

GENERAL FUND BUDGET FY 2016/2017

	2015 Actual Expense	2016 Adopted Budget	2016 Amended Budget	2017 Dept Head Requested	2017 Bd Selectmen Proposed	2017 Bd Finance Proposed	
113 - Maintenance of Town Buildings							
100 Personnel Services							
311 Custodians	206,232	209,980	218,339	218,246	218,246	206,885	-1.47%
314 Overtime	4,359	8,000	8,000	8,000	8,000	5,000	-37.50%
316 Longevity	450	450	450	650	650	650	44.44%
317 Uniform Allowance	1,250	1,250	1,250	1,250	1,250	1,250	
Personnel Services Total	212,291	219,680	228,039	228,146	228,146	213,785	-2.68%
200 Services - Contracted/Operations							
216 Service Contracts	46,169	49,500	49,500	49,500	49,500	49,500	0.00%
222 Building Maintenance	39,684	39,900	39,900	39,900	39,900	39,900	0.00%
295 Fire Protection - Town	17,569	19,326	19,326	32,380	32,380	32,380	67.55%
Services Contracted/Operations Total	103,422	108,726	108,726	121,780	121,780	121,780	12.01%
300 Operating Expenses - Supplies/Fuels							
201 Telephone	23,207	23,200	23,200	24,100	24,100	24,100	3.88%
317 Custodial Supplies	15,973	16,050	16,050	16,050	16,050	16,050	0.00%
320 Misc Supplies	1,756	1,800	1,800	1,800	1,800	1,800	0.00%
Operating Expenses Total	40,936	41,050	41,050	41,950	41,950	41,950	2.19%
400 Utilities							
210 Electricity	222,655	225,720	225,720	225,720	225,720	225,720	0.00%
212 Water & Sewer	9,948	9,200	9,200	10,500	10,500	10,500	14.13%
213 Heating Oil/Propane	115,991	120,000	120,000	115,000	115,000	95,000	-20.83%
Operating Expenses Total	348,594	354,920	354,920	351,220	351,220	331,220	-6.68%
Maintenance of Town Buildings Total	705,244	724,376	732,735	743,096	743,096	708,735	-2.16%

TOWN OF EAST LYME

FY 2016/2017

Dept No. 113
 Dept Maint of Town Bldgs

Budget Input
 25-Apr-16

Acct.	Account Description	16/17 Budget	Supporting Description of Activity
100 Personnel Services			
311	Custodians	218,246	Wages for five (5) staff members. One Building Maintenance Supervisor 40 hours per week at \$28.75 hour. One Custodian Supervisor/Building Maintainer 40 hours per week at \$21.42 per hour. Two Custodians at 40 hours per week one at \$19.42 per hour and one at \$18.50 per hour. And one Custodian at 30 hours per week at \$18.04 per hour. In addition \$5,000 for Custodial fill in staff when a regular staff member is out. <u>Reduction of \$11,361 from one of Custodial positions going from FT to PT. It is part of \$275,000 imposed by BoF.</u>
314	Overtime	8,000	This overtime covers after hour call ins, coverage when other staff go on vacations and/or are sick and events that need OT coverage for. <u>Reduction of \$3,000 as part of \$275,000 imposed by BoF.</u>
316	Longevity	650	Time in service pay earned by employees per contract. One employee receiving \$350 and three receiving \$100.
317	Uniform Allowance	1,250	
Personnel Services Total		228,146	
200 Services - Contracted/Operations			
216	Service contracts	49,500	Building maintenance service contracts for the Town Hall, Community Center, Police station, Emergency Management Center and Public Works Garage. These service contracts include HVAC, security (fire and burgular alarm monitoring, sprinklers at the Community Center and FSB and pest control
222	Building Maintenance	39,900	Coverage for emergency repairs, general building maintenance and repair contractors and supply expenses. Fire extinguisher and alarm service repair bills. This account also includes necessary building improvements to stairs, lighting, carpets, window, etc. that are not included as capitol projects.

