

**TOWN OF NEWTOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST**

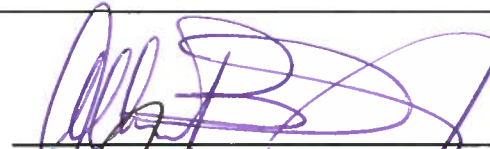
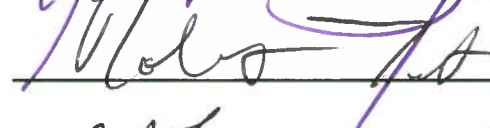
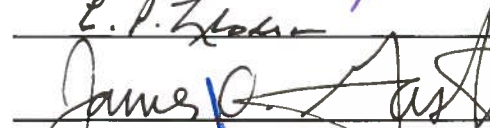
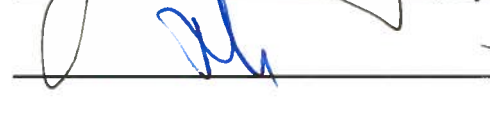

FISCAL YEAR **2014 - 2015** DEPARTMENT **Information Technology** DATE **12/15/14**

	<u>Account</u>	<u>Amount</u>	
FROM:	1-101-24-570-5899-0000CONTINGENCY	(7,000)	USE NEGATIVE AMOUNT
	.		
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	.		
TO:	1-101-11-205-5744-0000EQUIPMENT - TECHNOLOGY	7,000	USE POSITIVE AMOUNT
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REASON: HARDWARE FOR NUTMEG PROJECT IMPLEMENTATION. SEE ATTACHED MEMO & QUOTE.

AUTHORIZATION:

- (1) DEPARTMENT HEAD
- (2) FINANCE DIRECTOR
- (3) SELECTMAN
- (4) BOARD OF SELECTMEN
- (5) BOARD OF FINANCE
- (6) LEGISLATIVE COUNCIL

date:
15 Dec 14
12/15/14

1/12/15

AUTHORIZATION SIGN OFF
 FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)
 >>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF
 AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

From: [Miles, Al](#)
To: [Tait, Bob](#)
Subject: Hardware to implement the Nutmeg Project
Date: Friday, December 12, 2014 10:45:06 AM
Attachments: [Town of Newtown - Op71 - Nutmeg Network Equipment 110960 QU18066 \(1\).pdf](#)

Bob,

The town was given a grant of \$55,080 to implement the Nutmeg project, which will provide a high speed network connection into the State of Connecticut's data network. This network, which is known as the Public Safety Data Network (PSDN), will be connected to the Police Department and provide internet access to the town and allow the Police Department to tie into interconnected statewide public safety systems to assist the PD in investigative matters and other police duties. The PSDN will also replace the current Charter Communications internet connection which will result in reducing annual expenses in this area from \$16,000 to approximately \$5,000.

The grant covers the implementation costs for running fiber from the Police Department building to the Municipal Center and the required network configuration changes to activate the system. The grant does not cover the required hardware to establish a connection with the newly installed fiber optic lines. Attached you will find a quote of \$6,315.44 for the required hardware and I have estimated an additional \$700 for labor expenses. I am requesting \$7,000 for the hardware and associated labor to complete the Nutmeg Project.

Al Miles
Director, IT Technology and GIS
3 Primrose Street
Newtown, Connecticut 06470
Al.Miles@newtown-ct.gov
(203) 270-4268 Voice
(203) 270-6118 Facsimile



Date 11-13-14

Proposal # 110960_QU18066

Oppty # 110960-OP71

Nutmeg Network Equipment

SOLD TO:

Town of Newtown
Al Miles
3 Primrose St.
Newtown, CT 06470
2032704270
Al.miles@newtown-ct.gov

SHIP TO:

Town of Newtown
Al Miles
3 Primrose St.
Newtown, CT 06470
2032704270
Al.miles@newtown-ct.gov

