

TOWN OF CANTON BOARD OF SELECTMEN
Regular Meeting Agenda
Wednesday, October 22, 2014 at 7:00 pm
Community Center, 40 Dyer Avenue, Conference Room F
Immediately Following Town Meeting
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

V. CONSIDERATION OF OLD BUSINESS

- A. Set date and time for Town Meeting to vote on whether to approve an Electric Vehicle Charging Station grant from the Department of Energy and Environmental Protection in the amount of \$10,000 for the purpose of installing an electrical charging station in Collinsville.

VI. CONSIDERATION OF NEW BUSINESS

- A. Review status of Hydro Power facility on the Farmington River
- B. Authorize pre-application submittal for a \$10,000 Connecticut Main Street Center's Preservation of Place grant for the purpose of providing technical assistance in making improvements to Collinsville.
- C. Review and approve job description for the Adult Services Librarian position.

VII. MINUTES OF PREVIOUS MEETINGS

- A. Approval of Board of Selectmen Minutes: 10-08-2014 Regular 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. Correspondence-
 - a. PDS Engineering & Construction
 - b. Lou Daniels Final Reply
- D. Monthly Report- September 2014
- E. Absentee Record- September 2014

IX. REMARKS BY SELECTMEN

X. ADJOURNMENT



GRANT PRE-APPLICATION INFORMATION

PURPOSE AND SUMMARY OF GRANT

Connecticut Main Street Center's **Preservation of Place** Grant Program is a technical assistance granting program, administered by Connecticut Main Street Center (CMSC) and funded through the Connecticut State Historic Preservation Office (SHPO). Funding for this program is made available through the Community Investment Act.

The purpose of this program is to provide Connecticut communities with targeted resources to increase their capacity to plan for preservation and revitalization of their historic downtowns and neighborhood commercial districts.

Comprehensive preservation and revitalization of a commercial district is a complex, long-term process. However, funding sources for these types of activities are limited. The **Preservation of Place** Grant Program provides a source of funding for new initiatives that can be integrated into, and leverage more, comprehensive preservation and revitalization programs.

CMSC encourages applications from its member network that propose the fundamental actions of assessing, surveying and planning - the first and often most challenging step in preservation and revitalization – and awards grant funds to initiate these activities.

ELIGIBILITY

In order to apply, organizations must be members-in-good-standing of Connecticut Main Street Center, incorporated in Connecticut, and must have completed any activities and final reports from prior POP grants. Grantees will be limited to: 501 (c) 3 nonprofit revitalization organizations; the municipality; or, in the case of a CMSC member who does not have 501 (c) 3 status, a fiscal agent with that status.

Examples of projects eligible for grant consideration

All grants are programmatic technical assistance or preservation & revitalization planning grants. No awards will be granted for organizational operating support or for capital improvements. This grant program assists CMSC member communities by supporting their efforts to plan for preservation and revitalization initiatives located in their historic downtowns and neighborhood commercial districts. The following list is a sample of projects which would merit consideration; however, it does not attempt to identify every type of project which may be acceptable:

- Projects or plans that strengthen the organizational structure and direction of an organization whose mission is directed to historic preservation and community revitalization - including board development, strategic planning, revenue development, financial management, staffing
- Feasibility Study, Restoration Planning or Adaptive Reuse Study for Historic Municipal Buildings, Historic Mixed-use, Residential or Commercial Buildings
- Development of downtown Master Plan or infill conceptual plan
- Design Audit of Downtown or Neighborhood Commercial District (assessing the strengths and weaknesses of the district using tools of urban analysis; ex: the walkability of the district)
- Development of Design Guidelines for the Main Street district



- Façade Improvement Planning (studies, renderings)
- Market assessment of the Main Street district; Branding & Image development planning
- Planning and Promotion of Heritage Tourism activities and events, including programs, lectures, walking tours, exhibits, brochures, websites.
- Development of an Art in Public Places program: outreach, planning and promotion
- Development a district wayfinding and signage program: includes planning, architectural drawings and signage specifications
- Resource Surveys of Historic Commercial District
- National and/or State Registers of Historic Places Nomination
- Application for *Certified Local Government* (CLG) Status or *Preserve America* Status

Examples of *ineligible* use of grant funds

This program will not allocate or grant funds to support any of the following:

- General operating expenses
- Construction-related costs (including stabilization, rehabilitation or restoration)
- Acquisition of real property
- Office equipment (for the purpose of general organizational operations)
- Hospitality expenses
- Fundraising activities and related expenses
- Travel and/or meals
- Scholarships
- Lobbying
- Political contributions
- Interest payments, fines or debts
- Re-granting purposes
- Projects that do not involve historic buildings or resources

PROJECT CRITERIA

The following criteria will be used in the evaluation of the organization's capacity to successfully implement the proposed project as part of the grant review process:

- Broad-based community support for the proposed project
- A clearly articulated and realistic work plan with measurable objectives
- A strong historic preservation ethic and commitment to urban design and pedestrian orientation for the district in which the project will take place
- An adequate project budget (while no match is required, preference is given to those applicants demonstrating that the grant is leveraging other resources and funds)
- Goals and outcomes of the project that will be integrated into, and positively impact, a more comprehensive program of work for the district

GRANT AWARDS

Grant awards are generally between \$2,000 and \$10,000. There is no required match. All projects must be located within the historic downtown or neighborhood commercial district. **Projects for which these grants are made shall be completed, and final reports submitted, no later than September 30, 2015.**



HOW TO APPLY

Pre-Applications

Complete this Pre-Application form and submit via email by **October 28, 2014**. Pre-Applications are a requirement to initiate the application process. Connecticut Main Street Center staff will review the Pre-Application and applicants will be notified shortly thereafter whether they have been selected to submit a full grant application. Pre-Application forms must be emailed to:

info@ctmainstreet.org

All grant applicants **MUST** work in partnership with CMSC staff in preparing the Grant Proposal Application. Upon notification of grant approval a Letter of Agreement will be required.

GRANT PROPOSAL APPLICATION DEADLINE

Should your organization's Pre-Application be approved, the Grant Proposal Application must be received by Connecticut Main Street Center by 3:00 pm on **November 18, 2014**. Grant applications will be submitted online only, and instructions will be provided.

Following the receipt of Grant Applications, the Preservation of Place Grant Committee will review the applications and select those projects that will be funded.

For assistance and further information please contact CMSC at 860-280-2337 or email

info@ctmainstreet.org

Connecticut Main Street Center and the **Preservation of Place** grant program receive support from The State Historic Preservation Office, with funds from the State of Connecticut through the Community Investment Act.





PRE-APPLICATION

Date

Name of Organization Applying

Date of Incorporation

Address

City, State, Zip

Phone

Email

Fax

CEO / Executive Director

Contact person for this application

Phone

Email

Fax

Please select one of the following:

we are a 501 (c) 3 nonprofit organization

we are a municipality

we will be working with a fiscal agent who is a 501 (c) 3 nonprofit co-sponsoring organization

Please attach a brief description of your organization.

Specific Purpose for which grant funds are requested:

Briefly outline how the proposed project / program will be accomplished:

Project Budget (total)

Amount you are requesting from CMSC

Other funding sources for this project:

Total budget of your organization

Applicant is a member-in-good-standing of Connecticut Main Street Center

CANTON PUBLIC LIBRARY

www.cantonpubliclibrary.org

MEMORANDUM

DATE: October 7, 2014
TO: Robert Skinner, Chief Administrative Officer
FROM: Robert Simon, Library Director
SUBJECT: New Job Description and Job Title

You have the new job description for our "Adult Services Librarian" position. Thank you for the opportunity to provide some extra information.

This is not a new position. Rather, it is a long-needed formal job description and a new title for a position already on staff for many years: that of Reference Librarian.

Elizabeth Van Ness, whose current job title is "Reference Librarian," has worked full-time for the library since 1986. In all those years, she has never had a written job description. The only statement defining her work was a 2003 list of job goals she wrote in cooperation with the then Library Director. Therefore, I wrote the job description draft you now have, which reflects Ms. Van Ness's actual duties and has been endorsed by the Library Board of Trustees.

We are requesting that Ms. Van Ness's title be changed from the narrower "Reference Librarian" to the broader, more appropriate "Adult Services Librarian." Adult Services Librarians do provide "reference," defined as helping borrowers find information and resources. However, reference forms only one facet of Ms. Van Ness's job. She also:

- Plans and presents adult programs
- Oversees the request and receipt of interlibrary loans
- Helps to select materials for the adult collection
- Supervises the home-delivery service for shut-ins
- Monitors the work of two Library Aides assigned to the Reference Desk
- Performs other tasks, like proctoring tests for local students and producing narrative and statistical reports for the Library Director

"Reference librarians" tend to do just the "reference" part of the job, whereas Ms. Van Ness's duties include reference plus a number of other important services for adult patrons, as noted above. That being the case, most libraries would call her position "Adult Services Librarian" to reflect that involvement in a wider array of public services for adults.

There is no plan to seek a salary adjustment at this time.

TOWN OF CANTON
DRAFT

TITLE: Adult Services Librarian

CLASS: Exempt

DEPARTMENT: Canton Public Library

DATE:

POSITION DESCRIPTION:

The Adult Services Librarian develops, coordinates, and administers the library's services to adult patrons, defined as patrons ages 18 and older. The position is responsible for reference, reader's advisory guidance, interlibrary loan, collection development, program planning and presentation, publicity, and other activities that encourage the use of the library and its resources by adults.

SUPERVISION RECEIVED

The Adult Services Librarian works under the general guidance and supervision of the Library Director.

ESSENTIAL JOB FUNCTIONS:

- Provides reference assistance to adults using print materials and electronic resources; assists with reference services to teens and children, as needed
- Offers reader's advisory guidance to adults; assists with reader's advisory guidance to teens and children, as needed
- Offers interlibrary loan services and processes interlibrary loan requests
- Works with the Head of Children's Services, the Teen Services Librarian, and the school librarians to provide materials for student research assignments
- Instructs patrons in the use of the library's catalog, databases, and other resources
- Assists and instructs patrons in the use of the library services, equipment, and facilities
- Works with the Head of Children's Services and the Teen Services Librarian to conduct library orientation visits for students, parents, teachers, and other groups
- Plans, presents, supervises, and evaluates library programs of interest to adults; interacts with outside entities to plan and present special events of interest to adults
- Working independently or in cooperation with other staff, selects materials for acquisition to and withdrawal from the adult reference and circulating collections; develops the adult collections through regular evaluation
- Oversees the library's program for home delivery of library materials to shut-ins
- Creates booklists, displays, brochures, questionnaires, fliers, and publicity releases directed toward adults
- Maintains statistics of adult services and programs
- Prepares narrative and statistical reports for the Library Director
- Participates in activities of professional organizations and the Connecticut State Library to remain aware of developments in the library profession and in public library adult services

- Communicates and cooperates with other town agencies and organizations in areas that affect library programs and collection development
- Delegates work to and supervises the work of other staff and volunteers assigned to the Adult Department
- Performs additional tasks and duties as necessary and/or as requested by the Library Director

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Administrative ability to initiate, organize, and follow through on library services, programs, and special projects
- Ability to supervise
- Commitment to excellence in customer service
- Thorough knowledge of adult literature and reference resources
- Ability to deal amicably and effectively with adult patrons, coworkers, professional colleagues, and the general public
- Knowledge of automated library systems
- Solid computer skills, including Microsoft Office programs and social media management
- Ability to perform under pressure with tact, patience, flexibility, and good humor
- Ability to communicate effectively, both orally and in writing

REQUIRED PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee may be exposed to airborne particles. The employee will be required to provide his/her own transportation.

Ability to sit or stand for extended periods of time

Ability to move, bend, stoop, and lift and carry books and files of approximately 35 pounds or less

Ability to maneuver a fully loaded book cart

Works in library setting subject to continuous interruptions and background noises

Work may include extended periods of time viewing a computer video monitor and/or operating a keyboard

Intermittent exposure to video display terminals

Ability to work under stress with demanding deadlines, public contact, and changing priorities and conditions

Ability to read printed material and a computer screen

Communicate effectively with individuals in person and over the telephone

Ability to file books, periodicals, reports, etc. on shelves ranging from one to seven inches from the floor

Ability to move throughout the Town, Library, Town Hall, and other town buildings and sites

Requires flexible working hours

Some travel required to attend meetings in Canton and outside of Canton

REQUIRED MINIMUM QUALIFICATIONS

The requisite knowledge and skills generally would be acquired with a Master's Degree in Library Science from an ALA-accredited college or university and two years of library experience working with adults; or a similar combination of work experience and education.

LICENCE OR CERTIFICATE

Must possess a valid and current driver's license

NOTE: The above description is illustrative only and is not meant to be all-inclusive.

DRAFT MINUTES
CANTON BOARD OF SELECTMEN

Wednesday, October 8, 2014, Regular Meeting
Community Center, Conference Room F, 7:00 pm
Immediately Following Town Meeting

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

Absent: None

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 7:06 pm.

I. PLEDGE OF ALLEGIANCE

II. PUBLIC PARTICIPATION- None

III. APPOINTMENTS / RESIGNATIONS- None

IV. ADOPTION OF CONSENT AGENDA

- A. Refund of Taxes pursuant to Connecticut General Statutes 12-129
- B. Request by the Police Department to dispose of miscellaneous electronic equipment pursuant to Section 6.05 (c) of the Town Charter.

MOTION: D. Gilchrist moved to approve the Consent Agenda and L. Humphrey seconded the motion. The motion passed unanimously, 5-0-0

V. CONSIDERATION OF OLD BUSINESS

- A. Determine proposed funding source for a \$12,000 increase in Police Chief's salary and re-set Town meeting time and date for a vote on whether the Chief of Police will be appointed as the Emergency Management Director and, if necessary, the transfer of \$12,000 to the supervisor salary line item in the Police Administration budget for the purpose of compensating the Chief of Police. – R. Skinner communicated that at the last Board meeting this was on the agenda and they had set a date for tonight for a Town meeting. Unfortunately, it was determined that the Motion that the Board of Finance (BOF) adopted did not include that the funding would come from the undesignated fund balance. The Finance Officer stated that the motion should state that it was coming from the undesignated fund balance. At this point there are two options. First, the Board can bring it back to the BOF to request it specifically comes from the undesignated fund balance. Second option is to have it come from the Fire Marshal salary line item. L. Humphrey questioned the annual increase since the Chief of Police was not in the role the first two months of the fiscal year. R. Skinner replied that the salary would be prorated. - MOTION: S. Roberto moved to approve the \$12,000 increase to Police Chief's salary from the salary line item of the Fire

Marshal budget and set a Town meeting for 7:00 pm on 11.12.14 at the Community Center for a vote on whether the Chief of Police will be appointed as the Emergency Management Director and approve the transfer of \$12,000 from the Fire Marshal salary line item to the supervisor salary line item in the Police Administration budget for the purpose of a \$12,000.00 annual salary increase to this year's budget the Chief of Police. D. Gilchrist seconded the motion. The motion passes unanimously, 5-0-0.

VI. CONSIDERATION OF NEW BUSINESS

- A. Review and possible approval of the Connecticut Department of Transportation's Master Municipal Agreement for Rights of Way Projects. - R. Barlow shared that this is a master agreement that is necessary for us to sign as part of the Town Bridge Rehabilitation Project. R. Skinner stated that without this agreement we would not be able to get federal funding which covers the bridge project and other projects. MOTION: D. Gilchrist moved to approve the resolution and authorize Richard J Barlow, First Selectman to sign the agreement titled the Master Municipal Agreement for Rights of Way Projects and T. Sevigny seconded the motion. The motion passed unanimously, 5-0-0.
- B. Review and possible approve changes to the Transfer Station policies. – R. Barlow pointed out that there is a memo in the BOS packet from B. Martin the DPW Director that speaks to the changes. R. Skinner stated that the only fee changes is changing the \$10 one time pass to a \$10 day pass so residents can come back multiples times in the same day. S. Roberto asked about differences in fee structure for someone with a \$10 day pass versus an annual pass. R. Skinner clarified that a person using the facility still pays for the bulky waste in the same manner, the passes just gets you access to the Transfer Station. R. Skinner also discussed the possibility of reducing the hours of the Transfer Station in exchange for lowering the Transfer state permit costs and being open in the evenings. This proposal will be further reviewed during the budget process. R. Barlow clarified that for this meeting the only changes that are looking for approval is for the day pass. R. Skinner stated that information on additional changes would be coming. MOTION: S. Roberto moved to approve to change the one time pass to a \$10 one day pass at the Transfer Station and D. Gilchrist seconded the motion. The motion passes unanimously, 5-0-0.
- C. Review creation of an Animal Control Officer position and if appropriate forward to the Board of Finance for consideration. – R. Skinner referred to the memo in the BOS packet and reviewed how Animal Control had previously been handled. R. Skinner shared the recent changes that were made in Avon in regards to the Animal Control Officer. He then went through the proposed changes discussed at the last BOS meeting. L. Humphrey asked questions in regards to the current contract and Avon's obligation to fulfill it. R. Skinner agreed that we could probably contest the changes made by Avon but it's not financially in our best interest to pursue. R. Skinner cleared up questions around the logistics of the positions and the agreement with Avon. T. Sevigny asked if these changes would cost the Town more, same, or less. R. Skinner stated it could possibly lead to a savings. S. Roberto clarified his understanding asking if it would functionally stay the same. R. Skinner answered

that it would. There were two Motions made. MOTION: D. Gilchrist moved to accept the part time position Animal Control Officer and forward to the Board of Finance for consideration and T. Sevigny seconded the motion. The motion passed unanimously, 5-0-0. MOTION: D. Gilchrist moved to accept the Animal Control job description contingent on the position's approval and T. Sevigny seconded the motion. The motion passed unanimously, 5-0-0.

- D. Adoption of the Capital Region Natural Hazards Mitigation Plan. – R. Barlow shared that the Town has done this in the past. He also stated that it puts us in the position that we can apply for grants as they become available. R. Skinner stated the Cantons version of the plan is in the BOS packet as well as a link to view the entire plan. MOTION: S. Roberto moved to have First Selectman, Richard J Barlow sign the resolution titled the Town of Canton Resolution Adopting 2014-2019 Capital Region Natural Hazards Mitigation Plan Update and D. Gilchrist seconded the motion. The motion passed unanimously, 5-0-0.

VII. MINUTES OF PREVIOUS MEETINGS

- A. Approval of Board of Selectmen Minutes: 09-24-2014 Regular Meeting - MOTION: S. Roberto moved to approve Board of Selectmen Minutes: 09-24-2014 Regular Meeting and D. Gilchrist seconded the motion. The motion passed unanimously, 5-0-0.

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

- A. First Selectman's Report – R. Barlow stated that he attended the Cherry Brook School Playscape ribbon cutting ceremony. He gave to the two committees and their chairs for the fundraising and working it through the process. He also thanked DPW for an outstanding job for their work out there. R. Barlow stated that over the past two weeks he attended the Board of Education 5 year strategic planning process meetings. R. Barlow shared that he and R. Skinner met earlier this week to set up meeting with the chair of the BOE and the Superintendent to go over emerging needs such as the prior CIP. R. Barlow asked the BOS to highlight 11.17.14 on their calendars for BOF meeting. R. Skinner stated that the CIP meeting will need volunteers. R. Barlow and D. Gilchrist volunteered.
- B. CAO Report- R. Skinner passed out a budget projections spreadsheet. He pointed out that the spreadsheet highlights what the budget should look like in the coming years if we continue to have growth based on the prior year's numbers. Also included is the bonding for the garage and the additional bonding that we already approved. R. Barlow stated that looking back at the past 7 year the expenditures for the Town has gone up an average of 1.65% per year and the overall tax rate increase has been 6.92% not including revaluations. R. Skinner pointed out that the budget increases they have going on this year is consistent with prior years. R. Barlow highlighted some other areas on the budget. R. Skinner then mentioned that he is meeting with Silver Petrucelli and Orlando Annulli, along with some Town Officials to discuss the Garage and start looking at the presentation for the Town meeting. R. Skinner mentioned that the Town meeting on 10.22.14 is at the Canton High School and asked if the BOS meeting would be held there or at the Community Center. R. Barlow stated that he is planning on coming back to the Community Center for the BOS meeting but would maybe change the location based on how many items need to be addressed. R. Skinner then shared the pavement schedule for the next six weeks. D. Gilchrist mentioned his concerns around digging on our

roads without notifying any one. R. Skinner went over the proper procedures to excavate in the Town right-of-way. D. Gilchrist shared the specifics on an incident that had occurred on his street and R. Skinner stated he would look into it. R. Skinner communicated that State and Federal officials along with representatives of Citizens Energy will meet next week to discuss the fish ladder for the Hydro Project. He is expecting a revised letter intent from Citizens next week. R. Skinner then shared that a new Recreation Supervisor has been hired. Her name is Courtney Hewitt and she is currently employed by the Town of Wethersfield. Next R. Skinner shared that Adam DeLaura who is the Library Head of Technical Services and IT Support will be leaving to go to Mansfield. Adam has agreed to assist with IT Support in the interim while we look to fill the position. R. Skinner then announced there will be a press release going out to the public for recommendations for capital improvement projects.

