

Agenda
Town Council Regular Meeting
Wednesday, November 18, 2020 at 7:00 PM
Via GoToMeeting Teleconference

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1. Pledge
2. Visitors
3. Approval of Minutes – November 4, 2020
4. Appointments/Reappointments
5. Approve the Application for Emergency Management Performance Grant
6. Approve the Acceptance of the Middlesex United Way Grant
7. 2021 Meeting Calendar
8. Town Manager’s Financial Forecast
9. Finance Director’s Report
10. Chairman’s Report
11. Town Manager’s Report
12. Town Council Committee Liaison Reports
13. Adjourn



Middlesex United Way

November 11, 2020

Mr. David Melillo
Clinton Youth & Family Services
48 E. Main Street
Clinton, CT 06413

Dear Mr. Melillo:

The Middlesex United Way and Community Impact Council leadership have approved your request to reallocate July-December 2020 grant funding due to the Job Shadow program being temporarily discontinued because of COVID-19 restrictions.

The Healthy Communities, Healthy Youth grant to Clinton Youth & Family Services will be amended as follows:

- *Up to \$1,600 for the first six months of fiscal year 2020-2021 (July 2020 to December 2020) to be allocated to suicide prevention efforts in Clinton as outlined in the proposal.*

I have not yet received the signed funding partner agreement. I need this document before any payment is released, as outlined in the original grant award package. I am attaching the agreement to this letter for signature. You can send electronically to my email (christina.heckart@middlesexunitedway.org) or mail to the Middlesex United Way, Attn: Christina Heckart, 100 Riverview Center, Suite 230, Middletown, CT 06457.

We thank you for the important work you are doing in the community. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Christina Heckart".

Christina Heckart
Community Impact Director



Middlesex United Way

Middlesex United Way Funding Partner Criteria and Agreement FY2020-2021

Partnering with the Middlesex United Way

Our partnership improves lives and strengthens communities, achieving measurable, positive impact in the areas of education, wellness, youth development, housing, and financial stability. Together, we strive to create real, lasting change that supports healthy, vibrant, inclusive, and thriving communities across Middlesex County.

As a Partner, the Middlesex United Way will:

1. Respect a funding partner's prerogative in determining its own policies and programs.
2. Provide funding for initiatives and/or program services as requested by a funding partner and accepted by Middlesex United Way.
3. Give the funding partner the opportunity to seek funds on an emergency basis, but only if the emergency directly and critically affects a Funding Partner's ability to deliver services that are critical to its core mission and goals. Examples of appropriate emergency funding include but are not limited to:
 - Damages due to fire, flood, hurricane, blizzard, or other natural disaster;
 - Increased need for services due to fire, flood, hurricane, blizzard, or other natural disaster;
 - Damage, malfunction, or destruction of equipment critical to the delivery of services;
 - Uncontrollable and unexpected loss of funding.

Emergency funding is not available for capital improvements, upgrades, or reimbursement of purchased items/services, and should only be sought after all other avenues of available compensation (i.e. insurance, grants, disaster relief funding, etc.) or fundraising have been considered/sought.

4. Notify a funding partner in a timely way the amount and payment schedule for funding of initiatives and/or program services.
5. Provide greater visibility in the community through communications and Middlesex United Way campaign marketing materials and, in some cases, inclusion in the combined Federal and State Employee Fundraising Campaigns.
6. Demonstrate to the community that a set of high standards and accountability measures have been met by the funding partner through volunteer review of program administration, performance, and financials.

Funding Partner Criteria

Middlesex United Way will only fund programs and initiatives that can document that our funding will be used for needed services within Middlesex County and fall within the following criteria:

1. Articulate the root causes their programs and services address;
2. Collaborate with others in the community to work toward alleviating those root causes;
3. Provide a tangible, strategic plan with timelines and assessments that are measurable and replicable;
4. Demonstrates effective outcomes that lead to positive community-wide change and are consistent with our goals in the areas of:
 - Education
 - Financial Stability
 - Wellness
 - Youth Development
 - Housing
5. Demonstrates financial need for Middlesex United Way funding.

A Funding Partner also:

- Is a 501 (c) 3 or 170 (c) 1 organization and provides a recognized and beneficial health and human services program(s) that has been functioning for at least one year.
- Is in compliance with Middlesex United Way's nondiscrimination policy and has signed the associated statement indicating their compliance.
- Has a program/initiative that falls into one of Middlesex United Way's community impact areas and/or provides a service that meets a demonstrated community need.
- Submits outcome measurements and performance indicators (see below for all reporting requirements).
- Is fiscally responsible and has adequate safeguards when handling funds in its custody.

Reporting Requirements

Funded partners are asked to provide certain documentation in addition to what is required in the grant application. A signed Funding Partner Agreement, signed PATRIOT Act Compliance, and the prior fiscal year's Final Report (if applicable) must be received before any payment is released.

Documents to be submitted yearly

- PATRIOT Act Compliance
- Current IRS 990 form (if applicable)
- Names and addresses of Board of Directors
- Annual audit conducted by an external independent licensed accountant (applies to organizations with an annual budget > \$100K)
- Dept. of Consumer Protection Registration (if applicable)
- Middlesex United Way Mid-Year Grant Survey
- Middlesex United Way Final Report

Document on permanent file

- Documentation of 501 (c) 3 or 170 (c) 1 Status
- Copy of By Laws
- Articles of Incorporation or Charter
- Proof of liability insurance
- Signed letter of affirmation of United Way Non-Discrimination Policy

In addition for 170 (c) 1s:

- Department Financials and Budget

Partnership Agreement

TERMS OF AGREEMENT

1. Funding Partners agree to hold harmless Middlesex United Way all funding under this agreement as is it contingent upon the availability of funds. This agreement is subject to modification or termination if dollars (funds) pledged are not received. Funding Partners agree that Middlesex United Way is in no way liable for any uncollected pledges.
2. In the required Middlesex United Way Mid-Year Grant Survey, funding partners will advise Middlesex United Way about grant funds that will not be expended and may request a budget revision. Middlesex United Way may request the return of all or a portion of money not spent if a revision is not requested and approved.
3. Funding Partners agree to hold harmless and indemnify Middlesex United Way against any claim for bodily injury and/or property damage which may be made by any person or persons by reason of any action by the partner or anyone of its members, or employees, or beneficiaries, or its agents. The funding partner shall furnish Middlesex United Way with a Certificate of Liability and extended coverage insurance.

A. COMMUNICATIONS AND PROMOTIONS

1. Funding Partners will allow the use of its name and the name(s) of its funded programs by Middlesex United Way for public relations and fundraising purposes.
2. Funding Partners will promote its participation as a funded partner whenever possible, including agency/program newsletters, annual reports, and news releases.
3. Funding Partners will not promote themselves for designations through the Middlesex United Way community campaign.

B. FUNDRAISING

Middlesex United Way encourages funding partners to be self-sufficient and seek a diversity of funding sources. At the same time funding partners are asked to support Middlesex United Way's community wide fundraising efforts. Funding Partners will make every effort not to compete with Middlesex United Way's community campaign. In addition, funding partners will:

1. Advise Middlesex United Way of any anticipated capital fundraising efforts.
2. Avoid soliciting employees in other workplaces for payroll deduction contributions.
3. Avoid soliciting corporate giving during the campaign period of September 1 to November 15.
4. Funding Partners will conduct an internal employee campaign and offer payroll deduction.
5. Assist Middlesex United Way with speakers and tours.

C. RENEWAL/TERMINATION OF AGREEMENT

Either party has the right to terminate this agreement.

Middlesex United Way has the right to end an agreement at any time for sufficient cause as determined by their Community Impact Council and Board of Directors.

In addition, either partner through written notice may revoke this agreement which must be submitted at least 60 days beforehand.

**Middlesex United Way
Funding Partner Criteria and Agreement FY2020-2021**

Term of Agreement: July 1, 2020 – December 31, 2020

This AGREEMENT has been approved by the **Middlesex United Way Board of Directors** on June 10, 2020 and approved and signed by the Executive Director and the President of the Board of Directors for **(funding partner)** _____.

Signed and dated for Funding Partner:

Executive Director (print name)	Executive Director (signature)	Date

President, Board of Directors (print name)	President, Board of Directors (signature)	Date

Signed for Middlesex United Way:

	
Kevin J. Wilhelm President and CEO	Scott Carlson Chair, Board of Directors



Middlesex United Way

Proposed Outputs & Outcomes
Fiscal Year 2020-2021

Organization Name
Name of Program/Initiative:

Clinton Human Services
Community-Wide Suicide Prevention

Program Activities
Projected Period: July 2020 - June 2021

Brief description of proposed program activities Program Activity (Example) Example: Individual Case Management Sessions	Projected Output of activity. Quantitative results. Projected Output (Example) Example: 300 sessions
Activity 1 Four QPR Gatekeeper Trainings of 2 hours each	Output 1 Advertising and recruitment to reach and train 40 people. Conduct 4 trainings
Activity 2 Community awareness campaign that highlights QPR Gatekeeper Training.	Output 2 Make personal contacts with already-trained residents or school staff to recognize them as QPR Ambassadors and give them an "I'm Trained in QPR" sticker, button, or poster to display. Expect to reach 200+ people.
Activity 3 One QPR Instructor Training of 8 hours.	Output 3 Schedule a training one Clinton resident in the 18-25 age range.
Activity 4 One QPR Teen Advocate Training of 3 hours.	Output 4 Schedule a training for one Clinton high school student.
Activity 5	Output 5
Activity 6	Output 6
Activity 7	Output 7

Activity 8

Output 8

Activity 9

Output 9

Activity 10

Output 10

Program Outcomes

Projected Period: July 2020 - June 2021

List program outcome with qualitative goal and how you will measure (indicators).

Outcome Statement (Example)

Example: 75% of youth served will demonstrate increased knowledge about conflict resolution skills they can use in their own life. Outcome measured by use of pre- and post-tests

Outcome Statement (Example)

Example: 50% of clients will secure at least one job interview. Measured by client progress notes in client file.

