers noted the boards have been"

Item 3, last paragraph, last sentence-correct "He feels" to "R. Munroe feels"

R. Tuthill moved to accept the minutes as amended. R. Munroe seconded. Motion passed 4:0:1 with R. Galle abstaining.

April 22, 2019

Corrections:

Item 3, 4th line-remove the sentence "They reviewed the contingency fund and feel that it should not be used as a buffer for unknown expenses."

Item 3, last paragraph-add after vote on motion "This results in a budget of \$22,253,789 to be presented at the Public Hearing with no change in the mil rate."

Item 5c, second sentence-correct "J. Stille noted that the budget transfers are line items within departments." to " J. Stille noted the following budget transfers: Town Building Operations sub-budget: \$30,000 from maintenance and supplies line item, \$4,000 from postage line item, \$6,000 from overtime line item and \$2,500 from other payroll line item to other contracts line item; and Highway sub-budget:\$10,000 from road repairs line item, \$5,000 from diesel fuel & gasoline line item, \$5,000 from overtime line item and \$19,000 from sand & salt line item to repairs and maintenance line item. The Highway Department transfers are for the repair of the vehicle lift."

R. Tuthill moved to accept the minutes as amended. E. Bradley seconded. Motion passed 4:0:1 with R. Galle abstaining.

April 30, 2019 (Public Hearing)

In Others Present, R. Tuthill moved to include only the names of people attending in official capacity. R. Galle seconded. Motion passed unanimously.

As a result, the following names were removed from Others Present-"Recording Secretary Linda McDonald, Adam Teller, Peter Morra, Paula Meyers, Journal Inquirer Reporter Emily Brinley and Dave Nelson".

The following were identified as BOE members-Elizabeth Krueger, Susan Pike, Christopher Davey, Scott Rich and Allison Romkey.

Under Members Present and Item 1-correct "R. Monroe" to "R. Munroe".

R. Tuthill moved to accept the minutes as amended. E. Bradley seconded. Motion passed 3:0:2 with R. Galle and M. Maulucci abstaining.

April 30, 2019 (Special Meeting)

Corrections:

Remove the following from Others Present-“Recording Secretary Linda McDonald, Journal Inquirer reporter Emily Brinley and Scott Rich”

The following were identified as BOE members-Elizabeth Krueger and Susan Pike

Christopher Davey was added as a BOE member in attendance.

In several places in the minutes, correct “R. Monroe” to “R. Munroe”

E. Bradley moved to accept the minutes as amended. R. Tuthill seconded. Motion passed 3:0:2 with R. Galle and M. Maulucci abstaining.

4. Correspondence: None

5. Elected Official and Town Staff Reports

a. Revenue Summary

The Tax Collector report and the FY2019 Revenue Statement were presented. The current property tax collection is at 99.99%.

b. Town Update

Spending is stable.

The following budget transfers were made:

In Town Building Operations: \$4,500 from Maintenance & Supplies to Other Contracts

In Finance/Administration: \$5,000 from Regular Payroll to Other Payroll

In PBC/Conservation: \$72.05 from Other Payroll to Other Payroll

In Conservation: \$37.95 from Office Operating to Other Payroll

c. Board of Education Budget Update

The budget update was presented.

6. New Business

a. Discussion and Approval of Annual Transfer to Suspense

R. Galle moved to approve the transfer to suspense as presented. R. Tuthill seconded. Motion passed unanimously.

7. Ongoing Business

a. Shared Services

An MOU has been signed with the supervisors union. The BOE and the new facilities director are working with the schools.

b. Budget Calendar-Additional Special Meetings (for possible 2nd referendum & to set mil rate

If the budget passes, the next Special meeting will be held Tuesday, May 21, 2019, at 8:15 p.m. in the Selectman’s office at Town Hall.

If the budget doesn't pass, the next Special meeting will be held Wednesday, May 22, 2019, at 7:15 p.m. at NRMC, Room 10.

E. Bradley made a motion to set the above meetings. M. Maulucci seconded. Motion passed unanimously.

8. Adjournment

R. Galled moved to adjourn at 8:53 p.m. M. Maulucci seconded. Motion passed unanimously.

Next Regular Meeting:

June 20, 2019 Regular Meeting 7:15 p.m. Town Hall

Respectfully submitted,

Leslie J. Brand

Leslie Brand
Recording Secretary

Please see the minutes of subsequent meetings for approval of these minutes and any corrections hereto.

The Board of Finance held a special meeting on May 21, 2019 at the Town Hall with Chair Robert Munroe presiding. Also present were: Board of Finance members Emily Bradley, Richard Tuthill, Robert DePietro, Robert Galle and Matthew Maulucci; Administrative Officer Joyce Stille and one member of the public.

