

GENERAL FUND BUDGET FY 2019/2020

	2018 Actual Expense	2019 Adopted Budget	2019 Amended Budget	2020 Dept Head Requested	2020 Bd Selectmen Proposed	2020 Bd Finance Proposed	Adopted	Amended
317 - Public Works/Highway & Sanitation								
100 Personnel Services								
211 Hwy Supr/PWD/Ofc Mgr	166,861	167,748	167,748	154,917	154,917	154,917	-7.65%	-7.65%
311 Regular Payroll - Highway	1,265,308	1,269,570	1,290,013	1,311,269	1,311,269	1,311,269	3.28%	1.65%
314 Overtime - Highway	17,723	20,000	20,400	20,450	20,450	20,450	2.25%	0.25%
315 Storm Overtime	93,941	68,000	69,360	69,530	69,530	69,530	2.25%	0.25%
316 Longevity - Highway	7,900	9,250	9,250	7,350	7,350	7,350	-20.54%	-20.54%
317 Uniform Allowance	6,000	6,000	6,000	6,000	6,000	6,000	0.00%	0.00%
Personnel Services Total	1,557,733	1,540,568	1,562,771	1,569,516	1,569,516	1,569,516	1.88%	0.43%
200 Services - Contracted/Operations								
223 Traffic Signals & Street Signs	14,622	15,000	15,000	15,000	15,000	15,000	0.00%	0.00%
224 Road Reconst & Repair	212,240	217,500	217,500	200,000	200,000	200,000	-8.05%	-8.05%
239 Tree Warden	13,500	23,500	23,500	33,500	33,500	33,500	42.55%	42.55%
Services Contracted/Operations Total	240,362	256,000	256,000	248,500	248,500	248,500	-2.93%	-2.93%
210 Services - Contracted/Operations								
222 Recycling & Misc Disposal	7,144	8,660	8,660	13,300	13,300	13,300	53.58%	53.58%
233 Ground Water Monitoring	12,800	12,800	12,800	13,600	13,600	13,600	6.25%	6.25%
295 SCRRRA Tipping Fee	579,964	580,000	580,000	591,600	591,600	591,600	2.00%	2.00%
296 Bulky Waste Trans & Tipping	90,000	100,000	100,000	140,000	140,000	100,091	0.09%	0.09%
Services Contracted/Operations Total	689,907	701,460	701,460	758,500	758,500	718,591	2.44%	2.44%
220 Services - Vehicles Maintenance								
221 Fleet Maintenance	212,872	215,000	215,000	215,000	215,000	215,000	0.00%	0.00%
Operating Expenses Total	212,872	215,000	215,000	215,000	215,000	215,000	0.00%	0.00%

300 Operating Expenses - Supplies/Fuels

		2018 Actual Expense	2019 Adopted Budget	2019 Amended Budget	2020 Dept Head Requested	2020 Bd Selectmen Proposed	2020 Bd Finance Proposed	Adopted	Amended
201	Telephone	4,036	4,000	4,000	4,000	4,000	4,000	0.00%	0.00%
320	Supplies & Miscellaneous	23,560	22,800	22,800	22,800	22,800	22,800	0.00%	0.00%
321	Safety Equip & Training	10,518	10,000	10,000	10,000	10,000	10,000	0.00%	0.00%
420	Landfill Materials/Trans Station	8,823	14,000	14,000	14,000	14,000	14,000	0.00%	0.00%
440	Storm Materials & Supplies	92,416	165,200	165,200	156,485	156,485	156,485	-5.28%	-5.28%
450	Fuel Tank Repairs/Compliance	1,000	1,000	1,000	1,000	1,000	1,000	0.00%	0.00%
460	Stormwater Permit Compliance	6,061	7,500	7,500	7,500	7,500	7,500	0.00%	0.00%
Operating Expenses Total		146,414	224,500	224,500	215,785	215,785	215,785	-3.88%	-3.88%
310 Fuels - Vehicles									
221	Fleet Fuel	194,578	218,000	218,000	196,400	196,400	196,400	-9.91%	-9.91%
Fuels - Vehicles Total		194,578	218,000	218,000	196,400	196,400	196,400	-9.91%	-9.91%
400 Utilities									
210	Street Lights	203,562	207,333	207,333	220,160	220,160	220,160	6.19%	6.19%
Fuels - Vehicles Total		203,562	207,333	207,333	220,160	220,160	220,160	6.19%	6.19%
500 Programs									
100	LOCIP	83,250	0	0	0	0			
224	Town Aid Roads	163,253	340,837	340,837	340,837	340,837	340,837	0.00%	0.00%
Programs Expenses Total		246,503	340,837	340,837	340,837	340,837	340,837	0.00%	0.00%
Public Works/Highway & Sanitation Total		3,491,931	3,703,698	3,725,901	3,764,698	3,764,698	3,724,789	0.57%	-0.03%