Acct.	Account Description	16/17 Budget	Supporting Description of Activity
295	Fire Protection - Town	32,380	Paid to Water Department for town fire hydrants. In the past we have trended this up 10% per fiscal year. The W&S Commission has been requesting this more accurately reflect the cost. In department 105 we are beginning to charge the Water Department 25% of the Admin Assistant position or \$13,055. This action makes this additional increase a budget neutral action.
Services/Contract/Oper Total		121,780	
300 Operating Expenses - Supplies/Fuels			
201	Telephones	24,100	This includes the main phone charges for phone and networking communication at the town hall and the community center, as well most of the Town cell phones service
317	Custodial Supplies	16,050	This is the line item to purchase cleaning supplies for the town hall, police station, FSB, the emergency management building and the community center.
320	Misc Supplies	1,800	This line item covers safety shoes, training, mileage for staff using non town vehicles and any other misc items needed to do their jobs
Services/Contract/Oper Total		41,950	
400 Utilities			
210	Electricity	225,720	
212	Water & Sewer	10,500	The increase is needed to pay for increases to water & sewer rates
213	Heating Oil/Propane	115,000	We are able to slightly decrease this line item due to better unit pricing for fuels and switching the community center over to natural gas. <u>Reduction of \$20,000 as part the \$275,000 imposed by BoF.</u>
Services/Contract/Oper Total		351,220	
Maint of Town Buildings Total		743,096	

GENERAL FUND BUDGET FY 2016/2017

	2015 Actual Expense	2016 Adopted Budget	2016 Amended Budget	2017 Dept Head Requested	2017 Bd Selectmen Proposed	2017 Bd Finance Proposed	
113 - Maintenance of Town Buildings							
100 Personnel Services							
311 Custodians	206,232	209,980	218,339	218,246	218,246	206,885	-1.47%
314 Overtime	4,359	8,000	8,000	8,000	8,000	5,000	-37.50%
316 Longevity	450	450	450	650	650	650	44.44%
317 Uniform Allowance	1,250	1,250	1,250	1,250	1,250	1,250	
Personnel Services Total	212,291	219,680	228,039	228,146	228,146	213,785	-2.68%
200 Services - Contracted/Operations							
216 Service Contracts	46,169	49,500	49,500	49,500	49,500	49,500	0.00%
222 Building Maintenance	39,684	39,900	39,900	39,900	39,900	39,900	0.00%
295 Fire Protection - Town	17,569	19,326	19,326	32,380	32,380	32,380	67.55%
Services Contracted/Operations Total	103,422	108,726	108,726	121,780	121,780	121,780	12.01%
300 Operating Expenses - Supplies/Fuels							
201 Telephone	23,207	23,200	23,200	24,100	24,100	24,100	3.88%
317 Custodial Supplies	15,973	16,050	16,050	16,050	16,050	16,050	0.00%
320 Misc Supplies	1,756	1,800	1,800	1,800	1,800	1,800	0.00%
Operating Expenses Total	40,936	41,050	41,050	41,950	41,950	41,950	2.19%
400 Utilities							
210 Electricity	222,655	225,720	225,720	225,720	225,720	225,720	0.00%
212 Water & Sewer	9,948	9,200	9,200	10,500	10,500	10,500	14.13%
213 Heating Oil/Propane	115,991	120,000	120,000	115,000	115,000	95,000	-20.83%
Operating Expenses Total	348,594	354,920	354,920	351,220	351,220	331,220	-6.68%
Maintenance of Town Buildings Total	705,244	724,376	732,735	743,096	743,096	708,735	-2.16%

