



The 2018-2019 Approved Annual Town Budget

April 3, 2018

Approved Annual Town Budget 2018-2019
Town of Monroe, CT

**Approved by the
Annual Budget Referendum
Tuesday, April 3, 2018**

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ANNUAL BUDGET PROCESS

ANNUAL BUDGET PROCESS – KEY DATES

Key Dates for the Annual Budget Process:

January 9, 2018	The Board of Education submitted its proposed budget to the First Selectman and Director of Finance
February 8, 2018	The budget as proposed by the First Selectman was delivered to the Town Council
February 12, 2018	First Selectman’s Budget Presentation (During the Regular Town Council Meeting at 8:00 pm)
February 20, 2018	Town Council Joint Meeting with the Board of Finance (6:00 pm)
February 21, 2018	Town Council Public Hearing on the Budget (6:30 pm)
February 21, 2018	Town Council Budget Workshop (7:00 pm)
February 22, 2018	Town Council Budget Workshop (6:30 pm)
February 26, 2018	Town Council Budget Workshop (6:30 pm) – <i>Cancelled</i>
<i>February 26, 2018</i>	<i>Town Council Regular Meeting (8:00 pm)</i>
February 27, 2018	Town Council Budget Workshop (6:30 pm) – <i>Cancelled</i>
February 28, 2018	Town Council Budget Workshop (6:30 pm)
February 28, 2018	The budget as proposed by the Town Council was delivered to the Board of Finance
March 5, 2018	Board of Finance Public Hearing and Budget Workshop (6:30 pm)
March 6, 2018	Board of Finance Budget Workshop (6:30 pm)
March 12, 2018	Board of Finance Budget Workshop (6:30 pm)
March 13, 2018	Board of Finance Budget Workshop (6:30 pm) – <i>Cancelled</i>
<i>March 19, 2018</i>	<i>Board of Finance Regular Meeting (6:00 pm)</i>
March 20, 2018	Board of Finance Budget Workshop (6:00 pm)
March 21, 2018	The budget as proposed by the Board of Finance was delivered back to the First Selectman
April 3, 2018	The Annual Town Budget was approved by the Annual Budget Referendum
April 6, 2018	The Board of Finance Special Meeting to set the tax rate in mills
July 1, 2018	New Fiscal Year begins

ANNUAL BUDGET PROCESS – TOWN CHARTER, CHAPTER VIII

§1 Fiscal year.

The fiscal year of the Town shall start on July 1 and terminate on June 30 of the succeeding year.

§2 Preliminary budget estimates.

All departments, offices, agencies, boards, commissions, committees and authorities shall submit to the Director of Finance and the First Selectman, at such time and in such manner as the First Selectman prescribes, but no later than January 2 of each year, an estimate of proposed revenue and expenditures relating to their respective departments, offices and public bodies for the fiscal year to commence the following July 1. The Board of Education shall submit to the First Selectman and Director of Finance its proposed budget no later than January 9 of each year.

§3 Preparation of First Selectman's budget.

The budget as proposed by the First Selectman shall consist of:

1. An expense budget for all Town expenditures, including expenditures of the Board of Education.
2. A capital expense budget.
3. A financial plan for the fiscal year.
4. An explanation by the First Selectman of the proposed budget and the fiscal policy proposed by the First Selectman.
5. Recommendations of the First Selectman concerning all proposed Town expenditures and capital projects.

ANNUAL BUDGET PROCESS – TOWN CHARTER, CHAPTER VIII

§4 Duties of the Town Council on the budget.

The Town Council, except as otherwise provided by this Charter, has such powers and duties relating to the Town budget and the Board of Education budget as are set forth in the Connecticut General Statutes. The Council shall review the Town budget and shall make such revisions as it deems desirable consistent with the welfare and the resources of the Town. During its review of the budget, the Council shall hold one public hearing, at which time any elector or taxpayer may have an opportunity to be heard regarding the Town budget as proposed by the First Selectman. Not later than February 28 of each year, the Council shall forward the budget as proposed by the Town Council to the Board of Finance.

§5 Duties of the Board of Finance on the budget.

The Board of Finance, except as otherwise provided by this Charter, has such powers and duties relating to the Town budget and the Board of Education budget as set forth in the Connecticut General Statutes for boards of finance. Upon receipt of the budget as proposed by the Town Council, the Board of Finance shall review the same and shall make such revisions as it deems desirable consistent with the welfare and resources of the Town. During its review process of the budget, the Board of Finance shall hold one public hearing, at which such time the electors and taxpayers of the Town shall have an opportunity to be heard regarding the budget as proposed by the Town Council. After such meetings and hearings, the Board shall prepare its final proposed annual budget and shall deliver the same to the First Selectman not later than March 21 of each year.

ANNUAL BUDGET PROCESS – TOWN CHARTER, CHAPTER VIII

§6 Publication and referendum.

The First Selectman shall, upon receipt of the budget as proposed by the Board of Finance, prepare the final proposed annual Town budget to be submitted to the annual budget referendum. The First Selectman shall cause to be published in a newspaper having a general circulation in the Town of Monroe a summary of the final proposed annual budget at least five days prior to the date of the annual budget referendum.

The Town Clerk shall place notice of the annual budget referendum in a newspaper having a substantial circulation in the Town of Monroe at least five days before the date of the referendum. The ballots shall be prepared by the Town Clerk, and the question shall be worded in accordance with the requirement of § 9-369, Connecticut General Statutes.

In addition to the vote on the proposed budget, the budget referendum may also contain nonbinding advisory questions as to whether or not the proposed budget is too high or too low, in accordance with Connecticut General Statutes.

The annual budget referendum shall be held on the first Tuesday in April of each year. Copies of the final proposed annual budget shall be made available to the public at the Town Library and the Town Clerk's office at least five days prior to the date of the annual budget referendum. *The annual Town budget shall be deemed approved and shall become effective when approved by a majority of those voting at the annual budget referendum.* Not later than seven days after approval by the annual budget referendum, the Board of Finance shall file a copy of the approved annual Town budget in the office of the Town Clerk. *Within 10 days after such budget approval, the Board of Finance shall determine and fix the tax rate in mills for the ensuing fiscal year in accordance with the budget approved in the referendum.*

ANNUAL BUDGET PROCESS – TOWN CHARTER, CHAPTER VIII

§6 Publication and referendum (continued).

In the event that the proposed annual Town budget is rejected at the annual budget referendum, the proposed budget shall be reviewed by the First Selectman, who shall meet with and receive input from all elected officials of the Board of Finance, the Town Council and the Board of Education. All revisions shall be decided by the First Selectman. The First Selectman shall thereupon call for a second annual budget referendum to be held three weeks from the date of the first annual budget referendum. Notice of each succeeding annual budget referendum shall be published in a newspaper having a general circulation in the Town not less than five days prior to the date of each referendum. Copies of the revised annual budget as proposed by the First Selectman shall be made available to the public at the Town Library and the Town Clerk's office at least five days prior to the date of such referendum.

In the event that the second annual budget referendum rejects the proposed budget, third and succeeding budget referenda shall be held two weeks following the date of the previous referendum, and shall be held in accordance with the procedures outlined for the second annual budget referendum as aforesaid, until such time as an annual budget of the Town is approved by budget referendum. If the budget remains unaccepted at the start of the fiscal year, the previous mill rate will continue to prevail until such time as the budget is accepted. The Board of Finance may direct the Tax Collector to mail out tax bills reflecting the old mill rate until the budget has been approved. Once the budget is approved, a supplemental tax bill may be mailed to reflect the new mill rate, if necessary. The Council may prescribe the hours of voting in a budget referendum.

**The entire Town Charter is available at
www.monroect.org**



FIRST SELECTMAN'S BUDGET OVERVIEW

FIRST SELECTMAN'S BUDGET DISCUSSION

The budget for fiscal year 2018-2019 results in a 1.44% reduction in real estate taxes, the most significant local tax bill. **Under this budget, Monroe families will see their real estate tax bill go down – unrelated to property valuation – for the first time in at least twenty years.** This year's budget was developed with an overarching goal of controlling taxes, while also ensuring that we invest in our infrastructure such as roads, continue to provide excellence in education, and maintain the good financial health of the Town. Additional guiding principles were to anticipate and plan for further reductions in state funding, restore certain service levels where appropriate, improve customer services, and to invest in improvements to our development and permitting process.

This budget was accomplished through a conservative approach, growth in our grand list, a decrease in debt service, and leveraging and maintaining the health of our fund balance. While this budget restores some services lost last year, such as re-opening the library for half days on Wednesdays and the nutrition program at the Senior Center, we simply must make tough decisions and control spending. Minimizing the tax impact is also accomplished by addressing certain capital expenditures in a strategic fashion and through special appropriations in the current fiscal year using anticipated surplus.

Compared to the fiscal year 2017-2018 budget as approved during last year's referendum, this budget reflects an overall increase of 2.5% in expenditures (including both municipal and education.) The largest driver of this increase on the municipal budget is restoration of road resurfacing and repairs to the operating budget.

This budget also takes a conservative approach to anticipated state funding. Given the ongoing uncertainty in this area, this budget anticipates roughly \$1.08 million, or 17.7%, less funding in the combined education cost sharing and municipal stabilization grants than what was included in the state's FY19 budget, as currently approved by the state legislature.

Another component of our overall tax picture is car taxes, which historically are levied at the same tax rate as real estate. However, changes in state law over the past two years forced towns like Monroe to artificially lower the rate on motor vehicles. This year, Monroe is not subject to this arbitrary "cap." The Board of Finance, which sets the rate, voted to return to one rate. While this does result in a one-time car tax adjustment, the net impact is still a reduction in the overall tax levy. In fact, even if Monroe was forced to maintain a lower tax rate for vehicles, the real estate tax rate would still go down under this budget.

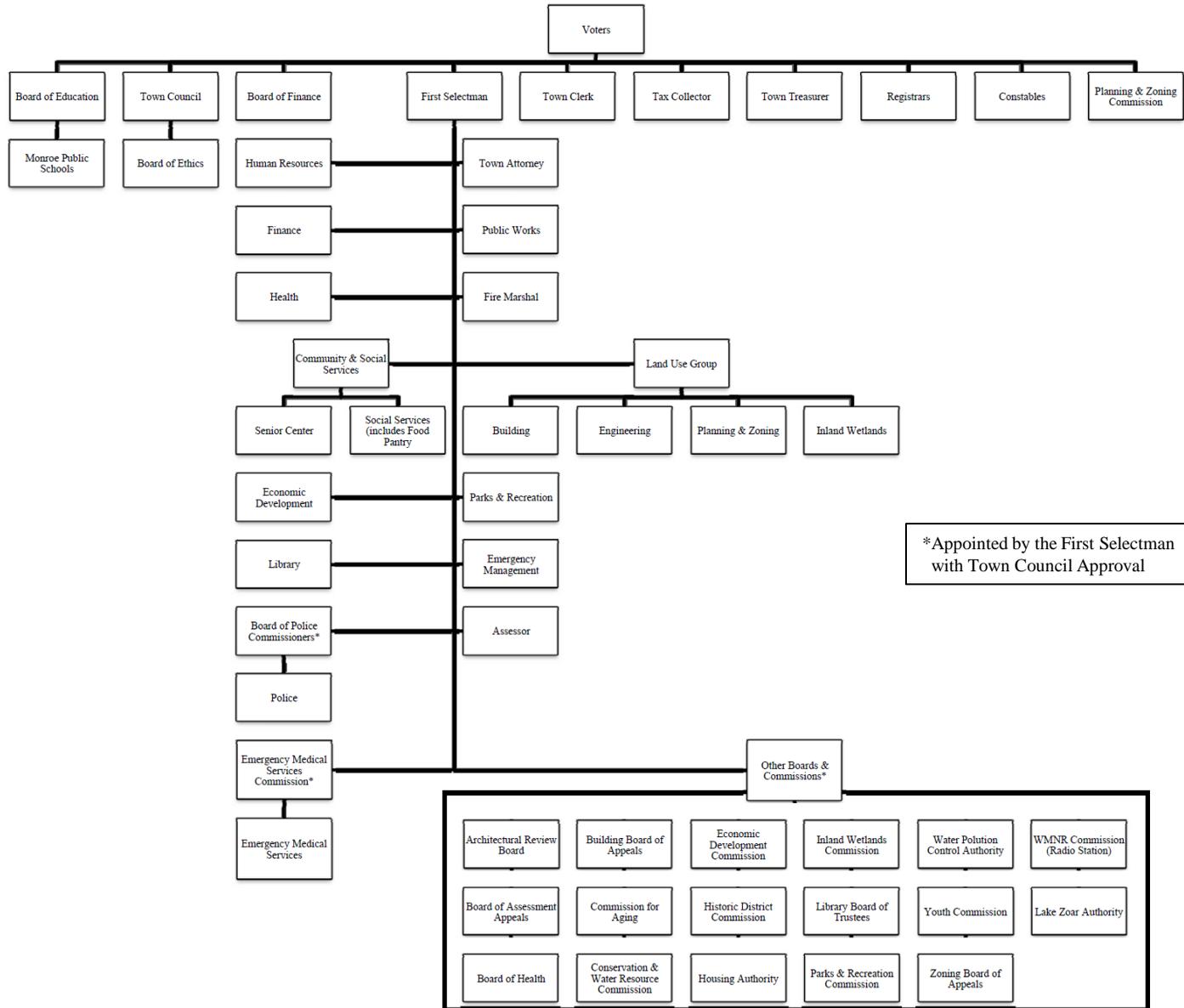
For the current fiscal year, our "capped" mill rate for motor vehicles is 32.00, while our real estate rate is 35.76. **After this budget was approved by the voters, the Board of Finance set a single, new mill rate of 35.24.** To determine your projected tax bill, utilize the tax calculator available online at www.monroect.org/taxinfo.

Again, my goal was, and remains, to lower the overall tax burden. This year's budget process was a remarkable demonstration of collaboration. Our department heads, Town Council, Board of Education, and Board of Finance are to be commended for their efforts.



Kenneth M. Kellogg, First Selectman

ORGANIZATION CHART



GRAND LIST AND MILL RATE DATA FOR THE LAST 10 YEARS

Fiscal Year	Grand List Dated	Real Estate			Motor Vehicles	Personal Property	Exemptions	Total Assessed Value of Taxable Property (Net Grand List)	Mill Rate
		Residential	Commercial/Industrial/ Public Utility	Land					
2019**	10/1/2017	\$ 1,646,371,736	\$ 251,848,580	\$ 27,616,180	\$ 168,912,587	\$ 102,848,355	\$ 25,322,099	\$ 2,172,275,339	35.24 ***
2018	10/1/2016	\$ 1,640,527,840	\$ 246,377,500	\$ 30,745,803	\$ 167,903,024	\$ 95,313,866	\$ 22,090,976	\$ 2,158,777,057	35.76
2017	10/1/2015	\$ 1,637,841,440	\$ 242,904,936	\$ 32,162,073	\$ 167,301,230	\$ 90,398,935	\$ 17,297,222	\$ 2,153,311,392	35.00
2016	10/1/2014 *	\$ 1,636,392,900	\$ 243,819,216	\$ 32,825,420	\$ 163,276,216	\$ 86,481,284	\$ 16,683,328	\$ 2,146,111,708	34.35
2015	10/1/2013	\$ 1,788,623,260	\$ 240,281,903	\$ 57,092,438	\$ 162,084,062	\$ 83,973,333	\$ 20,635,956	\$ 2,311,419,040	31.01
2014	10/1/2012	\$ 1,785,703,412	\$ 240,872,126	\$ 58,103,838	\$ 156,954,517	\$ 83,513,266	\$ 17,162,517	\$ 2,307,984,642	30.41
2013	10/1/2011	\$ 1,784,313,791	\$ 237,512,033	\$ 58,042,628	\$ 156,689,468	\$ 80,346,311	\$ 20,188,798	\$ 2,296,715,433	29.26
2012	10/1/2010	\$ 1,781,550,580	\$ 238,448,260	\$ 58,617,908	\$ 150,399,886	\$ 80,587,807	\$ 19,825,455	\$ 2,289,778,986	28.79
2011	10/1/2009 *	\$ 1,781,803,568	\$ 238,305,618	\$ 57,100,238	\$ 143,313,912	\$ 85,254,852	\$ 22,425,741	\$ 2,283,352,447	28.26
2010	10/1/2008	\$ 1,678,449,336	\$ 187,059,210	\$ 48,621,554	\$ 144,037,577	\$ 82,022,355	\$ 22,289,957	\$ 2,117,900,075	29.50

* Revaluation Year

** Grand list as of March 21, 2018

*** Projected

Source: Town Records - Assessor's Office

Note: The above information presents the information for each period for which it is levied. A tax levy provides taxes remitted in the following year. There are no overlapping governments that collect property taxes from Town residents.