1. CALL TO ORDER

R. Munroe called the meeting to order at 8:16 P.M.

2. PUBLIC PARTICIPATION

None.

3. ACTION RE: SET MIL RATE FOR FY20 BUDGET

Now that the budget has passed, the Board of Finance, needs to set the mil rate. A motion was Made by R. Galle, seconded by E. Bradely, to set the FY20 mil rate at 39.00 mils. Motion unanimously passed.

4. ADJOURNMENT

A motion was made by R. Galle, seconded by M. Maulucci to adjourn the meeting at 8:18 P.M. Motion unanimously passed.

Respectfully submitted,

Joyce M. Stille
Administrative Officer

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.

TAX COLLECTOR
5.31.2019

ESTIMATES FOR FISC	ADOPTED	REVISED	COLLECTIONS YTD	REFUNDS	RETURNED ON-LINE PYMT	RETURNED CHECKS	Transfers	NET COLLECTION 5.31.2019	PERCENTAGE COLLECTED FY 19 BUDGET
CURRENT YR. LEVY	\$ 14,995,888.00	\$ 15,104,000.00	\$ 15,182,222.25	\$ (10,848.87)	\$ (3,673.80)	\$ (33,090.64)	\$ 475.36	\$ 15,135,084.30	100.21%
MOTOR VEHICLE	\$ 1,596,517.00	\$ 1,539,000.00	\$ 1,561,687.05	\$ (8,961.28)	\$ (5,807.88)	\$ (1,545.77)	\$ (1,548.52)	\$ 1,543,823.60	100.31%
SUPP. MV LEVY	\$ 168,480.00	\$ 183,000.00	183,264.99	-	-	-	\$ 2,733.15	\$ 185,998.14	101.64%
SUB TOTAL	\$ 16,760,885.00	\$ 16,826,000.00	\$ 16,927,174.29	\$ (19,810.15)	\$ (9,481.68)	\$ (34,636.41)	\$ 1,659.99	\$ 16,864,906.04	100.23%
PRIOR YEARS	\$ 85,000.00	\$ 158,000.00	* \$ 176,061.38	\$ (1,629.16)	\$ (2,994.18)	\$ -	\$ (817.14)	\$ 170,620.90	107.99%
INTEREST & FEES	\$ 60,000.00	\$ 84,000.00	** \$ 92,873.94	\$ -	\$ (173.87)	\$ (179.51)	\$ (842.85)	\$ 91,677.71	109.14%
TOTAL	\$ 16,905,885.00	\$ 17,068,000.00	\$ 17,196,109.61	\$ (21,439.31)	\$ (12,649.73)	\$ (34,815.92)	\$ -	\$ 17,127,204.65	100.35%

* Includes \$152.99 Suspense
** Includes \$325.79 Suspense Interest
Equaling \$478.78

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

7.31.2018	8.31.2018	9.30.2018	10.31.2018	11.30.2018	12.31.2018
86.52%	99.09%	99.38%	99.64%	99.89%	100.26%
1.31.2019	2.28.2019	3.31.2019	4.30.2019	5.31.2019	6.30.2019
100.46%	100.51%	99.95%	99.99%	100.21%	
7.31.2017	8.31.2017	9.30.2017	10.31.2017	11.30.2017	12.31.2017
87.21%	98.97%	99.31%	99.79%	99.94%	100.10%
1.31.2018	2.28.2018	3.31.2018	4.30.2018	5.31.2018	6.30.2018
100.19%	99.86%	99.95%	100.26%	100.32%	100.41%

