

**TOWN OF WARREN  
BOARD OF FINANCE  
BOARD OF SELECTMEN  
Meeting Agenda  
Zoom Meeting**

Date: February 3, 2021

Time: 7:00 pm

Place: Zoom Meeting

1. Minutes of the November 4, 2020
2. Additions to the Agenda
3. Review FY 2020-21 expenditures
4. Additional appropriations for new police boat
5. Additional Social Service Hours
6. FY 2019-20: adjustments
7. Discussion for special meeting with Auditor
8. Public comment – *there will be a three (3) minute time limit per person*

Adjourn:

Join Zoom Meeting

<https://zoom.us/j/97000260890?pwd=OVhmdlZkc2hSSFU2R2lVdWxWbkpMQT09>

Meeting ID: 970 0026 0890

Passcode: 665092

One tap mobile

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**Town of Warren**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4005 · Property Tax Revenue	5,340,836.59	5,440,597.00	-99,760.41	98.2%
4010 · Interest on Property Tax	22,259.62	14,350.00	7,909.62	155.1%
4015 · Lien Fees on Property Tax	1,008.35	650.00	358.35	155.1%
4020 · General Fund-STIF Income	38.59	600.00	-561.41	6.4%
4021 · Municipal Now Interest Income	7,541.26	17,400.00	-9,858.74	43.3%
4025 · Penalties Open Space	4,727.70	0.00	4,727.70	100.0%
4400 · State Grant Hist Doc Grant	5,500.00	5,500.00	0.00	100.0%
4420 · Education Cost Sharing	8,029.00	0.00	8,029.00	100.0%
4425 · Telephone Access Line Tax	0.00	4,500.00	-4,500.00	0.0%
4430 · Casino Revenue	1,456.33	1.00	1,455.33	145,633.0%
4455 · Disability	22.05	0.00	22.05	100.0%
4457 · State Property (PILOT)	2,084.00	1.00	2,083.00	208,400.0%
4465 · Veterans Tax Relief	1,425.00	500.00	925.00	285.0%
4470 · State Judicial Fines	80.00	0.00	80.00	100.0%
4601 · Library Rent	0.00	600.00	-600.00	0.0%
4602 · Election Grants for 2020	4,170.00			
4705 · Conveyance Tax	118,522.75	15,000.00	103,522.75	790.2%
4710 · Building Permits	40,772.00	40,000.00	772.00	101.9%
4715 · Recycling Rebate	0.00	0.00	0.00	0.0%
4720 · Dog Fees	423.00	1,000.00	-577.00	42.3%
4722 · Sports Licenses	9.00	50.00	-41.00	18.0%
4723 · Marriage Licenses	110.00	90.00	20.00	122.2%
4725 · Rent - Town Buildings	2,100.00	3,600.00	-1,500.00	58.3%
4740 · Contributions in Lieu of Taxes	500.00	500.00	0.00	100.0%
4745 · Planning & Zoning	3,427.00	2,950.00	477.00	116.2%
4755 · Recording Fees	14,121.00	7,500.00	6,621.00	188.3%
4775 · Miscellaneous Income	2,058.06	500.00	1,558.06	411.6%
4810 · Photocopies	2,792.17	6,080.00	-3,287.83	45.9%
4815 · Pistol Permits	980.00	280.00	700.00	350.0%
4846 · Conservation Commission	646.00	980.00	-334.00	65.9%
4848 · Zoning Bd. of Appeals	64.00	70.00	-6.00	91.4%
4851 · RSD6 CPAF	90,705.00	90,705.00	0.00	100.0%
7000 · "Transfer From Fund Balance"	0.00	14,400.00	-14,400.00	0.0%
<b>Total Income</b>	<b>5,676,408.47</b>	<b>5,668,404.00</b>	<b>8,004.47</b>	<b>100.1%</b>