4/25/2016

TOWN OF EAST LYME

FY 2016/2017

Dept No. 113
 Dept Maint of Town Bldgs

Budget Input
 25-Apr-16

Acct.	Account Description	16/17 Budget	Supporting Description of Activity
100 Personnel Services			
311	Custodians	218,246	Wages for five (5) staff members. One Building Maintenance Supervisor 40 hours per week at \$28.75 hour. One Custodian Supervisor/Building Maintainer 40 hours per week at \$21.42 per hour. Two Custodians at 40 hours per week one at \$19.42 per hour and one at \$18.50 per hour. And one Custodian at 30 hours per week at \$18.04 per hour. In addition \$5,000 for Custodial fill in staff when a regular staff member is out. <u>Reduction of \$11,361 from one of Custodial positions going from FT to PT. It is part of \$275,000 imposed by BoF.</u>
314	Overtime	8,000	This overtime covers after hour call ins, coverage when other staff go on vacations and/or are sick and events that need OT coverage for. <u>Reduction of \$3,000 as part of \$275,000 imposed by BoF.</u>
316	Longevity	650	Time in service pay earned by employees per contract. One employee receiving \$350 and three receiving \$100.
317	Uniform Allowance	1,250	
Personnel Services Total		228,146	
200 Services - Contracted/Operations			
216	Service contracts	49,500	Building maintenance service contracts for the Town Hall, Community Center, Police station, Emergency Management Center and Public Works Garage. These service contracts include HVAC, security (fire and burgular alarm monitoring, sprinklers at the Community Center and FSB and pest control
222	Building Maintenance	39,900	Coverage for emergency repairs, general building maintenance and repair contractors and supply expenses. Fire extinguisher and alarm service repair bills. This account also includes necessary building improvements to stairs, lighting, carpets, window, etc. that are not included as capitol projects.

Acct.	Account Description	16/17 Budget	Supporting Description of Activity
295	Fire Protection - Town	32,380	Paid to Water Department for town fire hydrants. In the past we have trended this up 10% per fiscal year. The W&S Commission has been requesting this more accurately reflect the cost. In department 105 we are beginning to charge the Water Department 25% of the Admin Assistant position or \$13,055. This action makes this additional increase a budget neutral action.
Services/Contract/Oper Total		121,780	
300 Operating Expenses - Supplies/Fuels			
201	Telephones	24,100	This includes the main phone charges for phone and networking communication at the town hall and the community center, as well most of the Town cell phones service
317	Custodial Supplies	16,050	This is the line item to purchase cleaning supplies for the town hall, police station, FSB, the emergency management building and the community center.
320	Misc Supplies	1,800	This line item covers safety shoes, training, mileage for staff using non town vehicles and any other misc items needed to do their jobs
Services/Contract/Oper Total		41,950	
400 Utilities			
210	Electricity	225,720	
212	Water & Sewer	10,500	The increase is needed to pay for increases to water & sewer rates
213	Heating Oil/Propane	115,000	We are able to slightly decrease this line item due to better unit pricing for fuels and switching the community center over to natural gas. <u>Reduction of \$20,000 as part the \$275,000 imposed by BoF.</u>
Services/Contract/Oper Total		351,220	
Maint of Town Buildings Total		743,096	

GENERAL FUND BUDGET FY 2016/2017

	2015 Actual Expense	2016 Adopted Budget	2016 Amended Budget	2017 Dept Head Requested	2017 Bd Selectmen Proposed	2017 Bd Finance Proposed	
113 - Maintenance of Town Buildings							
100 Personnel Services							
311 Custodians	206,232	209,980	218,339	218,246	218,246	206,885	-1.47%
314 Overtime	4,359	8,000	8,000	8,000	8,000	5,000	-37.50%
316 Longevity	450	450	450	650	650	650	44.44%
317 Uniform Allowance	1,250	1,250	1,250	1,250	1,250	1,250	
Personnel Services Total	212,291	219,680	228,039	228,146	228,146	213,785	-2.68%
200 Services - Contracted/Operations							
216 Service Contracts	46,169	49,500	49,500	49,500	49,500	49,500	0.00%
222 Building Maintenance	39,684	39,900	39,900	39,900	39,900	39,900	0.00%
295 Fire Protection - Town	17,569	19,326	19,326	32,380	32,380	32,380	67.55%
Services Contracted/Operations Total	103,422	108,726	108,726	121,780	121,780	121,780	12.01%
300 Operating Expenses - Supplies/Fuels							
201 Telephone	23,207	23,200	23,200	24,100	24,100	24,100	3.88%
317 Custodial Supplies	15,973	16,050	16,050	16,050	16,050	16,050	0.00%
320 Misc Supplies	1,756	1,800	1,800	1,800	1,800	1,800	0.00%
Operating Expenses Total	40,936	41,050	41,050	41,950	41,950	41,950	2.19%
400 Utilities							
210 Electricity	222,655	225,720	225,720	225,720	225,720	225,720	0.00%
212 Water & Sewer	9,948	9,200	9,200	10,500	10,500	10,500	14.13%
213 Heating Oil/Propane	115,991	120,000	120,000	115,000	115,000	95,000	-20.83%
Operating Expenses Total	348,594	354,920	354,920	351,220	351,220	331,220	-6.68%
Maintenance of Town Buildings Total	705,244	724,376	732,735	743,096	743,096	708,735	-2.16%

