

GENERAL FUND BUDGET FY 2017/2018

	2016 Actual Expense	2017 Adopted Budget	2017 Amended Budget	2018 Dept Head Requested	2018 Bd Selectmen Proposed	2018 Bd Finance Proposed	
104 - Building							
100 Personnel Services							
211 Chief Building Official	91,510	89,881	92,129	92,129	92,129	92,129	2.50%
212 Building Official	34,362	46,800	46,800	46,800	46,800	44,800	-4.27%
311 Admin/Clerical	69,762	73,607	73,607	68,570	68,570	68,570	-6.84%
316 Longevity	350	350	350	950	950	950	171.43%
Personnel Services Total	195,984	210,638	212,886	208,449	208,449	206,449	-1.99%
200 Services - Contracted/Operations							
Building Permit Software	1,400	1,400	1,400	1,400	1,400	1,400	0.00%
293 Permit Refunds	1,400	1,400	1,400	1,400	1,400	1,400	0.00%
Services Contracted/Operations Total	2,800	2,800	2,800	2,800	2,800	2,800	0.00%
300 Operating Expenses							
241 Dues in Prof Organization	340	370	370	520	520	520	40.54%
246 Transportation Allowance	996	500	500	500	500	500	0.00%
320 Misc Supplies	1,979	2,250	2,250	2,750	2,750	2,750	22.22%
Operating Expenses Total	3,315	3,120	3,120	3,770	3,770	3,770	20.83%
Building Department Total	202,099	216,558	218,806	215,019	215,019	213,019	-1.63%
					Revenue	357,700	
					Net Budget	(144,681)	

TOWN OF EAST LYME

FY 2017/2018

Dept No. 104
 Dept Name Building

Budget Input
 24-Apr-17

Acct.	Account Description	17/18 Budget	Supporting Description of Activity
100 Personnel Services			
211	Chief Building Official	92,129	Salary for Chief Building Official. This person is responsible for administration of the Building Department. The Chief Building Official also provides technical support to other departments such as the Engineering and Public Works for projects such as capital improvements for town and school buildings and maintenance of town buildings. The Chief Building Official, who is certified by OPM as an Energy Auditor, also works closely with other departments to implement energy saving measures and seek grants for energy related upgrades. The Chief Building Official is also Certified as a Flood Manager through the Association of State Floodplain Managers.
212	Building Official	44,800	Hourly wages for one part time Assistant Building Official. <u>Due to BoF reduction FS made \$2,000.</u>
311	Admin/Clerical	68,570	Hourly wages for one full time Administrative Assistant and one part time Administrative Assistant per Union Contract. One employee at 37.5 hours and the other 16 hours per week.
316	Longevity	950	Longevity for one full time Administrative Assistant \$350 and one part time Administrative Assistant \$100 per Union Contract. Also includes longevity for Chief Building Official \$500.
412	PT Clerical		
Personnel Services Total		206,449	
200 Services - Contracted/Operations			
	Building Permit Software	1,400	This would be a contracted amount to cover annual software usage and web hosting of our new permit database.
293	Permit Refunds	1,400	This is for refunding application fees when a job is cancelled.
Services/Contract/Oper Total		2,800	
300 Operating Expenses			
241	Dues in Professional Organization	520	State mandated membership in ICC, membership in the Connecticut Building Official Association, Association of State Floodplain Managers membership, Association of State Floodplain Managers Certified Flood Manager membership, and the newly formed Connecticut Association of Flood Managers, of which I am the Chairman of the Membership Committee. The increase in this line item is due to increases in dues, and the new Certified Floodplain Manager membership for the Chief Building Official.
246	Transportation Allowance	500	This is for mileage when using our private vehicles, when the town vehicle is unavailable, or when attending mandatory training in neighboring towns.
320	Miscellaneous Supplies	2,750	Office supplies; including new code books. The increase of \$500.00 to this line item is due to the need for new code books required for the Chief and Assistant Building Officials due to code changes by the State of Connecticut. Some code changes require the purchase of a large number of code books, while others need only a few new code books.
Professional/Technical Total		3,770	
Building Department Total		213,019	

Acct.	Account Description	17/18 Budget	Supporting Description of Activity
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