Atrion Networking Corporation
Alison Rossi
125 Metro Center Blvd
Warwick, RI 02886
(401) 825-4339
arossi@atrion.net
Fax: (401) 633-6766

Part Number	Description	Qty	Unit Price	Extended
Product				
J9151A	ProCurve Gigabit Ethernet SFP+ Transceiver - 1 x 10GBase-LR	4	\$1,535.70	\$6,142.80
246863	COMPU-LINK LCCSCCD3-UPSM 2-F JUMPER 10FT/3MT 8.3/125 LC TO SC CERAMIC TIP ULTRA POLISH OS2	4	\$43.16	\$172.64
Product Total				\$6,315.44

Note: a. Pricing does not include any federal, state, municipal or other foreign government duty or taxes (such as sales, use, etc.). Applicable Sales Tax is collected in MA, ME, VT, CT, RI, NJ, NY, VA, and CA. Atrion is a RI based corporation and its Taxpayer Identification Number (TIN) is 05-0431547. b. Actual freight charges will be charged at the time of invoicing.

This agreement constitutes an offer by Atrion to perform the services described herein. This offer expires 30 days from Nov 13, 2014 unless executed by both parties.

Customer Acknowledgement:

I, the client, agree to the terms and conditions of this agreement. I understand that failure to abide by this policy may result in suspended work performance or "on hold" status for future required service if necessary.

Authorized Client Signature

Print Name

Date

TOWN CONTINGENCY ACCOUNT

Newtown

Trans #	T / F	Date	Description	Orig Budget	Transfers	Adj Appropriation	Encumbered	Ytd Expended	Balance	%Exp
				\$250,000.00	(\$97,437.00)	\$152,563.00	\$0.00	\$0.00	\$152,563.00	0.00%
<u>Transfers</u>										
4422	F	7/17/2014	p and r contract LC 07 16 2014					\$23,595.00		
4422	F	7/17/2014	municipal bldg plan LC 07 16 2014					\$17,615.00		
4422	F	7/17/2014	ECC contract LC 07 16 2014					\$27,227.00		
14402	F	9/18/2014	LC 9 17 2014					\$29,000.00		
			Transfers In	\$0.00			Transfers Out	\$97,437.00		
Fund			101 GENERAL FUND	\$250,000.00	(\$97,437.00)	\$152,563.00	\$0.00	\$0.00	\$152,563.00	0.00%
			Energy audit						(49,603)	
			Permit system						(30,000)	
			Nutmeg system hardware						(7,000)	
			EOC UPS replacement						(8,500)	
			Balance						57,460	

**TOWN OF NEWTOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST**

FISCAL YEAR **2014 - 2015** DEPARTMENT **Selectmen** DATE **12/29/14**

	<u>Account</u>	<u>Amount</u>	
FROM:	1-101-24-570-5899-0000CONTINGENCY	(50,000)	USE NEGATIVE AMOUNT
	.		
	.		
	.		
TO:	1-101-11-100-5350-0000PROFESSIONAL SERVICES - LEGAL	50,000	USE POSITIVE AMOUNT
	.		
	.		
	.		
	.		
	.		

REASON: SEE ATTACHED DETAIL.

AUTHORIZATION: date:

(1) DEPARTMENT HEAD

o/a

(2) FINANCE DIRECTOR

[Signature]

12/29/14

(3) SELECTMAN

[Signature]

1/5/15

(4) BOARD OF SELECTMEN

E. P. [Signature]

(5) BOARD OF FINANCE

[Signature]

1/14/15

(6) LEGISLATIVE COUNCIL

AUTHORIZATION SIGN OFF

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)

>>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6)

ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

SELECTMEN - LEGAL ACCOUNT 2015-16

Budget 135,000

12/29/2014

Vendor Name	Invoice #	CK #	Date	Description	Amount	Sub Total	Description
COHEN & WOLF	610079	15356	9/4/2014	MATTER 140923-023	5,000		MONTHLY RETAINER
COHEN & WOLF	612213	15864	10/2/2014	MATTER 140923-023	5,000		
COHEN & WOLF	613451	16508	11/13/2014	MATTER 140923-023	5,000		
COHEN & WOLF	615496	16704	11/26/2014	MATTER 140923-023	5,000		
COHEN & WOLF	618299	17024	12/23/2014	MATTER 140923-023	5,000	25,000	
COHEN & WOLF	612190	16068	10/16/2014	MATTER 140923-388	202	202	TAX ASSESSMENT APPEAL HOMESTEADS AT NEWTOWN
COHEN & WOLF	613455	16508	11/13/2014	MATTER 140923-412	1,110		TAX FORECLOSURE - KEATING, ALICE 154 GREAT QUARTER ROAD
COHEN & WOLF	618170	17024	12/23/2014	MATTER 140923-412	185	1,295	
COHEN & WOLF	613456	16508	11/13/2014	MATTER 140923-417	898		TAX FORECLOSURE - BLOCK, IDA & DAVID 39 BOTSFORD HILL ROAD
COHEN & WOLF	618171	17024	12/23/2014	MATTER 140923-417	470	1,368	
COHEN & WOLF	613457	16508	11/13/2014	MATTER 140923-418	100	100	TAX FORECLOSURE POVERTY HOLLOW
COHEN & WOLF	140923-446	15356	9/4/2014	MATTER 140923-446	238		HIGH SCHOOL CONSTRUCTION (TO BE RECLASSIFIED TO CAPITAL PROJECT)
COHEN & WOLF	612193	15864	10/2/2014	MATTER 140923-446	3,553		
COHEN & WOLF	613458	16508	11/13/2014	MATTER 140923-446	70		
COHEN & WOLF	615503	16704	11/26/2014	MATTER 140923-446	452	4,313	
COHEN & WOLF	610360	15356	9/4/2014	MATTER 140923-450	748		POLICE COMMISSION MATTERS
COHEN & WOLF	612273	15864	10/2/2014	MATTER 140923-450	522		
COHEN & WOLF	613803	16508	11/13/2014	MATTER 140923-450	70		
COHEN & WOLF	615743	16888	12/11/2014	MATTER 140923-450	1,288	2,627	
COHEN & WOLF	612194	15864	10/2/2014	MATTER 140923-462	278		TAX FORECLOSURE DREHER
COHEN & WOLF	613459	16508	11/13/2014	MATTER 140923-462	1,372	1,650	
COHEN & WOLF	613460	16508	11/13/2014	MATTER 140923-475	320	320	NEWTOWN SAVINGS BANK (RAFFIE ARYEH)
COHEN & WOLF	610069	15356	9/4/2014	MATTER 140923-477	576		RELOCATION OF EDMOND ROAD - HARRIET EDWARDS TRUST
COHEN & WOLF	615504	16704	11/26/2014	MATTER 140923-477	192		
COHEN & WOLF	618173	17024	12/23/2014	MATTER 140923-477	224	992	
COHEN & WOLF	610272	15356	9/4/2014	MATTER 140923-484	832	832	TAX ASSESSMENT APPEAL PINECREST ESTATES
COHEN & WOLF	610072	15356	9/4/2014	MATTER 140923-486	1,340		TAX ASSESSMENT APPEAL WALGREEN
COHEN & WOLF	612197	15864	10/2/2014	MATTER 140923-486	1,691		
COHEN & WOLF	613463	16508	11/13/2014	MATTER 140923-486	52	3,083	
COHEN & WOLF	610073	15356	9/4/2014	MATTER 140923-499	988		TAX ASSESSMENT APPEAL DEGAN, CHRISTINE 62 CASTLE MEADOW RD
COHEN & WOLF	612199	15864	10/2/2014	MATTER 140923-499	312	1,300	
COHEN & WOLF	612201	15864	10/2/2014	MATTER 140923-505	338	338	TAX ASSESSMENT APPEAL PETER DAMICO 90 MT PLEASANT ROAD