Town of Bolton - FY2019 Revenue Statement - May 31, 2019

	Revenues Mil rate was based on	Revised Revenues	Actual to Date	Balance Due To Revenues mil rate was based on	Balance Due To Revenues from revised revenues	% COLLECTION TO REVISED FORECAST
General Fund Revenue						
Property Taxes						
Current Property Tax	\$14,995,888.00	\$15,104,000.00	\$15,135,084.30	\$139,196.30	\$31,084.30	100.21%
Motor Vehicle Tax	\$1,596,517.00	\$1,539,000.00	\$1,543,823.60	(\$2,693.40)	\$4,823.60	100.31%
Supplemental MV Lewy	\$168,480.00	\$183,000.00	\$185,998.14	\$17,518.14	\$2,998.14	101.64%
Prior Year's Taxes	\$85,000.00	\$158,000.00	\$170,620.90	\$85,620.90	\$12,620.90	107.99%
Interest & Fees	\$60,000.00	\$84,000.00	\$91,677.71	\$31,677.71	\$7,677.71	109.14%
Total Taxes	\$16,905,885.00	\$17,068,000.00	\$17,127,204.65	\$221,319.65	\$59,204.65	100.35%
State of Connecticut Education Grants						
ECS	\$2,763,957.00	\$2,794,988.00	\$2,794,988.00	\$31,031.00	\$0.00	100.00%
Adult Education	\$3,746.00	\$3,586.00	\$3,589.00	(\$157.00)	\$3.00	100.08%
Total State of CT Ed	\$2,767,703.00	\$2,798,574.00	\$2,798,577.00	\$30,874.00	\$3.00	100.00%
Other Grants						
Pilot: State Property Disabled	\$14,565.00	\$24,288.00	\$24,288.00	\$9,723.00	\$0.00	100.00%
Veterans Grant	\$723.00	\$691.00	\$691.00	(\$32.00)	\$0.00	100.00%
Pequot	\$6,470.00	\$6,470.00	\$2,971.51	(\$3,498.49)	(\$3,498.49)	45.93%
Misc. State Grants	\$3,244.00	\$3,244.00	\$2,162.66	(\$1,081.34)	(\$1,081.34)	66.67%
DOT Transportation Grant	\$3,000.00	\$3,000.00	\$3,030.00	\$30.00	\$30.00	101.00%
Municipal Projects	\$11,494.00	\$11,494.00	\$11,494.00	\$0.00	\$0.00	100.00%
Municipal Stabilization	\$24,859.00	\$24,859.00	\$0.00	(\$24,859.00)	(\$24,859.00)	0.00%
Law Enforcement	\$10,637.00	\$11,053.00	\$11,053.00	\$416.00	\$0.00	100.00%
	\$1,500.00	\$2,500.00	\$2,830.00	\$1,330.00	\$330.00	113.20%
Total Other Grants	\$76,492.00	\$87,599.00	\$88,520.17	\$1,028.17	(\$1,028.17)	66.80%
Other Town Revenue						
Tuition	\$297,315.00	\$264,633.00	\$237,101.70	(\$60,213.30)	(\$27,531.30)	89.60%
Town Clerk	\$80,000.00	\$80,000.00	\$87,421.37	\$7,421.37	\$7,421.37	109.28%
Selectmen Fees	\$11,000.00	\$11,000.00	\$7,873.00	(\$3,127.00)	(\$3,127.00)	71.57%
Building Official Fees	\$55,000.00	\$60,000.00	\$65,946.40	\$10,946.40	\$5,946.40	109.91%
Library	\$2,000.00	\$2,000.00	\$2,129.75	\$129.75	\$129.75	106.49%
NCAA	\$4,000.00	\$5,000.00	\$4,885.00	(\$115.00)	(\$115.00)	97.70%
Shared Services	\$50,670.00	\$23,000.00	\$23,551.38	(\$27,118.62)	\$551.38	102.40%
Misc. Revenue	\$55,000.00	\$80,000.00	\$75,221.67	\$20,221.67	(\$4,778.33)	94.03%
Telephone	\$6,000.00	\$7,148.00	\$7,147.67	\$1,147.67	(\$0.33)	100.00%
Interest	\$80,000.00	\$160,000.00	\$161,026.33	\$81,026.33	\$1,026.33	100.64%
Rental	\$51,157.00	\$51,157.00	\$39,554.21	(\$11,602.79)	(\$11,602.79)	77.32%
Senior Donations	\$2,000.00	\$2,100.00	\$2,153.00	\$153.00	\$53.00	102.52%
Total Other Town Revenue	\$694,142.00	\$746,038.00	\$714,011.48	\$19,869.48	(\$32,026.52)	95.71%
TOTAL GENERAL FUND REVENUE	\$20,444,222.00	\$20,700,211.00	\$20,698,313.30	\$254,091.30	(\$1,907.70)	99.99%

