

GENERAL FUND BUDGET FY 2020/2021

	2019 Actual Expense	2020 Adopted Budget	2020 Amended Budget	2021 Dept Head Requested	2021 Bd Selectmen Proposed	2021 Bd Finance Proposed	Adopted
317 - Public Works/Highway & Sanitation							
100 Personnel Services							
211 PW Dir/PW Dep Dir	167,747	154,917	154,917	158,410	158,410	158,410	2.25%
NEW Tree Warden	0	0	0	6,000	6,000	6,000	
311 Regular Payroll - Highway	1,269,841	1,311,269	1,311,269	1,328,062	1,328,062	1,294,148	-1.31%
314 Overtime - Highway	22,297	20,450	20,450	20,910	20,910	20,910	2.25%
315 Storm Overtime	69,035	69,530	69,530	71,094	71,094	71,094	2.25%
316 Longevity - Highway	8,900	7,350	7,350	7,000	7,000	7,000	-4.76%
317 Uniform Allowance	5,813	6,000	6,000	6,000	6,000	6,000	0.00%
Personnel Services Total	1,543,633	1,569,516	1,569,516	1,597,476	1,597,476	1,563,562	-0.38%
200 Services - Contracted/Operations							
223 Traffic Signals & Street Signs	13,092	15,000	15,000	15,000	15,000	15,000	0.00%
224 Road Reconst & Repair	164,886	200,000	200,000	217,500	217,500	217,500	8.75%
New Line-Traffic Calming Measures				20,000	20,000	5,000	
239 Tree Maintenance	23,500	33,500	33,500	50,000	50,000	50,000	49.25%
Services Contracted/Operations Total	201,478	248,500	248,500	302,500	302,500	287,500	15.69%
210 Services - Contracted/Operations							
222 Recycling & Misc Disposal	8,660	13,300	13,300	9,000	9,000	9,000	-32.33%
233 Ground Water Monitoring	13,600	13,600	13,600	15,550	15,550	15,550	14.34%
295 SCRRRA Tipping Fee	556,917	591,600	591,600	570,000	570,000	570,000	-3.65%
296 Bulky Waste Trans & Tipping	118,068	100,091	100,091	100,000	100,000	100,000	-0.09%
Services Contracted/Operations Total	697,244	718,591	718,591	694,550	694,550	694,550	-3.35%
220 Services - Vehicles Maintenance							
221 Fleet Maintenance	221,321	215,000	215,000	215,000	215,000	215,000	0.00%
Operating Expenses Total	221,321	215,000	215,000	215,000	215,000	215,000	0.00%
300 Operating Expenses - Supplies/Fuels							
201 Telephone	4,085	4,000	4,000	6,250	6,250	6,250	56.25%

		2019 Actual Expense	2020 Adopted Budget	2020 Amended Budget	2021 Dept Head Requested	2021 Bd Selectmen Proposed	2021 Bd Finance Proposed	2021 Adopted
320	Supplies & Miscellaneous	23,639	22,800	22,800	22,800	22,800	22,800	0.00%
321	Safety Equip & Training	10,000	10,000	10,000	12,000	12,000	12,000	20.00%
420	Landfill Materials/Trans Station	14,000	14,000	14,000	12,000	12,000	12,000	-14.29%
440	Storm Materials & Supplies	162,886	156,485	156,485	156,485	156,485	151,485	-3.20%
450	Fuel Tank Repairs/Compliance	290	1,000	1,000	1,000	1,000	1,000	0.00%
460	Stormwater Permit Compliance	7,500	7,500	7,500	7,500	7,500	7,500	0.00%
Operating Expenses Total		222,400	215,785	215,785	218,035	218,035	213,035	-1.27%
310 Fuels - Vehicles								
221	Fleet Fuel	208,091	196,400	196,400	196,400	196,400	196,400	0.00%
Fuels - Vehicles Total		208,091	196,400	196,400	196,400	196,400	196,400	0.00%
400 Utilities								
210	Street Lights	223,408	220,160	220,160	214,160	214,160	212,160	-3.63%
Fuels - Vehicles Total		223,408	220,160	220,160	214,160	214,160	212,160	-3.63%
500 Programs								
100	LOCIP	0	0	0				
224	Town Aid Roads	326,007	340,837	340,837	340,837	340,837	340,837	0.00%
Programs Expenses Total		326,007	340,837	340,837	340,837	340,837	340,837	0.00%
Public Works/Highway & Sanitation Total		3,643,582	3,724,789	3,724,789	3,778,958	3,778,958	3,723,044	-0.05%

