

TOWN OF CANTON BOARD OF SELECTMEN
REVISED Regular Meeting Agenda
Wednesday, April 23, 2014 at 7:00 pm
Community Center, 40 Dyer Avenue, Conference Room F
Consideration of and possible action on the following items

I. PLEDGE OF ALLEGIANCE

II. PUBLIC PARTICIPATION *(5 minute time limit per speaker on any item)*

The Board of Selectmen welcomes and encourages the public to speak during the Public Participation portion of the agenda. The purpose of public participation is to communicate to the Board of Selectmen any concerns or comments that members of the public may have. The public may speak on any topic, including items mentioned on the Agenda. There is a time limit of 5 minutes per speaker. The time limit cannot be yielded to another individual. In most circumstances this will be the public's only opportunity to comment. The Board of Selectmen will discuss the agenda items below with invited public officials and/or guests. It is important that the Selectmen allow this time for its exclusive use so that the agenda items can be properly presented and debated among members of the Board.

Most of the documents reviewed by the Board of Selectmen at tonight's meeting can be located at <http://www.townofcantonct.org/content/6662/default.aspx> or by scanning the QR code below.



III. APPOINTMENTS / RESIGNATIONS

IV. ADOPTION OF CONSENT AGENDA

- A. Refund of Taxes pursuant to Connecticut General Statutes 12-129

VI. CONSIDERATION OF OLD BUSINESS

- A. Review of Board of Selectmen Fiscal Year 2014-2015 Budget

VII. CONSIDERATION OF NEW BUSINESS

- A. Review and possibly approve the submittal of the Canton Community Health Fund Grant application for a portable radar speed sign
- B. Review and possibly approve the application of a Target (retail store) grant in the amount of \$2,000 to fund a family literacy night program at the Library
- C. Request by the Canton Fire/EMS Department for additional funds for mandated radio upgrades
- D. Request by the Canton Fire/EMS Department to reduce the Board of Selectmen specified reserve amounts on Engine Number 1 and Engine Number 6
- E. Review and possibly approve the submittal of the Canton Community Health Fund Grant application to fund the Canton Youth Bicycle Safety and Injury Reduction Program
- F. Set date for possible Referendum for the Fiscal Year 2014-2015 Budget

VII. MINUTES OF PREVIOUS MEETINGS

- A. Approval of Board of Selectmen Minutes: 04-09-2014 Regular Meeting
- B. Approval of Board of Selectmen Minutes: 04-10-2014 Special Meeting

VIII. COMMUNICATIONS FROM THE CAO, TOWN AGENCIES, OFFICIALS AND/OR OTHER GOVERNMENTAL AGENCIES AND OFFICIALS

- A. First Selectman's Report
- B. CAO Report
- C. CAO Monthly Report- March 2014
- D. Absentee Report- March 2014

E. Letter from Wright Pierce Engineering dated April 15, 2014 notifying the Town of replacement of an emergency generator at the Nepaug Dam.

IX. REMARKS BY SELECTMEN

X. EXECUTIVE SESSION

A. Discussion of security matters pursuant to Connecticut General Statutes Section 1-200(6)(C).

XI. ADJOURNMENT

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TOWN OF CANTON

FOUR MARKET STREET
P.O. BOX 168
COLLINSVILLE, CONNECTICUT 06022-0168

OFFICE OF CHIEF ADMINISTRATIVE OFFICER

To : Board of Selectmen
From : Robert Skinner, Chief Administrative Officer
Date : April 21, 2014
Re : **BOS Budget**

Attached is a summary of the changes made by the Board of Finance at its last budget meeting. Essentially the Board of Finance cut a total of \$169,000 from the BOS Budget, recommending that Health Insurance be reduced by \$69,000, contingency be reduced by \$75,000 and that salaries be reduced by \$25,000. There were no reductions to the Board of Selectmen CIP.

The Board of Selectmen must now determine where the \$169,000 reduction should be made. The Board of Finance can make recommendation for line items to be reduced but the Board of Selectmen has the final say. The reduced line items must be approved by the Board of Selectmen prior to the budget being approved by the Board of Selectmen.

One caveat is that the Board of Finance will be discussing the budget again at its regular meeting on April 21, 2014. The most recent health insurance proposal, which was received after the last Board of Finance meeting, has another significant decrease and the Board of Finance will be reviewing whether additional budget changes should be made based on this new information.

BOF Budget Adjustments

BOS Budget

Reductions:

Health Insurance - \$69,000

Contingency - \$75,000

Salary Increases - \$25,000

Total Reductions \$169,000

BOS Budget Summary

Operating \$8,805,391

CIP \$ 860,353

Total Budget \$9,665,744 3.06%

BOE Budget

Reductions

Health Insurance - \$82,000

Tech / General - \$70,000

CIP - \$50,000

Total Reductions \$202,000

BOE Budget Summary

Operation \$ 24,537,002

CIP \$ 290,086

Total Budget \$ 24,827,088 2.81%

BOF Budget

Total Budget \$ 1,472,039 -3.3%

Total Town Budget \$35,964,871 2.6%

New Mill Rate 28.70 6.66%

Impact on Average House (\$238,832) = \$47

Reason for low impact on residential homeowners

- Total grand list fell by 3.7% but residential homes fell by 5.8%
- Essentially businesses/personal property and motor vehicle are paying a higher percentage of the taxes
- The Mill Rate could grow 2.1% and the average tax payer would be paying the same as the year before.



CANTON POLICE DEPARTMENT

45 River Road (Route 179), Canton, Connecticut 06019
(860) 693-0221 Fax: (860) 693-8493

Christopher G. Arciero
Chief of Police

Lawrence A. Terra
Captain

Date: April 16, 2014

To: Robert Skinner
Chief Administrative Officer

From: Chief Christopher Arciero

Re: Canton Community Health Fund Grant Application-Portable Radar Speed Sign

Bob: I am respectfully seeking the BOS' approval to submit a grant application to the Canton Community Health Fund (CCHF).

The application seeks funding from CCHF to purchase a portable radar speed sign device. The device will be an integral part of CPD's overall community policing strategy to reduce incidents of speeding vehicles.

The device is extremely lightweight and portable and much more flexible to set up, relocate and operate than the traditional speed trailer. It can be used in many locations where a trailer would not fit or would be unsafe. The instant mobility of the device enhances its omnipresence and does not require a tow package on a vehicle to move it. The ease of transport, set up and use should make it an attractive piece of equipment for all patrol officers to access.

The CCHF will develop, support and engage in activities such as educational programs or services that contribute to the enhancement of health or the well-being of the residents of Canton and the community as a whole. I feel this request fits within the stated objective of the CCHF.

The device, mounting brackets and software will cost approximately \$3500.

CCHF applications are due April 30, 2014.

CANTON PUBLIC LIBRARY

www.cantonpubliclibrary.org

MEMORANDUM

DATE: April 17, 2014
TO: Robert Skinner, Chief Administrative Officer
FROM: Robert Simon, Library Director
SUBJECT: Request for Permission to Apply for a Target Grant

The Library Board has asked that Heather Baker, our Head of Children's Services, and I apply for a grant from the Target department store chain.

Target offers small grants (maximum amount: \$2000.00) to schools, libraries, and other institutions in order to pursue educational projects. In the case of public libraries, Target funds grants that foster a love of reading and encourage young children, preschool through third grade, to read together with their families. Target's reading grants underwrite programs such as library story times and family reading nights.

OUR PROJECT: FAMILY LITERACY NIGHTS

Our grant application proposes "family literacy night" programs to be held at the Canton Public Library once per month between September 2014 and August 2015. Each family literacy night will feature a specific children's book, first through a group read-aloud session led by our Head of Children's Services, then by a period of participant visits to as many as six interactive "activity centers" set up around the Children's Room. These activity centers will be equipped to encourage engagement by the children and their parents with elements found in the featured book. Families will proceed from center to center at their own pace, assisted by library staff and volunteers. Depending on the month's story, the centers could focus on such activities and literacy concepts as writing reviews, rewriting the book in the family's own words, identifying words that rhyme or have other traits in common, completing story-related crafts, demonstrating letter recognition, etc. Families could register to attend one, more than one, or all twelve family literacy nights.

To supplement the in-library program experience, each participating family will be sent home with a flyer (called a "parent/child literacy toolkit"). This flyer, to be created by the Head of Children's Services, will list other ideas and activities for families to do together at home based on the month's featured book. Finally, one activity center will remain on display in the Children's Room for four weeks. It will offer families who were unable to attend that month's program the opportunity to borrow copies of the book (either print or electronic) and to take home the month's activity toolkit.

Family literacy nights have proven to be popular in other public libraries around the nation. Our ultimate goal is to make family literacy night part of our library's regular children's programming.

THE COST

Our grant request is for the maximum funding allowed: \$2,000.00. We will use Target money to pay for:

- printing for promotional materials and supplies of the 12 monthly toolkit flyers
- educational materials to equip the activity centers
- multiple copies, both print and electronic , of the books featured each month

The Town of Canton is not asked to make any cash match in order for us to receive a Target grant. Target does ask if the town would be providing us with any form of assistance, and our answer is yes -- chiefly in the form of providing the space, paying the Head of Children's Services to do the work required by the grant (which would be part of her regular work week), and helping us to broadcast publicity through Q-Notify and Canton Connections. What we have listed as in-kind assistance are items that the town would do for us anyway.

THE APPLICATION DEADLINE

April 30, 2014. Currently, the application is nearly finished.



Town of Canton

4 Market Street, Collinsville, Connecticut 06022

Fire and EMS Department

EMS Division
Collinsville Station

Office : (860) 693-2325 Fax: (860) 693-2371



April 16, 2014

Robert Skinner
Town of Canton
4 Market Street
P.O. Box 168
Canton, CT 06019

RE: Request for Emergency Funds for Ambulance CMED Radios

Bob,

The Town of Canton Fire & EMS Department's two ambulances recently failed their inspections by the Office of Emergency Medical Services (OEMS) due to the CMED radios not being compliant with the new regulations that went into effect February 1, 2014. The OEMS inspector said we needed to replace our existing CMED radio with one that meets the new regulations as soon as possible, and then schedule a reinspection. The reason for this emergency request is that we as a service were not notified of the required upgrade until the ambulances failed inspection.

I was unaware until the inspector gave us the information that any upgrade was needed. According to the OEMS inspector a communication went out sometime 2012 to all EMS services that they needed to upgrade their radios by February, 1 2014. I did not receive this communication via email, and a search by Harriet Boyko had not turned up any communications sent to the Town Hall. I have been unable to contact the previous Assistant Chief of EMS to see if she had been sent such a communication.

I received a communication from OEMS on April 14, 2014 that stated, *"The aforementioned radio specifications are a part of the certification process for vehicles under the jurisdiction of the Office of Emergency Medical Services. We feel it is important to remind services that without these radios, EMS vehicles will not pass inspection. As a result of not passing OEMS inspection, EMS organizations would not have the ability to bill for service. Individuals that are operating without the appropriate equipment may be subject to State and Federal penalties."* At this time the Town of Canton Fire & EMS Department is operating without the appropriate equipment and soon we may be unable to bill for our services if we do not upgrade our radios.

The CT OEMS is requiring all units to have a minimum 256 channel CMED radio with a 12 character alpha numeric display that has the ability to be used from both the driver's area and the patient care compartment. This is to allow all EMS units in Connecticut the ability to speak to each other in the event of a large-scale emergency. The current CMED radios in the ambulance are only 64 channel radios and do not meet the new requirement. The cost to upgrade these radios is \$5,420.00. At this time I am requesting \$5,420.00 dollars to make our EMS units compliant with the new regulations. I have attached all relevant documentation and a quote from our current radio vendor. If you have any questions or concerns regarding this issue do not hesitate to contact me and I thank you for your prompt attention to this matter.

Sincerely,



John F. Bunnell BA, NREMT-P
Assistant Chief
Town of Canton Fire & EMS Dept.
4 Market Street
P.O. Box 168
Canton, CT 06019
Cell: (860) 558-9392
Email: JFBunnell@my.ccsu.edu

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH

Received
via email
4/14/14

Jewel Mullen, M.D., M.P.H., M.P.A.
Commissioner



Dannel P. Malloy
Governor
Nancy Wyman
Lt. Governor

Date: April 2, 2014
To: All EMS agencies/All CMEDs
From: Raphael M. Barishansky, MPH, MS, CPM
Director, Office of Emergency Medical Services
Jonathan Best LP, EMSI, CHS-III
Director, Office of Public Health Preparedness and Response
Re: Update regarding radio specifications

Originally beginning in 2011, the Department of Public Health, in conjunction with the Department of Emergency Management and Homeland Security, and with the assistance of various subject matter experts, developed new radio specifications for EMS vehicles. The rule was distributed to all EMS agencies in 2012, with a target date of implementation of 2014 - this time frame was to allow services to budget accordingly.

In February, 2014 the Department of Public Health completed its project to create total interoperability for all EMS providers in the State of Connecticut. This is the first time a system like this has been put in place. This system allows any ambulance or responder to speak to any CMED or other responders on designated frequencies. This is a first step to the development of task force operations for EMS in the event of activation in case of a disaster or large scale emergency. Ambulances will be able to move from one border of our State to the other while maintaining communications. This directive was effective February 1, 2014.

The aforementioned radio specifications are a part of the certification process for vehicles under the jurisdiction of the Office of Emergency Medical Services. We feel it is important to remind services that without these radios, EMS vehicles will not pass inspection. As a result of not passing OEMS inspection, EMS organizations would not have the ability to bill for service. Individuals that are operating without the appropriate equipment may be subject to State and Federal penalties.

Questions regarding this program may be referred to either Jonathan Best at jonathan.best@ct.gov or Raphael M. Barishansky at raphael.barishansky@ct.gov.

Your cooperation in this matter is anticipated and appreciated.



Phone: (860) 509-8000 • Fax: (860) 509-7184 • VP: (860) 899-1611
410 Capitol Avenue, P.O. Box 340308
Hartford, Connecticut 06134-0308
www.ct.gov/dph

Affirmative Action/Equal Opportunity Employer



**STATE OF CONNECTICUT
DEPARTMENT OF
EMERGENCY MANAGEMENT AND HOMELAND SECURITY**



**State of Connecticut
Minimum Operational Requirements for UHF Medical Radios**

The existing statewide UHF MED radio system provides coordination of Emergency Medical Service (EMS) response and direct medical consultation between hospital emergency departments and EMS personnel at the patient side. This system is based on the five CMED regions and is operated by the 13 CMED communications centers designated by the Connecticut Department of Public Health.

In order to insure the full use of this common radio system, and provide in-discipline interoperability, the following minimum standards will be used by the Connecticut Public Safety Interoperable Communications Executive Committee as criteria for approval of the use of federal Department of Homeland Security funds administered by the State for the purpose of purchasing mobile radios by or for EMS units in the State of Connecticut.

In addition the Department of Public Health has requested that this standard be transmitted to them for use in establishing standards for required equipment in EMS Vehicles.

The standard was developed by the Technical Sub-committee of the SICEC, with input from the EMS community and was provided for review and comment to the Connecticut EMS Advisory Board prior to adoption by the SICEC.

- 1) The mobile MED radio will be primarily used for operation on the State of Connecticut UHF MED System or dedicated interoperability channels.
- 2) The mobile MED radio should not be used as the primary means of communications between the EMS Unit and the service dispatcher(s) or mutual aid systems on a regular basis, with the following exceptions:
 - When the service dispatcher is also the regional CMED Dispatcher or;
 - When the mutual aid function will take place on one of the designated EMS coordination channels or;
 - When used as a backup due to the failure of the primary radio used to communicate with the service dispatcher.
- 3) The mobile MED radio shall provide a minimum capacity of 256 channels, organized to provide five banks of regional MED channels, and one bank of interoperability channels. Each of the five MED channel banks shall contain the following channels:
 - MED 1 through MED 10
 - MED 12, 22, 32, 42, 52, 62, 72, 82, 92 and 102
 - MED TAC 11, 12 13 and 14
 - MED 1 through MED 10 Simplex/Direct
 - MED 12, 22, 32, 42, 52, 62, 72, 82, 92 and 102 Simplex/Direct

All CMED channels in the five banks shall be programmed with the regional CTCSS (PL) tone associated with that bank's CMED region:

- Southwest: 123.0
- South Central: 167.9
- Eastern: 131.8
- North Central: 118.8
- Northwest 192.8

The interoperability channel bank shall contain:

- U-CALL40 453.2125 / 458.2125 (PL 156.7)
 - All other required State and regional interoperability channels, see attached programming template.(Attachment 1)
- 4) The mobile MED radio shall provide a minimum power output of 35 watts, to a unity gain or better antenna in the center of the roof.
- Exception: Where roof mounting is not possible due to height restrictions, the affected service may request a waiver of this requirement from DEMHS.
- 5) All radios must be capable of 12.5 KHz operation ("narrow band"), as required by F.C.C. Rules and Regulations (FCC Report & Order 04-292)
- 6) A remote microphone and speaker with volume control must be mounted in the driver's compartment. The patient compartment shall have a microphone and speaker with volume control and channel selector. This may be accomplished through the use of dual control heads on a single radio, or by installing two separate radios. Each control head or radio will have as a minimum a lighted 12 character digital channel display.

By: _____

Peter J. Boynton
Commissioner of Emergency Management & Homeland Security
Duly Authorized

Date: _____

5/24/11

STATE OF CONNECTICUT
DEPARTMENT OF HEALTH SERVICES
OFFICE OF EMERGENCY MEDICAL SERVICES

Provider Name
TOMM DE JANTON
I.D. Number
0023711

Marker 2081
Year 13
Chassis CHEV
Make RAM
Class PAS3
Result E
Info

Odometer 15878
Type 3
Vehicle JGBGASCL13DJA1267571
Identification Number

Current Permits
Red/White Y
Siren N
KKK Y
Sticker
Ser. Org. V
Cert Date 2/14

(e) UNSUITABLE USE STICKER
AFFIXED DATE -
REMOVED DATE

COMMENTS

radio did not meet new requirements
I hereby acknowledge receipt of this inspection form. I understand and am aware of all deficiencies as indicated. The Inspector has reviewed his/her findings with me, additionally I have read and understand the statements of compliance found on the reverse side of this form.
had car seat

2/26/14
Date

Inspected with
[Signature]
Inspector

19 a 179-18(a)(1)	2	Equipment	
<input checked="" type="checkbox"/> A 60" Height	<input type="checkbox"/> A	Comp. F or B	Verapamil
<input checked="" type="checkbox"/> B 114" Length	<input checked="" type="checkbox"/> B	EOA/EGTA	
<input checked="" type="checkbox"/> C 12" Aisle	<input checked="" type="checkbox"/> C	MAST	Thiamine
<input checked="" type="checkbox"/> D Temperature	<input checked="" type="checkbox"/> D	I.V. Admin Sets	
<input checked="" type="checkbox"/> E Partition	<input checked="" type="checkbox"/> E	I.V. Solutions	Benadryl
<input checked="" type="checkbox"/> F Storage	<input type="checkbox"/> F	EMT-P	
<input checked="" type="checkbox"/> G Lights	<input type="checkbox"/> (i)	Laryngoscope	Control Substance
<input checked="" type="checkbox"/> H Siren	<input type="checkbox"/> (ii)	Endotracheal	Diazepam (Valium)
<input checked="" type="checkbox"/> I Radio	<input type="checkbox"/> (iii)	Electricard.	
<input checked="" type="checkbox"/> J 180° Name	<input type="checkbox"/> (iv)	Defibrillator	Morphine
<input checked="" type="checkbox"/> K 360° Amb.	<input type="checkbox"/> (v)	Blood Tubes	
<input type="checkbox"/> K Exceptions	<input type="checkbox"/> (vi)	Medications	Demerol
19a 179-18(a)(2)	3	Clean	
<input checked="" type="checkbox"/> A 0 ² Main <i>125</i>		Mandatory/Amounts	19a 179-18(c) 1 thru 8
<input checked="" type="checkbox"/> B 0 ² Portable <i>1800</i>		Atropine	2 Doors
<input checked="" type="checkbox"/> C Suction			A Drivers Comp
<input checked="" type="checkbox"/> D Resuscitation		Bretylium	B Side/Warning
<input checked="" type="checkbox"/> E Airways			C Rear/Quick Release
<input checked="" type="checkbox"/> F Bite Stick		* Calcium	D Windows
<input checked="" type="checkbox"/> G Multi-Trauma		Dopamine	3 Interior Design
<input checked="" type="checkbox"/> H Assort. Dressing		Dextrose 50%	A Side Walls
<input checked="" type="checkbox"/> I Alum. Foil			B Window-Left
<input checked="" type="checkbox"/> J Burn Sheets		Furosemide/Lasix	C Flooring
<input checked="" type="checkbox"/> K Traction Splint			D Temperature
<input checked="" type="checkbox"/> L Splints		Glucagon	E Radio
<input checked="" type="checkbox"/> M Short Board		Epinephrine <i>ACAS</i>	F 60" Height
<input checked="" type="checkbox"/> N Long Board		Ipecac	G Interior Lights
<input checked="" type="checkbox"/> O Cervical Collars			H Lift Light
<input checked="" type="checkbox"/> P Stair Chair		Isuprel	4 Roll Bars
<input checked="" type="checkbox"/> Q B.P. Cuff/Scope			5 Lifting Device
<input checked="" type="checkbox"/> R Restraints		Narcan	6 Chair Locks
<input checked="" type="checkbox"/> S Poison Kit/Water			7 Minimum Equip
<input checked="" type="checkbox"/> T OB Kit		Sodium-Bicarb	A First Aid Kit
<input checked="" type="checkbox"/> U Basin Pan Urinal			B 1-10 BC Fire
<input checked="" type="checkbox"/> V Linen		Nitroglycerin	C Warning Devices
<input checked="" type="checkbox"/> W Fire Exting.			D Seat Restraints
<input checked="" type="checkbox"/> X Hand Lights		Lidocaine	E Motion Sickness
<input checked="" type="checkbox"/> Y Wrecking Bar		I.V.	F Blankets
<input checked="" type="checkbox"/> Z Cot		Bolus	8 Exterior I.D.
<input checked="" type="checkbox"/> A A Glucose		Optional/Amounts	A Handicap Sticker
<input checked="" type="checkbox"/> B B Rebreather		Inderal	B 180° Name
<input checked="" type="checkbox"/> C C Distress Sig.			C Seating Cap
<input checked="" type="checkbox"/> D D Sandbags		Dobutamine	19a 179-18(d)(e)
<input checked="" type="checkbox"/> E E Disposables			<input checked="" type="checkbox"/> 1 Tires 3/32 min.
(4) Working Order		Aminophylline	<input checked="" type="checkbox"/> 2 Holes in body
19a 179-18(b)1-2-3			<input checked="" type="checkbox"/> 3 Glass
Design		Alupent Inhaler	<input checked="" type="checkbox"/> 4 Doors/Latches
A DMV			<input checked="" type="checkbox"/> 5 Door Seals
B FMVSS		Procainamide	<input checked="" type="checkbox"/> 6 Safety Equip.