	Revenues Mil rate was based on	Revised Revenues	Actual to Date	Balance Due To Revenues mil rate was based on	Balance Due To Revenues from revised revenues	% COLLECTION TO REVISED FORECAST
BOARD OF EDUCATION GRANTS						
Excess Cost Grant	\$49,576.00	\$49,576.00	\$27,396.00	(\$22,180.00)	(\$22,180.00)	55.26%
Federal Grants	\$190,350.00	\$204,681.41	\$247,249.09	\$56,899.09	\$42,567.68	120.80%
EASTCONN Team	\$0.00	\$909.00	\$909.00	\$909.00	\$0.00	N/A
SHEFF	\$51,000.00	\$51,030.00	\$61,125.00	\$10,125.00	\$10,095.00	119.78%
CHOICE Grant	\$448,000.00	\$500,192.00	\$500,192.00	\$52,192.00	\$0.00	100.00%
ERASE	\$2,285.00	\$2,875.50	\$2,875.50	\$590.50	\$0.00	100.00%
Total Board of Education Grants	\$741,211.00	\$809,263.91	\$839,746.59	\$98,535.59	\$30,482.68	103.77%
ADDITIONAL TOWN GRANTS						
Town Aid Roads	\$100,014.00	\$200,248.00	\$200,248.42	\$100,234.42	\$0.42	100.00%
Total Additional Town Grants	\$100,014.00	\$200,248.00	\$200,248.42	\$100,234.42	\$0.42	100.00%
TOTAL BOARD OF EDUCATION AND OTHER TOWN GRANTS						
	\$841,225.00	\$1,009,511.91	\$1,039,995.01	\$198,770.01	\$30,483.10	103.02%

*There will be a reduction in this revenue due to money having to be returned to Hartford & Columbia for incorrect billing.

Revenues Mil rate was based on	Revised Revenues	Actual to Date	Balance Due To Revenues mil rate was based on	Balance Due To Revenues from revised revenues	% COLLECTION TO REVISED FORECAST
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	FY19 May 31, 2019	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY18	FY17	FY16
1	Administration	\$290,794	\$295,794	\$254,708.07	\$41,085.93	\$3,682.66	\$37,403.27	87.35%	89.61%	85.22%	85.97%
2	Prof and Tech Svcs	\$318,490	\$318,490	\$241,196.30	\$77,293.70	\$9,500.00	\$67,793.70	78.71%	69.54%	88.80%	75.69%
3	Financial Administration	\$222,430	\$217,430	\$182,577.94	\$34,852.06	\$0.00	\$34,852.06	83.97%	85.36%	79.53%	86.69%
4	Auditing	\$26,500	\$26,500	\$19,500.00	\$7,000.00	\$0.00	\$7,000.00	73.58%	86.96%	97.83%	78.57%
5	Assessor	\$77,908	\$77,908	\$66,616.69	\$11,291.31	\$425.00	\$10,866.31	86.05%	83.65%	83.24%	82.63%
6	Tax Collector	\$97,742	\$97,742	\$86,533.24	\$11,208.76	\$0.00	\$11,208.76	88.53%	80.44%	80.51%	87.67%
7	Data Processing	\$113,551	\$113,551	\$103,777.75	\$14,773.25	\$9,879.79	\$4,893.46	95.69%	91.67%	92.32%	95.90%
8	Town Clerk	\$114,264	\$114,264	\$103,930.41	\$10,333.59	\$0.00	\$10,333.59	90.96%	89.28%	85.02%	84.04%
9	Property Insurance	\$134,106	\$134,106	\$112,438.27	\$21,667.73	\$0.00	\$21,667.73	83.84%	85.76%	87.91%	84.13%
10	Probate	\$5,850	\$5,850	\$5,673.00	\$177.00	\$0.00	\$177.00	96.97%	99.88%	98.95%	94.60%
11	Elections	\$41,898	\$41,898	\$24,115.53	\$17,782.47	\$566.33	\$17,216.14	58.91%	49.86%	47.64%	65.27%
12	Board of Finance	\$2,200	\$2,200	\$1,323.00	\$877.00	\$0.00	\$877.00	60.14%	59.68%	66.27%	56.05%
13	Public Building Commission	\$540	\$468	\$0.00	\$467.95	\$0.00	\$467.95	0.00%	0.00%	12.04%	0.00%
14	Parks/Town Building Ops	\$675,109	\$675,109	\$527,555.14	\$147,553.86	\$57,046.95	\$90,506.91	86.59%	82.07%	86.55%	80.39%
20	Police	\$379,977	\$379,977	\$2,116.55	\$377,860.45	\$0.00	\$377,860.45	0.56%	0.33%	1.43%	0.81%
21	Fire	\$183,519	\$183,519	\$95,309.68	\$88,209.32	\$34,515.32	\$53,694.00	70.74%	77.11%	88.64%	84.66%
22	Animal Control	\$3,500	\$3,500	\$3,000.00	\$500.00	\$0.00	\$500.00	85.71%	85.71%	80.00%	0.00%
23	Fire Marshal	\$23,607	\$23,607	\$4,489.87	\$19,117.13	\$1,437.00	\$17,680.13	25.11%	46.27%	87.68%	89.36%
25	Highways and Streets	\$1,021,996	\$1,021,996	\$774,034.44	\$247,961.56	\$130,608.62	\$117,352.94	88.52%	91.33%	92.20%	89.07%
30	Public Health Admin	\$33,240	\$33,240	\$27,045.32	\$6,194.68	\$0.00	\$6,194.68	81.36%	81.62%	80.48%	77.29%
31	Seniors / Social Services	\$156,823	\$156,823	\$136,343.71	\$20,479.29	\$0.00	\$20,479.29	86.94%	84.45%	73.82%	82.99%
35	Conservation	\$1,575	\$1,647	\$1,552.05	\$95.00	\$0.00	\$95.00	94.23%	83.81%	71.48%	74.70%
36	Recreation	\$33,185	\$33,185	\$33,185.00	\$0.00	\$0.00	\$0.00	100.00%	100.00%	100.00%	100.00%
37	Library	\$289,213	\$289,213	\$252,708.22	\$36,504.78	\$1,307.46	\$35,197.32	87.83%	87.95%	86.05%	87.00%
40	Land Use	\$280,354	\$280,354	\$237,061.41	\$43,292.59	\$1,397.00	\$41,895.59	85.06%	81.17%	81.79%	82.51%
41	Planning & Zoning	\$6,580	\$6,580	\$1,549.49	\$5,030.51	\$0.00	\$5,030.51	23.55%	26.22%	22.92%	28.17%
42	Zoning Board of Appeals	\$1,440	\$1,440	\$273.20	\$1,166.80	\$0.00	\$1,166.80	18.97%	34.37%	12.15%	38.19%
43	Inlands/Wetlands	\$2,235	\$2,235	\$581.42	\$1,653.58	\$0.00	\$1,653.58	26.01%	45.32%	24.11%	23.40%
44	Open Space	\$645	\$645	\$0.00	\$645.00	\$0.00	\$645.00	0.00%	0.00%	0.00%	0.00%
45	Economic Development	\$2,000	\$2,000	\$1,025.00	\$975.00	\$0.00	\$975.00	51.25%	28.75%	35.75%	43.25%
48	Fringe Benefits	\$901,965	\$901,965	\$735,015.43	\$166,949.57	\$0.00	\$166,949.57	81.49%	89.97%	82.45%	81.47%
49	Waste Collection	\$504,173	\$504,173	\$426,941.00	\$77,232.00	\$0.00	\$77,232.00	84.68%	84.10%	80.90%	80.00%
	Totals	\$5,947,409	\$5,947,409	\$4,462,177.13	\$1,490,231.87	\$250,366.13	\$1,239,865.74	79.15%	79.93%	80.75%	79.29%