Outcome Statement 1

To train an additional 40 Clinton youth and adult residents in QPR Gatekeeper Training by 12/23/20. The overall number of Clinton residents/school staff with the tools to intervene in a suicide crisis will increase to 403.

Outcome Statement 2

To designate our existing pool of trained residents and school staff as QPR Ambassadors to their peers and larger community. Community conversation about mental health will increase, and the stigma connected to treatment-seeking will decrease. Measured by surveys completed in November and May.

Outcome Statement 3

Schedule a QPR Instructor training with CT's Tom Steen, for one young adult resident. Adding a QPR instructor who is well-matched to our at-risk population will increase the likelihood of reaching this demographic with needed interventions.

Outcome Statement 4

List UW goal achieved. From section 2 on Fund Request Form.

United Way Goal (Example)

Example: Youth and Adults develop skills needed to lead a positive and productive life.

United Way Goal (Example)

Example: Individuals learn skills to improve their economic situation.

UW Goal for Outcome 1

Students are college or career ready when they exit high school

UW Goal for Outcome 2

Students are college or career ready when they exit high school

UW Goal for Outcome 3

Students are college or career ready when they exit high school

UW Goal for Outcome 4

Meet with CT's master QPR trainer, Tom Steen, to develop an acceptable plan to train a youth as a QPR Teen Advocate. This youth would help co-facilitate future trainings alongside adult instructors.

Outcome Statement 5

UW Goal for Outcome 5

Outcome Statement 6

UW Goal for Outcome 6

Outcome Statement 7

UW Goal for Outcome 7

Outcome Statement 8

UW Goal for Outcome 8

Outcome Statement 9

UW Goal for Outcome 9

Outcome Statement 10

UW Goal for Outcome 10

Youth and adults develop skills needed to lead a positive and produc

Director of Finance Monthly Report to Town Council-Meeting 11/18/2020

FY21 Financial Overview 4 months ending October 31, 2020

Revenues: Total Town revenues fiscal year to date October 2020 were \$30 million, compared to \$29 million, the prior year. The higher revenues included the \$2.2 million of proceeds from the sale of the old Morgan High School, offset by the timing of the ECS State revenues of \$1.3 million that was received in November 2020, compared to the prior year when this grant was received and recorded in October.

Total tax collections were \$227K higher than the prior year, and \$109K higher compared to September 2020, and are 55.5% of the 2021 budget, compared to 55.4% fiscal 2020 year to date October. Tax interest, liens in fees were down slightly, \$12K, in comparison to prior year numbers, as a result of the Town's adoption of the State of Connecticut low interest rate program as part of the COVID-19 relief package, which ended October 31.

Additional State grant revenues received as budgeted, in October 2020 were Town Road Aid (\$133K), Municipal Stabilization (\$288K) and the Pilot State Owned Property (\$16K).

Town services revenues tracking higher when compared to the prior year continue in the same areas reported for previous months. Town Clerk's revenues are \$77K higher year to date than the prior year, reflecting the recent strong real estate market and resulting higher Real Estate Conveyance fees. This trend however is slowing down, with October revenues (\$34K) the lowest monthly revenue recorded fiscal year to date. Building fees are \$25K higher than the prior year, with October recording the highest month of FY21, \$55K, up from \$37K in September. Police Contracted services continue to average approximately \$19K monthly, and year to date are \$70K higher than last year. As of October year to date Police Contracted services are \$51K higher than budget for the full fiscal 2020 due to the various third party contractor building and repair projects taking place throughout the town.

Town service revenues tracking lower than the prior year continue to be investment income \$41K, Town property rentals \$19K and planning and zoning fees \$2K. Due to conservative revenue budgeting, FY21 investment income, even though less than the prior year, is tracking with that budgeted and is 35% of budget (at 33% as of October). Town Property rentals and Planning and Zoning fees are tracking lower than budget, at 19%, and 15%, respectively. Compensation refunds were not budgeted so the \$17K received in July even though is less than the prior year, is in addition to that budgeted.

Expenses: October 2020 expenses were \$3.7 million compared to \$4.4 million in October of the prior year. The transfers to the Board of Education accounted for \$2.5 million of the October 2020 expenses, \$854K less than October of the prior year. The remainder of the October expenses were the budgeted recurring expenses for salary, benefits and other fixed costs. The department salary lines include all retro salary amounts as negotiated with union contract settlements (with the final contract settlement in October). In addition, one time budgeted expenses recorded in October 2020 include one additional payment to the Library for their November stipend of \$64K, \$18K payment for network support services to the BOE in the Technology department, \$13K for Police education, \$9K of technical support services in the Assessor department and \$7K in the Town Clerk budget for election costs (this is net of the \$5K State election grant monies received).

Other:

Investment Balances and Interest Income: The Town had \$24 mill in unrestricted investments as of October 31, 2020, \$7 mill more than the prior year. Investment income is averaging \$4K monthly. The BOA investment interest rate is .2% compared to .8% last year. Investment fees charged for the various services utilized with all Town and BOE accounts are now averaging \$1500 a month and are recorded separately on the bank fees line under the Other General Government department. I expect bank fees to be on budget at \$18K for FY21.

Contingency and Fund Balance Report:

Contingency balance: \$250,000 as budgeted. As was noted during budget deliberations earlier this year, a portion of this contingency balance will be used to cover the additional salary and other payroll related expenses resulting from union contract settlements and other payroll and stipend increases approved in FY21. These budget line item transfers will be done at the end of the fiscal year.

The Pro Forma Fund Balance calculates to 13.9% of FY21 Budgeted expenditures, prior to any surplus from FY20 being recorded or included, \$600K short of a minimum 15% fund balance threshold as recommended by the rating agencies.

Finance Department Operational Update:

- 1) The Audit is progressing along, the Town and BOE have responded to all of their requests. We are waiting for them to complete testing, and to receive and review final comments.
- 2) Filing to the State Municipal CRF Fund (Coronavirus Relief Fund) grant was completed and has been audited. The state notified the Town that \$24,553 has been authorized under this grant to reimburse the Town for expenses related to the COVID -19 pandemic incurred through June 30, 2020. This represents mainly the 25% of expenses not covered by FEMA of which \$39,468 was approved for payment to Town. Both grant amounts are expected to be received shortly.

As a note, in addition, the BOE is receiving \$ 114,411 from CRF to reimburse the district for necessary, non-budgeted COVID-19 related expenditures, particularly personal protective equipment (PPE) expenses, incurred through December 30, 2020.

In addition, the Elementary and Secondary School Emergency Relief Fund (ESSER) established as part of the CARES act has awarded the BOE \$166,618 to reimburse the district for unbudgeted expenditures related to educational resources, technology and staffing to be incurred through June 30, 2021.

At this time it appears the Town and BOE are being reimbursed in full, or for the majority of all non-budgeted expenses incurred to date and anticipated related to the COVID-19 pandemic, and does not appear the pandemic will have a significant impact on expenses in FY21.