	fy 18-19	fy 19-20	Diff	Revenue	860,987
Town Aid Road	\$ -	\$340,837	\$340,837	Net Budget	2,863,802
Solid Waste License	\$ 800	\$ 800	\$ -		
MSW Cans	\$ 5,000	\$ 5,000	\$ -		
Transportation Subsidy	\$ 40,000	\$ 43,000	\$ 3,000		
Tipping Fees/Commercial	\$279,000	\$277,000	\$ (2,000)		
Recycling/Other	\$ 15,750	\$ 44,350	\$ 28,600		
Landfill Deposits	\$115,000	\$150,000	\$ 35,000		
Recycling-Cardboard/Paper	\$ 4,600	\$ -	\$ (4,600)		
Total	\$460,150	\$860,987	\$400,837		

TOWN OF EAST LYME

FY 2019/2020

Dept No. 317

Budget Input

Dept PW/Hwy & Sanitation

29-Apr-19

Acct.	Account Description	19/20 Budget	Supporting Description of Activity
100 Personnel Services			
211	Hwy Supr/PWD/Ofc Mgr	154,917	In the FY 18-19 budget, 75% of the Public Works Director and the Deputy Public works Director's salaries are charged to the Town and the other 25% is charged to Water and Sewer. As proposed, we are looking to charge only 60% of the Deputy Director of Public Works salary to the Town while the other 40% will be charged to Water & Sewer (20% to each Department). This is justifiable because the Deputy will be more involved with water & sewer projects going forward
311	Regular Payroll - Highway & Sanitation	1,311,269	This item consists of 24 positions of varying grades that are responsible for the performance of all the tasks of the Highway and Sanitation Department. They are lead by a General Foreman that is a union position. Wages are established by an active contract between the Town and UPSEU which goes thru June 30, 2021. The agreed upon wage increase for fy 19-20 was 2.25% with no step increases. We have realized savings in this Department as two long time employees retired and we backfilled the jobs with newer employees at the lower end of the wage scale.
314	Overtime Highway & Sanitation	20,450	This account funds overtime hours for account 311 personnel. This line covers after hour call outs that we need to respond to (i.e. putting up barricades after accidents, trees down, etc.) while we still have scheduled OT for events such as Celebrate EL (approx \$1,700 in OT) and the light parade (approx \$400 in OT). On top of this, we need OT throughout the year for occasional OT operations including fleet maintenance and repair (mostly Police car repairs) , road maintenance, and holiday garbage pick-up that must be completed outside of regular contract hours. We increased this line in the amount of general wage increase.
315	Storm Overtime	69,530	This account funds overtime hours for hourly town personnel to repair, maintain or clean-up after storms such as snow and winter conditions, rain and flooding, wind and tree damage and any other call-out events that are unplanned and are related to storms and natural events. The recent historical average for this line has been approximately \$68k/year but greatly varies from year to year. We increased this line in the amount of the general wage increase.
316	Longevity - Highway & Sanitation	7,350	Annual longevity pay is added compensation to union active employees for amounts related to years of service per contract between the Town and UPSEU. The reason for the reduction as stated above is that two of our long time employees retired in FY 18-19.
317	Uniform Allowance	6,000	Per union contract each employee is provided with a \$250 uniform allowance.

Acct.	Account Description	19/20 Budget	Supporting Description of Activity
Personnel Services Total		1,569,516 .	
200 Services - Contracted/Operations			
223	Traffic Signals & Street Signs	15,000	This line is used for the purchase, repair, maintenance and replacement of street signs, warrant signs, stop signs, speed limit signs, hardware and poles.
224	Road Reconstruction & Repair	200,000	This account funds the repair, maintenance and improvements of the Town's roads. Generally this item covers repairs, materials and preventive maintenance and not capital improvements. This is the one line item that allows us to address issues (i.e drainage, sightline, etc.) that come up during the year that need immediate Town action. We have reduced this line by \$17.5k to help minimize any increase to the Town budget.
239	Tree Warden	33,500	This line is used for removal of trees & limbs in the Town right-of-way or on town property that are deemed by the Tree Warden to be defective and for over head trimming and limb maintenance. We are proposing a \$10k increase in this line item as there are a large number of dead trees around town that need to be addressed.
Services/Contract/Oper Total		248,500	
210 Services - Contracted/Operations			
222	Recycling & Misc Disposal	13,300	This item pays for the hauling of the recyclables at the Town transfer station to a municipal reduction facility or processing plant as well as the rental cost for the compactor equipment at that facility. Up until now, the cost of transporting the recyclables to Willimantic Waste in Willimantic was offset by revenue that we received for the recyclable materials. As of 12/18, Willimantic Waste is no longer paying the town for recyclables so the transportation costs are much higher.
233	Ground Water Monitoring	13,600	This account funds the monitoring of the East Lyme landfill groundwater which includes sampling, reports, lab tests and submittals to the State DEP by a consultant as required by State permit. The consultant that does our testing had to raise their rates, hence the increase to this budget line item.
295	SCRRA Tipping Fee	591,600	This account pays SCRRA \$58/ton for the Municipal Solid Waste (MSW) generated from East Lyme residences/businesses that is sent to be burned at the trash to energy plant in Preston, CT. It is difficult to exactly peg the amount of town residential and commercial trash for any given year but this is the best guess. We have been experiencing a greater volume of waste over the last few years so I increased the budget request to cover this increase. Approximately \$277K of this has an offsetting revenue from when the commercial haulers bring EL business trash to the plant.