4/25/2016

TOWN OF EAST LYME

FY 2016/2017

Dept No. 113
 Dept Maint of Town Bldgs

Budget Input
 25-Apr-16

Acct.	Account Description	16/17 Budget	Supporting Description of Activity
100 Personnel Services			
311	Custodians	218,246	Wages for five (5) staff members. One Building Maintenance Supervisor 40 hours per week at \$28.75 hour. One Custodian Supervisor/Building Maintainer 40 hours per week at \$21.42 per hour. Two Custodians at 40 hours per week one at \$19.42 per hour and one at \$18.50 per hour. And one Custodian at 30 hours per week at \$18.04 per hour. In addition \$5,000 for Custodial fill in staff when a regular staff member is out. <u>Reduction of \$11,361 from one of Custodial positions going from FT to PT. It is part of \$275,000 imposed by BoF.</u>
314	Overtime	8,000	This overtime covers after hour call ins, coverage when other staff go on vacations and/or are sick and events that need OT coverage for. <u>Reduction of \$3,000 as part of \$275,000 imposed by BoF.</u>
316	Longevity	650	Time in service pay earned by employees per contract. One employee receiving \$350 and three receiving \$100.
317	Uniform Allowance	1,250	
Personnel Services Total		228,146	
200 Services - Contracted/Operations			
216	Service contracts	49,500	Building maintenance service contracts for the Town Hall, Community Center, Police station, Emergency Management Center and Public Works Garage. These service contracts include HVAC, security (fire and burgular alarm monitoring, sprinklers at the Community Center and FSB and pest control
222	Building Maintenance	39,900	Coverage for emergency repairs, general building maintenance and repair contractors and supply expenses. Fire extinguisher and alarm service repair bills. This account also includes necessary building improvements to stairs, lighting, carpets, window, etc. that are not included as capitol projects.

Acct.	Account Description	16/17 Budget	Supporting Description of Activity
295	Fire Protection - Town	32,380	Paid to Water Department for town fire hydrants. In the past we have trended this up 10% per fiscal year. The W&S Commission has been requesting this more accurately reflect the cost. In department 105 we are beginning to charge the Water Department 25% of the Admin Assistant position or \$13,055. This action makes this additional increase a budget neutral action.
Services/Contract/Oper Total		121,780	
300 Operating Expenses - Supplies/Fuels			
201	Telephones	24,100	This includes the main phone charges for phone and networking communication at the town hall and the community center, as well most of the Town cell phones service
317	Custodial Supplies	16,050	This is the line item to purchase cleaning supplies for the town hall, police station, FSB, the emergency management building and the community center.
320	Misc Supplies	1,800	This line item covers safety shoes, training, mileage for staff using non town vehicles and any other misc items needed to do their jobs
Services/Contract/Oper Total		41,950	
400 Utilities			
210	Electricity	225,720	
212	Water & Sewer	10,500	The increase is needed to pay for increases to water & sewer rates
213	Heating Oil/Propane	115,000	We are able to slightly decrease this line item due to better unit pricing for fuels and switching the community center over to natural gas. <u>Reduction of \$20,000 as part the \$275,000 imposed by BoF.</u>
Services/Contract/Oper Total		351,220	
Maint of Town Buildings Total		743,096	