Town of Clinton
FY21

Fund 01 - General Fund Revenues
YTD October 31, 2020 vs YTD October 31, 2019

ACCT	DESCRIPTION	FY21 BUDGET	Jul-20	Aug-20	Sep-20	Oct-20	YTD OCT 2020 ACTUAL	YTD OCT 2019 ACTUAL	CURRENT YTD vs PRIOR YTD		BUDGET vs CURRENT	
									\$ Fav/(Unfav) Variance	% Fav/(Unfav) Variance	\$ Fav/(Unfav) Variance	Budget %
41101	CURRENT TAX LEVY	48,038,852	23,089,500	2,812,551	307,396	416,420	26,625,868	26,429,805	196,063	0.74%	(21,412,984)	55%
41102	PRIOR YEARS LEVY	120,000	30,508	58,504	18,148	13,239	120,399	88,810	31,589	35.57%	399	100%
41103	SUPP MOTOR VEHICLE	150,000	-	-	-	-	-	-	-	-	(150,000)	0%
41901	TAX INTEREST/LIENS/FEES	100,000	6,198	13,582	6,418	18,981	45,179	57,578	(12,399)	-21.53%	(54,821)	45%
43302	EGS	5,192,084	-	-	-	-	-	1,363,925	(1,363,925)	-100.00%	(5,192,084)	0%
43307	TOTALLY DISABLED PERSONS	950	-	-	-	-	-	-	-	0.00%	(950)	0%
43308	ELDERLY TAX EXEMPTIONS	2,000	-	-	2,000	-	2,000	-	-	0.00%	-	100%
43311	STATE OF CT MISC	3,000	-	-	-	-	-	-	-	-	(3,000)	0%
43314	SPECIAL ED REIMBURSEMENT	370,000	-	-	-	-	-	-	-	-	(370,000)	0%
43401	TOWN ROAD AID	267,253	-	-	-	-	133,835	-	133,835	-	(133,418)	50%
43402	LOCAL CAPITAL IMPROVEMEN	84,033	-	-	-	-	-	-	-	-	(84,033)	0%
43403	STATE PROPERTY GRANT	-	-	-	-	-	-	16,949	-	-100.00%	(20,000)	0%
43600	PROPERTY TAX RELIEF VETS	20,000	-	-	-	-	-	-	-	0.00%	-	0%
43601	MUNI STABILIZATION GRANT	288,473	-	-	-	288,473	288,473	-	-	0.00%	-	100%
43602	TELEPHONE ACCESS LINES	-	-	-	-	-	-	-	-	-	-	100%
43603	PILOT STATE OWNED PROP	16,949	-	-	-	16,949	16,949	-	-	-	(16,949)	0%
43604	GRANTS FOR MUNI PROJECTS	191,674	-	-	-	-	-	-	-	-	-	0%
43605	FEMA FLASH FLOOD 919	-	-	-	-	-	-	183,446	(183,446)	-100.00%	-	-
43606	FEMA SANDY GRANT	-	-	-	-	-	-	-	-	-	-	-
43904	CIVIL PREPAREDNESS	-	-	-	-	-	-	1,360	(1,360)	-100.00%	-	-
44402	TRANSFER STATION FEES	53,000	7,865	5,266	8,922	5,896	27,949	23,968	3,981	16.61%	(25,051)	53%
44714	LAUNCH PASSES	21,000	5,860	5,375	2,400	1,119	14,754	18,325	(3,571)	-19.49%	(6,246)	70%
44715	BOAT MOORINGS	79,000	230	885	30,994	10,584	42,692	38,967	3,725	9.56%	(36,308)	54%
46101	INVESTMENT INCOME	50,000	3,992	5,096	4,278	4,017	17,383	58,198	(40,815)	-70.13%	(32,617)	35%
46105	WISAM TRUST FUND	38,000	-	-	9,655	-	9,655	15,591	(5,936)	-38.08%	(28,346)	25%
47201	TOWN PROPERTY RENTALS	15,000	-	2,000	-	867	2,867	22,053	(19,186)	-87.00%	(12,133)	19%
47205	WSAM RENTALS	3,000	-	-	-	-	-	2,925	(2,925)	-100.00%	(3,000)	0%
48810	RECEIPTS/REVENUES	16,000	1,765	2,754	2,044	1,376	7,939	5,946	1,993	33.52%	(8,061)	50%
48832	SCRAP METAL RETURNS	10,000	1,151	1,352	1,594	847	4,944	3,822	1,122	29.36%	(5,056)	49%
48833	WORKER'S COMP REFUNDS	-	17,368	-	-	-	17,368	51,293	(33,925)	-66.14%	17,368	0%
48898	APPLIED FUND BAL-CAPITAL	825,000	-	-	-	-	-	-	-	-	(825,000)	0%
48899	APPROPRIATED SURPLUS	250,000	-	-	-	-	-	-	-	-	(250,000)	0%
49200	SALE OF FIXED ASSETS	-	-	-	-	2,200,000	2,200,000	-	-	-	2,200,000	0%
General Revenue		56,205,268	23,164,438	3,041,201	393,848	2,978,767	29,578,254	28,673,433	904,821	3.16%	(26,627,014)	53%
44101	TOWN CLERK MISC FEES	80,000	10,092	10,604	8,941	9,092	38,729	28,067	10,662	37.99%	(41,272)	48%
44102	REAL ESTATE CONVEY TAX	170,000	30,865	47,362	40,699	24,220	143,146	76,132	67,014	88.02%	(26,854)	84%
44501	VITALS	12,000	916	676	1,337	1,529	4,458	5,050	(592)	-11.72%	(7,542)	37%
Town Clerk		262,000	41,873	58,641	50,977	34,841	186,332	109,249	77,083	70.56%	(75,668)	71%
44104	PLANNING /ZONING FEES	12,000	399	173	300	970	1,842	3,819	(1,977)	-51.76%	(10,158)	15%
44107	ZONING Bd OF APPEALS FEE	4,000	399	173	300	970	1,842	3,819	(1,977)	-51.76%	(10,158)	15%
Zoning Board Of Appeals		4,000	1,530	525	1,080	(337)	2,798	1,737	1,061	61.08%	(1,202)	70%
44106	INLAND WETLANDS	2,000	303	195	495	(370)	623	684	(61)	-8.85%	(1,377)	31%
Inlands/Wetlands Comm		2,000	303	195	495	(370)	623	684	(61)	-8.85%	(1,377)	31%
44201	CONTRACT POLICE SERVICES	25,000	18,291	22,979	19,183	19,263	79,715	15,565	64,151	412.16%	54,715	319%
44203	POLICE FINES	11,000	2,138	1,976	-	4,039	8,153	2,449	5,704	232.91%	(2,847)	74%
Police Dept		36,000	20,429	24,955	19,183	23,302	87,868	18,014	69,855	387.79%	51,858	244%
42201	BUILDING FEES	175,000	12,676	13,483	37,479	55,664	119,302	94,351	24,951	26.44%	(55,698)	68%
Building Dept		175,000	12,676	13,483	37,479	55,664	119,302	94,351	24,951	26.44%	(55,698)	68%
42261	DOG BOARDING FEES	150	-	-	-	100	100	15	85	56.67%	(50)	67%
Animal Control		150	-	-	-	100	100	15	85	56.67%	(50)	67%
44713	BEACH PASSES	18,000	17,398	4,054	1,164	-	22,616	21,282	1,334	6.27%	4,616	126%
Parks & Recreation		18,000	17,398	4,054	1,164	-	22,616	21,282	1,334	6.27%	4,616	126%
Town General Fund Revenues		56,714,418	23,259,045	3,143,227	504,526	3,092,937	29,999,736	28,922,583	1,077,153	3.72%	(26,714,682)	53%

Town of Clinton
Fund 01 - General Fund Expenditures
By Department
October 31, 2020

DEPT	ACCT	DESCRIPTION	FY21 BUDGET		OCT 2020		ENCUMBRANCES		FY21		FY20		CURRENT YTD vs PRIOR YTD		BUDGET vs CURRENT YTD Remaining Balance (C)-(D)-(A)	Actual & Encumbrances Spent as % of Budget %(A+D)/(C)
			(C)	(D)	ACTUAL		(A)	(B)	ACTUAL	ACTUAL	\$(Over)/Under Variance (B)-(A)	%(Over)/Under Variance (B)-(A)				
4111	Total	Town Manager	262,010	-	19,982	-	-	-	81,330	50,616	(30,713)	-61%	180,681	31%		
4119	Total	Finance	332,566	-	22,110	-	-	-	108,104	89,373	(18,731)	-21%	224,462	33%		
4131	Total	Assessor	205,918	424	23,665	424	-	-	78,390	65,868	(12,523)	-19%	127,103	38%		
4135	Total	Tax Collector	163,932	-	11,378	-	-	-	60,408	52,353	(8,055)	-15%	103,524	37%		
4143	Total	Technology	390,194	14	38,945	14	-	-	171,229	171,278	48	0%	218,951	44%		
4147	Total	Town Clerk	145,750	15,351	19,625	15,351	-	-	51,190	44,196	(6,994)	-16%	79,210	35%		
4153	Total	Planning & Zoning Comm	164,814	40,022	6,140	40,022	-	-	30,184	41,450	11,266	27%	94,608	43%		
4155	Total	Zoning Board Of Appeals	1,950	-	97	-	-	-	97	59	(38)	-65%	1,853	5%		
4161	Total	Probate Court	4,524	-	2,262	-	-	-	2,070	2,262	193	9%	2,455	46%		
4163	Total	Inlands/Wetlands Comm	81,204	6,224	24,943	6,224	-	-	24,943	14,353	(10,590)	-24%	56,261	31%		
4165	Total	Harbor Comm	46,440	3,716	46,440	3,716	-	-	24,938	20,202	(4,737)	-23%	21,502	54%		
4167	Total	Shellfish Comm	14,376	2,557	2,557	-	-	-	2,557	-	(2,557)	-100%	11,819	18%		
4191	Total	Water Pollution Control	69,087	-	7,488	-	-	-	7,488	17,998	10,510	58%	61,600	11%		
4193	Total	WASM Maintenance	191,659	-	11,986	-	-	-	56,489	47,825	(8,665)	-18%	135,170	29%		
4195	Total	Elections & Meetings	35,215	48	3,112	48	-	-	9,331	8,735	(596)	-7%	25,835	27%		
4197	Total	General Government Admin	413,092	6,430	8,831	6,430	-	-	134,068	139,515	5,447	4%	270,193	35%		
4199	Total	Other General Gov't	1,094,450	70,214	188,639	70,214	-	-	562,879	790,934	228,054	29%	342,932	69%		
4201	Total	Police Dept	2,870,061	8,029	231,793	8,029	-	-	920,436	878,398	(42,039)	-5%	1,941,596	32%		
4203	Total	Fire Dept	337,500	-	11,726	-	-	-	49,981	133,095	83,114	62%	287,519	15%		
4213	Total	Building Dept	127,653	9,480	4,287	9,480	-	-	38,370	40,471	2,102	5%	89,283	30%		
4215	Total	Animal Control	61,455	4,137	4,137	-	-	-	16,795	15,703	(1,092)	-7%	44,660	27%		
4219	Total	Fire Marshal	58,500	4,287	4,287	-	-	-	17,416	29,026	11,610	40%	41,084	30%		
4221	Total	Communications	646,395	37,659	37,659	8,905	-	-	212,583	253,613	41,031	16%	424,907	34%		
4223	Total	Civil Preparedness	13,500	417	417	-	-	-	1,667	1,667	-	0%	11,833	12%		
4301	Total	Public Work	1,956,917	164,446	234,052	164,446	-	-	576,077	591,066	14,990	3%	1,146,788	41%		
4311	Total	Street Lighting	126,000	2,433	69,079	2,433	-	-	51,386	51,383	(453)	-1%	5,085	96%		
4329	Total	Water & Hydrants	511,161	40,224	40,224	390,490	-	-	120,671	117,725	(2,946)	-3%	-	100%		
4403	Total	Health	147,755	-	73,878	-	-	-	73,878	73,878	-	0%	-	100%		
4419	Total	Human Services	276,253	20,893	20,893	-	-	-	79,735	89,683	9,948	11%	196,519	29%		
4501	Total	Library	769,246	128,208	448,727	128,208	-	-	320,519	316,592	(3,928)	-1%	-	100%		
4505	Total	Parks & Recreation	224,317	13,634	13,634	-	-	-	74,542	71,850	(2,692)	-4%	149,775	33%		
4603	Total	Econ Development	10,400	-	-	-	-	-	-	1,000	1,000	100%	10,400	0%		
4701	Total	Education	33,614,517	2,504,427	2,504,427	-	-	-	8,567,678	9,390,872	823,195	9%	25,046,839	25%		
4801	Total	Town Debt - Prin	1,872,000	-	-	-	-	-	472,000	527,000	55,000	10%	1,400,000	25%		
4802	Total	Town Debt Prin	1,490,591	27,395	27,395	111,531	-	-	1,131,704	1,225,181	93,477	8%	247,356	83%		
4803	Total	BOE Debt Interest	1,225,757	-	-	-	-	-	601,165	548,357	(52,808)	-10%	624,592	49%		
4804	Total	Town Debt Interest	651,851	-	-	-	-	-	320,459	223,364	(97,095)	-43%	331,392	49%		
4901	Total	Capital Projects	945,325	-	-	-	-	-	945,325	755,280	(190,045)	-25%	-	100%		
5100	Total	Fringe Benefits	4,726,641	222,095	222,095	199,184	-	-	2,301,007	2,305,848	4,840	0%	2,226,450	53%		
	Grand Total	Town General Fund Expenditures	56,280,976	3,669,337	3,669,337	1,797,204	-	-	18,299,536	19,198,065	898,530	5%	36,184,237	36%		