STATE OF CONNECTICUT
 DEPARTMENT OF HEALTH SERVICES
 OFFICE OF EMERGENCY MEDICAL SERVICES

19_a 179-18(a)(1)		2 Equipment	
<input checked="" type="checkbox"/> A	60" Height	<input checked="" type="checkbox"/> A	Comp. F of B <i>Verapamil</i>
<input checked="" type="checkbox"/> B	114" Length	<input checked="" type="checkbox"/> B	EOA/EGTA
<input checked="" type="checkbox"/> C	12" Aisle	<input checked="" type="checkbox"/> C	MAST
<input checked="" type="checkbox"/> D	Temperature	<input checked="" type="checkbox"/> D	I.V. Admin Sets
<input checked="" type="checkbox"/> E	Partition	<input checked="" type="checkbox"/> E	I.V. Solutions
<input checked="" type="checkbox"/> F	Storage	F	EMT-P
<input checked="" type="checkbox"/> G	Lights	(i)	Laryngoscope
<input checked="" type="checkbox"/> H	Siren	(ii)	Endotracheal
<input checked="" type="checkbox"/> I	Radio	(iii)	Electricard.
<input checked="" type="checkbox"/> J	180° Name	(iv)	Defibrillator
<input checked="" type="checkbox"/> K	360° Amb.	(v)	Blood Tubes
<input type="checkbox"/> K	Exceptions	(vi)	Medications
19a 179-18(a)(2)		3 Clean	
<input checked="" type="checkbox"/> A	0² Main <i>600</i>	Mandatory/Amounts	
<input checked="" type="checkbox"/> B	0² Portable <i>1570</i>	Atropine	
<input checked="" type="checkbox"/> C	Suction	19a 179-18(c) 1 thru 8	
<input checked="" type="checkbox"/> D	Resuscitation	2 Doors	
<input checked="" type="checkbox"/> E	Airways	A Drivers Comp	
<input checked="" type="checkbox"/> F	Bite Stick	B Side/Warning	
<input checked="" type="checkbox"/> G	Multi-Trauma	C Rear/Quick Release	
<input checked="" type="checkbox"/> H	Assort. Dressing	D Windows	
<input checked="" type="checkbox"/> I	Alum. Foil	3 Interior Design	
<input checked="" type="checkbox"/> J	Burn Sheets	A Side Walls	
<input checked="" type="checkbox"/> K	Traction Splint	B Window-Left	
<input checked="" type="checkbox"/> L	Splints	C Flooring	
<input checked="" type="checkbox"/> M	Short Board	D Temperature	
<input checked="" type="checkbox"/> N	Long Board	E Radio	
<input checked="" type="checkbox"/> O	Cervical Collars	F 60" Height	
<input checked="" type="checkbox"/> P	Stair Chair	G Interior Lights	
<input checked="" type="checkbox"/> Q	B.P. Cuff/Scope	H Lift Light	
<input checked="" type="checkbox"/> R	Restraints	4 Roll Bars	
<input checked="" type="checkbox"/> S	Poison Kit/Water	5 Lifting Device	
<input checked="" type="checkbox"/> T	OB Kit	6 Chair Locks	
<input checked="" type="checkbox"/> U	Basin Pan Urinal	7 Minimum Equip	
<input checked="" type="checkbox"/> V	Linen	A First Aid Kit	
<input checked="" type="checkbox"/> W	Fire Exting.	B 1-10 BC Fire	
<input checked="" type="checkbox"/> X	Hand Lights	C Warning Devices	
<input checked="" type="checkbox"/> Y	Wrecking Bar	D Seat Restraints	
<input checked="" type="checkbox"/> Z	Cot	E Motion Sickness	
<input checked="" type="checkbox"/> A	A Glucose	F Blankets	
<input checked="" type="checkbox"/> B	B Rebreather	8 Exterior I.D.	
<input checked="" type="checkbox"/> C	C Distress Sig.	A Handicap Sticker	
<input checked="" type="checkbox"/> D	D Sandbags	B 180° Name	
<input checked="" type="checkbox"/> E	E Disposables	C Seating Cap	
(4) Working Order		19a 179-18(d)(e)	
19a 179-18(b)1-2-3		<input checked="" type="checkbox"/> 1 Tires 3/32 min.	
Design		<input checked="" type="checkbox"/> 2 Holes in body	
A DMV		<input checked="" type="checkbox"/> 3 Glass	
B FMVSS		<input checked="" type="checkbox"/> 4 Doors/Latches	
Procainamide		<input checked="" type="checkbox"/> 5 Door Seals	
		<input checked="" type="checkbox"/> 6 Safety Equip.	

Current Permits: Red/White, N, Siren, KKK, Sticker, Ser. Orig., Cert Date

Odometer: *21148*

Marker: *413*

Year: *08*

Chassis: *CHEV*

Vehicle: *158REUV19G8FE41109180*

Make: *ROAD*

Class: *BASE*

Result: *E*

Info:

Provider Name: *TOWN OF CANTON*

ID Number: *203511*

(e) UNSUITABLE USE STICKER
 AFFIXED DATE -
 REMOVED DATE

COMMENTS

had car seats x2/inverter

I hereby acknowledge receipt of this inspection form. I understand and am aware of all deficiencies as indicated. The Inspector has reviewed his/her findings with me, additionally I have read and understand the statements of compliance found on the reverse side of this form.

radio did not meet new requirements

2/26/14

Date: *2/26/14*

Inspected with: *[Signature]*

Inspector: *[Signature]*



NECS

NEW ENGLAND COMMUNICATIONS SYSTEMS, INC.

427 Hayden Station Road
Windsor, CT 06095

Quote No: Q4157

Date: 03/18/2014

Terms: N30

Customer Address: AcctNo: 1112-000

CANTON FIRE & EMS
4 MARKET STREET
CANTON, CT 06019

Prepared for: Derek Jacobs

Description	Qty	Price	Extended
PM1500 Mobile UHF 380-470 MHz Includes: Palm Microphone, Mounting Brackets, 7.5 watt External Speaker, 20 Ft. Power Cable, 17 Ft. Remote Mount Cable, Ignition Sense/Control Head Cable, User's Guide CD and 2 Year Warranty	2.00	1,490.00	2,980.00
INSTALL -including Programming	16.00	110.00	1,760.00
ADD: Dual Control Head (Optional)	2.00	340.00	680.00

Thank you for the opportunity to provide this quotation.

Sales Rep: Gianfranco David
Gianfranco.david@necommsys.com

Sub Total: 5,420.00
Sales Tax: 0.00

Total Quoted Amount: 5,420.00



TOWN OF CANTON

FOUR MARKET STREET
P.O. BOX 168
COLLINSVILLE, CONNECTICUT 06022-0168

OFFICE OF CHIEF ADMINISTRATIVE OFFICER

To : Board of Selectmen
From : Robert Skinner, Chief Administrative Officer
Date : April 21, 2014
Re : **Reduction in Engine 1 and 6 Reserves**

In a meeting last October, the Board of Selectmen authorized the Fire Department to dispose of Engine 1 and Engine 6 and mandated that the minimum amount received (reserve) had to be \$5,000 for Engine 1 and \$40,000 for Engine 6. For the reasons stated by Craig Robbins in the attached email, the Fire Department is requesting the reserve be reduced to make the trucks more marketable.

Skinner, Robert

From: Craig Robbins <craigrobbins@comcast.net>
Sent: Friday, April 18, 2014 11:47 AM
To: Skinner, Robert
Cc: Boyko, Harriet; Richard Hutchings
Subject: Used trucks
Attachments: img091.pdf

Morning Bob

An update and a few requests.

As discussed, old engine 1 has been relocated to an auction company in Windsor Locks, and is set to be auctioned on May 3rd. A reserve price of \$5,300 has been set, which covers the minimum of \$5,000 set by the selectman, and the 6% auction fees. Because we don't have title to this vehicle, I need a notarized letter, similar to the one attached, asap. I also need the DMV Q1 form filled out. I have a copy of this and will leave it on the Chief's desk over the weekend.

1. At their next meeting, can the BOS please discuss the \$5,000 minimum currently set on old Engine 1. I believe this price is more than fair, and to the right person it's probably worth much more. However, we have yet to find that person, and have space constraints. If the board wishes, we do have time to lower the reserve prior to the auction. While I would like to get as much as possible for this piece, moving it in a timely manner is becoming more important, and in the long run another 1-2 thousand dollars likely won't have any meaningful impact on the replacement schedule of the other apparatus. It's also important to note this is a reserve price, so a lower number will better our chances of moving it if few are interested, but won't stop it for selling for more.

2. I request that the BOS lower the minimum price on old Engine 6 to at least \$30,000. Based on comparisons, I had originally requested a price of \$33,000 for this piece, however at the time the BOS felt it was worth more and put a minimum of \$40,000 on it. Until yesterday, this piece was listed with an online fire equipment broker, and on the Connecticut Fire Equipment mechanics website. We had one local company from the fire mechanics group come view the truck, however it wouldn't fit in their station and they have since purchased another piece. We received approx. 15 leads from the broker in the past 6 months, but none have progressed further than phone calls and emailing pictures. All of these leads came from the Midwest and Mid-Atlantic area's. Almost all of the callers expressed concern when they learned the truck was in the Northeast, concerns were focused on road salt usage in this area and transportation costs. Another issue is the air conditioning hasn't worked on this truck on the past 9-10 years. It wasn't cost effective for us to repair, and still isn't, so we let it go. However, for departments in the above mentioned regions it is very important.

Once a current price is approved by the BOS, I will be working with Bob Martin to place this truck on the municipal surplus auction the DPW has been using. If it fails to sell there, I have a second broker I have been communicating with that I would like to try.

Please feel free to contact me with any questions.

Craig

CANTON POLICE DEPARTMENT

45 River Road (Rt. 179), Canton, CT 06019
(860)693-0221 Phone (860)693-8943 Fax

Interdepartmental Memorandum

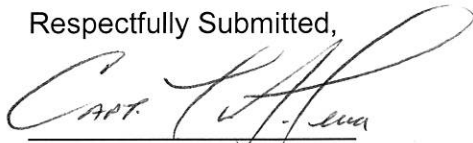
To	Name, Title Chief Christopher G. Arciero	Date 04/21/14
	Agency, Address Canton Police Dept. 45 River Road Canton, CT 06019	
From	Name, Title Captain Lawrence A. Terra	Telephone (860) 693-5832
	Agency, Address Canton Police Dept. 45 River Road Canton, CT 06019	

Subject: Grant Application / Canton Community Health Fund

Sir,

I would like to apply for the Canton Community Health Fund Grant, to fund the Canton Youth Bicycle Safety and Injury Reduction Program. If you concur, would you please forward the attached request to the Board of Selectmen for approval.

Respectfully Submitted,



Captain Lawrence A. Terra
Canton Police Department



Canton Community Health Fund

Grant Application Online Form

Use this form to apply for a CCHF grant.

Applicant Name: *

Captain Lawrence Terra

Who will be the primary contact person?

Organization: *

Canton Police Department

Street Address: *

45 River Road

City: *

Canton

State: *

CT

Zip Code: *

06019

Phone Daytime:

(860)693-5832

Phone Evening:

(860)729-5483

Alternate Contact Person:

Chief Christopher Arciero

If different from Applicant

Contact Email: *

lterra@cantonpd.org

Contact Phone:

(860)693-5832

Tax Exempt Status: *

Per Section 501C of the IRS Code (Proof must be mailed to CCHF, PO Box 504, Canton, CT 06019)

Tax Exempt ID Number: *

06-6002383

Grant Objective: *

Canton youth bicycle safety and injury reduction program

Grant Duration: *

One day event (8 hours)

Duration of the program

Population Targeted: *

Canton youth ages 5-14.

Grant Amount Requested: *

\$3,000.00

Please itemize the specific amount being requested

Total or Partial Funding: *

Total

Is the amount being requested for total or partial funding?

Other Funding Sources: *

N/A

Are other groups being asked for funds?

Comments:

The town of Canton offers many opportunities for its residents to enjoy the outdoors, including bicycling. Often Canton's youth ride bicycles that are in need of repair or the children are unfamiliar with the rules of the road when riding on the town streets. Connecticut law requires that anyone under the age of sixteen (16) must wear a helmet when riding a bicycle. The purpose of this grant request is to reduce children's injuries with a one day event consisting of three (3) activities. Station one (1) will be a safety check. A

Please provide any additional documentation that will help us to evaluate your proposal.

CAPTCHA

This question is for testing whether you are a human visitor and to prevent automated spam submissions.

5282252

2604

Type the text

[Privacy & Terms](#)



Submit Grant Application

The town of Canton offers many opportunities for its residents to enjoy the outdoors, including bicycling. Often Canton's youth ride bicycles that are in need of repair or the children are unfamiliar with the rules of the road when riding on the town streets. Connecticut law requires that anyone under the age of sixteen (16) must wear a helmet when riding a bicycle. The purpose of this grant request is to reduce children's injuries with a one day event consisting of three (3) activities. Station one (1) will be a safety check. A local business has offered to donate the services of a certified bicycle repair person to check and repair all participants' bicycles. Station two (2) will be staffed with a certified Canton Police Bicycle Officer who will check all participants' helmets for proper fit and condition. Those needing replacements will be provided a new helmet provided by this grant. Station three (3) will be staffed by two (2) certified Canton Police Bicycle Officers who will provide training to participants to include, rules of the road, proper riding techniques and overall safety tips. The event will be held at the Canton Community Center.

Proposed budget as follows:

Fifty adjustable Bicycle Helmets: \$1,350.00

Police Salary: \$1,263.60

Refreshments: \$386.40

Total request: \$3,000

DRAFT MINUTES
CANTON BOARD OF SELECTMEN
Wednesday, April 9, 2014, Regular Meeting
Community Center, Conference Room F, 7:00 pm

Selectmen Present: First Selectman Richard Barlow, Selectmen: David Gilchrist, Thomas Sevigny, and Lowell Humphrey

Also Present: Chief Administrative Officer Robert Skinner and Recording Secretary Kerri Kazlauskas

R. Barlow called the regular meeting of the Board of Selectmen to order at 7:00 pm.

I. PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

II. PUBLIC PARTICIPATION – Maureen Flynn 116 Dunn Ave Collinsville, CT is a member of the Conservation Commission. She came to speak about the Greenway. She shared that she looked into Greenways in other towns and if private properties were affected there. She found that where there were Greenways that went through private properties it was mostly where there were Watersheds. She wanted to comment that based on the options R. Skinner gave, she is in favor of avoiding all private properties in order to have the Greenway endorsed by the Board of Selectmen.

III. APPOINTMENTS/RESIGNATIONS – None.

IV. ADOPTION OF CONSENT AGENDA- MOTION: D. Gilchrist moved to adopt the Consent Agenda. T. Sevigny seconded the motion. The motion passed unanimously, 4-0-0.

V. CONSIDERATION OF OLD BUSINESS –

A. Review presentation on potential application for Greenway designation along the Farmington River between the Farmington River Trail and the New Hartford Town line and extending approximately 500ft from the river's edge. R. Barlow shared that he went through State statutes and found the only additional benefits of the Greenway would be possible grants. R. Skinner discussed the following five options for the Board. 1) Client support for the application. 2) Have greenway on areas just along the river except where it touched private property. 3) Limited to 100ft since it's already fairly regulated by wetlands regulations. 4) Send notices to all that may or may not be affected and invite them attend the BOS meeting on April 23, 2014. 5) Endorse as presented. D. Gilchrist spoke about S. Roberto's concerns from last meeting and mentioned that S. Roberto was opposed. He shared the same concern as L. Humphrey about people using the Greenway as a walk way and he is finding it difficult to see the benefit to the town. R. Skinner mentioned the benefit is that the Greenway could present opportunity for grants down the road. T. Sevigny stated he had no problem doing 100ft due to the fact that it is already regulated. L. Humphrey reiterated his concern about the State map showing the Greenway and that it can impact private property. L. Humphrey then stated he is okay with 100ft and only public land being used. D. Gilchrist asked if the Greenway can be modified at a later date. R. Skinner confirmed that the Greenway can be modified later. R. Barlow mentioned that the deadline for the Greenway is May 1, 2014. MOTION: L. Humphrey moved to endorse the application for Greenway designation as proposed from the end of the existing rail trail to the Town of New Hartford line limited to the area of the Farmington River extending out up to 500ft on public lands only. D. Gilchrist seconded the motion. The motion passed unanimously, 4-0-0.

VI. CONSIDERATION OF NEW BUSINESS

A. Review and possibly approve the submittal of the Historic Documents Preservation Targeted Grant Program for FY2015. R. Skinner shared that the Town Clerk, Linda Smith, has used this grant very successfully in past years. The town is looking to use the funds to adopt the E-Recording. This E-Recording can track the volume and page and record it in the index. It can also accept recording request electronically and collect payment. R. Skinner mentioned there are already other towns using it and we would eventually need to go in that direction. MOTION: D. Gilchrist moved to approve the Historical Documents Preservation Targeted Grant Program for FY2015. T. Sevigny seconded the motion. The motion passed unanimously, 4-0-0.

B. Review and possibly approve the submittal of the FY2015 State Matching Grant Program for Demand Responsive Transportation. R. Skinner shared that \$20,464 of grant funds are used every year towards Dial-A-Ride, some social trips, and medical trips for our seniors. The \$20,464 goes towards the \$60K the Town usually spends for this. R. Barlow asked if this grant was already submitted. R. Skinner confirmed that it had been because the due date was April 3, 2014. R. Barlow expressed his concern for grants being submitted before they have been

presented to the Board in a timely manner. R. Skinner confirmed that those concerns would be carried back to the Director. The grant referenced Dial-A-Ride Section 5310 which is the program that partially funded the purchase of Dial-A-Ride vans. This grant is due May 17th. R. Barlow stated that he heard that 26 towns had already received that grant of vehicle purchase. R. Skinner stated that an average of grants given statewide per year totaled 26. This deadline had been missed in the past but would not be missed this year. MOTION: T. Sevigny moved to approve the submittal of the FY2015 State Matching Grant Program for Demand Responsive Transportation. D. Gilchrist seconded the motion. The motion passed unanimously, 4-0-0.

- C. Review and possibly approve the recommendation by the Canton Police Department for a future police vehicle model and design.** – Chief Arciero shared that they looked for two primary vehicles, the Ford Police Interceptor (PI) Sedan and Chevrolet Caprice. The Police Department looked at several factors such as gas mileage, tires, pricing, maintenance, comfort, ect. Chief Arciero stated they had decided on the Ford PI Sedan and mention it is currently being used by many other Police Departments too. D. Gilchrist asked if the current Tahoe's would be replaced by the Fords as they retire. Chief responded that the decision on that could not be made now and would have to be looked evaluated at that time. R. Skinner asked if the Ford would eventually replace the SUV or would the SUV stay. Chief stated that the Fords are all four wheel drive however the SUV's would stay because they need a mix of sedans and SUV's due to towing and other uses. D. Gilchrist praised Captain Terra for the completeness of the vehicle report. R. Barlow asked if the vehicle would have the black and white wrap. Chief responded that they would be going back to the traditional black and white wrap and informed the board that it had a 5 yr warranty. R. Barlow inquired about the budget to pay for the new vehicles. The Chief stated there is enough for one vehicle in this year's budget and one possibly two in next year's budget. R. Barlow clarified that there would still be a mix of both sedan and SUV. MOTION: D. Gilchrist moved to approve the recommendation by the Canton Police Department for a future police vehicle model and design and L. Humphrey seconded the motion. The motion passed unanimously, 4-0-0.
- D. Review and possibly approve the acceptance of the Hartford County Emergency Food and Shelter Program (EFSP) Grant funds in the amount of \$1,177.00.** R. Skinner shared that the town has received this grant for the last few years. The funds helped to offset rent and mortgage for those who need it. R. Barlow asked when it became available. R. Skinner expressed he did not have the available date however the deadline for this grant is April 18, 2014. MOTION: T. Sevigny moved to approve the acceptance of the Hartford County Emergency Food and Shelter Program (EFSP) Grant funds in the amount of \$1,177.00 and D. Gilchrist seconded the motion. The motion passed unanimously, 4-0-0.

VII. MINUTES OF PREVIOUS MEETINGS

- A. Board of Selectmen Minutes: 03/26/2014 Regular Meeting** – MOTION: L. Humphrey moved to approve the regular meeting minutes dated March 26, 2014 of the Board of Selectmen, as presented. D. Gilchrist seconded the motion. The motion passed, 3-0-1. T. Sevigny abstained.

VIII. COMMUNICATIONS FROM THE CAO, TOWN AGENCIES, OFFICIALS AND/OR OTHER GOVERNMENTAL AGENCIES AND OFFICIALS

- A. First Selectman's Report** – R. Barlow stated he attended the Collinsville Street Scape walk about a week ago. He shared that there was a good turnout, nice weather, and a good presentation by the consultants. R. Barlow mentioned the upcoming items were the Walk for Hunger on May 10th at 1:00 pm in the Community Center and the Lions Club Feeding Children Everywhere event on May 17th. He also shared that there was a donor that agreed to match contributions donated for the Lions Club event by May 1st up to \$5K. R. Barlow spoke about the CROG meeting he attended today, April 9th. He shared that at CROG the Metro Hartford went over statistical trends on the Greater Hartford area. This spring CROG is moving to adopt CROG the Metro POCD plan that is done every 10 yrs. R. Barlow and R. Skinner stated that on May 2nd talks would begin by CROG with contractors about the road salts. R. Barlow also shared that the Capital Workforce Partners will be having a webinar on April 30th. R. Barlow relayed that the town had received one letter of interest for the pre-bid on Hydro. R. Skinner stated that there will be a non-mandatory pre-bid meeting on April 17th and the deadline for the bid is at the end of May. R. Barlow mentioned he met with the Commissioner about the State DEEP providing potential lease agreement on the Hydro facilities.
- B. CAO Report** –R. Skinner talked about the Highway garage PMBC has authorized design and reviewed a draft RFP by Petrocelli. They authorized the RFP to be posted but the final draft must be reviewed by the attorneys and CIRMA before being published. Responses will be due by mid-June and a contract signed by late July. Then it will go to the Board of Finance and the Board of Selectmen and then the referendum in November. R. Skinner mentioned RFP is looking for design and cost estimates for 325 Commerce Dr. He mentioned that the RFP includes a bid alternate which would allow a bidder to propose an alternate site. The bid could be either for that site or come in with an alternative site with a building on that site. R. Skinner shared that PMBC requested for a plaque for Lloyd Folsom, who was the owner of the company who tragically passed away in recent work accident, to be placed at the track field. R. Skinner suggested that Board of Education should be involved but they requested the Board of Selectmen decide first. R. Barlow stated he liked the idea. R. Skinner discussed a request for \$6700 change order for Mills

Pond. Electrical conduits need to be added under the decking to prevent future problems. No conduits were installed for the lighting when the project was originally done in the 1970's. The conduits are not part of the original project. There is currently only enough funding in the project for half the cost. R. Skinner suggested paying half out of the maintenance line item for Mills Pond and half from the CIP project. The members of the Board were all in favor of this. R. Skinner went on to share the first review of the current budget to see where the Town is projected to be at the end of the year. We are projected to be in the negative by \$1229. The Highway budget is currently estimated to be \$154K in the red, primarily because of winter storms. Bobby Martin was asked to do a report showing how many times they needed to go out this year vs. previous years. R. Skinner did mention that there is additional salt left over that will help for next year's budget. R. Skinner also stated that we can make up that negative number in other areas. R. Skinner discussed the Discount Program Cards that were given to residents for prescription discounts. From August 2013, the card was used 138 times for a savings of \$5200. R. Barlow confirmed that the town's participation was limited to the issuing of the card. R. Skinner brought up the Dial-A-Ride but mentioned those results were already shared previously in this meeting.

IX. REMARKS BY SELECTMEN – D. Gilchrist mentioned the need for a referendum and requested that R. Skinner acquire a proposal date. He has plans to circulate a petition. R. Skinner stated that the date would then have to be approved by the Board of Selectmen. L. Humphrey asked about the update on the Grange repairs. R. Skinner replied that all plants around the building have been pulled out but the stumps could not be pulled out due to the frozen ground possibly impacting the building foundation. R. Barlow stated that a contractor has volunteered to replace the roof and a local business has agreed to donate the materials. Another local business will replace the septic tank. R. Barlow mentioned a request submitted to Canton Rotary for \$25,000 to help with repairs. He had not heard back but he spoke to a member of the Rotary who suggest he apply again for \$10,000. That should be enough to take care of the asbestos that must be removed from the lower level floor. R. Skinner states they are getting as much done as they can on a volunteer basis.

X. EXECUTIVE SESSION – MOTION: T. Sevigny approved the motion to go into executive session and D. Gilchrist seconded the motion. The motion passed unanimously, 4-0-0. The Board of Selectmen came out of executive session at 9:45 p.m.

XI. ADJOURNMENT – MOTION: T. Sevigny moved to adjourn the regular meeting of the Board of Selectmen at 9:46 p.m. L. Humphrey seconded the motion. The motion passed unanimously, 4-0-0.