Report Commentary
FY2019

As of May 31, 2019 we have expended 85% of the budget or \$12,018,613 and in 2018, we had expended 83%. We are currently projecting expenditures of \$13,876,054. This is an under expenditure of \$325,378 up by \$217,637 from the previous month's estimate.

Regular Instruction: Under expenditure of \$19,344 because of less online software licenses/classes used, over projection on AP Chemistry enrollment, and under expenditures from various minor accounts.

Special Education: Under expenditures of \$58,622 due to IEP changes resulting in less services and supplies required. Excess cost grant came in less than budget, but higher than projected. The state estimated 75.71% in February with May actuals at 73.62%.

Administration, Support, & Central Services: Under expenditure of \$5,516 from liability/sports injury insurance coming in less than budgeted and lower Building Administration expenses.

Operations and Transportation: Under expenditure of \$15,021 from electricity, technical school transportation, and diesel savings.

Salary and Benefits: Under expenditure of \$226,876 from salaries & benefits. Salary under expenditures are due to realizing days without pay, new hires at lower salaries, unfilled teacher of the visually impaired position, less overtime & tutoring services, unfilled stipends, and less ESY staff required due to IEP changes. Benefits under expenditures are from insurance changes, taxes, retirement contributions on lower salaries, and lower life & administration fees.

Transfers over \$10,000: None

Attachments: Budget status summary & FY2018 comparative month's report.

Please note: The BOE will meet in August and the year-end financial summary will be reviewed at that time.