FINANCIAL PLAN FOR THE FISCAL YEAR

REVENUE & OTHER FINANCING SOURCES	BUDGET APPROVED AT REFERENDUM	BUDGET APPROVED AT REFERENDUM		
	2017-2018	2018-2019	\$ Change	%
Non-Tax Revenue				
General Government	\$ 2,261,630	\$ 2,440,386	\$ 178,756	7.90%
Intergovernmental	\$ 3,158,378	\$ 5,152,621	\$ 1,994,243	63.14%
Total	\$ 5,420,008	\$ 7,593,007	\$ 2,172,999	40.09%
Tax Revenue				
Current Year Taxes	\$ 74,945,878	\$ 74,849,704	\$ (96,174)	-0.13%
Supplemental Taxes	\$ 650,000	\$ 650,000	\$ -	0.00%
Prior Years' Taxes	\$ 600,000	\$ 600,000	\$ -	0.00%
Total	\$ 76,195,878	\$ 76,099,704	\$ (96,174)	-0.13%
Total Operating Revenue	\$ 81,615,886	\$ 83,692,711	\$ 2,076,825	2.54%
Other Financing Sources				
Appropriations from Fund Balance	\$ 1,200,000	\$ 1,200,000	\$ -	0.00%
Total Other Financing Sources	\$ 1,200,000	\$ 1,200,000	\$ -	0.00%
TOTAL REVENUE & OTHER FINANCING SOURCES	\$ 82,815,886	\$ 84,892,711	\$ 2,076,825	2.51%

FINANCIAL PLAN FOR THE FISCAL YEAR

EXPENDITURES	BUDGET APPROVED AT REFERENDUM	BUDGET AS PROPOSED AT REFERENDUM			
Municipal	2017-2018	2018-2019	\$ Change	%	
Operating Expenditures	\$ 21,862,905	\$ 22,608,122	\$ 745,217	3.41%	
Debt Service	\$ 6,021,214	\$ 5,753,472	\$ (267,742)	-4.45%	
Equipment Replacement	\$ 200,000	\$ 200,000	\$ -	0.00%	
Total	\$ 28,084,119	\$ 28,561,594	\$ 477,475	1.70%	
Board of Education					
Operating Expenditures	\$ 54,641,767	\$ 56,146,117	\$ 1,504,350	2.75% **	
Total	\$ 54,641,767	\$ 56,146,117	\$ 1,504,350	2.75%	
Fund Appropriations					
EMS Vehicle	\$ -	\$ 75,000	\$ 75,000	100.00%	
Plan of Conservation & Development	\$ -	\$ -	\$ -	100.00%	
Revaluation	\$ 70,000	\$ 70,000	\$ -	0.00%	
Internal Service	\$ 20,000	\$ 20,000	\$ -	0.00%	
MS4 Mapping & Screening	\$ -	\$ 20,000	\$ 20,000	100.00%	
Total	\$ 90,000	\$ 185,000	\$ 95,000	105.56%	
TOTAL EXPENDITURES	\$ 82,815,886	\$ 84,892,711	\$ 2,076,825	2.51%	
PROJECTED MILL RATE					
	35.76 *	35.24	(0.51)	-1.44%	
* THE MILL RATE ON MOTOR VEHICLES WAS CAPPED BY STATE STATUTE ON THE 2016 GRAND LIST (FISCAL YEAR 2017-2018). THE MILL RATE REFLECTED FOR FISCAL YEAR 2017-2018 IS FOR REAL ESTATE AND PERSONAL PROPERTY ONLY.					
** DOES NOT REFLECT ANY TRANSFER OF CONTINGENCY IN THE CURRENT FISCAL YEAR.					

PROJECTED MILL RATE ON THE 2017 GRAND LIST

CALCULATION OF THE PROJECTED MILL RATE ON THE 2017 GRAND LIST-FISCAL YEAR 2018/2019 AS OF MARCH 21, 2018		
2017 GRAND LIST:	Total	
REAL ESTATE	2,059,643,096	
MOTOR VEHICLES	168,912,587	
PERSONAL PROPERTY	102,848,355	
GROSS GRAND LIST		\$ 2,331,404,038
PROPERTY EXEMPTIONS:		
REAL ESTATE	(136,720,400)	
MOTOR VEHICLES	(635,940)	
PERSONAL PROPERTY	(21,772,359)	
GRAND LIST NET OF EXEMPTIONS		(159,128,699)
NET TAXABLE GRAND LIST BEFORE ADJUSTMENTS		2,172,275,339
NET PROJECTED GRAND LIST ADJUSTMENTS/CONTINGENCY		(5,000,000)
EFFECTIVE ASSESSMENT ON COMBINED TOWN & STATE (CIRCUIT BREAKER) TAX BENEFITS		(15,602,837)
NET TAXABLE GRAND LIST AFTER ADJUSTMENTS (A)		2,151,672,502
TAX COLLECTIONS ON THE CURRENT LEVY REQUIRED TO BALANCE THE BUDGET		74,849,704
PROJECTED COLLECTION RATE ON TAXES FOR THE 2017 GRAND LIST		98.70%
TOTAL TAX LEVY REQUIRED AT THE PROJECTED COLLECTION RATE (B)		\$ 75,835,566
PROJECTED MILL RATE AS OF 3/21/18 (B/AX1000)		35.24



REVENUE & OTHER FINANCING SOURCES

REVENUE BUDGET SUMMARY

ACCOUNT DESCRIPTION	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	FISCAL YEAR 2017-2018	FISCAL YEAR 2018-2019					BUDGET		
				SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
					FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2017-18 TO 2018-19 \$ CHG	% CHG
REVENUE BUDGET SUMMARY	ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET								
PROPERTY TAXES	\$ 75,317,646	\$ 52,689,225	\$ 76,449,378	\$ 79,373,113	\$ (2,944,525)	\$ (62,384)	\$ (13,000)	\$ (3,019,909)	\$ 76,353,204	\$ (96,174)	-0.13%
LICENSES AND PERMITS	\$ 828,314	\$ 579,683	\$ 823,130	\$ 824,036	\$ 20,850	\$ -	\$ -	\$ 20,850	\$ 844,886	\$ 21,756	2.64%
INTERGOVERNMENTAL TOWN	\$ 1,074,983	\$ 204,433	\$ 1,017,675	\$ 473,991	\$ (1,370)	\$ -	\$ 20,000	\$ 18,630	\$ 492,621	\$ (525,054)	-51.59%
CHARGES FOR SERVICES TOWN	\$ 250,306	\$ 370,052	\$ 874,000	\$ 906,000	\$ -	\$ -	\$ -	\$ -	\$ 906,000	\$ 32,000	3.66%
INTEREST AND DIVIDENDS	\$ 200,205	\$ 214,402	\$ 227,000	\$ 227,000	\$ 50,000	\$ -	\$ 75,000	\$ 125,000	\$ 352,000	\$ 125,000	55.07%
OTHER REVENUES	\$ 148,026	\$ 76,371	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	0.00%
TOTAL TOWN	\$ 2,501,834	\$ 1,444,940	\$ 3,016,805	\$ 2,506,027	\$ 69,480	\$ -	\$ 95,000	\$ 164,480	\$ 2,670,507	\$ (346,298)	-11.48%
INTERGOVERNMENTAL BOE	\$ 6,398,824	\$ 1,388,939	\$ 2,140,703	\$ 4,660,000	\$ -	\$ -	\$ -	\$ -	\$ 4,660,000	\$ 2,519,297	117.69%
CHARGES FOR SERVICES BOE	\$ 23,443	\$ 9,823	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	0.00%
TOTAL BOE	\$ 6,422,267	\$ 1,398,762	\$ 2,149,703	\$ 4,669,000	\$ -	\$ -	\$ -	\$ -	\$ 4,669,000	\$ 2,519,297	117.19%
SUBTOTAL	\$ 8,924,101	\$ 2,843,702	\$ 5,166,508	\$ 7,175,027	\$ 69,480	\$ -	\$ 95,000	\$ 164,480	\$ 7,339,507	\$ 2,172,999	42.06%
TOTAL REVENUE:	\$ 84,241,747	\$ 55,532,927	\$ 81,615,886	\$ 86,548,140	\$ (2,875,045)	\$ (62,384)	\$ 82,000	\$ (2,855,429)	\$ 83,692,711	\$ 2,076,824	2.54%
OTHER FINANCING SOURCES:											
APPROPRIATION - ASSIGNED FUND BALANCE	\$ 297,788	\$ -	\$ 1,200,000	\$ -	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000	\$ -	0.00%
APPROPRIATION - UNASSIGNED FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL OTHER FINANCING SOURCES	297,788	-	1,200,000	-	1,200,000	-	-	1,200,000	1,200,000	-	0.00%
TOTAL REVENUE & OTHER FINANCING SOURCES	\$ 84,539,535	\$ 55,532,927	\$ 82,815,886	\$ 86,548,140	\$ (1,675,045)	\$ (62,384)	\$ 82,000	\$ (1,655,429)	\$ 84,892,711	\$ 2,076,825	2.51%

REVENUE BUDGET DETAIL

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
		2016-2017	2017-2018	2017-2018	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2017-18 TO 2018-19	
									\$ CHG	% CHG		
PROPERTY TAXES:												
1001-10-14001-140000	TAX LEVY - CURRENT YEAR REVENUE	\$ 73,495,141	\$ 52,689,225	\$ 74,945,878	\$ 77,869,613	\$ (2,944,525)	\$ (62,384)	\$ (13,000)	\$ (3,019,909)	\$ 74,849,704	\$ (96,174)	-0.13%
1001-10-14001-140001	TAX LEVY - SUPPLEMENTAL TAXES	\$ 698,072	\$ -	\$ 650,000	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	0.00%
1001-10-14001-140002	TAX LEVY - PRIOR YEAR REVENUE	\$ 649,711	\$ -	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -	0.00%
1001-10-14001-140003	TAX SUSPENSE REVENUE	\$ 35,629	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	0.00%
1001-10-14001-140004	TAX LIEN REVENUE	\$ 4,440	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%
1001-10-14001-140005	TAX INTEREST REVENUE	\$ 383,706	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	0.00%
1001-10-14001-140006	TAX FEE REVENUE	\$ 50,947	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL PROPERTY TAXES	\$ 75,317,646	\$ 52,689,225	\$ 76,449,378	\$ 79,373,113	\$ (2,944,525)	\$ (62,384)	\$ (13,000)	\$ (3,019,909)	\$ 76,353,204	\$ (96,174)	-0.13%
LICENSES AND PERMITS:												
1001-10-14003-140100	CANINE LICENSES REVENUE	\$ 770	\$ 665	\$ 2,000	\$ 2,000	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 1,000	\$ (1,000)	-50.00%
1001-10-14003-140105	POLICE PERMITS REVENUE	\$ 21,166	\$ 8,719	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	0.00%
1001-10-14003-140115	BUILDING PERMITS REVENUE	\$ 317,814	\$ 243,903	\$ 275,000	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000	\$ -	0.00%
1001-10-14003-140125	BURNING PERMITS REVENUE	\$ 1,640	\$ 290	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	0.00%
1001-10-14003-140135	PLANNING & ZONING PERMITS REVENUE	\$ 45,126	\$ 10,772	\$ 35,000	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ 36,000	\$ 1,000	2.86%
1001-10-14003-140145	PLANNING & ZONING FINES REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14003-140155	LIBRARY REVENUE	\$ 16,015	\$ 5,709	\$ 15,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ 1,000	6.67%
1001-10-14003-140165	REFUSE PERMITS REVENUE	\$ 1,800	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-14003-140175	DRIVEWAY PERMITS REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14003-140185	TOWN CLERK'S FEES REVENUE	\$ 423,983	\$ 278,185	\$ 400,000	\$ 400,000	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 420,000	\$ 20,000	5.00%
1001-10-14003-140190	HEALTH DEPT FEE REVENUE	\$ -	\$ 31,440	\$ 77,630	\$ 76,536	\$ 1,850	\$ -	\$ -	\$ 1,850	\$ 78,386	\$ 756	0.97%
	TOTAL LICENSES AND PERMITS	\$ 828,314	\$ 579,683	\$ 823,130	\$ 824,036	\$ 20,850	\$ -	\$ -	\$ 20,850	\$ 844,886	\$ 21,756	2.64%
INTERGOVERNMENTAL:												
1001-10-14005-140300	MISCELLANEOUS GRANTS REVENUE	\$ 15,734	\$ -	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	0.00%
1001-10-14005-140500	ELDERLY PROPERTY TAX RELIEF REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140505	ELDERLY PROPERTY TAX RELIEF REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140510	DISABLED PERSONS TAX GRANT REVENUE	\$ 2,486	\$ 2,201	\$ 2,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,400)	-100.00%
1001-10-14005-140515	PILOT-STATE PROPERTY REVENUE	\$ 46	\$ 42	\$ 10,555	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (10,555)	-100.00%
1001-10-14005-140520	CIRCUIT BREAKER REVENUE	\$ 156,055	\$ -	\$ 156,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (156,000)	-100.00%
1001-10-14005-140525	BOND INTEREST SUBSIDY PAYMENTS	\$ 407,664	\$ 78,650	\$ 151,030	\$ 70,682	\$ -	\$ -	\$ -	\$ -	\$ 70,682	\$ (80,348)	-53.20%
1001-10-14005-140530	PILOT-CAPITAL EQUIPMENT REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140540	VETERAN EXEMPTION REVENUE	\$ 11,077	\$ 9,993	\$ 11,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ (2,000)	-18.18%
1001-10-14005-140545	STATE REVENUE SHARING-PEQUOT REVENUE	\$ 33,321	\$ 11,107	\$ 33,847	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (33,847)	-100.00%
1001-10-14005-140550	STATE REVENUE SHARING REVENUE	\$ 404,221	\$ -	\$ 581,867	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (581,867)	-100.00%
	MUNICIPAL STABILIZATION REVENUE	\$ -	\$ 98,984	\$ -	\$ 367,000	\$ -	\$ -	\$ -	\$ -	\$ 367,000	\$ 367,000	100.00%
1001-10-14005-140555	TELEPHONE ACCESS REVENUE	\$ 44,379	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ (20,000)	-50.00%
1001-10-14005-140560	HEALTH GRANTS	\$ -	\$ 3,456	\$ 21,976	\$ 18,309	\$ (1,370)	\$ -	\$ -	\$ (1,370)	\$ 16,939	\$ (5,037)	-22.92%
1001-10-14005-140400	BOE EDUCATION COST SHARING (ECS)	\$ 6,398,824	\$ 1,388,939	\$ 2,090,703	\$ 4,660,000	\$ -	\$ -	\$ -	\$ -	\$ 4,660,000	\$ 2,569,297	122.89%
1001-10-14005-140410	BOE TRANSPORTATION REVENUE	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (50,000)	-100.00%
	TOTAL INTERGOVERNMENTAL	\$ 7,473,807	\$ 1,593,372	\$ 3,158,378	\$ 5,133,991	\$ (1,370)	\$ -	\$ 20,000	\$ 18,630	\$ 5,152,621	\$ 1,994,243	63.14%