Acct.	Account Description	19/20 Budget	Supporting Description of Activity
296	Bulky Waste Trans & Tipping	100,091	This account funds the cost of Willimantic Waste (WW), a licensed vendor, to pick up and dispose of bulky waste from the Town transfer station to the vendor's volume reduction facility in Willimantic, CT. We pay the tipping fee per ton plus transportation to the facility. WW increased our tipping fee this past fiscal year from \$70/ton to \$78/ton, a 11.4% increase. The line covers the following; (approx 930 tons of bulky waste * \$78/ton plus the cost of 180 pickups by WW @ \$140/ pickup. To help save money in the future, we are looking to purchase our own transport truck that would allow us to bring all the rolloff containers up to Willimantic ourselves. The truck and container cost is just under \$180k, so if we purchase this vehicle thru the acquisition plan but pay the annual payment out of operating, then starting in the FY 20-21 budget we should start saving the Town money. Other area towns have a truck like this and by doing it this way, we are trying to keep the mileage down on our everyday garbage trucks. I am planning on explaining this more at the BOS and BOF meetings. BoF moved \$39,909 to dept 724 for acquisition payments on Transport Truck
Services/Contract/Oper Total		718,591	
220 Services - Vehicles Maintenance			
221	Fleet Maintenance	215,000	This line item provides for the repair and maintenance for the fleet of vehicles in the Town. Departments including Animal Control, Building, Comm. On Aging, Engineering, Fire Marshal, Parks & Recreation, Police and Public Works. We have been averaging about \$215k on this line item over the last few years.
Operating Expenditures Total		215,000	
300 Operating Expenses - Supplies/Fuels			
201	Telephones	4,000	This account is for the expense of the department land line, internet & cell phone accounts.
320	Supplies & Miscellaneous	22,800	Pays for general supplies and services and the many misc contracted services needed for operations.
321	Safety Equipment & Training	10,000	This line item covers the cost of required & professional development training, safety shoes for the union personnel in the department, other personal protective equipment and other misc safety equipment and supplies.
420	Landfill Materials/Transfer Station	14,000	This item provides the same supplies as the 300-320 account but for the transfer station including but not limited too the porta-potty rental, transfer station state permit for scale and yearly scale calibration. Computer software maintenance for the scale.

Acct.	Account Description	19/20 Budget	Supporting Description of Activity
440	Storm Materials & Supplies	156,485	This line item is for the purchase of approx 2,000 tons of treated salt at about \$70/ton for winter operations, and the balance is for plow repairs, plow blades, and contribution for a weather service.
450	Fuel Tank Repairs/Compliance	1,000	This line item covers miscellaneous service calls for the fuel tanks and anything else associated with town fuel tanks
460	Stormwater Permit Compliance	7,500	This line item covers the additional costs of the MS4 stormwater permit that we are required to follow.
Services/Contract/Oper Total		215,785	
310 Fuels - Vehicles			
221	Fleet Fuel	196,400	This line item provides for the fuel needs for the fleet of vehicles in the Town. Departments include Animal Control, Building, Comm. On Aging, Engineering, Fire Marshal, Parks & Recreation, Police and Public Works. We already locked in our unleaded and diesel prices for next year. In this fiscal year we are paying \$2.2815/gal and \$2.2775/gal for unleaded and diesel, respectively. For next fiscal year, we locked in at \$1.8674/gal and \$2.0433/gal for unleaded and diesel, a 19% and 10% decrease respectively.
Operating Expenditures Total		196,400	
400 Utilities			
210	Street Lights	220,160	We needed to add an additional \$12.8k to cover maintenance costs as we own our lights now. This will be the 4th out of 7 years of payments. After the 7th year, we should start saving around \$145k per year going forward after we fully pay for the LED light purchase and upgrade.
Operating Expenditures Total		220,160	
500 Programs			
100	LoCIP	0	LoCIP is no longer in the Highway budget as of FY 18-19.
224	Town Aid Roads	340,837	This expense is based on revenue provided by the State of Connecticut as State aid for road projects. The amount is determined by the State by improved and unimproved road miles. We utilize this money to supplement our annual road bond to fix as many road miles as possible.

Acct.	Account Description	19/20 Budget	Supporting Description of Activity
	Program Expenses Total	340,837	
	PW/Hwy & Sanitation Total	<u>3,724,789</u>	