C. Correspondence- Charline G. Whalen

XI. REMARKS BY SELECTMEN – D. Gilchrist asked what the restrictions for BOS members in regards to supporting the Public Works Project. R. Skinner answered that you cannot use Town resources to advocate for the garage. S. Roberto mentioned that Senator Witkos brought to him an unsigned proposal for the Town Garage that was discussed at the PMBC meeting last night. R. Skinner mentioned that Kevin Witkos brought the proposal to his office. It was an unsigned proposal with no names, developer, or contractor on the proposal. The proposal was to put a combined Fire Station and Highway Garage at 51 River Rd. It has a map and some specifications with the proposal. The map and proposals have been reviewed by the Town Planner, Project Administrator, and the Towns consulting engineers. The Town Planner indicated in a memo that there were a number of issues with the proposal including where it is sited and the violations of setbacks. The Project Administrator documented where those setbacks would be and it clearly violated the setbacks. The consulting engineers concurred with the Town Planner and Project Administrators findings and added that the traffic structure there would be impeded. D. Gilchrist reiterated that there was an RFP and this anonymous proposal was not brought forth at that time. L. Humphrey shared his thoughts that it appeared this proposal was coming out at this time to confuse the public and was a lack of respect for the public process. R. Barlow revealed one of his reasons for wanting the 325 Commerce Dr. was the distance it created from the residences property and this proposal couldn't get any closer. S. Roberto then asked about the former Dial-A-Ride maintenance contract. He questioned how Martel the new contract holder was able to do all the repairs and maintenance that the former was never adequately able to do. And, was there any recourse with the former contractor. R. Skinner stated that they have asked the former contractor questions as to what they have done and they communicated that they had completed the repairs requested of them. S. Roberto also commented on the posted meetings schedules and the accuracy of them. R. Skinner stated he was aware with an issue with this and is already addressing it.

XII. ADJOURNMENT

MOTION: D. Gilchrist moved to adjourn the regular meeting of the Board of Selectmen at 8:26 pm and T. Sevigny seconded the motion. The motion passes unanimously, 5-0-0.

10/08/2014 17:23
chughes

TOWN OF CANTON
YEAR-TO-DATE BUDGET REPORT
FY 2014-2015

PG 1
glytdbud

FOR 2015 03

ACCOUNTS FOR: 010	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1001010 BOARD OF SELECTMEN								
1001010	51120	FIRST SELECTMAN'S SA	15,000	15,000	3,173.06	1,153.84	.00	11,826.94 21.2%
1001010	56950	MTG. DUES/SUBSCRIPTI	16,920	16,920	16,681.65	.00	.00	238.35 98.6%
1001010	57200	PRINTING	1,100	1,100	.00	.00	.00	1,100.00 .0%
1001010	57500	ADVERTISING	1,000	1,000	217.65	152.94	.00	782.35 21.8%
1001010	59900	MISCELLANEOUS	0	0	500.00	.00	.00	-500.00 100.0%
1001010	60050	NEWSLETTER	9,000	9,000	2,280.00	2,280.00	.00	6,720.00 25.3%
TOTAL BOARD OF SELECTMEN		43,020	43,020	22,852.36	3,586.78	.00	20,167.64	53.1%
1001020 CHIEF ADMINISTRATIVE OFFICER								
1001020	51000	FULL TIME SALARIES	54,000	54,000	11,207.97	4,153.85	.00	42,792.03 20.8%
1001020	51110	SUPERVISORY'S SALARI	122,286	122,286	25,381.08	9,406.62	.00	96,904.92 20.8%
1001020	51200	PART TIME	24,275	24,275	4,558.47	1,640.42	.00	19,716.53 18.8%
1001020	51301	FULL TIME HOURLY	0	0	133.73	133.73	.00	-133.73 100.0%
1001020	53000	EQUIPMENT PURCHASE	300	300	.00	.00	.00	300.00 .0%
1001020	53700	POSTAGE METER RENTAL	1,800	1,800	.00	.00	.00	1,800.00 .0%
1001020	55200	MILEAGE	2,550	2,550	.00	.00	.00	2,550.00 .0%
1001020	56100	POSTAGE	900	900	903.13	839.19	.00	-3.13 100.3%
1001020	56820	MEDICAL DOCTORS	1,300	1,300	1,387.00	875.00	.00	-87.00 106.7%
1001020	56910	REFERENCES/TEXTS	300	300	.00	.00	.00	300.00 .0%
1001020	56920	CONSULTANT	25,000	25,000	456.00	456.00	8,988.00	15,556.00 37.8%
1001020	56950	MTG. DUES/SUBSCRIPTI	1,678	1,678	978.29	.00	.00	699.71 58.3%
1001020	57100	OFFICE SUPPLIES	3,400	3,400	536.12	18.00	367.78	2,496.10 26.6%
1001020	57105	POSTAGE METER SUPPLI	700	700	.00	.00	.00	700.00 .0%
1001020	57500	ADVERTISING	4,000	4,000	.00	.00	.00	4,000.00 .0%
1001020	57600	COMPUTER SUPPLIES	400	400	.00	.00	.00	400.00 .0%
TOTAL CHIEF ADMINISTRATIVE OFFICE		242,889	242,889	45,541.79	17,522.81	9,355.78	187,991.43	22.6%
1001030 ELECTIONS								
1001030	51130	REGISTRAR OF VOTERS	14,000	14,000	2,961.53	1,076.92	.00	11,038.47 21.2%
1001030	51140	REGISTRARS DEPUTIES	5,000	5,000	1,057.65	384.60	.00	3,942.35 21.2%
1001030	52020	ELECTION WORKERS	3,500	3,500	551.00	.00	.00	2,949.00 15.7%
1001030	55000	MEMORY CARD CODING	1,174	1,174	1,199.00	350.00	.00	-25.00 102.1%

10/08/2014 17:23
chughes

TOWN OF CANTON
YEAR-TO-DATE BUDGET REPORT
FY 2014-2015

PG 2
glytddbud

FOR 2015 03

ACCOUNTS FOR: 010	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1001030	55200 MILEAGE	300	300	.00	.00	.00	300.00	.0%
1001030	56090 CANVASSING LIST	125	125	.00	.00	.00	125.00	.0%
1001030	56100 POSTAGE	650	650	53.01	26.40	.00	596.99	8.2%
1001030	56720 MEALS	500	500	109.09	.00	.00	390.91	21.8%
1001030	56950 MTG. DUES/SUBSCRIPTI	1,300	1,300	660.00	140.00	.00	640.00	50.8%
1001030	57100 OFFICE SUPPLIES	300	300	.00	.00	.00	300.00	.0%
	TOTAL ELECTIONS	26,849	26,849	6,591.28	1,977.92	.00	20,257.72	24.5%
1001050 PROBATE COURT								
1001050	59100 DEPARTMENT EXPENSE	2,719	2,719	2,719.00	.00	.00	.00	100.0%
	TOTAL PROBATE COURT	2,719	2,719	2,719.00	.00	.00	.00	100.0%
1001100 TOWN COUNSEL								
1001100	52160 GENERAL	35,000	35,000	420.00	.00	.00	34,580.00	1.2%
1001100	52170 LABOR	20,000	20,000	.00	.00	.00	20,000.00	.0%
1001100	52210 ENVIRONMENTAL LAW/LA	25,000	25,000	55.50	.00	.00	24,944.50	.2%
	TOTAL TOWN COUNSEL	80,000	80,000	475.50	.00	.00	79,524.50	.6%
1001110 TOWN CLERK								
1001110	51110 SUPERVISORY'S SALARI	61,243	61,243	12,711.26	4,710.98	.00	48,531.74	20.8%
1001110	51200 PART TIME	307	307	.00	.00	.00	307.00	.0%
1001110	51301 Full TIME HOURLY	29,485	29,485	5,845.88	2,268.03	.00	23,639.12	19.8%
1001110	51400 OVERTIME	250	250	.00	.00	.00	250.00	.0%
1001110	55200 MILEAGE	300	300	.00	.00	.00	300.00	.0%
1001110	55860 COPIER MAINTENANCE C	525	525	.00	.00	.00	525.00	.0%
1001110	55950 VITAL STATISTICS	250	250	.00	.00	.00	250.00	.0%
1001110	56100 POSTAGE	1,272	1,272	419.34	109.85	.00	852.66	33.0%
1001110	56205 CELL PHONE	480	480	80.00	40.00	.00	400.00	16.7%
1001110	56950 MTG. DUES/SUBSCRIPTI	785	785	100.00	.00	.00	685.00	12.7%
1001110	57100 OFFICE SUPPLIES	1,140	1,140	222.39	5.00	.00	917.61	19.5%
1001110	57200 BALLOTS	6,400	6,400	1,557.85	.00	.00	4,842.15	24.3%
1001110	57500 ADVERTISING	950	950	.00	.00	.00	950.00	.0%

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ACCOUNTS FOR: 010	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1001110	57600	COMPUTER SUPPLIES	720	720	.00	.00	720.00	.0%
1001110	57700	PHOTOSTATING/BINDING	350	350	.00	.00	350.00	.0%
1001110	57900	MICROFILMING/INDEXIN	18,604	18,604	3,850.39	1,292.08	3,818.61	79.5%
1001110	60040	COPIER LEASE	900	900	147.08	73.54	752.92	16.3%
TOTAL TOWN CLERK		123,961	123,961	24,934.19	8,499.48	10,935.00	88,091.81	28.9%
1001585 CONTINGENCY								
1001585	59914	WAGE INCREASES	45,000	45,000	.00	.00	45,000.00	.0%
1001585	59916	WAGE ADJUSTMENTS	30,798	30,798	.00	.00	30,798.00	.0%
TOTAL CONTINGENCY		75,798	75,798	.00	.00	.00	75,798.00	.0%
1001901 INFORMATION TECHNOLOGIES								
1001901	51300	FULL TIME SALARY	0	0	3,015.58	1,116.88	-3,015.58	100.0%
1001901	53100	COMPUTER EQUIPMENT	16,090	16,090	464.69	464.69	11,072.31	31.2%
1001901	53120	COMPUTER SOFTWARE PU	600	600	62.43	21.60	537.57	10.4%
1001901	55200	MILEAGE	0	0	14.56	.00	-14.56	100.0%
1001901	55830	COMPUTER SOFTWARE SU	2,395	2,395	.00	.00	2,395.00	.0%
1001901	56340	CABLE/INTERNET	9,495	9,495	59.85	19.95	9,435.15	.6%
1001901	56920	CONSULTANT	40,000	40,000	7,210.00	7,210.00	32,790.00	18.0%
1001901	60030	VOIP/WAN LEASE	34,546	34,546	.00	.00	34,546.00	.0%
TOTAL INFORMATION TECHNOLOGIES		103,126	103,126	10,827.11	8,833.12	4,553.00	87,745.89	14.9%
1002060 ASSESSMENT								
1002060	51200	PART TIME	300	300	.00	.00	300.00	.0%
1002060	51301	FULL TIME HOURLY	58,208	58,208	12,354.16	4,477.18	45,853.84	21.2%
1002060	55200	MILEAGE	1,120	1,120	.00	.00	1,120.00	.0%
1002060	55830	COMPUTER SOFTWARE SU	7,000	7,000	.00	.00	7,000.00	.0%
1002060	56100	POSTAGE	1,125	1,125	33.21	11.73	1,091.79	3.0%
1002060	56910	REFERENCES/TEXTS	500	500	.00	.00	500.00	.0%
1002060	56920	CONSULTANT	55,932	55,932	.00	.00	55,932.00	.0%
1002060	56950	MTG. DUES/SUBSCRIPTI	100	100	.00	.00	100.00	.0%
1002060	57100	OFFICE SUPPLIES	700	700	.00	.00	700.00	.0%

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ACCOUNTS FOR: 010	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1002060	57200 PRINTING	650	650	.00	.00	.00	650.00	.0%
1002060	57210 GRAND LIST PROCESSIN	600	600	.00	.00	.00	600.00	.0%
1002060	57220 MAPPING MATERIALS	3,200	3,200	3,200.00	.00	.00	.00	100.0%
1002060	57500 ADVERTISING	100	100	.00	.00	.00	100.00	.0%
1002060	57600 COMPUTER SUPPLIES	400	400	89.60	.00	.00	310.40	22.4%
TOTAL ASSESSMENT		129,935	129,935	15,676.97	4,488.91	.00	114,258.03	12.1%
1002080 TAX COLLECTOR								
1002080	51110 SUPERVISORY'S SALARI	51,413	51,413	10,671.01	3,954.84	.00	40,741.99	20.8%
1002080	51200 PART TIME HOURLY	21,553	21,553	4,505.47	1,402.36	.00	17,047.53	20.9%
1002080	52100 BONDS	403	403	.00	.00	.00	403.00	.0%
1002080	53400 COLLECTION SERVICES	250	250	250.00	.00	.00	.00	100.0%
1002080	53401 STATE FEES	2,476	2,476	2,475.27	.00	.00	.73	100.0%
1002080	55200 MILEAGE	460	460	.00	.00	.00	460.00	.0%
1002080	56100 POSTAGE	7,467	7,467	8,025.12	668.79	.00	-558.12	107.5%
1002080	56950 MTG. DUES/SUBSCRIPTI	1,400	1,400	.00	.00	.00	1,400.00	.0%
1002080	57100 OFFICE SUPPLIES	638	638	.00	.00	.00	638.00	.0%
1002080	57110 BUSINESS FORMS	4,000	4,000	138.35	.00	.00	3,861.65	3.5%
1002080	57120 BINDING BOOKS	496	496	.00	.00	.00	496.00	.0%
1002080	57500 ADVERTISING	360	360	158.82	.00	.00	201.18	44.1%
1002080	57600 COMPUTER SUPPLIES	300	300	.00	.00	.00	300.00	.0%
TOTAL TAX COLLECTOR		91,216	91,216	26,224.04	6,025.99	.00	64,991.96	28.7%
1002090 FINANCE OFFICER								
1002090	51000 FULL TIME SALARIES	16,688	16,688	9,882.15	3,423.17	.00	6,805.85	59.2%
1002090	51110 SUPERVISORY'S SALARI	71,664	71,664	14,874.04	5,512.56	.00	56,789.96	20.8%
1002090	51200 PART TIME	37,885	37,885	7,392.66	2,969.52	.00	30,492.34	19.5%
1002090	51301 FULL TIME HOURLY	35,072	35,072	7,137.28	2,645.18	.00	27,934.72	20.4%
1002090	51400 OVERTIME	3,732	3,732	.00	.00	.00	3,732.00	.0%
1002090	55200 MILEAGE	775	775	.00	.00	.00	775.00	.0%
1002090	55830 COMPUTER SOFTWARE SU	29,625	29,625	29,608.99	3,575.00	.00	16.01	99.9%
1002090	55860 COPIER MAINTENANCE C	600	600	59.37	34.37	240.63	300.00	50.0%
1002090	56100 POSTAGE	1,900	1,900	378.27	191.42	.00	1,521.73	19.9%
1002090	56950 MTG. DUES/SUBSCRIPTI	3,000	3,000	1,299.29	569.29	.00	1,700.71	43.3%
1002090	57100 OFFICE SUPPLIES	3,000	3,000	30.00	15.00	.00	2,970.00	1.0%
1002090	57600 COMPUTER SUPPLIES	400	400	.00	.00	400.00	.00	100.0%

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ACCOUNTS FOR: 010	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL FINANCE OFFICER		204,341	204,341	70,662.05	18,935.51	640.63	133,038.32	34.9%
1003170 POLICE DEPT - ADMIN								
1003170	51110	SUPERVISORY'S SALARI	193,641	193,641	40,217.86	14,895.49	.00	153,423.14 20.8%
1003170	51200	PART TIME HOURLY	3,732	3,732	241.44	241.44	.00	3,490.56 6.5%
1003170	51301	FULL TIME HOURLY	46,417	46,417	9,632.67	3,570.02	.00	36,784.33 20.8%
1003170	51400	OVERTIME-POLICE ADMI	1,500	1,500	172.13	172.13	.00	1,327.87 11.5%
1003170	51495	PRIVATE DUTY	0	0	.04	.00	.00	- .04 100.0%
1003170	53120	COMPUTER SOFTWARE	575	575	.00	.00	.00	575.00 .0%
1003170	55810	OFFICE EQUIPMENT MAI	3,180	3,180	2,890.00	20.00	.00	290.00 90.9%
1003170	55830	COMPUTER SOFTWARE SU	13,000	13,000	12,350.00	.00	.00	650.00 95.0%
1003170	55860	COPIER MAINTENANCE C	1,275	1,275	64.64	33.60	1,116.49	93.87 92.6%
1003170	56100	POSTAGE	800	800	102.47	46.26	.00	697.53 12.8%
1003170	56205	CELL PHONE	960	960	156.93	36.96	.00	803.07 16.3%
1003170	56240	REGIONAL PROGRAMS	5,000	5,000	5,000.00	.00	.00	.00 100.0%
1003170	56700	UNIFORMS	2,216	2,216	131.90	81.25	.00	2,084.10 6.0%
1003170	56820	MEDICAL DOCTORS	1,940	1,940	.00	.00	.00	1,940.00 .0%
1003170	56950	MTG. DUES/SUBSCRIPTI	2,435	2,435	1,287.90	600.00	.00	1,147.10 52.9%
1003170	56951	TRAINING	1,000	1,000	1,500.00	.00	.00	-500.00 150.0%
1003170	57100	OFFICE SUPPLIES	3,400	3,400	249.04	.00	.00	3,150.96 7.3%
1003170	57430	VEHICLE LEASE/PURCHA	475	475	476.36	.00	.00	-1.36 100.3%
1003170	59910	MISC. EXPENSE PERSON	400	400	60.00	.00	.00	340.00 15.0%
1003170	59920	MISC. EXPENSE DEPART	2,000	2,000	303.96	73.96	.00	1,696.04 15.2%
1003170	60040	LEASED EQUIPMENT	8,892	8,892	1,482.42	741.21	7,502.97	-93.39 101.1%
TOTAL POLICE DEPT - ADMIN		292,838	292,838	76,319.76	20,512.32	8,619.46	207,898.78	29.0%
1003171 POLICE DEPT - PATROL								
1003171	51303	FULL TIME HOURLY PAT	894,500	894,500	182,204.94	68,485.36	.00	712,295.06 20.4%
1003171	51310	HOLIDAY BENEFITS/AFS	45,000	45,000	8,848.30	4,875.42	.00	36,151.70 19.7%
1003171	51400	OVERTIME/PATROL	75,000	75,000	16,643.28	5,093.51	.00	58,356.72 22.2%
1003171	51660	EDUCATIONAL INCENTIV	4,500	4,500	2,500.00	.00	.00	2,000.00 55.6%
1003171	55800	DEPT.EQUIP.MAINT/REP	4,437	4,437	1,304.66	616.58	.00	3,132.34 29.4%
1003171	56700	UNIFORMS/PATROL	12,096	12,096	1,578.18	440.87	.00	10,517.82 13.0%
1003171	56710	WEAPONS/AMMO	2,920	2,920	.00	.00	.00	2,920.00 .0%
1003171	56951	TRAINING	3,750	3,750	.00	.00	.00	3,750.00 .0%
1003171	57800	EDUCATION REIMB/PATR	4,000	4,000	.00	.00	.00	4,000.00 .0%