<b>Gross Profit</b>	<b>5,676,408.47</b>	<b>5,668,404.00</b>	<b>8,004.47</b>	<b>100.1%</b>
<b>Expense</b>				
<b>GENERAL GOVERNMENT</b>				
5005 · first selectman salary	33,655.15	56,454.00	-22,798.85	59.6%
5010 · first selectman clerical	25,933.41	43,476.00	-17,542.59	59.6%
5015 · first selectman expense	3,296.13	6,500.00	-3,203.87	50.7%
5016 · Clerical Assistant	2,120.63	10,140.00	-8,019.37	20.9%
5017 · Compensation Review Adjustment	0.00	3,236.00	-3,236.00	0.0%
5020 · selectman second	1,951.00	3,902.00	-1,951.00	50.0%
5025 · selectman third	1,951.00	3,902.00	-1,951.00	50.0%
5030 · treasurer salary	5,211.72	8,742.00	-3,530.28	59.6%
5035 · treasurer expenses	815.63	1,610.00	-794.37	50.7%
5040 · town clerk salary	23,358.50	39,182.00	-15,823.50	59.6%
5041 · Deputy Town Clerk Salary	372.64	2,411.00	-2,038.36	15.5%
5045 · town clerk expenses	7,350.40	15,700.00	-8,349.60	46.8%
5050 · tax collector salary	9,262.50	23,400.00	-14,137.50	39.6%
5055 · tax collector expense	4,882.23	10,175.00	-5,292.77	48.0%
5063 · computer management	6,095.96	10,000.00	-3,904.04	61.0%
5064 · Social Services Expenses				
5066 · Actual Checking Account exp	-9,890.38	0.00	-9,890.38	100.0%
5064 · Social Services Expenses - Other	1,542.12	3,500.00	-1,957.88	44.1%
<b>Total 5064 · Social Services Expenses</b>	<b>-8,348.26</b>	<b>3,500.00</b>	<b>-11,848.26</b>	<b>-238.5%</b>
5065 · SS Director - salary	13,829.85	23,283.00	-9,453.15	59.4%
5070 · fire marshal				
5070-01 · Fire Marshal Compensation	839.37			
5070-02 · Fire Marshal monthly expenses	165.35			
5070 · fire marshal - Other	0.00	4,500.00	-4,500.00	0.0%
<b>Total 5070 · fire marshal</b>	<b>1,004.72</b>	<b>4,500.00</b>	<b>-3,495.28</b>	<b>22.3%</b>
5075 · building inspector				
5076 · Rev in Excess of Bld Ins	0.00	0.00	0.00	0.0%
5075 · building inspector - Other	35,796.54	35,000.00	796.54	102.3%
<b>Total 5075 · building inspector</b>	<b>35,796.54</b>	<b>35,000.00</b>	<b>796.54</b>	<b>102.3%</b>
5080 · Dog Warden - Salary	4,065.81	6,970.00	-2,904.19	58.3%
5081 · animal shelter	0.00	1,400.00	-1,400.00	0.0%
5082 · Dog Warden - expenses	300.00	850.00	-550.00	35.3%
5085 · police	0.00	500.00	-500.00	0.0%
5091 · Office Equipment	4,290.47	6,000.00	-1,709.53	71.5%
5092 · town engineer	0.00	2,500.00	-2,500.00	0.0%
5093 · legal counsel	3,156.61	10,000.00	-6,843.39	31.6%
5094 · auditor				
6615 · GASB 34 implementation	0.00	1,500.00	-1,500.00	0.0%
5094 · auditor - Other	10,000.00	21,500.00	-11,500.00	46.5%
<b>Total 5094 · auditor</b>	<b>10,000.00</b>	<b>23,000.00</b>	<b>-13,000.00</b>	<b>43.5%</b>
5095 · probate court	1,430.13	2,861.00	-1,430.87	50.0%
5098 · Registrar - salary	11,201.29	12,000.00	-798.71	93.3%