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DEPT	ACCT	DESCRIPTION	FY21 BUDGET (C)	OCT 2020 ACTUAL	ENCUMBRANCES (D)	FY21		FY20		CURRENT YTD vs PRIOR YTD		BUDGET vs CURRENT YTD Remaining Balance (C)-(D)-(A)	Actual & Encumbrances Spent as % of Budget %(A+D)/(C)
						YTD OCT 2020 ACTUAL (A)	YTD OCT 2019 ACTUAL (B)	\$(Over)/Under Variance (B)-(A)	%(Over)/Under Variance (B)-(A)				
4111	51310	SALARIES-FULL TIME	225,000	17,308	-	70,020	17,166	(52,854)	-307.89%	154,980	31%		
4111	51311	ELECTED OFFICIALS SALARY	12,000	1,000	-	4,000	26,962	22,962	85.16%	8,000	33%		
4111	51320	SALARIES - PART TIME	15,690	1,253	-	4,874	4,339	(535)	-12.34%	10,816	31%		
4111	52900	TRAVEL EXPENSE	-	-	-	-	379	379	100.00%	-	-		
4111	52901	AUTOMOBILE ALLOWANCE	4,800	400	-	1,600	-	(1,600)	0.00%	3,200	33%		
4111	54300	REPAIRS & MAINTENANCE	1,300	-	-	720	720	-	0.00%	580	55%		
4111	56100	GENERAL SUPPLIES	1,800	21	-	116	474	358	75.52%	1,684	6%		
4111	58110	MISC EXPENDITURES	1,420	-	-	-	577	577	100.00%	1,420	0%		
4111 Total	Town Manager		262,010	19,982	-	81,330	50,616	(30,713)	-61%	180,681	31%		
4119	51310	SALARIES-FULL TIME	285,582	21,713	-	88,923	86,967	(1,956)	-2%	196,659	31%		
4119	51311	ELECTED OFFICIALS SALARY	1,000	83	-	333	250	(83)	-33%	667	33%		
4119	52900	TRAVEL EXPENSE	600	-	-	-	58	58	100%	600	0%		
4119	53300	OTHER PROF/TECH SERVICES	2,000	-	-	-	-	-	-	2,000	0%		
4119	54304	IT/TECHNOLOGY MAINTENANC	36,884	148	-	17,962	577	(17,385)	-3015%	18,922	49%		
4119	55301	POSTAGE	2,500	165	-	715	665	(50)	-7%	1,785	29%		
4119	56100	GENERAL SUPPLIES	3,500	-	-	170	606	435	72%	3,330	5%		
4119	58100	DUES & FEES	500	-	-	-	250	250	100%	500	0%		
4119 Total	Finance		332,566	22,110	-	108,104	89,373	(18,731)	-21%	224,462	33%		
4131	51310	SALARIES-FULL TIME	161,982	13,238	-	51,821	49,089	(2,732)	-6%	110,161	32%		
4131	52900	TRAVEL EXPENSE	500	-	-	-	83	83	100%	500	0%		
4131	53220	IN SERVICE	1,600	-	-	(300)	-	300	-	1,900	-19%		
4131	53300	OTHER PROF/TECH SERVICES	4,500	-	-	-	-	-	-	4,500	0%		
4131	53400	OTHER PROF SERVICES	10,000	-	-	5,000	5,000	-	0%	5,000	50%		
4131	53500	TECHNICAL SERVICES	9,913	9,831	-	9,831	46	(9,785)	-21281%	82	99%		
4131	54304	IT/TECHNOLOGY MAINTENANC	10,917	-	-	10,213	10,363	150	1%	704	94%		
4131	55301	POSTAGE	2,200	77	-	322	337	15	4%	1,878	15%		
4131	56100	GENERAL SUPPLIES	1,200	66	124	190	167	(23)	-14%	886	26%		
4131	56430	PERIODICALS	2,286	453	300	1,313	667	(646)	-97%	673	71%		
4131	58100	DUES & FEES	820	-	-	-	115	115	100%	820	0%		
4131 Total	Assessor		205,918	23,665	424	78,390	65,868	(12,523)	-19%	127,103	38%		
4135	51310	SALARIES-FULL TIME	118,502	8,963	-	36,786	34,060	(2,726)	-8%	81,716	31%		
4135	51320	SALARIES - PART TIME	13,879	862	-	5,361	4,928	(433)	-9%	8,518	39%		
4135	52900	TRAVEL EXPENSE	500	35	-	131	59	(72)	-122%	369	26%		
4135	53300	OTHER PROF/TECH SERVICES	2,500	-	-	2,500	2,475	(25)	-1%	-	100%		
4135	53400	OTHER PROF SERVICES	-	-	-	-	-	-	-	-	-		
4135	53500	TECHNICAL SERVICES	5,225	-	-	5,225	5,050	(175)	-3%	-	100%		
4135	55301	POSTAGE	13,310	671	-	4,346	1,867	(2,479)	-133%	8,964	33%		
4135	56100	GENERAL SUPPLIES	3,300	745	-	1,539	520	(1,018)	-196%	1,761	47%		
4135	56290	OTHER	4,230	-	-	4,065	2,902	(1,163)	-40%	165	96%		
4135	58099	DMV FEES	250	-	-	250	250	-	0%	-	100%		
4135	58100	DUES & FEES	1,000	-	-	42	42	42	100%	1,000	0%		
4135	58900	OTHER ITEMS	1,236	103	-	206	200	(6)	-3%	1,030	17%		
4135 Total	Tax Collector		163,932	11,378	-	60,408	52,353	(8,055)	-15%	103,524	37%		

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DEPT	ACCT	DESCRIPTION	FY21 BUDGET	OCT 2020 ACTUAL	ENCUMBRANCES	FY21 YTD OCT 2020 ACTUAL	FY20 YTD OCT 2019 ACTUAL	CURRENT YTD vs PRIOR YTD \$ (Over)/Under Variance	% (Over)/Under Variance	BUDGET vs CURRENT YTD Remaining Balance	Actual & Encumbrances Spent as % of Budget
4143	51310	SALARIES-FULL TIME	108,174	8,485	-	34,608	33,847	(761)	-2%	73,566	32%
4143	52900	TRAVEL EXPENSE	-	-	-	36	-	(36)	-	(36)	100%
4143	53200	PROFESSIONAL SERVICES	73,000	18,000	-	72,949	74,940	1,991	3%	51	0%
4143	53225	TRAINING	500	-	-	-	-	-	-	500	0%
4143	53500	TECHNICAL SERVICES	-	-	-	-	-	-	-	-	-
4143	54100	UTILITY SERVICES	-	-	-	-	-	-	-	-	-
4143	54300	REPAIRS & MAINTENANCE	4,000	16	-	16	1,294	1,277	99%	3,984	0%
4143	54304	IT/TECHNOLOGY MAINTENANC	56,884	3,500	14	19,722	15,289	(4,432)	-29%	37,149	35%
4143	55300	COMMUNICATIONS	125,820	7,329	-	38,894	40,466	1,572	4%	86,926	31%
4143	57400	INFRAS	21,816	1,615	-	5,004	5,441	437	8%	16,812	23%
4143 Total		Technology	390,194	38,945	14	171,229	171,278	48	0%	218,951	44%
4147	51310	SALARIES-FULL TIME	106,150	8,605	-	33,941	33,285	(656)	-2%	72,209	32%
4147	51320	SALARIES - PART TIME	-	-	-	-	-	-	-	-	-
4147	52900	TRAVEL EXPENSE	200	-	-	45	-	45	100%	200	0%
4147	53300	OTHER PROF/TECH SERVICES	23,500	1,702	15,351	8,149	8,497	347	4%	-	100%
4147	56100	GENERAL SUPPLIES	3,500	2,127	-	2,885	1,487	(1,398)	-94%	615	82%
4147	57350	TECHNOLOGY SOFTWARE	800	-	-	-	-	-	-	800	0%
4147	58110	MISC EXPENDITURES	300	-	-	-	-	-	-	300	0%
4147	58111	ELECTION COSTS	8,000	7,191	-	5,019	-	(5,019)	100%	2,981	63%
4147	58800	PROGRAM COST	600	-	-	-	(314)	(314)	-	600	0%
4147	58900	OTHER ITEMS	2,700	-	-	1,195	1,195	-	0%	1,505	44%
4147 Total		Town Clerk	145,750	19,625	15,351	51,190	44,196	(6,994)	-16%	79,210	35%
4153	51310	SALARIES-FULL TIME	66,164	5,070	-	21,018	12,204	(8,813)	-72%	45,146	32%
4153	52900	TRAVEL EXPENSE	-	-	-	-	104	104	100%	-	-
4153	53010	LEGAL SERVICES	-	-	-	-	-	-	-	-	-
4153	53225	TRAINING	900	-	-	-	400	400	100%	900	0%
4153	53300	OTHER PROF/TECH SERVICES	-	-	-	-	-	-	-	-	-
4153	53400	OTHER PROF SERVICES	93,000	-	40,000	8,000	28,609	20,609	72%	45,000	52%
4153	55301	POSTAGE	955	62	-	159	83	(76)	-92%	796	17%
4153	56100	GENERAL SUPPLIES	800	12	22	12	-	(12)	-	766	4%
4153	58900	OTHER ITEMS	2,995	995	-	995	50	(945)	-1890%	2,000	33%
4153 Total		Planning & Zoning Comm	164,814	6,140	40,022	30,184	41,450	11,266	27%	94,608	43%
4155	53225	TRAINING	100	-	-	-	-	-	-	100	0%
4155	53300	OTHER PROF/TECH SERVICES	500	-	-	50	-	(50)	-	450	10%
4155	54300	REPAIRS & MAINTENANCE	100	-	-	-	-	-	-	100	0%
4155	55301	POSTAGE	950	1	-	47	59	12	20%	903	5%
4155	56100	GENERAL SUPPLIES	300	-	-	-	-	-	-	300	0%
4155 Total		Zoning Board Of Appeals	1,950	1	-	97	59	(38)	-65%	1,853	5%
4161	53300	OTHER PROF/TECH SERVICES	4,524	-	-	2,070	2,262	193	9%	2,455	46%
4161 Total		Probate Court	4,524	-	-	2,070	2,262	193	9%	2,455	46%
4163	51310	SALARIES-FULL TIME	78,904	6,050	-	24,587	13,752	(10,835)	-79%	54,317	31%
4163	52900	TRAVEL EXPENSE	-	-	-	-	-	-	-	-	-
4163	53225	TRAINING	700	115	-	115	455	340	75%	585	16%
4163	53300	OTHER PROF/TECH SERVICES	500	-	-	60	-	(60)	-	440	12%
4163	55301	POSTAGE	400	59	-	131	146	15	10%	269	33%
4163	56100	GENERAL SUPPLIES	300	-	-	-	-	-	-	300	0%
4163	58900	OTHER ITEMS	400	-	-	50	-	(50)	-	350	13%
4163 Total		Inlands/Wetlands Comm	81,204	6,224	-	24,943	14,353	(10,590)	-74%	56,261	31%