Vendor Name	Invoice #	CK #	Date	Description	Amount	Sub Total	Description
COHEN & WOLF	612274	15864	10/22/2014	MATTER 140923-507	1,148		POLICE MATTER
COHEN & WOLF	613804	16508	11/13/2014	MATTER 140923-507	589		
COHEN & WOLF	610361	15637	9/18/2014	MATTER 140923-507	1,564	3,301	
COHEN & WOLF	610362	15356	9/4/2014	MATTER 140923-511	1,156		WOLFGANG HALBIG - FOIA
COHEN & WOLF	612275	15864	10/22/2014	MATTER 140923-511	1,218		
COHEN & WOLF	613805	16508	11/13/2014	MATTER 140923-511	1,832		
COHEN & WOLF	618613	17024	12/23/2014	MATTER 140923-511	696	4,902	
COHEN & WOLF	610273	15356	9/4/2014	MATTER 140923-512	598		TAX ASSESSMENT APPEAL NAUGHTON, BRENDAN & AMY
COHEN & WOLF	512237	15864	10/22/2014	MATTER 140923-512	572		
COHEN & WOLF	613791	16508	11/13/2014	MATTER 140923-512	494		
COHEN & WOLF	615589	16704	11/26/2014	MATTER 140923-512	338		
COHEN & WOLF	618128	17024	12/23/2014	MATTER 140923-512	1,144	3,146	
COHEN & WOLF	610077	15356	9/4/2014	MATTER 140923-514	286		TAX ASSESSMENT APPEAL 117 MT PLEASANT ROAD
COHEN & WOLF	612204	15864	10/22/2014	MATTER 140923-514	728		
COHEN & WOLF	613468	16508	11/13/2014	MATTER 140923-514	1,248		
COHEN & WOLF	615509	16704	11/26/2014	MATTER 140923-514	234		
COHEN & WOLF	618178	17024	12/23/2014	MATTER 140923-514	104	2,600	
COHEN & WOLF	610078	15356	9/4/2014	MATTER 140923-515	338		TAX ASSESSMENT APPEAL 59 MOHAWK TRAIL
COHEN & WOLF	612205	15864	10/22/2014	MATTER 140923-515	416		
COHEN & WOLF	613469	16508	11/13/2014	MATTER 140923-515	286		
COHEN & WOLF	618179	17024	12/23/2014	MATTER 140923-515	624	1,664	
COHEN & WOLF	612207	15864	10/22/2014	MATTER 140923-517	220		TAX FORCLOSURE NESPECO 250 BERKSHIRE ROAD
COHEN & WOLF	613471	16508	11/13/2014	MATTER 140923-517	1,104	1,324	
COHEN & WOLF	612208	15864	10/22/2014	MATTER 140923-518	220		TAX FORCLOSURE LEECH
COHEN & WOLF	613472	16508	11/13/2014	MATTER 140923-518	495		
COHEN & WOLF	615511	16704	11/26/2014	MATTER 140923-518	19	733	
COHEN & WOLF	618614	17024	12/23/2014	MATTER 140923-519	209	209	MATTHEW A. DEANGELIS - FOIA
COHEN & WOLF	610613	15356	9/4/2014	MATTER 309651-001	2,570	2,570	NEWTOWN RECOVERY & RESILIENCY
CT DEPARTMENT OF LABOR		15148	8/21/2014	CASE # 2015-A-0025	25		
CT DEPARTMENT OF LABOR	2015-A-0036	15388	9/4/2014	JOHN MOORE LONGENTIVY	25	50	MISC
CT. COALITION FOR JUSTICE IN		15648	9/18/2014	MEMBERSHIP DUES	5,000	5,000	LEGAL ACTION FOR PROPER STATE EDUCATION FUNDING
FIDELITY NATIONAL TITLE INS	5014195	16290	10/30/2014	SEARCH AND EXAM36	185	185	MISC

