

GENERAL FUND BUDGET FY 2021/2022

	2020 Actual Expense	2021 Adopted Budget	2021 Amended Budget	2022 Dept Head Requested	2022 Bd Selectmen Proposed	2022 Bd Finance Proposed	Adopted
102 - Assessor's Office							
100 Personnel Services							
211 Assessor	80,143	81,981	81,981	83,825	83,825	83,825	2.25%
311 Assessment Aides	96,495	98,768	98,768	98,768	100,991	100,991	2.25%
316 Longevity	350	450	450	850	850	850	88.89%
412 PT Clerical	530	0	0	530	530	530	
Personnel Services Total	177,518	181,199	181,199	183,973	186,196	186,196	2.76%
200 Services-Contracted/Operating							
216 Service Contracts	25,476	27,000	27,000	29,000	29,000	29,000	7.41%
239 Contracted Operating Services	4,000	0	0	0	0	0	
Services-Contracted/Operating Total	29,476	27,000	27,000	29,000	29,000	29,000	7.41%
300 Operating Expenses							
242 Professional Conventions/Con	2,292	2,000	2,000	2,000	2,000	2,000	0.00%
246 Transportation Allowance	446	450	450	450	450	450	0.00%
320 Misc Supplies	2,985	3,600	3,600	3,600	3,600	3,600	0.00%
Operating Expenses Total	5,723	6,050	6,050	6,050	6,050	6,050	0.00%
Assessor's Total	212,717	214,249	214,249	219,023	221,246	221,246	3.27%
					Revenue	500	01-08-800-813
					Net Budget	220,746	

Department Total **221,246**

TOWN OF EAST LYME

FY 2021/2022

Dept No. **102**
 Dept Name **Assessor's Office**

Budget Input
26-Apr-21

Acct.	Account Description	21/22 Budget	Supporting Description of Activity
100 Personnel Services			
211	Assessor	83,825	Assessor salary with 2.25% general wage increase approved by Board of Selectmen
311	Assessment Aides	100,991	Two full time UPSEU union staff members: Assessment Aid \$44,38 and Assessor Assistant \$54,230. BoS updated UPSEU one year contract extension 2.25% COLA.
316	Longevity	850	Longevity payments for years of service per UPSEU contract \$350 for 15 to 19 years of service and \$100 for 5 to 9 years of service. \$250 5 years of service unaffiliated.
412	PT Clerical	530	This figure was eliminated last year to reduce the budget, however this year we are in need of catchup due to staffing shortages and it is also a revaluation year for us requiring additional work
Personnel Services Total		186,196	
200 Services-Contracted/Operating			
216	Service Contracts	29,000	Vision Government Solutions- our CAMA Program which produces the field cards. It's the program we value Real Estate in. 2 years ago I was able to drop down a user category and save \$1,561. Walsh, our admin program provides billing file to Tax Department increase of 4%. I was able to decrease Tighe and Bond Mapping amount by 6% by eliminating Mylar maps and a second full set of maps 2 yrs. ago. Vision: \$10,287; GEMS: \$13,000; Maps: \$5,250. The Map vendor increased this year by \$250. Over the past several years I have reduced this figure by \$750.
239	Contracted Operating Services	0	This category is used for personal property audits and special property inspections. Spending\$4,200.00 on audits resulted in a return of \$14,273.00 a 340% return. Last year this amount was eliminated for the benefit of businesses due to covid. First Selectman reduced to zero again due to the continuing impact of the pandemic.
Services-Cont/Operate Total		29,000	

Acct.	Account Description	21/22 Budget	Supporting Description of Activity
300 Operating Expenses			
242	Professional Conventions/Cont	2,000	Reduction of \$100.00. Continuing education very important in this field to maintain certification, keep pace with legal & technical changes & work towards certification. I became an instructor so I am able to get continuing education credits & my room up at UCONN without charge to the town.
246	Transportation Allowance	450	Same as last year for out of town meetings
320	Miscellaneous Supplies	3,600	Maintained same as last year despite increases for motor vehicle pricing guides, NADA motor vehicle batch pricing which will be increased for this budget year again due to the cost of pricing. Binding of the grand lists books comes out of this category as well. I have reduced the price by printing double sided on the regular books. Comparable sales subscription to aid in Real Estate Valuation. Required advertising. I now have 3 towns splitting the add with East Lyme I also keep the price down by sharing resources of the construction equipment guides with the town of Old Lyme. In the past I have kept the cost down by using the Town of Waterford print shop for all my envelopes, my personal property declarations, letterhead and business cards. This no longer an option so I will have an additional expense for the personal property declarations this year. Adding an additional town in the joint add will help defray some of those costs.
Operating Expenses Total		<u>6,050</u>	
Assessor Dept Total		<u><u>221,246</u></u>	

TOWN OF East Lyme
Account 242 - Professional Conventions
Fiscal Year 2020/2021

Department	
Name	No.
Assessor	102

This form is used to provide budget data on local, state and national conferences and seminars which are beneficial.

List the name of the organization and the anticipated annual fees for the ensuing fiscal year. Attach, as support, any state law or documentation that mandates you must attend this training.

Seminar Title & Location	Employee attending	Anticipated Expenses				Total
		Lodging	Travel	Registration fee	Other (incl per diem)	
International Assoc of Assessing Officers Annual Conference						
Northeast Conference	Diane	\$150.00		\$230		380
UCONN - Annual Assessor's School	Stephanie			\$450.00		450
IAAO CLASS	Diane			\$550.00		550
(note: travel for UCONN included in mileage)	Chris			\$120.00		120
Other expenses include, county dues, state and county meetings, seminars, clerical courses				\$500		500
Total						\$ 2,000