

GENERAL FUND BUDGET FY 2026/2027

	2025 Actual Expense	2026 Adopted Budget	2026 Amended Budget	2027 Dept Head Requested	2027 1st Selectmen Proposed	2027 Brd Selectmen Proposed	2027 Bd Finance Proposed	Amended
1054153 - Planning Department								
Personnel Services								
51618 Planning Director	88,589	87,488	87,488	110,234	89,894			2.75%
51620 Asst.Env./GIS Town Planner	2,032	5,000	5,000	25,000	5,000			0.00%
51905 Longevity	550	550	550	550	550			0.00%
51610 PT Recording Secretary	719	1,500	1,500	2,000	2,000			33.33%
Personnel Services Total	91,889	94,538	94,538	137,784	97,444	0	0	3.07%
Operating Expenses								
53200 Professional Conventions/Conf.	487	1,000	1,000	3,500	1,000			0.00%
55800 Transportation Allowance	0	500	500	500	500			0.00%
55500 Printing	77	500	500	500	500			0.00%
56100 Misc Supplies	1,207	1,050	1,050	1,500	1,100			4.76%
Operating Expenses Total	1,770	3,050	3,050	6,000	3,100	0	0	1.64%
Planning Department Total	93,660	97,588	97,588	143,784	100,544	0	0	3.03%

Department Total **143,784**
TOWN OF EAST LYME
 Dept No. **1054153**
 Dept Name **Planning Dept**

FY 2026/2027
Budget Input

Acct.	Account Description	26/27 Budget	Supporting Description of Activity
Personnel Services			
51618	Planning Director	110,234	<p>Department Head non-union. FY 2008/2009 Position reduced as a result of Board of Finance reduction 26% (0.8FTE). COLA based upon recommendation of Board of Selectmen. The Director of Planning, under the supervision of the First Selectman, is responsible for providing housing and economic development planning and provides staff support to the Planning Commission, Inland Wetlands Agency, the Commission for the Conservation of Natural Resources, and Hazard Mitigation Committee. Additionally, the Director provides assistance to the Departments of Health, Zoning, Building, Public Works, Engineering, Water & Sewer, Tax Assessor, Public Safety, Fire Departments, and Police Department. The Director is also the Inland Wetlands Agent and Fair Housing Officer. The Planning Director along with the Zoning Official and Chief Buiding Official also provides supervision to the two union employees, the Land Use Coordinator and the Adminastrative Assitant who, provide adminastrative assistance to the Land Use Department (Zoning, Building, Planning, Inland Wetlands, and the Ledge Light Health District). The Director of Planning Requests the postion be restored to 1.0FTE and a budget salary line of \$110,234.00.</p>
51620	Env. Planner/Asst. Town Planner	25,000	<p>Environmental /Asst. Town Planner, Non-union. Under the supervision of the Director of Planning, would be responsive to <u>Town-wide</u> departmental business needs. An Assistant Town/Environmental Planner, utilizing GIS technology and AI to conduct complex analyses and derive new data and information, will save additional time improving efficiencies of daily workflows as well as decision making. In addition, an additional planner would provide provide the Planning Director assistance in developing the guidance and technical support to Boards, Agencies, Commissions, employess, and the general public. Further, the position will provide support to the Director of Planning/ Inland Wetlands Agent in their absence or during times of increased activity as described in paragraph above. In the present fiscal year, 50% of the Environmental / Asst. Town Planner salary is is charged to Inland Wetlands Agency line #100-132-213. The requested budget proposes 50% of the Environmental / Asst. Town Planner salary be charged to Inland Wetlands Agency line #100-132-213.</p>
51905	Longevity	550	<p>The Planning Department has one employee who will have fifteen (15) years of service as of October 2024.</p>
51610	PT Recording Secretary	2,000	<p>Recording secretary to take and record the minutes of 12 regularly scheduled monthly Planning Commission meetings and Special Commission meetings as necessary. In addition, the hourly rate for this position has not increased in over 10-years. As scuh, the increase will help retain employees currently performing this task.</p>
Personnel Services Total		\$ 137,784	

Department Total **143,784**
TOWN OF EAST LYME
 Dept No. **1054153**
 Dept Name **Planning Dept**

FY 2026/2027
Budget Input

Acct.	Account Description	26/27 Budget	Supporting Description of Activity
Operating Expenses			
53200	Professional Conventions/Conf.	3,500	Educational conferences and workshops for staff and commission members. Includes annual dues to the following professional organizations: American Planning Association (includes Connecticut and National AICP Certification) , CAZEO, CEDAS, and CFPZ, which dues have all continued to increase. In addition, recent legislation requires Planing Commissioners to obtain training.
55800	Transportation Allowance	500	Mileage reimbursement for Planning Director/Inland Wetlands Agent utilizing personal vehicle
55500	Printing	500	Paper for written materials: Subdivsion Regulations, POCD, brochures and similar publications. Inlcudes plotter ink and paper rolls.
56100	Miscellaneous Supplies	1,500	Inlcudes office supplies, furntiture, equipment, reference material, clothing/foul weather gear, boots, and previously covered mobil devices and cellular service. The Planning Director is nolonger being supplied with a Town issued moble phone. As such, funds would cover the mobil device of the Asst. Env./GIS Town Planner if necessary.
Operating Expenses Total		\$ 6,000	
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Planning Dept Total		\$ 143,784	