Respectfully submitted,
Kerri Kazlauskas, Recording Secretary

DRAFT
Town of Canton – Board of Finance
Regular Meeting – Budget Workshop
Thursday, April 10, 2014 at 4:30pm
Community Center, 40 Dyer Avenue – Conference Room F
Consideration of and possible action on the following items

Call to order by Chairman: Chairman Brian First called the meeting to order at 4:34pm

Roll Call: Chairman Brian First, Bill Canny, Mary Tomolonius, Richard Eickenhorst, Beth Kandrysawtz, Kenneth Humphrey

Also Present: Chief Administrative Officer Robert Skinner, First Selectman Richard Barlow, Finance Officer Amy O'Toole, Superintendent of Schools Kevin Case, BOE Business Manager Anna Robbins, BOE Chair Leslee Hill and Recording Secretary Dawn Guite.

2. Public Forum – No one from the public came forward to speak

3. End of FY 2013-14 Estimates

Ms. O'Toole updated the Board on the end of year estimates, noting deficits and surpluses

4. Review of revenue estimates

- a. Current Year Taxes at current mil rate and estimated tax collection rate.
- b. Motor Vehicle Supplemental taxes.
- c. Prior Years' Taxes and Interest and Liens.
- d. Intergovernmental Revenue.
- e. Local Department Revenue.
- f. Investment Income.
- g. Permits and Licenses.

Mr. First asked Ms. O'Toole to go over changes in the Revenue estimates for FY 14-15 Based on trend, projected revenue increases are as follows: building licenses increase from \$110,000 – 130,000; conveyance increases from \$190,000 to 250,000, and new item, dog licenses and shelter fees is \$11,000. This is due to the special revenue fund needing to be closed and expenses will be shown in Animal Control under police.

5. Discussion and approval of Board of Finance budget for FY 2014/15

- a. Board of Finance Budget.
- b. Debt service schedule.
- c. Contingency.
- d. Reserve Fund for Capital & Non-Recurring Expenditures.
- e. BOE GASB 45 Funding.
- f. Self-insurance fund contribution.

Ms. O'Toole noted that the Reserve for Capital & Non Recurring of \$79,000 includes \$14,000 for GASB valuation which is done every other year along with the first \$65,000 for the 2018 Reval. Overall the Board of Finance Budget is good. The Debt service schedule shows debt that has been refinanced for old school loans along with the funding of the Aug 2013 debt issued and the debt to be issued in March 2015. There is no Contingency budgeted for 2015. Anna noted that the BOE GASB 45 funding in FY 14-15 Budget is \$112,000. Ms. O'Toole noted that the Medical Self Insurance Reserve should be approximately 3 to 4 months of claims. Insurance calculations will not be available from Anthem until Monday, April 14th. Claims should be reduced because March 2013 expenditures were larger than March 2014. We are currently running at 90% of claims. While current figure shows a \$161,316 increase, the Anthem numbers should decrease. The medical split for insurance is currently 82% BOE and 18% Town and the reserve balance is currently \$1.2 million. Total cost for medical insurance is \$5.7 million.

MOTION: Mr. First moved to approve the Board of Finance budget of \$1,471,539.

Mr. Eickenhorst seconded the motion.

VOTE: First – Yes; Eickenhorst – Yes; Humphrey – Yes; Tomolonius – Yes; Kandrysawtz – Yes.

The motion carried 6-0-0.

6. General discussion of budget and projected mil rate based on adopted revenue estimates and proposed budgets.

The Budget projection worksheet was shown with budgets as presented. Mr. First noted that with no increases in budgets there would be a 3.4% mil rate increase due to reval.

7. Discussion of proposed Board of Education budget.

Mr. Case noted that no changes have been made to the proposed budget since the figures that were presented on March 19th. Healthcare costs for 2014-15 were reduced by \$189,000 before the BOE final vote. Ms. Kandrysawtz stated that the operating budget is quite aggressive based on requested updates for technology. Budget shows an increase in Technology of \$235,000. This increase reflects the largest dollar amount and percentage category of 68% over the current year. Mr. First not against spending more for technology but maybe not as much as budgeted. Ms. Kandrysawtz noted another increase of \$30,000 (13.92%) for Athletics including an additional coach for track and field. Mr. Humphrey noted that he is concerned with the \$96,000 cost relating to the Track expenses. Mr. Eickenhorst was concerned with timing of the Teacher contract and anticipates significant increases are expected from teacher contract negotiations. Mr. First suggested a \$30,000 reduction in Operating Costs for school supplies.

BOE CIP – Mr. First would like to see a cut to CIP. Mr. Canny is concerned with the Nurse's office, Doors & Ramp Projects. Ms. Kandrysawtz asked whether it was the Nurse's office or the Ramp that is not the full cost of the project. Ms. Robbins noted that the \$50,000 for the Nurse's office is just for Architect and maybe start of construction. Ms. Robbins noted that she could not get a firm price without contracting an Architect. Mr. Case stated that sightings have occurred since 2005 and that apology letters have been sent to the State every year. While there is a ballpark figure in place from an architectural firm, Mr. First and Mr. Eickenhorst would like to see a firm number for the required updates. Ms. Robbins suggested that the Board of Finance take a tour of the nurse's office during regular school hours so that they can make an assessment visually. Ms. Robbins also mentioned that it will be beneficial to establish a focus group, including members of the nurse's office staff, so that suggestions can be made through this exploratory process. The nurse's office project is not reimbursable. It is just one more unfunded mandate by the State. Mr. First suggested that the nurse's office project be treated as a separate item with a more detailed estimate of cost to be researched.

Recess at 5:46pm

Reconvene at 6:17pm

Ms. Kandrysawtz added that the CIP budget is also aggressive with 3 major projects on the threshold.

\$340,000 is proposed for CIP. There is a need for a new floor scrubber, yearly maintenance for track and field, and for a district-wide security project. Ms. Robbins spoke of the need for the high school exterior doors to be replaced which are to the right of the gym. The door windows are plexi glass and the door metal has rotted off, as a result snow can now come in.

The BOF would like to see the Nurse's office removed from the CIP.

Mr. First would like to see a \$75,000 cut from the \$235,000 increase for technology and a \$30,000 cut from supplies and \$82,000 from Medical Insurance (82% of \$100,000 cut) to bring the budget to \$24,507,002 or increase of 2.69%.

The BOS medical change would be the remaining \$18,000 (18% of \$100,000 cut) plus the \$51,000 from the late renewal that was received after the 2/26/14 BOS Budget approval for a total adjustment of \$69,000.

8. Discussion of proposed Board of Selectmen budget.

Mr. First would like to see the \$69,000 cut in Medical insurance and removal of the \$75,000 in contingency and continue to use the process currently in place. Ms. Tomolonius stated that there is currently a process in place and she stated that 5 people cannot have \$75,000 as an open fund to spend money on whatever they choose. She is nervous that uncontrolled spending can get out of control. Mr. Eickenhorst agrees with Mr. First. Mr. Humphrey suggested that \$75,000 Contingency be taken out of the budget. Mr. First told the BOS that he appreciated the past years return of funds and would be okay with the medical and contingency being the only cuts. Ms. Kandrysawtz is concerned with Salary increases all being in one year. Mr. Barlow noted that the \$35K increase is not the total the total would be \$67,000. Ms. Tomolonius agrees with Ms. Kandrysawtz on salaries. She doesn't think significant increases in one year are appropriate. A cut of \$25,000 in salaries would be appropriate. Mr. Barlow stated that if money is cut from the BOS budget it will have to come from somewhere else other than salaries.

BOS CIP – Mr. First noted that he had no changes to BOS Capital, Ken concurred but wondered why pavement management was not being increased by \$50,000. He noted that he is hearing the road conditions are terrible. Ken asked to add \$50,000 into pavement management. Ms. Tomolonius & Ms. Kandrysawtz were concerned about adding any money to the Board's requests. Ms. Tomolonius noted that the BOS could put it wherever they wanted to. Mr. Barlow noted that if \$50,000 extra was added to BOS CIP he would ensure that it went to pavement management.

The additional \$50,000 was removed by consensus of the BOF. Mr. First noted that if additional funds were going to be put into the budget he would like to look at the BOE budget again. Mr. Eickenhorst noted that he is concerned with the cuts made to the BOE Budget and would like to see the cuts reduced.

The BOS budget adjustments are as follows: \$69,000 cut from Medical, \$75,000 removal of BOS Contingency and \$25,000 from salary increases. It was noted that the cuts can only be CIP or Operating each Board gets to decide where the cuts come from.

The BOF then looked at BOE budget adjustments and changed the operating cut to \$70,000 along with the \$82,000 cut from Medical.

9. Discussion of estimate of undesignated general fund balance.

Ms. O'Toole updated the Board on the estimate of the undesignated fund balance.

10. Adoption of BOF recommended budget for FY 2014/15.

Board of Selectman:

MOTION: Mr. First moved to approve the Board of Selectmen operating budget of \$8,805,391

Mr. Eickenhorst seconded the motion.

VOTE: First – Yes; Eickenhorst – Yes; Humphrey – Yes; Tomolonius – Yes; Kandrysawtz – Yes.

The motion carried 6-0-0.

MOTION: Mr. First moved to approve the Board of Selectmen CIP budget of \$860,353.

Ms. Tomolonius seconded the motion.

VOTE: First – Yes; Eickenhorst – Yes; Humphrey – Yes; Tomolonius – Yes; Kandrysawtz – Yes.

The motion carried 6-0-0.

Total Board of Selectmen Budget: \$9,665,744, a 3.6% increase.

Board of Education:

MOTION: Mr. First moved to approve the Board of Education operating budget of \$24,537,002

Mr. Eickenhorst seconded the motion.

VOTE: First – Yes; Eickenhorst – Yes; Humphrey – Yes; Tomolonius – Yes; Kandrysawtz – Yes.

The motion carried 6-0-0.

MOTION: Mr. First moved to approve the Board of Education CIP budget of \$290,086.

Mr. Humphrey seconded the motion.

VOTE: First – Yes; Eickenhorst – Yes; Humphrey – Yes; Tomolonius – Yes; Kandrysawtz – Yes.

The motion carried 6-0-0.

Total Board of Education Budget: \$24,827,088, a 2.81% increase.

Total Board of Finance Budget: \$1,471,539

TOTAL BUDGET FY 2014-2015: \$35,964,871, a 2.85% increase.

Mil rate of 28.70 a 6.66% increase which equates to a \$47 cost per average household.

11. Discussion of draft mailer to residents and taxpayers.

The Board discussed changes and additions to the mailer including bolding text for sections and titles so that they stand out. Draft will be finalized at BOF meeting on 4/21/14. The mailer will go to the public on 4/29/14.

12. ADJOURNMENT

Mr. First moved to adjourn the public hearing at 7:50pm. Motion was moved by Mr. Humphrey, seconded by Mr. Eickenhorst and passed unanimously 6-0-0.

Respectfully submitted,
Dawn Guite, Recording Secretary

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1001010 BOARD OF SELECTMEN							

1001010 51120	FIRST SELECTMAN'S SA	15,000	15,000	10,673.10	1,153.84	.00	4,326.90 71.2%
1001010 56950	MTG. DUES/SUBSCRIPTI	21,975	21,975	20,470.00	.00	.00	1,505.00 93.2%*
1001010 57200	PRINTING	1,100	1,100	1,143.40	.00	.00	-43.40 103.9%*
1001010 57500	ADVERTISING	1,000	1,000	205.89	52.94	.00	794.11 20.6%
1001010 59900	MISCELLANEOUS	1,500	1,500	650.00	.00	850.00	.00 100.0%*
1001010 60050	NEWSLETTER	11,200	11,200	5,333.22	.00	2,651.78	3,215.00 71.3%
TOTAL BOARD OF SELECTMEN		51,775	51,775	38,475.61	1,206.78	3,501.78	9,797.61 81.1%
1001020 CHIEF ADMINISTRATIVE OFFICER							

1001020 51000	FULL TIME SALARIES	139,703	136,909	86,305.28	4,153.84	.00	50,603.71 63.0%
1001020 51110	SUPERVISORY'S SALARI	122,286	122,286	87,013.55	9,406.62	.00	35,272.45 71.2%
1001020 51200	PART TIME	2,720	2,720	775.26	208.59	.00	1,944.74 28.5%
1001020 51301	FULL TIME HOURLY	17,355	20,484	9,874.48	.00	.00	10,609.40 48.2%
1001020 53000	EQUIPMENT PURCHASE	350	350	225.00	.00	.00	125.00 64.3%
1001020 53700	POSTAGE METER RENTAL	1,800	1,800	1,343.07	447.69	447.89	9.04 99.5%*
1001020 55200	MILEAGE	3,100	3,100	403.14	.00	.00	2,696.86 13.0%
1001020 56100	POSTAGE	1,200	1,200	593.90	9.24	.00	606.10 49.5%
1001020 56205	CELL PHONE	480	480	240.00	.00	.00	240.00 50.0%
1001020 56820	MEDICAL DOCTORS	1,500	1,500	1,338.00	447.00	.00	162.00 89.2%*
1001020 56910	REFERENCES/TEXTS	600	600	.00	.00	.00	600.00 .0%
1001020 56920	CONSULTANT	5,366	5,366	4,495.00	3,500.00	21,826.62	-20,955.62 490.5%*
1001020 56950	MTG. DUES/SUBSCRIPTI	2,418	2,418	1,359.29	.00	.00	1,058.71 56.2%
1001020 57100	OFFICE SUPPLIES	3,700	3,700	2,902.13	.00	.00	797.87 78.4%*
1001020 57105	POSTAGE METER SUPPLI	500	500	48.75	.00	.00	451.25 9.8%
1001020 57500	ADVERTISING	4,500	4,500	507.00	419.00	.00	3,993.00 11.3%
1001020 57600	COMPUTER SUPPLIES	400	400	73.13	.00	.00	326.87 18.3%
TOTAL CHIEF ADMINISTRATIVE OFFICE		307,978	308,313	197,496.98	18,591.98	22,274.51	88,541.38 71.3%
1001030 ELECTIONS							

1001030 51130	REGISTRAR OF VOTERS	14,000	14,000	10,178.43	1,076.92	.00	3,821.57 72.7%
1001030 51140	REGISTRARS DEPUTIES	5,000	5,000	3,627.55	384.60	.00	1,372.45 72.6%
1001030 52020	ELECTION WORKERS	3,500	3,500	1,284.50	.00	.00	2,215.50 36.7%

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:			ORIGINAL	REVISED			AVAILABLE	PCT
010	GENERAL FUND		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	BUDGET	USED

1001030	55000	MEMORY CARD CODING	600	600	90.00	90.00	510.00	15.0%
1001030	55200	MILEAGE	300	300	135.60	.00	164.40	45.2%
1001030	56090	CANVASSING LIST	125	125	65.00	.00	60.00	52.0%
1001030	56100	POSTAGE	525	525	316.46	245.32	208.54	60.3%
1001030	56720	MEALS	500	500	167.82	.00	332.18	33.6%
1001030	56950	MTG. DUES/SUBSCRIPTI	1,440	1,440	475.00	.00	965.00	33.0%
1001030	57100	OFFICE SUPPLIES	225	225	194.74	.00	30.26	86.6%*
		TOTAL ELECTIONS	26,215	26,215	16,535.10	1,796.84	9,679.90	63.1%

1001050		PROBATE COURT						

1001050	59100	DEPARTMENT EXPENSE	2,561	2,561	2,627.00	.00	-66.00	102.6%*
		TOTAL PROBATE COURT	2,561	2,561	2,627.00	.00	-66.00	102.6%

1001100		TOWN COUNSEL						

1001100	52160	GENERAL	27,500	27,500	18,713.84	6,010.81	3,954.30	85.6%*
1001100	52170	LABOR	35,000	35,000	13,108.15	3,456.00	4,975.00	85.8%*
1001100	52210	ENVIRONMENTAL LAW/LA	22,500	22,500	12,643.68	1,673.61	6,098.20	72.9%
		TOTAL TOWN COUNSEL	85,000	85,000	44,465.67	11,140.42	15,027.50	82.3%

1001110		TOWN CLERK						

1001110	51110	SUPERVISORY'S SALARI	59,690	61,241	43,574.37	4,710.99	17,666.63	71.2%
1001110	51200	PART TIME	298	298	135.00	.00	163.00	45.3%
1001110	51301	Full TIME HOURLY	28,775	29,495	21,160.81	2,268.04	8,334.19	71.7%
1001110	51400	OVERTIME	250	250	162.00	.00	88.00	64.8%
1001110	55200	MILEAGE	400	400	102.21	.00	297.79	25.6%
1001110	55860	COPIER MAINTENANCE C	525	525	247.10	.00	277.90	47.1%
1001110	55950	VITAL STATISTICS	700	700	180.00	.00	520.00	25.7%
1001110	56100	POSTAGE	1,200	1,200	743.72	45.51	456.28	62.0%
1001110	56205	CELL PHONE	480	480	320.00	40.00	160.00	66.7%
1001110	56950	MTG. DUES/SUBSCRIPTI	1,185	1,185	647.90	150.00	537.10	54.7%
1001110	57100	OFFICE SUPPLIES	1,140	1,140	671.11	75.71	468.89	58.9%
1001110	57200	BALLOTS	5,500	5,500	2,122.29	.00	3,377.71	38.6%

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
010	GENERAL FUND		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1001110	57500	ADVERTISING	950	950	329.41	147.06	.00	620.59	34.7%
1001110	57600	COMPUTER SUPPLIES	720	720	178.97	.00	.00	541.03	24.9%
1001110	57700	PHOTOSTATING/BINDING	600	600	119.44	.00	.00	480.56	19.9%
1001110	57900	MICROFILMING/INDEXIN	19,147	19,147	13,204.24	1,727.77	4,543.00	1,399.76	92.7%*
1001110	60040	COPIER LEASE	900	900	661.86	73.54	.00	238.14	73.5%
		TOTAL TOWN CLERK	122,460	124,731	84,560.43	9,238.62	4,543.00	35,627.57	71.4%
1001585 CONTINGENCY									

1001585	59914	WAGE INCREASES	77,774	0	.00	.00	.00	.00	.0%
		TOTAL CONTINGENCY	77,774	0	.00	.00	.00	.00	.0%
1001901 INFORMATION TECHNOLOGIES									

1001901	53100	COMPUTER EQUIPMENT	14,285	14,285	11,372.13	876.03	1,381.20	1,531.67	89.3%*
1001901	53120	COMPUTER SOFTWARE PU	600	600	571.71	31.94	.00	28.29	95.3%*
1001901	55830	COMPUTER SOFTWARE SU	2,395	2,395	1,476.35	.00	.00	918.65	61.6%
1001901	55840	COMPUTER HARDWARE SU	0	0	79.99	.00	.00	-79.99	100.0%*
1001901	56340	CABLE/INTERNET	6,747	6,747	5,837.66	19.95	.00	909.34	86.5%*
1001901	56920	CONSULTANT	27,000	27,000	17,723.53	.00	9,276.47	.00	100.0%*
1001901	60030	VOIP/WAN LEASE	10,000	10,000	4,544.22	.00	.00	5,455.78	45.4%
		TOTAL INFORMATION TECHNOLOGIES	61,027	61,027	41,605.59	927.92	10,657.67	8,763.74	85.6%
1002060 ASSESSMENT									

1002060	51301	FULL TIME HOURLY	56,788	58,208	41,389.01	4,477.19	.00	16,818.99	71.1%
1002060	55200	MILEAGE	1,388	1,388	659.36	.00	.00	728.64	47.5%
1002060	55830	COMPUTER SOFTWARE SU	7,500	7,500	5,000.00	3,050.00	1,950.00	550.00	92.7%*
1002060	56100	POSTAGE	1,035	1,035	826.33	372.96	.00	208.67	79.8%*
1002060	56910	REFERENCES/TEXTS	500	500	39.95	.00	.00	460.05	8.0%
1002060	56920	CONSULTANT	54,564	54,564	27,282.00	.00	.00	27,282.00	50.0%
1002060	56930	APPRAISALS	2,000	2,000	.00	.00	.00	2,000.00	.0%
1002060	56950	MTG. DUES/SUBSCRIPTI	100	100	.00	.00	.00	100.00	.0%
1002060	57100	OFFICE SUPPLIES	600	600	290.44	.00	64.99	244.57	59.2%
1002060	57200	PRINTING	650	650	153.30	.00	.00	496.70	23.6%

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FOR 2014 09

ACCOUNTS FOR:		ORIGINAL	REVISED				AVAILABLE	PCT
010	GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1002060	57210	GRAND LIST PROCESSIN	600	600	569.00	399.00	.00	31.00 94.8%*
1002060	57220	MAPPING MATERIALS	3,000	3,000	2,400.00	.00	.00	600.00 80.0%*
1002060	57500	ADVERTISING	100	100	.00	.00	.00	100.00 .0%
1002060	57600	COMPUTER SUPPLIES	400	400	487.50	.00	.00	-87.50 121.9%*
		TOTAL ASSESSMENT	129,225	130,645	79,096.89	8,299.15	2,014.99	49,533.12 62.1%
1002070 BOARD OF ASSESSMENT APPEALS								

1002070	51200	PART TIME HOURLY	300	300	.00	.00	.00	300.00 .0%
1002070	57100	OFFICE SUPPLIES	100	100	.00	.00	.00	100.00 .0%
		TOTAL BOARD OF ASSESSMENT APPEALS	400	400	.00	.00	.00	400.00 .0%
1002080 TAX COLLECTOR								

1002080	51110	SUPERVISORY'S SALARI	50,159	51,413	36,585.43	3,954.81	.00	14,827.57 71.2%
1002080	51200	PART TIME HOURLY	20,925	20,925	13,970.32	1,509.86	.00	6,954.68 66.8%
1002080	52100	BONDS	403	403	284.00	.00	.00	119.00 70.5%
1002080	53400	COLLECTION SERVICES	250	250	250.00	.00	.00	.00 100.0%*
1002080	53401	STATE FEES	2,470	2,470	2,469.71	.00	.00	.29 100.0%*
1002080	55200	MILEAGE	454	454	103.96	.00	.00	350.04 22.9%
1002080	56100	POSTAGE	7,325	7,325	2,638.29	690.85	.00	4,686.71 36.0%
1002080	56950	MTG. DUES/SUBSCRIPTI	1,907	1,907	573.00	87.00	.00	1,334.00 30.0%
1002080	57100	OFFICE SUPPLIES	638	638	363.26	5.98	.00	274.74 56.9%
1002080	57110	BUSINESS FORMS	4,600	4,600	2,433.76	.00	.00	2,166.24 52.9%
1002080	57120	BINDING BOOKS	406	406	.00	.00	.00	406.00 .0%
1002080	57500	ADVERTISING	350	350	357.19	177.78	.00	-7.19 102.1%*
1002080	57600	COMPUTER SUPPLIES	300	300	35.07	.00	.00	264.93 11.7%
		TOTAL TAX COLLECTOR	90,187	91,441	60,063.99	6,426.28	.00	31,377.01 65.7%
1002090 FINANCE OFFICER								

1002090	51000	FULL TIME SALARIES	16,035	16,688	17,873.30	3,423.18	.00	-1,185.30 107.1%*
1002090	51110	SUPERVISORY'S SALARI	69,916	71,664	48,242.67	5,512.55	.00	23,421.33 67.3%
1002090	51200	PART TIME	18,746	18,746	13,317.90	1,313.25	.00	5,428.10 71.0%
1002090	51301	FULL TIME HOURLY	54,738	54,955	34,878.73	2,631.99	.00	20,076.27 63.5%

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
010	GENERAL FUND		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
1002090	51400	OVERTIME	3,732	3,732	2,160.17	712.50	.00	1,571.83	57.9%
1002090	55200	MILEAGE	625	625	568.98	.00	.00	56.02	91.0%*
1002090	55830	COMPUTER SOFTWARE SU	28,823	28,823	28,267.15	.00	.00	555.85	98.1%*
1002090	55860	COPIER MAINTENANCE C	500	500	216.14	25.00	228.86	55.00	89.0%*
1002090	56100	POSTAGE	1,900	1,900	1,368.13	139.14	.00	531.87	72.0%
1002090	56950	MTG. DUES/SUBSCRIPTI	3,400	3,400	2,707.74	259.00	430.00	262.26	92.3%*
1002090	57100	OFFICE SUPPLIES	3,000	3,000	1,245.26	474.61	1,266.54	488.20	83.7%*
1002090	57600	COMPUTER SUPPLIES	400	400	307.56	.00	.00	92.44	76.9%*
TOTAL FINANCE OFFICER			201,815	204,433	151,153.73	14,491.22	1,925.40	51,353.87	74.9%

