

A Special Meeting of the Newfield Town Board was called to order by Supervisor Driscoll at 5:40 p.m. Present were: Councilperson Trask, Councilperson Laughlin, Councilperson Powers, and Supervisor Driscoll. Councilperson James was absent.

The purpose of the meeting was to discuss the 2012 Budget Modifications.

Supervisor Driscoll opened the meeting with the Pledge of Allegiance.

Old Business:

Supervisor Driscoll passed out new packet information concerning the proposed 2012 budget modifications. It was discussed there were many coding errors throughout the year. It was asked why the errors were just coming to light now rather than when it happened. Supervisor Driscoll stated that the errors had been noted during the year.

Supervisor Driscoll said he had been in communication with Williamson Law Book in setting up within the Town "Z Drive" a tool that department heads could go into the accounting module as a read only option to have the ability to see what is available in each fund line. Supervisor Driscoll would like to examine the process of when the Board should be looking at the vouchers, and how it is being done, making sure that time is not collapsing with a lot of vouchers coming in during a short period of time. Coding errors and other errors can be made during voucher time.

Councilperson Laughlin asked that the Board begin looking at the General Fund as there seemed to be a lot of problems there. Supervisor Driscoll stated that the type of analysis she was looking seeking would be better suited for the work session. Councilperson Laughlin replied that for her to feel comfortable moving money there had better be a reason why. Supervisor Driscoll stated the why is secondary. But in terms of fixing the problem now, it does not matter where it is coming from or why it happened. Councilperson Trask disagreed, it does matter. Councilperson Powers added that she felt what Supervisor Driscoll meant, was the modification needed to happen now in order to proceed to 2013. The mission is to close the 2012 books. Since the money has been spent and make sure everything is transferred properly, then move on to why there are overages in the various budget lines. Councilperson Trask remarked that he felt Supervisor Driscoll did not want to have a discussion concerning the overages this evening, rather pass the resolution, and then discuss it at the work session the 28th. It was important to him that the Board has some thoughtful discussion. He does not like the idea of transferring money without someone understanding what the Board is truly trying to do. Councilperson Powers suggested that they go through each budget line that is over budget and discuss it. The Board then proceeded to review the General Fund overages.

It was discussed that Department heads would need to be more accountable for their budget lines. If there is an overage of a budget line, the Department head would need to go to the Town Board and ask permission for the additional funds.

The Board then reviewed and discussed the Highway, Recreation, Water 1&2 and sewer funds overages.

Motion was made by Councilperson Laughlin to accept the proposed Resolution:

**RESOLUTION 8-2013
 2012 ADJUSTING BUDGET JOURNAL ENTRIES**

RESOLVED that the attached represent the 2012 adjusting budget journal entries,
 and

RESOLVED that the supervisor is directed to make these modifications to the 2012 budget.

HIGHWAY				
TO	To		FROM	
Repairs-Pers.Svc.	DA5110.1	\$2,869.02	Snow Removal	DA5142.1
Gas	DA5110.45	\$1,500.40	Snow Removal	DA5142.1
Diesel	DA5110.452	\$5,231.92	Snow Removal	DA5142.1
Misc. Cont.	DA5110.499	\$2,690.71	Snow Removal	DA5142.1
Tires	DA5130.462	\$83.64	Snow Removal	DA5142.1
Brush-Pers. Svc.	DA5140.1	\$953.35	Snow Removal	DA5142.1
ERS	DA9010.8	\$1,886.69	Snow Removal	DA5142.1
W/C	DA9040.8	\$13,977.54	Snow Removal	DA5142.1
W/C	DA9040.8	\$1,217.60	Snow Removal	DA5142.1
Health Ins.	DA9060.8	\$8,712.74	Snow Removal	DA5142.1
		\$39,123.61		

RECREATION				
TO			FROM	
Rec Admin-Cont	CR7020.4	\$1,833.81	Summer Camp	CR7310.11
Youth Pgm	CR7310.404	\$278.74	Youth Pgm-Cont	CR7310.4
Softball	CR7320.404	\$249.08	Youth Pgm-Cont	CR7310.4
Cheerleading	CR7320.405	\$824.73	Youth Pgm-Cont	CR7310.4
Soccer	CR7320.408	\$756.90	Youth Pgm-Cont	CR7310.4