Vendor Name	Invoice #	CK #	Date	Description	Amount	Sub Total	Description
KAINEN ESCALERA AND MCHALE	51284	15437	9/4/2014	2014 POLICE	992		
KAINEN ESCALERA AND MCHALE	51577	15924	10/2/2014	2014 POLICE	528		LABOR NEGOTIATIONS & ISSUES
KAINEN ESCALERA AND MCHALE	82151	16556	11/13/2014	2014 POLICE	4,293		
KAINEN ESCALERA AND MCHALE	82610	16759	11/26/2014	2014 POLICE	2,525		
KAINEN ESCALERA AND MCHALE	83025	16928	12/11/2014	CASE NO. 2015-A-0025	1,398		
KAINEN ESCALERA AND MCHALE	83027	16928	12/11/2014	CASE NO. ME-31162	7,101		
KAINEN ESCALERA AND MCHALE	51285	15437	9/4/2014	FROEHLICHHEART &	1,336		
KAINEN ESCALERA AND MCHALE	51578	15924	10/2/2014	FROEHLICHHEART &	216		
KAINEN ESCALERA AND MCHALE	82670	16759	11/26/2014	FROEHLICHHEART &	792		
KAINEN ESCALERA AND MCHALE	83000	16928	12/11/2014	FROEHLICHHEART &	1,695		
KAINEN ESCALERA AND MCHALE	51576	15924	10/2/2014	GENERAL CONSULTATION	1,536		
KAINEN ESCALERA AND MCHALE	82150	16556	11/13/2014	GENERAL CONSULTATION	96		
KAINEN ESCALERA AND MCHALE	82607	16759	11/26/2014	GENERAL CONSULTATION	744		
KAINEN ESCALERA AND MCHALE	82997	16928	12/11/2014	GENERAL CONSULTATION	576		
KAINEN ESCALERA AND MCHALE	51286	15437	9/4/2014	MPP-30989	96		
KAINEN ESCALERA AND MCHALE	82153	16556	11/13/2014	MPP-30989	1,014		
KAINEN ESCALERA AND MCHALE	82154	16556	11/13/2014	MPP-31131	120		
KAINEN ESCALERA AND MCHALE	82614	16759	11/26/2014	MPP-31131	1,494		
KAINEN ESCALERA AND MCHALE	82609	16759	11/26/2014	SBMA CASE 2013-A-0429	384		
KAINEN ESCALERA AND MCHALE	82612	16759	11/26/2014	SBMA CASE 2014-A-0324	894		
					96,935	96,935	
						38,065	
						(35,000)	
						(50,000)	
						50,000	
						3,065	

Available at 12/29/2014
Retainer next 7 mths (35,000)
Estimate for next 6 mths (50,000)
Additional appropriation required 50,000

RECAP:	TAXES	19,955
	POLICE MATTERS	5,928
	FREEDOM OF INFO	5,111
	LABOR	27,830
	RETAINER	25,000
	OTHER	13,110
		96,935

**TOWN OF NEWTOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST**

FISCAL YEAR **2014 - 2015** DEPARTMENT **Information Technology** DATE **12/15/14**

	<u>Account</u>	<u>Amount</u>	
FROM:	1-101-24-570-5899-0000CONTINGENCY	(30,000)	USE NEGATIVE AMOUNT
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	.		
TO:	1-101-11-205-5445-0000SOFTWARE/HARDWARE MAINTENANCE FEES	30,000	USE POSITIVE AMOUNT
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	.		

