

TOWN OF CHATHAM
FINANCE DEPARTMENT REPORT
January 18, 2018

Tammy Shaw, Budget Officer
David Rubel, Account Clerk

- Submitted Hudson River Greenway Grant Reimbursement for 2017: (Claim \$6,306.60/ 50%: \$3,153.30)
- Submitted County Rte. 13 Snow Plow Billing (Nov 2017: \$ 2,030.56 , Dec 2017: \$6,969.15)
- Submitted FEMA Reimbursement for 2017 (\$ 27,300)
- Computers: Savings. Discussed with Rick Juliano, County IT Mgr., where County purchases their computers. I was introduced to P & J Computers and was able to purchase computers through AGG BUY state contract with a tremendous savings. Budget: \$1200 per computer unit/ Contract cost: Desktop \$ 500 per computer, \$ 599.27 per laptop. This savings will allow us to purchase a firewall at the Town Hall and an extra laptop for Recreation Department.
- Town Emails: Process of changing over. Will cost \$120/year per email.
- NUBK to Bank of Greene County: Met w/Don 1/8/18 @ 1PM, changing over bank accounts. Emailed Lisa Gill. Waiting for Bank of Greene County to establish accounts. (Per Town Board)
- Retiree Health Insurance (Paid Annually for 2018- 4 Retirees) Savings when paid annually.
- Data Entry: 2018 Budget in QB
- Transfers for over budget expenses to be done in February after all 2017 invoices paid.
- January 2017- December 2017 TO-Date. (2017 Revenues rec'd & 2017 Expenses paid in 2018 to be added for next month report)

FUND	2017 BUDGET	2017 REVENUE TO DATE	DIFFERENCE	EXPENSES
A	\$ 925,162.00	\$ 994,685.60	\$ 69,523.60	\$ 775,510.67
B	\$ 105,779.00	\$ 122,611.37	\$ 16,832.37	\$ 83,871.37
DA	\$ 310,552.00	\$ 321,813.63	\$ 11,261.63	\$ 204,449.08
DB	\$ 1,594,013.00	\$ 1,525,055.97	\$(68,957.03)	\$ 1,569,477.41
TOTAL	\$ 2,935,506.00	\$ 2,964,166.57		\$ 2,633,308.53
H (Bond)		\$ 358,853.66		\$ 358,714.18
TOTAL		\$ 358,853.66		\$ 358,714.18
STREET LIGHT				
SL1 EC	\$ 3,800.00			\$ 3,004.38
SL2 NC	\$ 4,225.00			\$ 3,120.15
SL3 KL	\$ 7,500.00			\$ 7,370.24
TOTAL	\$ 15,525.00	\$ 15,528.92		\$ 13,494.77
FIRE				
Chatham	\$ 35,039.00	\$ 35,039.02		\$ 35,039.02
EC	\$ 75,198.00	\$ 75,198.07		\$ 75,198.07
Kinderhook Lake	\$ 25,465.00	\$ 25,465.00		\$ 25,465.00
Red Rock	\$ 9,500.00	\$ 10,386.71		\$ 10,386.71
Tri-Village	\$ 193,800.00	\$ 193,799.95		\$ 193,799.95
TOTAL	\$ 339,002.00	\$ 339,888.75		\$ 339,888.75
GRAND TOTAL	\$3,290,033.00	\$ 3,678,437.90		\$ 3,345,406.23

Revenue to be added:

- 4th Qtr Sales Tax (DB)
- Due from other Government (Snow Plowing) (DB)
- FEMA (DB)

Expenses to be added:

- 2017 Invoices paid on January 19, 2018.

- January 12, 2018 Payroll Processed. 12/25-12/31/17 at old rate. 1/1-1/7/18 at new rate.
- January vouchers to be approved January 18, 2018 and processed on January 19, 2018.AP:
Vouchers to be paid
- Process (2) resignations, Process (2) New Hires
- Reminder Emails Sent to Departments:
 - Department Heads must sign off on vouchers. Not Clerks.
 - Vouchers and Payroll due to Finance Department.
- MISC:
 - Cleaned basement
 - Set up supplies for Cleaner: Trash bags, Toilet tissue, towels, soap, Recycle Can

Respectfully Submitted,

Tammy Shaw

Tammy Shaw
Budget Officer