

# GENERAL FUND BUDGET FY 2017/2018

|  | 2016<br>Actual<br>Expense | 2017<br>Adopted<br>Budget | 2017<br>Amended<br>Budget | 2018<br>Dept Head<br>Requested | 2018<br>Bd Selectmen<br>Proposed | 2018<br>Bd Finance<br>Proposed |         |
|--|---------------------------|---------------------------|---------------------------|--------------------------------|----------------------------------|--------------------------------|---------|
| <b>113 - Maintenance of Town Buildings</b>     |                           |                           |                           |                                |                                  |                                |         |
| <b>100 Personnel Services</b>                  |                           |                           |                           |                                |                                  |                                |         |
| 311 Custodians                                 | 220,570                   | 206,885                   | 206,885                   | 206,885                        | 206,885                          | 206,885                        | 0.00%   |
| 314 Overtime                                   | 7,027                     | 5,000                     | 5,000                     | 5,000                          | 5,000                            | 5,000                          | 0.00%   |
| 316 Longevity                                  | 430                       | 650                       | 650                       | 650                            | 650                              | 650                            | 0.00%   |
| 317 Uniform Allowance                          | 1,250                     | 1,250                     | 1,250                     | 1,250                          | 1,250                            | 1,250                          |         |
| <b>Personnel Services Total</b>                | <b>229,277</b>            | <b>213,785</b>            | <b>213,785</b>            | <b>213,785</b>                 | <b>213,785</b>                   | <b>213,785</b>                 | 0.00%   |
| <b>200 Services - Contracted/Operations</b>    |                           |                           |                           |                                |                                  |                                |         |
| 216 Service Contracts                          | 45,229                    | 49,500                    | 49,500                    | 49,500                         | 49,500                           | 49,500                         | 0.00%   |
| 222 Building Maintenance                       | 37,515                    | 39,900                    | 39,900                    | 39,900                         | 39,900                           | 39,900                         | 0.00%   |
| 295 Fire Protection - Town                     | 19,326                    | 32,380                    | 32,380                    | 35,618                         | 35,618                           | 35,618                         | 10.00%  |
| <b>Services Contracted/Operations Total</b>    | <b>102,070</b>            | <b>121,780</b>            | <b>121,780</b>            | <b>125,018</b>                 | <b>125,018</b>                   | <b>125,018</b>                 | 2.66%   |
| <b>300 Operating Expenses - Supplies/Fuels</b> |                           |                           |                           |                                |                                  |                                |         |
| 201 Telephone                                  | 22,838                    | 24,100                    | 24,100                    | 25,250                         | 25,250                           | 25,250                         | 4.77%   |
| 317 Custodial Supplies                         | 16,050                    | 16,050                    | 16,050                    | 16,050                         | 16,050                           | 16,050                         | 0.00%   |
| 320 Misc Supplies                              | 1,725                     | 1,800                     | 1,800                     | 1,800                          | 1,800                            | 1,800                          | 0.00%   |
| <b>Operating Expenses Total</b>                | <b>40,613</b>             | <b>41,950</b>             | <b>41,950</b>             | <b>43,100</b>                  | <b>43,100</b>                    | <b>43,100</b>                  | 2.74%   |
| <b>400 Utilities</b>                           |                           |                           |                           |                                |                                  |                                |         |
| 210 Electricity                                | 225,720                   | 225,720                   | 225,720                   | 230,234                        | 230,234                          | 219,000                        | -2.98%  |
| 212 Water & Sewer                              | 9,200                     | 10,500                    | 10,500                    | 11,340                         | 11,340                           | 11,340                         | 8.00%   |
| 213 Heating Oil/Propane                        | 54,612                    | 95,000                    | 95,000                    | 85,258                         | 85,258                           | 85,258                         | -10.25% |
| <b>Operating Expenses Total</b>                | <b>289,532</b>            | <b>331,220</b>            | <b>331,220</b>            | <b>326,832</b>                 | <b>326,832</b>                   | <b>315,598</b>                 | -4.72%  |
| <b>Maintenance of Town Buildings Total</b>     | <b>661,492</b>            | <b>708,735</b>            | <b>708,735</b>            | <b>708,735</b>                 | <b>708,735</b>                   | <b>697,501</b>                 | -1.59%  |
|  |                           |                           |                           |                                | <b>Revenue</b>                   | <b>10,079</b>                  |         |
|  |                           |                           |                           |                                | <b>Net Budget</b>                | <b>687,422</b>                 |         |

4/24/2017

# TOWN OF EAST LYME

**FY 2017/2018**

Dept No. 113  
Dept **Maint of Town Bldgs**

**Budget Input**  
**24-Apr-17**

| Acct.                                       | Account Description  | 17/18 Budget   | Supporting Description of Activity  |
|---|----------------------|----------------|---|
| <b>100 Personnel Services</b>               |                      |                |   |
| 311   | Custodians           | 206,885        | We currently have one FT custodian at the Town Hall that works 2-10:30pm, two full time custodians at the ELCC (one that works from 6am-2:30pm and another that works 2-10:30pm) and one part time 20 hr a week employee that cleans the FSB, the Police Station and the Em. Mgt building on a regular basis. There are no additional hours in this budget request. |
| 314   | Overtime             | 5,000          | 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.   |
| 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          |   |
| <b>Personnel Services Total</b>             |                      | <b>213,785</b> |   |
| <b>200 Services - Contracted/Operations</b> |                      |                |   |
| 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    | 17/18 Budget   | Supporting Description of Activity  |
|--|------------------------|----------------|---|
| 295  | Fire Protection - Town | 35,618         | This line items has been increasing by 10% per year for the request of the W&S commission   |
| <b>Services/Contract/Oper Total</b>            |                        | <b>125,018</b> |   |
| <b>300 Operating Expenses - Supplies/Fuels</b> |                        |                |   |
| 201  | Telephones             | 25,250         | 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. The increase is because we are planning on getting a new phone system at Town Hall which will cost approximately \$100 more per month to implement |
| 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  |
| <b>Services/Contract/Oper Total</b>            |                        | <b>43,100</b>  |   |
| <b>400 Utilities</b>                           |                        |                |   |
| 210  | Electricity            | 219,000        | This fiscal year we are seeing an increase in electricity costs so to combat this, we are proposing an increase of 2% to this line item to offset these increases. <b><u>As a result of BoF reduction FS made \$11,234 due to new rate from bid process.</u></b>  |
| 212  | Water & Sewer          | 11,340         | The increase is needed to pay for increases to water & sewer rates  |
| 213  | Heating Oil/Propane    | 85,258         | We feel comfortable in decreasing this line item due to preferential pricing that we have been getting for fuel oil and propane as well as the switchover of the ELCC to natural gas.   |
| <b>Services/Contract/Oper Total</b>            |                        | <b>315,598</b> |   |
| <b>Maint of Town Buildings Total</b>           |                        | <b>697,501</b> |   |