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ACCOUNTS FOR: 010	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL POLICE DEPT - PATROL		1,046,203	1,046,203	213,079.36	79,511.74	.00	833,123.64	20.4%
1003172 POLICE DEPT - DETECTIVE								
1003172	51303 FULL TIME HOURLY AFS	78,811	78,811	16,368.48	6,062.40	.00	62,442.52	20.8%
1003172	51310 HOLIDAY BENEFITS/AFS	847	847	.00	.00	.00	847.00	.0%
1003172	51400 OVERTIME/DETECTIVE	3,000	3,000	5,156.56	2,500.74	.00	-2,156.56	171.9%
1003172	51660 EDUCATIONAL INCENTIV	750	750	.00	.00	.00	750.00	.0%
1003172	56205 CELL PHONE	420	420	35.29	35.29	.00	384.71	8.4%
1003172	56230 CRIME LAB/PROCESSING	2,000	2,000	16.22	16.22	.00	1,983.78	.8%
1003172	56700 UNIFORMS/DETECTIVE	1,008	1,008	43.50	35.50	259.27	705.23	30.0%
1003172	56951 TRAINING	250	250	.00	.00	.00	250.00	.0%
TOTAL POLICE DEPT - DETECTIVE		87,086	87,086	21,620.05	8,650.15	259.27	65,206.68	25.1%
1003173 POLICE DEPT - COMMUN/DISPAT								
1003173	51200 PART TIME/DISPAT	11,000	11,000	1,894.96	761.84	.00	9,105.04	17.2%
1003173	51302 FULL TIME HOURLY CIL	204,674	204,674	41,624.03	15,673.10	.00	163,049.97	20.3%
1003173	51311 HOLIDAY BENEFITS/CIL	9,968	9,968	2,744.32	775.52	.00	7,223.68	27.5%
1003173	51321 OVERTIME-DISPAT	35,000	35,000	6,446.44	2,743.12	.00	28,553.56	18.4%
1003173	55020 RADIO MAINTENANCE/DI	20,115	20,115	1,515.50	291.00	4,419.00	14,180.50	29.5%
1003173	56250 COLLECT SYSTEM/DISPA	2,826	2,826	343.00	.00	.00	2,483.00	12.1%
1003173	56700 UNIFORMS/DISPAT	1,680	1,680	1,117.75	1,117.75	.00	562.25	66.5%
1003173	56951 TRAINING	1,000	1,000	68.08	38.08	.00	931.92	6.8%
TOTAL POLICE DEPT - COMMUN/DISPAT		286,263	286,263	55,754.08	21,400.41	4,419.00	226,089.92	21.0%
1003174 POLICE DEPT - VEHICLE MAINT								
1003174	54100 TIRES/POLICE VEH.MAI	4,500	4,500	975.78	.00	259.39	3,264.83	27.4%
1003174	54200 VEHICLE FUEL/POLICE	41,000	41,000	10,404.27	5,641.22	.00	30,595.73	25.4%
1003174	55010 VEHICLE MAINTENANCE/	16,500	16,500	1,870.32	49.90	.00	14,629.68	11.3%
TOTAL POLICE DEPT - VEHICLE MAINT		62,000	62,000	13,250.37	5,691.12	259.39	48,490.24	21.8%
1003175 POLICE - ANIMAL CONTROL								
1003175	54543 ANIMAL CONTROL OFFIC	20,000	20,000	.00	.00	.00	20,000.00	.0%

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1003175	55700 POUND MAINTENANCE	2,200	2,200	.00	.00	.00	2,200.00	.0%
1003175	56900 POUND SUPPLIES	300	300	.00	.00	.00	300.00	.0%
1003175	56950 MTG. DUES/SUBSCRIPTI	30	30	.00	.00	.00	30.00	.0%
1003175	57500 ADVERTISING	20	20	20.00	20.00	.00	.00	100.0%
1003175	57950 LICENSE FEES - ST OF	5,805	5,805	.00	.00	.00	5,805.00	.0%
1003175	59920 MISC. EXPENSE DEPART	500	500	.00	.00	.00	500.00	.0%
	TOTAL POLICE - ANIMAL CONTROL	28,855	28,855	20.00	20.00	.00	28,835.00	.1%
1003179 POLICE DEPT - FACILITIES								
1003179	55000 REPAIRS/MAINTENANCE	0	0	254.05	91.02	.00	-254.05	100.0%
1003179	55100 MAINTENANCE/CLEANING	7,333	7,333	181.12	90.54	.00	7,151.88	2.5%
1003179	55300 HEATING/COOLING REPA	4,000	4,000	179.41	.00	.00	3,820.59	4.5%
1003179	55310 HEATING/COOLING CONT	1,320	1,320	330.00	.00	990.00	.00	100.0%
1003179	55500 LIGHT/POWER/POLICE F	20,000	20,000	5,085.71	1,677.57	.00	14,914.29	25.4%
1003179	56200 TELEPHONE	0	0	413.52	.00	.00	-413.52	100.0%
1003179	56340 CABLE/INTERNET	360	360	182.19	60.73	.00	177.81	50.6%
1003179	56500 FUEL OIL/HEAT	6,800	6,800	549.08	.00	.00	6,250.92	8.1%
1003179	56750 WATER/POLICE FACILIT	1,125	1,125	.00	.00	.00	1,125.00	.0%
1003179	56760 SEWER USE/POLICE FAC	355	355	.00	.00	.00	355.00	.0%
	TOTAL POLICE DEPT - FACILITIES	41,293	41,293	7,175.08	1,919.86	990.00	33,127.92	19.8%
1004157 SERVICE INCENTIVE								
1004157	52050 FIRE SERVICE DB/DC	34,100	34,100	33,900.00	.00	.00	200.00	99.4%
	TOTAL SERVICE INCENTIVE	34,100	34,100	33,900.00	.00	.00	200.00	99.4%
1004158 FIRE SERVICES								
1004158	51200 OFFICER STIPENDS	11,200	11,200	634.59	230.76	.00	10,565.41	5.7%
1004158	51230 PAY PER CALL	23,400	23,400	210.00	210.00	.00	23,190.00	.9%
1004158	51301 FULL TIME HOURLY	4,721	4,721	942.42	349.28	.00	3,778.58	20.0%
1004158	53000 EQUIPMENT PURCHASE	53,103	53,103	3,067.75	64.91	1,327.00	48,708.25	8.3%
1004158	53100 COMPUTER EQUIPMENT	4,380	4,380	.00	.00	3,500.00	880.00	79.9%
1004158	53630 FIRE SERVICE AWARDS	1,600	1,600	.00	.00	.00	1,600.00	.0%

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1004158	54100	TIRES	4,500	4,500	.00	.00	4,500.00	.00	100.0%
1004158	54200	VEHICLE FUEL	9,800	9,800	1,751.63	990.15	.00	8,048.37	17.9%
1004158	55010	VEHICLE MAINTENANCE	42,050	42,050	8,219.30	3,795.62	25,471.00	8,359.70	80.1%
1004158	55020	RADIO MAINTENANCE	1,000	1,000	.00	.00	.00	1,000.00	.0%
1004158	55030	EQUIPMENT MAINTENANC	4,000	4,000	661.42	661.42	1,000.00	2,338.58	41.5%
1004158	55100	MAINTENANCE/CLEANING	21,400	21,400	2,976.41	1,305.50	4,522.50	13,901.09	35.0%
1004158	55500	LIGHT/POWER	18,500	18,500	4,135.47	1,515.01	.00	14,364.53	22.4%
1004158	55830	COMPUTER SOFTWARE SU	594	594	425.00	.00	.00	169.00	71.5%
1004158	56200	TELEPHONE	4,200	4,200	1,133.86	301.11	.00	3,066.14	27.0%
1004158	56205	CELL PHONE	4,280	4,280	387.14	387.14	.00	3,892.86	9.0%
1004158	56340	CABLE/INTERNET	2,800	2,800	554.87	233.59	.00	2,245.13	19.8%
1004158	56500	FUEL OIL/HEAT	13,000	13,000	876.15	301.72	.00	12,123.85	6.7%
1004158	56750	WATER	600	600	.00	.00	.00	600.00	.0%
1004158	56760	SEWER USE	604	604	.00	.00	.00	604.00	.0%
1004158	56820	PHYSICALS	11,000	11,000	355.00	355.00	.00	10,645.00	3.2%
1004158	56950	MTG. DUES/SUBSCRIPTI	1,200	1,200	570.00	.00	.00	630.00	47.5%
1004158	57100	OFFICE SUPPLIES	900	900	238.73	.00	.00	661.27	26.5%
1004158	57550	RECRUITMENT	900	900	.00	.00	.00	900.00	.0%
1004158	57800	TRAINING/EDUCATION	12,000	12,000	.00	.00	.00	12,000.00	.0%
1004158	57820	BSA CHARTER	350	350	.00	.00	.00	350.00	.0%
1004158	59930	NFPA COMPLIANCE	20,900	20,900	.00	.00	.00	20,900.00	.0%
1004158	59950	CONSUMABLES	2,500	2,500	523.74	523.74	.00	1,976.26	20.9%
1004158	59980	RETENTION	3,600	3,600	135.00	.00	.00	3,465.00	3.8%
TOTAL FIRE SERVICES		279,082	279,082	27,798.48	11,224.95	40,320.50	210,963.02	24.4%	
1004162 EMERGENCY SERVICES									
1004162	53480	EMS DEFICIT	36,666	36,666	.00	.00	.00	36,666.00	.0%
1004162	53490	EMS UCONN PARAMEDICS	16,951	16,951	8,475.60	8,475.60	8,475.60	-.20	100.0%
1004162	53500	EMS C-MED	20,185	20,185	20,184.45	.00	.00	.55	100.0%
TOTAL EMERGENCY SERVICES		73,802	73,802	28,660.05	8,475.60	8,475.60	36,666.35	50.3%	
1004440 FIRE MARSHAL/EMERGENCY MGM'T									
1004440	51000	FULL TIME SALARIES	59,555	59,555	23,327.40	15,554.55	.00	36,227.60	39.2%
1004440	51200	PART TIME	2,000	2,000	966.26	966.26	.00	1,033.74	48.3%
1004440	51301	FULL TIME HOURLY	12,389	12,389	2,570.23	952.56	.00	9,818.77	20.7%
1004440	53000	EQUIPMENT PURCHASE	800	800	.00	.00	.00	800.00	.0%

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1004440	55200	MILEAGE	1,500	1,500	26.88	26.88	.00	1,473.12	1.8%
1004440	55800	DEPT. EQUIP.MAINT/RE	350	350	125.00	125.00	.00	225.00	35.7%
1004440	55830	COMPUTER SOFTWARE SU	1,188	1,188	850.00	.00	.00	338.00	71.5%
1004440	56100	POSTAGE	100	100	4.22	3.74	.00	95.78	4.2%
1004440	56205	CELL PHONE	720	720	60.00	60.00	.00	660.00	8.3%
1004440	56700	UNIFORMS	150	150	.00	.00	.00	150.00	.0%
1004440	56910	REFERENCES/TEXTS	1,500	1,500	1,165.00	.00	.00	335.00	77.7%
1004440	56950	MTG. DUES/SUBSCRIPTI	1,000	1,000	75.00	.00	.00	925.00	7.5%
1004440	57100	OFFICE SUPPLIES	200	200	28.58	28.58	.00	171.42	14.3%
1004440	59940	FIRE PREVENTION	1,100	1,100	.00	.00	611.98	488.02	55.6%
1004440	60000	EMERGENCY MANAGEMENT	800	800	100.00	.00	.00	700.00	12.5%
TOTAL FIRE MARSHAL/EMERGENCY MGM'		83,352	83,352	29,298.57	17,717.57	611.98	53,441.45	35.9%	
1005120 TOWN HALL									
1005120	51200	PART TIME	12,000	12,000	.00	.00	.00	12,000.00	.0%
1005120	51304	FULL TIME HOURLY NAG	149,843	149,843	29,856.57	11,051.75	.00	119,986.43	19.9%
1005120	51400	OVERTIME	13,500	13,500	1,028.99	689.40	.00	12,471.01	7.6%
1005120	55000	REPAIRS/MAINTENANCE	17,000	17,000	2,247.38	413.52	1,548.45	13,204.17	22.3%
1005120	55100	MAINTENANCE/CLEANING	15,000	15,000	795.22	154.20	1,852.16	12,352.62	17.6%
1005120	55200	MILEAGE	200	200	.00	.00	.00	200.00	.0%
1005120	55300	HEATING/COOLING REPA	4,000	4,000	.00	.00	4,000.00	.00	100.0%
1005120	55310	HEATING/COOLING CONT	2,900	2,900	725.00	.00	2,175.00	.00	100.0%
1005120	55500	LIGHT/POWER	36,500	36,500	11,446.93	3,638.68	.00	25,053.07	31.4%
1005120	55600	ELEVATOR MAINTENANCE	2,163	2,163	557.61	.00	1,605.39	.00	100.0%
1005120	56200	TELEPHONE	3,360	3,360	3,647.46	886.24	.00	-287.46	108.6%
1005120	56205	CELL PHONE	1,300	1,300	143.64	103.64	.00	1,156.36	11.0%
1005120	56500	FUEL OIL/HEAT	16,000	16,000	847.41	282.47	.00	15,152.59	5.3%
1005120	56750	WATER	2,000	2,000	.00	.00	.00	2,000.00	.0%
1005120	56760	SEWER USE	670	670	.00	.00	.00	670.00	.0%
1005120	57100	OFFICE SUPPLIES	150	150	29.99	29.99	.00	120.01	20.0%
TOTAL TOWN HALL		276,586	276,586	51,326.20	17,249.89	11,181.00	214,078.80	22.6%	
1005200 PARKS DEPARTMENT									
1005200	51304	FULL TIME HOURLY NAG	58,157	58,157	12,078.72	4,473.60	.00	46,078.28	20.8%
1005200	51400	OVERTIME	3,000	3,000	2,226.48	614.54	.00	773.52	74.2%
1005200	53610	OLD DYER CEMETERY	700	700	.00	.00	.00	700.00	.0%

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1005200	55000	REPAIRS/MAINTENANCE	6,500	6,500	2,621.34	766.00	.00	3,878.66	40.3%
1005200	55500	LIGHT/POWER	800	800	126.96	60.48	.00	673.04	15.9%
1005200	56500	FUEL OIL/HEAT	1,900	1,900	154.69	.00	.00	1,745.31	8.1%
1005200	56750	WATER	5,200	5,200	.00	.00	.00	5,200.00	.0%
1005200	56760	SEWER USE	355	355	.00	.00	.00	355.00	.0%
1005200	58310	FIELD MAINTENANCE	14,500	14,500	4,054.07	2,106.85	804.45	9,641.48	33.5%
TOTAL PARKS DEPARTMENT			91,112	91,112	21,262.26	8,021.47	804.45	69,045.29	24.2%
1005210 GENERAL HIGHWAY									
1005210	51000	FULL TIME SALARIES	72,000	72,000	14,943.94	5,538.46	.00	57,056.06	20.8%
1005210	51110	SUPERVISORY'S SALARI	86,000	86,000	17,861.53	6,615.38	.00	68,138.47	20.8%
1005210	51200	PART TIME	26,080	26,080	7,689.28	2,454.89	.00	18,390.72	29.5%
1005210	51304	FULL TIME HOURLY NAG	432,791	432,791	90,489.68	33,586.88	.00	342,301.32	20.9%
1005210	51400	OVERTIME	62,000	62,000	3,175.77	675.39	.00	58,824.23	5.1%
1005210	51650	LONGEVITY	400	400	.00	.00	.00	400.00	.0%
1005210	53710	HEAVY EQUIPMENT RENT	1,500	1,500	.00	.00	800.00	700.00	53.3%
1005210	54100	TIRES	5,500	5,500	690.00	47.50	4,810.00	.00	100.0%
1005210	54200	VEHICLE FUEL	5,000	5,000	2,487.38	1,481.97	.00	2,512.62	49.7%
1005210	54210	DIESEL FUEL	40,000	40,000	7,067.28	3,648.71	.00	32,932.72	17.7%
1005210	54220	OIL	3,800	3,800	1,002.82	1,002.82	1,997.18	800.00	78.9%
1005210	54230	TREE CARE	24,000	24,000	12,000.00	4,600.00	9,000.00	3,000.00	87.5%
1005210	54500	SNOW REMOVAL	123,843	123,843	28,275.28	28,275.28	85,567.72	10,000.00	91.9%
1005210	55000	REPAIRS/MAINTENANCE	45,000	45,000	13,074.58	6,736.87	5,471.97	26,453.45	41.2%
1005210	55020	RADIO MAINTENANCE	2,425	2,425	525.00	175.00	1,900.00	.00	100.0%
1005210	55110	TOWN MAINTENANCE/SUP	15,500	15,500	6,049.43	1,502.00	1,758.56	7,692.01	50.4%
1005210	55120	CATCH BASIN CLEANING	8,000	8,000	.00	.00	.00	8,000.00	.0%
1005210	55130	STREET SWEEPING	5,000	5,000	395.00	.00	.00	4,605.00	7.9%
1005210	55140	STREET LINE PAINTING	1,500	1,500	192.00	.00	.00	1,308.00	12.8%
1005210	55200	MILEAGE	550	550	229.94	151.37	.00	320.06	41.8%
1005210	55510	ROAD MAINTENANCE	33,000	33,000	6,445.97	1,555.84	5,098.59	21,455.44	35.0%
1005210	56100	POSTAGE	200	200	.00	.00	.00	200.00	.0%
1005210	56205	CELL PHONE	2,080	2,080	260.00	140.00	.00	1,820.00	12.5%
1005210	56340	CABLE/INTERNET	1,020	1,020	258.00	86.00	.00	762.00	25.3%
1005210	56910	REFERENCES/TEXTS	300	300	.00	.00	.00	300.00	.0%
1005210	56920	CONTRACT SERV-PLOW R	25,000	25,000	.00	.00	25,000.00	.00	100.0%
1005210	56950	MTG. DUES/SUBSCRIPTI	2,270	2,270	500.00	375.00	.00	1,770.00	22.0%
1005210	57220	MAPPING MATERIALS	800	800	.00	.00	.00	800.00	.0%
TOTAL GENERAL HIGHWAY			1,025,559	1,025,559	213,612.88	98,649.36	141,404.02	670,542.10	34.6%
1005260 TOWN GARAGE									
1005260	55000	REPAIRS/MAINTENANCE	4,000	4,000	1,366.71	263.47	1,280.50	1,352.79	66.2%

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1005260	55100	MAINTENANCE/CLEANING	400	400	64.68	64.68	.00	335.32	16.2%
1005260	55500	LIGHT/POWER	4,500	4,500	793.67	270.92	.00	3,706.33	17.6%
1005260	56500	FUEL OIL/HEAT	7,800	7,800	212.98	71.69	.00	7,587.02	2.7%
1005260	56700	UNIFORMS	12,500	12,500	2,833.33	938.86	408.08	9,258.59	25.9%
1005260	56720	MEALS	2,925	2,925	1,000.00	.00	.00	1,925.00	34.2%
1005260	56750	WATER	800	800	.00	.00	.00	800.00	.0%
1005260	56760	SEWER USE	355	355	.00	.00	.00	355.00	.0%
1005260	57100	OFFICE SUPPLIES	600	600	251.28	92.47	.00	348.72	41.9%
TOTAL TOWN GARAGE		33,880	33,880	6,522.65	1,702.09	1,688.58	25,668.77	24.2%	
1005270 GRANGE									
1005270	55000	REPAIRS/MAINTENANCE	1,000	1,000	805.51	325.53	.00	194.49	80.6%
1005270	55500	LIGHT/POWER	600	600	222.38	109.64	.00	377.62	37.1%
1005270	56200	TELEPHONE	480	480	.00	.00	.00	480.00	.0%
1005270	56500	FUEL OIL/HEAT	3,800	3,800	.00	.00	.00	3,800.00	.0%
TOTAL GRANGE		5,880	5,880	1,027.89	435.17	.00	4,852.11	17.5%	
1005470 UTILITIES									
1005470	55500	LIGHT/POWER	28,500	28,500	6,777.97	2,300.32	.00	21,722.03	23.8%
1005470	56750	WATER	178,500	178,500	27,755.36	13,877.68	.00	150,744.64	15.5%
TOTAL UTILITIES		207,000	207,000	34,533.33	16,178.00	.00	172,466.67	16.7%	
1005550 COMMUNITY CENTER									
1005550	55000	REPAIRS/MAINTENANCE	5,500	5,500	1,662.53	113.91	395.00	3,442.47	37.4%
1005550	55100	MAINTENANCE/CLEANING	20,000	20,000	1,152.03	94.37	7,081.16	11,766.81	41.2%
1005550	55300	HEATING/COOLING REPA	2,500	2,500	182.20	.00	2,317.80	.00	100.0%
1005550	55310	HEATING/COOLING CONT	3,240	3,240	810.00	.00	2,430.00	.00	100.0%
1005550	55500	LIGHT/POWER	41,500	41,500	7,117.94	3,211.41	.00	34,382.06	17.2%
1005550	55600	ELEVATOR MAINTENANCE	2,163	2,163	557.61	.00	1,605.39	.00	100.0%
1005550	56200	TELEPHONE	0	0	443.28	.00	.00	-443.28	100.0%
1005550	56500	FUEL OIL/HEAT	20,000	20,000	1,214.66	421.90	.00	18,785.34	6.1%
1005550	56750	WATER	3,500	3,500	.00	.00	.00	3,500.00	.0%

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1005550	56760 SEWER USE	900	900	75.00	75.00	.00	825.00	8.3%
	TOTAL COMMUNITY CENTER	99,303	99,303	13,215.25	3,916.59	13,829.35	72,258.40	27.2%
1006340 COMMUNITY AGENCIES								
1006340	53575 YOUTH SERVICE BUREAU	14,300	14,300	14,300.00	.00	.00	.00	100.0%
1006340	53580 MEMORIAL DAY	905	905	.00	.00	.00	905.00	.0%
1006340	53585 HEALTH DISTRICT	52,015	52,015	26,136.50	.00	26,136.50	-258.00	100.5%
1006340	53595 FV VNA	19,625	19,625	.00	.00	.00	19,625.00	.0%
1006340	53600 CANTON HISTORICAL MU	1,000	1,000	.00	.00	.00	1,000.00	.0%
1006340	53605 CT MAIN STREET	750	750	.00	.00	.00	750.00	.0%
1006340	53620 MENTAL HEALTH	720	720	.00	.00	.00	720.00	.0%
1006340	58520 FARMINGTON RIVER WAT	1,029	1,029	1,029.00	.00	.00	.00	100.0%
1006340	58530 ROARING BROOK NATURE	1,500	1,500	1,000.00	.00	.00	500.00	66.7%
1006340	60011 INTERVAL HOUSE BATTE	1,000	1,000	.00	.00	.00	1,000.00	.0%
	TOTAL COMMUNITY AGENCIES	92,844	92,844	42,465.50	.00	26,136.50	24,242.00	73.9%
1006380 SENIOR/SOCIAL SERVICES								
1006380	51110 SUPERVISORY'S SALARI	52,217	52,217	10,845.05	4,016.67	.00	41,371.95	20.8%
1006380	51200 PART TIME	39,267	39,267	4,860.00	1,800.00	.00	34,407.00	12.4%
1006380	54420 DIAL-A-RIDE	49,361	49,361	8,250.00	4,125.00	41,250.00	-139.00	100.3%
1006380	55200 MILEAGE	175	175	11.20	.00	.00	163.80	6.4%
1006380	55860 COPIER MAINTENANCE C	500	500	51.12	25.00	448.80	.08	100.0%
1006380	56100 POSTAGE	1,600	1,600	235.50	192.15	.00	1,364.50	14.7%
1006380	56205 CELL PHONE	480	480	40.00	40.00	480.00	-40.00	108.3%
1006380	56720 MEALS	3,819	3,819	293.61	.00	3,525.39	.00	100.0%
1006380	56950 MTG. DUES/SUBSCRIPTI	618	618	378.00	25.00	.00	240.00	61.2%
1006380	57100 OFFICE SUPPLIES	800	800	609.83	.00	.00	190.17	76.2%
1006380	57200 PRINTING	2,450	2,450	799.19	799.19	1,551.56	99.25	95.9%
1006380	57600 COMPUTER SUPPLIES	200	200	.00	.00	.00	200.00	.0%
1006380	59030 SENIOR ACTIVITIES	1,300	1,300	250.00	.00	.00	1,050.00	19.2%
1006380	59050 MEALS ON WHEELS	3,500	3,500	.00	.00	3,500.00	.00	100.0%
1006380	59100 GENERAL ASSISTANCE	3,500	3,500	267.13	267.13	.00	3,232.87	7.6%
	TOTAL SENIOR/SOCIAL SERVICES	159,787	159,787	26,890.63	11,290.14	50,755.75	82,140.62	48.6%
1006450 PARK AND RECREATION								
1006450	51000 FULL TIME SALARIES	28,370	28,370	.00	.00	.00	28,370.00	.0%

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1006450	51110	SUPERVISORY'S SALARI	49,712	49,712	11,270.75	4,264.60	.00	38,441.25	22.7%
1006450	51150	PART TIME SEASONAL	44,597	44,597	38,704.64	7,977.62	.00	5,892.36	86.8%
1006450	51200	PART TIME WAGES	0	0	90.34	.00	.00	-90.34	100.0%
1006450	55100	MAINTENANCE/CLEANING	5,810	5,810	1,235.10	334.39	647.64	3,927.26	32.4%
1006450	55200	MILEAGE	100	100	61.04	25.76	.00	38.96	61.0%
1006450	55500	LIGHT/POWER	7,000	7,000	5,455.42	1,607.10	.00	1,544.58	77.9%
1006450	55800	REPAIRS/MAINTENANCE	13,400	13,400	2,183.23	19.77	1,731.66	9,485.11	29.2%
1006450	56100	POSTAGE	100	100	.48	.48	.00	99.52	.5%
1006450	56200	TELEPHONE	120	120	.00	.00	.00	120.00	.0%
1006450	56440	SPECIAL EVENTS	8,400	8,400	4,275.00	.00	.00	4,125.00	50.9%
1006450	56500	FUEL OIL/HEAT	600	600	164.35	.00	.00	435.65	27.4%
1006450	56760	SEWER USE	2,400	2,400	.00	.00	.00	2,400.00	.0%
1006450	56950	MTG. DUES/SUBSCRIPTI	1,500	1,500	2,553.00	2,290.00	.00	-1,053.00	170.2%
1006450	57100	OFFICE SUPPLIES	500	500	669.32	77.90	.00	-169.32	133.9%
1006450	58400	CHEMICALS	6,000	6,000	3,216.63	108.00	1,416.00	1,367.37	77.2%
1006450	58410	MILLS POND OPENING/C	15,000	15,000	.00	.00	.00	15,000.00	.0%
1006450	58420	MILLS POND POOL REPA	4,000	4,000	247.67	.00	.00	3,752.33	6.2%
1006450	58430	MILLS POND WATER	15,500	15,500	.00	.00	.00	15,500.00	.0%
1006450	60040	COPIER LEASE	883	883	147.08	73.54	.00	735.92	16.7%
TOTAL PARK AND RECREATION			203,992	203,992	70,274.05	16,779.16	3,795.30	129,922.65	36.3%
1007065 BUILDING OFFICIAL									
1007065	51110	SUPERVISORY'S SALARI	30,000	30,000	3,777.54	1,467.47	.00	26,222.46	12.6%
1007065	51301	FULL TIME HOURLY	24,185	24,185	5,054.71	1,873.36	.00	19,130.29	20.9%
1007065	55200	MILEAGE	2,300	2,300	449.12	239.68	.00	1,850.88	19.5%
1007065	56100	POSTAGE	300	300	22.08	10.56	.00	277.92	7.4%
1007065	56910	REFERENCES/TEXTS	200	200	.00	.00	.00	200.00	.0%
1007065	56950	MTG. DUES/SUBSCRIPTI	200	200	.00	.00	.00	200.00	.0%
1007065	57100	OFFICE SUPPLIES	200	200	138.97	19.99	.00	61.03	69.5%
TOTAL BUILDING OFFICIAL			57,385	57,385	9,442.42	3,611.06	.00	47,942.58	16.5%
1007410 TOWN PLANNER									
1007410	51000	FULL TIME SALARIES	68,079	68,079	14,129.86	5,236.74	.00	53,949.14	20.8%
1007410	51110	SUPERVISORY'S SALARI	100,014	100,014	20,758.01	7,693.24	.00	79,255.99	20.8%
1007410	51200	PART TIME	4,500	4,500	298.33	155.13	.00	4,201.67	6.6%
1007410	51301	FULL TIME HOURLY	42,934	42,934	8,911.12	3,302.60	.00	34,022.88	20.8%

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ACCOUNTS FOR: 010	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
1007410	55200	MILEAGE	1,400	1,400	164.08	92.40	.00	1,235.92	11.7%
1007410	55860	COPIER MAINTENANCE C	2,700	2,700	475.22	302.20	.00	2,224.78	17.6%
1007410	56000	MARKETING	27,950	27,950	7,500.00	7,500.00	.00	20,450.00	26.8%
1007410	56100	POSTAGE	1,200	1,200	369.86	171.35	.00	830.14	30.8%
1007410	56910	REFERENCES/TEXTS	300	300	.00	.00	.00	300.00	.0%
1007410	56950	MTG. DUES/SUBSCRIPTI	3,345	3,345	1,552.00	394.00	.00	1,793.00	46.4%
1007410	57100	OFFICE SUPPLIES	1,400	1,400	79.35	37.83	.00	1,320.65	5.7%
1007410	57200	PRINTING	300	300	.00	.00	.00	300.00	.0%
1007410	57220	MAPPING MATERIALS	3,650	3,650	.00	.00	.00	3,650.00	.0%
1007410	57500	ADVERTISING	6,200	6,200	982.37	982.37	.00	5,217.63	15.8%
1007410	57600	COMPUTER SUPPLIES	1,500	1,500	.00	.00	.00	1,500.00	.0%
1007410	60040	COPIER LEASE	3,732	3,732	622.00	311.00	3,110.00	.00	100.0%
TOTAL TOWN PLANNER		269,204	269,204	55,842.20	26,178.86	3,110.00	210,251.80	21.9%	
1008130 INSURANCE									
1008130	52000	PROPERTY/CASUALTY	139,234	139,234	37,889.93	.00	73,089.75	28,254.32	79.7%
1008130	52010	WORKMAN'S COMPENSATI	113,832	113,832	28,486.75	.00	85,460.25	-115.00	100.1%
1008130	52030	UNEMPLOYMENT	7,500	7,500	.00	.00	.00	7,500.00	.0%
1008130	53560	RECOVERABLE EXPENSE	6,000	6,000	5,654.08	5,161.79	.00	345.92	94.2%
TOTAL INSURANCE		266,566	266,566	72,030.76	5,161.79	158,550.00	35,985.24	86.5%	
1009141 EMPLOYEE BENEFITS & INSURANCE									
1009141	52110	LIFE INSURANCE	10,000	10,000	2,382.81	.00	.00	7,617.19	23.8%
1009141	52120	MEDICAL INSURANCE	720,526	720,526	180,131.43	.00	.00	540,394.57	25.0%
1009141	52130	SECTION 125 ADMINIST	1,500	1,500	197.65	197.65	.00	1,302.35	13.2%
1009141	52140	LT DISABILITY & ADD	8,200	8,200	1,947.39	.00	.00	6,252.61	23.7%
1009141	52145	HEART AND HYPERTENSI	43,576	43,576	10,894.00	3,352.00	.00	32,682.00	25.0%
1009141	52300	PENSION	837,688	837,688	640,678.79	17,723.15	.00	197,009.21	76.5%
1009141	52400	F.I.C.A.	311,875	311,875	77,720.16	25,656.79	.00	234,154.84	24.9%
1009141	56820	EMPLOYEE ASSISTANCE	1,770	1,770	2,943.00	.00	.00	-1,173.00	166.3%
TOTAL EMPLOYEE BENEFITS & INSURAN		1,935,135	1,935,135	916,895.23	46,929.59	.00	1,018,239.77	47.4%	
1010320 LIBRARY									
1010320	51110	SUPERVISORY'S SALARI	82,310	82,310	17,094.79	6,331.41	.00	65,215.21	20.8%

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ACCOUNTS FOR: 010	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1010320	51200	187,360	187,360	42,485.74	15,001.19	.00	144,874.26	22.7%
1010320	51300	194,359	194,359	38,661.64	14,319.13	.00	155,697.36	19.9%
1010320	53110	3,100	3,100	46.78	46.78	.00	3,053.22	1.5%
1010320	53120	970	970	.00	.00	.00	970.00	.0%
1010320	55200	700	700	9.41	.00	.00	690.59	1.3%
1010320	55800	700	700	56.74	56.74	.00	643.26	8.1%
1010320	55860	700	700	.00	.00	.00	700.00	.0%
1010320	56100	270	270	.00	.00	.00	270.00	.0%
1010320	56950	1,315	1,315	133.00	.00	.00	1,182.00	10.1%
1010320	57100	5,000	5,000	924.17	722.62	298.08	3,777.75	24.4%
1010320	57310	28,954	28,954	28,719.80	22.95	.00	234.20	99.2%
1010320	57320	73,034	73,034	10,464.39	7,642.92	39,501.36	23,068.25	68.4%
1010320	57600	1,200	1,200	86.89	.00	650.94	462.17	61.5%
1010320	57800	1,000	1,000	.00	.00	.00	1,000.00	.0%
1010320	59010	4,665	4,665	944.91	382.19	600.00	3,120.09	33.1%
1010320	60040	1,661	1,661	276.80	.00	1,384.20	.00	100.0%
TOTAL LIBRARY		587,298	587,298	139,905.06	44,525.93	42,434.58	404,958.36	31.0%
1011590 CIP/CAPITAL & NonRECURRING								
1011590	59150	910,353	951,944	951,944.34	.00	.00	.00	100.0%
TOTAL CIP/CAPITAL & NonRECURRING		910,353	951,944	951,944.34	.00	.00	.00	100.0%
TOTAL GENERAL FUND		9,660,612	9,702,203	3,360,570.74	545,623.34	543,129.14	5,798,503.46	40.2%
TOTAL EXPENSES		9,660,612	9,702,203	3,360,570.74	545,623.34	543,129.14	5,798,503.46	

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	9,660,612	9,702,203	3,360,570.74	545,623.34	543,129.14	5,798,503.46	40.2%

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ACCOUNTS FOR: 010 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1001010 BOARD OF SELECTMEN	43,020	43,020	22,852.36	3,586.78	.00	20,167.64	53.1%
1001020 CHIEF ADMINISTRATIVE OFFICER	242,889	242,889	45,541.79	17,522.81	9,355.78	187,991.43	22.6%
1001030 ELECTIONS	26,849	26,849	6,591.28	1,977.92	.00	20,257.72	24.5%
1001050 PROBATE COURT	2,719	2,719	2,719.00	.00	.00	.00	100.0%
1001100 TOWN COUNSEL	80,000	80,000	475.50	.00	.00	79,524.50	.6%
1001110 TOWN CLERK	123,961	123,961	24,934.19	8,499.48	10,935.00	88,091.81	28.9%
1001585 CONTINGENCY	75,798	75,798	.00	.00	.00	75,798.00	.0%
1001901 INFORMATION TECHNOLOGIES	103,126	103,126	10,827.11	8,833.12	4,553.00	87,745.89	14.9%
1002060 ASSESSMENT	129,935	129,935	15,676.97	4,488.91	.00	114,258.03	12.1%
1002080 TAX COLLECTOR	91,216	91,216	26,224.04	6,025.99	.00	64,991.96	28.7%
1002090 FINANCE OFFICER	204,341	204,341	70,662.05	18,935.51	640.63	133,038.32	34.9%
1003170 POLICE DEPT - ADMIN	292,838	292,838	76,319.76	20,512.32	8,619.46	207,898.78	29.0%
1003171 POLICE DEPT - PATROL	1,046,203	1,046,203	213,079.36	79,511.74	.00	833,123.64	20.4%
1003172 POLICE DEPT - DETECTIVE	87,086	87,086	21,620.05	8,650.15	259.27	65,206.68	25.1%
1003173 POLICE DEPT - COMMUN/DISPATCH	286,263	286,263	55,754.08	21,400.41	4,419.00	226,089.92	21.0%
1003174 POLICE DEPT - VEHICLE MAINT	62,000	62,000	13,250.37	5,691.12	259.39	48,490.24	21.8%
1003175 POLICE - ANIMAL CONTROL	28,855	28,855	20.00	20.00	.00	28,835.00	.1%
1003179 POLICE DEPT - FACILITIES	41,293	41,293	7,175.08	1,919.86	990.00	33,127.92	19.8%
1004157 SERVICE INCENTIVE	34,100	34,100	33,900.00	.00	.00	200.00	99.4%
1004158 FIRE SERVICES	279,082	279,082	27,798.48	11,224.95	40,320.50	210,963.02	24.4%
1004162 EMERGENCY SERVICES	73,802	73,802	28,660.05	8,475.60	8,475.60	36,666.35	50.3%
1004440 FIRE MARSHAL/EMERGENCY MGM'T	83,352	83,352	29,298.57	17,717.57	611.98	53,441.45	35.9%
1005120 TOWN HALL	276,586	276,586	51,326.20	17,249.89	11,181.00	214,078.80	22.6%
1005200 PARKS DEPARTMENT	91,112	91,112	21,262.26	8,021.47	804.45	69,045.29	24.2%
1005210 GENERAL HIGHWAY	1,025,559	1,025,559	213,612.88	98,649.36	141,404.02	670,542.10	34.6%
1005260 TOWN GARAGE	33,880	33,880	6,522.65	1,702.09	1,688.58	25,668.77	24.2%
1005270 GRANGE	5,880	5,880	1,027.89	435.17	.00	4,852.11	17.5%
1005470 UTILITIES	207,000	207,000	34,533.33	16,178.00	.00	172,466.67	16.7%
1005550 COMMUNITY CENTER	99,303	99,303	13,215.25	3,916.59	13,829.35	72,258.40	27.2%
1006340 COMMUNITY AGENCIES	92,844	92,844	42,465.50	.00	26,136.50	24,242.00	73.9%
1006380 SENIOR/SOCIAL SERVICES	159,787	159,787	26,890.63	11,290.14	50,755.75	82,140.62	48.6%
1006450 PARK AND RECREATION	203,992	203,992	70,274.05	16,779.16	3,795.30	129,922.65	36.3%
1007065 BUILDING OFFICIAL	57,385	57,385	9,442.42	3,611.06	.00	47,942.58	16.5%
1007410 TOWN PLANNER	269,204	269,204	55,842.20	26,178.86	3,110.00	210,251.80	21.9%
1008130 INSURANCE	266,566	266,566	72,030.76	5,161.79	158,550.00	35,985.24	86.5%
1009141 EMPLOYEE BENEFITS & INSURANCE	1,935,135	1,935,135	916,895.23	46,929.59	.00	1,018,239.77	47.4%
1010320 LIBRARY	587,298	587,298	139,905.06	44,525.93	42,434.58	404,958.36	31.0%
1011590 CIP/CAPITAL & NonRECURRING	910,353	951,944	951,944.34	.00	.00	.00	100.0%
TOTAL GENERAL FUND	9,660,612	9,702,203	3,360,570.74	545,623.34	543,129.14	5,798,503.46	40.2%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	9,660,612	9,702,203	3,360,570.74	545,623.34	543,129.14	5,798,503.46	40.2%

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ACCOUNTS FOR:	ORIGINAL	REVISED	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
037 EMERGENCY SERVICES - FUND	APPROP	BUDGET				BUDGET	USED
3704162 EMERGENCY SERVICES - FUND							
3704162 51200 OFFICER STIPENDS	5,650	5,650	.00	.00	.00	5,650.00	.0%
3704162 51210 FINANCIAL SERVICES	11,150	11,150	1,952.96	723.80	.00	9,197.04	17.5%
3704162 51230 PAY PER CALL	22,000	22,000	.00	.00	.00	22,000.00	.0%
3704162 52000 PROPERTY/CASUALTY IN	18,700	18,700	6,997.32	.00	.00	11,702.68	37.4%
3704162 52200 FRINGE BENEFITS	22,500	22,500	20,331.00	.00	.00	2,169.00	90.4%
3704162 52400 F.I.C.A.	3,100	3,100	.00	.00	.00	3,100.00	.0%
3704162 53000 EQUIPMENT PURCHASE	11,000	11,000	369.79	369.79	5,278.21	5,352.00	51.3%
3704162 53100 COMPUTER EQUIPMENT	2,500	2,500	.00	.00	.00	2,500.00	.0%
3704162 53400 BILLING SERVICES-EMS	10,500	10,500	1,872.48	1,180.02	611.61	8,015.91	23.7%
3704162 53500 EMERGENCY SERVICES C	7,814	7,814	7,813.43	.00	.00	.57	100.0%
3704162 54200 VEHICLE FUEL	9,000	9,000	1,710.21	934.08	.00	7,289.79	19.0%
3704162 55010 VEHICLE MAINTENANCE	12,000	12,000	7,922.87	.00	258.37	3,818.76	68.2%
3704162 55020 RADIO MAINTENANCE EM	1,000	1,000	.00	.00	.00	1,000.00	.0%
3704162 55030 EQUIPMENT MAINTENANC	1,000	1,000	.00	.00	1,320.35	-320.35	132.0%
3704162 55100 MAINT/CLEANING SUPPL	4,000	4,000	867.47	312.50	1,842.50	1,290.03	67.7%
3704162 55500 LIGHT/POWER EM	4,500	4,500	762.40	330.38	.00	3,737.60	16.9%
3704162 55830 COMPUTER SOFTWARE SU	3,700	3,700	2,169.12	39.00	351.00	1,179.88	68.1%
3704162 56200 TELEPHONE EMS	1,200	1,200	350.18	35.18	.00	849.82	29.2%
3704162 56205 CELL PHONE	2,000	2,000	185.15	185.15	.00	1,814.85	9.3%
3704162 56340 CABLE/INTERNET	600	600	181.08	60.36	.00	418.92	30.2%
3704162 56500 FUEL OIL/HEAT	2,500	2,500	507.98	175.47	.00	1,992.02	20.3%
3704162 56750 WATER	450	450	.00	.00	.00	450.00	.0%
3704162 56760 SEWER USE	352	352	.00	.00	.00	352.00	.0%
3704162 56800 FIRST AID SUPPLIES E	35,000	35,000	26,327.08	2,411.97	7,377.12	1,295.80	96.3%
3704162 56820 MEDICAL DOCTORS	1,350	1,350	.00	.00	.00	1,350.00	.0%
3704162 57100 OFFICE SUPPLIES EM	600	600	4.32	.96	.00	595.68	.7%
3704162 57550 RECRUITMENT - EMS	500	500	.00	.00	.00	500.00	.0%
3704162 57800 TRAINING/EDUCATION	11,000	11,000	6,749.20	.00	850.00	3,400.80	69.1%
3704162 59100 DEPARTMENT EXP EMS	138,000	138,000	40,689.67	14,440.79	80,270.33	17,040.00	87.7%
3704162 59980 RETENTION	3,000	3,000	463.50	33.55	.00	2,536.50	15.5%
TOTAL EMERGENCY SERVICES - FUND	346,666	346,666	128,227.21	21,233.00	98,159.49	120,279.30	65.3%
TOTAL EMERGENCY SERVICES - FUND	346,666	346,666	128,227.21	21,233.00	98,159.49	120,279.30	65.3%
TOTAL EXPENSES	346,666	346,666	128,227.21	21,233.00	98,159.49	120,279.30	

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	346,666	346,666	128,227.21	21,233.00	98,159.49	120,279.30	65.3%

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ACCOUNTS FOR: 021	FOR: PARK & RECREATION REVENUE FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2100045 PARK & RECREATION REVENUE FUND								
2100045	51000	FULL TIME SALARIES	8,321	8,321	.00	.00	.00	8,321.00 .0%
2100045	51110	SUPERVISORY'S SALARI	10,000	10,000	2,436.95	812.34	.00	7,563.05 24.4%
2100045	51150	PART TIME SEASONAL	51,694	51,694	39,350.91	4,612.61	.00	12,343.09 76.1%
2100045	51200	PART TIME	0	0	5,279.46	2,083.02	.00	-5,279.46 100.0%
2100045	51210	FINANCIAL SERVICES	10,834	10,834	1,952.96	723.80	.00	8,881.04 18.0%
2100045	52200	FRINGE BENEFITS	4,717	4,717	2,831.00	.00	.00	1,886.00 60.0%
2100045	52400	F.I.C.A.	6,110	6,110	2,657.27	243.61	.00	3,452.73 43.5%
2100045	55200	MILEAGE	150	150	.00	.00	.00	150.00 .0%
2100045	55830	COMPUTER SOFTWARE SU	5,586	5,586	4,967.12	3,340.00	.00	618.88 88.9%
2100045	56100	POSTAGE	50	50	.00	.00	.00	50.00 .0%
2100045	56950	MTG. DUES/SUBSCRIPTI	550	550	187.23	41.23	.00	362.77 34.0%
2100045	57200	PRINTING	200	200	.00	.00	.00	200.00 .0%
2100045	57360	MATERIALS/SUPPLIES	2,500	2,500	323.26	85.04	.00	2,176.74 12.9%
2100045	59010	PROGRAMS	100,000	100,000	23,440.57	6,456.76	1,502.50	75,056.93 24.9%
2100045	59020	SPECIAL NEEDS	500	500	.00	.00	.00	500.00 .0%
2100045	59425	CREDIT CARD FEES	5,000	5,000	1,899.93	364.16	.00	3,100.07 38.0%
2100045	59920	LICENSE FEE	340	340	.00	.00	.00	340.00 .0%
TOTAL PARK & RECREATION REVENUE F		206,552	206,552	85,326.66	18,762.57	1,502.50	119,722.84	42.0%
TOTAL PARK & RECREATION REVENUE F		206,552	206,552	85,326.66	18,762.57	1,502.50	119,722.84	42.0%
TOTAL EXPENSES		206,552	206,552	85,326.66	18,762.57	1,502.50	119,722.84	

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TOWN OF CANTON
YEAR-TO-DATE BUDGET REPORT
FY 2014-2015

PG 2
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FOR 2015 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	206,552	206,552	85,326.66	18,762.57	1,502.50	119,722.84	42.0%

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

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TOWN OF CANTON
YEAR-TO-DATE BUDGET REPORT
FY 2014-2015

PG 1
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FOR 2015 03

ACCOUNTS FOR: 130	DPW - TRANSFER STATION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1300290 DPW -TRANSFER STATION								
1300290	51200 PART TIME	9,826	9,826	3,052.90	817.84	.00	6,773.10	31.1%
1300290	51304 FULL TIME HOURLY NAG	53,830	53,830	10,506.24	3,827.20	.00	43,323.76	19.5%
1300290	51400 OVERTIME	500	500	8.97	8.97	.00	491.03	1.8%
1300290	52400 F.I.C.A.	0	0	1,031.51	324.07	.00	-1,031.51	100.0%
1300290	55000 REPAIRS/MAINTENANCE	6,000	6,000	205.17	91.99	745.00	5,049.83	15.8%
1300290	55500 LIGHT/POWER	2,200	2,200	519.73	185.03	.00	1,680.27	23.6%
1300290	56340 CABLE/INTERNET	1,067	1,067	89.65	89.65	.00	977.35	8.4%
1300290	56750 WATER	300	300	.00	.00	.00	300.00	.0%
1300290	57100 OFFICE SUPPLIES	800	800	105.22	105.22	725.00	-30.22	103.8%
1300290	59425 CREDIT CARD FEES	450	450	135.87	40.01	.00	314.13	30.2%
1300290	59920 PERMIT FEE	800	800	.00	.00	.00	800.00	.0%
1300290	59960 HAULING	52,500	52,500	7,730.00	3,450.00	44,770.00	.00	100.0%
1300290	59970 TIPPING FEE	106,063	106,063	17,388.98	7,047.16	78,187.52	10,486.00	90.1%
TOTAL DPW -TRANSFER STATION		234,336	234,336	40,774.24	15,987.14	124,427.52	69,133.74	70.5%
TOTAL DPW - TRANSFER STATION		234,336	234,336	40,774.24	15,987.14	124,427.52	69,133.74	70.5%
TOTAL EXPENSES		234,336	234,336	40,774.24	15,987.14	124,427.52	69,133.74	

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TOWN OF CANTON
YEAR-TO-DATE BUDGET REPORT
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FOR 2015 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	234,336	234,336	40,774.24	15,987.14	124,427.52	69,133.74	70.5%

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TOWN OF CANTON
YEAR-TO-DATE BUDGET REPORT
FY 2014-2015

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FOR 2015 03

ACCOUNTS FOR: 024	WATER POLLUTION CONTROL AUTHOR	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2400031 WATER POLLUTION CONTROL AUTHOR								
2400031	51110	SUPERVISORY'S SALARI	167,923	167,923	36,149.56	13,965.93	.00	131,773.44 21.5%
2400031	51200	PART TIME WAGES	1,000	1,000	.00	.00	.00	1,000.00 .0%
2400031	51210	FINANCIAL SERVICES	30,915	30,915	5,091.62	1,887.05	.00	25,823.38 16.5%
2400031	51304	FULL TIME HOURLY NAG	97,927	97,927	16,667.52	7,532.80	.00	81,259.48 17.0%
2400031	51400	OVERTIME	9,503	9,503	1,418.56	572.60	.00	8,084.44 14.9%
2400031	52000	PROPERTY/CASUALTY	7,000	7,000	1,511.75	.00	4,535.25	953.00 86.4%
2400031	52200	FRINGE BENEFITS	115,070	115,070	38,230.62	837.95	5,454.75	71,384.63 38.0%
2400031	52220	LEGAL FEES	2,500	2,500	.00	.00	.00	2,500.00 .0%
2400031	52400	F.I.C.A.	24,249	24,249	4,394.43	1,631.53	.00	19,854.57 18.1%
2400031	54200	VEHICLE FUEL	1,500	1,500	209.93	145.41	.00	1,290.07 14.0%
2400031	55000	REPAIRS/MAINTENANCE	12,000	12,000	1,600.27	877.16	2,473.18	7,926.55 33.9%
2400031	55030	EQUIPMENT MAINTENANC	3,500	3,500	.00	.00	.00	3,500.00 .0%
2400031	55100	MAINTENANCE/CLEANING	12,000	12,000	838.67	614.04	.00	11,161.33 7.0%
2400031	55120	MANHOLE FRAMES & COV	3,000	3,000	.00	.00	2,000.00	1,000.00 66.7%
2400031	55150	TOXICITY TESTS	10,000	10,000	701.00	296.00	.00	9,299.00 7.0%
2400031	55160	LABORATORY	2,700	2,700	843.75	50.47	.00	1,856.25 31.3%
2400031	55200	MILEAGE	500	500	.00	.00	.00	500.00 .0%
2400031	55500	LIGHT/POWER	75,000	75,000	16,580.57	10,261.42	.00	58,419.43 22.1%
2400031	55830	COMPUTER SOFTWARE SU	5,500	5,500	4,354.25	1,100.00	.00	1,145.75 79.2%
2400031	56100	POSTAGE	2,000	2,000	57.19	55.37	.00	1,942.81 2.9%
2400031	56200	TELEPHONE	2,500	2,500	158.00	.00	.00	2,342.00 6.3%
2400031	56205	CELL PHONE	1,680	1,680	113.00	113.00	.00	1,567.00 6.7%
2400031	56500	FUEL OIL/HEAT	15,000	15,000	95.29	72.91	1,565.00	13,339.71 11.1%
2400031	56700	UNIFORMS	3,400	3,400	421.04	80.41	.00	2,978.96 12.4%
2400031	56750	WATER	500	500	.00	.00	.00	500.00 .0%
2400031	56760	SEWER USE	320	320	.00	.00	.00	320.00 .0%
2400031	56950	MTG. DUES/SUBSCRIPTI	1,000	1,000	137.00	20.00	.00	863.00 13.7%
2400031	57100	OFFICE SUPPLIES	2,500	2,500	277.90	215.12	209.00	2,013.10 19.5%
2400031	57400	EQUIPMENT PURCHASES	30,000	30,000	.00	.00	5,800.00	24,200.00 19.3%
2400031	57500	ADVERTISING	750	750	56.91	56.91	.00	693.09 7.6%
2400031	58400	CHEMICALS	5,000	5,000	814.00	814.00	.00	4,186.00 16.3%
2400031	58700	ENGINEERING	20,000	20,000	.00	.00	20,000.00	.00 100.0%
2400031	58701	PROJECT ENGINEERING	5,000	5,000	.00	.00	5,000.00	.00 100.0%
2400031	58710	AUDITOR	4,500	4,500	2,750.00	750.00	1,432.50	317.50 92.9%
2400031	59100	DEPARTMENT EXPENSE	10,000	10,000	.00	.00	.00	10,000.00 .0%
2400031	59210	FARMINGTON USE CHARG	36,600	36,600	.00	.00	36,237.00	363.00 99.0%
2400031	59220	NPDS PERMIT	1,723	1,723	1,722.50	.00	.00	.50 100.0%
2400031	59230	FLUSHING	8,000	8,000	.00	.00	4,100.00	3,900.00 51.3%
2400031	59240	SLUDGE/GRIT REMOVAL	60,240	60,240	3,600.84	88.32	55,575.80	1,063.36 98.2%
2400031	59250	NITROGEN CREDITS	30,000	30,000	25,800.00	.00	.00	4,200.00 86.0%
TOTAL WATER POLLUTION CONTROL AUT		822,500	822,500	164,596.17	42,038.40	144,382.48	513,521.35	37.6%

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FY 2014-2015

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FOR 2015 03

ACCOUNTS FOR: 024	FOR: WATER POLLUTION CONTROL AUTHOR	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL WATER POLLUTION CONTROL AUT	822,500	822,500	164,596.17	42,038.40	144,382.48	513,521.35	37.6%
	TOTAL EXPENSES	822,500	822,500	164,596.17	42,038.40	144,382.48	513,521.35	

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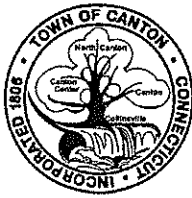
TOWN OF CANTON
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FOR 2015 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	822,500	822,500	164,596.17	42,038.40	144,382.48	513,521.35	37.6%

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



TOWN OF CANTON
FOUR MARKET STREET
P.O. BOX 168
COLLINSVILLE, CONNECTICUT 06022-0168
OFFICE OF THE FIRST SELECTMAN

October 14, 2014

Mr. Frank Borawski, PE, LS
PDS Engineering and Construction
107 Old Windsor Road
Bloomfield, CT 06002

RE: Unsigned Proposal to Construct Public Works Facility at 51 River Road, Canton

Dear Mr. Borawski:

On May 12, 2014 the Town of Canton issued a Request for Proposals (RFP) for the design and construction of a Public Works Facility at 325 Commerce Drive. The RFP also allowed bidders to propose a facility on an alternative site. The RFP process used is typical for solicitations by government agencies to insure that there is open competition and that the process is transparent so the public has confidence in the outcome.

The Town received four proposals for construction of a Public Works Facility at 325 Commerce Drive and one for an alternate site on Albany Turnpike (Route 44). When the bids were opened and made public PDS Engineering and Construction's (PDS) bid for 325 Commerce Drive was the apparent low bidder by \$670,000. Shortly thereafter, PDS informed the Town by a letter dated July 3, 2014 that PDS had made a math error and that the bid was now actually \$659,769 higher, making PDS's bid only \$10,231 below the next lowest proposal submitted by Orlando Annulli and Sons (OAS). The Board of Selectmen chose to select 325 Commerce Drive as the preferred location and to award the bid to OAS. In the interest of fairness and transparency, PDS's bid was not considered since PDS raised its bid after the proposals were made public.

Since that time the Town has entered into negotiations with OAS and have agreed on a price. The Town has taken the necessary action to place the question before the Town electorate on the November 4th ballot.

On September 24th, three months after the RFP officially closed, an anonymous proposal for an alternative Public Works Facility was delivered to the Chief Administrative Officer (CAO) Robert Skinner by Senator Kevin Witkos. The proposal was to create a combined Public Works Facility and Fire Station on Town owned property at 51 River Road. It also included the demolition of both existing structures and the construction of two baseball fields. No site for the two ball fields was identified. Senator Kevin Witkos stated that he was submitting the proposal on behalf of individuals who did not wish to be identified. The proposal had a total cost of \$4,735,000, coincidentally only \$45,000 below the referendum amount for the AOS proposal. The proposal was outlined in a letter

dated September 24, 2014 to the attention of the Permanent Municipal Building Committee which had both the letterhead and signature blacked out. Documents submitted also included a site plan and front building elevation with no identification of the designer and were not sealed by any licensed professional. Additionally, the specifications for the 51 River Road proposal are actually copies of the specifications contained in the Town's RFP for the Commerce Drive site except that the Town's name is deleted.

PDS has never formally submitted any documentation directly to the Town identifying themselves as the developers of the anonymous proposal. Only through acknowledgement to a Hartford Courant reporter has your firm confirmed that it was in fact the author of the anonymous proposal. In summary, PDS submitted a bid in response to the original RFP. After the bids were disclosed, PDS raised its bid by \$659,769 making its bid just below the proposal by OAS, which resulted in PDS's bid not being considered. Three months later, PDS delivers an anonymous proposal through a State Senator that is \$45,000 below an already established referendum for the Public Works Facility.

After consulting with the Town Attorney, I am formally notifying you that the proposal dated September 24, 2014 is not being accepted or considered by the Town. To accept an anonymous proposal, delivered by a high ranking government official three months after the RFP deadline has passed would be a significant breach of the open and transparent process for which all government procurement strives to achieve. I am still in disbelief, that a reputable engineering firm would attempt to subvert that process by knowingly submitting an anonymous proposal three months after bidding has closed and just six weeks prior to a referendum vote. I would suggest that the way in which your firm handled this matter represents a serious breach of appropriate professional conduct.

Even after acquiring PDS's proposal under such dubious circumstances, I did direct the Town Planner and engineering consultant to review the documents. Furthermore, in support of transparency, I forwarded the documents to the Permanent Municipal Building Committee. The Town Planner and our consultant revealed that the River Road proposal has significant issues. This is consistent with the findings of PMBC when they have studied the site in the past.

As stated, on advice of the Town Attorney, your proposal is not being accepted or considered by the Town. Also, please identify yourself and your firm on any future correspondence, communication or proposals that you submit to Town Officials.

Sincerely,



Richard J. Barlow
First Selectman

Cc: Attorney Richard Roberts, Halloran & Sage



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

October 17, 2014

A letter to the Editor:

In his letter to Canton Compass, Lou Daniels questions why the Town should proceed with the construction of a new public works garage until it is explained how the Town intends to “solve the Collinsville Fire Station issue.” Thankfully, as a former member of the Board of Selectman from 1992 to 1997, Mr. Daniels recognizes that there is no disputing that Canton needs a new public works garage.

Background on the capital planning process is outlined here to provide more context on how projects have been identified and prioritized. In 2011, the Board of Finance requested that the Board of Selectmen and the Board of Education collaboratively develop a plan and priorities for the bonding of future capital projects identified by these boards. This action was taken based on the Board of Finance’s recognition that not all projects could be funded, but several top priorities could be addressed as the Town’s bonding debt on prior projects was being paid off and current bonding rates were favorably low.

A Capital Projects Study Group comprised of representatives from both the Board of Selectmen and the Board of Education and other key town staff including the Chief Administrative Officer, the Superintendent of Schools, the Finance Officer and the Town Project Administrator was formed. That Group identified fifteen projects that should be considered for possible bonding. The list included (not in priority order):

1. Modifications to the Town Hall to meet ADA and Code Compliance;
2. Powder Mill Road sight line improvements;
3. Replacing the public works garage;
4. Intermediate School roof replacement;
5. A new track/field at the High School
6. Community Center/Library roof replacement;
7. The Collinsville Fire Station;
8. High School roof replacement;
9. Intermediate School solar panels;
10. A new High School/community gym;
11. Pavement management (road repairs);
12. Mills Pond Pool;
13. High School solar panels;
14. Cherry Brook School roof replacement;
15. A new access road to the High School

The total estimated cost for all these projects at that time was \$29.7 million dollars. The Group then developed the following principles for ranking these capital projects which included:

1. Safety – Project is necessary to protect public health and safety or reduce liability;
2. Preserve Existing Assets – Project will substantially extend the life of an existing asset or preserve infrastructure;
3. Funding – Project will be partially funded by leveraging other funding sources;
4. Service Delivery- Project will substantially improve the delivery of necessary services to the public;

5. Financial Benefit – Project will promote energy conservation and/or sustainability;
6. Legal Mandates – Project will satisfy a legal or government mandate and;
7. Future Costs – Project requires substantial future operating or maintenance costs.

The final ranking resulted in identifying Tier One Projects - the pavement management program (which included the new access road for the High School) and the four roof projects. Tier Two Projects were the public works garage and the new track/field.

Not recommended for bonding at that time, were the Town Hall upgrades and Powder Mill Road Sight Line improvements. Based on the ranking criteria, all the other projects including the Collinsville Fire Station were not considered by the Group for bonding at that time.

The Group's report concluded that the Collinsville Fire Station will eventually, but not urgently, need to be either substantially improved/updated or rebuilt at another location. The Group concluded that the fire station was currently meeting the needs of the department and was in much better condition when compared to the current inadequacies of the public works garage. Furthermore, significant research and planning would need to be performed before a new fire station could be built, including evaluating potential efficiencies and other benefits based on choice of location and combination of fire stations. The report further indicated that the Fire Station will have to receive incremental improvements such as new doors, an efficient heating distribution system and a generator among other improvements prior to a major overhaul or rebuild.

The Board of Finance, after evaluating the project costs and the ability of the Town to finance new debt, ultimately recommended that the Tier One and Tier Two Projects be bonded subject to approval by Canton's voters. To date, the voters have approved bonding for all those projects with the exception of the public works garage.

The Board of Finance utilizes a long-range financial planning model to consider impact on Canton's taxpayers under various expense and revenue scenarios. Current modeling scenarios include the bonding of all of the Tier One and Tier Two projects, but not any of the other projects in the near term due to their projected expense impact on the town's budget and potential impact on taxpayers. On that basis, the Board of Selectmen using capital project funds from their annual budget, has upgraded the doors at the Collinsville Fire Station, replaced the heating system, added a new propane generator and recently replaced the lavatory facilities. These upgrades and improvements have extended the station life until the time when the Board of Finance will consider additional bonding for capital projects.

The capital planning process is detailed, inclusive and openly discussed annually in an effort to assure all residents that town officials prudently spend your tax dollars as we protect and improve Canton's infrastructure. Input and ideas are welcome, as evidenced by the prompt referral of the most recent anonymous garage and fire station proposal to the Permanent Municipal Building Committee and re-consideration of the River Road site. Unfortunately, the materials provided did not pass professional due diligence based on the original and revised site plans received.

Sincerely,

Richard J. Barlow
First Selectman

Brian First
Chairman, Board of Finance

To: Board of Selectmen
 From: Robert Skinner, Chief Administrative Officer
 Date: October 20, 2014
 Re: **Monthly Report –September 2014**

ASSESSOR

- General administrative duties continue –
 - Field work
 - Real property ownership changes
 - Exemptions are being posted as needed
 - Assistance residents with Homeowners, Renters & Veterans programs
 - Preparing State Reports
- 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
- Deadline to apply for State Renters Rebate was October 1, 2014 - Total applications processed to date is 99
- Personal Property information for new accounts is being collected for the 2014 Grand List – existing accounts are being reviewed – 734 Declarations were mailed in September (required completion/return date is November 1, 2014)
- Preliminary steps are being taken to install Quality Data Service as Assessor’s Office primary software for the October 1, 2014 Grand List

BUILDING DEPARTMENT

- There was one permit issued for a new single family house. The location is Cherry Brook Road.
- The permit was issued for alterations to the structure located at 10 Dyer Cemetery Road for Matterhorn Mini-Golf.
- Simply Mac, which is an Apple retail store, was issued a permit for tenant fit-out located at The Shops at Farmington Valley.
- Mr. Rich conducted a total of 77 inspections.

Building/Renovation Permit Statistics

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alteration	13	\$285,898
Deck	1	\$15,000
Demolition	0	\$0
Electrical	19	\$28,850
Garage/Shed	1	\$13,000
HVAC	28	\$89,870
New Commercial	2	\$185,000
New Residential	1	\$172,000
Plumbing	11	\$17,122
Pool	1	\$18,000
Roofing/Siding	4	\$56,516
Foundation	1	\$10,000
Total	82	\$891,256

Permit Value Comparison for September

	<u>2014</u>	<u>2013</u>
Value of Permits Issued	\$891,256	\$845,590
Building Permit Fees	\$8635	\$10,087
Other Income Fees	\$2870	\$4601
Building Permits Issued	82	88

Total Value of Permits and Permit Fees

<u>July-September 2014-2015</u>		<u>July-September 2013-2014</u>	
<u>Value</u>	<u>Permit Fees</u>	<u>Value</u>	<u>Permit Fees</u>
\$3,726,028	\$43,566	\$2,692,293	\$37,236

EMERGENCY MANAGEMENT

PERSONNEL

- Sep. 15: Chief Arciero went before the Board of Finance for EMD position agenda item.
- Sep. 9: Chief Arciero attended WEBEOC training in Hartford.

ADMINISTRATION

- Sep. 5: CAO Skinner appointed Chief Arciero as temporary EMD for town of Canton.
- Sep. 11: Chief Arciero met with Region 3 State EOC Coordinator for EMD training/certification issues.
- Sep. 15: Chief Arciero successfully completed FEMA Professional Development Series training class: IS 120-“An Introduction to Exercises”.
- Sept. 15: Chief Arciero successfully completed FEMA training class IS-701 NIMS Multi-Agency Coordination System (MACS).
- Sep. 16: Chief Arciero successfully completed FEMA Professional Development Series training class: IS 240 “Leadership and Influence”.
- Sep. 17: Chief Arciero successfully completed FEMA Professional Development Series training class: IS 241 “Decision making and Problem Solving”.
- Sep. 18: Chief Arciero successfully completed FEMA Professional Development Series training class: IS 242 “Effective Communications”.
- Sep. 18: Chief Arciero successfully completed FEMA Professional Development Series training class: IS 244 “Developing and Managing Volunteers”.
- Sep. 19: Chief Arciero successfully completed FEMA Professional Development Series training class: IS 230 “Fundamentals of Emergency Management”.
- Sep. 22: Chief Arciero successfully completed FEMA Professional Development Series training class: IS 235 “Emergency Planning”.
- Sep. 23: Chief Arciero met with Senior and Social Services Claire Cote to discuss the CERET team.
- Sep. 24: Chief Arciero attended CIRMA Seminar on “Preparing to Protect your CERT”. in Manchester.
- Sep. 25: Chief Arciero discussed availability of seats for Canton applicants for Burlington CERT class with EMD Director Ron Roberts.

COMMUNITY POLICING

- Sep. 8: Chief Arciero prepared Q-Alert for Canton Residents regarding emergency kits as part of FEMA National Preparedness Month campaign.
- Sep. 20: EMD emergency kit info displayed at Sam Collins Day event.

OPERATIONS

- Sep. 5: Chief Arciero sent DEMHS Planned Event memo to State Region #3 for Sam Collins Day Event.

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

Category	Total	Present	Percent
CO Alarm	3	0	0.00%
Fire Alarm	12	0	0.00%
Gas Leak	1	0	0.00%
Lockout	1	0	0.00%
Medical Call	56	0	0.00%
Medical Call - FD Assist	1	0	0.00%
Mutual Aid-EMS	7	0	0.00%
Mutual Aid-Fire	2	0	0.00%
Mutual Aid-Fire Police	1	0	0.00%
MVA	3	0	0.00%
MVA with Injuries	1	0	0.00%
Public Event Standby	1	0	0.00%
Public Service	2	0	0.00%
Search & Rescue	1	0	0.00%
Total Fire Only	28	0	0.00%
Total Incidents	92	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
Cadet Drill	1	0	0.00%
EMS Drill	1	0	0.00%
Fire Training	1	0	0.00%
Monday Drill - Misc	5	0	0.00%
Monday Drill - SCBA	2	0	0.00%
Monthly Meeting	1	0	0.00%
Officer Meeting	3	0	0.00%
Total Activities	14	0	

Station Detail Summary

Category	Total	Present	Percent
Bike Trail Patrol	6	0	0.00%
Total Activities	6	0	

FIRE MARSHAL

The following are highlights during the month of September 2014:

Inspections	5
Inspection Follow-ups	0
Plan Review	0
Job Site Inspections	2
Fire Investigations	0
Blasting Permits	0
Burn Permits	0
Bomb Threats	0
Hazardous Materials	0

- Adam Libros' last day as Fire Marshal and Director of Emergency Management was 9/2/14.
- Deputy Fire Marshal Michael Yacovino served as Acting Fire Marshal for two weeks and Deputy Fire Marshal Scott Goeben is now serving as Acting Fire Marshal. Mr. Yacovino remains a Deputy.
- Marc Melanson, City of Winsted, and Joseph Killen, Town of Granby, have been sworn-in as Deputy Fire Marshals for the Town of Canton.

FINANCE

- Professional Development
New England State GFOA Conference
- Met with Webster Bank
- Prepared Package for Special Pension Committee Meeting
- Attended Monthly Board of Finance Meeting
- Attended Monthly Staff Meeting
- Attended CIRMA Insurance FY 15 Renewal Meeting
- Completed FY 13-14 Reporting for BOF & BOS
- Audit Preparation

INVESTMENTS BY ACCOUNTING TYPE (Unaudited) 8/31/14

General Fund	\$ 15,231,883
Special Revenue Funds	\$ 1,879,330
Capital Projects Funds	\$ 5,809,458
Internal Service Funds	\$ 1,713,842
Trust and Agency Funds	\$ 193,780
TOTAL ESTIMATED BY FUND	\$ 24,828,293

INVESTMENTS BY INSTITUTION TYPE (Unaudited) 8/31/14

	Interest %		Interest \$		\$ Invested
	Current Month	Last Month	Current Month	Last Month	
Avg Monthly Yield, Annualized					
Class Plus	.01%	.01%	11	20	\$ 10,086,037
Webster	.12%	.12%	1,553	484	\$ 14,688,939
TD Bank			9	3	\$ 53,317
Total Outstanding Investments			1,572	507	\$ 24,828,293

LIBRARY

PROGRAMS:

ADULT: 14 programs with 47 participants

- Monday Evening Book Discussion Club – 5 participants
- Saturday Book Conversations Book Discussion Group – 7 participants
- Knitting and Handiwork Group – 13 participants
- Knitting Fish Hats - 2 sessions with 13 participants
- Book-a-Librarian – 9 sessions with 9 participants

TEEN: 7 programs with 68 participants

- Teen Book Discussion Club – 6 participants
- Teen Advisory Group (TAG) – 12 participants
- Young Writers Club – 6 participants
- After-School Wii Tournament – 18 participants

LIBRARY CONTINUED

- Craft Program – 6 participants
- *Dungeons and Dragons* group – 2 sessions with 20 participants

CHILDREN'S: 8 programs with 197 participants

- Drop-In Story Times with Ms Heather & Ms Sue – 4 sessions with 106 participants
- Music for Me with Ms. Michelle – 3 sessions with 63 participants
- Story Time with Ms. Heather (registered group) – 1 session with 28 participants

PROGRESS:

- Our two adult book discussion groups resumed activity in September. Both groups meet monthly. Beth Van Ness is the staff liaison to the Saturday group, while Reference Assistant Elizabeth Gottheimer (who replaced Meghan Glasgow) is the staff liaison to the Monday group. Liaisons help the members to choose their titles and then order copies of the books in sufficient numbers but, due to staffing issues, they don't attend the sessions.
- Our monthly knitting and handiwork group started its new year in September. Beth Van Ness has been working hard to build up membership, which historically has been very low (2 or 3). In September, 13.
- A local mother and daughter who knit hats for children with cancer and blood disorders asked if they could use the library as a meeting place for their group. We hosted their two September meetings. Thirteen participants.
- Our Book-a-Librarian program, through which the reference staff offers one-on-one help to patrons on a variety of topics (mainly but not exclusively technology), was well-used during September. Nine patrons reserved sessions.
- Allyssa Bruce has a new teen book discussion club up and running. They meet once per month. The same is true of her Teen Advisory Group (TAG).
- Allyssa also started a young writers group. The first meeting was held in September. Volunteer Clair Williams is running the club for Allyssa, and the group will continue to meet on the first Tuesday of every month.
- Her new *Dungeons and Dragons* group met in September for their first two sessions. This group will meet every-other-week. The same is true for her popular after-school Wii tournaments – twice per month.
- Teen craft classes continue to be big attractions. These meet monthly.
- During September, Allyssa weeded and shifted the teen book collection to remove shelf-sitters and to free more room for new acquisitions and for book displays.
- Story times are back. A drop-in story time on Tuesday mornings started in September and will continue through December. Supplementing these, the regular, registration-only story time semester began on September 29 (one session on Monday mornings, two on Thursday mornings and afternoons, and a Thursday evening pajama story hour twice per month). The registration-only semester will run through November 17. Heather Baker notes that, with full-day kindergarten now implemented in town, we are seeing fewer kindergarteners participating, which is a shame.
- Sue Tarinelli, our newest assistant in the Children's Room (previously, she was a Page), is now helping Heather Baker with her Tuesday drop-in story times. Heather provides the stories and songs, followed by Sue, who provides the craft. This has proven to be a very popular event. The children also are being treated to extra experiences like a walk out into the town's community garden to see sunflowers growing. Sue also encouraged the story time parents to sign up for their own garden plots next spring.
- Michelle Begley of the Children's Room staff started her *Music for Me* story time again in September. This is a weekly drop-in event for children ages 6 to 36 months. Good attendances!
- Heather and Michelle met with the CIS school librarians twice during September to plan joint ventures for the new school year. They also met with CIS faculty to develop a set of behavior standards for students while visiting the public library. These standards will be posted in the library with the understanding that the school is supporting our efforts for encourage appropriate behavior by students.
- The Friends of the Library held their annual September book sale on the 6th and 7th. Despite some challenges (the chair became sick just before the event and book donations dropped off noticeably), the event was successful and brought in good income. The Friends also paid to share a table with the library at Sam Collins Day. Books and other items are sold and library information is given out to all passers-by.
- One thing that patrons love about our new ILS is the ability to obtain items, even new items, from all the libraries of the network. And their requests arrive quickly. See the interlibrary loan statistics, which have skyrocketed.

PROBLEMS/CHALLENGES:

- Adam Delaura has left us, effective September 10. See below for details.
- Library Connection has declared that the new ILS is counting our circulation statistics correctly and they will not research the matter further. As most of the member libraries are experiencing circulation drops -- all hovering around ten percent -- we do not feel that the matter is resolved. It seems to be a stand-off.

LIBRARY CONTINUED

- LCI continues to refine the statistical reporting so that we can receive the operational statistics we need. Many of us directors are getting tired of submitting statistical reports with “n/a” appearing in so many categories.

PERSONNEL:

- Elizabeth Gottheimer is our new Reference Assistant, as of September 15. She replaces Meghan Glasgow, who left us in August to take a librarian job with the school system. Elizabeth has her MLS degree and has been working as one of our Circulation Assistants. She is doing very well.
- Also on September 15, Page Susan Tarinelli took over Margaret Colavecchio’s hours to become a Library Aide I in the Children’s Room. At the same time, Margaret took over Susan’s hours as a Library Page, the only job which does not require computer work.
- Head of Technical Services Adam Delaura was recruited to accept a similar position at the Mansfield Library. His last day in Canton was October 10. Adam’s contributions to our library, especially in the area of technology, were huge and his loss is a blow. I am working with Town Hall to advertise his job and find a replacement as soon as possible. As with Adam, the new Head of Technical Services will work 30 hours per week at the library and ten hours per week for Town Hall as a technical support person.
- Personnel evaluations for the Fiscal Year 2013-14 are being conducted now. All five full-time staff, plus all four “benefit-eligible part-time staff” (those who work 20 hours per week or more) are involved. A total of nine individuals.
- Staff attendance at meetings: FOL September Book Sale (RS), Library Connection Member Council (RS), Town Department Heads (RS), Quarterly Regional Directors Meeting (RS), Sam Collins Day (RS, AD), meetings with CIS librarians and faculty (HB, MB), Teen Librarians Roundtable (AB), Library Connection Technology Committee (AD), Library Connection special Sierra training (KB, Circulation Assistant Andrea Torrillo), Library Connection Circulation Supervisors Committee (KB).

INTERESTING REFERENCE QUESTIONS:

1. A topographical map of Canton
2. Finding French folk music on disc as background for a birthday party
3. “I was told that Theodore Roosevelt visited Farmington, CT, where a relative of his was living. Can you help me figure out who the relative was and which was the house he visited?”
4. DVDs showing the Seven Wonders of the Modern World
5. Books on the history of acupuncture
6. Information on forms of dementia other than Alzheimer’s
7. How to delete a Facebook account
8. “If Canton cannot take my book donations, can you tell me where else I can make a donation?”
9. “Do you have a color copier? If not, how can I make a color copy of these posters?”
10. “I need an obituary that was probably printed in a Meriden newspaper. How can I find it?”

STATISTICS:

September	2014	2013
Patron Visits to the Library	7,957	7,849
Website Entries	4,686	3,379
Website Pages Visited	9,284	6,850
Circulation - Month*	11,677	12,224
Circulation - Fiscal Year To Date	43,333	46,893
New Cards Issued	47	48
Expired Cards Renewed	n/a	27
Total Card Holders	4,107	4,155
Reference Questions Received	1,494	1,667
Interlibrary Loans Borrowed	1,218	637
Interlibrary Loans Sent	1,599	490
Public Computer Uses	1,034	1,081
Homebound Patron Deliveries	10	9
Tests Proctored	0	1
Notary Services Performed	0	3
Programs Held	29	31
Program Attendance	312	379
Study Room Uses	43	41
Item Holds Placed	1,186	1,332
Total Barcoded Items in Collection	82,631	85,179
*Circulation of Electronic Materials (Included in Circulation – Month Figure Reported Above)	434	344

PARKS AND RECREATION

- Fall programs are underway which includes a variety of returning programs such as Youth Musical Theatre, Acrofitness, and After School Mad Science. In addition, we offered several new programs including a highly popular Dance/Gymnastics program which has 24 students enrolled for its first session.
- Director has been involved and attended numerous meetings with the Safe Routes to School Committee and is assisting with planning the new Walk to School event scheduled for October.
- Preparation has begun for upcoming winter activities including the After School Ski program. The Director has also developed a new "Program Worksheet" to be used by the Recreation Supervisor to assist with program planning and organization.
- Program analysis from summer activities was completed and a short fall has been identified. The Director is working on ways to increase revenue and reduce costs in the Special Revenue Fund moving forward.
- Park projects are being worked on (several projects hit a snare with price quotes being higher than expected). It is anticipated the details will be worked through in the coming weeks.
- The first annual Family Fitness Festival was held at Mills Pond Park on Saturday September 24th which included a dozen local health vendors, fitness class demos in the park including yoga, zumba, and boot camp. There was also children's entertainment. The event was well received, had virtually no costs, and aligns with the department's mission to promote health and wellness for the community.
- Interviews were held for the new full time Recreation Supervisor position. A top candidate has been selected and the hope is for the individual to start in October.

POLICE DEPARTMENT

PERSONNEL

- Sep. 1: Northwest Community College student began CPD internship program.
- Sep. 9-11: Off. Lederman attended DUI training course at POST Academy.
- Sep. 11: Chief Arciero attended the States Attorney Legal Update training at POST academy.
- Sep. 22: Officer Schiffer taught a class at the POST WHPD recertification class regarding stress reduction for police officers.
- Sep. 17: CPD took possession of the 2nd next generation patrol vehicle.
- Sep. 24: Chief Arciero attended the CIRMA CERT training at the Manchester PD.
- Sep. 29: One half of the CPD patrol staff attended annual firearms training and qualification at WHPD.

