

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
113 - Maintenance of Town Buildings							
100 Personnel Services							
311 Custodians	208,779	206,790	206,790	222,180	227,076	227,076	9.81%
314 Overtime	2,351	3,000	3,000	3,000	3,000	3,000	0.00%
316 Longevity	700	700	700	1,150	1,150	1,150	64.29%
317 Uniform Allowance	1,000	1,000	1,000	1,250	1,250	1,250	25.00%
Personnel Services Total	212,831	211,490	211,490	227,580	232,476	232,476	9.92%
200 Services - Contracted/Operations							
216 Service Contracts	50,209	49,500	49,500	52,500	52,500	52,500	6.06%
222 Building Maintenance	38,339	39,900	39,900	44,900	44,900	44,900	12.53%
295 Fire Protection - Town	43,098	47,408	47,408	52,150	52,150	52,150	10.00%
Services Contracted/Operations Total	131,645	136,808	136,808	149,550	149,550	149,550	9.31%
300 Operating Expenses - Supplies/Fuels							
201 Telephone	18,885	19,500	19,500	19,500	19,500	19,500	0.00%
317 Custodial Supplies	13,988	16,050	16,050	21,050	21,050	21,050	31.15%
320 Misc Supplies	2,247	1,800	1,800	1,800	1,800	1,800	0.00%
Operating Expenses Total	35,120	37,350	37,350	42,350	42,350	42,350	13.39%
400 Utilities							
210 Electricity	219,191	222,500	222,500	260,000	260,000	260,000	16.85%
212 Water & Sewer	11,194	13,000	13,000	13,000	13,000	13,000	0.00%
213 Heating Oil/Propane	69,325	80,258	80,258	85,000	85,000	85,000	5.91%
Operating Expenses Total	299,710	315,758	315,758	358,000	358,000	358,000	13.38%
Maintenance of Town Buildings Total	679,306	701,406	701,406	777,480	782,376	782,376	11.54%
					Revenue	8,000	01-08-800-838
					Net Budget	774,376	

4/26/2021

TOWN OF EAST LYME

FY 2021/2022

Dept No. 113
 Dept Maint of Town Bldgs

Budget Input
 26-Apr-21

Acct.	Account Description	21/22 Budget	Supporting Description of Activity
100 Personnel Services			
311	Custodians	227,076	In the current FY 20-21, we have the following employees; 1 - 40 hr/wk FT Buildings & Grounds Supervisor who oversees all the buildings and custodians and coordinates and participates in building maintenance. We have a FT - 40 hr/ week custodial supervisor at Town Hall, a 30 hr/wk custodian during the day and 40 hr/wk custodian at night at the ELCC and a 11 hr/wk part time floater that helps clean the Field Services Bldg, the Em Mgt/Dispatch and the existing PD. All of these employees total 163 manhours. With the introduction of the Public Safety Building in next year's proposed budget, we still have the 1 - 40 hr/wk FT Buildings & Grounds Supervisor, the ELCC coverage stays the same, but the Town Hall/Probate Court custodian would drop from 40 to 32 hrs and we would add a 40 hr/wk FT custodian to cover the Public Safety Building and the Field Services Building for a total of 182 hrs. Attached is a spreadsheet of the current custodial coverage and the proposed for your information. BoS updated UPSEU 2.25% COLA
314	Overtime	3,000	This overtime covers after hour call ins, emergencies, when town meetings run after regular building close times and other situations that come up throughout the year.
316	Longevity	1,150	Time in service pay earned by employees per contract. The reason for the increase is that two of the FT employees reached higher incentive levels for their longevity in this coming year.
317	Uniform Allowance	1,250	Each union employee receives a \$250 uniform allowance per contract so with 5 FT employees this amounts to \$1,250.
Personnel Services Total		232,476	

200 Services - Contracted/Operations

Acct.	Account Description	21/22 Budget	Supporting Description of Activity
216	Service contracts	52,500	This line item is for building maintenance service contracts. We are proposing preventive maintenance HVAC contracts for the Town Hall, Community Center, the new Public Safety Bldg and the Public Works Garage. All other building and any repairs would be paid on a time and materials basis. Additionally we need to pay for security coverage at the following locations; ELCC (Fire/Burgular), Town Hall (F/B), FFD (F), NFD Main (F), NFD Sta 2 (F), FSB (F/B), Old PD (F), PSB (F), Sam Smith House (F), 12 Roxbury garage (F) and the Trans Sta (B). Also we need to have the fire alarms tested at the ELCC, Town Hall, FFD, NFD Main, NFD Sta 2, FSB, PSB, Old Garage and the Sam Smith house. We also have inspection and service requirements for the sprinklers at the Community Center and FSB, and servicing of fire extinguishers and pest control throughout all the buildings.
222	Building Maintenance	44,900	Coverage for emergency repairs, general building maintenance and repair contractors. This account also includes necessary building improvements to stairs, lighting, carpets, window, etc. that are not included as capitol projects. We are proposing to raise this line item by \$5,000 to include building maintenance costs at the new Public Safety building.
295	Fire Protection - Town	52,150	This line items has been increasing by 10% per year per the request of the W&S commission. This number used to be over \$70k over 20 years ago but was drastically reduced back then when the water department was flush with money. The Water & Sewer Commission is looking to keep growing this payment until they get back to what the levels were over 20 years ago. The \$52,150 is still only about \$63/hydrant (the Town has about 825 public fire hydrants) where as other area utility companies charge municipalities over \$100/hydrant for fire protection services.
Services/Contract/Oper Total		149,550	

