

## GENERAL FUND BUDGET FY 2014/2015

	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 Dept Head Requested	2015 Bd Selectmen Proposed	2015 Bd Finance Proposed	
<b>102 - Assessor's Office</b>							
<b>100 Personnel Services</b>							
211 Assessor	77,881	78,412	78,412	80,363	80,363	80,363	2.49%
311 Assessment Aides	77,175	81,656	81,656	83,831	83,831	83,831	2.66%
316 Longevity	100	100	100	100	100	100	0.00%
412 PT Clerical	1,306	1,613	1,613	1,613	1,613	1,128	-30.07%
<b>Personnel Services Total</b>	<b>156,463</b>	<b>161,781</b>	<b>161,781</b>	<b>165,907</b>	<b>165,907</b>	<b>165,422</b>	2.25%
<b>200 Services-Contracted/Operating</b>							
216 Service Contracts	25,095	25,793	25,793	26,172	26,172	26,172	1.47%
239 Contracted Operating Services	1,583	3,500	3,500	3,500	3,500	3,500	0.00%
700 Personal Property Software							
<b>Services-Contracted/Operating Total</b>	<b>26,678</b>	<b>29,293</b>	<b>29,293</b>	<b>29,672</b>	<b>29,672</b>	<b>29,672</b>	1.29%
<b>300 Operating Expenses</b>							
242 Professional Conventions/Con	995	2,110	2,110	2,110	2,110	2,110	0.00%
246 Transportation Allowance	513	719	719	732	732	632	-12.10%
320 Misc Supplies	3,136	4,205	4,205	3,705	3,705	3,605	-14.27%
<b>Operating Expenses Total</b>	<b>4,644</b>	<b>7,034</b>	<b>7,034</b>	<b>6,547</b>	<b>6,547</b>	<b>6,347</b>	-9.77%
<b>Assessor's Total</b>	<b>187,785</b>	<b>198,108</b>	<b>198,108</b>	<b>202,126</b>	<b>202,126</b>	<b>201,441</b>	1.68%

# TOWN OF EAST LYME

**FY 2014/2015**

Dept No. 102

Budget Input

Dept Name Assessor's Office

21-Apr-14

Acct.	Account Description	14/15 Budget	Supporting Description of Activity
<b>100 Personnel Services</b>			
211	Assessor	80,363	Department Head, non-union position. Maximum salary. COLA to be determined.
311	Assessment Aides	83,831	Includes funding for two (2) full time positions: Assistant Assessor and Assessment Technician. Positions are Local 1303-229 of council #4AM Federation of State, County and Municipal Employees Union.
314	Overtime		
316	Longevity	100	One (1) staff member qualifies per union contract.
412	PT Clerical	1,128	Funding for part-time student (June, July, August and December) to assist office personnel with public inquires and clerical tasks during tax season. Student is shared between the Collector and Assessor's offices. <b>BoF reduction \$485.</b>
<b>Personnel Services Total</b>		<b>165,422</b>	
<b>200 Services-Contracted/Operating</b>			
216	Service Contracts	26,172	Service contracts for annual maintenance and support of various assessment programs and equipment which are utilized to process Town's grand list. Breakdown of services contracts are as follows: <b>Tighe &amp; Bond</b> - annual tax map updates = \$5,750.00; <b>Vision</b> - maintenance & support CAMA (computer mass appraisal) system, web hosting of property record cards, software licenses = \$9,750.00; <b>R. Walsh Associates</b> - administrative software maintenance & support that interacts with Tax Collector programs = \$10,322.00; <b>Design Label</b> - maintenance & support for map machine = \$350.00
239	Contracted Operating Services	3,500	Independent contractors providing services for personal property audits (\$3,200.00) and valuing various types of vehicles and equipment \$300.00).

Acct.	Account Description	14/15 Budget	Supporting Description of Activity
700	Personal Property Software		N/A software purchased
<b>Services-Cont/Operate Total</b>		<u>29,672 .</u>	

Acct.	Account Description	14/15 Budget	Supporting Description of Activity
<b>300 Operating Expenses</b>			
242	Professional Conventions/Cont	2,110	Education courses, seminars, conferences, association memberships and Assessor's school. Courses preapproved in order to maintain State certification.
246	Transportation Allowance	632	<b><u>BoF reduction \$100</u></b>
320	Miscellaneous Supplies	3,605	Office supplies, grand list binding and printing, special grand list paper, printer toners, personal property declarations, motor vehicle pricing guides, mapping paper and real estate appraisal guides. <b>First Selectman reduced \$4,205 by \$500 to \$3,705. <u>BoF reduction \$100</u></b>
<b>Operating Expenses Total</b>		<b>6,347</b>	
<b>Assessor Dept Total</b>		<b>201,441</b>	

**TOWN OF East Lyme**  
**Account 242 - Professional Conventions**  
**Fiscal Year 2014/2015**

Department	
Name	No.
Assessor	102

This form is used to provide budget data on local, state and national conferences and seminars which are beneficial.

List the name of the organization and the anticipated annual fees for the ensuing fiscal year. Attach, as support, any state law or documentation that mandates you must attend this training.

Seminar Title & Location	Employee attending	Anticipated Expenses				Total
		Lodging	Travel	Registration fee	Other (incl per diem)	
International Assoc of Assessing Officers Annual Conference	Donna Price-Bekech					1,200
UCONN - Annual Assessor's School	Any one (1) staff member					
(note: travel for UCONN included in mileage)	per year					350
Other expenses include, county dues, state and county meetings, seminars, clerical courses						560
<b>Total</b>						<b>\$ 2,110</b>