		fy 19-20	fy 20-21	Diff	Revenue	828,619
01-03-300-301	Town Aid Road	\$341,444	\$340,144	\$ (1,300)	Net Budget	2,950,339
01-05-500-510	Solid Waste License	\$ 800	\$ 500	\$ (300)		
01-08-800-001	MSW Cans	\$ 5,000	\$ 5,000	\$ -		
01-08-800-804	Transportation Subsidy	\$ 43,000	\$ 40,000	\$ (3,000)		
01-08-800-805	Tipping Fees/Commercial	\$277,000	\$225,225	\$ (51,775)		
01-08-800-807	Recycling/Other	\$ 44,350	\$ 40,500	\$ (3,850)		
01-08-800-814	Landfill Deposits	\$150,000	\$177,250	\$ 27,250		
	Recycling-Cardboard/Paper	\$ -	\$ -	\$ -		
	Total	\$861,594	\$828,619	\$ (32,975)		

2019 Actual Expense	2020 Adopted Budget	2020 Amended Budget	2021 Dept Head Requested	2021 Bd Selectmen Proposed	2021 Bd Finance Proposed	Adopted
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TOWN OF EAST LYME

FY 2020/2021

Dept No. 317
 Dept PW/Hwy & Sanitation

Budget Input
 14-May-20

Acct.	Account Description	20/21 Budget	Supporting Description of Activity
100 Personnel Services			
211	PW Dir/PW Dep Dir	158,410	We changed the name of this line item to more accurately reflect what it is. 75% of the Public Works Director's salary (\$90,485) and 60% of the Deputy Public Works Director's salary (\$67,926) is being charged to the Town and the rest of their salaries are being charged to Water and Sewer Department budgets which are separate from the Town budget.
NEW	Tree Warden	6,000	To appoint a town employee as Tree Warden. In the past the tree Warden was the same contractor that cut down the trees. The Tree Warden passed away recently, therefore, recommend we change the way we handle this.
311	Regular Payroll - Highway & Sanitation	1,294,148	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 led 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 20-21 was 2.25% with no step increases. We have realized savings in this Department as a few long time employees retired and we backfilled their positions with newer employees at the lower end of the wage scale so that is why the increase doesn't total 2.25%. BoS recommended and BoF approved reduction of \$33,914 - we will hold off on replacing an employee that retired later in 20/21 fiscal year.
314	Overtime Highway & Sanitation	20,910	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.

Acct.	Account Description	20/21 Budget	Supporting Description of Activity
315	Storm Overtime	71,094	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 \$68-70k/year but greatly varies from year to year. We increased this line in the amount of the general wage increase.
316	Longevity - Highway & Sanitation	7,000	Annual longevity pay is added compensation to union active employees for amounts related to years of service per contract between the Town and UPSEU. There is a small reduction this year due to several retirements of long time employees
317	Uniform Allowance	6,000	Per union contract each union employee is provided with a \$250 uniform allowance.
Personnel Services Total		1,563,562	
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. The Department has been making progress in changing out street signs at the State road intersections, but there is still a lot of work to do to proactively change out old street and regulatory signs throughout Town.
224	Road Reconstruction & Repair	217,500	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. This is a critical line item for our Department and usually allows us to do the projects that the residents/taxpayers want us to do but are hard to plan for. We reduced this line by \$17.5k in the FY 19-20 budget, but we are looking to get back to the regular funding level of \$217.5 which we had been receiving for a number of years.
	New Line-Traffic Calming Measures	5,000	One of the biggest complaints the PW and Police Departments gets is speeding vehicles around Town. Over the years the PW Department has purchased two of the digital speed signs that you see around Town to help slow drivers down and also provide the PD with valuable data on actual traffic counts and speed figures. These signs are not cheap (\$2800 each) but they have been effective. The Department wants to buy more digital speed signs and look into other ways that may be helpful in helping calm traffic so we created this budget line to be solely used for these types of measures. BoS recommended and BoF approved \$15,000 reduction - while new initiative left \$5,000 since speeding is one of the most frequently received complaints.