REVENUE BUDGET DETAIL

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
		2016-2017	2017-2018	2017-2018	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2017-18 TO 2018-19	
										\$ CHG	% CHG	
CHARGES FOR SERVICES:												
TOWN:												
1001-10-14007-140710	RECREATION DEPARTMENT FEES REVENUE	\$ 165,861	\$ 61,515	\$ 180,000	\$ 169,000	\$ -	\$ -	\$ -	\$ -	\$ 169,000	\$ (11,000)	-6.11%
1001-10-14007-140715	LANDFILL LEASE (TV TOWER) REVENUE	\$ 66,871	\$ 27,171	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	0.00%
1001-10-14007-140720	NUTRITION REVENUE	\$ 1,813	\$ 978	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-14007-140722	EDC CHARGES FOR SERVICES	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	0.00%
1001-10-14007-140725	SENIOR CITIZENS TRANSPORTATION	\$ 5,224	\$ 2,800	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	0.00%
1001-10-14007-140730-	SENIOR CITIZENS REGISTRATION REVENUE	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,000)	-100.00%
1001-10-14007-140735	POLICE SPECIAL DUTY REVENUE	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	0.00%
1001-10-14007-140737	EMS REVENUE	\$ -	\$ 275,386	\$ 504,500	\$ 544,500	\$ -	\$ -	\$ -	\$ -	\$ 544,500	\$ 40,000	7.93%
1001-10-14007-140740	INLAND WETLAND COMMISSION REVENUE	\$ 10,537	\$ 2,202	\$ 10,000	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ 4,000	40.00%
1001-10-14007-140795	BOE TUITION REVENUE	\$ 23,443	\$ 9,823	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	0.00%
	TOTAL CHARGES FOR SERVICES	\$ 273,749	\$ 379,874	\$ 883,000	\$ 915,000	\$ -	\$ -	\$ -	\$ -	\$ 915,000	\$ 32,000	3.62%
INTEREST AND DIVIDENDS:												
1001-10-14009-140800	INVESTMENT INTEREST REVENUE	\$ 248,535	\$ 201,861	\$ 200,000	\$ 200,000	\$ 50,000	\$ -	\$ 75,000	\$ 125,000	\$ 325,000	\$ 125,000	62.50%
1001-10-14009-140810	WATERMAIN-PRICIPAL REVENUE	\$ 6,540	\$ 8,877	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	0.00%
1001-10-14009-140820	WATERMAIN-INTEREST REVENUE	\$ 1,506	\$ 641	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-14009-140822	GAIN ON DISPOSAL OF ASSET REVENUE	\$ 68,525	\$ 3,022	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0.00%
1001-10-14009-140825	UNREALIZED GAIN/LOSS - GAAP ONLY	\$ (124,901)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL INTEREST AND DIVIDENDS	\$ 200,205	\$ 214,402	\$ 227,000	\$ 227,000	\$ 50,000	\$ -	\$ 75,000	\$ 125,000	\$ 352,000	\$ 125,000	55.07%
OTHER REVENUES:												
1001-10-14011-140900	MISCELLANEOUS INCOME	\$ 148,026	\$ 76,371	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	0.00%
	TOTAL OTHER REVENUE	\$ 148,026	\$ 76,371	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	0.00%
	TOTAL REVENUE:	\$ 84,241,747	\$ 55,532,927	\$ 81,615,886	\$ 86,548,140	\$ (2,875,045)	\$ (62,384)	\$ 82,000	\$ (2,855,429)	\$ 83,692,711	\$ 2,076,825	2.54%
OTHER FINANCING SOURCES:												
1001-10-14013-141001	ASSIGNED FUND BALANCE - BUDGET	\$ 177,788	\$ -	\$ 1,200,000	\$ -	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000	\$ -	0.00%
1001-10-14013-141001	ASSIGNED FUND BALANCE - SANDY HOOK	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14013-141002	UNASSIGNED FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL OTHER FINANCING SOURCES	\$ 297,788	\$ -	\$ 1,200,000	\$ -	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000	\$ -	0.00%
	TOTAL REVENUE & OTHER FINANCING SOURCES	\$ 84,539,535	\$ 55,532,927	\$ 82,815,886	\$ 86,548,140	\$ (1,675,045)	\$ (62,384)	\$ 82,000	\$ (1,655,429)	\$ 84,892,711	\$ 2,076,825	2.51%



EXPENDITURES

EXPENDITURE BUDGET SUMMARY

EXPENDITURE BUDGET SUMMARY	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
	2016-2017	2017-2018	2017-2018	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
	ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2017-18 TO 2018-19 \$ CHG	% CHG
GENERAL GOVERNMENT	\$ 8,332,375	\$ 4,371,192	\$ 9,379,419	\$ 9,285,102	\$ (199,810)	\$ (11,136)	\$ 84,000	\$ (126,946)	\$ 9,158,156	\$ (221,263)	-2.36%
PUBLIC SAFETY	\$ 6,862,574	\$ 3,587,309	\$ 7,666,601	\$ 8,020,316	\$ (121,176)	\$ (1,248)	\$ 28,000	\$ (94,424)	\$ 7,925,892	\$ 259,291	3.38%
PUBLIC WORKS	\$ 3,015,526	\$ 1,120,737	\$ 2,530,687	\$ 4,243,173	\$ (1,039,475)	\$ (50,000)	\$ -	\$ (1,089,475)	\$ 3,153,698	\$ 623,011	24.62%
SANITATION	\$ 291,912	\$ 143,747	\$ 318,146	\$ 341,718	\$ (500)	\$ -	\$ -	\$ (500)	\$ 341,218	\$ 23,072	7.25%
HEALTH & WELFARE	\$ 215,200	\$ 157,443	\$ 331,664	\$ 354,654	\$ (28,000)	\$ -	\$ -	\$ (28,000)	\$ 326,654	\$ (5,010)	-1.51%
CULTURE & RECREATION	\$ 1,710,439	\$ 870,652	\$ 1,632,888	\$ 1,850,087	\$ (151,084)	\$ -	\$ -	\$ (151,084)	\$ 1,699,003	\$ 66,115	4.05%
DEBT SERVICE	\$ 5,921,442	\$ 2,199,278	\$ 6,021,214	\$ 5,753,472	\$ -	\$ -	\$ -	\$ -	\$ 5,753,472	\$ (267,742)	-4.45%
EQUIPMENT REPLACEMENT	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	0.00%
SPECIAL PROJECTS	\$ 3,744	\$ 3,010	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%
OTHER APPROPRIATIONS	\$ 282,000	\$ 90,000	\$ 90,000	\$ 215,000	\$ -	\$ -	\$ (30,000)	\$ (30,000)	\$ 185,000	\$ 95,000	105.56%
TOTAL TOWN	\$ 26,835,212	\$ 12,743,368	\$ 28,174,119	\$ 30,267,023	\$ (1,540,045)	\$ (62,384)	\$ 82,000	\$ (1,520,429)	\$ 28,746,594	\$ 572,475	2.03%
EDUCATION	\$ 54,581,767	\$ 24,734,680	\$ 54,641,767	\$ 56,281,117	\$ (135,000)	\$ -	\$ -	\$ (135,000)	\$ 56,146,117	\$ 1,504,350	2.75% *
TOTAL EXPENDITURES	\$ 81,416,979	\$ 37,478,048	\$ 82,815,886	\$ 86,548,140	\$ (1,675,045)	\$ (62,384)	\$ 82,000	\$ (1,655,429)	\$ 84,892,711	\$ 2,076,825	2.51%

* Does not reflect any transfer of contingency in the current fiscal year.

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	FISCAL YEAR 2017-2018	FISCAL YEAR 2018-2019					BUDGET		
					BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
					SUBMITTED	FIRST	TOWN	BOARD		TOTAL	2017-18 TO 2018-19	
GENERAL GOVERNMENT	DEPTS 005 - 0250	ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET	BY DEPTS	SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	TOWN BUDGET	\$ CHG	% CHG
FIRST SELECTMAN:	Dept 0005											
1001-10-15101-0005-150001	FIRST SELECTMAN SALARY ADMIN	\$ 90,998	\$ 48,999	\$ 90,998	\$ 90,998	\$ -	\$ -	\$ -	\$ -	\$ 90,998	\$ -	0.00%
1001-10-15101-0005-150003	FIRST SELECTMAN SALARY OTHER	\$ 55,031	\$ 29,715	\$ 55,225	\$ 55,100	\$ -	\$ -	\$ -	\$ -	\$ 55,100	\$ (125)	-0.23%
1001-10-15101-0005-150005	FIRST SELECTMAN SALARY PT	\$ 16,121	\$ 8,018	\$ 18,210	\$ 18,210	\$ -	\$ -	\$ -	\$ -	\$ 18,210	\$ -	0.00%
1001-10-15101-0005-150100	FIRST SELECTMAN LEGAL FEES	\$ 174,998	\$ 82,898	\$ 175,000	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	0.00%
1001-10-15101-0005-150125	FIRST SELECTMAN TOWN REPORT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0005-153385	FIRST SELECTMAN OFFICE EXP	\$ 4,732	\$ 2,335	\$ 6,600	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ (600)	-9.09%
1001-10-15101-0005-153579	FIRST SELECTMAN VEHICLE FUEL	\$ -	\$ 498	\$ 1,200	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	0.00%
1001-10-15101-0005-153580	FIRST SELECTMAN VEHICLE EXP	\$ 1,436	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0005-153594	FIRST SELECTMAN CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL FIRST SELECTMAN	\$ 343,316	\$ 172,464	\$ 347,733	\$ 347,008	\$ -	\$ -	\$ -	\$ -	\$ 347,008	\$ (725)	-0.21%
TOWN COUNCIL:	Dept 0010											
1001-10-15101-0010-150021	TOWN COUNCIL CLERK	\$ 2,572	\$ 1,406	\$ 3,000	\$ 3,000	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ 4,500	\$ 1,500	50.00%
1001-10-15101-0010-153385	TOWN COUNCIL OFFICE EXPENSE	\$ 308	\$ 110	\$ 750	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ (50)	-6.67%
1001-10-15101-0010-153594	TOWN COUNCIL CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL TOWN COUNCIL	\$ 2,880	\$ 1,516	\$ 3,750	\$ 3,700	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ 5,200	\$ 1,450	38.67%
BOARD OF FINANCE:	Dept 0020											
1001-10-15101-0020-150021	BOARD OF FINANCE CLERK	\$ 795	\$ 214	\$ 2,080	\$ 2,080	\$ -	\$ -	\$ -	\$ -	\$ 2,080	\$ -	0.00%
1001-10-15101-0020-150200	BOARD OF FINANCE AUDIT EXPENSE	\$ 31,875	\$ 29,600	\$ 46,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 4,000	8.70%
1001-10-15101-0020-150205	BOARD OF FINANCE CONTINGENCY	\$ -	\$ -	\$ 1,045,000	\$ 320,000	\$ -	\$ -	\$ 80,000	\$ 80,000	\$ 400,000	\$ (645,000)	-61.72%
1001-10-15101-0020-153145	BOARD OF FINANCE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0020-153385	BOARD OF FINANCE OFFICE EXP	\$ 503	\$ -	\$ 500	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 100	20.00%
	TOTAL BOARD OF FINANCE	\$ 33,173	\$ 29,814	\$ 1,093,580	\$ 372,680	\$ -	\$ -	\$ 80,000	\$ 80,000	\$ 452,680	\$ (640,900)	-58.61%

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
		2016-2017	2017-2018	2017-2018	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET	SUBMITTED BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2017-18 TO 2018-19	
REGISTRARS OF VOTERS: Dept 0030												
1001-10-15101-0030-150001	ROV SALARY ADMIN	\$ 44,425	\$ 22,500	\$ 45,000	\$ 47,000	\$ -	\$ (2,000)	\$ -	\$ (2,000)	\$ 45,000	\$ -	0.00%
1001-10-15101-0030-150003	ROV SALARY OTHER	\$ 23,460	\$ 12,500	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	0.00%
1001-10-15101-0030-150005	ROV SALARIES PT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0030-150021	ROV CLERK	\$ 26,564	\$ 11,579	\$ 30,500	\$ 30,500	\$ -	\$ -	\$ -	\$ -	\$ 30,500	\$ -	0.00%
1001-10-15101-0030-153145	ROV EQUIPMENT	\$ 475	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%
1001-10-15101-0030-153385	ROV OFFICE EXPENSE	\$ 5,619	\$ 1,928	\$ 8,500	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ 8,500	\$ -	0.00%
1001-10-15101-0030-153485	ROV R & M EQUIPMENT	\$ 2,400	\$ 2,400	\$ 2,750	\$ 2,750	\$ -	\$ -	\$ -	\$ -	\$ 2,750	\$ -	0.00%
1001-10-15101-0030-153594	ROV CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0030-153595	ROV VOTING EXPENSE	\$ 9,234	\$ 6,299	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	0.00%
	TOTAL REGISTRAR OF VOTERS	\$ 112,177	\$ 57,206	\$ 127,750	\$ 129,750	\$ -	\$ (2,000)	\$ -	\$ (2,000)	\$ 127,750	\$ -	0.00%
TOWN CLERK: Dept 0040												
1001-10-15101-0040-150001	TOWN CLERK SALARY ADMIN	\$ 58,735	\$ 31,627	\$ 58,735	\$ 58,735	\$ -	\$ -	\$ -	\$ -	\$ 58,735	\$ -	0.00%
1001-10-15101-0040-150003	TOWN CLERK SALARY OTHER	\$ 78,222	\$ 36,421	\$ 78,108	\$ 77,033	\$ -	\$ -	\$ -	\$ -	\$ 77,033	\$ (1,075)	-1.38%
1001-10-15101-0040-150005	TOWN CLERK SALARIES PT	\$ 3,481	\$ 97	\$ 5,208	\$ 5,208	\$ -	\$ -	\$ -	\$ -	\$ 5,208	\$ 0	0.01%
1001-10-15101-0040-150300	TOWN CLERK LAND RECORDS	\$ 12,678	\$ 4,995	\$ 19,000	\$ 18,000	\$ -	\$ (4,000)	\$ 2,000	\$ (2,000)	\$ 16,000	\$ (3,000)	-15.79%
1001-10-15101-0040-150305	TOWN CLERK VITAL STATISTICS	\$ 104	\$ 232	\$ 1,500	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ (500)	-33.33%
1001-10-15101-0040-153145	TOWN CLERK EQUIP EXPENSE	\$ 431	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,000)	-100.00%
1001-10-15101-0040-153385	TOWN CLERK OFFICE EXPENSE	\$ 4,553	\$ 1,204	\$ 5,500	\$ 3,500	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 5,500	\$ -	0.00%
1001-10-15101-0040-153440	TOWN CLERK PRINTING	\$ 2,985	\$ -	\$ 3,700	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ (700)	-18.92%
1001-10-15101-0040-153594	TOWN CLERK CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0040-153595	TOWN CLERK VOTING EXPENSE	\$ 1,139	\$ 649	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0.00%
	TOTAL TOWN CLERK	\$ 162,328	\$ 75,224	\$ 175,251	\$ 168,977	\$ -	\$ (4,000)	\$ 4,000	\$ -	\$ 168,977	\$ (6,274)	-3.58%
TAX COLLECTOR: Dept 0050												
1001-10-15101-0050-150001	TAX COLL SALARY ADMIN	\$ 58,735	\$ 31,627	\$ 58,735	\$ 58,735	\$ -	\$ -	\$ -	\$ -	\$ 58,735	\$ -	0.00%
1001-10-15101-0050-150003	TAX COLL SALARY OTHER	\$ 57,639	\$ 31,238	\$ 57,713	\$ 57,713	\$ -	\$ -	\$ -	\$ -	\$ 57,713	\$ 0	0.00%
1001-10-15101-0050-150005	TAX COLL SALARIES PT	\$ 23,520	\$ 13,031	\$ 29,292	\$ 29,292	\$ -	\$ -	\$ -	\$ -	\$ 29,292	\$ -	0.00%
1001-10-15101-0050-150350	TAX COLL DELINQUENT	\$ 50,173	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0050-153145	TAX COLL EQUIP EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0050-153385	TAX COLL OFFICE EXPENSE	\$ 29,923	\$ 15,460	\$ 30,500	\$ 47,530	\$ (10,480)	\$ -	\$ -	\$ (10,480)	\$ 37,050	\$ 6,550	21.48%
1001-10-15101-0050-153384	TAX COLL CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL TAX COLLECTOR	\$ 219,990	\$ 91,356	\$ 176,240	\$ 193,270	\$ (10,480)	\$ -	\$ -	\$ (10,480)	\$ 182,790	\$ 6,550	3.72%