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DEPT	ACCT	DESCRIPTION	FY21 BUDGET		OCT 2020		FY21		FY20		CURRENT YTD vs PRIOR YTD \$(Over)/Under Variance	% (Over)/Under Variance	BUDGET vs CURRENT YTD Remaining Balance	Actual & Encumbrances Spent as % of Budget
			FY21 BUDGET	FY21 BUDGET	ACTUAL	ENCUMBRANCES	YTD OCT 2020	ACTUAL	YTD OCT 2020	ACTUAL				
4165	51310	SALARIES-FULL TIME	18,843	2,445	11,675	-	7,089	-	7,089	-	(4,072)	-54%	7,168	62%
4165	51320	SALARIES - PART TIME	27,597	1,271	13,263	-	29	-	29	-	(664)	-5%	14,334	48%
4165	56100	GENERAL SUPPLIES	-	-	-	-	-	-	-	-	-	-	-	-
4165 Total	Harbor Comm		46,440	3,716	24,938	-	20,202	-	20,202	(4,737)	-23%	21,502	54%	
4167	56900	OTHER SUPPLIES	14,376	2,557	2,557	-	-	-	-	(2,557)	-	11,819	18%	
4167 Total	Shellfish Comm		14,376	2,557	2,557	-	7,089	-	7,089	(7,089)	100%	11,819	18%	
4191	51310	SALARIES-FULL TIME	26,926	-	-	-	29	-	29	7,089	100%	26,926	0%	
4191	52900	TRAVEL EXPENSE	-	-	-	-	85	-	85	29	100%	-	0%	
4191	53200	PROFESSIONAL SERVICES	10,000	-	-	-	-	-	-	85	100%	10,000	0%	
4191	54901	SURFACE WATER TESTING	5,985	-	-	-	-	-	-	-	-	5,985	0%	
4191	54902	WELL MONITORING	2,420	-	488	-	-	-	-	(93)	-23%	1,933	20%	
4191	54910	STATE WATER TESTING	14,756	-	-	-	2,950	-	2,950	2,950	100%	14,756	0%	
4191	56100	GENERAL SUPPLIES	1,100	-	-	-	450	-	450	450	100%	1,100	0%	
4191	58100	DUES & FEES	900	-	-	-	-	-	-	-	-	900	0%	
4191	58110	MISC EXPENDITURES	-	-	-	-	-	-	-	-	-	-	0%	
4191	58800	PROGRAM COST	-	-	-	-	-	-	-	-	-	-	0%	
4191	58900	OTHER ITEMS	7,000	-	7,000	-	-	-	-	-	0%	-	100%	
4191 Total	Water Pollution Control		69,087	-	7,488	-	17,998	-	17,998	10,510	58%	61,500	11%	
4193	51310	SALARIES-FULL TIME	149,449	10,753	46,649	-	43,020	-	43,020	(3,629)	-8%	102,800	31%	
4193	51320	SALARIES - PART TIME	34,910	1,233	9,258	-	6,447	-	6,447	(2,811)	-44%	25,652	27%	
4193	51330	OVERTIME	7,300	-	582	-	(1,643)	-	(1,643)	(2,224)	135%	6,718	8%	
4193 Total	WASM Maintenance		191,659	11,986	56,489	-	47,825	-	47,825	(8,665)	-18%	135,170	29%	
4195	51310	SALARIES-FULL TIME	16,914	1,410	5,638	-	5,638	-	5,638	-	0%	11,276	33%	
4195	51620	PART TIME WAGES	11,000	-	975	-	-	-	-	(975)	0%	10,025	9%	
4195	54300	REPAIRS & MAINTENANCE	3,051	669	1,338	-	2,172	-	2,172	834	38%	1,713	44%	
4195	56100	GENERAL SUPPLIES	900	685	47	-	-	-	-	(47)	-	805	11%	
4195	56900	OTHER SUPPLIES	1,500	239	584	-	815	-	815	(584)	75%	916	39%	
4195	58100	DUES & FEES	950	-	200	-	110	-	110	615	-	750	21%	
4195	58110	MISC EXPENDITURES	900	110	550	-	-	-	-	(440)	-400%	350	61%	
4195 Total	Electrons & Meetings		35,215	3,112	9,331	48	8,735	-	8,735	(596)	-7%	25,835	27%	
4197	58084	MIDDLESEX PARAMEDIC	13,260	3,315	6,630	-	3,315	-	3,315	(3,315)	-100%	-	100%	
4197	58086	CONTINGENCY	250,000	-	-	-	-	-	-	-	-	250,000	0%	
4197	58087	CONSERVATION COMMISSION	1,500	90	90	-	255	-	255	165	65%	1,410	6%	
4197	58088	HAZARDOUS WASTE SITE	25,000	2,589	14,647	-	15,595	-	15,595	948	6%	10,353	59%	
4197	58092	REGIONAL MENTAL HEALTH	-	-	-	-	-	-	-	-	-	-	-	
4197	58095	SENIOR ACTIVITIES	-	-	-	-	(271)	-	(271)	(271)	100%	-	0%	
4197	58096	CONFERENCE OF MUNICIPAL	8,741	-	4,371	-	8,741	-	8,741	4,371	50%	4,371	50%	
4197	58097	ESTUARY TRANSIT	44,440	-	44,440	-	43,570	-	43,570	(870)	-2%	-	100%	
4197	58098	ESTUARY COUNCIL-SENIORS	48,187	-	48,187	-	51,000	-	51,000	2,813	6%	-	100%	
4197	58101	CRERPA	14,264	-	14,264	-	14,269	-	14,269	5	0%	-	100%	
4197	58102	COST	-	-	-	-	925	-	925	925	100%	-	100%	
4197	58200	JUDGEMENTS	2,800	227	599	-	866	-	866	267	31%	-	100%	
4197	58801	SAFETY COMMITTEE	-	-	-	-	-	-	-	-	-	-	-	
4197	58802	TREE COMMITTEE	400	-	-	-	-	-	-	-	-	400	0%	
4197	58807	TREE WARDEN	2,500	208	833	-	1,250	-	1,250	417	33%	1,667	33%	
4197	58808	HAZARDOUS WASTE SITE	-	-	-	-	-	-	-	-	-	-	-	
4197	58809	HISTORIC DISTR COMM	2,000	-	-	-	7	-	7	(7)	-	1,993	0%	
4197	58902	REGIONAL MENTAL HEALTH	-	-	-	-	-	-	-	-	-	-	-	
4197 Total	General Government Admin		413,092	6,430	134,068	8,831	139,515	-	139,515	5,447	4%	270,193	35%	

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DEPT	ACCT	DESCRIPTION	FY21 BUDGET	OCT 2020 ACTUAL	ENCUMBRANCES	FY21 YTD OCT 2020 ACTUAL	FY20 YTD OCT 2019 ACTUAL	CURRENT YTD vs PRIOR YTD \$ (Over)/Under Variance	% (Over)/Under Variance	BUDGET vs CURRENT YTD Remaining Balance	Actual & Encumbrances Spent as % of Budget
4199	51320	SALARIES - PART TIME	14,000	259	-	2,081	1,694	(387)	-23%	11,919	15%
4199	51800	POLICE CONTRACTUAL	-	-	-	-	(492)	(492)	100%	-	41%
4199	52600	UNEMPLOYMENT COMPENSATIO	5,000	-	-	2,058	3,514	1,456	41%	2,942	-
4199	52900	TRAVEL EXPENSE	-	-	-	-	-	-	-	-	-
4199	53010	LEGAL SERVICES	80,000	-	-	(433)	15,347	15,780	103%	80,433	-1%
4199	53020	TOWN COUNSEL	57,000	4,750	-	19,000	23,750	4,750	20%	38,000	33%
4199	53070	SALE OF 27 KILLINGWORTH	-	-	-	-	-	-	-	-	-
4199	53200	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-
4199	53310	AUDIT/ACCOUNTING SERVICES	62,000	15,000	13,900	35,000	27,596	(7,404)	-27%	13,100	79%
4199	53401	UNION NEGOTIATOR	20,000	82	-	901	692	(209)	-30%	19,100	5%
4199	54903	LAND RECORDS INDEX AUDIT	1,400	130	1,002	398	335	(63)	-19%	-	100%
4199	55200	INSUR OTHER THAN EE BENE	400,000	100	-	391,707	373,677	(18,030)	-5%	8,293	98%
4199	55400	ADVERTISING	25,000	565	-	3,192	3,892	700	18%	21,808	13%
4199	55506	ANNUAL TOWN REPORT	7,500	-	-	-	-	-	-	7,500	0%
4199	56220	ELECTRICITY	224,000	16,863	131,079	58,767	57,419	(1,348)	-2%	34,154	85%
4199	56221	HEAT/WATER	140,000	24,359	42,658	40,268	30,925	(9,343)	-30%	57,074	59%
4199	57400	INFRA	2,000	-	-	-	-	-	-	2,000	0%
4199	58105	BANK FEES	18,000	6,723	-	6,723	-	(6,723)	-	11,277	37%
4199	58110	MISC EXPENDITURES	2,150	145	-	(3,570)	3,828	7,399	193%	5,720	-166%
4199	58803	BOARD OF ASSESSMENT APPE	300	-	-	2	6	4	73%	299	1%
4199	58804	SPECIAL EVENTS	7,000	38	-	89	-	(89)	-	6,911	1%
4199	58912	HOLIDAY ACTIVITIES	500	-	-	-	-	-	-	500	0%
4199	58954	PIERSON COSTS	28,600	1,201	-	6,696	-	(6,696)	-	21,904	23%
4199	58966	COVID-19 COSTS	-	-	-	-	-	-	-	-	-
4199	59900	FUND TRANSFERS OUT	-	-	-	-	248,750	248,750	100%	-	-
4199 Total		General Gov't	1,094,450	70,214	188,639	562,879	790,934	228,054	29%	342,932	69%
4201	51310	SALARIES-FULL TIME	2,239,185	174,535	-	710,166	686,713	(23,454)	-3%	1,529,019	32%
4201	51320	SALARIES - PART TIME	22,433	1,927	-	5,101	6,235	1,134	18%	17,332	23%
4201	51330	OVERTIME	258,000	20,805	-	67,181	84,598	17,417	21%	190,819	26%
4201	51333	LONGEVITY	24,589	-	-	38,490	23,046	(15,444)	-67%	(13,901)	157%
4201	51335	HOLIDAY PAY	120,683	1,519	-	5,671	4,233	(1,438)	-34%	115,012	5%
4201	51340	OTHER EMPLOYEE BENEFITS	12,241	13,358	-	13,358	12,047	(1,310)	-11%	(1,117)	109%
4201	52810	CLOTHING ALLOWANCE	30,050	1,093	167	8,920	7,611	(1,309)	-17%	20,963	30%
4201	53225	TRAINING	20,950	5,198	497	12,338	9,204	(3,135)	-34%	8,114	61%
4201	53302	RECRUITMENT COSTS	14,900	-	-	-	-	-	-	14,900	0%
4201	54301	SERVICE CONTRACTS	33,630	1,700	3,710	24,399	22,124	(2,275)	-10%	5,521	84%
4201	54311	VEHICLE MAINTENANCE	13,000	1,593	589	(5,670)	5,534	11,205	202%	18,081	-39%
4201	54317	RADIOS/RADAR/SIREN REPAI	3,500	282	-	895	528	(367)	-70%	2,605	26%
4201	56100	GENERAL SUPPLIES	13,250	1,894	500	3,500	3,193	(307)	-10%	9,250	30%
4201	56210	DIESEL - GASOLINE FUEL	3,500	18	-	1,287	837	(451)	-54%	2,213	37%
4201	56900	OTHER SUPPLIES	6,450	375	-	1,305	120	(1,185)	-988%	5,145	20%
4201	56903	UNIFORMS	7,000	-	2,130	-	-	-	-	4,870	30%
4201	57390	OTHER EQUIPMENT	4,000	-	-	2,620	2,356	(265)	-11%	1,380	66%
4201	58115	COMMISSION EXPENSES	500	-	-	75	75	-	0%	425	15%
4201	58120	CANINE PROGRAM	2,500	586	-	586	933	347	37%	1,914	23%
4201	58900	OTHER ITEMS	21,500	6,163	-	15,180	8,017	(7,163)	-89%	6,320	71%
4201	58913	PRISONER COSTS	1,200	28	-	105	249	144	58%	1,095	9%
4201	58914	MARINE SUPPORT	5,000	718	435	2,929	747	(2,183)	-292%	1,635	67%
4201	59900	FUND TRANSFERS OUT	-	-	-	12,000	-	(12,000)	-	-	100%
4201 Total		Police Dept	2,870,061	231,793	8,029	920,436	878,398	(42,039)	-5%	1,941,596	32%

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DEPT	ACCT	DESCRIPTION	FY21 BUDGET		OCT 2020		FY21		FY20		CURRENT YTD vs PRIOR YTD \$(Over)/Under Variance	CURRENT YTD vs PRIOR YTD %(Over)/Under Variance	BUDGET vs CURRENT YTD Remaining Balance	Actual & Encumbrances Spent as % of Budget
			FY21 BUDGET	FY21 BUDGET	ACTUAL	ENCUMBRANCES	YTD OCT 2020	ACTUAL	YTD OCT 2019	ACTUAL				
4203	51310	SALARIES-FULL TIME	33,600	2,633	7,900	7,750	7,900	7,750	(150)	-2%	25,700	24%		
4203	54100	UTILITY SERVICES	31,000	1,940	8,432	8,358	8,432	8,358	(73)	-1%	22,568	27%		
4203	54300	REPAIRS & MAINTENANCE	163,000	4,810	10,075	72,781	10,075	72,781	62,706	86%	152,925	6%		
4203	56100	GENERAL SUPPLIES	4,000	185	600	895	600	895	295	33%	3,400	15%		
4203	56290	OTHER	105,900	2,157	22,975	43,310	22,975	43,310	20,336	47%	82,925	22%		
4203 Total	Fire Dept		337,500	11,726	49,981	133,095	49,981	133,095	83,114	62%	287,519	15%		
4213	51310	SALARIES-FULL TIME	121,853	9,463	38,350	37,942	38,350	37,942	(409)	-1%	83,503	31%		
4213	52900	TRAVEL EXPENSE	-	-	-	28	-	28	-	100%	-	0%		
4213	53300	OTHER PROF/TECH SERVICES	500	-	-	-	-	-	-	-	1,000	0%		
4213	53303	INSPECTION COVERAGE	1,000	-	-	-	-	-	-	-	2,500	0%		
4213	54450	SOFTWARE MAINT/TECH SUPPR	2,500	-	20	147	-	2,310	2,310	100%	380	5%		
4213	56100	GENERAL SUPPLIES	400	17	-	-	-	-	127	87%	900	0%		
4213	56290	OTHER	900	-	-	-	-	-	-	-	150	0%		
4213	57390	OTHER EQUIPMENT	150	-	-	-	-	-	-	-	350	0%		
4213	58100	DUES & FEES	350	-	-	45	-	45	-	100%	-	0%		
4213 Total	Building Dept		127,653	9,480	38,370	40,471	38,370	40,471	2,102	5%	89,283	30%		
4215	51310	SALARIES-FULL TIME	51,685	4,122	16,164	14,153	16,164	14,153	(2,011)	-14%	35,521	31%		
4215	51320	SALARIES - PART TIME	4,470	-	390	1,261	390	1,261	870	69%	4,080	9%		
4215	51330	OVERTIME	1,000	-	218	-	218	-	(218)	-	782	22%		
4215	53200	PROFESSIONAL SERVICES	900	-	-	-	-	-	-	-	900	0%		
4215	53225	TRAINING	1,750	-	-	225	-	225	225	100%	1,750	0%		
4215	55301	POSTAGE	100	-	-	-	-	-	-	-	100	0%		
4215	56100	GENERAL SUPPLIES	600	15	23	-	23	-	(23)	-	577	4%		
4215	56903	UNIFORMS	950	-	-	-	-	-	-	-	950	0%		
4215	58900	OTHER ITEMS	-	-	-	63	-	63	63	100%	-	0%		
4215 Total	Animal Control		61,455	4,137	16,795	15,703	16,795	15,703	(1,092)	-7%	44,660	27%		
4219	51310	SALARIES-FULL TIME	55,000	4,287	17,126	28,750	17,126	28,750	11,624	40%	37,874	31%		
4219	53225	TRAINING	1,500	-	-	-	-	-	-	-	1,500	0%		
4219	56100	GENERAL SUPPLIES	500	-	-	101	-	101	101	100%	500	0%		
4219	57390	OTHER EQUIPMENT	1,000	-	-	-	-	-	-	-	1,000	0%		
4219	58100	DUES & FEES	500	-	290	175	-	175	(115)	-66%	210	58%		
4219 Total	Fire Marshal		58,500	4,287	17,416	29,026	17,416	29,026	11,610	40%	41,084	30%		
4221	51310	SALARIES-FULL TIME	332,325	25,914	104,755	97,932	104,755	97,932	(6,823)	-7%	227,570	32%		
4221	51320	SALARIES - PART TIME	40,884	3,336	15,234	6,544	15,234	6,544	(8,690)	-133%	25,650	37%		
4221	51330	OVERTIME	98,000	5,368	19,669	32,754	19,669	32,754	13,085	40%	78,331	20%		
4221	51335	HOLIDAY PAY	25,824	428	1,818	1,484	1,818	1,484	(333)	-22%	24,006	7%		
4221	52910	CLOTHING ALLOWANCE	4,950	-	545	151	545	151	(394)	-261%	4,405	11%		
4221	53225	TRAINING	3,800	441	441	2,205	441	2,205	1,764	80%	3,359	12%		
4221	54300	REPAIRS & MAINTENANCE	-	-	-	-	-	-	-	-	-	-		
4221	54301	SERVICE CONTRACTS	136,512	2,172	70,122	111,614	70,122	111,614	41,492	37%	57,485	58%		
4221	54317	RADIOS/RADAR/SIREN REPAI	2,500	-	-	914	-	914	914	100%	2,500	0%		
4221	56100	GENERAL SUPPLIES	600	-	-	16	-	16	16	100%	600	0%		
4221	57390	OTHER EQUIPMENT	1,000	-	-	-	-	-	-	-	1,000	0%		
4221 Total	Communications		646,395	37,659	212,583	253,613	212,583	253,613	41,031	16%	424,907	34%		
4223	51310	SALARIES-FULL TIME	7,500	417	1,667	1,667	1,667	1,667	-	0%	5,833	22%		
4223	53225	TRAINING	2,000	-	-	-	-	-	-	-	2,000	0%		
4223	56100	GENERAL SUPPLIES	4,000	-	-	-	-	-	-	-	4,000	0%		
4223 Total	Civil Preparedness		13,500	417	1,667	1,667	1,667	1,667	-	0%	11,833	12%		