1003170 POLICE DEPT - ADMIN									

1003170	51110	SUPERVISORY'S SALARI	188,919	193,641	137,782.88	14,895.52	.00	55,858.12	71.2%
1003170	51200	PART TIME HOURLY	3,623	3,623	2,325.26	351.72	.00	1,297.74	64.2%
1003170	51301	FULL TIME HOURLY	45,285	46,417	33,014.27	3,570.02	.00	13,402.85	71.1%
1003170	51495	PRIVATE DUTY	0	0	4.62	- .02	.00	-4.62	100.0%*
1003170	53100	COMPUTER EQUIPMENT	3,500	3,500	655.99	.00	.00	2,844.01	18.7%
1003170	53120	COMPUTER SOFTWARE	575	575	.00	.00	.00	575.00	.0%
1003170	55810	OFFICE EQUIPMENT MAI	700	700	45.00	5.00	629.98	25.02	96.4%*
1003170	55830	COMPUTER SOFTWARE SU	13,500	13,500	12,500.00	.00	.00	1,000.00	92.6%*
1003170	55860	COPIER MAINTENANCE C	1,260	1,260	90.00	.00	.00	1,170.00	7.1%
1003170	56100	POSTAGE	875	875	389.24	46.33	.00	485.76	44.5%
1003170	56205	CELL PHONE	960	960	660.75	79.98	.00	299.25	68.8%
1003170	56240	REGIONAL PROGRAMS	5,000	5,000	5,000.00	.00	.00	.00	100.0%*
1003170	56700	UNIFORMS	2,216	2,216	956.41	158.99	.00	1,259.59	43.2%
1003170	56820	MEDICAL DOCTORS	1,890	1,890	1,745.00	.00	.00	145.00	92.3%*
1003170	56950	MTG. DUES/SUBSCRIPTI	1,165	1,165	1,281.15	45.00	.00	-116.15	110.0%*
1003170	56951	TRAINING	1,500	1,500	1,500.00	.00	.00	.00	100.0%*
1003170	57100	OFFICE SUPPLIES	2,550	2,550	2,480.12	34.07	.00	69.88	97.3%*
1003170	57430	VEHICLE LEASE/PURCHA	5,705	5,705	4,286.80	475.36	1,417.52	.68	100.0%*
1003170	59910	MISC. EXPENSE PERSON	400	400	.00	.00	.00	400.00	.0%
1003170	59920	MISC. EXPENSE DEPART	2,000	2,000	1,405.35	684.98	307.05	287.60	85.6%*
1003170	60040	LEASED EQUIPMENT	9,132	9,132	6,598.93	868.93	3,231.89	-698.82	107.7%*
TOTAL POLICE DEPT - ADMIN			290,755	296,609	212,721.77	21,215.88	5,586.44	78,300.91	73.6%

1003171 POLICE DEPT - PATROL									

1003171	51303	FULL TIME HOURLY PAT	843,387	864,753	597,465.20	61,135.95	.00	267,288.07	69.1%

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
010	GENERAL FUND		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1003171	51310	HOLIDAY BENEFITS/AFS	45,000	46,125	34,481.56	4,036.40	.00	11,643.44	74.8%
1003171	51400	OVERTIME/PATROL	75,000	75,498	42,796.64	1,492.77	.00	32,700.97	56.7%
1003171	51660	EDUCATIONAL INCENTIV	6,500	6,500	3,250.00	.00	.00	3,250.00	50.0%
1003171	55800	DEPT.EQUIP.MAINT/REP	4,437	4,437	2,005.74	.00	.00	2,431.26	45.2%
1003171	56700	UNIFORMS/PATROL	12,096	12,096	6,921.99	388.74	1,051.20	4,122.81	65.9%
1003171	56710	WEAPONS/AMMO	2,920	2,920	1,187.46	1,187.46	.00	1,732.54	40.7%
1003171	56951	TRAINING	3,750	3,750	754.08	50.00	.00	2,995.92	20.1%
1003171	57800	EDUCATION REIMB/PATR	8,400	8,400	578.25	.00	.00	7,821.75	6.9%
TOTAL POLICE DEPT - PATROL			1,001,490	1,024,479	689,440.92	68,291.32	1,051.20	333,986.76	67.4%
1003172 POLICE DEPT - DETECTIVE									

1003172	51303	FULL TIME HOURLY AFS	73,382	75,217	48,247.60	5,900.80	.00	26,968.95	64.1%
1003172	51310	HOLIDAY BENEFITS/AFS	847	868	47.76	.00	.00	820.42	5.5%
1003172	51400	OVERTIME/DETECTIVE	3,745	3,839	3,063.60	968.10	.00	775.02	79.8%*
1003172	51660	EDUCATIONAL INCENTIV	1,250	1,250	1,250.00	.00	.00	.00	100.0%*
1003172	56205	CELL PHONE	420	420	231.10	34.70	.00	188.90	55.0%
1003172	56230	CRIME LAB/PROCESSING	2,600	2,600	.00	.00	.00	2,600.00	.0%
1003172	56700	UNIFORMS/DETECTIVE	1,008	1,008	346.60	176.60	.00	661.40	34.4%
1003172	56951	TRAINING	250	250	.00	.00	.00	250.00	.0%
TOTAL POLICE DEPT - DETECTIVE			83,502	85,451	53,186.66	7,080.20	.00	32,264.69	62.2%
1003173 POLICE DEPT - COMMUN/DISPATCH									

1003173	51200	PART TIME/DISPATCH	23,241	23,241	6,380.68	886.56	.00	16,860.32	27.5%
1003173	51302	FULL TIME HOURLY CIL	186,605	190,777	139,810.34	15,203.11	.00	50,966.41	73.3%
1003173	51311	HOLIDAY BENEFITS/CIL	9,968	10,192	9,164.08	1,010.72	.00	1,028.20	89.9%*
1003173	51321	OVERTIME-DISPATCH	40,000	40,900	20,468.14	2,145.92	.00	20,431.86	50.0%
1003173	55020	RADIO MAINTENANCE/DI	17,897	17,897	5,838.38	539.13	4,373.00	7,685.62	57.1%
1003173	56250	COLLECT SYSTEM/DISPA	2,826	2,826	.00	.00	.00	2,826.00	.0%
1003173	56700	UNIFORMS/DISPATCH	1,680	1,680	1,431.10	.00	.00	248.90	85.2%*
1003173	56951	TRAINING	1,000	1,000	229.00	.00	550.00	221.00	77.9%*
TOTAL POLICE DEPT - COMMUN/DISPAT			283,217	288,513	183,321.72	19,785.44	4,923.00	100,268.31	65.2%
1003174 POLICE DEPT - VEHICLE MAINT									

1003174	54100	TIRES/POLICE VEH.MAI	5,217	5,217	3,891.83	53.69	.00	1,325.17	74.6%

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ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
010	GENERAL FUND		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1003174	54200	VEHICLE FUEL/POLICE	30,000	30,000	32,069.86	2,521.98	.00	-2,069.86	106.9%*
1003174	55010	VEHICLE MAINTENANCE/	16,500	16,500	7,662.07	.00	.00	8,837.93	46.4%
		TOTAL POLICE DEPT - VEHICLE MAINT	51,717	51,717	43,623.76	2,575.67	.00	8,093.24	84.4%
1003175 POLICE - ANIMAL CONTROL									

1003175	53570	ANIMAL CONTROL	24,150	24,150	24,150.00	.00	.00	.00	100.0%*
		TOTAL POLICE - ANIMAL CONTROL	24,150	24,150	24,150.00	.00	.00	.00	100.0%
1003179 POLICE DEPT - FACILITIES									

1003179	55000	REPAIRS/MAINTENANCE	7,000	7,000	5,308.27	1,445.27	.00	1,691.73	75.8%*
1003179	55100	MAINTENANCE/CLEANING	7,021	7,021	3,055.92	233.93	.00	3,965.08	43.5%
1003179	55300	HEATING/COOLING REPA	4,500	4,500	5,409.00	2,394.00	2,394.00	-3,303.00	173.4%*
1003179	55310	HEATING/COOLING CONT	1,470	1,470	757.35	.00	990.00	-277.35	118.9%*
1003179	55500	LIGHT/POWER/POLICE F	23,500	23,500	14,919.78	1,639.63	.00	8,580.22	63.5%
1003179	56200	TELEPHONE	6,400	6,400	4,827.42	458.45	.00	1,572.58	75.4%*
1003179	56340	CABLE/INTERNET	360	360	468.79	60.72	.00	-108.79	130.2%*
1003179	56500	FUEL OIL/HEAT	7,800	7,800	4,807.21	1,144.22	.00	2,992.79	61.6%
1003179	56750	WATER/POLICE FACILIT	1,125	1,125	947.77	310.86	.00	177.23	84.2%*
1003179	56760	SEWER USE/POLICE FAC	355	355	320.00	.00	.00	35.00	90.1%*
		TOTAL POLICE DEPT - FACILITIES	59,531	59,531	40,821.51	7,687.08	3,384.00	15,325.49	74.3%
1004157 SERVICE INCENTIVE									

1004157	52050	FIRE SERVICE DB/DC	33,900	33,900	33,900.00	.00	.00	.00	100.0%*
		TOTAL SERVICE INCENTIVE	33,900	33,900	33,900.00	.00	.00	.00	100.0%
1004158 FIRE SERVICES									

1004158	51200	OFFICER STIPENDS	11,200	11,200	2,134.53	230.76	.00	9,065.47	19.1%
1004158	51230	PAY PER CALL	21,600	21,600	13,480.00	13,565.00	.00	8,120.00	62.4%

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ACCOUNTS FOR:			ORIGINAL	REVISED			AVAILABLE	PCT
010	GENERAL FUND		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	BUDGET	USED
1004158	51301	FULL TIME HOURLY	4,605	4,721	3,231.84	349.28	1,489.16	68.5%
1004158	53000	EQUIPMENT PURCHASE	41,000	41,000	23,397.11	.00	-1,224.41	103.0%*
1004158	53100	COMPUTER EQUIPMENT	2,200	2,200	.00	.00	2,200.00	.0%
1004158	53630	FIRE SERVICE AWARDS	1,600	1,600	.00	.00	1,600.00	.0%
1004158	54100	TIRES	1,000	1,000	889.48	.00	110.52	88.9%*
1004158	54200	VEHICLE FUEL	9,800	9,800	7,326.20	545.12	2,473.80	74.8%
1004158	55010	VEHICLE MAINTENANCE	50,000	50,000	31,737.18	6,044.99	17,002.88	66.0%
1004158	55020	RADIO MAINTENANCE	1,000	1,000	400.00	.00	600.00	40.0%
1004158	55030	EQUIPMENT MAINTENANC	4,000	4,000	3,465.53	.00	534.47	86.6%*
1004158	55100	MAINTENANCE/CLEANING	15,000	15,000	16,629.87	375.00	-3,484.87	123.2%*
1004158	55500	LIGHT/POWER	18,500	18,500	11,503.87	2,840.94	6,996.13	62.2%
1004158	55830	COMPUTER SOFTWARE SU	550	550	550.00	.00	.00	100.0%*
1004158	56200	TELEPHONE	4,200	4,200	4,666.61	1,019.77	-466.61	111.1%*
1004158	56205	CELL PHONE	1,440	1,440	719.70	90.90	720.30	50.0%
1004158	56340	CABLE/INTERNET	2,800	2,800	2,030.67	274.44	769.33	72.5%
1004158	56500	FUEL OIL/HEAT	13,000	13,000	11,671.90	4,538.85	1,328.10	89.8%*
1004158	56750	WATER	500	500	518.50	134.03	-18.50	103.7%*
1004158	56760	SEWER USE	351	351	603.84	.00	-252.84	172.0%*
1004158	56820	PHYSICALS	11,000	11,000	9,029.50	182.00	805.00	92.7%*
1004158	56950	MTG. DUES/SUBSCRIPTI	1,200	1,200	875.00	.00	325.00	72.9%
1004158	57100	OFFICE SUPPLIES	900	900	324.42	.00	575.58	36.0%
1004158	57550	RECRUITMENT	900	900	439.61	.00	460.39	48.8%
1004158	57800	TRAINING/EDUCATION	12,000	12,000	6,409.00	.00	4,436.00	63.0%
1004158	57820	BSA CHARTER	350	350	.00	.00	350.00	.0%
1004158	59930	NFPA COMPLIANCE	12,500	12,500	11,110.91	83.73	792.99	93.7%*
1004158	59950	CONSUMABLES	3,500	3,500	1,804.56	.00	1,695.44	51.6%
1004158	59980	RETENTION	3,600	3,600	2,299.37	100.90	1,300.63	63.9%
TOTAL FIRE SERVICES			250,296	250,412	167,249.20	30,375.71	58,303.96	76.7%
1004162 EMERGENCY SERVICES								

1004162	53480	EMS DEFICIT	24,707	24,707	.00	.00	24,707.00	.0%
1004162	53490	EMS UCONN PARAMEDICS	15,600	15,600	16,144.00	16,144.00	-544.00	103.5%*
1004162	53500	EMS C-MED	20,085	20,085	20,085.00	.00	.00	100.0%*
TOTAL EMERGENCY SERVICES			60,392	60,392	36,229.00	16,144.00	24,163.00	60.0%
1004440 FIRE MARSHAL/EMERGENCY MGM'T								

1004440	51000	FULL TIME SALARIES	58,210	59,555	42,368.14	4,337.35	17,186.86	71.1%

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ACCOUNTS FOR:			ORIGINAL	REVISED			AVAILABLE	PCT
010	GENERAL FUND		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	BUDGET	USED

1004440	51200	PART TIME	2,000	2,000	294.25	.00	1,705.75	14.7%
1004440	51301	FULL TIME HOURLY	12,086	12,389	8,814.02	952.57	3,574.98	71.1%
1004440	53000	EQUIPMENT PURCHASE	450	450	159.99	.00	290.01	35.6%
1004440	55200	MILEAGE	1,850	1,850	937.27	308.38	912.73	50.7%
1004440	55800	DEPT. EQUIP.MAINT/RE	350	350	107.48	.00	242.52	30.7%
1004440	55830	COMPUTER SOFTWARE SU	1,100	1,100	1,100.00	.00	.00	100.0%*
1004440	56100	POSTAGE	135	135	46.08	.48	88.92	34.1%
1004440	56205	CELL PHONE	720	720	420.00	180.00	300.00	58.3%
1004440	56700	UNIFORMS	150	150	.00	.00	150.00	.0%
1004440	56910	REFERENCES/TEXTS	1,000	1,000	1,165.50	.00	-165.50	116.6%*
1004440	56950	MTG. DUES/SUBSCRIPTI	1,150	1,150	1,030.00	250.00	120.00	89.6%*
1004440	57100	OFFICE SUPPLIES	200	200	93.49	.00	106.51	46.7%
1004440	59900	MISCELLANEOUS	100	100	.00	.00	100.00	.0%
1004440	59940	FIRE PREVENTION	1,100	1,100	611.98	.00	488.02	55.6%
1004440	60000	EMERGENCY MANAGEMENT	800	800	328.80	.00	471.20	41.1%
TOTAL FIRE MARSHAL/EMERGENCY MGM'			81,401	83,049	57,477.00	6,028.78	25,572.00	69.2%
1005120 TOWN HALL								

1005120	51200	PART TIME	0	0	12,211.92	2,323.14	-12,211.92	100.0%*
1005120	51304	FULL TIME HOURLY NAG	143,479	146,191	87,152.87	7,774.40	59,038.23	59.6%
1005120	51400	OVERTIME	12,000	12,228	9,997.60	1,240.91	2,230.40	81.8%*
1005120	55000	REPAIRS/MAINTENANCE	17,000	17,000	11,409.33	75.00	4,648.71	94.5%*
1005120	55100	MAINTENANCE/CLEANING	15,000	15,000	12,607.23	6,589.32	534.43	87.6%*
1005120	55200	MILEAGE	300	300	139.00	.00	161.00	46.3%
1005120	55300	HEATING/COOLING REPA	5,000	5,000	1,821.02	337.19	3,178.98	.00
1005120	55310	HEATING/COOLING CONT	2,600	2,600	1,450.00	725.00	1,150.00	.00
1005120	55500	LIGHT/POWER	40,000	40,000	26,314.02	1,423.91	13,685.98	65.8%
1005120	55600	ELEVATOR MAINTENANCE	900	900	1,622.25	.00	-722.25	180.3%*
1005120	56200	TELEPHONE	22,500	22,500	14,108.23	1,525.48	8,391.77	62.7%
1005120	56205	CELL PHONE	1,200	1,200	919.67	100.44	280.33	76.6%*
1005120	56500	FUEL OIL/HEAT	21,500	21,500	22,820.12	6,344.91	-1,320.12	106.1%*
1005120	56750	WATER	1,700	1,700	1,429.94	366.30	270.06	84.1%*
1005120	56760	SEWER USE	500	500	657.09	.00	-157.09	131.4%*
1005120	57100	OFFICE SUPPLIES	250	250	146.23	87.96	-103.77	58.5%
TOTAL TOWN HALL			283,929	286,869	204,806.52	28,913.96	72,550.46	74.7%
1005200 PARKS DEPARTMENT								

1005200	51304	FULL TIME HOURLY NAG	55,682	56,740	40,378.48	4,364.80	16,361.48	71.2%

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ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
1005200 51400 OVERTIME	3,600	3,668	1,521.15	.00	.00	2,147.25	41.5%
1005200 53610 OLD DYER CEMETERY	700	700	550.00	.00	.00	150.00	78.6%*
1005200 55000 REPAIRS/MAINTENANCE	6,500	6,500	5,590.96	64.77	1,475.58	-566.54	108.7%*
1005200 55500 LIGHT/POWER	800	800	451.07	42.06	.00	348.93	56.4%
1005200 56500 FUEL OIL/HEAT	1,900	1,900	1,368.35	348.46	.00	531.65	72.0%
1005200 56750 WATER	4,000	4,000	644.62	.00	307.35	3,048.03	23.8%
1005200 56760 SEWER USE	355	355	320.00	.00	.00	35.00	90.1%*
1005200 58310 FIELD MAINTENANCE	14,500	14,500	9,868.14	.00	1,533.00	3,098.86	78.6%*
TOTAL PARKS DEPARTMENT	88,037	89,163	60,692.77	4,820.09	3,315.93	25,154.66	71.8%

1005210 GENERAL HIGHWAY							
1005210 51110 SUPERVISORY'S SALARI	75,949	81,999	57,154.19	6,615.37	.00	24,844.81	69.7%
1005210 51200 PART TIME	15,524	15,524	10,601.55	1,168.44	.00	4,922.45	68.3%
1005210 51304 FULL TIME HOURLY NAG	407,960	415,635	308,407.24	34,016.08	.00	107,227.45	74.2%
1005210 51400 OVERTIME	55,000	56,148	82,429.58	8,649.36	.00	-26,281.98	146.8%*
1005210 51650 LONGEVITY	400	400	400.00	.00	.00	.00	100.0%*
1005210 53710 HEAVY EQUIPMENT RENT	1,500	1,500	9,722.50	8,163.50	.00	-8,222.50	648.2%*
1005210 54100 TIRES	5,500	5,500	5,527.90	.00	.00	-27.90	100.5%*
1005210 54200 VEHICLE FUEL	4,500	4,500	4,627.27	289.78	.00	-127.27	102.8%*
1005210 54210 DIESEL FUEL	40,000	40,000	51,249.48	9,353.42	.00	-11,249.48	128.1%*
1005210 54220 OIL	3,800	3,800	.00	.00	.00	3,800.00	.0%
1005210 54230 TREE CARE	20,000	20,000	14,850.00	.00	150.00	5,000.00	75.0%*
1005210 54500 SNOW REMOVAL	153,860	153,860	198,524.01	42,683.80	21,371.27	-66,035.28	142.9%*
1005210 55000 REPAIRS/MAINTENANCE	40,000	40,000	35,789.99	2,681.26	1,938.36	2,271.65	94.3%*
1005210 55020 RADIO MAINTENANCE	2,425	2,425	1,575.00	175.00	850.00	.00	100.0%*
1005210 55110 TOWN MAINTENANCE/SUP	14,000	14,000	13,150.33	31.49	847.76	1.91	100.0%*
1005210 55130 STREET SWEEPING	5,000	5,000	1,150.00	.00	1,494.96	2,355.04	52.9%
1005210 55140 STREET LINE PAINTING	750	750	270.00	.00	.00	480.00	36.0%
1005210 55510 ROAD MAINTENANCE	30,000	30,000	24,411.68	776.40	557.20	5,031.12	83.2%*
1005210 56205 CELL PHONE	1,600	1,600	780.00	100.00	.00	820.00	48.8%
1005210 56340 CABLE/INTERNET	1,020	1,020	762.69	85.99	.00	257.31	74.8%
1005210 56920 CONTRACT SERV-PLOW R	33,000	33,000	38,543.50	9,464.50	16,293.00	-21,836.50	166.2%*
1005210 56950 MTG. DUES/SUBSCRIPTI	1,250	1,250	1,664.50	-295.00	.00	-414.50	133.2%*
TOTAL GENERAL HIGHWAY	913,038	927,910	861,591.41	123,959.39	43,502.55	22,816.33	97.5%

1005260 TOWN GARAGE							
1005260 55000 REPAIRS/MAINTENANCE	4,000	4,000	4,945.72	500.00	.00	-945.72	123.6%*

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ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1005260 55100 MAINTENANCE/CLEANING	400	400	198.24	.00	.00	201.76	49.6%
1005260 55500 LIGHT/POWER	5,500	5,500	3,662.81	601.47	.00	1,837.19	66.6%
1005260 56500 FUEL OIL/HEAT	8,800	8,800	8,361.77	2,924.34	.00	438.23	95.0%*
1005260 56700 UNIFORMS	12,500	12,500	9,867.23	915.72	658.41	1,974.36	84.2%*
1005260 56720 MEALS	2,925	2,925	2,925.00	2,925.00	.00	.00	100.0%*
1005260 56750 WATER	1,300	1,300	497.55	76.87	18.35	784.10	39.7%
1005260 56760 SEWER USE	355	355	320.00	.00	.00	35.00	90.1%*
1005260 57100 OFFICE SUPPLIES	600	600	1,041.15	477.99	.00	-441.15	173.5%*
TOTAL TOWN GARAGE	36,380	36,380	31,819.47	8,421.39	676.76	3,883.77	89.3%
1005470 UTILITIES							

1005470 55500 LIGHT/POWER	30,000	30,000	19,472.79	2,441.73	.00	10,527.21	64.9%
1005470 56750 WATER	174,600	174,600	113,736.64	14,475.74	.00	60,863.36	65.1%
TOTAL UTILITIES	204,600	204,600	133,209.43	16,917.47	.00	71,390.57	65.1%
1005550 COMMUNITY CENTER							

1005550 55000 REPAIRS/MAINTENANCE	5,500	5,500	3,739.95	.00	.00	1,760.05	68.0%
1005550 55100 MAINTENANCE/CLEANING	20,000	20,000	10,453.20	242.04	3,791.87	5,754.93	71.2%
1005550 55300 HEATING/COOLING REPA	3,000	3,000	3,871.07	.00	.00	-871.07	129.0%*
1005550 55310 HEATING/COOLING CONT	3,400	3,400	1,227.25	.00	2,172.75	.00	100.0%*
1005550 55500 LIGHT/POWER	44,000	44,000	26,709.43	2,928.70	.00	17,290.57	60.7%
1005550 55600 ELEVATOR MAINTENANCE	1,200	1,200	1,690.93	.00	84.16	-575.09	147.9%*
1005550 56200 TELEPHONE	5,500	5,500	4,074.08	431.62	.00	1,425.92	74.1%
1005550 56500 FUEL OIL/HEAT	20,000	20,000	15,156.21	3,186.01	.00	4,843.79	75.8%*
1005550 56750 WATER	5,500	5,500	2,092.01	388.48	.00	3,407.99	38.0%
1005550 56760 SEWER USE	900	900	808.08	.00	.00	91.92	89.8%*
TOTAL COMMUNITY CENTER	109,000	109,000	69,822.21	7,176.85	6,048.78	33,129.01	69.6%
1006340 COMMUNITY AGENCIES							