BOARD OF EDUCATION

BUDGET STATUS: May

MONTHLY BUDGET STATUS AND EXPENDITURE PROJECTION TO YEAR END

	Function /Program	Unaudited Expenditures 6/30/2018	Approved Budget 2018-2019	Revised Budget 2018-2019	YTD Expended 5/31/19	YTD % Exp.	Projected Expenditures 2018-2019
REGULAR INSTRUCTION							
Art	1000 / 105	8,215	11,083	11,083	10,382	94%	10,917
Language Arts	1000 / 110	9,209	9,983	10,254	9,389	92%	9,389
World Language	1000 / 120	1,452	5,445	5,715	5,058	89%	5,058
Health Education	1000 / 130	1,032	1,048	1,048	881	84%	982
Reading	1000 / 150	10,749	15,279	15,279	13,572	89%	14,953
Mathematics	1000 / 160	16,390	19,068	19,068	8,229	43%	16,934
Science	1000 / 170	4,951	30,633	30,633	18,299	60%	21,190
Physical Education	1000 / 180	4,360	10,053	15,087	13,802	91%	15,057
Social Studies	1000 / 190	1,342	4,819	4,841	4,627	96%	4,627
Vocational Education	1000 / 300	0	0	0	0	0%	0
Business Education	1000 / 310	80	1,048	16,348	985	6%	16,299
Family & Consumer Science	1000 / 320	12,093	10,750	13,050	9,768	75%	12,556
Music	1000 / 350	30,780	19,417	32,920	28,802	87%	32,550
Technology Education	1000 / 360	9,959	9,334	14,313	6,600	46%	14,075
Computer Instruction	1000 / 365	12,652	13,640	12,461	10,430	84%	10,687
Continuing Education	1000 / 600	13,840	13,842	13,842	13,840	100%	13,840
Library Media Center	2220 / 440	34,838	29,870	35,870	34,980	98%	35,895
Athletics	3200 / 910	58,310	60,450	61,700	55,161	89%	59,158
Subtotal		230,252	265,762	313,512	244,806	78%	294,168
STUDENT SUPPORT SERVICES							
Special Education	1000 / 200	585,682	298,803	306,386	235,514	77%	280,619
ESY Special Education	1000 / 210	82,214	46,234	35,243	29,026	82%	29,026
Instruction	1000 / Var	0	3,800	3,800	1,249	33%	1,249
Social Work	2110 / 000	0	678	678	0	0%	0
Guidance	2120 / 430	2,855	7,060	7,060	5,883	83%	5,883
Nursing and Medical	2130 / 000	5,449	6,853	8,193	7,201	88%	7,834
Psychological Services	2140 / 200	1,162	3,333	7,960	4,381	55%	6,183
Speech, Hearing and Language	2150 / 200	0	515	1,076	738	69%	738
Transportation - SY SPED	2700 / 200	147,347	99,788	99,788	52,434	53%	64,902
Transportation -ESY SPED	2700 / 210	31,376	19,831	16,711	9,659	58%	9,659
Subtotal		856,086	486,895	486,895	346,085	71%	406,093
Excess Costs Grant		(190,349)	(49,576)	(49,576)	(27,396)	55%	(27,396)
Subtotal - Net of Excess Costs Grant		665,737	437,319	437,319	318,689	73%	378,697
ADMINISTRATION, SUPPORT, & CENTRAL SERVICES							
Program Impr. & Evaluation	2210 / 100	26,512	26,825	26,825	25,118	94%	26,838
Central Administration	2320 / 000	91,042	93,716	126,216	108,083	86%	126,216
School Insurance	2330 / Var	152,356	148,852	148,852	144,086	97%	144,086
Building Administration	2410 / Var	49,734	75,957	67,797	51,316	76%	67,035
Fiscal Services	2510 / 000	82,164	89,086	89,086	80,797	91%	89,086
Systems Management	2580 / Var	219,866	188,942	254,400	176,706	69%	254,400
Subtotal		621,674	623,378	713,176	586,106	82%	707,660
OPERATIONS AND TRANSPORTATION							
Operations & Maintenance	2600 / 000	414,030	469,994	469,994	389,614	83%	461,994
Transportation	2700 / Var	496,903	528,783	528,783	506,926	96%	521,762
Subtotal		910,934	998,777	998,777	896,540	90%	983,756
SALARIES/WAGES & EMPLOYEE BENEFITS							
Salaries and Wages	Var / Var	8,924,280	9,333,583	9,330,533	7,777,900	83%	9,190,994
Personnel Benefits	2570 / Var	2,228,019	2,542,613	2,408,115	2,194,572	91%	2,320,778
Subtotal		11,152,299	11,876,196	11,738,648	9,972,472	85%	11,511,772
SUMMARY OF ALL PROGRAMS							
REGULAR INSTRUCTION		230,252	265,762	313,512	244,806	78%	294,168
STUDENT SUPPORT SERVICES		665,737	437,319	437,319	318,689	73%	378,697
ADMIN/SUPPORT/CENTRAL SERVICES		621,673	623,378	713,176	586,106	82%	707,660
OPERATIONS/TRANSPORTATION		910,934	998,777	998,777	896,540	90%	983,756
SALARIES/EMPLOYEE BENEFITS		11,152,299	11,876,196	11,738,648	9,972,472	85%	11,511,772
TOTAL EDUCATION BUDGET		13,580,895	14,201,432	14,201,432	12,018,613	85%	13,876,054

TICKMARK NOTES:

Var=There are various/multiple programs associated with the function.