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	4301	Public Work	1,956,917	164,446	234,052	576,077	591,066	14,990	3%	1,146,788	41%
	4311	Street Lighting	126,000	2,433	69,079	51,836	51,383	(453)	-1%	5,085	96%
	4329	Water & Hydrants	511,161	40,224	390,490	120,671	117,725	(2,946)	-3%	-	100%
	4403	PROGRAM COST	147,755	-	73,878	73,878	-	-	0%	-	100%
	4403 Total	Health	147,755	-	73,878	73,878	-	-	0%	-	100%
	4419	Salaries-Full Time	236,857	18,792	-	75,622	76,299	677	1%	161,235	32%
	4419	Salaries - Part Time	20,056	1,150	-	1,725	7,366	5,641	77%	18,331	9%
	4419	Travel Expense	1,400	23	-	46	535	489	91%	1,354	3%
	4419	Professional Services	2,260	-	-	-	-	-	-	2,260	0%
	4419	In Service	1,000	-	-	80	815	735	90%	920	8%
	4419	General Supplies	3,200	258	-	552	1,374	822	60%	2,648	17%
	4419	Other Supplies	3,050	326	-	410	107	(303)	-283%	2,640	13%
	4419	Dues & Fees	1,430	345	-	1,000	1,075	75	7%	430	70%
	4419	Program Cost	2,000	-	-	70	-	(70)	-	1,930	4%
	4419	Other Items	5,000	-	-	230	2,112	1,882	89%	4,770	5%
	4419 Total	Human Services	276,253	20,893	448,727	79,735	89,683	9,948	11%	196,519	29%
	4501	Other Items	769,246	128,208	448,727	320,519	316,592	(3,928)	-1%	-	100%
	4501 Total	Library	769,246	128,208	448,727	320,519	316,592	(3,928)	-1%	-	100%
	4505	Salaries-Full Time	115,992	9,008	-	36,781	37,476	694	2%	79,211	32%
	4505	Salaries - Part Time	58,625	1,233	-	29,677	25,085	(4,592)	-18%	28,948	51%
	4505	Travel Expense	2,500	171	-	570	371	(200)	-54%	1,930	23%
	4505	Repairs & Maintenance	-	177	-	571	649	78	12%	(571)	17%
	4505	General Maintenance	28,000	2,510	-	4,659	5,957	1,298	22%	23,341	4%
	4505	General Supplies	3,000	-	-	135	81	(54)	-66%	2,865	4%
	4505	Other Supplies	3,000	-	-	1,210	415	(796)	-192%	1,790	24%
	4505	Equipment	2,200	535	-	535	320	(215)	-67%	1,665	4%
	4505	Dues & Fees	-	-	-	-	-	-	-	-	40%
	4505	Program Cost	1,000	-	-	403	170	(233)	-137%	597	0%
	4505	Clinton Family Day	7,000	-	-	1,425	-	1,425	100%	7,000	0%
	4505	Other Items	3,000	-	-	(98)	(98)	(98)	100%	3,000	0%
	4505 Total	Parks & Recreation	224,317	13,634	74,542	71,850	71,850	(2,692)	-4%	149,775	33%

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DEPT	ACCT	DESCRIPTION	FY21 BUDGET	OCT 2020 ACTUAL	ENCUMBRANCES	FY21 YTD OCT 2020 ACTUAL	FY20 YTD OCT 2019 ACTUAL	CURRENT YTD vs PRIOR YTD \$ (Over)/Under Variance	% (Over)/Under Variance	BUDGET vs CURRENT YTD Remaining Balance	Actual & Encumbrances Spent as % of Budget
4603	53400	OTHER PROF SERVICES	-	-	-	-	-	-	-	-	0%
4603	54300	REPAIRS & MAINTENANCE	2,300	-	-	-	-	-	-	2,300	0%
4603	55400	ADVERTISING	6,000	-	-	-	1,000	1,000	100%	6,000	0%
4603	58100	DUES & FEES	1,600	-	-	-	-	-	-	1,600	0%
4603	58110	MISC EXPENDITURES	500	-	-	-	-	-	-	500	0%
4603 Total		Econ Development	10,400	-	-	1,000	1,000	1,000	100%	10,400	0%
4701	59020	CAPITAL IMPROVEMENTS	414,126	-	-	414,126	398,971	(15,155)	-4%	-	100%
4701	59900	FUND TRANSFERS OUT	33,200,391	2,504,427	-	8,153,552	8,991,901	838,350	9%	25,046,839	25%
4701 Total		Education	33,614,517	2,504,427	-	8,567,678	9,390,872	823,195	9%	25,046,839	25%
4801	58331	2014 NEW MONEY PRIN - BO	-	-	-	-	-	-	-	-	-
4801	58336	2011 REFUNDING PRIN - BO	-	-	-	-	-	-	-	-	-
4801	58338	2013 NEW MONEY PRIN - BO	-	-	-	-	-	-	-	-	-
4801	58340	2013 REFUNDING PRIN - BO	82,000	-	-	82,000	80,000	(2,000)	-3%	-	100%
4801	58347	2015 NEW MONEY BOE - PRI	275,000	-	-	-	-	-	-	275,000	0%
4801	58351	2016 NEW MONEY PRIN-BOE	550,000	-	-	-	-	-	-	550,000	0%
4801	58352	2016 REFUNDING PRIN-BOE	45,000	-	-	45,000	46,000	1,000	2%	-	100%
4801	58358	2012 REFUNDING PRIN-BOE	-	-	-	-	221,000	221,000	100%	-	0%
4801	58359	2017 NEW MONEY PRIN-BOE	575,000	-	-	-	-	(165,000)	-92%	575,000	100%
4801	58360	2019 REFUNDING PRIN-BOE	345,000	-	-	345,000	180,000	(165,000)	-92%	-	100%
4801 Total		Town Debt - Prin	1,872,000	-	-	472,000	527,000	55,000	10%	1,400,000	25%
4802	58311	2014 PRINCIPAL	-	-	-	-	-	-	-	-	-
4802	58313	2011 REFUNDING PRINCIPAL	-	-	-	-	-	-	-	-	-
4802	58327	2013 NEW MONEY PRIN	-	-	-	-	-	-	-	-	-
4802	58328	2013 REFUNDING PRIN	303,000	-	-	303,000	295,000	(8,000)	-3%	-	100%
4802	58345	HEAVY EQUIPMENT LEASE	62,552	10,425	36,459	26,063	26,063	-	0%	0	100%
4802	58350	PD VEHICLE LEASES	135,039	16,970	75,043	51,118	51,118	3,477	7%	12,356	91%
4802	58355	2016 NEW MONEY PRIN-TOWN	115,000	-	-	-	-	-	-	115,000	0%
4802	58356	2016 REFUNDING PRIN-TOWN	235,000	-	-	235,000	239,000	4,000	2%	-	100%
4802	58361	2012 REFUNDING GOB TOWN	520,000	-	-	520,000	404,000	(116,000)	-22%	-	100%
4802	58362	2019 REFI PRIN GOB-TOWN	520,000	-	-	520,000	210,000	(310,000)	-48%	-	100%
4802	58367	2018 NEW MONEY PRIN-TOWN	120,000	-	-	-	-	-	-	120,000	0%
4802 Total		Town Debt Prin	1,490,591	27,395	111,531	1,131,704	1,225,181	93,477	8%	247,356	83%
4803	58332	2014 NEW MONEY INT - BOE	-	-	-	-	-	-	-	-	-
4803	58335	2011 ISSUE REFUND INT BO	-	-	-	-	-	-	-	-	-
4803	58337	2012 REFUNDING INT - BOE	-	-	-	-	-	-	-	-	-
4803	58339	2013 NEW MONEY INT - BOE	-	-	-	-	3,315	3,315	100%	-	-
4803	58341	2013 REFUND INT - BOE	10,060	-	-	5,645	7,245	1,600	22%	4,415	56%
4803	58342	2015 NEW MONEY INT - BOE	115,281	-	-	57,641	63,141	5,500	9%	57,640	50%
4803	58343	2016 NEW MONEY INT - BOE	305,750	-	-	152,875	164,750	11,875	7%	152,875	50%
4803	58344	2016 REFUNDING - BOE	14,745	-	-	7,598	8,058	460	6%	7,148	52%
4803	58348	2017 NEW MONEY BOE - INT	459,000	-	-	229,500	243,875	14,375	6%	229,500	50%
4803	58353	2018 NEW MONEY BOE BAN IN	32,975	-	-	-	-	-	-	32,975	0%
4803	58357	2019 REFI BOE INTEREST	220,475	-	-	114,550	57,974	(56,576)	-98%	105,925	52%
4803	58364	2020 BOND INT-BOE	67,471	-	-	33,357	-	(33,357)	-100%	34,114	49%
4803 Total		BOE Debt Interest	1,225,787	-	-	601,165	548,357	(52,808)	-10%	624,592	49%

