

GENERAL FUND BUDGET FY 2023/2024

	2022 Actual Expense	2023 Adopted Budget	2023 Amended Budget	2024 Dept Head Requested	2024 1st Selectmen Proposed	2024 Bd Selectmen Proposed	2024 Bd Finance Proposed	Amended	
113 - Maintenance of Town Buildings									
100 Personnel Services									
311 Custodians	230,977	247,050	247,050	263,369	263,369	263,369		6.61%	\$ 16,319
314 Overtime	0	3,000	3,000	22,000	21,000	12,000		600.00%	\$ 19,000
316 Longevity	1,150	1,050	1,050	1,600	1,600	1,600		52.38%	\$ 550
317 Uniform Allowance	1,250	1,250	1,250	1,500	1,500	1,500		20.00%	\$ 250
Personnel Services Total	233,377	252,350	252,350	288,469	287,469	278,469	0	13.92%	\$ 36,119
200 Services - Contracted/Operations									
216 Service Contracts	40,624	57,100	57,100	61,300	59,200	59,200		3.68%	\$ 4,200
222 Building Maintenance	61,661	46,300	46,300	56,300	51,300	51,300		10.80%	\$ 10,000
295 Fire Protection - Town	52,150	57,365	57,365	63,102	63,102	63,102		10.00%	\$ 5,737
Services Contracted/Operations Total	154,435	160,765	160,765	180,702	173,602	173,602	0	7.98%	\$ 19,937
300 Operating Expenses - Supplies/Fuels									
201 Telephone	20,953	21,900	21,900	22,900	22,900	22,900		4.57%	\$ 1,000
317 Custodial Supplies	20,590	21,050	21,050	18,050	18,050	18,050		-14.25%	\$ (3,000)
320 Misc Supplies	1,731	1,800	1,800	1,800	1,800	1,800		0.00%	\$ -
Operating Expenses Total	43,274	44,750	44,750	42,750	42,750	42,750	0	-4.47%	\$ (2,000)
400 Utilities									
210 Electricity	228,867	262,400	262,400	262,400	262,400	262,400		0.00%	\$ -
212 Water & Sewer	8,983	13,000	13,000	14,500	14,500	14,500		11.54%	\$ 1,500
213 Heating Oil/Propane	85,887	100,000	100,000	122,750	122,750	122,750		22.75%	\$ 22,750
Operating Expenses Total	323,737	375,400	375,400	399,650	399,650	399,650	0	6.46%	\$ 24,250
Maintenance of Town Buildings Total	754,823	833,265	833,265	911,571	903,471	894,471	0	8.43%	\$ 78,306

Revenue
Net Budget

01-08-800-838
0

03/10/2023

Department Total **0**

TOWN OF EAST LYME

FY 2023/2024

Dept No. 113
 Dept Maint of Town Bldgs

Budget Input
 15-Dec-22

Acct.	Account Description	23/24 Budget	Supporting Description of Activity
100 Personnel Services			
311	Custodians	263,380	This proposed budget consists of 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 two 30 hr/ week custodians; one at the Town Hall and one at the Public Safety Bldg (they are both working 4-10pm Mon-Fri). To cover the ELCC, we have one 40 hr/wk nighttime custodian (2-10:30pm) and another 30hr/wk custodian that works 7am-1pm Mon-Fri. We also have a part time non benefitted filler position that presently works 3 days/wk- 4 hrs per day (Mon, Wed, Fri 2-6pm) to clean the Field Services Bldg and to help with the Public Safety Bldg. We also need additional funding for coverage when our union staff is out. There are no additional staff in this budget.
314	Overtime	22,000	This line item for overtime usually covers \$3,000 for after hour call ins, emergencies, when town meetings run after regular building close times and other situations that come up throughout the year. At the request of the library, parks and rec and the senior center, we have added an additional \$19,000 to cover OT costs to supply a custodian to open and close the ELCC and staff 8 hrs of saturday coverage all year long and 34 weeks of 4 hrs of Sunday coverage. In the current year, all of the Saturday coverage is paid out of the Parks and Rec activity fund and the sunday coverage is paid by the library.
316	Longevity	1,600	Time in service pay earned by employees per contract. The reason for the increase is that the new union contract calls for a higher longevity payment for the employees.
317	Uniform Allowance	1,500	Each union employee used to receive a \$250 uniform allowance per contract. That amount will be going up to \$300/employee with the new union contract so with 5 FT employees this amounts to \$1,500.
Personnel Services Total		288,480	

200 Services - Contracted/Operations

216 Service contracts 61,300

This line item is for building maintenance service contracts and repairs. 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. The largest percentage of this increase is in the HVAC PM contracts and repairs as those expenses have been going way up.

222 Building Maintenance 56,300

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 \$10,000 as more non capital repair costs have been popping up that need to be addressed right away.

295 Fire Protection - Town 63,102

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 \$63,102 amount is still only about \$77/hydrant (the Town has about 825 public fire hydrants) where as other area utility companies charge municipalities well over \$100/hydrant for fire protection services.

Services/Contract/Oper Total 180,702

300 Operating Expenses - Supplies/Fuels

201 Telephones 22,900

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 \$3,360, the cost for the voice over internet (VOIP) is approx \$11,000, the cell phone monthly service plus equipment is approx \$6,100, we have budgetd \$750 for cell phone equipment, we contribute \$1,200 out of this line for the State's Nutmeg network and the balance over \$550 is for misc items or to cover any overages.

317 Custodial Supplies 18,050

This is the line item to purchase cleaning supplies for the town hall, FSB, the community center. We are able to decrease this line item by \$3000 as we added more in the current year to absorb the new Public Safety Building and we have had some economies of scale in our purchases this year.

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 42,750

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 old emergency dispatch center in flanders, 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 old PD on Main St, the new Public Safety building, 12 roxbury garage and at the Field Services Building on Capitol Dr. Now that we have had a full calendar year of electric bills for the new Public Safety Building, we were able to better estimate the projected electricity costs for next year. Our current energy supply contract runs thru December 2024 and is very favorable at this time so we won't see any energy supply increases in this coming FY but the 24-25 budget could jump up significantly.
212	Water & Sewer	14,500	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, the PSB and the old Emergency Dispatch bldg. This increase reflects the increases to the Town water and sewer rates.
213	Heating Oil/Propane	122,750	We saw large increases in the costs of propane and fuel oil in the current FY so this winter that line item projects to be around \$123k or about \$23k over the current budget. We are estimating next year's fuel costs to be about the same as this winter so that is the reason for the large increase in this line item.
Services/Contract/Oper Total		<u>399,650</u>	
Maint of Town Buildings Total		<u>911,582</u>	