

GENERAL FUND BUDGET FY 2018/2019

| | 2018 Actual Expense | 2019 Adopted Budget | 2019 Amended Budget | 2020 Dept Head Requested | 2020 Bd Selectmen Proposed | 2020 Bd Finance Proposed | Adopted | Amended |
|---|---------------------------|---------------------------|---------------------------|--------------------------------|----------------------------------|--------------------------------|---------|---------|
| 132 - Inland Wetlands Agency | | | | | | | | |
| 100 Personnel Services | | | | | | | | |
| 212 Wetlands Officer | 17,136 | 17,134 | 17,480 | 17,880 | 17,880 | 17,880 | 4.35% | 2.29% |
| 412 PT Clerical Recording Secretary | 1,105 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 0.00% | 0.00% |
| Personnel Services Total | 18,241 | 19,134 | 19,480 | 19,880 | 19,880 | 19,880 | 3.90% | 2.05% |
| 200 Services - Contracted/Operating | | | | | | | | |
| 243 Consultant | 700 | 0 | 0 | 1,000 | 1,000 | 1,000 | | |
| Services Expenses Total | 700 | 0 | 0 | 1,000 | 1,000 | 1,000 | | |
| 300 Supplies & Miscellaneous | | | | | | | | |
| 204 Postage | 212 | 500 | 500 | 500 | 500 | 500 | 0.00% | 0.00% |
| 242 Meetings/Conferences | 115 | 300 | 500 | 500 | 500 | 500 | 66.67% | 0.00% |
| 243 Training | 60 | 300 | 500 | 300 | 300 | 300 | 0.00% | -40.00% |
| 245 Dues/Membership | 50 | 1,075 | 500 | 1,075 | 1,075 | 1,075 | 0.00% | 115.00% |
| Services Contracted/Operations Total | 437 | 2,175 | 2,000 | 2,375 | 2,375 | 2,375 | 9.20% | 18.75% |
| INLAND WETLAND AGENCY TOTAL | 19,377 | 21,309 | 21,480 | 23,255 | 23,255 | 23,255 | 9.13% | 8.26% |
| | | | | | Revenue | 5,150 | | |
| | | | | | Net Budget | 18,105 | | |

TOWN OF EAST LYME

FY 2019/2020

Dept No. 132

Budget Input

Dept Inland Wetlands Agency

13-Mar-19

| Acct. | Account Description | 19/20 Budget | Supporting Description of Activity |
|-------------------------------------|---------------------------------|---------------|---|
| 100 Personnel Services | | | |
| 212 | Wetlands Officer | 17,880 | Salary for Inland Wetlands Agent, Non-union. 2008/2009 Position reduced 50% as a result of reorganization (0.2FTE). Under the direction of the Director of Planning, the Wetlands Officer prepares agendas for monthly site walks and meetings, responds to citizen concerns/complaints, meets with applicants before and during the application process, reviews applications, reviews subdivision plans and special permit applications (zoning), investigate reported wetlands violations and take appropriate action if necessary, performs silt fence inspections, monitors permits through the construction phase, performs final inspections and sign-off on completed permits, reviews all building permit applications and identifies potential wetland conflicts/permit concerns, coordinate with other town departments as necessary. COLA based upon recommendation of Board of Selectmen. Currently, the Planning Director is the Inland Wetlands Agent. |
| 412 | PT Clerical Recording Secretary | 2,000 | Recording secretary to take minutes of regularly scheduled monthly and special Inland Wetland Agency meetings, maintain records, prepare correspondence. Record and file minutes for 12 mtgs @ 7 hrs ea (Incumbent position estimated cost \$139.00 per meeting x 12 mtgs \$1,679) |
| Personnel Services Total | | 19,880 | |
| - Contracted/Operations | | | |
| 243 | Consultant | 1,000 | This is a pass through account which facilitates the payment to outside consultants hired to review complex wetland applications. The monies spent are fully reimbursed through a complex application fee charged to the applicant. Even though the applicant is paying for the consultants services, the Town pays the consultant directly so that the Town is the client not the applicant and there is no conflict of interest. |
| Services-Contract/Oper Total | | 1,000 | |

| Acct. | Account Description | 19/20 Budget | Supporting Description of Activity |
|---------------------------------|--------------------------|---------------|--|
| 300 Operating Expenses | | | |
| 204 | Postage | 500 | Postage for monthly mailings of information packets to 7 commission members, 3 alternates and 1 Ex-officio. Certified mailings of notices of decisions to applicants as required by regulations. Certified mailings of written enforcement orders as required by regulations. |
| 242 | Meetings/ Conferences | 500 | Costs involved for annual CACIWC (Connecticut Association of Conservation and Inland Wetlands Commission) meeting (\$40/pp), and educational conferences for commission members such as the CBA's Annual Land Use Law Workshop. These annual meetings are important to receive current information on wetland issues and to meet with peers to discuss how certain issues are addressed in other towns. |
| 243 | Training | 300 | Training expenses to train Commission members. The DEP has an annual 3-segment Municipal Inland Wetland Commissioners Training Program \$60/pp. Each year segment 2 has an update on recent court decisions and new laws pertaining to wetland issues. This training is extremely important as it reduces the town's liability when the commissioners are properly trained and up to date on the laws that pertain to wetland issues. |
| 245 | Dues/Membership | 1,075 | \$55 annual dues to The Connecticut Association of Conservation and Inland Wetland Commissions Inc. (CACIWC). \$50 annual dues to Connecticut Assosiation of Wetlands Scientists (CAWS). \$1000 annual Municipal Contribution to the Eastern Connecticut Conservation District (ECCD). The ECCD has asked for a contribution of \$1500. Our contributions support the commission through involvement in application reviews and providing consultant services as an independent party. |
| Operating Expenses Total | | 2,375 | |
| Inland Wetlands Total | | 23,255 | |