1006340 53575 YOUTH SERVICE BUREAU	8,800	8,800	8,800.00	.00	.00	.00	100.0%*
1006340 53580 MEMORIAL DAY	905	905	.00	.00	.00	905.00	.0%
1006340 53585 HEALTH DISTRICT	51,500	51,500	51,500.00	.00	.00	.00	100.0%*

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ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
1006340 53595 FV VNA	19,625	19,625	4,278.75	.00	15,346.25	.00	100.0%*
TOTAL COMMUNITY AGENCIES	80,830	80,830	64,578.75	.00	15,346.25	905.00	98.9%

1006380 SENIOR/SOCIAL SERVICES							
1006380 51110 SUPERVISORY'S SALARI	52,217	52,217	37,077.42	4,016.67	.00	15,139.58	71.0%
1006380 51200 PART TIME	23,179	23,179	16,020.25	1,739.50	.00	7,158.75	69.1%
1006380 54420 DIAL-A-RIDE	46,547	46,547	31,096.00	3,887.00	15,548.00	-97.00	100.2%*
1006380 55200 MILEAGE	175	175	79.11	.00	.00	95.89	45.2%
1006380 55860 COPIER MAINTENANCE C	500	500	274.79	32.97	225.13	.08	100.0%*
1006380 56100 POSTAGE	1,600	1,600	1,159.91	76.76	.00	440.09	72.5%
1006380 56205 CELL PHONE	400	400	233.31	33.33	.00	166.69	58.3%
1006380 56720 MEALS	3,708	3,708	2,012.27	.00	1,695.73	.00	100.0%*
1006380 56950 MTG. DUES/SUBSCRIPTI	618	618	405.00	.00	.00	213.00	65.5%
1006380 57100 OFFICE SUPPLIES	300	300	159.42	.00	.00	140.58	53.1%
1006380 57200 PRINTING	3,000	3,000	1,030.00	.00	1,970.00	.00	100.0%*
1006380 57600 COMPUTER SUPPLIES	200	200	143.98	.00	.00	56.02	72.0%
1006380 59030 SENIOR ACTIVITIES	1,300	1,300	622.60	.00	.00	677.40	47.9%
1006380 59050 MEALS ON WHEELS	3,500	3,500	3,500.00	.00	.00	.00	100.0%*
1006380 59100 GENERAL ASSISTANCE	3,500	3,500	1,945.69	348.29	.00	1,554.31	55.6%
TOTAL SENIOR/SOCIAL SERVICES	140,744	140,744	95,759.75	10,134.52	19,438.86	25,545.39	81.8%

1006450 PARK AND RECREATION							
1006450 51110 SUPERVISORY'S SALARI	48,255	49,712	35,053.35	3,812.31	.00	14,658.65	70.5%
1006450 51150 PART TIME SEASONAL	51,757	51,757	38,737.05	.00	.00	13,019.95	74.8%
1006450 51200 PART TIME WAGES	19,476	19,476	13,674.83	1,472.57	.00	5,801.17	70.2%
1006450 55100 MAINTENANCE/CLEANING	5,810	5,810	2,247.38	.00	.00	3,562.62	38.7%
1006450 55200 MILEAGE	300	300	75.71	.00	.00	224.29	25.2%
1006450 55500 LIGHT/POWER	6,000	6,000	6,415.00	59.45	.00	-415.00	106.9%*
1006450 55800 REPAIRS/MAINTENANCE	13,400	13,400	6,855.52	.00	984.00	5,560.48	58.5%
1006450 55860 COPIER MAINTENANCE C	300	300	.00	.00	.00	300.00	.0%
1006450 56100 POSTAGE	100	100	32.66	.48	.00	67.34	32.7%
1006450 56340 CABLE/INTERNET	300	300	107.46	.00	.00	192.54	35.8%
1006450 56440 SPECIAL EVENTS	8,400	8,400	6,761.94	457.32	.00	1,638.06	80.5%*
1006450 56500 FUEL OIL/HEAT	600	600	468.69	47.72	.00	131.31	78.1%*
1006450 56760 SEWER USE	2,235	2,235	2,389.22	.00	.00	-154.22	106.9%*
1006450 56950 MTG. DUES/SUBSCRIPTI	1,500	1,500	826.63	.00	.00	673.37	55.1%

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ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
1006450 57100 OFFICE SUPPLIES	500	500	200.20	60.99	.00	299.80	40.0%
1006450 58400 CHEMICALS	6,000	6,000	3,234.50	.00	517.65	2,247.85	62.5%
1006450 58410 MILLS POND OPENING/C	17,000	17,000	281.65	.00	.00	16,718.35	1.7%
1006450 58420 MILLS POND POOL REPA	4,000	4,000	1,354.48	.00	.00	2,645.52	33.9%
1006450 58430 MILLS POND WATER	12,100	12,100	9,356.97	.00	.00	2,743.03	77.3%*
1006450 60040 COPIER LEASE	883	883	588.32	.00	294.68	.00	100.0%*
TOTAL PARK AND RECREATION	198,916	200,373	128,661.56	5,910.84	1,796.33	69,915.11	65.1%
1007065 BUILDING OFFICIAL							
1007065 51110 SUPERVISORY'S SALARI	30,900	30,900	12,113.52	1,084.72	.00	18,786.48	39.2%
1007065 51301 FULL TIME HOURLY	23,595	24,185	17,334.21	1,873.35	.00	6,850.79	71.7%
1007065 55200 MILEAGE	2,100	2,100	1,824.95	116.48	.00	275.05	86.9%*
1007065 56100 POSTAGE	300	300	115.54	8.16	.00	184.46	38.5%
1007065 56910 REFERENCES/TEXTS	200	200	.00	.00	.00	200.00	.0%
1007065 56950 MTG. DUES/SUBSCRIPTI	300	300	125.00	.00	.00	175.00	41.7%
1007065 57100 OFFICE SUPPLIES	200	200	194.08	.00	.00	5.92	97.0%*
TOTAL BUILDING OFFICIAL	57,595	58,185	31,707.30	3,082.71	.00	26,477.70	54.5%
1007410 TOWN PLANNER							
1007410 51000 FULL TIME SALARIES	66,418	68,079	48,445.95	5,236.74	.00	19,633.05	71.2%
1007410 51110 SUPERVISORY'S SALARI	97,574	100,014	71,162.18	7,693.24	.00	28,851.82	71.2%
1007410 51200 PART TIME	5,000	5,000	1,936.83	285.82	.00	3,063.17	38.7%
1007410 51301 FULL TIME HOURLY	41,882	42,934	28,538.05	3,302.60	.00	14,395.95	66.5%
1007410 55200 MILEAGE	1,400	1,400	834.33	57.12	.00	565.67	59.6%
1007410 55860 COPIER MAINTENANCE C	2,700	2,700	1,942.29	382.74	1,117.09	-359.38	113.3%*
1007410 56000 MARKETING	5,650	5,650	.00	.00	.00	5,650.00	.0%
1007410 56100 POSTAGE	1,200	1,200	666.11	85.74	.00	533.89	55.5%
1007410 56910 REFERENCES/TEXTS	300	300	570.75	.00	.00	-270.75	190.3%*
1007410 56950 MTG. DUES/SUBSCRIPTI	3,345	3,345	2,191.00	50.00	.00	1,154.00	65.5%
1007410 57100 OFFICE SUPPLIES	1,400	1,400	292.15	.00	.00	1,107.85	20.9%
1007410 57200 PRINTING	300	300	.00	.00	.00	300.00	.0%
1007410 57220 MAPPING MATERIALS	4,050	4,050	800.00	.00	.00	3,250.00	19.8%
1007410 57500 ADVERTISING	6,200	6,200	3,759.45	364.72	.00	2,440.55	60.6%
1007410 57600 COMPUTER SUPPLIES	500	500	.00	.00	.00	500.00	.0%
1007410 60040 COPIER LEASE	3,732	3,732	2,488.00	.00	1,244.00	.00	100.0%*
TOTAL TOWN PLANNER	241,651	246,804	163,627.09	17,458.72	2,361.09	80,815.82	67.3%

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ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
010	GENERAL FUND		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1008130 INSURANCE									

1008130	52000	PROPERTY/CASUALTY	134,713	134,713	116,965.54	7,185.46	22,234.36	-4,486.90	103.3%*
1008130	52010	WORKMAN'S COMPENSATI	132,681	160,050	101,719.97	.00	27,659.38	30,670.65	80.8%*
1008130	52030	UNEMPLOYMENT	7,500	7,500	472.75	.00	.00	7,027.25	6.3%*
1008130	53560	RECOVERABLE EXPENSE	6,000	6,000	10,011.52	1,813.40	1,400.00	-5,411.52	190.2%*
TOTAL INSURANCE			280,894	308,263	229,169.78	8,998.86	51,293.74	27,799.48	91.0%
1009141 EMPLOYEE BENEFITS & INSURANCE									

1009141	51670	EMPLOYEE LEAVE LIABI	0	0	38,965.53	.00	.00	-38,965.53	100.0%*
1009141	52110	LIFE INSURANCE	10,000	10,000	7,763.34	707.66	.00	2,236.66	77.6%*
1009141	52120	MEDICAL INSURANCE	789,400	789,400	571,542.90	.00	.00	217,857.10	72.4%*
1009141	52130	SECTION 125 ADMINIST	1,500	1,500	779.00	256.75	518.50	202.50	86.5%*
1009141	52140	LT DISABILITY & ADD	8,200	8,200	6,394.42	647.35	.00	1,805.58	78.0%*
1009141	52145	HEART AND HYPERTENSI	43,576	43,576	32,682.00	3,352.00	.00	10,894.00	75.0%*
1009141	52300	PENSION	752,376	752,376	704,285.20	16,427.16	.00	48,090.80	93.6%*
1009141	52400	F.I.C.A.	312,500	312,500	230,931.02	23,914.80	.00	81,568.98	73.9%*
1009141	56820	EMPLOYEE ASSISTANCE	1,770	1,770	1,647.00	.00	.00	123.00	93.1%*
TOTAL EMPLOYEE BENEFITS & INSURAN			1,919,322	1,919,322	1,594,990.41	45,305.72	518.50	323,813.09	83.1%
1010320 LIBRARY									

1010320	51110	SUPERVISORY'S SALARI	80,380	82,310	58,565.57	6,331.40	.00	23,744.43	71.2%
1010320	51200	PART TIME HOURLY	181,961	181,961	122,601.54	13,548.64	.00	59,359.46	67.4%
1010320	51300	FULL TIME SALARY	190,404	194,359	137,393.32	14,853.13	.00	56,965.68	70.7%
1010320	53110	COMPUTER HARDWARE PU	3,100	3,100	2,807.09	.00	.00	292.91	90.6%*
1010320	53120	COMPUTER SOFTWARE PU	970	970	.00	.00	.00	970.00	.0%
1010320	55200	MILEAGE	820	820	493.99	53.76	.00	326.01	60.2%
1010320	55800	DEPT. EQUIP. MAINT/RE	700	700	194.78	.00	.00	505.22	27.8%
1010320	55860	COPIER MAINTENANCE C	870	870	381.53	.00	488.47	.00	100.0%*
1010320	56100	POSTAGE	270	270	69.00	.00	.00	201.00	25.6%
1010320	56950	MTG. DUES/SUBSCRIPTI	1,285	1,285	1,085.00	.00	.00	200.00	84.4%*
1010320	57100	OFFICE SUPPLIES	5,000	5,000	3,875.42	563.65	.00	1,124.58	77.5%*
1010320	57310	ELECTRONIC SERVICES	29,488	29,488	29,445.45	22.95	.00	42.55	99.9%*
1010320	57320	PUBLICATIONS	71,569	71,569	45,805.03	3,012.32	16,849.80	8,914.17	87.5%*

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ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1010320 57600 COMPUTER SUPPLIES	1,200	1,200	1,350.96	.00	.00	-150.96	112.6%*
1010320 57800 TRAINING/EDUCATION	1,000	1,000	120.00	.00	.00	880.00	12.0%
1010320 59010 PROGRAMS	2,665	2,665	1,511.33	250.00	.00	1,153.67	56.7%
1010320 60040 COPIER LEASE	1,661	1,661	1,107.20	.00	553.80	.00	100.0%*
TOTAL LIBRARY	573,343	579,228	406,807.21	38,635.85	17,892.07	154,528.72	73.3%
1011590 CIP/CAPITAL & NonRECURRING							

1011590 59150 CIP/CNR - CAPITAL IM	873,331	1,071,747	873,331.00	.00	.00	198,416.00	81.5%*
TOTAL CIP/CAPITAL & NonRECURRING	873,331	1,071,747	873,331.00	.00	.00	198,416.00	81.5%
TOTAL GENERAL FUND	9,378,378	9,604,163	7,208,777.19	571,039.66	281,930.64	2,113,455.17	78.0%
TOTAL EXPENSES	9,378,378	9,604,163	7,208,777.19	571,039.66	281,930.64	2,113,455.17	

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	9,378,378	9,604,163	7,208,777.19	571,039.66	281,930.64	2,113,455.17	78.0%

** END OF REPORT - Generated by Cassandra Hughes **

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ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
130 DPW - TRANSFER STATION	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1300290 DPW -TRANSFER STATION							

1300290 51200 PART TIME	9,545	9,545	6,661.74	712.96	.00	2,883.26	69.8%
1300290 51304 FULL TIME HOURLY NAG	51,542	51,542	40,477.65	3,734.40	.00	11,064.35	78.5%*
1300290 51400 OVERTIME	750	750	428.87	428.87	.00	321.13	57.2%
1300290 52400 F.I.C.A.	4,850	4,850	4,199.75	373.03	.00	650.25	86.6%*
1300290 55000 REPAIRS/MAINTENANCE	3,000	3,000	4,080.98	57.29	.00	-1,080.98	136.0%*
1300290 55500 LIGHT/POWER	2,200	2,200	2,160.04	328.39	.00	39.96	98.2%*
1300290 56340 CABLE/INTERNET	0	0	707.92	89.06	.00	-707.92	100.0%*
1300290 56750 WATER	600	600	94.46	.00	.00	505.54	15.7%
1300290 57100 OFFICE SUPPLIES	800	800	.00	.00	.00	800.00	.0%
1300290 59100 DEPARTMENT EXPENSE	1,547	1,547	.00	.00	.00	1,547.00	.0%
1300290 59425 CREDIT CARD FEES	0	0	201.71	18.48	.00	-201.71	100.0%*
1300290 59920 PERMIT FEE	800	800	.00	.00	.00	800.00	.0%
1300290 59960 HAULING	55,000	55,000	29,190.00	2,510.00	25,810.00	.00	100.0%*
1300290 59970 TIPPING FEE	116,076	116,076	62,625.76	4,785.95	45,508.13	7,942.11	93.2%*
TOTAL DPW -TRANSFER STATION	246,710	246,710	150,828.88	13,038.43	71,318.13	24,562.99	90.0%
TOTAL DPW - TRANSFER STATION	246,710	246,710	150,828.88	13,038.43	71,318.13	24,562.99	90.0%
TOTAL EXPENSES	246,710	246,710	150,828.88	13,038.43	71,318.13	24,562.99	

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ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
021 PARK & RECREATION REVENUE FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

2100045 PARK & RECREATION REVENUE FUND							

2100045 51110 SUPERVISORY'S SALARI	10,000	10,000	7,433.11	780.82	.00	2,566.89	74.3%
2100045 51150 PART TIME SEASONAL	51,694	51,694	40,512.65	.00	.00	11,181.35	78.4%*
2100045 51200 PART TIME	16,247	16,247	7,046.10	636.43	.00	9,200.90	43.4%
2100045 51210 FINANCIAL SERVICES	10,834	10,834	7,121.77	722.98	.00	3,712.23	65.7%
2100045 52200 FRINGE BENEFITS	4,717	4,717	3,643.25	.00	.00	1,073.75	77.2%*
2100045 52400 F.I.C.A.	5,644	5,644	2,894.22	.00	.00	2,749.78	51.3%
2100045 55200 MILEAGE	50	50	120.91	.00	.00	-70.91	241.8%*
2100045 55830 COMPUTER SOFTWARE SU	5,586	5,586	5,495.06	.00	.00	90.94	98.4%*
2100045 56100 POSTAGE	50	50	.00	.00	.00	50.00	.0%
2100045 56950 MTG. DUES/SUBSCRIPTI	550	550	639.58	.00	.00	-89.58	116.3%*
2100045 57200 PRINTING	500	500	96.27	.00	.00	403.73	19.3%
2100045 57360 MATERIALS/SUPPLIES	3,500	3,500	557.47	.00	.00	2,942.53	15.9%
2100045 59010 PROGRAMS	100,000	100,000	60,401.45	4,814.70	421.25	39,177.30	60.8%
2100045 59020 SPECIAL NEEDS	500	500	75.00	.00	.00	425.00	15.0%
2100045 59425 CREDIT CARD FEES	3,500	3,500	3,169.06	154.82	.00	330.94	90.5%*
2100045 59920 LICENSE FEE	340	340	330.00	.00	.00	10.00	97.1%*
TOTAL PARK & RECREATION REVENUE F	213,712	213,712	139,535.90	7,109.75	421.25	73,754.85	65.5%
TOTAL PARK & RECREATION REVENUE F	213,712	213,712	139,535.90	7,109.75	421.25	73,754.85	65.5%
TOTAL EXPENSES	213,712	213,712	139,535.90	7,109.75	421.25	73,754.85	

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ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
037 EMERGENCY SERVICES - FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

3704162 EMERGENCY SERVICES - FUND							

3704162 49100 INTERFUND OPERATING	0	0	.00	.00	.00	.00	.0%
3704162 51000 FULL TIME SALARIES -	0	0	.00	.00	.00	.00	.0%
3704162 51200 OFFICER STIPENDS	5,650	5,650	.00	.00	.00	5,650.00	.0%
3704162 51210 FINANCIAL SERVICES	10,834	10,834	7,173.96	722.98	.00	3,660.04	66.2%
3704162 51220 PART TIME ADMINISTRA	0	0	.00	.00	.00	.00	.0%
3704162 51230 PAY PER CALL	22,850	22,850	6,681.65	6,710.80	.00	16,168.35	29.2%
3704162 52000 PROPERTY/CASUALTY IN	17,787	17,787	12,860.10	3,213.54	.00	4,926.90	72.3%
3704162 52010 WORKMAN'S COMPENSATI	0	0	.00	.00	.00	.00	.0%
3704162 52050 SERVICE INCENTIVE -	0	0	.00	.00	.00	.00	.0%
3704162 52200 FRINGE BENEFITS	20,000	20,000	21,143.25	.00	.00	-1,143.25	105.7%*
3704162 52400 F.I.C.A.	4,635	4,635	.00	.00	.00	4,635.00	.0%
3704162 53000 EQUIPMENT PURCHASE	11,000	11,000	9,957.26	59.95	4,231.38	-3,188.64	129.0%*
3704162 53100 COMPUTER EQUIPMENT	2,500	2,500	1,163.95	1,163.95	94.00	1,242.05	50.3%
3704162 53400 BILLING SERVICES-EMS	10,500	10,500	7,396.14	880.47	5,847.54	-2,743.68	126.1%*
3704162 53500 EMERGENCY SERVICES C	7,500	7,500	7,496.73	.00	.00	3.27	100.0%*
3704162 54200 VEHICLE FUEL	9,000	9,000	5,826.29	467.26	.00	3,173.71	64.7%
3704162 55010 VEHICLE MAINTENANCE	9,000	9,000	9,645.02	534.80	.00	-645.02	107.2%*
3704162 55020 RADIO MAINTENANCE EM	1,000	1,000	.00	.00	760.00	240.00	76.0%*
3704162 55030 EQUIPMENT MAINTENANC	1,000	1,000	484.50	40.00	330.00	185.50	81.5%*
3704162 55100 MAINT/CLEANING SUPPL	4,000	4,000	3,906.85	250.00	750.00	-656.85	116.4%*
3704162 55200 MILEAGE	0	0	.00	.00	.00	.00	.0%
3704162 55500 LIGHT/POWER EM	5,000	5,000	2,556.90	493.25	.00	2,443.10	51.1%
3704162 55830 COMPUTER SOFTWARE SU	3,400	3,400	3,377.62	.00	.00	22.38	99.3%*
3704162 56200 TELEPHONE EMS	1,200	1,200	1,392.10	271.88	.00	-192.10	116.0%*
3704162 56205 CELL PHONE	2,500	2,500	813.43	114.72	.00	1,686.57	32.5%
3704162 56340 CABLE/INTERNET	600	600	465.23	.00	.00	134.77	77.5%*
3704162 56500 FUEL OIL/HEAT	2,500	2,500	2,273.25	106.35	.00	226.75	90.9%*
3704162 56750 WATER	450	450	588.30	134.03	.00	-138.30	130.7%*
3704162 56760 SEWER USE	351	351	283.85	.00	.00	67.15	80.9%*
3704162 56800 FIRST AID SUPPLIES E	25,000	25,000	32,460.39	324.66	3,122.71	-10,583.10	142.3%*
3704162 56820 MEDICAL DOCTORS	1,350	1,350	142.00	.00	.00	1,208.00	10.5%
3704162 57100 OFFICE SUPPLIES EM	600	600	486.39	165.26	.00	113.61	81.1%*
3704162 57400 EQUIPMENT PURCHASES	0	0	.00	.00	.00	.00	.0%
3704162 57550 RECRUITMENT - EMS	500	500	419.63	.00	.00	80.37	83.9%*
3704162 57800 TRAINING/EDUCATION	11,000	11,000	5,418.88	2,100.00	2,483.00	3,098.12	71.8%
3704162 59100 DEPARTMENT EXP EMS	140,000	140,000	117,213.99	12,066.96	12,224.27	10,561.74	92.5%*
3704162 59900 MISCELLANEOUS - EMS	0	0	.00	.00	.00	.00	.0%
3704162 59980 RETENTION	3,000	3,000	559.37	.00	.00	2,440.63	18.6%
TOTAL EMERGENCY SERVICES - FUND	334,707	334,707	262,187.03	29,820.86	29,842.90	42,677.07	87.2%

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
037 EMERGENCY SERVICES - FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

TOTAL EMERGENCY SERVICES - FUND	334,707	334,707	262,187.03	29,820.86	29,842.90	42,677.07	87.2%
TOTAL EXPENSES	334,707	334,707	262,187.03	29,820.86	29,842.90	42,677.07	

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
024 WATER POLLUTION CONTROL AUTHOR	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