REASON: **IMPLEMENT WEB BASED PERMIT SYSTEM. SEE ATTACHED MEMO.**

AUTHORIZATION:

- (1) DEPARTMENT HEAD
- (2) FINANCE DIRECTOR
- (3) SELECTMAN
- (4) BOARD OF SELECTMEN
- (5) BOARD OF FINANCE
- (6) LEGISLATIVE COUNCIL

[Handwritten signatures in purple, blue, and black ink over horizontal lines]

date:
15-DEC-14
12/15/14
1/5/15
1/12/15

AUTHORIZATION SIGN OFF

 FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)
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 AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) **ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF**

12 20
From: [Miles, Al](#)
To: [Tait, Robert](#)
Subject: Implementation of Automated Land and Building Permit System
Date: Friday, December 12, 2014 2:39:22 PM

Bob,

The Information Technology Department, working with the Buildings, Land Use, Tax, Assessors and DPW, departments, is ready to implement a web based permit system. This system will provide residents and contractors the ability to begin preparing the paperwork required to obtain various types of permits. The system, called Viewpoint, is online in 22 Connecticut cities or towns with at least 5 additional municipalities in the process of implementing the software. Stamford, Milford, New Haven and Simsbury are examples of municipalities online, while Westport, Brookfield and New Milford are in the planning stages or in the process of installing the software.

Viewpoint will also route the permits to the required departments for approval or rejections and allow departments to follow up with residents and contractors for additional information as required. Viewpoint will check tax records to ensure that permits are not issued to delinquent taxpayers and the system will also notify the Assessors Office when new structures or significant improvements are made to properties and homes. This system will save time and provide convenience to Newtown residents. The first year's implementation expenses are \$30,000 with an annual recurring expense of approximately \$5,000.

Al Miles
Director, IT Technology and GIS
3 Primrose Street
Newtown, Connecticut 06470
Al.Miles@newtown-ct.gov
(203) 270-4268 Voice
(203) 270-6118 Facsimile

TOWN CONTINGENCY ACCOUNT

Newtown

Orig Budget	Transfers	Adj Approp	Encumbered	Ytd Expended	Balance	%Exp
\$250,000.00	(\$97,437.00)	\$152,563.00	\$0.00	\$0.00	\$152,563.00	0.00%

Transfers

Trans #	T / F	Date	Description	Amount
4422	F	7/17/2014	p and r contract LC 07 16 2014	\$23,595.00
4422	F	7/17/2014	municipal bldg plan LC 07 16 2014	\$17,615.00
4422	F	7/17/2014	ECC contract LC 07 16 2014	\$27,227.00
14402	F	9/18/2014	LC 9 17 2014	\$29,000.00

Transfers In	\$0.00	Transfers Out	\$97,437.00
Fund	101 GENERAL FUND		\$152,563.00
			\$0.00
			\$152,563.00
			0.00%

Energy audit (49,603)
Permit system (30,000)
Nutmeg system hardware (7,000)
EOC UPS replacement (8,500)
Balance 57,460

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR

2014 - 2015

DEPARTMENT

Public Works

DATE

11/13/14

FROM: Account
1-101-24-570-5899-0000 CONTINGENCY

Amount
(49,603.00)

USE NEGATIVE
AMOUNT

TO: 1-101-13-500-5300-0000 FEES & PROFESSIONAL SERVICES

49,603.00

USE POSITIVE
AMOUNT

REASON:

We have concluded our contract arrangement with Ameresco for an investment grade audit. This is the final payment for that effort.

AUTHORIZATION:

(1) DEPARTMENT HEAD

Fred Hurley
Wes [Signature]

date:

11/21/14

(2) FINANCE DIRECTOR

(3) SELECTMAN

C. P. [Signature]

(4) BOARD OF SELECTMEN

James P. [Signature]
[Signature]

12/15/14

(5) BOARD OF FINANCE

1/12/15

(6) LEGISLATIVE COUNCIL

AUTHORIZATION SIGN OFF

FIRST 335 DAYS

>>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)
>>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS

>>>>(1), (2), (3), (5) & (6)

ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF