

STAFF REPORT

AGENDA ITEM #: 19-86
COUNCIL MTG OF: July 16, 2019
FROM: Dave Caron, Town Administrator
OFFERED BY: Administration
PREPARED BY: Susan Hickey, Chief Financial Officer
SUBJECT: Fund Improvements from the Expendable Maintenance Trust Fund

INTRODUCTION: To fund improvements for building and ground improvements from the Expendable Maintenance Trust Fund. Resolution #2019-047 is attached.

TOWN ADMINISTRATOR COMMENTS

The Town Council is encouraged to approve the transfer of the expended funds for building and ground improvements in FY19 from the Expendable Maintenance Trust Fund, as contemplated during the FY 19 budget process.

BACKGROUND

The Town Council created an Expendable Maintenance Trust Fund pursuant to Resolution #2017-022. The purpose of the fund is to pay for improvements and major repairs to town facilities as may be identified during the annual budget process.

DISCUSSION

The Town has incurred expenses during the FY19 year, which now require the Town Council as the agents to expend to authorize those expenditures be funded by the Expendable Maintenance Trust Fund. Specifically, projects include carpet replacement in the DMC 3rd floor meeting room (\$14,600), replacement of the AC unit at the DMC server room (\$22,300), costs for a storage facility for fire equipment (\$113,828) and a generator for the fire station (\$38,717).

FISCAL IMPACT

The total amount expended for building and ground improvements at various town facilities during FY19 is \$189,445.00. It is these funds that are being recommended to be paid from the Expendable Maintenance Trust Fund.

RECOMMENDED ACTION & MOTION BY COUNCIL

I move the adoption of Resolution #2019-047 (please read the Resolution).