ADMINISTRATION

- Sep. 1: Canton recognized by 'Safe Choice Community' group as the 13th safest city in Connecticut.
- Sep -3: Captain Terra met with BOE regarding School Safety Grant Application.
- Sep. 4: CPD accepted delivery of next generation patrol cruiser.
- Sep. 9: Chief Arciero attended the North Central Chiefs meeting at Bloomfield PD.
- Sep. 11: Chief Arciero met with Region 3 Emergency Management Director Tom Gavaghan at the Hartford EOC.
- Sep. 10: CPD received \$2150 for asset forfeiture proceeds from arrest in April.
- Sep. 10: Chief Arciero discussed with DOT findings re traffic control device for Rte. 44 and Brass Lantern.
- Sep. 16: Chief Arciero attended the Capitol Region Chiefs of Police meeting in Farmington.
- Sep. 17: Chief Arciero attended the Department Head meeting at town hall.
- Sep. 17: Chief Arciero met with Harriet Boyko at the EMD office for document and policy transfers.
- Sep. 25: Chief Arciero met with Neil Pade, Bobby Martin and George Wallace to discuss new signage and DOT requirements for Bridge St.
- Sep. 25. 26: Det. Colangelo delivered prescription meds from CPD Drug Box to Troop L as part of DEA drug give back event.
- Sep.-25- Capt. Terra assisted West Hartford PD with legal update training.
- Sep. -26: Chief Arciero in negotiations with UPS vendors for next 3 year maintenance and service contract.
- Sep. 30: Chief Arciero ordered the CIRMA 'Best Practices Guide for Law Enforcement Agencies'.
- Sep.-30 Capt. Terra30- Attended a Community Center Dept. Head safety and security meeting.
- Sep.30: DOT High Risk Rural Roads Speed Enforcement Grant concluded.

COMMUNITY POLICING

- Sept.2: Captain Terra visited Canton Community Nursery School on Dowd Ave regarding safety and security measures to be implemented.
- Sep. 8: Chief Arciero attended the TRIAD meeting at the community center.
- Sep. 8: Chief Arciero attended the Youth Services Bureau meeting at the community center.

POLICE CONTINUED

- Sep. 9: Chief Arciero attended the Chamber of Commerce meeting at the community center.
- Sep. 16: Chief Arciero, Capt. Terra, Det. Colangelo, and Officer Schiffer participated with the ‘Bagging for Hunger’ event at Canton’s Shoprite Store.
- Sep. 20: Capt. Terra, Det. Colangelo and Sgt. Penney participated in the Sam Collins Day Event.
- Sep. 29: Chief Arciero attended the grand opening ceremony for the Cherry Brook Primary School playground.

OPERATIONS

- Sep. 1-30: CPD officers continued with the High Risk Rural Road Speed Enforcement campaign.
- Sep. 2-3: Chief Arciero and organizers of Jim Calhoun Cancer Bike Ride discussed routes and safety issues.
- Sep. 2: CPD officers assisted with natural gas leak road closures, detours and response at construction site at Rte. 44 and Lovely Street.
- Sep. 9: Chief Arciero, Capt. Terra, Sgt. Penney, Det. Colangelo, CSP K-9 Unit investigated and located missing 17 yr. old girl from Canton. Victim located in Windsor Locks.
- Sep. 15: CPD officers investigated damage to new CBPS playground.
- Sep. 24: CPD Officers responded to CODE RED Drill at Cherry Brook Primary School.
- Sep-1-30: Capt. Terra conducted 11 pistol permit applicant backgrounds.

INCIDENT SUMMARY:

Total Incidents for September: 1158 Previous month: August: 1174
Domestic Disturbance 3 Motor Vehicle Stops 251
Driving Under Influe. 3 Motor Vehicle Accidents 26
Larceny-All 5 Suspicious Pers/Vehicle 13
Medical Calls 62 Directed Patrol 172
Fraud 4

MV Infractions: 56 MV Summons: 7 Written Warnings: 81

PROJECT ADMINISTRATOR

Information located under “Administration” in Public Works

PUBLIC WORKS

ADMINISTRATION:

DIRECTOR OF PUBLIC WORKS:

- Worked with contracted engineering companies on roadway improvement projects
- Conducted Employee Evaluations
- Created RFP – Transfer Station Bulky Waste Roof
- Working on Transfer Station Mattress Recycling Program
- Attended the following:
 - 2 – Project Management Meetings
 - Department Head Meeting
 - DPW Staff Meeting
 - Building Maintenance Staff Meeting
 - Play Ground Site Meeting
 - Town Bridge Meeting
 - Intertown Capital Equipment – Shared Equipment Grant Meeting
 - Police – Planning – Public Works Meeting
 - Night Meetings:
 - Wetlands, Planning & Zoning

PROJECT ADMINISTRATOR:

- Prepared for and attended Permanent Municipal Building Committee [PMBC] meeting
- Prepared for and attended Energy Committee meeting.
- Attended one Regular Wetlands Agency meeting for Gracey Road and Hanson Road wetlands applications.
- Reviewed communications between vendor, consultant, etc. for the Canton Hydroelectric Project.
- Addressed various issues with the new field/track at the Canton High School involving punch list items, scoreboard, new punch list items [plantings, sink hole, etc.] etc.
- Inspected the work performed under the Contract 2014-02 - for “Grandstand/Bleachers at Canton High School” by E & D Specialty Stands, Inc.

PUBLIC WORKS CONTINUED

- Inspected work performed under Contract 2014-04 - “Andrew Drive & High Valley Drive, Et.Al. – Incidental Roadwork Canton, Connecticut” by Canton Village Construction Company, Inc. and prepared additional work orders to accommodate proposed roadway rehabilitation options.
- Prepared revised work order to accommodate proposed roadway rehabilitation options for Gracey Road for work to be performed under Contract 2014-04 - “Andrew Drive & High Valley Drive, Et.Al. – Incidental Roadwork Canton, Connecticut” by Canton Village Construction Company, Inc.
- Prepared work order for drainage modifications on Sexton Hollow Road for work to be performed under Contract 2014-04 - “Andrew Drive & High Valley Drive, Et.Al. – Incidental Roadwork Canton, Connecticut” by Canton Village Construction Company, Inc.
- Completed a modified site plan review for "Matterhorn Miniature Golf at 10 Dyer Avenue
- Reviewed excavation permit for 310 Albany Turnpike for Town Planner.
- Reviewed roadway excavation permits for North Street sewer extension and laterals & 22 Dyer Avenue gas service installation
- Worked with Public Works Director, Road Forman, and Consultants on modified road pavement rehabilitation options for various roads.
- Attended Preliminary Structure Report meeting for Bridge No. 05222 dated July 2014 for Town Bridge Road over Farmington River with DOT and consultants
- Worked on preparations for the installation of the vehicle charging station at Town Hall which will be installed under a grant from DEEP.
- Attended various Department Head meetings and Public Works staff meetings.

ADMINISTRATIVE ASSISTANT:

- Sent out Q-Notify reminder for Household Hazardous Waste Collection Day
- Mailed paving letters to residents on Case, Thayer, Gracey, Wright, and Hilltop
- Updated the Pavement Management portion of the web site
- Attended the Building Maintenance Staff Meeting
- Coordinated the Hearing Testing van on 9/9
- Attended Workplace Violence training

HIGHWAY:

- Paved catch basin repairs Dunne Ave, Christmas Tree Hill
- Installed under drainage Wright Rd
- Patched roads
- Road side mowing still going on
- Spend a lot of time at the play scape
- Cleaned up around bleachers after concrete was finished
- Poured bleacher pad at high school
- Installed tree in front of Valley House
- Repaired side walk in front of Valley House

EQUIPMENT MAINTENANCE:

- Hustler Super Z repairs
- Hustler 4600 repairs
- Repaired trailer
- Serviced truck 1

PARKS:

- Continued mowing
- Picked up of garbage around parks, bike path and buildings
- Prep fields for fall baseball/softball leagues
- Continued Rota-tilling infields on all baseball/softball fields
- Continued painting of school and youth fields
- Started the closure of the two pools at Mills Pond
- Over seeded parks and athletic fields
- Maintenance of equipment

TRANSFER STATION:

- New permits for sale

PUBLIC WORKS CONTINUED

- Transfer Station Operational Improvements

BUILDING MAINTENANCE:

- Replaced fan motor in heating unit at Department of Public Works
- Sprayed for spiders at Collinsville FH
- Sprayed for spiders at Department of Public Works
- Moved organ from Senior & Social Services to storage
- Brought & returned 8 tables from Community Center to Town Hall for auditorium rental
- Delivered 7 packages for Land Use
- Repaired doors at Library
- Repaired light in basement of Town Hall
- Installed new lockset in bathroom at Library
- Check and filled generator at Community Center
- Repaired lights on Community Center sign
- Repaired podium at Town Hall
- Repaired lights on Canton Police Department sign
- Picked up trash in parking lot and sidewalks at Town Hall
- Repaired ballast in Library
- Repaired light in stairwell at Town Hall
- Delivered 5 packages to Pension Committee
- Check and filled generator at Police
- Put together new table dolly at Community Center
- Checked fire extinguishers in all Town buildings
- Washed front sign at Canton Police Department
- Cleaned grease trap at Community Center
- Replaced water filter faucet at Community Center
- Repaired door closer at Canton Police Department

PROFESSIONAL DEVELOPMENT:

- Most DPW Staff-Workplace Violence, Avon, CT
- DPW Staff-OSHA Hearing Conservation, Canton, CT
- Robert Martin, George Wallace-RFP & RFQ Training, Cromwell, CT
- Rick Lassen, Henry Maskaitis, Kevin Smith-Dealing with difficult people, Cheshire, CT

WORK ORDERS RECEIVED:

Work Request	Jul-14	Aug-14	Sep-14	FY Totals
Highway	4	9	3	16
Parks	2			2
Building Maintenance	37	32	44	113
Signs	15	8	7	30
Trees	4	4	3	11
Mailboxes				0
Pot Holes	25	15	17	57
Drainage	2	4	6	12
Curbing	1000'			0
Lawn				0
Animal	5	7		12
Total	94	79	80	253

SENIOR & SOCIAL SERVICES

PROGRAMMING

- Canton Community Café: Open for **8** days, **288** meals served
- Dial A Ride:
 - Total # of passengers: **314**
 - Total # of trips: **263**

- Enhanced DAR trips #: **80**
- Funds collected: **\$10.00**
- CHOICES volunteer Paula had **4** appointments this month.
- “In The News” met: **1** times this month
- McLean Meals on Wheels: Clients – **28** Meals – **1,024**
- Foot care clinic: **7**
- FVVNA:
 - Blood Pressure Wednesday clinic: **80**
 - Bereavement Support Group: **0**
- Senior Potluck: **Special Senior Center Celebration Luncheon: 55 attended**
- Medical Transportation: 23 trips coordinated 23 paid by the Town of Canton and **0** paid by Focus
- Volunteer Transportation: coordinated 0 round trips for one person
- 911 Cell Phone Program: 1
- Vials of Life were given out: **3**
- Yellow Dots were given out:
- Town of Canton Prescription Drug Discount Card (August 2014): 2

		<i>Total</i>	<i>Member</i>	<i>Avg Member</i>	<i>Price</i>	<i>Avg. Price</i>	<i>% Price</i>
<i>Month:</i>	<i>Total Claims</i>	<i>Cards Used</i>	<i>Rx Cost</i>	<i>Rx Cost</i>	<i>Savings</i>	<i>Savings</i>	<i>Savings</i>
August 2014	18	12	\$ 1,203.41	\$ 66.86	\$ 873.53	\$ 48.53	42%
Total 2014	160	107	\$10,155.57	\$63.47	\$6,964.87	\$ 43.53	41%
Total Program	258	171	\$16,779.60	\$65.04	\$10,670.92	\$41.36	39%

SPECIAL EVENTS

- On Tuesday, September 2nd Canton Senior Center held it’s annual SENIOR CENTER CELEBRATION. This years’ theme continued to be (according to the National Council on Aging) “Senior Centers: Experts at Living Well”. Last year, all the aspects of “wellness” were illustrated, and the event was colorful and bright. This year, ‘wellness’ and how to stay well, with only a few small changes in lifestyle, were signified by the apple so this was the theme of the event. Over 70 people were in attendance for it; the event featured a lovely meal provided by Cherry Brook Healthcare Center, Village Gate at Farmington, Governor’s House in Simsbury and apples for the place settings were provided by River Ridge at Avon.
- On Wednesday, September 3rd, Canton Senior Center held an informational meeting about Wii Bowling, to gauge interest in who may be interested in creating a wii bowling team. Over 15 people came out and attended the workshop; two wii bowlers from Avon were invited to showcase their skills, talk about their experiences and to teach those who were new to the game how to use the equipment. Because of this meeting, 3 Canton Wii Bowling teams have now been formed and they meet on: Monday afternoons, Wednesday mornings & Thursday mornings ☺ Refreshments were provided. Most players are Canton residents, though the teams are open to folks from outside communities as well.
- On Friday, September 19th, a group of volunteers got together and solicited donations to hold a party for Director of Senior & Social Services. This was held from 1-2pm in the multipurpose room, and enough food and plasticware was provided to ensure that the event turned into a Senior Center event- seniors stayed for cake after their regularly scheduled meal with CRT; volunteers and friends came for lunch and cake and ice cream. The event was wonderful and Claire was touched by it, and very happy that the event was for everyone ☺

ADMINISTRATIVE

- 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 varies programs as people walked in to sign up.
- Janet counted the money collected for programs and prepared the deposits for the department (weekly).

SENIOR & SOCIAL SERVICES CONTINUED

- Janet made reservations for the upcoming senior programs in the calendar system for the new fiscal year and as needed.
- 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 set-up distribution lists in the e-mail outlook program.
- Janet updated DAR spreadsheet when new members are added and then e-mails the updated DAR spreadsheet to Martel Transportation 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 helped with the Special Events, made sign-up sheets, and collected money for the event. Makes coffee and helps with set-up for the event, doing whatever needs to be done.
- 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. Janet coordinated each Getaway trips. Notifies the attendees and Tour Company with the pertinent information. Receipts the money and tracks deposits and final payments for each trip.
- Posted all trips on the Canton Senior Center and Social Services webpage.
- Janet sent out Press Release and Q-Notify E-Mails.
- Janet recorded and receipted DAR monies for FY14/15, and send out policies and procedures to members.
- Janet compiled information for the upcoming Scribe Newsletter and inserted it in the Newsletter.
- Janet made appointments for clients who want an in office appointment for Food Bank membership for FY14/15 with Claire.
- 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 scheduled and cancelled appointments for Claire utilizing the shared calendar in the outlook program.
- Janet contacts the contracted copier vendor when we need a printer toner.
- 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 updates the Enhanced DAR Grant Quarterly Report monthly.
- 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 from invoices received from fuel vendors requesting payment.
- Janet set-up a sign-up sheet in Excel to schedule people to meet with Claire for Energy Assistance. When the people call in to make the appointments, Janet schedules them and confirms the appointments. When clients come in for their appointments, I make copies of the documents which are required in the application process.
- Set-up schedules for our new Wii Bowling Teams. I coordinated the teams making the necessary calls to interested participants and checking their availability to meet weekly. I
- 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 made appointments for the Choice Representative and mails blank applications to the individuals to fill out for their appointments. Calls the individuals to confirm their appointments. E-mail the appointment schedule to the Representative.
- Janet notified the maintenance staff for various issues that arise at the Senior Center, filled out School Dudes as needed.
- Janet performed any administrative duties as need throughout the department and whatever needed to be done within the department.

SENIOR & SOCIAL SERVICES CONTINUED

- Claire coordinated and attended the Canton Commission on Aging meeting on Monday, September 8th, 2014.
- Claire met with CERT volunteer Donna Carney on Thursday, September 4th in regard to CERT brochure and publications for Sam Collins Day
- Claire met with Victoria Arel on Friday, September 5th to discuss a CERT logo
- Claire met with Mike Boucher, CERT Coordinator for the town of Farmington, on Monday September 8th
- Claire attended and participated in the HUNGER AWARENESS grocery bagging event at Shoprite in Canton on Tuesday, September 16th
- Claire coordinated and ran the CERT meeting on Tuesday, September 9th. The group discussed possible changes with Adam Libros leaving, as well as Sam Collins Day and other goals for the year.
- Claire attended the CLASS Conference on Thursday, September 18th
- Claire met with Chief Arciero in regards to CERT on Monday, September 22nd
- Claire met with Bob Skinner, CAO on Tuesday, September 23rd in regard to the Senior Center Coordinator position
- Claire met with Josh M and Rob S, other CCC Dept Heads on Tuesday September 30th to discuss safety and security of spaces in the CCC.
- Claire attended Sam Collins Day on Saturday September 20th from 8am-4pm
- Claire met with almost 100 clients over the course of 6 days in the last two weeks of September to provide intake appointments for the statewide energy assistance program.

TOWN CLERK

- Processed: 366 transactions and six marriage licenses.
- Real estate recordings: 18 residential home sales; two land sales; no commercial sales.
- Largest home sale: 40 Shallot Meadow (\$723,886.76).
- Municipal Conveyance Tax collected on transfers was \$18,456.57.
- \$309 was collected via the Community Investment Act.
- To date, a total of 1281 households have purchased Transfer Station stickers for the 2014 calendar year.
- To date, 1184 new dog licenses have been sold for the 2014-2015 'dog' year.
- Under Public Act No. 11-201, an Act Concerning Foreclosure Mediation, there were no registrations of property in the process of/that completed foreclosure.
- September 11: Attended the CT Town Clerk Association Fall Conference
- September 24: Special Town Meeting:
 1. Shall the Town of Canton create the part time position of Technical Support Specialist and fund the position by transferring funds in the amount of \$14,600 from the Consultant line item in the Information Technologies Department to a Full Time Salary line item within the same Department? The motion passed unanimously with a voice vote.
 2. Shall the Town of Canton create the position of Supervisor Dispatch by transitioning one of the existing Dispatcher positions to a Supervisor Dispatch position? The motion passed unanimously: YES 13 & NO 0.
- Liens & lis pendens action:
 - Condo Fees lis pendens 0
 - Credit Cards/Debt Collectors 0
 - Commercial/tax liens/other 81
 - Medical related 3
- Activity on the Town's website/social media:
- **Website:** 4866 people made 7140 visits to www.townofcantonct.org during Sept 2014
 - The 'BOS Meeting Recordings' page had 69 hits
 - The most frequently visited website pages were:
Employment Opportunities, News & Information, Agendas & Minutes, Tax Collector, Land Use, Assessor/GIS, Calendar, Police, RFPs, Building Dept.
- **Facebook:** Daily Total Reach (the number of people who have seen any content associated with the page) in September 2014 = 5701; Lifetime Total Likes = 396
- **Twitter:** 38 tweets were sent out in the month of Sept for a grand total of 696 since Oct 26, 2012. Current 'Followers' total 353.

TOWN CLERK CONTINUED

Town Clerk Receipts – Sept 2014

<u>Description</u>	<u>Items</u>	<u>Amount</u>
Conveyance Tax	20	\$18,456.57
Recording Land Records (\$10+add'l pages)	103	\$2756.00
St of CT Historical Preservation (\$2)	103	\$206.00
Town Clerk Historical Preservation (\$1)	103	\$103.00
Town of Canton-Land Preservation (\$3)	103	\$309.00
St of CT-Land & Dairy Preservation (\$36)	103	\$3708.00
Town Clerk Land Preservation (\$1)	103	\$103.00
MERS-Grr/Gre-TOC (\$39+add'l pages)	18	\$1797.00
MERS-Grr/Gre-State Treasurer (\$110)	18	\$1980.00
MERS-Grr/Gre-Town Clerk (\$10)	18	\$180.00
MERS-Rel & Assign-TOC (\$32+add'l pages)	11	\$352.00
MERS-Rel & Assign-State Treasurer (\$127)	11	\$1397.00
Maps	0	\$0.00
Copies	117	\$769.00
St of CT DEP	4	\$59.00
Sport Licenses-Town of Canton	3	\$3.00
Miscellaneous	13	\$48.32
Vitals	37	\$732.00
Marriage/CU Licenses St of CT	6	\$114.00
Dog Licenses-Town of Canton	34	\$33.50
Dog Licenses-St of CT	33	\$332.00
Notary Fees	2	\$20.00
Bad Check Fees	0	\$0.00
Stone	0	\$0.00
Transfer Station	28	\$572.00
Total	366	\$34,039.39

TAX COLLECTOR

- Tax collections for the current list were \$136,289. Prior year collections were \$161,256.
- Last year at the end of September we had collected 53.28% of the current year collectable balance and this year we collected 53.20% of the current year collectable balance.
- Sewer collections on the current list were \$3,555. Back year collections were \$1,710.
- Sewer Assessment collections were \$.00 and connection charges collected were \$0.00.
- 85 liens were placed on the land records for the sewer accounts that were unpaid from last year’s billing compared to 84 liens placed last year.
- Prepared and sent out 1,700 + sewer bills. Bills are due during the month of October..
- The Collection Agency collected \$783 during the month of September 2014. Year to date for this fiscal year is \$3,243.

