

GENERAL FUND BUDGET FY 2015/2016

		2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 Dept Head Requested	2016 Bd Selectmen Proposed	2016 Bd Finance Proposed	
102 - Assessor's Office								
100 Personnel Services								
211	Assessor	80,325	80,363	82,791	82,791	82,791	82,791	3.02%
311	Assessment Aides	81,331	83,831	83,831	84,455	84,455	84,455	0.74%
316	Longevity	100	100	100	100	100	100	0.00%
412	PT Clerical	1,027	1,128	1,128	1,120	1,120	1,120	-0.71%
Personnel Services Total		162,783	165,422	167,850	168,466	168,466	168,466	1.84%
200 Services-Contracted/Operating								
216	Service Contracts	25,309	26,172	26,172	26,295	26,295	26,295	0.47%
239	Contracted Operating Services	1,950	3,500	3,500	3,500	3,500	3,500	0.00%
700	Personal Property Software							
Services-Contracted/Operating Total		27,259	29,672	29,672	29,795	29,795	29,795	0.41%
300 Operating Expenses								
242	Professional Conventions/Con	1,584	2,110	2,110	2,110	2,110	2,110	0.00%
246	Transportation Allowance	538	632	632	632	632	632	0.00%
320	Misc Supplies	4,449	3,605	3,605	3,605	3,605	3,605	0.00%
Operating Expenses Total		6,571	6,347	6,347	6,347	6,347	6,347	0.00%
Assessor's Total		196,613	201,441	203,869	204,608	204,608	204,608	1.57%

Department Total **204,608**

TOWN OF EAST LYME

FY 2015/2016

Dept No. **102**
 Dept Name **Assessor's Office**

Budget Input
 20-Apr-15

Acct.	Account Description	15/16 Budget	Supporting Description of Activity
100 Personnel Services			
211	Assessor	82,791	Department Head, non-union position. Maximum salary. COLA to be determined.
311	Assessment Aides	84,455	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	0	
316	Longevity	100	One (1) staff member qualifies per union contract.
412	PT Clerical	1,120	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.
Personnel Services Total		168,466	
200 Services-Contracted/Operating			
216	Service Contracts	26,295	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: Tighe & Bond - annual tax map updates = \$5,750.00; Vision - maintenance & support CAMA (computer mass appraisal) system, web hosting of property record cards, software licenses = \$9,525.00; R. Walsh Associates - administrative software maintenance & support that interacts with Tax Collector programs = \$10,670.00; Design Label - maintenance & support for map machine = \$350.00

Acct.	Account Description	15/16 Budget	Supporting Description of Activity
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).
700	Personal Property Software		N/A software purchased
Services-Cont/Operate Total		29,795 .	

Acct.	Account Description	15/16 Budget	Supporting Description of Activity
300 Operating Expenses			
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	
320	Miscellaneous Supplies	3,605	
Operating Expenses Total		6,347	
Assessor Dept Total		204,608	

TOWN OF East Lyme
Account 242 - Professional Conventions
Fiscal Year 2015/2016

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					350
(note: travel for UCONN included in mileage)	per year					
Other expenses include, county dues, state and county meetings, seminars, clerical courses						560
Total						\$ 2,110