Report Commentary FY2018

As of May 31, 2018 we have expended 83% of the budget or \$11,507,678 and in 2017, we had expended 84%. We are currently projecting fiscal year expenditures of \$13,739,826 and budget under expenditures of \$135,302, which is a decrease of \$13,980 from prior month's projection. The BOE committed \$75,000 towards the FY19 budget and as a result, the revised under expenditure is \$60,302.

Regular Instruction:

Regular Instruction projected to be fully expended with a projection increase of \$16,397 from prior month due to various transfers to fund specialized music instruments, athletic equipment replacements, and high jump mats.

Special Education:

We are projecting under expenditures of \$3,594, which is a decrease of \$621 from the prior estimate. This reduction from prior estimates is due to receiving 72.7%, which is higher than the state estimate for the Excess Cost Grant Reimbursement of 72.44%.

Administration & Business Support Services:

We are projecting an under expenditure of \$9,807 which is a \$6,737 decrease from prior month's projection.

Salary & Benefits:

We are projecting an under expenditure of \$115,901 which is a decrease of \$21,019 from prior month's projection due to worker's compensation adjustment, unpaid days, revisions to substitute projections.

Operation, Transportation, & Technology:

We are projecting an under expenditure of \$6,000 which is a decrease of \$2,000 from prior month's projection.

Transfer over \$10K:

The BOE approved a transfer of \$12,260 on 5/24/18 from Benefits to Regular Instruction to fund specialized music instruments.

Attached is the 2017 budget status report.

Please note: The BOE will meet in August and the year-end financial summary will be reviewed.

Factors That May Impact the Budget

1. Future possible/probable increased expenditures in special education due to educational programming changes required by students' Individual Educational Plans, including the possibility of future outplacements.
2. Significant increase/decrease in the cost and usage of energy, tuition and transportation rates, and other professional services.
3. Contractual payouts for benefits on retirements or resignation of unused earned time.
4. Long term substitute coverage for maternities and sickness.

BUDGET STATUS: May

**BOARD OF EDUCATION
MONTHLY BUDGET STATUS AND EXPENDITURE PROJECTION TO YEAR END**

	Function /Program	Unaudited Expenditures 2016-2017	Approved Budget 2017-2018	Revised Budget 2017-2018	YTD Expended 05/31/18	YTD % Exp.	Projected Expenditures 2017-2018
REGULAR INSTRUCTION							
Art	1000 / 105	8,392	8,729	8,657	8,075	93%	8,657
Language Arts	1000 / 110	3,713	4,447	9,303	9,209	99%	9,303
World Language	1000 / 120	1,086	1,811	1,487	1,452	98%	1,487
Health Education	1000 / 130	1,406	1,217	1,149	1,033	90%	1,149
Reading	1000 / 150	9,261	11,233	11,233	7,401	66%	11,233
Mathematics	1000 / 160	9,323	10,761	17,169	12,158	71%	17,169
Science	1000 / 170	8,773	7,635	7,360	2,972	40%	7,360
Physical Education	1000 / 180	3,502	4,782	5,203	4,360	84%	5,203
Social Studies	1000 / 190	2,748	1,403	1,355	1,342	99%	1,355
Vocational Education	1000 / 300	0	0	0	0	0%	0
Business Education	1000 / 310	297	1,945	80	80	100%	80
Family & Consumer Science	1000 / 320	8,029	9,000	12,616	8,351	66%	12,616
Music	1000 / 350	11,470	11,472	31,398	9,874	31%	31,398
Technology Education	1000 / 360	7,719	16,090	10,927	9,602	88%	10,927
Computer Instruction	1000 / 365	14,644	15,409	13,778	11,691	85%	13,778
Continuing Education	1000 / 600	13,840	13,842	13,842	13,840	100%	13,842
Library Media Center	2220 / 440	25,787	26,648	36,129	24,224	67%	36,129
Athletics	3200 / 910	54,022	45,500	57,694	43,497	75%	57,694
Subtotal		184,013	191,924	239,380	169,161	71%	239,380
STUDENT SUPPORT SERVICES							
Special Education	1000 / 200	621,549	612,825	611,667	449,717	74%	631,667
ESY Special Education	1000 / 210	68,194	85,521	88,639	82,214	93%	86,639
Tutorial & Homebound Instruction	1000 / Var	697	3,800	3,800	0	0%	3,800
Social Work	2110 / 000	200	902	902	0	0%	902
Guidance	2120 / 430	2,790	3,460	3,460	2,855	83%	3,460
Nursing and Medical	2130 / 000	10,677	6,344	6,344	5,117	81%	6,344
Psychological Services	2140 / 200	5,430	4,018	4,018	1,162	29%	4,018
Speech, Hearing and Language	2150 / 200	1,240	1,039	1,039	0	0%	1,039
Transportation - SY SPED	2700 / 200	178,765	181,128	181,128	109,411	60%	161,128
Transportation -ESY SPED	2700 / 210	24,686	45,494	45,494	31,376	69%	34,494
Subtotal		914,228	944,531	946,491	681,852	72%	933,491
Excess Costs Grant		(187,740)	(199,755)	(199,755)	(190,349)	95%	(190,349)
Subtotal - Net of Excess Costs Grant		726,488	744,776	746,736	491,503	66%	743,142
ADMINISTRATION & BUSINESS SUPPORT SERVICES							
Program Impr. & Evaluation	2210 / 100	31,601	28,537	30,037	22,207	74%	28,137
Central Administration	2320 / 000	77,495	104,060	104,060	69,777	67%	103,360
School Insurance	2330 / Var	147,987	160,414	160,414	152,356	95%	152,356
Building Administration	2410 / Var	62,683	72,113	67,026	38,831	58%	67,026
Fiscal	2510 / 000	81,656	91,702	80,302	67,471	84%	81,153
Subtotal		401,422	456,826	441,839	350,642	79%	432,032