2400031 WATER POLLUTION CONTROL AUTHOR							

2400031 49004 MISC. EXPENSES YEAR	0	0	.00	.00	.00	.00	.0%
2400031 51110 SUPERVISORY'S SALARI	162,431	162,431	119,434.38	12,917.18	.00	42,996.62	73.5%
2400031 51200 PART TIME WAGES	20,969	20,969	3,387.20	.00	.00	17,581.80	16.2%
2400031 51210 FINANCIAL SERVICES	30,160	30,160	18,465.22	1,885.42	.00	11,694.78	61.2%
2400031 51301 FULL TIME HOURLY	0	0	.00	.00	.00	.00	.0%
2400031 51304 FULL TIME HOURLY NAG	55,688	55,688	40,373.40	4,364.80	.00	15,314.60	72.5%
2400031 51400 OVERTIME	9,279	9,279	5,656.30	640.51	.00	3,622.70	61.0%
2400031 51500 RETIREMENT	0	0	.00	.00	.00	.00	.0%
2400031 51650 LONGEVITY	0	0	.00	.00	.00	.00	.0%
2400031 52000 PROPERTY/CASUALTY	7,000	7,000	5,020.36	.00	1,673.64	306.00	95.6%*
2400031 52200 FRINGE BENEFITS	92,000	92,000	69,196.86	862.98	1,765.62	21,037.52	77.1%*
2400031 52220 LEGAL FEES	2,500	2,500	.00	.00	.00	2,500.00	.0%
2400031 52400 F.I.C.A.	22,075	22,075	12,765.82	1,239.70	.00	9,309.18	57.8%
2400031 53120 COMPUTER SOFT/HARDWA	0	0	.00	.00	.00	.00	.0%
2400031 53560 RECOVERABLE EXPENSE	0	0	.00	.00	.00	.00	.0%
2400031 54200 VEHICLE FUEL	1,300	1,300	809.15	74.21	.00	490.85	62.2%
2400031 55000 REPAIRS/MAINTENANCE	12,000	12,000	6,476.50	1,216.58	668.50	4,855.00	59.5%
2400031 55030 EQUIPMENT MAINTENANC	3,000	3,000	1,974.98	.00	.00	1,025.02	65.8%
2400031 55060 EMERGENCY REPARIS	0	0	.00	.00	.00	.00	.0%
2400031 55100 MAINTENANCE/CLEANING	12,000	12,000	9,795.89	247.57	.00	2,204.11	81.6%*
2400031 55120 MANHOLE FRAMES & COV	0	0	.00	.00	.00	.00	.0%
2400031 55150 TOXICITY TESTS	12,000	12,000	4,897.70	455.00	520.00	6,582.30	45.1%
2400031 55160 LABORATORY	2,500	2,500	1,879.62	267.85	.00	620.38	75.2%*
2400031 55200 MILEAGE	500	500	168.83	.00	.00	331.17	33.8%
2400031 55500 LIGHT/POWER	75,000	75,000	47,842.59	5,289.19	.00	27,157.41	63.8%
2400031 55830 COMPUTER SOFTWARE SU	5,500	5,500	4,807.15	.00	.00	692.85	87.4%*
2400031 56100 POSTAGE	2,000	2,000	1,045.49	57.59	.00	954.51	52.3%
2400031 56200 TELEPHONE	2,500	2,500	1,420.04	182.19	.00	1,079.96	56.8%
2400031 56205 CELL PHONE	1,200	1,200	636.08	95.34	.00	563.92	53.0%
2400031 56340 CABLE/INTERNET	0	0	.00	.00	.00	.00	.0%
2400031 56500 FUEL OIL/HEAT	18,000	18,000	4,930.54	956.53	780.86	12,288.60	31.7%
2400031 56700 UNIFORMS	2,500	2,500	1,335.23	129.72	.00	1,164.77	53.4%
2400031 56750 WATER	500	500	85.03	.00	.00	414.97	17.0%
2400031 56760 SEWER USE	320	320	320.00	.00	.00	.00	100.0%*
2400031 56950 MTG. DUES/SUBSCRIPTI	1,000	1,000	384.00	30.00	.00	616.00	38.4%
2400031 57100 OFFICE SUPPLIES	2,500	2,500	1,085.88	.00	.00	1,414.12	43.4%
2400031 57400 EQUIPMENT PURCHASES	30,000	30,000	49,479.88	.00	4,016.77	-23,496.65	178.3%*
2400031 57430 VEHICLE LEASE/PURCHA	0	0	.00	.00	.00	.00	.0%
2400031 57500 ADVERTISING	800	800	.00	.00	.00	800.00	.0%
2400031 58400 CHEMICALS	4,000	4,000	1,628.00	.00	.00	2,372.00	40.7%

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
024	WATER POLLUTION CONTROL AUTHOR		APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
2400031	58700	ENGINEERING	18,000	18,000	11,093.07	.00	.00	6,906.93	61.6%
2400031	58701	PROJECT ENGINEERING	25,000	25,000	7,385.91	.00	.00	17,614.09	29.5%
2400031	58710	AUDITOR	4,100	4,100	4,100.00	.00	.00	.00	100.0%*
2400031	59100	DEPARTMENT EXPENSE	10,000	10,000	.00	.00	.00	10,000.00	.0%
2400031	59200	AVON LINE FLUSHING	0	0	.00	.00	.00	.00	.0%
2400031	59210	FARMINGTON USE CHARG	35,000	35,000	26,631.63	.00	8,368.37	.00	100.0%*
2400031	59220	NPDS PERMIT	1,723	1,723	1,722.50	.00	.00	.50	100.0%*
2400031	59221	DEP PERMIT	0	0	.00	.00	.00	.00	.0%
2400031	59230	FLUSHING	10,000	10,000	3,904.80	.00	.00	6,095.20	39.0%
2400031	59240	SLUDGE/GRIT REMOVAL	57,280	57,280	33,510.31	2,390.29	23,264.05	505.64	99.1%*
2400031	59250	NITROGEN CREDITS	28,045	28,045	21,395.00	.00	.00	6,650.00	76.3%*
TOTAL WATER POLLUTION CONTROL AUT			780,370	780,370	525,045.34	33,302.65	41,057.81	214,266.85	72.5%
TOTAL WATER POLLUTION CONTROL AUT			780,370	780,370	525,045.34	33,302.65	41,057.81	214,266.85	72.5%
TOTAL EXPENSES			780,370	780,370	525,045.34	33,302.65	41,057.81	214,266.85	

FY 2013-14

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
1001010 BOARD OF SELECTMEN	51,775	51,775	38,475.61	1,206.78	3,501.78	9,797.61	81.1%
1001020 CHIEF ADMINISTRATIVE OFFICER	307,978	308,313	197,496.98	18,591.98	22,274.51	88,541.38	71.3%
1001030 ELECTIONS	26,215	26,215	16,535.10	1,796.84	.00	9,679.90	63.1%
1001050 PROBATE COURT	2,561	2,561	2,627.00	.00	.00	-66.00	102.6%
1001100 TOWN COUNSEL	85,000	85,000	44,465.67	11,140.42	25,506.83	15,027.50	82.3%
1001110 TOWN CLERK	122,460	124,731	84,560.43	9,238.62	4,543.00	35,627.57	71.4%
1001585 CONTINGENCY	77,774	0	.00	.00	.00	.00	.0%
1001901 INFORMATION TECHNOLOGIES	61,027	61,027	41,605.59	927.92	10,657.67	8,763.74	85.6%
1002060 ASSESSMENT	129,225	130,645	79,096.89	8,299.15	2,014.99	49,533.12	62.1%
1002070 BOARD OF ASSESSMENT APPEALS	400	400	.00	.00	.00	400.00	.0%
1002080 TAX COLLECTOR	90,187	91,441	60,063.99	6,426.28	.00	31,377.01	65.7%
1002090 FINANCE OFFICER	201,815	204,433	151,153.73	14,491.22	1,925.40	51,353.87	74.9%
1003170 POLICE DEPT - ADMIN	290,755	296,609	212,721.77	21,215.88	5,586.44	78,300.91	73.6%
1003171 POLICE DEPT - PATROL	1,001,490	1,024,479	689,440.92	68,291.32	1,051.20	333,986.76	67.4%
1003172 POLICE DEPT - DETECTIVE	83,502	85,451	53,186.66	7,080.20	.00	32,264.69	62.2%
1003173 POLICE DEPT - COMMUN/DISPATCH	283,217	288,513	183,321.72	19,785.44	4,923.00	100,268.31	65.2%
1003174 POLICE DEPT - VEHICLE MAINT	51,717	51,717	43,623.76	2,575.67	.00	8,093.24	84.4%
1003175 POLICE - ANIMAL CONTROL	24,150	24,150	24,150.00	.00	.00	.00	100.0%
1003179 POLICE DEPT - FACILITIES	59,531	59,531	40,821.51	7,687.08	3,384.00	15,325.49	74.3%
1004157 SERVICE INCENTIVE	33,900	33,900	33,900.00	.00	.00	.00	100.0%
1004158 FIRE SERVICES	250,296	250,412	167,249.20	30,375.71	24,858.84	58,303.96	76.7%
1004162 EMERGENCY SERVICES	60,392	60,392	36,229.00	16,144.00	.00	24,163.00	60.0%
1004440 FIRE MARSHAL/EMERGENCY MGM'T	81,401	83,049	57,477.00	6,028.78	.00	25,572.00	69.2%
1005120 TOWN HALL	283,929	286,869	204,806.52	28,913.96	9,512.12	72,550.46	74.7%
1005200 PARKS DEPARTMENT	88,037	89,163	60,692.77	4,820.09	3,315.93	25,154.66	71.8%
1005210 GENERAL HIGHWAY	913,038	927,910	861,591.41	123,959.39	43,502.55	22,816.33	97.5%
1005260 TOWN GARAGE	36,380	36,380	31,819.47	8,421.39	676.76	3,883.77	89.3%
1005470 UTILITIES	204,600	204,600	133,209.43	16,917.47	.00	71,390.57	65.1%
1005550 COMMUNITY CENTER	109,000	109,000	69,822.21	7,176.85	6,048.78	33,129.01	69.6%
1006340 COMMUNITY AGENCIES	80,830	80,830	64,578.75	.00	15,346.25	905.00	98.9%
1006380 SENIOR/SOCIAL SERVICES	140,744	140,744	95,759.75	10,134.52	19,438.86	25,545.39	81.8%
1006450 PARK AND RECREATION	198,916	200,373	128,661.56	5,910.84	1,796.33	69,915.11	65.1%
1007065 BUILDING OFFICIAL	57,595	58,185	31,707.30	3,082.71	.00	26,477.70	54.5%
1007410 TOWN PLANNER	241,651	246,804	163,627.09	17,458.72	2,361.09	80,815.82	67.3%
1008130 INSURANCE	280,894	308,263	229,169.78	8,998.86	51,293.74	27,799.48	91.0%
1009141 EMPLOYEE BENEFITS & INSURANCE	1,919,322	1,919,322	1,594,990.41	45,305.72	518.50	323,813.09	83.1%
1010320 LIBRARY	573,343	579,228	406,807.21	38,635.85	17,892.07	154,528.72	73.3%
1011590 CIP/CAPITAL & NonRECURRING	873,331	1,071,747	873,331.00	.00	.00	198,416.00	81.5%
TOTAL GENERAL FUND	9,378,378	9,604,163	7,208,777.19	571,039.66	281,930.64	2,113,455.17	78.0%

To: Board of Selectmen
 From: Robert Skinner, Chief Administrative Officer
 Date: April 15, 2014
 Re: **Monthly Report –March 2014**

ASSESSOR

- General administrative duties continue –
- Field work
- Real property ownership changes
- Exemptions are being posted as needed
- Assistance to the public
 - Preparing State Report
- Assisted Board of Assessment Appeals – One meeting was held on 3/19/14, two appeals were heard, one assessment was changed reducing the Net Grand List by \$25,720. The adjusted net Grand List is now \$1,094,095,940.
- Assist Staff and General Public with research requests for current and archival information concerning maps, land, buildings, title, motor vehicles
- Field work for Building Permits and map changes are in process to update records for the 2014 Grand List
- Updating GIS Mapping Information
- Eighty Applications were sent out for the Tax Credit for Elderly and Totally Disabled Homeowners programs the first week of February. Twenty-six applications have been processed to date.
- Update cantonassessor.com with new assessments and sales

BUILDING DEPARTMENT

- There were two permits issued for new single family homes. One house is at Shallot Meadow and the other, Sweetheart Mountain.
- One commercial permit was issued for a new tenant at The Shoppes, O’live A Little.
- A new hair salon located in Collinsville was issued a Certificate of Occupancy.
- Mr. Rich conducted a total of 59 inspections.

Building/Renovation Permit Statistics

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alteration	8	\$232,000
Deck	0	\$0
Demolition	1	\$8000
Electrical	8	\$16,580
Garage/Shed	0	\$0
HVAC (includes woodstoves)	18	\$60,221
New Commercial	1	\$30,000
New Residential	2	\$645,000
Plumbing	7	\$16,300
Pool	0	\$0
Roofing/Siding	2	\$60,913
Foundation	0	\$0
Total	47	\$1,069,014

BUILDING DEPARTMENT CONTINUED

Permit Value Comparison for March

	2014	2013
Value of Permits Issued	\$1,069,014	\$548,696
Building Permit Fees	\$13,092	\$6230
Other Income Fees	\$2,604	\$1680
Building Permits Issued	47	56

Total Value of Permits and Permit Fees

July-March 2013-2014		July-March 2012-2013	
Value	Permit Fees	Value	Permit Fees
\$6,949,568	\$105,771	\$5,802,878	\$82,139

FIRE & EMS DEPARTMENT *(Information provided by Ryan Kerr, member of Fire/EMS Department)*

- EMS Drill (1)
 - Monthly EMS training- Topic was driving. Attended by 11 Members
- Monday Drill (9)
 - 03/03/2014- Hazmat. Training on the WISER online hazmat information resource (practical application). Attended by 30 members
 - 03/10/2014- Monthly Station Drill
 - North Canton- E6 equipment check and maintenance. Attended by 4 Members
 - Collinsville- Monthly air pack maintenance and inspection. Attended by 3 members
 - Canton Street- Station maintenance. No further detail given. Attended by 5 members.
 - Officer Meeting- Monthly Officers meeting. Attended by 11 Officers
 - 03/17/2014- Hazmat. Donning and Doffing of Hazmat protective equipment, and decontamination set up. Per NFPA 472. Attended by 18 Members
 - 03/24/2014- Hose Lead out skills. Deploying hose lines into a structure. Per NFPA 1001. Attended by 18 Members
 - 03/24/2014- Chiefs meeting. No detail given. Attended by 5 Chiefs
 - 03/31/2014- Search and Rescue techniques. Use of a thermal imaging camera per NFPA 1001. Attended by 18 members
- Outside Training (2)
 - 03/27/2014-03/28/2014- Trauma Conference- EMS trauma training over 2 days. No further detail. Day 1 attended by 2 members. Day 2 attended by 4 members
 - 03/27/2014- Forestry strike team drill- Drill with Task force 54 forestry strike team to assembly resources and test communications systems. Location- Canton Street Station. Attended by 8 members. Task Force 54 is made up of Canton, Burlington, Avon, Simsbury, Granby and Farmington
- Fire Police Training (1)
 - 03/16/2014- Traffic management class at the Pine Meadow firehouse. Attended by 3 fire police members.
- Fire Prevention (1)
 - 3/9/2014- Town Firefighters went door to door asking homeowners if they changed their smoke and carbon monoxide detectors.

Incidents

Activity Summary

Date Range Start	03/01/2014
Choose date	
Date Range End	03/31/2014
Choose date	
View Report	

Category	Total	Present	Percent
CO Alarm	4	0	0.00%
Fire	1	0	0.00%
Fire Alarm	4	0	0.00%
Gas Leak	1	0	0.00%
Medical Call	52	0	0.00%
Medical Call - FD Assist	4	0	0.00%
Mutual Aid FirePolice Only	1	0	0.00%
Mutual Aid-EMS	7	0	0.00%
Mutual Aid-Fire	1	0	0.00%
MVA	6	0	0.00%
MVA with Injuries		0	0.00%
Power Line Down	2	0	0.00%
Search & Rescue	2	0	0.00%
Smoke Condition	1	0	0.00%
Structure Fire	1	0	0.00%
Transformer Fire		0	0.00%
Water Problem - Broken Pipe	1	0	0.00%
Total Fire Only	27	0	0.00%
Total Incidents	90	0	

Apparatus

Apparatus	Role	Total	Percent
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Activity Role

Role	Total	Percent
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Training Summary

Category	Total	Present	Percent
EMS Drill	1	0	0.00%
Fire Police Training	1	0	0.00%
Fire Training	1	0	0.00%
Monday Drill - FlazMat	2	0	0.00%
Monday Drill - Misc	4	0	0.00%
Officer Meeting	2	0	0.00%
Outside EMS Training	2	0	0.00%
Total Activites	13		

Station Detail Summary

Category	Total	Present	Percent
Administrative activity	1	0	0.00%
Apparatus Maintenance	2	0	0.00%
Total Activites	4	0	

FIRE MARSHAL / EMERGENCY MANAGEMENT

The following are highlights during the month of March 2014:

Inspections	24
Inspection Follow-ups	3
Plan Review	2
Job Site Inspections	11
Fire Investigations	1
Blasting Permits	0
Burn Permits	0
Bomb Threats	0
Hazardous Materials	0

- Conducted a fire origin and cause investigation at 50-54 Bridge St during the overnight hours of March 1. The fire was contained to a small interior wall and fire place and was accidental.
- Coordinated a presentation of ViewPoint permitting software to various town departments on March 3.
- Provided fire extinguisher training to Public Works employees on March 4.
- Attended the monthly meeting of the Capitol Region Fire Marshals Association in Glastonbury on March 6.
- Worked with IT staff on fixing FIREHOUSE Software on the police department computer server.
- Attended a meeting in West Hartford of the Capitol Region K-12 Emergency Planning Committee on March 27.

FINANCE

- Professional Development
None
- Attended BOF - BOS Budget Presentation
- Attended BOF Regular Monthly Meeting
- Attended Monthly Staff Meeting
- Attended BOF - BOE Budget Presentation
- Finished BOS FY 14-15 Budget

INVESTMENTS BY ACCOUNTING TYPE (Unaudited) 2/28/14

General Fund	\$ 12,002,918
Special Revenue Funds	\$ 2,122,133
Capital Projects Funds	\$ 5,721,930
Internal Service Funds	\$ 1,302,055
Trust and Agency Funds	\$ 196,231
TOTAL ESTIMATED BY FUND	\$ 21,345,267

INVESTMENTS BY INSTITUTION TYPE (Unaudited) 2/28/14

	Interest %		Interest \$		\$ Invested
	Current Month	Last Month	Current Month	Last Month	
Avg Monthly Yield, Annualized					
Class Plus	.01%	.01%	30	36	\$ 12,115,383
Webster	.12%	.15%	989	322	\$ 9,159,740
TD Bank			7	15	\$ 70,144
Reich & Tang					
Total Outstanding Investments			1,025	372	\$ 21,345,267

LIBRARY PROGRAMS:

ADULT: 29 programs with 164 participants

- Monday Evening Book Discussion Group -- 5 participants
- Saturday Book Conversations – 7 participants

LIBRARY CONTINUED NEXT PAGE

- Adventures in Autism with author Peter LaPorta – 11 participants
- One-on-One computer help – 21 sessions with 21 participants
- iPad Support Group – 11 participants
- Winter Musical Concert #2 of 3: The KC Girls – 71 participants
- Winter Musical Concert #3 of 3: Echo Joy – 31 participants
- Roth IRAs featuring Edward Jones Financial Advisors -- 3 participants
- Knitting and Handwork Group – 4 participants

TEEN: 10 programs with 124 participants

- After-School Wii Gaming – 2 sessions with 30 participants
- Craft Program: Creating and decorating cases for cell phones, iPods, and iPads -- 9 participants
- Teen Book Discussion Club – 18 participants
- Teen Movie (Ender’s Game) – 9 participants
- TAG meeting – 3 participants
- Drawings to win Divergent movie posters – 4 sessions with 55 participants

CHILDREN’S: 22 programs with 619 participants

- Tots & Toddlers Story Times – 3 sessions with 90 participants
- 2s & 3s Story Times – 5 sessions with 137 participants
- 4s & 5s Story Times – 6 sessions with 46 participants
- PJ Story Time (ages 2+) – 32 participants
- Special Story Time auctioned at Canton Community Nursery School’s fundraiser (won by the Keefe Family) – 24 participants
- Canton Schools Art Show Reception – 75 participants
- Movie Nights for Trinity Nursery School and Stepping Stones Child Development Center – 2 sessions with 112 participants
- Movies on the Big Screen Series: Frozen – 83 participants
- CIS Nutmeg Readers Special Event: Movie and Cupcake Decorating – 14 participants
- Craft Program with Michelle Begley – 6 participants

PROGRESS:

- The library’s FY 2014-15 budget request passed out of the Board of Selectmen with no cuts. Now it’s in the hands of the Board of Finance.
- We are weeding the adult, teen, and children’s collections. As part of the project, currently-owned classics and other “must have” books that are in poor condition are being withdrawn and replaced with new copies using Connecticut Reimbursement Grant money.
- Gaps in our nonfiction collections are being filled by new books bought with undesignated gift and memorial money donated over the past few years.
- As usual, student artwork from the four Canton schools was on display throughout the library during March. Working with the art teachers, we hosted a reception for the artists and their families on March 12.
- Heather and her staff ramped up children’s programming in March because of many early school dismissal days. The movie nights for two Canton nursery schools create great goodwill with these institutions and bring in new families who have not visited the library before. The CIS Nutmeg Reader Special Event, coordinated by Heather Baker and CIS media specialist Kelly Conway, honored the students who read every one of the ten intermediate-level Nutmeg Book Award 2014 nominee titles.
- Allyssa Bruce held our first monthly teen book discussion group on March 13. The book: Divergent. Besides refreshments, each attendee received a Divergent movie poster, and one teen won a raffle for free movie tickets from Hoyt’s Cinema in Simsbury. Eighteen teens came, a very promising start.
- The Ender’s Game movie was PG-13, so we required signed permission slips from the parents of anyone age 12 and under, just in case. The showing went fine.
- The TAG group is, among other activities, helping Allyssa select books and audiobooks for The Teen Zone.
- Allyssa ran her Divergent movie poster giveaway during 3 weeks in February and 4 weeks in March. Seven drawings, 100 participants (yes, the real number) across the full 7 weeks.
- I worked with the Friends to submit a grant to the Simsbury Junior Women’s Club for \$1,000. If awarded, it will help the Friends donate the CASSIE software to us.
- Heather Baker and I are working on a grant application for a “family literacy night” story time series. The money would come from the Target store chain.
- March was Food for Fines Month. We collected 738 items for the Food Bank.

LIBRARY CONTINUED NEXT PAGE

PROBLEMS:

- The new Sierra system starts up very soon and staff training will take time and effort. Hopefully, library users saw all our publicity about being closed until noon on the Wednesdays and Thursdays between April 9 and May 8.
- The LCI migration has raised technology infrastructure questions for which we need answers from the town’s two-man technology staff. The full-timer works for the school system primarily and the other employee is only part-time. We have questions that need answers, but getting them is a challenge.
- Our wifi signal in the Library Program Room is so weak as to be not there. Using the room for any program needing a wifi signal and for using the laptop lab there is virtually impossible. Very upsetting.
- Allyssa Bruce, Beth Van Ness, and I need to discuss how to transfer some adult reference space over to the Teen Zone, where it is seriously needed. But where will the displaced adult reference books go?