% OF COLLECTION			% COLLECTED		% COLLECTED
		TAXES	OF	BUDGET	OF BUDGETED
GL YEAR	TAXES COLLECTABLE	COLLECTED	COLLECTABLE	AMOUNT	AMOUNT
2013	\$31,000,088	\$16,381,264	53.20%	\$ 30,661,969	53.78%
2012		\$ 90,114	99.21%		
2011		\$ 14,060	54.47%		
2010		\$ 14,765	52.06%		
2009		\$ 12,662	29.04%		
2008		\$ 15,648	35.47%		
2007		\$ 9,530	28.35%		
2006		\$ 3,577	18.98%		
2005		\$ 425	9.89%		

2004		\$ -	0.00%		
2003		\$ -	0.00%		
2002		\$ -	0.00%		
2001		\$ -	0.00%		
2000		\$ -	0.00%		
1999		\$ -	0.00%		
1998		\$ -	0.00%		
TOTAL PRIOR YRS		\$ 1661,324		\$220,000.00	73.33%
		AMOUNT		BUDGETED	
		COLLECTED		AMOUNT	
INTEREST, LIENS & FEES		\$ 72,411		\$130,000.00	55.70%

TOWN PLANNER

Permits Issued

- 169 Albany Tpke. – sign, Chic Furniture
- 123 Bahre Corner Rd. – garage.
- 31 Bart Dr. – shed
- 10 Dyer Cemetery Rd. – sign, Matterhorn Mini-Golf.
- 5 Harrington Ct. – shed.
- 51 River Rd. – interior renovations, Collinsville Firehouse
- 6 Eastview Dr. – inground pool.
- 11 Olson Rd. – solar panel installation.
- 210 Wright Rd. – interior renovations
- 3 Depot St. – liquor permit, Crown & Hammer.
- 102 Dyer Ave. – antennae replacement, Cherry Brook Nursing Home.
- 34 Shallot Meadow – new single family house.
- 10 Valley View Dr. – solar panel installation.
- 25 Hoffman Rd. – interior renovations.
- 540 Cherry Brook Rd. – antennae replacement, North Canton Firehouse.
- 110 Albany Tpke. – sign, Simply Mac.

Inspections

- 123 Bahre Corner Rd. – garage.
- 31 Bart Dr. – shed
- 10 Dyer Cemetery Rd. – sign, Matterhorn Mini-Golf.
- 5 Harrington Ct. – shed.
- 51 River Rd. – interior renovations, Collinsville Firehouse
- 3 Depot St. – liquor permit, Crown & Hammer.
- 102 Dyer Ave. – antennae replacement, Cherry Brook Nursing Home.
- 34 Shallot Meadow – new single family house.
- 10 Valley View Dr. – solar panel installation.
- 131 North Mountain Rd. – septic repair.
- 25 Hoffman Rd. – interior renovations.
- 540 Cherry Brook Rd. – antennae replacement, North Canton Firehouse.
- 110 Albany Tpke. – sign, Simply Mac.
- 156 Albany Tpke. – aquifer protection, Davidson Chevrolet.
- 1 Lovely St. – aquifer protection, Best Cleaners.
- 18 Colonial Rd. – aquifer protection, Suburban Sanitation.
- 10 Colonial Rd. – aquifer protection, JZ Truck Repair.
- 3 Colonial rd. – aquifer protection, prestige Auto Werks.
- 3 Colonial Rd. – aquifer protection, Rte. 44 Tire & Auto.
- 57 Powder Mill Rd. – semi-annual inspection, former junkyard
- 115 Albany Tpke. – medical office building.
- 5 Homestead Ln. - containers on residential lot.

TOWN PLANNER CONTINUED

- 15 Atwater Rd. – possible invasive species.
- 339 Cherry Brook Rd. – erosion controls.

Authorized Wetlands Agent Approvals

- 5 Harrington Ct.

Cease and 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; clearing halted.
- 192 Albany Tpke. – use of patio at Smokin’ Spokes without P&Z approval; owner has made corrections but fine remains unpaid.
- 175 Albany Tpke. – illegal temporary signs, Canton Garden Center, some signs removed, temporary sign permit granted.

Notices of Violation

- 136 Dowd Ave. – use of access to 192 Albany Tpke. in violation of approved plan. New owner will apply for addition, install landscaping.
- 10 Front St. – temporary sign, Yoga Center of Collinsville, sign removed.

Municipal Citation

- 192 Albany Tpke. – use of patio without P & Z approval; improvements made but fine unpaid, hearing held but violator didn’t appear, fine assessed, not paid after 30 days; assessment filed with Superior Court

Miscellaneous

Assistant Planner

- Attended IWWA 9/11.
- Attended Panel Discussion on Hoarding 9/12.
- Prepared count sheets for bike/ped count held on 9/10 & 9/13; participated in 9/10 count.
- Went on aquifer protection inspections with Town Planner and DEEP Staff. 9/30.
- Notified that DEEP approved \$10,000 grant application for installation of electric vehicle charging station in Town Hall parking lot.
- Continued weekly sweeps along major thoroughfares; over 990 signs removed since 2009.

Town Planner

- Meeting with owner of @Collinsville LLC and attorney regarding Collinsville Streetscape Design improvements and possible changes to town hall parking lot 9/3
- Performance Evaluations - Land Use Coordinator & Assistant Planner 9/3
- EDA Strategic Planning Session special meeting 9/4
- Meeting with John Manners and Phil Doyle representing Casle Development Corp re: Growponics proposal 9/4
- Meeting with Satan’s Kingdom LLC representative 9/5
- EDA Special Meeting 9/9
- Attended Collinsville Historic District Commission meeting to meet with residents and discuss Design Regulation project and POCD 9/9
- Bicycle Pedestrian counts along the Farmington River Rail Trail 9/10
- Met with representatives of Satan’s Kingdom LLC 9/11
- Eagle project review meeting with Caiden Permenter 9/11
- Bicycle Pedestrian counts along the Farmington River Rail Trail 9/13
- CRCOG Transportation Committee meeting 9/15
- Eagle project review meeting with Caiden Permenter 9/15
- Eagle project review meeting with Dillon Donovan 9/16
- EDA Special Meeting 9/16
- Canton Main Street Program 9/16
- Department Head Meeting 9/17
- PZC 9/17
- CTBPAB 9/22
- Meeting with Satan’s Kingdom LLC 9/25
- DPW-Police Dept-Land Use monthly meeting 9/25
- Aquifer Protection Inspections with DEEP

TOWN PLANNER CONTINUED

- Best Cleaners
- Davidson Chevrolet
- Suburban Sanitation Services
- Prestige BodyWerks
- JZ Truck Repair
- Route 44 Tire and Auto

PROJECT LOG

Project	July	August	Sept	2014 Yearly Total
Aquifer Protection	0	3	14	26
Zoning Regulation Rewrite	4	4	0	95
10 Dyer Cemetery	3	4	8	34
20 Colonial Road	0	3	0	11
Martinelli Subdivision	1	1	1	11
Design Regulations	10	8	6	147
POCD Update	0	0	3	33
Affordable Housing	2	2	1	21
IWWA Rewrite/ Map	1	2	3	8
Shoppes at Farmington Valley	2	0	1	8
EDA Initiatives	0	6	8	28
Collinsville Streetscape Design	2	4	3	63
Konover/ Sussman	8	2	3	38
Subdivision Regulations	0	3	1	9
Main Street Program	1	3	2	15.5
Satan's Kingdom LLC	4	13	18	35
Shallot Meadow Subdivision	3	1	1	14

WPCA

OPERATIONS

- The plant achieved 98 % BOD removal and 98 % Suspended Solids removal.
- The Effluent plant flow, monthly average decreased from .457 MGD to .416 MGD
- Rainfall total for the month is 1.39 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 2.5 % this month.
- Twelve loads of sludge were shipped by Synagro @ 78,000 gallons this month.

COLLECTION SYSTEM

- Lift station inspections were performed twice per week.
- Marked call before you dig locations.
- Connection to sewer system made for 10 Dyer Cemetery Road, Matterhorn Mini Golf
- Connection to sewer system made for 9 Forest Lane
- Collected connection fee for 14 North Street
- Collected connection fee for 59 River Road
- Dukes Root Control came in and performed chemical application on 2500 linear feet of sewer line

MAINTENANCE

- Monthly and weekly duties performed.
- Cleaning D.O. Probe in RBC Tank on a weekly basis
- 24 hour cleaning of sand filters

WPCA CONTINUED

- Cleaning 1 bank of UV bulbs each week
- Annual oil changes on outside equipment performed
- Annual take down and cleaning of Primary tank # 1

SAFETY AND TRAINING

- Performed test of all emergency exits signs and lights.
- Cleaning of emergency eyewash stations.
- Annual review and sign off of “Hazard Communication Plan ” (GHS)

ADMINISTRATIVE

- Generator ordered for Town Bridge pump station
- Attended DEEP Nitrogen Trading Program update in Hartford
- Sewer work and inspections have started on North Street
- Met with P. Dombrowski to work on a 10 year Capital Plan for the facility and pump stations

TOWN OF CANTON - BOARD ABSENTEE RECORD FOR PAST 12 MONTHS

		Conservation Commission																								# Days Absent	# Mtgs	% Absent
		Oct-13		Nov-13		Dec-13		Jan-14		Feb-14		Mar-14		Apr-14		May-14		Jun-14		Jul-14		Aug-14		Sep-14				
		10/23/13				12/18/13		1/22/14		2/26/14		3/26/14		4/23/14		5/28/14		6/25/14		7/23/14- No mtg		8/27/14			No Meeting	0	9	0%
Sara Faulkner	Member																									0	9	0%
Maureen Flynn	Secretary																									0	9	0%
Jay Kaplan	Chair																									0	9	0%
Wendy Madigan	Member																									1	9	11%
Hedy Barton	Member															1										1	9	11%
VACANT																										0	9	0%
VACANT																										0	9	0%
		# OF MEETING CANCELLED DUE TO LACK OF QUORUM																									1	
		Design Review Team																								# Days Absent	# Mtgs	% Absent
		Oct-13		Nov-13		Dec-13		Jan-14		Feb-14		Mar-14		Apr-14		May-14		Jun-14		Jul-14		Aug-14		Sep-14				
		10/22/13		11/26/13		12/17/13 CANCEL		1/28/14-Canceled		2/25/14- CANCEL		3/25/14		No Meeting Held		5/27/14		06/24/14- no mtg		7/22/14			No Meeting	No Chair/ No Quorum	0	7	0%	
Tracye Brats		1																								0	7	0%
James Harris																										1	7	14%
Gary Hath																										0	7	0%
Frank Mairano																										0	7	0%
VACANT																										0	7	0%
		# OF MEETING CANCELLED DUE TO LACK OF QUORUM																									12	
		Economic Development Agency																								# Days Absent	# Mtgs	% Absent
		Oct-13		Nov-13		Dec-13		Jan-14		Feb-14		Mar-14		Apr-14		May-14		Jun-14		Jul-14		Aug-14		Sep-14				
		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		4/22/14		5/13/14		6/10/14		7/8/14		8/7/14 Special Wrkshp	9/4/14 Special Workshop	9/9/14 9/16/14	0	11	0%	
Theresa Barger	Member																									0	11	0%
Robert Bessel	Chair					1		1	1														1	1		0	11	0%
Diana Boorjian	Member																									3	11	27%
Thomas Bradley	Member																									0	11	0%
Amy Parchen	Member					1						1												1		3	11	27%
VACANT	Alternate																									0	11	0%
VACANT	Alternate																									0	11	0%
		# OF MEETING CANCELLED DUE TO LACK OF QUORUM																									1	
		Energy Committee																								# Days Absent	# Mtgs	% Absent
		Oct-13		Nov-13		Dec-13		Jan-14		Feb-14		Mar-14		Apr-14		May-14		Jun-14		Jul-14		Aug-14		Sep-14				
		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		4/15/14		5/20/14		6/2/14	6/17/14	7/15/14			No Meeting	No Meeting	4	15	27%	
Ben Holden	Member	1						1	1		1														4	15	27%	
Candace Langlois	Member				1			1	1					1				1	1						7	15	47%	
David Madigan	Member				1			1	1																3	15	20%	
Nancy Miller	Member																								0	15	0%	
Bob Namnour	Member			1										1											2	15	13%	
Mark Quinlan	Member													1						1	1				3	15	20%	
Matthew Stone	Chair												1												1	15	7%	
		# OF MEETING CANCELLED DUE TO LACK OF QUORUM																									0	
		Inland Wetlands & Watercourses Agency																								# Days Absent	# Mtgs	% Absent
		Oct-13		Nov-13		Dec-13		Jan-14		Feb-14		Mar-14		Apr-14		May-14		Jun-14		Jul-14		Aug-14		Sep-14				
		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	04/10/14- Cancelled		5/8/14	5/27/14	6/12/14		7/10/14		8/14/14	8/26/14	9/1/14	2	14	14%	
Robert Bahre	Member						1																		2	14	14%	
Robert Oswald	Member																								0	14	0%	
David Shepard	Chair																								0	14	0%	
David Sinish	Member											1					1							1	3	14	21%	
Al Bombassei	Alternate																								1	14	7%	
Richard Van De Bogart, Jr.	Member												1											1	1	14	7%	
VACANT																									0	14	0%	
		# OF MEETING CANCELLED DUE TO LACK OF QUORUM																									0	
		Juvenile Review Board																								# Days Absent	# Mtgs	% Absent
		Oct-13		Nov-13		Dec-13		Jan-14		Feb-14		Mar-14		Apr-14		May-14		Jun-14		Jul-14		Aug-14		Sep-14				
				11/20 no bus.		12/18/13 CANCEL		1/15/14 - Cancel	No Mtgs			No Meeting Held		No Meeting Held		5/21/2014 no mtg		no meeting		no meeting		No Meeting	No Meeting	No Meeting	0	1	0%	
Lee Brown-Egan	Member																								0	1	0%	
Kelly Conway	Member																								0	1	0%	
Ben Mills	Member																								0	1	0%	
Ruth Small	Chair																								0	1	0%	
Elizabeth Taylor-Huey	Member																								0	1	0%	
Tracy Whittingslow	Member																								0	1	0%	
VACANT																									0	1	0%	
		# OF MEETING CANCELLED DUE TO LACK OF QUORUM																									0	
		Parks & Recreation Commission																								# Days Absent	# Mtgs	% Absent
		Oct-13		Nov-13		Dec-13		Jan-14		Feb-14		Mar-14		Apr-14		May-14		Jun-14		Jul-14		Aug-14		Sep-14				
		10/15/13		11/18/13		12/16/13		1/13/14	No Mtgs			No Meeting Held	4/21/14		5/12/14		6/16/14		7/21/14		8/18/14		9/15/14		0	11	0%	
Rebecca Andrews	Chair																					1			0	11	0%	
Christopher Eckert	Member																								0	11	0%	
Julius Fialkiewicz	Member																								0	11	0%	
Ben Holden	Member																						1		0	11	0%	
Todd Jacobs	Member			1																				1	2	11	18%	
VACANT																									0	11	0%	
VACANT																									0	11	0%	
VACANT																									0	11	0%	
		# OF MEETING CANCELLED DUE TO LACK OF QUORUM																									0	

TOWN OF CANTON - BOARD ABSENTEE RECORD FOR PAST 12 MONTHS

		Pension Committee												# Days Absent	# Mts	% Absent		
		Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14					
Matthew Carman	Member		11/13/13			2/20/14		No Meeting held	5/14/14			No Meeting	No Meeting	1	4	25%		
David Chellgren	Member					1								0	4	0%		
Michael "Ken" Griffin	Chair													0	4	0%		
Darrin Tulley	Member		1											1	4	25%		
Sergio Benedetti	Member													0	1	0%		
# OF MEETING CANCELLED DUE TO LACK OF QUORUM															1			
		Permanent Municipal Building Committee												# Days Absent	# Mts	% Absent		
		Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14					
Karen Berry	Member	10/1/13	11/17/13	12/5/13	1/7/14	2/4/14	3/4/14	4/1/14	5/6/14	6/3/14	7/8/14	8/5/14	Meeting	0	14	0%		
Ronald Dymicki	Member					1			1	1				3	14	21%		
David Madigan	Member							1				1		1	14	7%		
Peter Reynolds	Chair													0	14	0%		
# OF MEETING CANCELLED DUE TO LACK OF QUORUM															0			
		Planning & Zoning Commission												# Days Absent	# Mts	% Absent		
		Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14					
Keith August	Member	10/16/13	11/20/13	12/18/13	1/15/14	2/19/14	3/19/14	4/2/14	4/16/14	4/23/14	5/21/14	6/18/14	7/16/14	8/20/14	No Meeting	4	11	36%
David Bondanza	Chair	1					1		1	1		1	1		2	11	18%	
David Evens	Member						1	1	1	1		1	1		5	11	45%	
David Freeman	Alternate	1				1	1				1				4	11	36%	
John Huyghebaert	Member							1	1			1			3	11	27%	
Philip Pane	Member														0	11	0%	
Lansford Perry	Member							1	1						2	11	18%	
William Sarmuk	Member	1			1	1	1			1			1		6	11	55%	
Jonathan Thiesse	Member														0	11	0%	
# OF MEETING CANCELLED DUE TO LACK OF QUORUM															0			
		Water Pollution Control Authority												# Days Absent	# Mts	% Absent		
		Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14					
Paul Balavender	Member	10/1/13	11/5/13	12/13/13	1/7/14	2/4/2014 CANCEL	3/4/14	4/1/14	5/6/14	6/3/14	7/1/14	No Meeting	9/2/14	2	10	20%		
Stuart Greacen	Co-Chair		1	1										0	10	0%		
Matthew Stone	Member							1						1	10	10%		
Robert Suttmiller	Chair									1			1	1	10	10%		
VACANT														0	10	0%		
# OF MEETING CANCELLED DUE TO LACK OF QUORUM															0			
		Youth Services Bureau												# Days Absent	# Mts	% Absent		
		Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14					
Glenn Barger	Member	10/15/13	11/18/13	12/9/13	1/13/14		3/10/14	4/7/14	5/12/14	6/9/14	no meeting	8/11/14	No Meeting	3	10	30%		
Stan Krzanowski	Treasurer				1			1		1				0	10	0%		
Patricia Maloy	Co-Chair	1							1	1		1		3	10	30%		
Laura Meheran	Member				1									1	10	10%		
Sue Saidel	Co-Chair	1			1									2	10	20%		
Lorinda Snow	Secretary											1		0	10	0%		
VACANT														0	10	0%		
# OF MEETING CANCELLED DUE TO LACK OF QUORUM															0			
		Zoning Board of Appeals												# Days Absent	# Mts	% Absent		
		Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14					
Robert Brainard Jr.	Chair	10/21/13	11/18/13	12/9/13 CANCEL	1/13/14-Canceled	2/10/2014-CANCEL	3/10/14	04/14/14- Cancelled	5/12/14- no mtg	6/9/14	7/14/14	No Meeting	No Meeting	0	4	0%		
Gary Adajian	Member													0	4	0%		
Christopher Kerr	Member													0	4	0%		
Guerry Dotson	Member													0	4	0%		
Jennifer Barlow	Member													0	4	0%		
VACANT	Alternate									1				1	4	25%		
Frank Zazzamia	Member													0	4	0%		
VACANT	Alternate													0	4	0%		
# OF MEETING CANCELLED DUE TO LACK OF QUORUM															0			