**Town of Warren**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
5099 · Election - expenses	9,238.05	11,300.00	-2,061.95	81.8%
5210 · Assessor	17,062.50	29,250.00	-12,187.50	58.3%
5211 · Assessor - Expenses	12,661.77	15,010.00	-2,348.23	84.4%
5212 · Asst Assessor in Training	540.00	8,320.00	-7,780.00	6.5%
5275 · Park & Rec Director - salary	23,818.00	40,741.00	-16,923.00	58.5%
5290 · Zoning/Wetlands Officer- salary	10,944.75	29,120.00	-18,175.25	37.6%
5295 · Land Use Clerical	3,212.64	10,140.00	-6,927.36	31.7%
5512 · Custodial- Salary	3,220.33	15,748.00	-12,527.67	20.4%
<b>Total GENERAL GOVERNMENT</b>	<b>283,682.10</b>	<b>530,823.00</b>	<b>-247,140.90</b>	<b>53.4%</b>
<b>GOV-EMPLOYEE BENEFITS</b>				
5130 · retirement fund				
5131 · Pension Plan 457 (b)	9,940.16	21,000.00	-11,059.84	47.3%
5130 · retirement fund - Other	4,287.66	71,030.00	-66,742.34	6.0%
<b>Total 5130 · retirement fund</b>	<b>14,227.82</b>	<b>92,030.00</b>	<b>-77,802.18</b>	<b>15.5%</b>
5135 · insurance benefits	67,197.07	106,111.00	-38,913.93	63.3%
5140 · Payroll Taxes	22,787.13	49,940.00	-27,152.87	45.6%
6560 · Payroll Expenses	3,575.66	0.00	3,575.66	100.0%
<b>Total GOV-EMPLOYEE BENEFITS</b>	<b>107,787.68</b>	<b>248,081.00</b>	<b>-140,293.32</b>	<b>43.4%</b>
<b>GOVT-BOARDS AND COMMISSIONS</b>				
5230 · board of assessment appeals	0.00	500.00	-500.00	0.0%
5240 · board of finance	70.00	670.00	-600.00	10.4%
5250 · planning & zoning commission	4,343.81	7,000.00	-2,656.19	62.1%
5260 · zoning board of appeals	229.79	5,000.00	-4,770.21	4.6%
5280 · conservation commission	1,083.53	4,000.00	-2,916.47	27.1%
<b>Total GOVT-BOARDS AND COMMISSIONS</b>	<b>5,727.13</b>	<b>17,170.00</b>	<b>-11,442.87</b>	<b>33.4%</b>
<b>GOVT-HEALTH SERVICES</b>				
5310 · torrington area health	7,666.52	7,667.00	-0.48	100.0%
5320 · visiting nurse	190.40	5,061.00	-4,870.60	3.8%
5350 · paramedic intercept	15,031.00	15,275.00	-244.00	98.4%
<b>Total GOVT-HEALTH SERVICES</b>	<b>22,887.92</b>	<b>28,003.00</b>	<b>-5,115.08</b>	<b>81.7%</b>
<b>GOVT - AGENCIES</b>				
5335 · Reg, Non-Profit Agencies, Chari	1,475.00	2,102.00	-627.00	70.2%
5415 · lake waramaug authority	800.00	5,600.00	-4,800.00	14.3%
5425 · interlocal commission	5,440.50	10,882.00	-5,441.50	50.0%
5430 · NWCT regional council	1,119.20	2,220.00	-1,100.80	50.4%
5435 · library	11,000.00	32,000.00	-21,000.00	34.4%
5445 · civil defense	245.84	1,000.00	-754.16	24.6%
5450 · litchfield cty dispatch	15,850.67	15,851.00	-0.33	100.0%
5460 · NW Conservation District	600.00	600.00	0.00	100.0%
5465 · elderly bus	615.00	1,115.00	-500.00	55.2%
5470 · council of small towns	2,017.00	2,075.00	-58.00	97.2%
<b>Total GOVT - AGENCIES</b>	<b>39,163.21</b>	<b>73,445.00</b>	<b>-34,281.79</b>	<b>53.3%</b>
<b>REGIONAL EDUCATION</b>				
5810 · regional school dist #6	2,093,152.00	3,139,727.00	-1,046,575.00	66.7%
<b>Total REGIONAL EDUCATION</b>	<b>2,093,152.00</b>	<b>3,139,727.00</b>	<b>-1,046,575.00</b>	<b>66.7%</b>
<b>TOWN BUILDINGS</b>				
5510 · town bldg operation	37,040.34	90,000.00	-52,959.66	41.2%
5515 · garbage pick up & hauling	47,927.88	98,000.00	-50,072.12	48.9%
5516 · energy improvements	0.00	1,500.00	-1,500.00	0.0%
5520 · Recycling operation	7,311.17	20,000.00	-12,688.83	36.6%
5530 · capital improvements	6,224.00	30,000.00	-23,776.00	20.7%
5535 · Covanta garbage processing	21,459.95	35,000.00	-13,540.05	61.3%
5540 · household hazardous waste	2,350.10	2,500.00	-149.90	94.0%
<b>Total TOWN BUILDINGS</b>	<b>122,313.44</b>	<b>277,000.00</b>	<b>-154,686.56</b>	<b>44.2%</b>
<b>TOWN FIRE DEPARTMENT</b>				
5475 · fire truck replacement	65,000.00	65,000.00	0.00	100.0%
5720 · fire dept insurance	18,699.00	19,834.00	-1,135.00	94.3%
5721 · Workman's comp	8,612.12	10,378.00	-1,765.88	83.0%
5722 · Gas and diesel Fuel	4,000.00	4,000.00	0.00	100.0%
5723 · Truck Maintenance	0.00	20,000.00	-20,000.00	0.0%
5724 · Tax Abatement	0.00	29,500.00	-29,500.00	0.0%
<b>Total TOWN FIRE DEPARTMENT</b>	<b>96,311.12</b>	<b>148,712.00</b>	<b>-52,400.88</b>	<b>64.8%</b>
<b>TOWN HIGHWAY &amp; GEN OPERATIONS</b>				
5150 · uniforms	2,840.78	5,000.00	-2,159.22	56.8%
5545 · town aid roads	0.00	0.00	0.00	0.0%
5550 · highway dept operations	42,748.09	120,000.00	-77,251.91	35.6%
5551 · Removal of Trees	10,725.00	30,000.00	-19,275.00	35.8%
5555 · highway salaries				
6560.01 · COVID-19 Expenses	498.00			
5555 · highway salaries - Other	154,351.41	266,830.00	-112,478.59	57.8%
<b>Total 5555 · highway salaries</b>	<b>154,849.41</b>	<b>266,830.00</b>	<b>-111,980.59</b>	<b>58.0%</b>
5560 · snow removal	17,982.46	90,000.00	-72,017.54	20.0%
5570 · town garage	6,473.91	20,000.00	-13,526.09	32.4%
5575 · maintenance town equipment	15,536.44	40,000.00	-24,463.56	38.8%

