

GENERAL FUND BUDGET FY 2018/2019									
		2017	2018	2018	2019	2019	2019		
		Actual	Adopted	Amended	Dept Head	Bd Selectmen	Bd Finance		
		Expense	Budget	Budget	Requested	Proposed	Proposed		
104 - Building									
100 Personnel Services									
211	Chief Building Official	92,085	92,129	96,703	96,792	96,792	96,792	5.06%	
212	Building Official	40,185	44,800	44,800	44,800	44,800	44,800	0.00%	
311	Admin/Clerical	70,096	68,570	72,031	72,031	72,031	72,031	5.05%	
316	Longevity	950	950	950	1,300	1,300	1,300	36.84%	
Personnel Services Total		203,316	206,449	214,484	214,923	214,923	214,923	4.10%	
200 Services - Contracted/Operations									
	Building Permit Software	1,400	1,400	1,400	1,400	1,400	1,400	0.00%	
293	Permit Refunds	0	1,400	1,400	1,400	1,400	1,400	0.00%	
Services Contracted/Operations Total		1,400	2,800	2,800	2,800	2,800	2,800	0.00%	
300 Operating Expenses									
241	Dues in Prof Organization	370	520	520	520	520	520	0.00%	
246	Transportation Allowance	946	500	500	500	500	500	0.00%	
320	Misc Supplies	1,962	2,750	2,750	2,750	2,750	2,750	0.00%	
Operating Expenses Total		3,279	3,770	3,770	3,770	3,770	3,770	0.00%	
Building Department Total		207,995	213,019	221,054	221,493	221,493	221,493	3.98%	
							Revenue	300,000	
							Net Budget	(78,507)	

TOWN OF EAST LYME

FY 2018/2019

Dept No. 104
 Dept Name Building

Budget Input
 30-Apr-18

Acct.	Account Description	18/19 Budget	Supporting Description of Activity
100 Personnel Services			
211	Chief Building Official	96,792	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.
311	Admin/Clerical	72,031	Hourly wages for one full time Administrative Assistant and one part time Administrative Assistant per Union Contract. Wages are 2017/18 contract expires 6/30/18 a successor agreement to be negotiated.
316	Longevity	1,300	Longevity for one full time Administrative Assistant \$350, one part time Administrative Assistant \$250 per Union Contract. Building Official \$700.
412	PT Clerical		
Personnel Services Total		214,923	
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		221,493	

Acct.	Account Description	18/19 Budget	Supporting Description of Activity
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