

GENERAL FUND BUDGET FY 2022/2023

	2021 Actual Expense	2022 Adopted Budget	2022 Amended Budget	2023 Dept Head Requested	2023 Bd Selectmen Proposed	2023 Bd Finance Proposed	Adopted
113 - Maintenance of Town Buildings							
100 Personnel Services							
311 Custodians	199,375	227,076	227,076	247,050	247,050		8.80%
314 Overtime	1,807	3,000	3,000	3,000	3,000		0.00%
316 Longevity	700	1,150	1,150	1,050	1,050		-8.70%
317 Uniform Allowance	1,000	1,250	1,250	1,250	1,250		0.00%
Personnel Services Total	202,882	232,476	232,476	252,350	252,350	0	8.55%
200 Services - Contracted/Operations							
216 Service Contracts	42,162	52,500	52,500	57,100	57,100		8.76%
222 Building Maintenance	53,198	44,900	44,900	46,300	46,300		3.12%
295 Fire Protection - Town	47,408	52,150	52,150	57,365	57,365		10.00%
Services Contracted/Operations Total	142,767	149,550	149,550	160,765	160,765	0	7.50%
300 Operating Expenses - Supplies/Fuels							
201 Telephone	19,214	19,500	19,500	21,900	21,900		12.31%
317 Custodial Supplies	14,699	21,050	21,050	21,050	21,050		0.00%
320 Misc Supplies	2,116	1,800	1,800	1,800	1,800		0.00%
Operating Expenses Total	36,029	42,350	42,350	44,750	44,750	0	5.67%
400 Utilities							
210 Electricity	204,758	260,000	260,000	262,400	262,400		0.92%
212 Water & Sewer	9,993	13,000	13,000	13,000	13,000		0.00%
213 Heating Oil/Propane	62,483	85,000	85,000	100,000	100,000		17.65%
Operating Expenses Total	277,233	358,000	358,000	375,400	375,400	0	4.86%
Maintenance of Town Buildings Total	658,912	782,376	782,376	833,265	833,265	0	6.50%
				Revenue	9,622	01-08-800-838	
				Net Budget	823,643		

3/9/2022

TOWN OF EAST LYME

FY 2022/2023

Dept No. 113
 Dept Maint of Town Bldgs

Budget Input
 9-Mar-22

Acct.	Account Description	22/23 Budget	Supporting Description of Activity
100 Personnel Services			
311	Custodians	247,050	In the current FY 21-22 budget and with the new Public Safety Bldg opeartional, we will 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 - 30 hr/ week custodian at Town Hall who also cleans the judge of probate's office and the Field Services Building, a 30 hr/wk custodian during the day and 40 hr/wk custodian at night at the ELCC and a 40 hr/wk custodian supervisor in charge of cleaning and maintainting the new Pulbic Safety Bldg. We are looking to increase the existing 30 hr custodian at Town Hall to 40 hrs and the 30 hr custodian at the ELCC to 35 hrs/wk. Attached is a spreadsheet of the proposed custodial coverage for your information.
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	1,050	Time in service pay earned by employees per contract.
317	Uniform Allowance	1,250	Each union employee receives a \$250 uniform allowance per contract so with 5 benefitted union employees, this amounts to \$1,250.
Personnel Services Total		252,350	

200 Services - Contracted/Operations

Acct.	Account Description	22/23 Budget	Supporting Description of Activity
216	Service contracts	57,100	This line item is for building maintenance service contracts such as maintenance HVAC contracts for the Town Hall, Community Center, the new Public Safety Bldg and the Public Works Garage. All other HVAC repairs would be paid on a time and materials basis out of this budget. 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), 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. We will be needing an elevator PM contract at the PSB as well after it has been in service for one year.
222	Building Maintenance	46,300	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 3% to cover increases in materials and services.
295	Fire Protection - Town	57,365	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.
Services/Contract/Oper Total		160,765	
300 Operating Expenses - Supplies/Fuels			
201	Telephones	21,900	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 \$3,100, the cost for the voice over internet (VOIP) is approx \$11,000, the cell phone monthly service plus equipment is approx \$6,300 and the balance is of the nutmeg network (\$1,500).
317	Custodial Supplies	21,050	This is the line item to purchase cleaning supplies for the town hall, FSB, PSB and the ELCC.
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
Services/Contract/Oper Total		44,750	

Acct.	Account Description	22/23 Budget	Supporting Description of Activity
400 Utilities			
210	Electricity	262,400	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. At the time of putting in this budget, we still have not moved into the PSB so we are still not sure exactly what to budget for this facility so we have tried to be conservative with our estimates
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 old Emergency Dispatch bldg.
213	Heating Oil/Propane	100,000	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 by \$15,000 because of the projected increase in #2 fuel oil and propane for next winter.
Services/Contract/Oper Total		375,400	
Maint of Town Buildings Total		833,265	