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
		2016-2017	2017-2018	2017-2018	SUBMITTED	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2017-18 TO 2018-19	
										\$ CHG	% CHG	
TREASURER:	Dept 0060											
1001-10-15101-0060-150001	TREASURY SALARY ADMIN	\$ 10,839	\$ 5,836	\$ 10,839	\$ 10,839	\$ -	\$ -	\$ -	\$ -	\$ 10,839	\$ -	0.00%
	TOTAL TREASURER	\$ 10,839	\$ 5,836	\$ 10,839	\$ 10,839	\$ -	\$ -	\$ -	\$ -	\$ 10,839	\$ -	0.00%
BOARDS & COMMISSIONS:	Dept 0070											
1001-10-15101-0070-150400	B&C ARCHIT REVIEW	\$ -	\$ -	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	0.00%
1001-10-15101-0070-150405	B&C BOARD OF ASSESS APPEALS	\$ 670	\$ 131	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%
1001-10-15101-0070-150410	B&C CONSERVATION COMMISSION	\$ 922	\$ 100	\$ 600	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	0.00%
1001-10-15101-0070-150411	B&C EDC	\$ 100	\$ -	\$ 100	\$ 100	\$ (100)	\$ -	\$ -	\$ (100)	\$ -	\$ (100)	-100.00%
1001-10-15101-0070-150415	B&C ETHICS BOARD	\$ -	\$ -	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	0.00%
1001-10-15101-0070-150416	B&C WATER POLLUTION	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0070-150420	B&C FARMER'S MARKET	\$ 400	\$ 279	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	0.00%
1001-10-15101-0070-150425	B&C HISTORIC DISTRICT	\$ 348	\$ -	\$ 600	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	0.00%
1001-10-15101-0070-150430	B&C INLAND/WETLAND COMM	\$ 2,635	\$ 1,020	\$ 400	\$ 400	\$ 3,100	\$ -	\$ -	\$ 3,100	\$ 3,500	\$ 3,100	775.00%
1001-10-15101-0070-150434	B&C PENSION COMMITTEE	\$ 127	\$ 86	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0070-150435	B&C PLANNING & ZONING	\$ 4,494	\$ 1,733	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	0.00%
1001-10-15101-0070-150440	B&C ZONING BOARD OF APPEALS	\$ -	\$ -	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ -	0.00%
1001-10-15101-0070-150441	B&C COMMISSION ON AGING	\$ -	\$ -	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	0.00%
1001-10-15101-0070-150442	B&C YOUTH COMMISSION	\$ 500	\$ -	\$ 500	\$ 565	\$ -	\$ -	\$ -	\$ -	\$ 565	\$ 65	13.00%
	TOTAL BOARDS AND COMMISSIONS	\$ 10,196	\$ 3,349	\$ 10,450	\$ 10,515	\$ 3,000	\$ -	\$ -	\$ 3,000	\$ 13,515	\$ 3,065	29.33%

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
		2016-2017	2017-2018	2017-2018	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2017-18 TO 2018-19	
									\$ CHG	% CHG		
SENIOR CENTER: Dept 0080												
1001-10-15101-0080-150001	SR CTR SALARY ADMIN	\$ 60,652	\$ 32,747	\$ 60,730	\$ 60,730	\$ -	\$ -	\$ -	\$ -	\$ 60,730	\$ (0)	0.00%
1001-10-15101-0080-150003	SR CTR SALARY OTHER	\$ 81,059	\$ 40,550	\$ 81,060	\$ 81,060	\$ -	\$ -	\$ -	\$ -	\$ 81,060	\$ (0)	0.00%
1001-10-15101-0080-150005	SR CTR SALARIES PT	\$ 50,913	\$ 23,423	\$ 57,521	\$ 64,309	\$ (4,413)	\$ -	\$ -	\$ (4,413)	\$ 59,896	\$ 2,375	4.13%
1001-10-15101-0080-150500	SR CTR NUTRITION	\$ 7,089	\$ 911	\$ 2,000	\$ 10,000	\$ (2,500)	\$ -	\$ -	\$ (2,500)	\$ 7,500	\$ 5,500	275.00%
1001-10-15101-0080-153075	SR CTR CONTRACTED SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0080-153385	SR CTR OFFICE EXPENSE	\$ 2,927	\$ 709	\$ 2,600	\$ 2,550	\$ (550)	\$ -	\$ -	\$ (550)	\$ 2,000	\$ (600)	-23.08%
1001-10-15101-0080-153390	SR CTR OPERATING EXPENSE	\$ 3,681	\$ 1,756	\$ 4,000	\$ 5,000	\$ 550	\$ -	\$ -	\$ 550	\$ 5,550	\$ 1,550	38.75%
1001-10-15101-0080-153485	SR CTR R & M EQUIPMENT	\$ 4,987	\$ 1,419	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	0.00%
1001-10-15101-0080-153563	SR CTR ELECTRIC	\$ -	\$ 6,821	\$ 13,500	\$ 13,500	\$ -	\$ -	\$ -	\$ -	\$ 13,500	\$ -	0.00%
1001-10-15101-0080-153564	SR CTR HEAT	\$ -	\$ 6,030	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ -	0.00%
1001-10-15101-0080-153565	SR CTR-UTILITIES OTHER	\$ 26,565	\$ 1,765	\$ 4,500	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ -	0.00%
1001-10-15101-0080-153579	SR CTR VEHICLE FUEL	\$ -	\$ 4,253	\$ 11,250	\$ 11,250	\$ -	\$ -	\$ -	\$ -	\$ 11,250	\$ -	0.00%
1001-10-15101-0080-153580	SR CTR VEHICLE EXPENSE	\$ 14,015	\$ 541	\$ 2,750	\$ 3,450	\$ -	\$ -	\$ -	\$ -	\$ 3,450	\$ 700	25.45%
1001-10-15101-0080-153594	SR CTR CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL SENIOR CENTER	\$ 251,888	\$ 120,924	\$ 256,911	\$ 273,348	\$ (6,913)	\$ -	\$ -	\$ (6,913)	\$ 266,435	\$ 9,524	3.71%
EDC Dept 0090												
1001-10-15101-0090-150001	EDC SALARY ADMIN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0090-150550	EDC MARKETING & DEVELOPMENT	\$ 1,818	\$ 1,237	\$ 15,000	\$ 52,900	\$ (13,300)	\$ (14,600)	\$ -	\$ (27,900)	\$ 25,000	\$ 10,000	66.67%
1001-10-15101-0090-153385	EDC OFFICE EXPENSE	\$ 438	\$ 392	\$ 500	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 500	100.00%
1001-10-15101-0090-153579	EDC VEHICLE FUEL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0090-153580	EDC VEHICLE EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0090-153594	EDC CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL ECONOMIC AND DEVELOPMENT	\$ 2,256	\$ 1,629	\$ 15,500	\$ 53,900	\$ (13,300)	\$ (14,600)	\$ -	\$ (27,900)	\$ 26,000	\$ 10,500	67.74%

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	FISCAL YEAR 2017-2018	FISCAL YEAR 2018-2019					BUDGET			
					APPROVED 12/31/17	APPROVED BUDGET	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
								FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2017-18 TO 2018-19
ACTUAL	YTD ACTUAL									\$ CHG	% CHG		
HUMAN RESOURCES:	Dept 0110												
1001-10-15101-0110-150001	HR SALARY ADMIN	\$ 83,114	\$ 44,917	\$ 83,225	\$ 83,225	\$ -	\$ -	\$ -	\$ -	\$ 83,225	\$ -	0.00%	
1001-10-15101-0110-150003	HR SALARY OTHER	\$ 34,716	\$ 18,109	\$ 32,500	\$ 42,500	\$ -	\$ -	\$ -	\$ -	\$ 42,500	\$ 10,000	30.77%	
1001-10-15101-0110-150600	HR EDUCATION	\$ 3,953	\$ 556	\$ 6,000	\$ 10,000	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ 11,000	\$ 5,000	83.33%	
1001-10-15101-0110-150610	HR SAFETY COMMITTEE	\$ 3,143	\$ 799	\$ 6,650	\$ 6,650	\$ -	\$ -	\$ -	\$ -	\$ 6,650	\$ -	0.00%	
1001-10-15101-0110-150620	HR WAGE ADJUSTMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0110-150630	HR INSURANCE	\$ 2,946,177	\$ 1,971,116	\$ 3,010,156	\$ 3,207,759	\$ (38,414)	\$ -	\$ -	\$ (38,414)	\$ 3,169,345	\$ 159,189	5.29%	
1001-10-15101-0110-150640	HR UNEMPLOYMENT COMPENSATION	\$ 1,236	\$ 3,042	\$ 5,000	\$ 10,000	\$ (2,000)	\$ -	\$ -	\$ (2,000)	\$ 8,000	\$ 3,000	60.00%	
1001-10-15101-0110-150650	HR FICA & MEDICARE ER TAXES	\$ 752,468	\$ 381,484	\$ 753,603	\$ 773,208	\$ (3,855)	\$ 4,894	\$ -	\$ 1,039	\$ 774,247	\$ 20,644	2.74%	
1001-10-15101-0110-150660	HR LABOR RELATIONS	\$ 132,483	\$ 33,110	\$ 75,000	\$ 100,000	\$ (15,000)	\$ -	\$ -	\$ (15,000)	\$ 85,000	\$ 10,000	13.33%	
1001-10-15101-0110-150670	HR LEGAL DISABILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0110-150680	HR AMERICAN DISABILITIES ACT	\$ 93	\$ -	\$ 500	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650	\$ 150	30.00%	
1001-10-15101-0110-150690	HR LOSS CONTROL	\$ 23,835	\$ 4,032	\$ 15,500	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ 17,500	\$ 2,000	12.90%	
1001-10-15101-0110-153075	HR CONTRACTED SERVICES	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	100.00%	
1001-10-15101-0110-153145	HR EQUIPMENT	\$ 520	\$ 166	\$ 600	\$ 2,100	\$ (1,500)	\$ -	\$ -	\$ (1,500)	\$ 600	\$ -	0.00%	
1001-10-15101-0110-153385	HR OFFICE EXPENSE	\$ 1,290	\$ 258	\$ 1,200	\$ 1,500	\$ (300)	\$ -	\$ -	\$ (300)	\$ 1,200	\$ -	0.00%	
1001-10-15101-0110-153409	HR OPEB	\$ 109,000	\$ -	\$ 190,000	\$ 187,868	\$ -	\$ -	\$ -	\$ -	\$ 187,868	\$ (2,132)	-1.12%	
1001-10-15101-0110-153410	HR PENSION	\$ 521,348	\$ 197,753	\$ 451,412	\$ 460,225	\$ 1,190	\$ 570	\$ -	\$ 1,760	\$ 461,985	\$ 10,573	2.34%	
1001-10-15101-0110-153415	HR PERSONNEL ADMINISTRATION	\$ 696	\$ 1,322	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%	
1001-10-15101-0110-153430	HR POLICE DISABILITY	\$ 60,739	\$ 34,092	\$ 57,400	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 12,600	21.95%	
1001-10-15101-0110-153594	HR CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0110-153005	HR ADMINISTRATION CHARGEBACK	\$ (4,992)	\$ (2,912)	\$ (5,000)	\$ (5,000)	\$ -	\$ -	\$ -	\$ -	\$ (5,000)	\$ -	0.00%	
	TOTAL HUMAN RESOURCES	\$ 4,669,819	\$ 2,687,844	\$ 4,685,746	\$ 5,005,185	\$ (58,879)	\$ 5,464	\$ -	\$ (53,415)	\$ 4,951,770	\$ 266,024	5.68%	
FINANCE:	Dept 0125												
1001-10-15101-0120-150001	FINANCE SALARY ADMIN	\$ 102,384	\$ 55,168	\$ 102,455	\$ 102,455	\$ -	\$ -	\$ -	\$ -	\$ 102,455	\$ -	0.00%	
1001-10-15101-0120-150003	FINANCE SALARY OTHER	\$ 175,165	\$ 90,892	\$ 186,421	\$ 188,116	\$ -	\$ -	\$ -	\$ -	\$ 188,116	\$ 1,695	0.91%	
1001-10-15101-0120-150005	FINANCE SALARY-PT	\$ 54,738	\$ 27,296	\$ 54,613	\$ 54,613	\$ -	\$ -	\$ -	\$ -	\$ 54,613	\$ -	0.00%	
1001-10-15101-0120-150700	FINANCE BANK EXPENSE	\$ 1,001	\$ 386	\$ 1,200	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	0.00%	
1001-10-15101-0120-153005	FINANCE WMNR ADMIN CHGBK	\$ (30,012)	\$ (18,900)	\$ (32,400)	\$ (32,400)	\$ -	\$ -	\$ -	\$ -	\$ (32,400)	\$ -	0.00%	
1001-10-15101-0120-153385	FINANCE OFFICE EXPENSE	\$ 17,175	\$ 2,598	\$ 11,205	\$ 15,675	\$ -	\$ -	\$ -	\$ -	\$ 15,675	\$ 4,470	39.89%	
1001-10-15101-0120-153485	FINANCE R&M EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0120-153594	FINANCE CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL FINANCE	\$ 320,451	\$ 157,440	\$ 323,494	\$ 329,659	\$ -	\$ -	\$ -	\$ -	\$ 329,659	\$ 6,165	1.91%	

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET			
		2016-2017	2017-2018	2017-2018	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM			
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET	SUBMITTED BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2017-18 TO 2018-19	% CHG	
INFORMATION TECH:	Dept 0125												
1001-10-15101-0125-150001	IT SALARY ADMIN	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (15,000)	-100.00%
1001-10-15101-0125-150003	IT SALARY OTHER	\$ 317,241	\$ -	\$ 342,407	\$ 372,167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 372,167	\$ 29,760	8.69%
1001-10-15101-0125-150005	IT SALARY PT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0125-153060	IT COMMUNICATIONS	\$ 105,441	\$ 59,426	\$ 102,900	\$ 106,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,100	\$ 3,200	3.11%
1001-10-15101-0125-153075	IT CONTRACTED SERVICES	\$ 23,894	\$ 17,899	\$ 21,630	\$ 33,395	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,395	\$ 11,765	54.39%
1001-10-15101-0125-153105	IT DATA PROCESSING	\$ 153,443	\$ 106,848	\$ 149,325	\$ 156,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,250	\$ 6,925	4.64%
1001-10-15101-0125-153385	IT OFFICE EXPENSE	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	0.00%
1001-10-15101-0125-153530	IT TECHNOLOGY PLAN	\$ 17,553	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0125-153594	IT CAPITAL	\$ -	\$ -	\$ -	\$ 45,500	\$ (37,500)	\$ -	\$ -	\$ (37,500)	\$ -	\$ 8,000	\$ 8,000	100.00%
	TOTAL IT	\$ 632,572	\$ 184,172	\$ 632,762	\$ 714,912	\$ (37,500)	\$ -	\$ -	\$ (37,500)	\$ -	\$ 677,412	\$ 44,650	7.06%
ASSESSORS:	Dept 0130												
1001-10-15101-0130-150001	ASSESSOR SALARY ADMIN	\$ 83,104	\$ 40,783	\$ 83,201	\$ 70,000	\$ -	\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 74,000	\$ (9,201)	-11.06%
1001-10-15101-0130-150003	ASSESSOR SALARY OTHER	\$ 132,031	\$ 58,391	\$ 137,638	\$ 141,205	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,205	\$ 3,567	2.59%
1001-10-15101-0130-153065	ASSESSOR CONSULTANT FEES	\$ 7,716	\$ -	\$ 4,981	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 1,519	30.50%
1001-10-15101-0130-153385	ASSESSOR OFFICE EXPENSE	\$ 5,465	\$ 1,797	\$ 9,330	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ 3,670	39.34%
1001-10-15101-0130-153579	ASSESSOR VEHICLE FUEL	\$ -	\$ 61	\$ 250	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 50	20.00%
1001-10-15101-0130-153580	ASSESSOR VEHICLE EXPENSE	\$ 220	\$ 80	\$ 450	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 50	11.11%
1001-10-15101-0130-153594	ASSESSOR CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL ASSESSORS	\$ 228,536	\$ 101,112	\$ 235,850	\$ 231,505	\$ -	\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 235,505	\$ (345)	-0.15%
ENGINEERING:	Dept 0140												
1001-10-15101-0140-150001	ENGINEERING SALARY ADMIN	\$ 53,956	\$ 29,542	\$ 53,975	\$ 53,975	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,975	\$ -	0.00%
1001-10-15101-0140-150003	ENGINEERING SALARY OTHER	\$ 92,468	\$ 49,907	\$ 92,598	\$ 92,598	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,598	\$ 0	0.00%
1001-10-15101-0140-150005	ENGINEERING SALARY PT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0140-153065	ENGINEERING CONSULTING FEES	\$ 15,000	\$ -	\$ 9,100	\$ 80,000	\$ (70,000)	\$ -	\$ -	\$ (70,000)	\$ -	\$ 10,000	\$ 900	9.89%
1001-10-15101-0140-153145	ENGINEERING EQUIPMENT	\$ 292	\$ -	\$ 400	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 100	25.00%
1001-10-15101-0140-153385	ENGINEERING OFFICE EXPENSE	\$ 2,014	\$ 1,640	\$ 2,050	\$ 2,635	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,635	\$ 585	28.54%
1001-10-15101-0140-153390	ENGINEERING OPERATING EXP	\$ 1,044	\$ 1,048	\$ 2,100	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ (1,400)	-66.67%
1001-10-15101-0140-153579	ENGINEERING VEHICLE FUEL	\$ 176	\$ 143	\$ 300	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 2,700	900.00%
1001-10-15101-0140-153594	ENGINEERING CAPITAL	\$ -	\$ -	\$ -	\$ 30,000	\$ (30,000)	\$ -	\$ -	\$ (30,000)	\$ -	\$ -	\$ -	0.00%
	TOTAL ENGINEERING	\$ 164,950	\$ 82,280	\$ 160,523	\$ 263,408	\$ (100,000)	\$ -	\$ -	\$ (100,000)	\$ -	\$ 163,408	\$ 2,885	1.80%

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
		2016-2017	2017-2018	2017-2018	BUDGET ADJUSTMENTS				CHANGE FROM			
			12/31/17	APPROVED	SUBMITTED	FIRST	TOWN	BOARD	TOTAL	APPROVED ANNUAL	2017-18 TO 2018-19	
	Dept 0145	ACTUAL	YTD ACTUAL	BUDGET	BY DEPTS	SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	TOWN BUDGET	\$ CHG	% CHG
INLAND/WETLANDS:												
1001-10-15101-0145-150001	I/W SALARY ADMIN	\$ 53,731	\$ 28,568	\$ 53,750	\$ 53,750	\$ -	\$ -	\$ -	\$ -	\$ 53,750	\$ -	0.00%
1001-10-15101-0145-150003	I/W SALARY OTHER	\$ 23,926	\$ 12,901	\$ 23,959	\$ 23,959	\$ -	\$ -	\$ -	\$ -	\$ 23,959	\$ 0	0.00%
1001-10-15101-0145-150005	I/W SALARY PT	\$ 23,452	\$ 12,095	\$ 26,650	\$ 56,697	\$ (30,047)	\$ -	\$ -	\$ (30,047)	\$ 26,650	\$ -	0.00%
1001-10-15101-0145-153065	I/W CONSULTANT FEES	\$ -	\$ -	\$ -	\$ 1,000	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ -	\$ -	0.00%
1001-10-15101-0145-153145	I/W EQUIPMENT	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	100.00%
1001-10-15101-0145-153385	I/W OFFICE EXPENSE	\$ 7,386	\$ 1,410	\$ 2,855	\$ 4,200	\$ -	\$ -	\$ -	\$ -	\$ 4,200	\$ 1,345	47.11%
1001-10-15101-0145-153390	I/W OPERATING EXPENSE	\$ 213	\$ -	\$ 300	\$ 1,800	\$ (1,500)	\$ -	\$ -	\$ (1,500)	\$ 300	\$ -	0.00%
1001-10-15101-0145-153594	I/W CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL INLAND/WETLANDS	\$ 108,708	\$ 54,974	\$ 107,514	\$ 141,906	\$ (32,547)	\$ -	\$ -	\$ (32,547)	\$ 109,359	\$ 1,845	1.72%
BUILDING:												
	Dept 0150											
1001-10-15101-0150-150001	BUILDING SALARY ADMIN	\$ 78,758	\$ 42,666	\$ 78,851	\$ 78,851	\$ -	\$ -	\$ -	\$ -	\$ 78,851	\$ (0)	0.00%
1001-10-15101-0150-150003	BUILDING SALARY OTHER	\$ 62,841	\$ 31,785	\$ 63,462	\$ 63,462	\$ -	\$ -	\$ -	\$ -	\$ 63,462	\$ 0	0.00%
1001-10-15101-0150-150005	BUILDING SALARY PT	\$ 18,122	\$ 8,829	\$ 19,245	\$ 39,541	\$ (15,291)	\$ -	\$ -	\$ (15,291)	\$ 24,250	\$ 5,005	26.01%
1001-10-15101-0150-153065	BUILDING CONSULTANT FEES	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0150-153145	BUILDING EQUIPMENT	\$ -	\$ -	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	0.00%
1001-10-15101-0150-153385	BUILDING OFFICE EXPENSE	\$ 4,920	\$ 318	\$ 6,500	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ -	0.00%
1001-10-15101-0150-153579	BUILDING VEHICLE FUEL	\$ -	\$ 446	\$ 1,100	\$ 1,100	\$ -	\$ -	\$ -	\$ -	\$ 1,100	\$ -	0.00%
1001-10-15101-0150-153580	BUILDING VEHICLE EXPENSE	\$ 1,371	\$ 599	\$ 1,400	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ 1,400	\$ -	0.00%
1001-10-15101-0150-153594	BUILDING CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL BUILDING	\$ 166,012	\$ 84,643	\$ 171,258	\$ 191,554	\$ (15,291)	\$ -	\$ -	\$ (15,291)	\$ 176,263	\$ 5,005	2.92%
PLANNING & ZONING:												
	Dept 0155											
1001-10-15101-0155-150001	P&Z SALARY ADMIN	\$ 74,436	\$ 40,081	\$ 75,205	\$ 74,437	\$ 90,000	\$ -	\$ -	\$ 90,000	\$ 164,437	\$ 89,232	118.65%
1001-10-15101-0155-150003	P&Z SALARY OTHER	\$ 38,928	\$ 20,086	\$ 40,513	\$ 41,954	\$ -	\$ -	\$ -	\$ -	\$ 41,954	\$ 1,441	3.56%
1001-10-15101-0155-153065	P&Z CONSULTANT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0155-153385	P&Z OFFICE EXPENSE	\$ 12,054	\$ 2,266	\$ 10,000	\$ 13,400	\$ -	\$ -	\$ -	\$ -	\$ 13,400	\$ 3,400	34.00%
1001-10-15101-0155-153440	P&Z PRINTING	\$ -	\$ 82	\$ 750	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ -	0.00%
1001-10-15101-0155-153485	P&Z R & M EQUIPMENT	\$ -	\$ -	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	0.00%
1001-10-15101-0155-153594	P&Z CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	PLANNING & ZONING	\$ 125,418	\$ 62,515	\$ 126,668	\$ 130,740	\$ 90,000	\$ -	\$ -	\$ 90,000	\$ 220,740	\$ 94,072	74.27%

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
		2016-2017	2017-2018	2017-2018	BUDGET ADJUSTMENTS				CHANGE FROM			
			12/31/17	APPROVED	SUBMITTED	FIRST	TOWN	BOARD	TOTAL	APPROVED ANNUAL	2017-18 TO 2018-19	
	ACTUAL	YTD ACTUAL	BUDGET	BY DEPTS	SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	TOWN BUDGET	\$ CHG	% CHG	
P&Z ENFORCEMENT	Dept 0156											
1001-10-15101-0156-150003	P&Z ZON ENF SALARY OTHER	\$ 59,872	\$ 29,904	\$ 59,938	\$ 59,938	\$ -	\$ -	\$ -	\$ -	\$ 59,938	\$ (0)	0.00%
1001-10-15101-0156-150005	P&Z ZON ENF SALARY PT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0156-150950	P&Z ZON HEARING OFFICER	\$ -	\$ -	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	0.00%
1001-10-15101-0156-153385	P&Z ZON ENF OFFICE EXPENSE	\$ 120	\$ 149	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0156-153579	P&Z ZON ENF VEHICLE FUEL	\$ -	\$ 142	\$ 400	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 200	50.00%
1001-10-15101-0156-153580	P&Z ZON ENF VEHICLE EXPENSE	\$ 408	\$ -	\$ 600	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	0.00%
1001-10-15101-0156-153594	P&Z ENFORCEMENT CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	PLANNING AND ZONING ENFORCEMENT	\$ 60,400	\$ 30,195	\$ 61,688	\$ 61,888	\$ -	\$ -	\$ -	\$ -	\$ 61,888	\$ 200	0.32%
	TOTAL PLANNING & ZONING	\$ 185,818	\$ 92,711	\$ 188,356	\$ 192,628	\$ 90,000	\$ -	\$ -	\$ 90,000	\$ 282,628	\$ 94,272	50.05%
TH MAINTENANCE	Dept 0160											
1001-10-15101-0160-150003	TH MAINT SALARY OTHER	\$ 98,065	\$ 51,257	\$ 101,611	\$ 101,611	\$ -	\$ -	\$ -	\$ -	\$ 101,611	\$ 0	0.00%
1001-10-15101-0160-151040	TH MAINT WATER	\$ 2,942	\$ 1,074	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%
1001-10-15101-0160-153075	TH MAINT CONTRACTED SVCS	\$ 57,781	\$ 33,078	\$ 89,260	\$ 78,528	\$ 42,263	\$ -	\$ -	\$ 42,263	\$ 120,791	\$ 31,531	35.32%
1001-10-15101-0160-153145	TH MAINT EQUIPMENT	\$ 4,574	\$ -	\$ 1,400	\$ 7,400	\$ (1,400)	\$ -	\$ -	\$ (1,400)	\$ 6,000	\$ 4,600	328.57%
1001-10-15101-0160-153390	TH MAINT OPERATING EXPENSE	\$ 86,192	\$ 28,499	\$ 85,104	\$ 92,013	\$ (42,263)	\$ -	\$ -	\$ (42,263)	\$ 49,750	\$ (35,354)	-41.54%
1001-10-15101-0160-153563	TH MAINT ELECTRIC	\$ 101,135	\$ 54,575	\$ 98,600	\$ 102,000	\$ -	\$ -	\$ -	\$ -	\$ 102,000	\$ 3,400	3.45%
1001-10-15101-0160-153564	TH MAINT HEAT	\$ 41,475	\$ 10,955	\$ 31,960	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000	\$ 10,040	31.41%
1001-10-15101-0160-153579	TH MAINT VEHICLE FUEL	\$ -	\$ -	\$ -	\$ 18,000	\$ (18,000)	\$ -	\$ -	\$ (18,000)	\$ -	\$ -	0.00%
1001-10-15101-0160-153594	TH MAINT CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL TOWN HALL MAINTENANCE	\$ 392,164	\$ 179,438	\$ 411,435	\$ 445,052	\$ (19,400)	\$ -	\$ -	\$ (19,400)	\$ 425,652	\$ 14,217	3.46%
CHALK HILL BUILDING:	Dept 0161											
1001-10-15101-0161-150003	CHALK HILL SALARY OTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-151150	CHALK HILL HIBERNATION	\$ -	\$ 45,578	\$ 50,000	\$ 11,000	\$ (11,000)	\$ -	\$ -	\$ (11,000)	\$ -	\$ (50,000)	-100.00%
1001-10-15101-0161-151040	CHALK HILL WATER	\$ 5,413	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-151075	CHALK HILL CONTRACTED SERVICES	\$ 1,727	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-153390	CHALK HILL OPERATING EXPENSE	\$ 21,295	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-153563	CHALK HILL ELECTRIC	\$ 49,177	\$ -	\$ -	\$ -	\$ 11,000	\$ -	\$ -	\$ 11,000	\$ 11,000	\$ 11,000	100.00%
1001-10-15101-0161-153564	CHALK HILL HEAT	\$ 48,751	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-153579	CHALK HILL VEHICLE FUEL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-153594	CHALK HILL CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL CHALK HILL BUILDING:	\$ 126,363	\$ 45,578	\$ 50,000	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000	\$ (39,000)	-78.00%

EXPENDITURE BUDGET DETAIL – GENERAL GOVERNMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET			
		2016-2017	2017-2018	2017-2018	BUDGET ADJUSTMENTS				CHANGE FROM				
		ACTUAL	12/31/17	APPROVED	SUBMITTED	FIRST	TOWN	BOARD	TOTAL	APPROVED ANNUAL	2017-18 TO 2018-19		
		BUDGET	BY DEPTS	SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	TOWN BUDGET	\$ CHG	% CHG			
SPECIAL PROGRAMS:	Dept 0200												
1001-10-15101-0200-150019	SP ST J NURSE S10 SALARY OTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0200-151210	SP C-MED COMMUN CONT	\$ 78,938	\$ 39,992	\$ 79,983	\$ 82,828	\$ -	\$ -	\$ -	\$ -	\$ 82,828	\$ 2,845	3.56%	
1001-10-15101-0200-151220	SP FAMILY SVC WOODFIELD	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,000)	-100.00%	
1001-10-15101-0200-151230	SP HISTORIC SOCIETY	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,500)	-100.00%	
1001-10-15101-0200-151240	SP MEMORIAL DAY PARADE	\$ 1,935	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	0.00%	
1001-10-15101-0200-151250	SP TTLXX GRANT CRISIS	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%	
1001-10-15101-0200-151260	SP YOUTH SUBSTANCE ABUSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0200-151270	SP VOL FIRE TAX INCENTIVE	\$ 54,962	\$ 54,326	\$ 59,000	\$ 59,000	\$ -	\$ -	\$ -	\$ -	\$ 59,000	\$ -	0.00%	
1001-10-15101-0200-151280	SP MASUK WELL MONITORING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL SPECIAL PROGRAMS	\$ 137,335	\$ 94,318	\$ 145,483	\$ 145,828	\$ -	\$ -	\$ -	\$ -	\$ 145,828	\$ 345	0.24%	
REGIONAL PROGRAMS:	Dept 0250												
1001-10-15101-0250-151300	RP CT CONF OF MUNICIPALITIES	\$ 12,053	\$ 12,053	\$ 12,240	\$ 12,053	\$ -	\$ -	\$ -	\$ -	\$ 12,053	\$ (187)	-1.53%	
1001-10-15101-0250-151310	RP CT SMALL TOWN	\$ 1,025	\$ 1,025	\$ 1,025	\$ 1,025	\$ -	\$ -	\$ -	\$ -	\$ 1,025	\$ -	0.00%	
1001-10-15101-0250-151320	RP LAKE ZOAR AUTHORITY	\$ 21,365	\$ 19,568	\$ 19,568	\$ 18,761	\$ -	\$ -	\$ -	\$ -	\$ 18,761	\$ (807)	-4.12%	
1001-10-15101-0250-151330	RP REGIONAL PLANNING	\$ 8,876	\$ 8,876	\$ 8,876	\$ 8,876	\$ -	\$ -	\$ -	\$ -	\$ 8,876	\$ -	0.00%	
1001-10-15101-0250-151340	RP REGIONAL NETWORK PROG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0250-151350	RP PROBATE COURT	\$ 5,785	\$ 5,842	\$ 5,785	\$ 5,763	\$ -	\$ -	\$ -	\$ -	\$ 5,763	\$ (22)	-0.38%	
1001-10-15101-0250-151360	RP SW CT EMS COUNCIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0250-151370	RP SW REG MNLT HEALTH BD	\$ 1,500	\$ -	\$ 1,500	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 500	33.33%	
	TOTAL REGIONAL PROGRAMS	\$ 50,604	\$ 47,364	\$ 48,994	\$ 48,478	\$ -	\$ -	\$ -	\$ -	\$ 48,478	\$ (516)	-1.05%	
	TOTAL GENERAL GOVERNMENT	\$ 8,332,375	\$ 4,371,192	\$ 9,379,419	\$ 9,285,102	\$ (199,810)	\$ (11,136)	\$ 84,000	\$ (126,946)	\$ 9,158,156	\$ (221,263)	-2.36%	

EXPENDITURE BUDGET DETAIL – PUBLIC SAFETY

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	FISCAL YEAR 2017-2018	FISCAL YEAR 2018-2019					BUDGET		
					SUBMITTED	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2017-18 TO 2018-19	
		ACTUAL	YTD ACTUAL	BUDGET	BY DEPTS					\$ CHG	% CHG	
PUBLIC SAFETY	DEPTS 0300 - 0460											
POLICE ADMIN:	Dept 0300											
1001-10-15103-0300-150001	POL SALARY ADMIN	\$ 118,154	\$ 63,621	\$ 118,154	\$ 118,154	\$ -	\$ -	\$ -	\$ -	\$ 118,154	\$ -	0.00%
1001-10-15103-0300-150003	POL SALARY OTHER	\$ 285,350	\$ 149,604	\$ 285,155	\$ 285,361	\$ -	\$ -	\$ -	\$ -	\$ 285,361	\$ 206	0.07%
1001-10-15103-0300-153385	POL OFFICE-EXPENSE	\$ 2,706	\$ 1,032	\$ 10,400	\$ 10,400	\$ -	\$ -	\$ -	\$ -	\$ 10,400	\$ -	0.00%
	TOTAL POLICE ADMINISTRATION	\$ 406,210	\$ 214,257	\$ 413,709	\$ 413,915	\$ -	\$ -	\$ -	\$ -	\$ 413,915	\$ 206	0.05%
POLICE PERSONNEL:	Dept 0305											
1001-10-15103-0305-150007	POL SALARY UNIFORM	\$ 2,748,357	\$ 1,367,145	\$ 2,922,343	\$ 2,977,892	\$ -	\$ -	\$ -	\$ -	\$ 2,977,892	\$ 55,549	1.90%
1001-10-15103-0305-150009	POL SALARY DISPATCHER	\$ 366,212	\$ 178,225	\$ 383,386	\$ 411,909	\$ -	\$ -	\$ -	\$ -	\$ 411,909	\$ 28,523	7.44%
1001-10-15103-0305-150011	POL SALARY SPECIAL POLICE	\$ 24,255	\$ 10,700	\$ 26,974	\$ 26,974	\$ -	\$ -	\$ -	\$ -	\$ 26,974	\$ 0	0.00%
1001-10-15103-0305-150013	POL SALARY HOLIDAY	\$ 131,685	\$ 64,545	\$ 136,802	\$ 138,888	\$ -	\$ -	\$ -	\$ -	\$ 138,888	\$ 2,086	1.52%
1001-10-15103-0305-150015	POL SALARY OVERTIME	\$ 268,962	\$ 130,693	\$ 256,250	\$ 261,375	\$ -	\$ -	\$ -	\$ -	\$ 261,375	\$ 5,125	2.00%
1001-10-15103-0305-150017	POL SALARY O/T TACTICAL	\$ 28,578	\$ 18,594	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	0.00%
1001-10-15103-0305-151500	POL UNIFORM ALLOWANCE	\$ 61,217	\$ 15,364	\$ 62,685	\$ 62,685	\$ -	\$ -	\$ -	\$ -	\$ 62,685	\$ -	0.00%
1001-10-15103-0305-153410	POL PENSION	\$ 569,853	\$ 296,796	\$ 594,798	\$ 601,419	\$ -	\$ -	\$ -	\$ -	\$ 601,419	\$ 6,621	1.11%
	TOTAL POLICE PERSONNEL	\$ 4,199,119	\$ 2,082,062	\$ 4,418,238	\$ 4,516,141	\$ -	\$ -	\$ -	\$ -	\$ 4,516,141	\$ 97,903	2.22%
POLICE OPERATIONS:	Dept 0310											
1001-10-15103-0310-151505	POL SAFETY EQUIPMENT	\$ 26,023	\$ 20,453	\$ 35,468	\$ 35,468	\$ -	\$ -	\$ -	\$ -	\$ 35,468	\$ (0)	0.00%
1001-10-15103-0310-151510	POL NEW POLICE CARS	\$ 103,924	\$ -	\$ -	\$ 149,900	\$ (74,950)	\$ -	\$ -	\$ (74,950)	\$ 74,950	\$ 74,950	100.00%
1001-10-15103-0310-151515	POL EMERGENCY FUND & SCHOOL	\$ 32,663	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0310-151516	POL TRAINING	\$ -	\$ 8,940	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	0.00%
1001-10-15103-0310-151520	POL PHOTO LAB	\$ 1,486	\$ 2,037	\$ 2,800	\$ 2,800	\$ -	\$ -	\$ -	\$ -	\$ 2,800	\$ -	0.00%
1001-10-15103-0310-151525	POL DETECTIVE BUREAU	\$ 4,792	\$ 1,456	\$ 6,300	\$ 6,300	\$ -	\$ -	\$ -	\$ -	\$ 6,300	\$ -	0.00%
1001-10-15103-0310-151530	POL TRAFFIC CONTROL	\$ 4,048	\$ 3,246	\$ 4,750	\$ 4,750	\$ -	\$ -	\$ -	\$ -	\$ 4,750	\$ -	0.00%
1001-10-15103-0310-151535	POL RADIO	\$ 37,084	\$ 33,857	\$ 37,585	\$ 38,185	\$ -	\$ -	\$ -	\$ -	\$ 38,185	\$ 600	1.60%
1001-10-15103-0310-151540	POL RECORD ROOM	\$ 22,375	\$ 20,989	\$ 25,630	\$ 26,580	\$ -	\$ -	\$ -	\$ -	\$ 26,580	\$ 950	3.71%
1001-10-15103-0310-151545	POL RANGE MAINTENANCE	\$ 911	\$ -	\$ 1,350	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ 1,350	\$ -	0.00%
1001-10-15103-0310-151550	POL YOUTH BUREAU	\$ 2,363	\$ 198	\$ 3,800	\$ 3,800	\$ -	\$ -	\$ -	\$ -	\$ 3,800	\$ -	0.00%
1001-10-15103-0310-151555	POL CRIME PREVENTION	\$ 5,540	\$ 2,341	\$ 5,900	\$ 5,900	\$ -	\$ -	\$ -	\$ -	\$ 5,900	\$ -	0.00%
1001-10-15103-0310-151560	POL ABANDON VEH EXP	\$ 195	\$ 153	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15103-0310-153060	POL COMMUNICATIONS	\$ 5,928	\$ 3,625	\$ 12,925	\$ 12,925	\$ -	\$ -	\$ -	\$ -	\$ 12,925	\$ -	0.00%
1001-10-15103-0310-153145	POL EQUIPMENT	\$ 22,600	\$ 2,889	\$ 23,835	\$ 24,760	\$ -	\$ -	\$ -	\$ -	\$ 24,760	\$ 925	3.88%
1001-10-15103-0310-153390	POL OPERATING EXPENSE	\$ 29,122	\$ 26,758	\$ 44,510	\$ 51,210	\$ -	\$ -	\$ -	\$ -	\$ 51,210	\$ 6,700	15.05%
1001-10-15103-0310-153579	POL VEHICLE FUEL	\$ -	\$ 32,146	\$ 93,750	\$ 93,750	\$ -	\$ -	\$ -	\$ -	\$ 93,750	\$ -	0.00%
1001-10-15103-0310-153580	POLVEHICLE-EXPENSE	\$ 113,622	\$ 19,856	\$ 49,468	\$ 49,468	\$ -	\$ -	\$ -	\$ -	\$ 49,468	\$ -	0.00%
1001-10-15103-0310-153594	POL CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL POLICE OPERATIONS	\$ 412,676	\$ 178,943	\$ 373,571	\$ 532,646	\$ (74,950)	\$ -	\$ -	\$ (74,950)	\$ 457,696	\$ 84,125	22.52%

EXPENDITURE BUDGET DETAIL – PUBLIC SAFETY

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018 12/31/17	FISCAL YEAR 2017-2018 APPROVED BUDGET	FISCAL YEAR 2018-2019					BUDGET			
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2017-18 TO 2018-19		
		ACTUAL	YTD ACTUAL	BUDGET						\$ CHG	% CHG		
ANIMAL CONTROL:													
Dept 0315													
1001-10-15103-0315-150003	AC SALARY OTHER	\$ 73,184	\$ 36,759	\$ 70,019	\$ 70,019	\$ -	\$ -	\$ -	\$ -	\$ -	70,019	\$ (0)	0.00%
1001-10-15103-0315-150005	AC SALARY PT	\$ 33,799	\$ 18,551	\$ 43,940	\$ 43,992	\$ -	\$ -	\$ -	\$ -	\$ -	43,992	\$ 52	0.12%
1001-10-15103-0315-153045	AC BUILDING & GROUND MAINTENANCE	\$ 12,757	\$ 683	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	3,000	\$ -	0.00%
1001-10-15103-0315-153390	AC OPERATING EXPENSE	\$ 6,726	\$ 2,918	\$ 9,885	\$ 9,885	\$ -	\$ -	\$ -	\$ -	\$ -	9,885	\$ -	0.00%
1001-10-15103-0315-153563	AC ELECTRIC	\$ -	\$ 1,063	\$ 3,060	\$ 3,060	\$ -	\$ -	\$ -	\$ -	\$ -	3,060	\$ -	0.00%
1001-10-15103-0315-153564	AC HEAT	\$ -	\$ 1,689	\$ 8,750	\$ 8,750	\$ -	\$ -	\$ -	\$ -	\$ -	8,750	\$ -	0.00%
1001-10-15103-0315-153579	AC VEHICLE FUEL	\$ -	\$ 709	\$ 2,375	\$ 2,375	\$ -	\$ -	\$ -	\$ -	\$ -	2,375	\$ -	0.00%
1001-10-15103-0315-153580	AC VEHICLE EXPENSE	\$ 1,729	\$ -	\$ 500	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	600	\$ 100	20.00%
	TOTAL ANIMAL CONTROL	\$ 128,195	\$ 62,371	\$ 141,529	\$ 141,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,680	\$ 151	0.11%
PARK RANGER:													
Dept 0320													
1001-10-15103-0320-150003	PR SALARY OTHER	\$ 62,205	\$ 31,219	\$ 64,829	\$ 67,268	\$ -	\$ -	\$ -	\$ -	\$ -	67,268	\$ 2,439	3.76%
1001-10-15103-0320-153145	PR EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	0.00%
1001-10-15103-0320-153390	PR OPERATING EXPENSE	\$ 1,288	\$ 347	\$ 1,300	\$ 1,300	\$ -	\$ -	\$ -	\$ -	\$ -	1,300	\$ -	0.00%
1001-10-15103-0320-153579	PR VEHICLE FUEL	\$ -	\$ 915	\$ 3,125	\$ 3,125	\$ -	\$ -	\$ -	\$ -	\$ -	3,125	\$ -	0.00%
1001-10-15103-0320-153580	PR VEHICLE EXPENSE	\$ 3,468	\$ 1,285	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	1,000	\$ -	0.00%
	TOTAL PARK RANGER	\$ 66,961	\$ 33,766	\$ 70,254	\$ 72,693	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,693	\$ 2,439	3.47%
	TOTAL POLICE	\$ 5,213,161	\$ 2,571,400	\$ 5,417,301	\$ 5,677,076	\$ (74,950)	\$ -	\$ -	\$ (74,950)	\$ -	\$ 5,602,126	\$ 184,825	3.41%
MONROE FD:													
Dept 0400													
1001-10-15103-0400-153390	MONROE FIRE DEPT OP EXP	\$ 244,346	\$ 112,370	\$ 224,740	\$ 231,000	\$ -	\$ -	\$ -	\$ -	\$ -	231,000	\$ 6,260	2.79%
1001-10-15103-0400-150630	MFD INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	0.00%
1001-10-15103-0400-153045	MFD BUILDING & GROUND MAINTENANCE	\$ 2,592	\$ 1,238	\$ 2,740	\$ 2,740	\$ -	\$ -	\$ -	\$ -	\$ -	2,740	\$ -	0.00%
1001-10-15103-0400-153563	MFD ELECTRIC	\$ -	\$ 5,142	\$ 14,470	\$ 12,850	\$ -	\$ -	\$ -	\$ -	\$ -	12,850	\$ (1,620)	-11.20%
1001-10-15103-0400-153564	MFD HEAT	\$ -	\$ 224	\$ 3,425	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ -	5,500	\$ 2,075	60.58%
1001-10-15103-0400-153565	MFD UTILITIES OTHER	\$ 24,526	\$ 3,652	\$ 11,605	\$ 8,100	\$ -	\$ -	\$ -	\$ -	\$ -	8,100	\$ (3,505)	-30.20%
1001-10-15103-0400-153579	MFD VEHICLE FUEL	\$ -	\$ 2,224	\$ 6,685	\$ 6,024	\$ -	\$ -	\$ -	\$ -	\$ -	6,024	\$ (661)	-9.89%
1001-10-15103-0400-153580	MFD VEHICLE EXPENSE	\$ 4,236	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	0.00%
1001-10-15103-0400-153594	MFD CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	0.00%
	TOTAL MONROE FIRE DEPARTMENT	\$ 275,700	\$ 124,850	\$ 263,665	\$ 266,214	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 266,214	\$ 2,549	0.97%