BOARD OF EDUCATION

MONTHLY BUDGET STATUS AND EXPENDITURE PROJECTION TO YEAR END

BUDGET STATUS: May

Function / Program	Unaudited Expenditures 2016-2017	Approved Budget 2017-2018	Revised Budget 2017-2018	YTD Expended 05/31/18	YTD % Exp.	Projected Expenditures 2017-2018
<u>SALARIES/WAGES & EMPLOYEE BENEFITS</u>						
Salaries and Wages	8,821,677	9,055,861	9,035,652	7,488,785	83%	8,957,056
Personnel Benefits	2,117,572	2,322,490	2,260,230	2,092,080	93%	2,222,925
Subtotal	10,939,249	11,378,351	11,295,882	9,580,865	85%	11,179,981
<u>OPERATIONS, TRANSPORTATION, AND TECHNOLOGY</u>						
Systems Management	161,418	156,498	219,538	186,738	85%	219,538
Operations & Maintenance	449,340	430,441	430,441	298,468	69%	428,441
Transportation	493,609	516,312	501,312	430,301	86%	497,312
Subtotal	1,104,367	1,103,251	1,151,291	915,507	80%	1,145,291
<u>SUMMARY OF ALL PROGRAMS</u>						
REGULAR INSTRUCTION	184,013	191,924	239,380	169,161	71%	239,380
STUDENT SUPPORT SERVICES	726,488	744,776	746,736	491,503	66%	743,142
ADMINISTRATION/BUSINESS	401,422	456,826	441,839	350,642	79%	432,032
SALARIES/BENEFITS	10,939,249	11,378,351	11,295,882	9,580,865	85%	11,179,981
OPERATIONS & SERVICES	1,104,367	1,103,251	1,151,291	915,507	80%	1,145,291
TOTAL EDUCATION BUDGET	13,355,539	13,875,128	13,875,128	11,507,678	83%	13,739,826

TICKMARK NOTES:

Var= There are various/multiple programs associated with the function.

**The Board of Education's
Budget Reductions for FY2020**

Salaries & Wages

Administration - \$4,135
Teacher - \$26,196
Paraprofessional - \$9,248
Operations - \$90,623

Employee Benefits

Health Insurance - \$64,151
All Other - \$14,767

BUDGET CHANGES

(\$85,000 BOF Addition - \$35,000 = \$50,000 Increase)

	56. Capital Improvements
-\$16,000.00	Library Fascia
	1. Administration
\$1,900.00	Other Payroll
\$11,458.00	Professional & Technical Services
	5. Assessor
\$500.00	Regular Payroll
	8. Town Clerk
\$350.00	Other Payroll
	14. Town Building Operations
\$72,200.00	Regular Payroll
-\$10,500.00	Other Payroll
	25. Highway Department
\$2,800.00	Regular Payroll
	40. Land Use
\$500.00	Regular Payroll
	48. Employee Fringe Benefits
\$5,160.00	Payroll Taxes
\$3,770.00	Pension
-\$28,883.00	Health Insurance
\$1,745.00	Dental
	49. Refuse
\$5,000.00	Tipping Fees
\$50,000.00	