PERSONNEL:

- Adam Delaura and Katie Bunn attended the training session for the new Sierra circulation system. The migration date has been re-scheduled to June 2 or 3. Katie and Adam are now expected to come back and train the rest of our staff. Thus, the closed Wednesday and Thursday mornings in April and May.
- Meeting attendance: LCI Member Council (2x - RS & AD), Library Board (RS), Friends (RS), Department Heads (RS), Regional Library Directors Meeting (RS), LCI Personnel Committee (RS), Capital Region Children’s Librarians Roundtable (HB), LCI Circulation Supervisors Roundtable (KB, AD), Training on the new Sierra circulation system (KB, AD), LCI Bibliographic Services Roundtable (AD), LCI Public Catalog Task Force(AD), Meeting with Town Hall employees regarding an upgrade to the Town Hall’s website (AD), planning sessions for 2014 summer reading (3x – HB, MB, A Bruce)

INTERESTING REFERENCE QUESTIONS:

1. Biographical materials on Sam Collins
2. “I have a drawing of a bronze sculpture. I need to identify it. It is some sort of a mythological character. I also need to know the sculptor.”
3. “Do they still use teflon on non-stick frying pans? Where can I find ratings on frying pans?”
4. “I want to volunteer in the Avon schools and form a club for puzzle enthusiasts. Who would I contact and what should I say?”
5. Books on how to read maps
6. Information on the Governor’s Mansion in Hartford – the age, the architect, the style?
7. “I am doing research on the rivalry between two 17th century Italian architects, Bernini and Boromimi. Do you have any resources?”
8. How to download library ebooks to an iPhone

STATISTICS:

Category	March 2014	March 2013
Patron Visits	9,348	9,161
Website Entries	3,780	3,659
Website Pages Visited	7,595	10,927
Circulation - Month*	13,664	13,794
Circulation - Fiscal Year To Date	124,107	129,571
New Cards Issued	53	39
Expired Cards Renewed	29	39
Total Card Holders	4,146	4,175
Reference Questions Received	1,809	1,472
Interlibrary Loans Borrowed	562	520
Public Computer Uses	1,209	1,824
Homebound Patron Deliveries	14	10
Tests Proctored	0	0
Notary Services Performed	5	5
Programs Held	61	11
Program Attendance	907	405
Study Room Uses	39	63
Item Holds Placed	1,292	1,292
Total Barcoded Items in Collection	80,971	84,826
*Circulation of Electronic Materials (Included in Circulation – Month Figure Reported Above)	425	302

PARKS AND RECREATION

No information provided at time of printing

POLICE DEPARTMENT

PERSONNEL

- Mar. 17-28: Sgt. Saucier attended POST Sergeant's Training School. Mar. 17-21: Off. Gompper attended ICAC training at State Police Forensic Lab in Meriden.
- Mar. 17: Former West Hartford Police Officer Andrew Schiffer sworn in as Canton Police Officer.
- Mar. 20: New CPD intern from CCSU started program.
- Mar. 21: Structural renovations due to water damage were completed.
- Mar. 24-28: Off. Ferrecchia and Montefalco attended POST Recertification training at WHPD.

ADMINISTRATION

- Mar. 1: CPD facility suffered extensive damage due to water pipe failure. Serve Pro on site for clean-up.
- Mar. 3-20: Continued clean up and repair of CPD facility following water pipe failure. Temporarily relocated evidence room and armory.
- Mar. 5 DOT returned the Special Traffic Use Permit for the CFD Jamboree and Parade.
- Mar. 7: Capt. Terra at Troop L to research hotline telephones for School Code Red policy.
- Mar. 13: Capt. Terra interviewed Pistol Permit Applicant.
- Mar. 11: Chief Arciero attended the North Central Chiefs meeting at the Simsbury PD.
- Mar. 12: Chief Arciero and Captain Terra met with CFD representatives to discuss upcoming Jamboree and Parade.
- Mar. 13: Capt. Terra assisted West Hartford PD with In-Service training.
- Mar. 13: Sgt. Deloy conducted a dispatcher meeting at CPD.
- Mar. 14: Admin. Asst. Brodeur attended records retention seminar at Avon PD.
- Mar. 18: Chief Arciero and Capt. Terra attended the Capitol Region Chief's meeting in Farmington.
- Mar. 19: Chief Arciero attended the Department Head meeting at town hall.
- Mar. 20: Chief Arciero received his State of Connecticut EMT certification.
- Mar. 20 :Provided a facility tour to Plymouth PD Chief and deputy Chief of Police.
- Mar. 22: Sgt. Messier participated in the Avon PD hiring day event.
- Mar. 24: Chief Arciero assisted Coventry Police Chief Palmer with background issues for drug box installation/policy.
- Mar. 25: Capt. Terra attended meeting with phone company regarding security phones at schools.
- Mar. 26: Sgt. Penney completed annual wrecker inspection and report.
- Mar. 26: Capt. Terra submitted his evaluation/recommendation for the next generation patrol vehicle.
- Mar. 26: Canton PD received direct access to the Protective Order Registry.
- Mar. 27: Chief Arciero, Capt. Terra and Adam Libros attended the Capitol Region Emergency Planning Committee school safety symposium at St. Joseph's College.
- Mar. 28: Chief Arciero successfully completed FEMA's Emergency Management Institute IS-907 Active Shooter 'What You Can Do'.

COMMUNITY POLICING

- Mar. 10: Chief Arciero attended the TRIAD meeting at the Community Center.
- Mar. 10: Chief Arciero attended the Youth Services Bureau monthly meeting.
- Mar. 28: Captain Terra attended the Shop Rite Partners in Caring for Hunger at Shoprite in Canton.
- Mar. 29: CPD issued guidelines for responsible parties.
- Mar. 31: Officer Gompper hosted the Coffee with the Cops event at the CPD.

POLICE CONTINUED NEXT PAGE

OPERATIONS

- Mar. 3: Chief Arciero issued guidelines for police response to special populations.
- Mar. 6: Chief Arciero, Capt. Terra, Sgt. Penney met with School security officer Sean Cole to discuss status of school security plan.
- Mar. 7: CPD officers investigated serious accident on Route 44 involving pregnant woman and DUI suspect.
- Mar. 10: Off. Rodriguez conducted a ride-along with prospective candidate.
- Mar. 13: Sgt. Deloy and Disp. Roy held a dispatcher’s meeting to discuss ongoing administrative operations.
- Mar. 17: CPD officers assisted State Police with Governors visit to Canton.
- Mar. 20: CPD officers arrested stalking /trespasser on court set \$1 million dollar cash bond.
- Mar. 23: CPD officers, with mutual aid assistance from Granby PD, investigated a large underage drinking party on Case St.
- Mar. 25: Chief Arciero, Capt. Terra and Sgt. Penney met with BOE and School Security Officer Cole to discuss security plan.
- Mar. 29: CPD officers and CFD personnel assisted Bristol PD with search of Canton area for missing/endangered female.

INCIDENT SUMMARY:

Total Incidents for Mar. 1014 Previous month: Feb. 969

Domestic Disturbance	1	Motor Vehicle Stops	151
Driving Under Influe.	5	Motor Vehicle Accidents	22
Larceny-All	11	Suspicious Pers/Vehicle	17
Medical Calls	58	Directed Patrol	92
Fraud	0		
MV Infractions:	14	MV Summons:	8
		Written Warnings	14

PROJECT ADMINISTRATOR

Information located under “Administration” in Public Works

PUBLIC WORKS

Administration:

Director of Public Works:

- CIRMA Training Meeting
- 2 - Project Management Meetings
- Farmington Valley DPW Directors Meeting
- Grange – Administer Volunteers
- Department Head Meeting
- Town Bridge Meeting
- PMBC Meeting
- MS4 Stormwater Compliance Meeting
- Special & Regular Energy Commission Meeting
- Public Works Staff Meeting
- Inland Wetlands and Watercourses Agency Meeting
- Union Meeting
- Project Administrator:
- For Energy Committee, attended one meeting
- For Permanent Municipal Building Committee [PMBC], assisted in preparing appropriate agenda and agenda materials
- Reviewed the document entitled Request for Project Development Proposals – Canton Hydroelectric Project dated March 20, 2014
- Attended Mills Pond Pool construction meeting
- Worked on finding a suitable ornamental span pole for use in the Bridge Street/Main Street Traffic Signal project
- Attended meeting with Consultant, DOT, and town staff on the Rehabilitation of Town Bridge over Farmington River Project
- Reviewed RFP and site plan documents for proposed Public Works Facility and prepared comments

PUBLIC WORKS CONTINUED

- Checked out, with DPW road foreman, roads that are on the 2014 list for reconditioning
- Attended various Department Head meetings and Public Works staff meetings
- Administrative Assistant:
- Continued Training Matrix Development
- Public Works Staff Meeting
- CIRMA Training Meeting
- Web Site Training
- Created a Furniture, Fixtures and Equipment Spreadsheet for New Building
- PDA's for May & June Training
- Pavement Management Web Site Updates

HIGHWAY

- Pot hole repairs
- Tree trimming at Mills Pond Park, Community Center / Library and Town hall.
- Hauled salt to Burlington
- Two minor snow events
- Cleaned up downed tree on East Hill Road

EQUIPMENT MAINTENANCE

- Work performed on the sweeper
- Truck #3,#6 - minor repairs
- Serviced back hoe

PARKS

- Plowed snow
- Worked on equipment
- Pesticide training class
- Set up tennis nets and wind screen
- Worked with Highway on various projects
- Moved bleachers to get ready for spring sports

TRANSFER STATION

- New permits for sale
- Transfer Station Operational Improvements

BUILDING MAINTENANCE

- Checked and cleaned grease trap at Community Center
- Poured digester in Community Center grease trap
- Repaired gutter at rear of Collinsville Firehouse
- Installed 50 feet of railing in Town Hall auditorium balcony
- Assembled map filing cabinet for Land Use
- Assembled shelving unit for Assessor
- Responded to flooding issue at Police Dept
- Removed 125 chairs, cleaned and mopped floor in town Hall auditorium
- Installed new oil tank gage at Grange
- Installed 10 feet of gutter above North Canton Firehouse doorway
- Set all clocks ahead one hour
- Steam cleaned carpets at Police Dept
- Purchased and assembled new shelving rack for Police Dept locker room
- Installed new coat bar in Police Dept armory

PROFESSIONAL DEVELOPMENT

- Henry Maskaitis, Turf and Ornamental Supervisory Pesticide Certification Course, West Hartford, CT
- Kevin Smith, UST Class B Training, Plainville, CT
- Richard Lassen, Road Paving Techniques, Cromwell, CT
- Christian Johnson, Road Paving Techniques, Cromwell, CT
- All Department Staff, Fire Extinguisher Training, Canton, CT
- All Department Staff, CL&P Electrical Hazard Training, Farmington, CT

PUBLIC WORKS CONTINUED

Work Orders Received:

Work Request	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	FY Totals
Highway	3	4	4	4	7	6	5	6	5	44
Parks	2	2	2	1	2	2	2	1	1	15
Building Maintenance	40	45	50	60	45	27	40	20	37	364
Signs	8	3	4	5	15	8	4	2	5	54
Trees	4	6	2	6	3	4	1	0	18	44
Mailboxes	1	1	1	0	0	2	2	4	5	16
Pot Holes	18	15	12	9	20	9	25	15	30	153
Drainage	2	3	1	8	7	0	0	0	0	21
Curbing	350'	0	0	0	1500'	0	0	0	0	0
Lawn	0	0	0	0	0	0	0	0	0	0
Animal	2	3	2	3	5	2	2	3	4	26
Total	0	82	78	96	104	60	81	51	105	737

SENIOR & SOCIAL SERVICES

PROGRAMMING

- Canton Community Café: Open for **8** days, **261** meals served
- Dial A Ride:
 - Total # of passengers: **136**
 - Total # of trips: **280**
 - Enhanced DAR trips #: **19**
 - Funds collected: **\$30.00**
- CHOICES volunteer Paula had **3** appointments this month.
- AARP Tax Appointments: **74**
- “In The News” met: **2** times this month
- McLean Meals on Wheels: - **25** Clients - **902** Meals
- Foot care clinic: **3**
- FVVNA:
 - Blood Pressure Wednesday clinic: **81**
 - Bereavement Support Group: **0**
- Senior Potluck:
- Cooking with Elaine: **Is discontinued as of March 2014**
- Medical Transportation: **21** trips coordinated **21** paid by the Town of Canton and **0** paid by Focus
- Volunteer Transportation: coordinated **0** round trips for one person
- 911 Cell Phone Program:
- Vials of Life were given out:
- Yellow Dots were given out:
- Town of Canton Prescription Drug Discount Card:
 - Number of people who used the card:
 - Number of claims made:
 - Total Savings for all claims:
 - Percentage of Savings for Canton residents:

SPECIAL EVENTS

- Physical Therapist Barbara of McLean presented on Falls Prevention and provided assessments to Canton residents and attendees of her presentation on Wednesday March 12th at Canton Senior Center
- Canton Senior Club held their annual St. Patrick’s Day luncheon on the 13th which was a great success with great food and about 50 Members in attendance. Janet and Claire were guests and were honored for the invites.
- Canton and Avon Senior Centers came together again on Friday the 21st for our annual “Spring Fling” event. Cherry Brook HCC provided a delicious menu of chicken with a cordon bleu sauce; roasted potatoes

SENIOR & SOCIAL SERVICES CONTINUED

and vegetables, along with a beautiful fudge cookie bar for dessert. The event drew over 100 Canton, Avon and surrounding town's Seniors for a great event. ☺

ADMINISTRATIVE

- Janet is being trained by Claire as the Administrative Assistant for the department. This is an on-going process.
- Janet took appointments for Medical Transportation and CRT Meals. Called in the meal count on Wednesdays and Fridays weekly.
- Janet modified the CRT Meal sign in sheet for the following week, as well as added people and taking them off the listing.
- Janet updated and inputted data in Excel Spreadsheets for various programs in the department (daily).
- Janet collected money and receipted money for the departments various programs as people walked in to sign up.
- Janet counted the money collected for programs and prepared the deposits for the department (weekly).
- Janet made reservations for the upcoming senior programs in the calendar system for the new fiscal year.
- Janet answered the department's telephone, routed and handled the calls as needed on a daily basis. Take message for the Director as needed (daily).
- As people come in the office answered questions and/or take care of what they need.
- Janet made up flyers and sign in sheets as needed for programs (daily).
- Janet made file folders in computer and arrange them in order and dragged scan documents in the file.
- Janet compiled data to put into Excel spreadsheet from DAR Enhanced reports for March 2014.
- Janet set-up distribution lists in the e-mail outlook program.
- Janet updated DAR spreadsheet when new members are added and then e-mailed the updated DAR spreadsheet to Managed Transportation Company staff.
- Janet called volunteers to ask if they are available to transport clients to medical appointments. Record information on spreadsheet and follow-up with clients.
- Janet updated the Food Bank spreadsheet and added new members and e-mailed the updated listing to the appropriate individuals.
- Janet set-up a sign-up sheet in Excel to schedule people to meet with Claire or the Intern to fill out the Energy Assistance forms. When the people call in to make the appointments, Janet schedules them.
- Janet helped with the Special Events, made sign-up sheets, and collected money for the event.
- Janet received new flyers for upcoming Getaway trips. Discussed with Claire what trips we will offer, then contact Getaway staff to let them know which ones we choose. Made sign out sheets for each upcoming trip and well as copying the flyers for distribution. Organized the flyers on the table and put the flyers and sign-up sheets in the Getaway black binder. Posted all trips on the Canton Senior Center and Social Services webpage.
- Janet sent out Press Release and Q-Notify E-Mails.
- Janet posted events on the Canton Senior and Social Services Website.
- Janet sent out and faxed DSS documentation for clients and follow-up on the documentation as client's requested.
- Janet coordinated the upcoming Getaway trips. Notified the attendees and Tour Company with the pertinent information.
- Janet sign-up people for the Spring Fling and receipted money for the event.
- Janet scheduled and cancelled appointments for Claire utilizing the shared calendar in the outlook program.
- Janet reviewed and verified invoices received from Taxi Companies against our spreadsheet records to ensure accuracy of invoices. Input the charge of each trip on the spreadsheet.
- Janet e-mailed and mailed out invitation to volunteers for the upcoming April 22nd, Volunteer Appreciation Luncheon. Updated the database and distribution lists accordingly.
- Janet helps people as they come in the office on a daily basis.
- Janet faxed and scanned documentation to D.S.S. for client's that utilize the department's resources/services.
- Janet prepared paperwork for invoices received from the department's clients requesting payment from Focus and Fuel Payment.
- Janet compiled the data for the top portion and my portion of this report.
- Janet filed documents and set-up new folders in the department's file system.
- Janet compiled a report for Claire for how much funding we received and used for fuel assistance utilizing the Expenditure Social Services spreadsheet.
- Janet input applicants name and other information in the computerized Job Bank system.

SENIOR & SOCIAL SERVICES CONTINUED

- Janet made appointments for the Choice Representative and mailed blank applications to the individuals to fill out for their appointments. Called the individuals to confirm their appointments. E-mail the appointment schedule to the Representative.
 - Janet made appointments for AARP Tax Prep Volunteers for Wednesday and Fridays.
 - Called the individuals to confirm their appointments. E-mailed the appointment schedule to the Tax Prep Volunteers bi-weekly.
 - Janet helps train and answers questions the Social Services Intern have. This is an on-going process.
 - Janet notified the maintenance staff for various issues that arise at the Senior Center.
 - Janet filled out School Dudes as needed.
 - Janet prepared the Scribe Newsletter for April, May, June and July 2014.
 - Janet performed any administrative duties as need throughout the department.
- March 2014
- Abigail assisted clients with SNAP, Husky, Housing, Food Bank and Energy Assistance applications.
 - Abigail filed documents, answered phones and performed other administrative duties as needed
 - Claire and Abigail worked out the final details for the Volunteer Luncheon on April 22nd
 - Abigail is in the process of consolidating lists of items necessary and appropriate contacts for the Volunteer Luncheon, as well as acquiring and organizing items for the event
 - Abigail made appointments for the AARP Income Tax preparation for the months of February through April 2014.
 - Abigail assisted in making fliers, creating press releases and setting up for for various events in March
 - Abigail faxed and scanned DSS documentation for clients and followed up on the documentation at the client's request.
 - Abigail prepared paperwork for and sent referrals for Operation Fuel and NuStart to the appropriate individuals.
 - Abigail scheduled appointments for Claire and Abigail to assist individuals with energy assistance and other state/federal programs.
 - Abigail scheduled Dial A Ride and Medical Transportation appointments and faxed documents to the appropriate individuals
 - Abigail collected and receipted money for various ongoing programs and events
 - Abigail assisted in gathering information to update the Senior and Social Services website
 - Abigail attended the SALT and Commission on Aging meeting on March 3rd, 2014.
 - Donna attended the funeral for a client's family member
 - Donna, on behalf of Claire, read Claire's report for the Commission on Aging monthly meeting
 - Donna attended a probate court hearing for a client
 - Donna acquired a vendor for participation in the Driving Fair
 - Donna acquired a physical therapist from McLean Home to perform balance assessments for those who participate in Senior Center activities
 - Donna scheduled a meeting with the USJ Social Work advisor with herself and Claire Cote in attendance
 - Donna initiated the creation of a research based resource binder
 - Claire facilitated the SALT Committee meeting on Monday March 10th
 - Claire and Janet attended the Senior Club's annual St. Patrick's Day luncheon on Thursday March 13th
 - Claire provided Donna Goeben with supervision on Thursday March 13th
 - Claire attended and assisted with the joint "Spring Fling" event that was hosted by Avon Senior Center on Friday March 21st
 - Claire coordinated GAME DAY with the Leo Club of Canton Highschool on Tuesday March 25th
 - Claire was petitioned to attend and did attend a Probate Court hearing in reference to a client on Monday March 24th
 - Claire met with Donna and her supervisor Gail Champlin on Monday March 24th for supervision and to go over her Learning Contract for the spring semester 2014
 - Claire met with Macil Stang of Arden Courts of Avon on Tuesday March 25th in reference to collaborating, the April 8th Senior Fair, and to discuss "early placement" of folks with dementia
 - Claire attended the CASCSP-sponsored Roundtable discussion and networking event at Meriden Senior Center on Tuesday March 25th in reference to: Policies & Procedures of Senior Centers

SENIOR & SOCIAL SERVICES CONTINUED

- Senior & Social Services provided press releases and notify's in regards to Access Health and assisted a handful of people in getting health insurance through the portal throughout the month of March
- Claire and Abigail met on Monday March 31st for supervision, specifically in regards to Abigail's client caseload, the Volunteer Luncheon, etc.
- Senior & Social Services sent out invitations to almost 200 volunteers and friends inviting them to an appreciation luncheon in April.

TOWN CLERK

- Processed: 419 transactions and one marriage license.
- Real estate recordings: 8 residential home sales and one commercial sale.
- Largest home sale: 35 Sweetheart Mountain (\$630,000).
- Municipal Conveyance Tax collected on transfers was \$11,087.25.
- \$384 was collected via the Community Investment Act.
- To date, a total of 1214 households have purchased Transfer Station stickers for the 2014 calendar year.
- To date, 1257 dog licenses have been sold for the 2013-2014 'dog' year.
- Under Public Act No. 11-201, an Act Concerning Foreclosure Mediation, there were six registrations of property in the process of/that completed foreclosure.
- March 3: The Town Clerk participated in a ViewPermit presentation regarding municipal online permitting and licensing
- March 4: The Town Clerk's vault renovation project was completed. Funding, which came from the Historic Documents Preservation Grant, expanded the capacity of the vault with more efficient shelving
- March 6: The Town Clerk met with QScend, our website vendor, to begin the website update project
- March 12: A Special Town Meeting was held for the following questions:
 1. Shall the Town of Canton appropriate \$113,600 from the undesignated fund balance to fund the replacement of the decking and diving board at the Mills Pond Pool? The motion vote passed with a vote of 35 Yes – 0 No
 2. Shall the Town of Canton appropriate an amount not to exceed \$27,369 from the undesignated fund balance for the purpose of funding Canton's share of Municipal Interlocal Risk Management Agency (MIRMA) loss portfolio transfer? The motion passed with a vote of 34 Yes – 0 No
 3. Shall the Town of Canton appropriate \$71,200 from the undesignated fund balance for the purpose of funding proposed design regulations for sections of Route 44 and Collinsville? The motion vote passed 44 Yes – 1 No
- March 17: The Town Clerk swore in Andrew Schiffer as our newest officer of the Canton Police Department
- March 17: The Town Clerk met with a small representative group of employees to get feedback and direction for website updates and improvements
- March 20: The Town Clerk participated in a webinar entitled "Tackling the Legal, Policy & Archival Issues in SocialGov"
- March 27: The Town Clerk held website training for three new employees
- March 27: Canton Town employees hosted children from the Canton Community Nursery School for their annual visit to Town Hall. It was great fun for everyone involved!
- Liens & lis pendens action:
 - Condo Fees lis pendens 1
 - Credit Cards/Debt Collectors 0
 - Commercial/tax liens/other 0
 - Medical related 2
- Activity on the Town's website/social media:
 - Website: 5046 people made 7529 visits to www.townofcantonct.org during March 2014
 - The 'BOS Meeting Recordings' page had 117 hits
 - The most frequently visited website pages were:
Assessor, Employment Opportunities, Tax Collector, Agendas & Minutes, Request for Proposals, Police Dept, Calendar, Town Clerk, Boards/Commissions/Committees, Senior & Social Services
 - Facebook: Daily Total Reach (the number of people who have seen any content associated with the page) in March 2014 = 1618; Likes =258
 - Twitter: 26 tweets were sent out in the month of March for a grand total of 488 since Oct 26, 2012. Current 'Followers' total 300.