EXPENDITURE BUDGET DETAIL – PUBLIC SAFETY

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	FISCAL YEAR 2017-2018	FISCAL YEAR 2018-2019					BUDGET				
					12/31/17 YTD ACTUAL	APPROVED BUDGET	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
								FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2017-18 TO 2018-19	
ACTUAL	ACTUAL	BUDGET	BY DEPTS	SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	TOWN BUDGET	\$ CHG	% CHG				
STEVENSON FD:														
	Dept 0410													
1001-10-15103-0410-153390	STEVENSON FIRE DEPT OP EXP	\$ 169,207	\$ 76,030	\$ 151,060	\$ 154,000	\$ -	\$ -	\$ -	\$ -	\$ 154,000	\$ 2,940	1.95%		
1001-10-15103-0410-150630	STVFD INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
1001-10-15103-0410-153045	STVFD BUILDING & GROUND MAINTENANCE	\$ 6,080	\$ 1,367	\$ 930	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 2,070	222.58%		
1001-10-15103-0410-153563	STVFD ELECTRIC	\$ -	\$ 4,468	\$ 14,600	\$ 11,800	\$ -	\$ -	\$ -	\$ -	\$ 11,800	\$ (2,800)	-19.18%		
1001-10-15103-0410-153564	STVFD HEAT	\$ -	\$ 1,767	\$ 9,600	\$ 8,300	\$ -	\$ -	\$ -	\$ -	\$ 8,300	\$ (1,300)	-13.54%		
1001-10-15103-0410-153565	STVFD UTILITIES OTHER	\$ 18,964	\$ 1,034	\$ 5,650	\$ 3,600	\$ -	\$ -	\$ -	\$ -	\$ 3,600	\$ (2,050)	-36.28%		
1001-10-15103-0410-153579	STVFD VEHICLE FUEL	\$ -	\$ 2,122	\$ 6,825	\$ 6,748	\$ -	\$ -	\$ -	\$ -	\$ 6,748	\$ (77)	-1.13%		
1001-10-15103-0410-153580	STVFD VEHICLE EXPENSE	\$ 4,344	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
1001-10-15103-0410-153594	STVFD CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
	TOTAL STEVENSON FIRE DEPARTMENT	\$ 198,595	\$ 86,787	\$ 188,665	\$ 187,448	\$ -	\$ -	\$ -	\$ -	\$ 187,448	\$ (1,217)	-0.65%		
STEPNEY FD:														
	Dept 0420													
1001-10-15103-0420-153390	STEPNEY FIRE DEPT OP EXP	\$ 221,331	\$ 104,463	\$ 208,925	\$ 213,000	\$ -	\$ -	\$ -	\$ -	\$ 213,000	\$ 4,075	1.95%		
1001-10-15103-0420-150630	STPFD INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
1001-10-15103-0420-153045	STPFD BUILDING & GROUND MAINTENANCE	\$ 4,251	\$ 1,458	\$ 1,130	\$ 2,300	\$ -	\$ -	\$ -	\$ -	\$ 2,300	\$ 1,170	103.54%		
1001-10-15103-0420-153563	STPFD ELECTRIC	\$ -	\$ 6,819	\$ 15,400	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ 2,600	16.88%		
1001-10-15103-0420-153564	STPFD HEAT	\$ -	\$ 3,195	\$ 7,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 5,000	71.43%		
1001-10-15103-0420-153565	STPFD UTILITIES OTHER	\$ 30,298	\$ 2,216	\$ 9,100	\$ 7,200	\$ -	\$ -	\$ -	\$ -	\$ 7,200	\$ (1,900)	-20.88%		
1001-10-15103-0420-153579	STPFD VEHICLE FUEL	\$ -	\$ 2,153	\$ 6,300	\$ 5,732	\$ -	\$ -	\$ -	\$ -	\$ 5,732	\$ (568)	-9.02%		
1001-10-15103-0420-153580	STPFD VEHICLE EXPENSE	\$ 5,020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
1001-10-15103-0420-153594	STPFD CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
	TOTAL STEPNEY FIRE DEPARTMENT	\$ 260,900	\$ 120,302	\$ 247,855	\$ 258,232	\$ -	\$ -	\$ -	\$ -	\$ 258,232	\$ 10,377	4.19%		
FIRE HYDRANT SERVICE:														
	Dept 0430													
1001-10-15103-0430-151600	WATER DISTRIBUTION SYSTEM	\$ 548,101	\$ 242,266	\$ 574,071	\$ 574,071	\$ 3,768	\$ -	\$ 28,000	\$ 31,768	\$ 605,839	\$ 31,768	5.53%		
FIRE MARSHAL:														
	Dept 0440													
1001-10-15103-0440-150001	FIRE MAR SALARY ADMIN	\$ 67,640	\$ 36,627	\$ 67,706	\$ 67,706	\$ -	\$ -	\$ -	\$ -	\$ 67,706	\$ 0	0.00%		
1001-10-15103-0440-150003	FIRE MAR SALARY OTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
1001-10-15103-0440-150005	FIRE MAR SALARY PT	\$ 29,767	\$ 10,068	\$ 26,563	\$ 31,555	\$ (3,744)	\$ (1,248)	\$ -	\$ (4,992)	\$ 26,563	\$ (1)	0.00%		
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	\$ 3,074	\$ 1,409	\$ 3,000	\$ 3,100	\$ -	\$ -	\$ -	\$ -	\$ 3,100	\$ 100	3.33%		
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	\$ 947	\$ 170	\$ 800	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	0.00%		
1001-10-15103-0440-153390	FIRE MAR OPERATING EXP	\$ 3,184	\$ 3,093	\$ 5,500	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ 5,500	\$ -	0.00%		
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	\$ -	\$ -	\$ -	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500	100.00%		
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	\$ 4,435	\$ 1,155	\$ 5,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ (4,000)	-80.00%		
1001-10-15103-0440-153594	FIRE MAR CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
	TOTAL FIRE MARSHAL	\$ 109,047	\$ 52,522	\$ 108,569	\$ 113,161	\$ (3,744)	\$ (1,248)	\$ -	\$ (4,992)	\$ 108,169	\$ (400)	-0.37%		

EXPENDITURE BUDGET DETAIL – PUBLIC SAFETY

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET			
		2016-2017	2017-2018	2017-2018	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM			
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET	SUBMITTED BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2017-18 TO 2018-19		
									\$ CHG	% CHG			
EMERGENCY MGMT													
Dept 0450													
1001-10-15103-0450-150001	EM MGMT SALARY ADMIN	\$ 5,625	\$ 2,875	\$ 5,750	\$ 5,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,750	\$ -	0.00%
1001-10-15103-0450-151650	EM MGMT FAIRFIELD CTY HAZMT	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	0.00%
1001-10-15103-0450-153385	EM MGMT OFFICE EXPENSE	\$ 885	\$ 426	\$ 900	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 100	11.11%
1001-10-15103-0450-153390	EM MGMT OPERATING EXPENSE	\$ 2,587	\$ 3,471	\$ 3,466	\$ 3,466	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,466	\$ -	0.00%
1001-10-15103-0450-153594	EM MGMT CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL EMERGENCY MGMT	\$ 12,097	\$ 9,772	\$ 13,116	\$ 13,216	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,216	\$ 100	0.76%
EMS													
Dept 0460													
1001-10-15103-0460-150005	EMS SALARY PT	\$ 48,052	\$ 17,181	\$ 33,500	\$ 33,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,500	\$ -	0.00%
1001-10-15103-0460-150560	EMS FICA & MEDICARE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0460-151270	EMS VOLUNTEER ABATEMENT	\$ 21,666	\$ 21,481	\$ 26,000	\$ 26,250	\$ (250)	\$ -	\$ -	\$ -	\$ (250)	\$ 26,000	\$ -	0.00%
1001-10-15103-0460-153045	EMS BUILDING & GROUND MAINTENANCE	\$ 6,059	\$ 2,881	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	0.00%
1001-10-15103-0460-153060	EMS COMMUNICATIONS	\$ 2,396	\$ 937	\$ 4,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,000	25.00%
1001-10-15103-0460-153075	EMS CONTRACTED SERVICES	\$ 654,425	\$ 307,939	\$ 664,359	\$ 697,343	\$ (4,000)	\$ -	\$ -	\$ -	\$ (4,000)	\$ 693,343	\$ 28,984	4.36%
1001-10-15103-0460-153145	EMS EQUIPMENT EXPENSE	\$ 11,088	\$ 2,444	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ -	0.00%
1001-10-15103-0460-153385	EMS OFFICE EXPENSE	\$ 3,662	\$ 546	\$ 4,500	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ -	0.00%
1001-10-15103-0460-153390	EMS OPERATING EXPENSE	\$ 26,883	\$ 7,114	\$ 43,500	\$ 38,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,000	\$ (5,500)	-12.64%
1001-10-15103-0460-153520	EMS SUPPLEMENTAL APPROPRIATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0460-153540	EMS TRAINING EXPENSE	\$ 15,162	\$ 2,274	\$ 15,000	\$ 20,000	\$ (2,000)	\$ -	\$ -	\$ -	\$ (2,000)	\$ 18,000	\$ 3,000	20.00%
1001-10-15103-0460-153563	EMS ELECTRIC	\$ -	\$ 2,825	\$ 9,600	\$ 9,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,600	\$ -	0.00%
1001-10-15103-0460-153564	EMS HEAT	\$ -	\$ 416	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-15103-0460-153565	EMS UTILITIES OTHER	\$ 11,292	\$ 661	\$ 1,900	\$ 1,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,900	\$ -	0.00%
1001-10-15103-0460-153579	EMS VEHICLE FUEL	\$ -	\$ 4,143	\$ 10,805	\$ 10,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,805	\$ -	0.00%
1001-10-15103-0460-153580	EMS VEHICLE EXPENSE	\$ 22,193	\$ 8,566	\$ 16,195	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 3,805	23.49%
1001-10-15103-0460-153594	EMS CAPITAL	\$ -	\$ -	\$ -	\$ 40,000	\$ (40,000)	\$ -	\$ -	\$ -	\$ (40,000)	\$ -	\$ -	0.00%
1001-10-15103-0460-153596	EMS REVENUE	\$ (577,905)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL EMS	\$ 244,973	\$ 379,410	\$ 853,359	\$ 930,898	\$ (46,250)	\$ -	\$ -	\$ -	\$ (46,250)	\$ 884,648	\$ 31,289	3.67%
	TOTAL PUBLIC SAFETY	\$ 6,862,574	\$ 3,587,309	\$ 7,666,601	\$ 8,020,316	\$ (121,176)	\$ (1,248)	\$ 28,000	\$ (94,424)	\$ 7,925,892	\$ 259,291	3.38%	

EXPENDITURE BUDGET DETAIL – PUBLIC WORKS

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	FISCAL YEAR 2017-2018	FISCAL YEAR 2018-2019					BUDGET		
					BUDGET ADJUSTMENTS					CHANGE FROM		
					ACTUAL	YTD ACTUAL	BUDGET	APPROVED	SUBMITTED	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE
PUBLIC WORKS												
DEPTS 0500 - 0610												
Dept 0500												
PUBLIC WORKS ADMIN:												
1001-10-15105-0500-150001	PW SALARY ADMIN	\$ 99,974	\$ 53,086	\$ 98,395	\$ 98,395	\$ -	\$ -	\$ -	\$ -	\$ 98,395	\$ -	0.00%
1001-10-15105-0500-150003	PW SALARY OTHER	\$ 178,368	\$ 87,302	\$ 180,893	\$ 180,461	\$ -	\$ -	\$ -	\$ -	\$ 180,461	\$ (432)	-0.24%
1001-10-15105-0500-150005	PW SALARIES PT	\$ 15,228	\$ 8,248	\$ 16,224	\$ 16,224	\$ -	\$ -	\$ -	\$ -	\$ 16,224	\$ -	0.00%
1001-10-15105-0500-153385	PW OFFICE EXPENSE	\$ 5,662	\$ 3,482	\$ 6,000	\$ 9,000	\$ (500)	\$ -	\$ -	\$ (500)	\$ 8,500	\$ 2,500	41.67%
1001-10-15105-0500-153390	PW OPERATING EXPENSE	\$ 5,342	\$ 2,369	\$ 7,000	\$ 6,500	\$ 500	\$ -	\$ -	\$ 500	\$ 7,000	\$ -	0.00%
TOTAL PUBLIC WORKS ADMINISTRATION		\$ 304,574	\$ 154,487	\$ 308,512	\$ 310,580	\$ -	\$ -	\$ -	\$ -	\$ 310,580	\$ 2,068	0.67%
HIGHWAY:												
Dept 0510												
1001-10-15105-0510-150001	PW SALARY GM ADMIN	\$ 82,582	\$ 44,726	\$ 82,677	\$ 82,677	\$ -	\$ -	\$ -	\$ -	\$ 82,677	\$ (0)	0.00%
1001-10-15105-0510-150003	PW SALARY GM OTHER	\$ 1,101,326	\$ 566,855	\$ 1,091,396	\$ 1,091,246	\$ -	\$ -	\$ -	\$ -	\$ 1,091,246	\$ (150)	-0.01%
1001-10-15105-0510-153075	PW GM CONTRACTED SVCS	\$ 54,475	\$ 23,624	\$ 55,000	\$ 97,600	\$ (42,600)	\$ -	\$ -	\$ (42,600)	\$ 55,000	\$ -	0.00%
1001-10-15105-0510-153390	PW GM OPERATING EXPENSE	\$ 75,866	\$ 40,165	\$ 115,000	\$ 126,250	\$ (110,200)	\$ -	\$ -	\$ (110,200)	\$ 16,050	\$ (98,950)	-86.04%
1001-10-15105-0510-153594	PW CAPITAL	\$ -	\$ -	\$ -	\$ 60,000	\$ (60,000)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL HIGHWAY		\$ 1,314,249	\$ 675,370	\$ 1,344,073	\$ 1,457,773	\$ (212,800)	\$ -	\$ -	\$ (212,800)	\$ 1,244,973	\$ (99,100)	-7.37%
PW SNOW REMOVAL:												
Dept 0520												
1001-10-15105-0520-150015	PW SALARY SNOW OT	\$ 156,423	\$ 52,847	\$ 94,400	\$ 197,000	\$ (47,000)	\$ -	\$ -	\$ (47,000)	\$ 150,000	\$ 55,600	58.90%
1001-10-15105-0520-153075	PW SNOW CONTRACTED SVCS	\$ 17,595	\$ 6,405	\$ 30,250	\$ 46,875	\$ (26,875)	\$ -	\$ -	\$ (26,875)	\$ 20,000	\$ (10,250)	-33.88%
1001-10-15105-0520-153390	PW SNOW OPERATING EXP	\$ 284,950	\$ 27,447	\$ 275,395	\$ 379,400	\$ -	\$ (50,000)	\$ -	\$ (50,000)	\$ 329,400	\$ 54,005	19.61%
TOTAL SNOW REMOVAL		\$ 458,968	\$ 86,699	\$ 400,045	\$ 623,275	\$ (73,875)	\$ (50,000)	\$ -	\$ (123,875)	\$ 499,400	\$ 99,355	24.84%
PW ROAD & BUILDING:												
Dept 0530												
1001-10-15105-0530-151700	PW DRAINAGE IMPROVEMENT	\$ 63,625	\$ 41,691	\$ 63,625	\$ 63,625	\$ -	\$ -	\$ -	\$ -	\$ 63,625	\$ -	0.00%
1001-10-15105-0530-151710	PW STREET RECONSTRUCT ENG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15105-0530-151720	PW HWY STREET RESURF/MAINT	\$ 475,000	\$ -	\$ -	\$ 1,000,000	\$ (439,800)	\$ -	\$ -	\$ (439,800)	\$ 560,200	\$ 560,200	100.00%
1001-10-15105-0530-151730	PW BUS BARN MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15105-0530-151740	PW TRAFFIC SIGNS & LINES	\$ 49,174	\$ 34,172	\$ 48,200	\$ 68,024	\$ -	\$ -	\$ -	\$ -	\$ 68,024	\$ 19,824	41.13%
1001-10-15105-0530-151750	PW STREET LIGHTS	\$ 18,913	\$ 8,069	\$ 23,794	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ (3,794)	-15.95%
1001-10-15105-0530-153045	PW BUILDING & GROUND MAINTENANCE	\$ 45,687	\$ 13,904	\$ 44,868	\$ 31,980	\$ -	\$ -	\$ -	\$ -	\$ 31,980	\$ (12,888)	-28.72%
1001-10-15105-0530-153145	PW EQUIPMENT	\$ 5,630	\$ -	\$ 2,300	\$ 259,800	\$ (243,000)	\$ -	\$ -	\$ (243,000)	\$ 16,800	\$ 14,500	630.43%
1001-10-15105-0530-153390	PW TREE WARD OPERATING EXP	\$ 39,945	\$ 3,875	\$ 40,000	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000	\$ 28,000	70.00%
1001-10-15105-0530-153485	PW R & M EQUIPMENT	\$ 239,761	\$ 102,471	\$ 255,270	\$ 200,000	\$ (70,000)	\$ -	\$ -	\$ (70,000)	\$ 130,000	\$ (125,270)	-49.07%
1001-10-15105-0530-153563	PW ELECTRIC	\$ -	\$ -	\$ -	\$ 18,760	\$ -	\$ -	\$ -	\$ -	\$ 18,760	\$ 18,760	100.00%
1001-10-15105-0530-153564	PW HEAT	\$ -	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	100.00%
1001-10-15105-0530-153579	PW VEHICLE FUEL	\$ -	\$ -	\$ -	\$ 109,356	\$ -	\$ -	\$ -	\$ -	\$ 109,356	\$ 109,356	100.00%
1001-10-15105-0530-150003	PW SALARY TREE WARD OTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL ROAD AND BUILDING		\$ 937,735	\$ 204,182	\$ 478,057	\$ 1,851,545	\$ (752,800)	\$ -	\$ -	\$ (752,800)	\$ 1,098,745	\$ 620,688	129.84%
TOTAL PUBLIC WORKS		\$ 3,015,526	\$ 1,120,737	\$ 2,530,687	\$ 4,243,173	\$ (1,039,475)	\$ (50,000)	\$ -	\$ (1,089,475)	\$ 3,153,698	\$ 623,011	24.62%

