



STAFF REPORT

AGENDA ITEM #: 21-96
COUNCIL MTG OF: August 2, 2021
FROM: Dave Caron, Town Administrator
OFFERED BY: Administration
PREPARED BY: Administration
SUBJECT: Transfer of Funds Winter Maintenance Fund

INTRODUCTION: A portion of the FY21 unexpended appropriations is proposed to be transferred to the Winter Maintenance Fund.

TOWN ADMINISTRATOR COMMENTS

The Town Council is encouraged to approve the transfer of a portion of unexpended funds budgeted in FY 21 which will provide an emergency source of revenue to assist with snow removal activities should the recent trend of severe winter weather continue.

BACKGROUND

Due to staff turnover and the resulting temporary vacancies in FY 21, the Town under expended the total amount of funds appropriated by the Council. There are sufficient funds to transfer to the various capital reserve funds as directed by the Council under a previous Resolution, therefore, a recommendation is being made to transfer a portion of the savings into the Winter Maintenance Fund.

DISCUSSION

Historically, the Council has approved the transfer of some excess funds to the Winter Maintenance Funds, which provides the Department with capacity to address prolonged winter events. Without these funds, when faced with significant winter weather, the Department cannot implement other portions of its responsibilities, particularly the Road Maintenance Program, as funds are necessary for extraordinary winter maintenance expenses.

FISCAL IMPACT

Of the approximate \$1.6M unexpended appropriation (out of a \$50M+ budget), it recommended that \$150,000 be transferred to the Winter Maintenance Fund to help defray future snow removal expenses.

RECOMMENDED ACTION & MOTION BY COUNCIL

Please see Resolution #2021-053