TOWN CLERK CONTINUED

Town Clerk Receipts – March 2014

<u>Description</u>	<u>Items</u>	<u>Amount</u>
Conveyance Tax	9	\$11,087.25
Recording Land Records (\$10+add'l pages)	128	\$3414.00
St of CT Historical Preservation (\$2)	128	\$256.00
Town Clerk Historical Preservation (\$1)	128	\$128.00
Town of Canton-Land Preservation (\$3)	128	\$384.00
St of CT-Land & Dairy Preservation (\$36)	128	\$4608.00
Town Clerk Land Preservation (\$1)	128	\$128.00
MERS-Grr/Gre-TOC (\$39+add'l pages)	15	\$1550.00
MERS-Grr/Gre-State Treasurer (\$110)	15	\$1650.00
MERS-Grr/Gre-Town Clerk (\$10)	15	\$150.00
MERS-Rel & Assign-TOC (\$32+add'l pages)	20	\$640.00
MERS-Rel & Assign-State Treasurer (\$127)	20	\$2540.00
Maps	4	\$40.00
Copies	124	\$563.00
St of CT DEP	6	\$294.00
Sport Licenses-Town of Canton	5	\$5.00
Miscellaneous	9	\$37.00
Vitals	33	\$651.00
Marriage/CU Licenses St of CT	1	\$19.00
Dog Licenses-Town of Canton	8	\$7.50
Dog Licenses-St of CT	7	\$49.00
Notary Fees	4	\$40.00
Bad Check Fees	0	\$0.00
Stone	0	\$0.00
Transfer Station	69	\$4832.00
Total	419	\$33,072.75

TAX COLLECTOR

- Tax collections for the current list were \$98,320.28. Compared to last year at this time we have **.1%** higher collections of total taxes collected.
- Back year collections were \$21,767.19. Suspense collections were \$2353.18.
- Interest and Liens collected were \$19421.13
- As of March 31, 2014, the tax office has collected **99.4%** of the annual budgeted current taxes, \$30,073,101.
- As of March 31, 2014, the tax office has collected **118.2% (236,359.54)** of the annual budgeted current year motor vehicle supplemental budget (\$200,000.00)..
- As of March 31, 2014, the tax office has collected **96.8% (\$212,917.16)** of the budgeted prior year back taxes (220,000).
- As of March 31, 2014 the tax office has collected **91.1% (118,456.11)** of the interest and liens budget of \$130,000.
- As of March 31, 2014 the tax office has collected **\$4,535.26** in collections on suspended accounts. The majority of this amount comes from the work of the Collection Agency that we have contracted with.
- The entire revenue collection budget for 2013 – 2014 is \$30,627,101. Total revenue collected as of March 31, 2014 is \$30,431,213 (\$195,888 more to collect for budget).
- Sewer Collections on the current list were \$51,390.55. Prior year collections were \$2,890.92. Interest and Liens collected \$1568.86.
- Connection charges collected \$7,500.00.
- As of March 31, 2014 the tax office has collected **92.1%** of the annual budgeted current year sewer use charges, **125.9%** of the annual budgeted prior year sewer use charges and **122.2%** of the sewer use interest and liens budget.
- Current sewer use budget remaining to collect is \$77,056.45 (the second half of sewer use bills come due in April 2014)

TAX COLLECTOR CONTINUED

- The office released 10 liens
- Sent out 13 demands
- I believe the office will meet current year budget by the end of April.
- I do have one property that is under contract for sale, which is on the top 10 delinquent list. If it closes by the end of June, the office will meet budget on both the prior year taxes and the interest and liens.

<u>% OF COLLECTION</u>					
GL YEAR	TAXES COLLECTABLE	TAXES COLLECTED	% COLLECTED OF COLLECTABLE BALANCE	BUDGET AMOUNT	% COLLECTED OF BUDGETED AMOUNT
2012	\$30,600,819	\$30,081,590	%	\$ 30,273,101	99.4%
2011	\$306,688	\$ 138,160	45.05%		
2010	\$109,108	\$ 40,764	37.36%		
2009	\$103,260	\$ 16,642	16.12%		
2008	\$ 76,296	\$ 10,210	13.38%		
2007	\$ 38,002	\$ 915	2.41%		
2006	\$ 32,741	\$ 3,171	9.69%		
2005	\$ 27,913	\$ 2,257	8.09%		
2004	\$ 21,614	\$ -	0.00%		
2003	\$ 21,625	\$ -	0.00%		
2002	\$ 19,644	\$ -	0.00%		
2001	\$ 18,634	\$ -	0.00%		
2000	\$ 18,039	\$ -	0.00%		
1999	\$ 17,467	\$ -	0.00%		
1998	\$ 28,957	\$ -	0.00%		
1997	\$ 28,354	\$ -	0.00%		
TOTAL PRIOR YRS	\$870,515	\$ 164,713	18.92%	\$220,000.00	96.8%
		AMOUNT COLLECTED		BUDGETED AMOUNT	
INTEREST, LIENS & FEES		\$118,456		\$130,000	91.1%

TOWN PLANNER

PERMITS ISSUED

- 115 Wright Rd. – screen in deck.
- 378 East Hill Rd. – interior renovations.
- 86 East Hill Rd. – addition
- 110 Albany Tpke. – blade sign and awnings, Ben & Jerry’s.
- 78 East Mountain Rd. – garage.
- 14 Canton Springs Rd. – cell tower antennae, Verizon.
- 35 Pheasant Hill Rd. – interior renovations.

INSPECTIONS

- 110 Albany Tpke. – blade sign and awnings, Ben & Jerry’s.
- 3 Trails End Dr. – clear cutting of trees.
- 115 Wright Rd. – screen in deck.
- 378 East Hill Rd. – interior renovations.
- 86 East Hill Rd. – addition.
- 192 Albany Tpke. – unauthorized use of patio, Smokin’ Spokes.
- 136 Dowd Ave. - use of driveway for access to 192 Albany Tpke.
- 78 East Mountain Rd. – garage.
- 14 Canton Springs Rd. – cell tower antennae, Verizon.
- 35 Pheasant Hill Rd. – interior renovations.
- 9 Center St. – complaint of junk in yard.

TOWN PLANNER CONTINUED

- 11 Queen's Peak – erosion controls.

AUTHORIZED INLAND WETLANDS AGENT APPROVALS

None

CEASE AND CORRECT/DESIST ORDERS

- 100 Bahre Corner Rd. – Installation of composting bins without wetlands permits; no further use.
- 49 Church St. – vehicle parking on church parking lot, junkyard; cleaned up but Order to stay in place.
- 3 Trails End Dr. – unauthorized clearing of trees; expecting submission of clearing limits plan.
- 192 Albany Tpke. – use of patio at Smokin' Spokes without P&Z approval; owner has not responded.

NOTICES OF VIOLATION

- 136 Dowd Ave. – use of access to 192 Albany Tpke. in violation of approved site plan; owner has not responded.

MUNICIPAL CITATIONS

None

MISCELLANEOUS

- Attended IWWA 3/13, 3/27, BOS 3/26.
- Attended panel discussion of Incentive Housing Zones by Partnership for Strong Communities 3/31.
- Continued weekly sweeps along major thoroughfares, over 900 signs removed since 2009.
- Prepared materials for potential Farmington River Greenway designation.
- Prepared map showing guardrails on town roads in relation to wetlands.
- Assisted in preparation of materials for Canton Land Trust Open Space application to CT DEEP.
- Staff meeting to review View Point permitting software 3/2
- Meeting with developer to review proposed changes to Zoning Rewrite 3/4
- Presentation to League of Conservation Voter's, Design Regulations 3/5
- Moderator, Federation of Planning and Zoning Agencies Annual Meeting, presented to an audience of approximately 150 Connecticut land use commissioners with William Rubenstein, Commissioner of Consumer Protection on the local and state regulation of medical marijuana 3/13
- Planning and Zoning Commission 3/19
- Canton Main Street Program public informational meeting 3/20
- CTBPAB 3/25
- Met with Tom Sevigny to discuss organization and outreach for planning initiatives 3/27
- Meeting with ZBA Chairman to discuss zoning regulation rewrite and how it affects motor vehicle orientated establishments
- Coordination of project kick-off for Collinsville Streetscape Design
- Review and organization of comments, errors, and other edits, feedback and information for public hearing on zoning rewrite/ map
- Review and distribution of FVTC bike usage study/ data collection for laser counters on the FRRT
- Discussion with Fiddlehead Farms resident and Trail's End Drive resident on potential development activity at Trails End/ Lawton Road and design regulation project.
- Responded to inquiries from Michael Drive resident concerned about potential activities at 20 Colonial Road
- Finalized FVTC initiative to pre-approve multiple memorial bench locations along the FRRT
- Preparation and organization of presentation material for Town Meeting on design regulation project
- Began compiling a data table of scanned property maps recorded with the Town Clerk correlated with the Assessor's unique identification numbers for each parcel
- Coordination of GIS training (postponed to April)
- Identification and assembly of maps representing historical surveys of Collinsville's central business district
- Continued discussions towards zoning compliance at Valley Landscaping
- Review of potential changes to Route 44 Green with garden club and DPW
- Review/ coordination of potential mini-golf at former Cob-Web facility, Dyer Cemetery Rd.
- Responded to inquiries from the Department of Consumer Protection regarding medical marijuana dispensary
- Continued pursuing the required donation of open space at 686 Cherry Brook Road as well as the legitimization of unauthorized subdivision due to foreclosure

TOWN PLANNER CONTINUED

- Reviewed initial stormwater management recommendations from Milone and Macbroom in response to MS4 requirements
- Researched how other communities have experienced form based codes where they overlap local historic districts
- Reviewed Main Street Investment Program 2014 funding announcement
- Review of subdivision potential at 170 Case Street
- Development and approval of policy and criteria for reviewing and approving tree cutting on developed lots at sweetheart mountain prior to HOA review of individual proposals
- Reviewed and updated State Aquifer Protection Registrations for Canton. Initiated process of identifying, updating, and inspecting registered facilities eligible for extensions
- Reviewed town ordinances and other requirements for property owners pumping water on to town roads
- Reviewed Draft Roadside Vegetation Management Plan prepared by DPW
- Began review of Draft Regional Plan of Conservation and Development
- Reviewed and distributed RFP for on-call engineering services
- Reviewed established methods for conducting cost of community services studies

PROJECT LOG

Project	January	February	March	2014 Yearly Total
Aquifer Protection	1	4	3	8
Zoning Regulation Rewrite	15	17	20	52
20 Colonial Road	4	2	2	8
Design Regulations	18	16	12	46
POCD Update	2	6	3	11
Affordable Housing	2	3	6	11
Sweet Heart Mountain	2	2	5	9
Rail Trail	0	3	3	6
Open Space Grant	0	2	10	12
Konover/ Sussman	2	2	4	8

LAND USE COMMISSION ACTIVITY

AQUIFER PROTECTION

Regular Meeting March 19, 2014

Discussion/Update Staff Report

Discussion: Any Other Business to Come Before the Commission

INLAND WETLANDS

Regular Meeting March 13, 2014

PUBLIC HEARINGS

None

NEW BUSINESS

Discussion/Approve: File:01-14-1094AA; 25 Sweetheart Mountain Road; Removal of trees; Puglielli, owner

Discussion/Approve: File:03-14-1063; 105 Case Street; Trail Construction; Justin Fortier, applicant; Town of Canton, owner

Discussion: Review of Zoning Regulation Section 7.13, Stormwater Management

OTHER BUSINESS

Discuss/Approve minutes of November 14, 2013, December 12, 2013

Discuss/Approve Applications received after Agenda posted

Discuss/Approve Authorized Agent (None)

Discussion/Update on Plan of Conservation and Development Update Committee

Any other recent enforcement issues: `

Staff Report

SPECIAL MEETING

LAND USE COMMISSION CONTINUED

Special Meeting March 27, 2014

NEW BUSINESS

Discussion/Approve: File #10-13-1097; Town of Canton Department of Public Works; Discussion of roadside herbicide application in town wide regulated areas; Robert Martin, Director.

Discuss: Review of Zoning Regulation Section 7.13, Stormwater Management

Discussion of Designation of the Town's Official Inland Wetlands and Watercourses Map

PLANNING & ZONING COMMISSION

Regular Meeting March 19, 2014

PUBLIC HEARINGS

None

NEW BUSINESS

Discuss and Approved:

F: 390; 4 Eastview Drive; DCU Developers LLC; Lot Line Revision

F: 8; Apln 1435; 110 Albany Turnpike; Blade Sign Permit; Shoppes at Farmington Valley; Ben & Jerry's

OTHER BUSINESS:

Discussion and Review Minutes of February 19, 2014.

Discussion of modification of tree cutting limits for developed lots at Sweetheart Mountain

Discussion of Zoning Rewrite

Distribution of Zoning Enforcement Letters

Discussion/Review of Application Forms and Standard Zoning Enforcement Procedures

Staff Reports:

a. ZEO Report

b. Town Planner's Report:

ZONING BOARD OF APPEALS

Regular meeting March 10, 2014-**Cancelled**

DESIGN REVIEW

Regular meeting March 25, 2014-**Cancelled**

WPCA

OPERATIONS

- The plant achieved 98 % BOD removal and 99 % Suspended Solids removal.
- The Effluent plant flow, monthly average increased from .621 MGD to .704 MGD
- Rainfall total for the month is 3.95 inches.
- Plant is running well.

LABORATORY

- Analyzing Primary Tank solids, Secondary Solids, and sludge shipped by Synagro.
- Monthly Nitrogen and Phosphorus are analyzed and weekly Effluent Nitrogen to comply with the general permit for Nitrogen.
- Regular permit testing was done in house including pH, Temp, BOD, TSS, Alkalinity, and other tests as needed or required by the permit. All required permit parameters were met.
- **Shipped sludge solids, averaged 4.1 % this month.**
- Ten loads of sludge were shipped by Synagro @ 65,000 gallons this month.

COLLECTION SYSTEM

- Lift station inspections were performed twice per week.
- Marked call before you dig locations.
- Sewer blockage and bypass in front of 15 Spring Street
- Troubleshoot a pump problem at Town Bridge pump station.
- Tower Generator in to look at radiator on generator Town Bridge Rd. pump station

MAINTENANCE

- Monthly and weekly duties performed.
- Cleaning D.O. Probe in RBC Tank on a weekly basis
- 24 hour cleaning of sand filters
- UV system on for the season
- Delray Contracting in to finish off punch list items for capital project

SAFETY AND TRAINING

- Performed test of all emergency exits signs and lights.

WPCA CONTINUED

- Cleaning of emergency eyewash stations.
- Roger and John attended Fire Extinguisher Training performed by the Canton Fire Marshall.

ADMINISTRATIVE

- Attended Department Head meeting
- Attended a Fred Pryor seminar on Finance and Accounting
- Set public hearing date and publication of “Schedule of Sewer Usage and Connection Charges”
- Woodard & Curran SCADA Engineer in to fine tune the programming for the Solids holding tanks and pumps.
- Received a couple of odor complaints in regards to the Trickling filter. I have instituted a number of changes to minimize the odors.

TOWN OF CANTON - BOARD ABSENTEE RECORD FOR PAST 12 MONTHS

Conservation Commission																		# Days Absent	# Mtgs	% Absent				
	Apr-13	May-13		Jun-13		Jul-13		Aug-13		Sep-13	Oct-13		Nov-13		Dec-13	Jan-14	Feb-14		Mar-14					
	no quorum	5/22/13		6/26/13		No Quorum				9/25/13	10/23/13				12/18/13	1/22/14		2/26/14		3/26/14				
Sara Faulkner																					0	9	0%	
Maureen Flynn																					0	9	0%	
Jay Kaplan																					0	3	0%	
Wendy Madigan				1																	1	9	11%	
Hedy Barton																					0		#DIV/0!	
VACANT																					0		#DIV/0!	
VACANT																					0		#DIV/0!	
# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM																						6		
Design Review Team																		# Days Absent	# Mtgs	% Absent				
	Apr-13	May-13		Jun-13		Jul-13		Aug-13		Sep-13	Oct-13		Nov-13		Dec-13	Jan-14	Feb-14		Mar-14					
	4/23/13	5/28/13		no mtg		7/23/13		8/12/13	8/12/13	9/24/2013- Cancelled	10/22/13		11/26/13		12/17/13 CANCEL	1/28/14-Canceled		2/25/14- CANCEL		3/25/14				
Tracey Brais		1																			1	3	33%	
James Harris											1										1	7	14%	
Gary Hath								1													1	7	14%	
Frank Mairano						1															1	7	14%	
VACANT																					0		#DIV/0!	
# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM																						3		
Economic Development Agency																		# Days Absent	# Mtgs	% Absent				
	Apr-13	May-13		Jun-13		Jul-13		Aug-13		Sep-13	Oct-13		Nov-13		Dec-13	Jan-14	Feb-14		Mar-14					
	4/11/13	5/23/2013 sp.		no mtg		No Quorum		8/8/13		9/12/2013- Cancelled	10/10/13- Cancelled		11/26/13		12/5/13	12/12/13	1/7/14	1/14/14		2/11/14- CANCEL		3/11/14	3/26/14	
Theresa Barger																					0	1	0%	
Robert Bessel	1																				1	7	14%	
Diana Boorjian															1		1	1			3	8	38%	
Thomas Bradley																					0	2	0%	
Amy Parchen															1						2	7	29%	
VACANT																					0		#DIV/0!	
VACANT																					0		#DIV/0!	
# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM																						6		
Energy Committee																		# Days Absent	# Mtgs	% Absent				
	Apr-13	May-13		Jun-13		Jul-13		Aug-13		Sep-13	Oct-13		Nov-13		Dec-13	Jan-14	Feb-14		Mar-14					
	4/10/13	5/21/13		6/11/13	6/18/13	7/16/13		8/27/13		9/17/13	10/8/13	10/15/13		11/4/13	11/19/13	12/17/13 CANCEL	1/21/14	2/18/14		3/3/14	3/18/14			
Ben Holden											1						1	1			4	14	29%	
Candace Langlois		1						1							1			1			5	14	36%	
David Madigan	1			1	1	1									1			1			7	14	50%	
Nancy Miller																					0	14	0%	
Bob Namnoum	1					1							1								3	14	21%	
Mark Quinlan		1																			1	5	20%	
Matthew Stone	1			1																	2	14	14%	
# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM																						0		
Inland Wetlands & Watercourses Agency																		# Days Absent	# Mtgs	% Absent				
	Apr-13	May-13		Jun-13		Jul-13		Aug-13		Sep-13	Oct-13		Nov-13		Dec-13	Jan-14	Feb-14		Mar-14					
	4/23/13	5/16/13		6/13/13		7/11/13 Cancel	7/17/13 Special	8/28/13		9/12/13	10/10/13	10/16/13	10/30/13	11/14/13		12/12/13	1/9/14-Canceled	2/13/14- CANCEL		3/13/14	3/27/14			
Robert Bahre																1					1		#DIV/0!	
Robert Oswald																					0	12	#REF!	
David Shepard										1											1	12	0%	
David Sinish							1														2	12	8%	
Al Bombassei																					1		#DIV/0!	
Richard Van De Bogart, Jr.																					0		#DIV/0!	
VACANT																					0		#DIV/0!	
# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM																						0		
Juvenile Review Board																		# Days Absent	# Mtgs	% Absent				
	Apr-13	May-13		Jun-13		Jul-13		Aug-13		Sep-13	Oct-13		Nov-13		Dec-13	Jan-14	Feb-14		Mar-14					
	4/17/13	5/15/13		6/19/13		7/17/13				9/18 cancel				11/20 no bus.	12/18/13 CANCEL	1/15/14 - Cancel	No Mtgs			No Meeting Held				
Lee Brown-Egan																					0	9	0%	
Kelly Conway				1																	1	9	11%	
Ben Mills		1		1																	2	9	22%	
Ruth Small				1																	1	9	11%	
Elizabeth Taylor-Huey																					0	9	0%	
Tracy Whittingslow						1															1	9	11%	
VACANT																					0		#DIV/0!	
# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM																						0		
Parks & Recreation Commission																		# Days Absent	# Mtgs	% Absent				
	Apr-13	May-13		Jun-13		Jul-13		Aug-13		Sep-13	Oct-13		Nov-13		Dec-13	Jan-14	Feb-14		Mar-14					
	4/22/13	5/20/13		6/17/13		7/15/13		8/26/13		9/9/13	9/30/13	10/15/13		11/18/13	12/16/13	1/13/14	No Mtgs			No Meeting Held				
Rebecca Andrews		1									1										2	12	17%	
Christopher Eckert		1		1																	3	12	25%	
Julius Fialkiewicz																					0	12	0%	
Ben Holden																					0	12	0%	
Todd Jacobs														1							1	12	8%	
VACANT																					0		#DIV/0!	
VACANT																					0		#DIV/0!	
VACANT																					0		#DIV/0!	
# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM																						6		

TOWN OF CANTON - BOARD ABSENTEE RECORD FOR PAST 12 MONTHS

Pension Committee																				# Days Absent	# Mtgs	% Absent
Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14											
	5/8/13		Jul-13				11/13/13			2/20/14												
Matthew Carman			1							1												
David Chellgren																						
Michael "Ken" Griffin																						
Darrin Tulley									1													
Sergio Benedetti																						
													# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM	0								
Permanent Municipal Building Committee																				# Days Absent	# Mtgs	% Absent
Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14											
4/10/13	5/7/13	6/4/13	7/2/13	7/15/13	7/25/13	8/19/13	9/3/13	10/1/13	11/17/13	12/5/13	1/7/14	2/4/14	3/4/14									
Karen Berry					1							1										
Ronald Dymicki																						
David Madigan			1																			
Peter Reynolds				1																		
													# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM	0								
Planning & Zoning Commission																				# Days Absent	# Mtgs	% Absent
Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14											
						10/16/13	11/20/13	12/18/13	1/15/14	2/19/14	3/19/14											
Keith August											1											
David Bondanza						1																
David Evens											1											
David Freeman												1										
John Huyghebaert													1									
Philip Pane																						
Lansford Perry																						
William Sarmuk									1					1								
Jonathan Thiesse																						
													# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM	0								
Temporary Plan of Conservation and Development Update Committee																				# Days Absent	# Mtgs	% Absent
Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14											
4/22/13	5/29/13		7/22/13	8/5/13	8/26/13	9/16/13	9/26/13- Cancelled	10/28/13- Workshop	11/6/13	11/25/13	No longer exists	Committee Disolved	Committee Disolved	Committee Disolved								
Rosemary Aldridge	1			1	1			1	1	1												
Susan Carr	1	1						1		1												
Michael DiPinto		1			1	1		1		1	1											
David Evens			1			1																
Julius Fialkiewicz						1																
Johnathan Thiesse																						
Bruce Mortimer	1		1		1	1		1														
Kristin Oswald	1																					
Philip Pane								1														
Lansford Perry																						
Peter Reynolds																						
David Shepard	1				1	1		1						1								
VACANT																						
													# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM	1								
Water Pollution Control Authority																				# Days Absent	# Mtgs	% Absent
Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14											
4/2/13	5/7/13	6/4/13		8/6/13	9/10/2013 special meeting	10/1/13		11/5/13	12/13/13	1/7/14	2/4/2014 CANCEL	3/4/14										
Paul Balavender				1				1		1												
Stuart Greacen																						
Matthew Stone			1																			
Robert Suttmiller																						
VACANT																						
													# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM	1								
Youth Services Bureau																				# Days Absent	# Mtgs	% Absent
Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14											
4/1/13	5/13/13	6/10/13		8/19/13	9/9/13	10/15/13		11/18/13	12/9/13	1/13/14	3/10/14											
Glenn Barger	1									1												
Stan Krzanowski																						
Patricia Maloy		1			1	1																
Laura Meheran										1												
Sue Saidel									1													
Lorinda Snow																						
VACANT																						
													# OF MEETINGS CANCELLED DUE TO LACK OF QUORUM	5								
Zoning Board of Appeals																				# Days Absent	# Mtgs	% Absent
Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14											
4/9/13	5/13/13	no mtg		8/12/13	9/9/13- Cancelled	10/21/13	11/18/13	12/9/13 CANCEL	1/13/14-Canceled	2/10/2014- CANCEL	3/10/14											
Robert Brainard Jr.				Cancelled																		
Jay Eustace																						
Christopher Kerr																						
David Martin	recused																					
Theodore Matthews																						
Robert Sigman																						
Frank Zizzamia																						
VACANT																						

April 15, 2014
W-P Project No. 12759F

Mr. Richard Barlow
4 Market Street
Collinsville, CT 06022

Dear Mr. Barlow,

This letter is to inform the Town that the Metropolitan District (MDC) will be replacing the existing emergency generator system with a new emergency generator system at the Nepaug Dam, located at approximately 150 Torrington Avenue. The proposed improvements will consist of removing the existing generator, fuel storage tank, pad mounted transformer, fencing, and associated electrical equipment and constructing a new approximately 35' x 35' fenced area adjacent to the existing generator system. The new fenced area will house the new 100 kW generator within a Level II soundproof enclosure, the new subbase fuel tank, electrical equipment enclosure, pad-mounted transformer, and a light pole. New underground electrical conduit will be installed across the parking area and then will extend aboveground to the gatehouse, mounted on the back side of the existing guardrail.

In addition, the proposed project will include miscellaneous site work such as minor re-grading, pavement patch and installation of a security light pole. A Site Plan and Special Exception Application of the proposed improvements has been submitted to the Planning and Zoning Commission for approval.

Please do not hesitate to contact me with any questions at 860-343-8297 or amanda.ziegler@wright-pierce.com

Sincerely,
WRIGHT-PIERCE



Amanda E. Ziegler, EIT
Project Engineer

Enclosures

CC: Eric Pizzoferrato, MDC
Christopher Levesque, MDC
Steve Hallowell, W-P