

GENERAL FUND BUDGET FY 2018/2019

	2017 Actual Expense	2018 Adopted Budget	2018 Amended Budget	2019 Dept Head Requested	2019 Bd Selectmen Proposed	2019 Bd Finance Proposed	
113 - Maintenance of Town Buildings							
100 Personnel Services							
311 Custodians	209,861	206,885	207,776	188,382	188,382	188,382	-8.94%
314 Overtime	4,468	5,000	5,000	6,000	6,000	6,000	20.00%
316 Longevity	650	650	650	950	950	950	46.15%
317 Uniform Allowance	1,250	1,250	1,250	1,250	1,250	1,250	0.00%
Personnel Services Total	216,229	213,785	214,676	196,582	196,582	196,582	-8.05%
200 Services - Contracted/Operations							
216 Service Contracts	47,501	49,500	49,500	49,500	49,500	49,500	0.00%
222 Building Maintenance	39,158	39,900	39,900	39,900	39,900	39,900	0.00%
295 Fire Protection - Town	32,380	35,618	35,618	39,180	39,180	39,180	10.00%
Services Contracted/Operations Total	119,039	125,018	125,018	128,580	128,580	128,580	2.85%
300 Operating Expenses - Supplies/Fuels							
201 Telephone	25,075	25,250	25,250	22,250	22,250	22,250	-11.88%
317 Custodial Supplies	14,923	16,050	16,050	16,050	16,050	16,050	0.00%
320 Misc Supplies	1,624	1,800	1,800	1,800	1,800	1,800	0.00%
Operating Expenses Total	41,622	43,100	43,100	40,100	40,100	40,100	-6.96%
400 Utilities							
210 Electricity	219,623	219,000	219,000	219,000	219,000	219,000	0.00%
212 Water & Sewer	8,781	11,340	11,340	11,340	11,340	11,340	0.00%
213 Heating Oil/Propane	61,040	85,258	85,258	85,258	85,258	85,258	0.00%
Operating Expenses Total	289,444	315,598	315,598	315,598	315,598	315,598	0.00%
Maintenance of Town Buildings Total	666,333	697,501	698,392	680,860	680,860	680,860	-2.39%
				Revenue			
				Net Budget		680,860	

4/30/2018

TOWN OF EAST LYME

FY 2018/2019

Dept No. 113

Budget Input

Dept Maint of Town Bldgs

30-Apr-18

Acct.	Account Description	18/19 Budget	Supporting Description of Activity
100 Personnel Services			
311	Custodians	188,382	This line consists of 4 - FT 40 hr employees and 1 - PT 20 hr employee. 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. First Selectman eliminated part time position through attrition.
314	Overtime	6,000	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. We reduced this line item by \$1k because we will try to reduce any overtime that is needed in the Department. Due to elimination of part time position increased the original request by \$2,000.
316	Longevity	950	Time in service pay earned by employees per contract.
317	Uniform Allowance	1,250	Each union employee receives a \$250 uniform allowance per contract so with 5 employees this amounts to \$1,250.
Personnel Services Total		196,582	

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 and servicing), sprinklers at the Community Center and FSB and pest control throughout all the buidlings
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	18/19 Budget	Supporting Description of Activity
295	Fire Protection - Town	39,180	This line items has been increasing by 10% per year per the request of the W&S commission
Services/Contract/Oper Total		128,580	
300 Operating Expenses - Supplies/Fuels			
201	Telephones	22,250	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. We were able to reduce our town cell phone bill by \$250/mo by closely looking at what we needed and restructuring our plans accordingly. This should save the \$3k per year that we lowered this line item by
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		40,100	
400 Utilities			
210	Electricity	219,000	We are not predicting any increases to this line item so it is staying the same
212	Water & Sewer	11,340	We are not predicting any increases to this line item so it is staying the same
213	Heating Oil/Propane	85,258	We try to best gauge what this line will be but it is tough to determine how warm or cold the winter will be. Therefore, we are carrying the same amount as last fiscal year.'
Services/Contract/Oper Total		315,598	
Maint of Town Buildings Total		680,860	