New Prgms	CR7320.409	\$710.19	Youth Pgm-Cont	CR7310.4
ERS	CR9030.8	\$1,345.92	Ski Club	CR7320.407
Medicare	CR9035.8	\$313.49	Youth Pgm-Cont	CR7310.4
		\$6,312.86		

WATER 1				
TO			FROM	
Water Admin-Cont	SW1-8310.4	\$1,643.09	Source of Supply	SW1-8320.4
Trans/Dist	SW1-8340.1	\$130.00	Source of Supply	SW1-8320.4
ERC	SW1-9010.8	\$1,192.45	Source of Supply	SW1-8320.4
W/C	SW1-9040.8	\$886.00	Source of Supply	SW1-8320.4
Health Ins.	SW1-9060.8	\$254.11	Source of Supply	SW1-8320.4
		\$4,105.65		

WATER 2 FUND				
TO			FROM	
Water Admin-Equip	SW2-8310.2	\$31.88	Water Admin-Pers	\$31.88 SW2-8310.1
Purification	SW2-8330.4	\$459.94	Water Admin-Pers	\$459.94 SW2-8310.1
Trans/Dist	SW2-8340.4	\$1,922.97	Water Admin-Pers	\$1,922.97 SW2-8310.1
ERS	SW2-9010.8	\$1,192.45	Water Admin-Pers	\$1,192.45 SW2-8310.1
W/C	SW2-9040.8	\$886.00	Water Admin-Pers	\$886.00 SW2-8310.1
Health Ins	SW2-9060.8	\$37.78	Water Admin-Pers	\$37.78 SW2-8310.1

Bond	SW2-9710.6	\$5,000.00	Water Admin-Pers	\$461.86	SW2-8310.1
			Source of Supply	\$1,926.71	SW2-8320.4
			Source of Supply	\$1,629.28	SW2-8320.2
			ERS	\$497.55	SW2-9030.8
			DSB	\$274.00	SW2-9055.8
			Medicare	\$115.84	SW2-9035.8
		\$9,531.02		\$9,436.26	
		(\$94.76)	(need from another fund)?		

SEWER FUND					
TO			FROM		
Admin-Pers.Sv.	SS1-8110.1	\$4,665.86	Contingency		SS1-9199.4
ERS	SS1-9010.8	\$648.92	Sanitary Sewers		SS1-8120.4
Social Sec.	SS1-9030.8	\$219.04	Sanitary Sewers		SS1-8120.4
Medicare	SS1-9035.8	\$51.69	Sanitary Sewers		SS1-8120.4
		\$5,585.51			

Motion was made by Councilperson Trask to accept the proposed Resolution.

Vote: Councilperson Trask: AYE, Councilperson Laughlin: AYE, Councilperson Powers: AYE, Supervisor Driscoll: AYE, Councilperson James: ABSENT. Motion carried.

Motion was made Councilperson to Trask adopt proposed **Resolution 9-2013**

RESOLVED that the attached represent the 2012 accruals, and
RESOLVED that the Supervisor is directed to make these modifications to the 2012 budget.

Accruals for 2012		
CR(Recreation)		
	\$1500 for ski bus	expense in 2012 but not billed yet
2012		
Credit	CR600	
		\$
Debit	CR7320.407	1,500.00
2013		
Debit	CR600	\$1,500.00
Credit	CR200	\$1,500.00

DA(Highway)		
	\$1,217.60	Glatfelter Brokerage Services (2012 audit)
2012		pd 2/14/13
Credit	DA600	
Debit	DA9040.8	\$1,217.60
Debit	DA600	\$1,217.60
Credit	DA200	\$1,217.60

Councilperson Laughlin seconded the motion.

Vote: Councilperson Trask: AYE, Councilperson Laughlin: AYE, Councilperson Powers: AYE, Supervisor Driscoll: AYE, Councilperson James: ABESNT. Motion carried.

Councilperson Trask thanked Supervisor Driscoll for the time effort and patience involved with going through everything tonight. He felt it was time well spent.

Motion was made to adjourn the meeting at 7:35 p.m.

Respectfully Submitted,

February 28, 2013

Karen Miller Kenerson
Town Clerk