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			FY21 BUDGET	FY21 BUDGET	ACTUAL	ENCUMBRANCES	YTD OCT 2020	ACTUAL	YTD OCT 2020	ACTUAL				
4804	58321	2014 INTEREST	-	-	-	-	-	-	-	-	-	-	-	-
4804	58323	2011 REFUNDING INTEREST	-	-	-	-	-	-	-	-	-	-	-	-
4804	58324	2012 REFUNDING INTEREST	-	-	-	-	-	-	-	-	-	-	-	-
4804	58325	2013 INTEREST	-	-	-	-	-	-	6,060	6,060	100%	-	-	-
4804	58326	2013 REFUNDING INTEREST	37,515	-	-	-	-	21,030	26,930	5,900	22%	16,485	56%	
4804	58329	2016 NEW MONEY INT	58,344	-	-	-	-	29,172	32,047	2,875	9%	29,172	50%	
4804	58330	2016 REFUNDING INT	76,093	-	-	-	-	39,221	41,611	2,390	6%	36,872	52%	
4804	58354	2018 NEW MONEY TOWN INT	87,794	-	-	-	-	43,897	43,897	-	0%	43,897	50%	
4804	58363	2019 REF GOB-TOWN	275,250	-	-	-	-	144,125	72,819	(71,306)	-98%	131,125	52%	
4804	58365	2020 \$3.15M BAN INT-TOWN	29,850	-	-	-	-	-	-	(43,014)	-	29,850	0%	
4804	58366	2020 BOND INT-TOWN	87,005	-	-	-	-	43,014	-	(43,014)	-	43,991	49%	
4804 Total		Town Debt Interest	651,851	-	-	-	-	320,459	223,364	(97,095)	-43%	331,392	49%	
4901	59020	CAPITAL IMPROVEMENTS	945,325	-	-	-	-	945,325	755,280	(190,045)	-25%	-	100%	
4901 Total		Capital Projects	945,325	-	-	-	-	945,325	755,280	(190,045)	-25%	-	100%	
5100	51340	OTHER EMPLOYEE BENEFITS	600	84	-	-	-	127	171	44	26%	473	21%	
5100	52200	EMPLOYER SOC SEC CONTRIB	531,000	41,216	-	-	-	165,404	145,788	(19,616)	-13%	365,596	31%	
5100	52300	STATE RETIRE CONTRIBUTIO	525,820	36,928	-	-	-	176,274	152,062	(24,211)	-16%	349,546	34%	
5100	52325	PENSION POLICE	1,100,000	-	-	-	-	1,032,780	971,054	(61,726)	-6%	67,220	94%	
5100	52700	WORKERS' COMPENSATION	421,298	-	-	-	-	189,204	189,203	(1)	0%	42,892	90%	
5100	52810	HEALTH INSURANCE	2,022,923	141,567	-	-	-	628,167	739,894	111,727	15%	1,384,774	32%	
5100	52830	PENSION PLAN - FIRE DEPT	125,000	2,300	-	-	-	109,052	107,675	(1,377)	-1%	15,948	87%	
5100 Total		Fringe Benefits	4,726,641	222,095	199,184	1,797,204	2,301,007	2,305,848	4,840	898,530	5%	2,226,450	53%	
Grand Total		Town General Fund Expenditures	56,280,976	3,669,337	1,797,204	18,299,636	19,198,065	19,198,065	36,184,237	36%				

**Town of Clinton
Monthly Investment Balances
and Interest Income
FY20/21**

FY20 Investment Balances						
Date	BOA Investment	STIF	Liberty MM	Citizens Unilever SEP	Total General Fund Investments	
07/31/20	25,934,497	3,223,141	1,652,466	88,800	30,898,903	
08/31/20	27,739,081	3,223,449	1,652,670	88,800	32,704,000	
09/30/20	24,542,933	3,223,663	1,652,880	88,801	29,508,278	
10/31/20	22,796,561	3,223,841	1,653,091	88,802	27,762,295	
11/30/20					-	
12/31/20					-	
01/31/21					-	
02/29/21					-	
03/31/21					-	
04/30/21					-	
05/31/21					-	
06/30/21					-	

FY20 Interest Income						
Date	BOA Investment	STIF	Liberty MM	Citizens Unilever SEP	Total General Fund Interest Income	
07/31/20	3,209.62	557.09	224.09	0.75	3,991.55	
08/31/20	4,583.86	308.04	203.74	0.75	5,096.39	
09/30/20	3,852.38	214.54	210.56	0.73	4,278.21	
10/31/20	3,627.91	177.53	210.59	0.75	4,016.78	
11/30/20					-	
12/31/20					-	
01/31/21					-	
02/29/21					-	
03/31/21					-	
04/30/21					-	
05/31/21					-	
06/30/21					-	
Total	15,273.77	1,257.20	848.98	2.98	17,382.93	

Annual Yield Rate:

Jul-Oct 0.20% 0.15% 0.15% 0.01%

* Yield based on
int. rates

Town of Clinton
Pro Forma Fund Balance Reserves And Contingency Analysis

As of 10/31/2020

For discussion purposes ONLY Update on Reserves & Contingency

Unassigned Fund Balance :

GF Unassigned Fund Balance June 30, 2019 (Note will use until June 30, 2020 is finalized)	\$	9,156,965
Less Appropriations:		
FY 21 Budget -Appropriated Surplus		250,000
FY 21 Budget -Applied Fund Balance for Capital		825,000
NRCS Morgan School Bridge Town Meeting 7/24/19		248,750

	FY 21 Budgeted Expenses			Projected Current %
Unassigned Projected Fund Balance as a % of FY21 Expenditures	\$ 56,280,976	\$ 7,833,215	13.92%	

Fund Balance Reserve at 12% of Current Year Expenditures:			
<i>Fund Balance at 12% of FY21 Expenditures:</i>	\$	6,753,717	12%
<i>Available funds beyond 12% limit:</i>		1,079,498	

Fund Balance Suggested S&P Reserve at 15% of Current Year Expenditures:			
<i>Fund Balance Suggested Reserve at 15% of FY21 Expenditures:</i>	\$	8,442,146	15%
<i>Available funds beyond 15% limit:</i>		(608,931)	

<u>Contingency:</u>	
FY 21 Budgeted Contingency Balance: July 1, 2020	\$ 250,000
* Available Contingency Balance October 31, 2020 (See Note below)	<u>250,000</u> *
* Note: As was noted during budget deliberations earlier this year, a portion of this contingency balance will be used to cover the additional salary and other payroll related expenses resulting from union contract settlements and other payroll and stipend increases approved in FY21. These budget line item transfers will be done at the end of the fiscal year.	

TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: November 18, 2020

Please find my report concerning various items of interest to the Town Council and community.

1. Council Business:

- a) COVID: Along with a majority of the State, Clinton is in the "Red" category under the Department of Public Health's COVID Response Framework. As a result, the level of community spread of the virus is such that indoor events should be curtailed. The Governor already set the State to Phase 2.1 which was the primary authority that came along with the "Red" designation. Additionally, calls held weekly with DPH and the "Orange" and "Red" towns have ended. Since COVID is so wide spread again and the number of impacted town, information will be shared at the Governor's bi-weekly calls with municipal CEOs.

Additionally, it was announced that the State launched COVID Alert CT, an exposure notification app that can let you know if you have been exposed to COVID-19 – all without disclosing any of your personal information. This app is only as successful as the number of people who download it. The app is available in multiple languages, and is available both on Android and iPhone. More information about the app, and learn how to download, or set up the app can be found at: ct.gov/covidalertct.

- b) FY21-22 Budget: As the Council is likely aware, one of the items looming large over the FY21-22 budget will be the implementation of the property revaluation and the traditional pressures it places on setting the mill rate. This local dynamic will also be playing out when there will be continued uncertainty over the amount of funding from Hartford for state grants-in-aid.

As such, I will charge departments with limited growth in their operating budgets. Additionally, I am not looking at major changes in headcount and a business case needs to be made for operating increases. I will be looking to level off the amount of funding for capital too to build off of some of the policy changes articulated last year.

Revenue will require additional review as we look for trends in how the town responds to the COVID economy. State budget discussions will have to be monitored for any impacts to aid reductions to be made in response to the State's our budget issues. As a note, Educational Cost Sharing (ECS) was to decrease next fiscal year under Governor Lamont's budget.

2. River COG:

- a) The River COG held a Special Meeting on November 13, 2020. The primary focus of the meeting was to discuss possible COVID impacts to Public Works Department during the winter month and potential regional strategies.

The concern was that all DPWs are short staffed and any COVID impact to snow crews could cause significant disruption. Ideas ranged from a regional contractor list, interlocal agreement to share crews or special Executive Order from the Governor. The COG's legal counsel will be consulted to review the concepts. As it relates to Clinton, we have our own process to secure contractors if necessary to support Public Works.

It was also noted that the COG will have its next regular meeting on December 2 as well as a meeting with State Representatives and Senators on December 15.

3. Miscellaneous:

- a) Statewide Recovery Process: The State is rolling out more detailed information on the process for statewide recovery from COVID. Unlike other disasters that have had defined end points, the pandemic has an uncertain end and is much broader in scope locally, regionally and nationally than a simple storm. They are working on a communication flow for items to be addressed locally, regionally (COG level) and by the State.

Research is also on-going to determine long-term needs for the State which can inform a broader economic development strategy.

Additionally, the 9 councils of government filed a joint application with the federal Economic Development Agency (EDA). The intent at the RiverCOG level would be to use any awarded funds to support an update to the regional economic development plan which reflects the changes that have happened over time and the new realities that COVID has brought.



CT State Library
Office of the Public Records Administrator

October 30, 2020

Town Clerk Sharon Uricchio
Town of Clinton
54 East Main St.
Clinton, CT 06413

RECEIVED

NOV 10 2020

Town Clerk's Office
Clinton, CT

RE: Historic Documents Preservation Grant # 027-SF-21, Cycle 1, FY 2021

Dear Town Clerk:

The State Library is pleased to inform you that the Historic Documents Preservation Grant Application for the **Town of Clinton** in the amount of **\$5,500.00** has been approved.

To receive the grant, the municipality must now enter into a contract with the State Library.

Please find these two documents enclosed:

1. **Grant Contract**
2. **Instructions**

The Grant Contract must be signed by the Municipal CEO, scanned, and **returned by email** no later than **December 11, 2020**. After it is signed by the State Librarian, a copy of the fully executed contract will be returned to the municipality.

Grant work and expenditures may begin only **after** the contract has been fully executed and must be completed by **June 30, 2021**.

Grant award payments will be processed within 45 days after the contract has been fully executed.

The final report should be submitted immediately upon completion of the grant.

For complete grant administration requirements, including the procedure for grant amendments, see the *FY 2021 Grant Guidelines*: <https://ctstatelibrary.org/publicrecords/hdpp>.

For questions, please contact Kathy Makover at kathy.makover@ct.gov.

Sincerely,

LeAnn Burbank, CRM
Public Records Administrator

Enclosures (2)

cc: First Selectman Karl Kilduff