300 Operating Expenses - Supplies/Fuels

201	Telephones	19,500	This includes the charges for phone and networking communication at the town hall and the community center, as well most of the Town cell phones. The cost for the phone lines is approx \$2,600, the cost for the voice over internet (VOIP) is approx \$11,000, the cell phone monthly service plus equipment is approx \$4,700 and the balance is of the nutmeg network (\$1,200).
317	Custodial Supplies	21,050	This is the line item to purchase cleaning supplies for the town hall, FSB, the community center. We are increasing this line by \$5,000 in this coming year to also cover the new Public Safety Bldg.
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

Acct.	Account Description	21/22 Budget	Supporting Description of Activity
Services/Contract/Oper Total		42,350	
400 Utilities			
210	Electricity	260,000	This line item covers electricity usage at the following locations; the radio equip on the Water tower on Boston post rd, the park clock on main st, the emergency dispatch center, traffic signals, town hall, the Niantic Fire Dept at 6 & 8 Grand St and at Station 2, the transfer station, the community center, Flanders Fire Dept, the existing PD on Main St, 12 roxbury garage and at the Field Services Building on Capitol Dr. We are projecting the new Public Safety Bldg to cost approx \$60,000 for the year for electricity but the first year will be important to pegging this line item going forward. We are assuming the ex. PD would drop next to zero after the PD moves out in Aug/Sept and we cut in 1/2 the proposed usage at the current dispatch/emergency mgt bldg as there will still be equipment running at this facility.
212	Water & Sewer	13,000	This covers water and sewer charges for the following facilities. Town Hall, FSB, Smith Harris House, NFD Main Station, NFD Sta 2, FFD, 12 Roxbury Rd Garage, the ELCC, and the Emergency Dispatch bldg. The new PSB is not on town water or sewer but the elimination of the existing PD bldg will be offset by higher water and sewer rates.
213	Heating Oil/Propane	85,000	We try to best gauge what this line will be but it is tough to determine how warm or cold the winter will be. We increased this line to take on the additional propane that will be needed in the new PSB. That increase is offset by favorable fuel oil and propane prices for next winter.
Services/Contract/Oper Total		358,000	
Maint of Town Buildings Total		782,376	

TOWN OF EAST LYME

DEPT 113 - BUILDING MAINTENANCE

PROJECTED SALARY LINE ITEM 01-01-113-100311 FOR FY 21-22

WITH PS BUILDING

Employee	FY 20-21	FY 21-22	ASSUME 2.25% GWI Increase			BOF	Start Date	6/30/2022	Lngvity	Uni Allow
	Rate/hr	Rate/hr	Hrs/wk	Wkly Rate	Yearly			Yrs Serv		
Ron Bence	\$ 32.26	\$ 32.99	40	\$ 1,319.43	\$ 68,610.57	\$ 67,100.80	8/13/2001	20.9	\$ 550	\$ 250
George Carfi	\$ 24.01	\$ 24.55	32	\$ 785.61	\$ 40,851.57	\$ 39,952.64	3/2/2009	13.3	\$ 250	\$ 250
Ron Mathieu	\$ 19.72	\$ 20.16	30	\$ 604.91	\$ 31,455.37	\$ 30,763.20	1/17/2019	3.5	\$ 100	\$ 250
Louise Neely	\$ 20.71	\$ 21.18	40	\$ 847.04	\$ 44,046.03	\$ 43,076.80	12/30/2011	10.5	\$ 250	\$ 250
New employee *	\$ 19.72	\$ 20.16	40	\$ 806.55	\$ 37,101.21	\$ 36,284.80				\$ 250
					\$ 222,064.75	\$ 217,178.24			\$ 1,150	\$ 1,250
	\$ 18.00	\$ 18.00	280	hrs	\$ 5,000.00	\$ 5,000.00				
* Assuming starting 8/2/21- 46 pay periods				BUDGET	\$ 227,064.75	\$ 222,178.24				
				say	\$ 227,070	\$ 222,180				