Acct.	Account Description	20/21 Budget	Supporting Description of Activity
239	Tree Maintenance	50,000	This line item used to be called Tree Warden but the better description is "Tree Maintenance". 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. With the advance of dead ash trees from the emerald ash borer and the devastation to many of the oak trees from gypsy moths, we are proposing to significantly increase this line item to keep up with all the work that is needed.
Services/Contract/Oper Total		287,500	
210 Services - Contracted/Operations			
222	Recycling & Misc Disposal	9,000	This item pays for the rental cost for the compactor equipment at the Town's Transfer Station facility. We also have approx \$5,000 in this line item to purchase a 40 cubic yard rolloff container to allow us to haul our own loads up to Willimantic Waste with our new hook truck.
233	Ground Water Monitoring	15,550	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 testing costs have risen over the last few years which explains why there is an increase to this budget line item.
295	SCRARRA Tipping Fee	570,000	This account pays SCRARRA \$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. The actual cost to SCRARRA is about \$69/ton so they subsidize the rest of the amount with revenue they received in the past from electrical energy contracts while burning the trash. The \$58/ton fee has held steady for the last 7 years but in FY 2021-22, we should expect that the tip fee may start to go up. It is difficult to exactly peg the amount of town residential and commercial trash for any given year but we are guessing about 9,825 tons which when multiplied by \$58/ton comes to \$570k. The FY 19-20 budget was \$591,600 so we have been experiencing a small reduction in the amount of commercial trash which also affects Tip fee Commercial revenue. What we are speculating is that more businesses in Town have done away with dumpsters that they have to pay for and have moved to town provided garbage and recycling bins that they have to roll to the street weekly but that don't cost them by volume.

Acct.	Account Description	20/21 Budget	Supporting Description of Activity
296	Bulky Waste Trans & Tipping	100,000	This account funds the cost of disposing of bulky waste at the Town's transfer station by sending it to Willimantic Waste's (WW) volume reduction facility in Willimantic, CT. Over the past two years, WW has increased their tipping fees by 11.4% increase. To counter this, the Department has raised the bulky waste disposal fees for residents at the transfer station so now the landfill revenue has increased by over \$70k since FY 16-17. This is helping offset the net cost of the PW budget on the entire town's budget increase.
Services/Contract/Oper Total		694,550	
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	6,250	This account is for the expense of the department land line, internet & cell phone accounts. The reason for the increase is that we have deployed cell phones in each of the three front line garbage trucks to allow the drivers to take pictures of issues that they have in collection (car in the way of a can, items that aren't supposed to be in the can, cans to close together, etc.) so when residents call the office asking why their garbage or recycling wasn't picked up, we have a picture of the exact reason so we can better solve the situation and provide more efficient service.
320	Supplies & Miscellaneous	22,800	Pays for general supplies and services and the many misc contracted services needed for operations.
321	Safety Equipment & Training	12,000	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. We have been getting behind in some of the training requirements so the additional request is needed to help provide for these extra training sessions
420	Landfill Materials/Transfer Station	12,000	This item provides the same supplies as the 320 account but for the transfer station; including, but not limited too, the porta-potty rental, transfer station state permit fee for the scale, yearly scale calibration, software maintenance fees for the TS computer, and more. To make up for the additional training needs in line 321, we have reduced line 420 by an equivalent amount.

Acct.	Account Description	20/21 Budget	Supporting Description of Activity
440	Storm Materials & Supplies	151,485	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, winter operations equipment and contribution for a weather service. BoS recommended and BoF approved \$5,000 reduction due to mild winter and full salt shed.
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		213,035	
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. For next fiscal year, we bid out and locked in at \$1.9429/gal and \$2.0772/gal for unleaded and diesel, respectively.
Operating Expenditures Total		196,400	
400 Utilities			
210	Street Lights	212,160	This will be the 5th year 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. The PW Department started to manage the repairs internally this year to provide better service to our residents. BoS recommended and BoF approved \$2,000 reduction due to now doing repairs in house.
Operating Expenditures Total		212,160	
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	20/21 Budget	Supporting Description of Activity
	Program Expenses Total	340,837	
	PW/Hwy & Sanitation Total	<u>3,723,044</u>	