**Town of Warren**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
5580 · gas, fuel, oil	22,053.09	35,000.00	-12,946.91	63.0%
5585 · Road Fund	69,315.12	140,000.00	-70,684.88	49.5%
<b>Total TOWN HIGHWAY &amp; GEN OPERATIONS</b>	<b>342,524.30</b>	<b>746,830.00</b>	<b>-404,305.70</b>	<b>45.9%</b>
<b>TOWN INSURANCE ACCT</b>				
5710 · town insurance	38,239.88	61,000.00	-22,760.12	62.7%
<b>Total TOWN INSURANCE ACCT</b>	<b>38,239.88</b>	<b>61,000.00</b>	<b>-22,760.12</b>	<b>62.7%</b>
<b>TOWN MISCELLANEOUS</b>				
5273 · newsletter	1,114.37	3,700.00	-2,585.63	30.1%
5420 · boat replacement & repair	0.00	20,000.00	-20,000.00	0.0%
5900 · miscellaneous	851.20	3,000.00	-2,148.80	28.4%
5910 · fifty % dog fees	0.00	1,500.00	-1,500.00	0.0%
5940 · Website/Email Services	2,114.70	3,500.00	-1,385.30	60.4%
6595 · Hist doc state account	0.00	0.00	0.00	0.0%
<b>Total TOWN MISCELLANEOUS</b>	<b>4,080.27</b>	<b>31,700.00</b>	<b>-27,619.73</b>	<b>12.9%</b>
<b>TOWN PROPERTY</b>				
5660 · improving town property	5,677.82	15,000.00	-9,322.18	37.9%
5665 · street lighting	943.01	2,600.00	-1,656.99	36.3%
<b>Total TOWN PROPERTY</b>	<b>6,620.83</b>	<b>17,600.00</b>	<b>-10,979.17</b>	<b>37.6%</b>
<b>TOWNS OTHER FINANCING USES</b>				
5145 · Unemployment Compensation	1,536.81	0.00	1,536.81	100.0%
5270 · recreation commission				
5271 · Park & Rec THEIR Actual Exp	-4,402.12	0.00	-4,402.12	100.0%
5274 · Beach Salaries	19,835.49	20,000.00	-164.51	99.2%
5270 · recreation commission - Other	7,726.36	14,000.00	-6,273.64	55.2%
<b>Total 5270 · recreation commission</b>	<b>23,159.73</b>	<b>34,000.00</b>	<b>-10,840.27</b>	<b>68.1%</b>
5272 · P & R Road Race	0.00	0.00	0.00	0.0%
5440 · cemeteries	8,610.00	14,000.00	-5,390.00	61.5%
5565 · equipment fund	70,000.00	70,000.00	0.00	100.0%
5915 · bank charges	165.43	0.00	165.43	100.0%
5920 · non-recurring	25,000.00	25,000.00	0.00	100.0%
6155 · good neighbor fund	2,694.85	0.00	2,694.85	100.0%
6400 · Debt service--Bonds	0.00	205,313.00	-205,313.00	0.0%
6570 · Woods Building Maintenance	0.00	0.00	0.00	0.0%
6590 · Revaluation	0.00	0.00	0.00	0.0%
6600 · special appropriation	6,000.00	6,000.00	0.00	100.0%
6601 · Wasley Comm - Special App	0.00	2,000.00	-2,000.00	0.0%
<b>Total TOWNS OTHER FINANCING USES</b>	<b>137,166.82</b>	<b>356,313.00</b>	<b>-219,146.18</b>	<b>38.5%</b>
<b>Total Expense</b>	<b>3,299,656.70</b>	<b>5,676,404.00</b>	<b>-2,376,747.30</b>	<b>58.1%</b>
<b>Net Income</b>	<b>2,376,751.77</b>	<b>-8,000.00</b>	<b>2,384,751.77</b>	<b>-29,709.4%</b>