EXPENDITURE BUDGET DETAIL – SANITATION

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET		
		2016-2017	2017-2018	2017-2018	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2017-18 TO 2018-19	
SANITATION												
PW SOLID WASTE: Dept 0600												
1001-10-15105-0600-150005	PW SOL WASTE SALARY PT	\$ 6,313	\$ 3,710	\$ 15,152	\$ 13,436	\$ -	\$ -	\$ -	\$ -	\$ 13,436	\$ (1,717)	-11.33%
1001-10-15105-0600-151760	PW SOL WASTE DISPOSAL	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	0.00%
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP	\$ 14,223	\$ 2,443	\$ 13,000	\$ 20,350	\$ -	\$ -	\$ -	\$ -	\$ 20,350	\$ 7,350	56.54%
1001-10-15105-0600-153563	PW SOL WASTE ELECTRIC	\$ -	\$ -	\$ -	\$ 790	\$ -	\$ -	\$ -	\$ -	\$ 790	\$ 790	100.00%
	TOTAL PUBLIC WORKS SOLID WASTE	\$ 20,536	\$ 6,153	\$ 29,652	\$ 36,076	\$ -	\$ -	\$ -	\$ -	\$ 36,076	\$ 6,424	21.66%
PW RECYCLING: Dept 0610												
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY	\$ 5,576	\$ 1,891	\$ 5,800	\$ 5,800	\$ -	\$ -	\$ -	\$ -	\$ 5,800	\$ -	0.00%
1001-10-15105-0610-151790	PW RECYCLING TRANSFER STATN	\$ 44,209	\$ 20,383	\$ 53,500	\$ 53,500	\$ -	\$ -	\$ -	\$ -	\$ 53,500	\$ -	0.00%
1001-10-15105-0610-153075	PW RECYCLING CONTRACTED SVCS	\$ 221,591	\$ 115,320	\$ 229,194	\$ 245,842	\$ -	\$ -	\$ -	\$ -	\$ 245,842	\$ 16,648	7.26%
1001-10-15105-0610-153390	PW RECYCLE OPERATING EXP	\$ -	\$ -	\$ -	\$ 500	\$ (500)	\$ -	\$ -	\$ (500)	\$ -	\$ -	0.00%
	TOTAL PUBLIC WORKS RECYCLING	\$ 271,376	\$ 137,594	\$ 288,494	\$ 305,642	\$ (500)	\$ -	\$ -	\$ (500)	\$ 305,142	\$ 16,648	5.77%
	TOTAL SANITATION	\$ 291,912	\$ 143,747	\$ 318,146	\$ 341,718	\$ (500)	\$ -	\$ -	\$ (500)	\$ 341,218	\$ 23,072	7.25%

EXPENDITURE BUDGET DETAIL – HEALTH & WELFARE

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019					BUDGET			
		2016-2017	2017-2018	2017-2018	SUBMITTED	BUDGET ADJUSTMENTS				APPROVED ANNUAL	CHANGE FROM		
		ACTUAL	12/31/17	APPROVED		FIRST	TOWN	BOARD	TOTAL		TOWN BUDGET	2017-18 TO 2018-19	
HEALTH AND WELFARE	DEPTS 0700 - 0710												
HEALTH DEPARTMENT:	Dept 0700				BY DEPTS	SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS				
1001-10-15109-0700-150001	HEALTH SALARY ADMIN	\$ 92,172	\$ 49,673	\$ 92,250	\$ 92,250	\$ -	\$ -	\$ -	\$ -	\$ 92,250	\$ -	\$ 0.00%	
1001-10-15109-0700-150003	HEALTH SALARY OTHER	\$ 112,079	\$ 59,208	\$ 113,690	\$ 115,269	\$ -	\$ -	\$ -	\$ -	\$ 115,269	\$ 1,579	1.39%	
1001-10-15109-0700-150005	HEALTH SALARY PT	\$ 19,450	\$ 8,200	\$ 18,066	\$ 19,466	\$ -	\$ -	\$ -	\$ -	\$ 19,466	\$ 1,400	7.75%	
1001-10-15109-0700-150600	HEALTH EDUCATION	\$ 802	\$ 121	\$ 300	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 400	133.33%	
1001-10-15109-0700-150650	HEALTH FICA & MEDICARE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15109-0700-153065	HEALTH CONSULTANT FEES	\$ -	\$ -	\$ -	\$ 5,150	\$ (2,500)	\$ -	\$ -	\$ (2,500)	\$ 2,650	\$ 2,650	0.00%	
1001-10-15109-0700-153385	HEALTH OFFICE EXPENSE	\$ 2,255	\$ 835	\$ 2,350	\$ 2,200	\$ (500)	\$ -	\$ -	\$ (500)	\$ 1,700	\$ (650)	-27.66%	
1001-10-15109-0700-153390	HEALTH OPERATING EXPENSE	\$ 2,464	\$ 719	\$ 3,300	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 700	21.21%	
1001-10-15109-0700-153520	HEALTH SUPPLEMENTAL APPROP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15109-0700-153579	HEALTH VEHICLE FUEL	\$ -	\$ 266	\$ 3,000	\$ 1,750	\$ -	\$ -	\$ -	\$ -	\$ 1,750	\$ (1,250)	-41.67%	
1001-10-15109-0700-153580	HEALTH VEHICLE EXPENSE	\$ 1,683	\$ 197	\$ 500	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 200	40.00%	
1001-10-15109-0700-153594	HEALTH CAPITAL	\$ -	\$ -	\$ -	\$ 25,000	\$ (25,000)	\$ -	\$ -	\$ (25,000)	\$ -	\$ -	0.00%	
1001-10-15109-0700-153596	HEALTH REVENUE	\$ (83,868)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15109-0700-153597	HEALTH REVENUE-GRANTS	\$ (29,400)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL HEALTH DEPARTMENT	\$ 117,637	\$ 119,220	\$ 233,456	\$ 266,485	\$ (28,000)	\$ -	\$ -	\$ (28,000)	\$ 238,485	\$ 5,029	2.15%	
SOCIAL SERVICES:	Dept 0710												
1001-10-15109-0710-150005	SOC SVC SALARY PT	\$ 82,687	\$ 34,102	\$ 77,636	\$ 67,594	\$ -	\$ -	\$ -	\$ -	\$ 67,594	\$ (10,042)	-12.93%	
1001-10-15109-0710-151820	SOC SVC RELIEF	\$ 2,138	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	0.00%	
1001-10-15109-0710-153075	SOC SVC CONTRACTED SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15109-0710-153385	SOC SVC OFFICE EXPENSE	\$ 580	\$ 186	\$ 1,550	\$ 1,750	\$ -	\$ -	\$ -	\$ -	\$ 1,750	\$ 200	12.90%	
1001-10-15109-0710-153390	SOC SVC OPERATING EXPENSE	\$ 606	\$ 265	\$ 850	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 1,650	194.12%	
1001-10-15109-0710-153485	SOC SVC R & M EQUIPMENT	\$ 2,138	\$ 694	\$ 4,422	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ (422)	-9.54%	
1001-10-15109-0710-153563	SOC SVC ELECTRIC	\$ -	\$ 1,477	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	0.00%	
1001-10-15109-0710-153564	SOC SVC HEAT	\$ -	\$ 293	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	0.00%	
1001-10-15109-0710-153565	SOC SVC UTILITIES OTHER	\$ 8,200	\$ 885	\$ 2,250	\$ 2,325	\$ -	\$ -	\$ -	\$ -	\$ 2,325	\$ 75	3.33%	
1001-10-15109-0710-153580	SOC SVC VEHICLE EXPENSE	\$ 1,214	\$ 322	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,500)	-100.00%	
1001-10-15109-0710-153594	SOC SVC CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL SOCIAL SERVICES	\$ 97,563	\$ 38,223	\$ 98,208	\$ 88,169	\$ -	\$ -	\$ -	\$ -	\$ 88,169	\$ (10,039)	-10.22%	
	TOTAL HEALTH & WELFARE	\$ 215,200	\$ 157,443	\$ 331,664	\$ 354,654	\$ (28,000)	\$ -	\$ -	\$ (28,000)	\$ 326,654	\$ (5,010)	-1.51%	

EXPENDITURE BUDGET DETAIL – CULTURE & RECREATION

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	FISCAL YEAR 2017-2018	FISCAL YEAR 2018-2019					BUDGET		
					BUDGET ADJUSTMENTS					CHANGE FROM		
					APPROVED	APPROVED	APPROVED	APPROVED	APPROVED	APPROVED ANNUAL	2017-18 TO 2018-19	
CULTURE & RECREATION	DEPTS 0800 - 0810		12/31/17	APPROVED	BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS	TOWN BUDGET	\$ CHG	% CHG
LIBRARY:	Dept 0800	ACTUAL	YTD ACTUAL	BUDGET								
1001-10-15111-0800-150001	LIBRARY SALARY ADMIN	\$ 65,809	\$ 36,423	\$ 72,905	\$ 72,905	\$ -	\$ -	\$ -	\$ -	\$ 72,905	\$ -	0.00%
1001-10-15111-0800-150003	LIBRARY SALARY OTHER	\$ 273,798	\$ 150,008	\$ 285,871	\$ 287,582	\$ -	\$ -	\$ -	\$ -	\$ 287,582	\$ 1,711	0.60%
1001-10-15111-0800-150005	LIBRARY SALARY PT	\$ 218,981	\$ 80,230	\$ 185,767	\$ 243,958	\$ (23,283)	\$ -	\$ -	\$ (23,283)	\$ 220,675	\$ 34,908	18.79%
1001-10-15111-0800-151850	LIBRARY BOOKS	\$ 50,367	\$ 24,403	\$ 50,366	\$ 50,366	\$ -	\$ -	\$ -	\$ -	\$ 50,366	\$ -	0.00%
1001-10-15111-0800-151855	LIBRART BIBLIOMATION	\$ 47,814	\$ 48,189	\$ 49,614	\$ 49,614	\$ -	\$ -	\$ -	\$ -	\$ 49,614	\$ -	0.00%
1001-10-15111-0800-151860	LIBRARY MATERIALS	\$ 29,824	\$ 14,048	\$ 25,445	\$ 30,250	\$ -	\$ -	\$ -	\$ -	\$ 30,250	\$ 4,805	18.88%
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	\$ 7,345	\$ 4,119	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ -	0.00%
1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT	\$ 19,481	\$ 11,250	\$ 18,080	\$ 20,580	\$ -	\$ -	\$ -	\$ -	\$ 20,580	\$ 2,500	13.83%
1001-10-15111-0800-153563	LIBRARY ELECTRIC	\$ -	\$ 28,972	\$ 59,000	\$ 59,000	\$ (10,000)	\$ -	\$ -	\$ (10,000)	\$ 49,000	\$ (10,000)	-16.95%
1001-10-15111-0800-153564	LIBRARY HEAT	\$ -	\$ 3,331	\$ 19,000	\$ 19,000	\$ (5,000)	\$ -	\$ -	\$ (5,000)	\$ 14,000	\$ (5,000)	-26.32%
1001-10-15111-0800-153565	LIBRARY UTILITIES OTHER	\$ 67,220	\$ 1,993	\$ 3,940	\$ 3,940	\$ -	\$ -	\$ -	\$ -	\$ 3,940	\$ -	0.00%
1001-10-15111-0800-153594	LIBRARY CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL LIBRARY	\$ 780,639	\$ 402,965	\$ 777,988	\$ 845,195	\$ (38,283)	\$ -	\$ -	\$ (38,283)	\$ 806,912	\$ 28,924	3.72%
PARKS & RECREATION:	Dept 0810											
1001-10-15111-0810-150001	P & R SALARY ADMIN	\$ 72,467	\$ 39,168	\$ 72,655	\$ 72,655	\$ -	\$ -	\$ -	\$ -	\$ 72,655	\$ -	0.00%
1001-10-15111-0810-150003	P & R SALARY OTHER	\$ 356,366	\$ 188,315	\$ 362,950	\$ 363,150	\$ -	\$ -	\$ -	\$ -	\$ 363,150	\$ 200	0.06%
1001-10-15111-0810-150005	P & R SALARY PT	\$ 236,640	\$ 131,318	\$ 199,066	\$ 275,788	\$ (63,601)	\$ -	\$ -	\$ (63,601)	\$ 212,187	\$ 13,121	6.59%
1001-10-15111-0810-151910	P & R VENDOR	\$ 9,504	\$ 3,744	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ -	0.00%
1001-10-15111-0810-151920	P & R PARK IMPROVMENTS	\$ 41,767	\$ 5,308	\$ 7,229	\$ 48,000	\$ (27,000)	\$ -	\$ -	\$ (27,000)	\$ 21,000	\$ 13,771	190.50%
1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	\$ -	\$ 45,710	\$ 74,500	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 500	0.67%
1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	\$ 20,229	\$ 6,233	\$ 25,000	\$ 18,400	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ 19,400	\$ (5,600)	-22.40%
1001-10-15111-0810-153385	P & R OFFICE EXPENSE	\$ 5,653	\$ 1,598	\$ 9,000	\$ 11,500	\$ (3,000)	\$ -	\$ -	\$ (3,000)	\$ 8,500	\$ (500)	-5.56%
1001-10-15111-0810-153390	P & R OPERATING EXPENSE	\$ 15,140	\$ 5,316	\$ 13,000	\$ 9,600	\$ -	\$ -	\$ -	\$ -	\$ 9,600	\$ (3,400)	-26.15%
1001-10-15111-0810-153485	P & R R & M EQUIPMENT	\$ 67,124	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15111-0810-153563	P & R ELECTRIC	\$ -	\$ 16,111	\$ 30,000	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000	\$ 12,000	40.00%
1001-10-15111-0810-153564	P & R HEAT	\$ -	\$ 2,541	\$ 10,000	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000	\$ 1,000	10.00%
1001-10-15111-0810-153565	P & R UTILITIES OTHER	\$ 76,563	\$ 8,716	\$ 17,500	\$ 18,700	\$ -	\$ -	\$ -	\$ -	\$ 18,700	\$ 1,200	6.86%
1001-10-15111-0810-153579	P & R VEHICLE FUEL	\$ -	\$ 6,008	\$ 11,000	\$ 11,900	\$ -	\$ -	\$ -	\$ -	\$ 11,900	\$ 900	8.18%
1001-10-15111-0810-153580	P & R VEHICLE EXPENSE	\$ 6,491	\$ 7,602	\$ 10,000	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ 4,000	40.00%
1001-10-15111-0810-153594	P & R CAPITAL	\$ 21,856	\$ -	\$ -	\$ 20,200	\$ (20,200)	\$ -	\$ -	\$ (20,200)	\$ -	\$ -	0.00%
	TOTAL PARKS AND RECREATION	\$ 929,800	\$ 467,687	\$ 854,900	\$ 1,004,892	\$ (112,801)	\$ -	\$ -	\$ (112,801)	\$ 892,091	\$ 37,191	4.35%
	TOTAL CULTURE & RECREATION	\$ 1,710,439	\$ 870,652	\$ 1,632,888	\$ 1,850,087	\$ (151,084)	\$ -	\$ -	\$ (151,084)	\$ 1,699,003	\$ 66,115	4.05%

EXPENDITURE BUDGET DETAIL – EDUCATION

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019						BUDGET	
		2016-2017	2017-2018	2017-2018		BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
			12/31/17	APPROVED	SUBMITTED	FIRST	TOWN	BOARD	TOTAL			2017-18 TO 2018-19
EDUCATION	Dept 0900	ACTUAL	YTD ACTUAL	BUDGET	BY DEPTS	SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS		\$ CHG	% CHG
1001-10-15113-0900-151970	BOARD OF EDUCATION	\$ 54,581,767	\$ 24,734,680	\$ 54,641,767	\$ 56,281,117	\$ (135,000)		\$ -	\$ (135,000)	\$ 56,146,117	\$ 1,504,350	2.75%
TBD	TEACHERS' RETIREMENT BOARD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL EDUCATION	\$ 54,581,767	\$ 24,734,680	\$ 54,641,767	\$ 56,281,117	\$ (135,000)	\$ -	\$ -	\$ (135,000)	\$ 56,146,117	\$ 1,504,350	2.75% **

** DOES NOT REFLECT ANY TRANSFER OF CONTINGENCY IN THE CURRENT FISCAL YEAR.

The complete 2018-19 Board of Education Budget can be found on the Monroe Public Schools website:
http://www.monroeps.org/pages/monroeps/Departments/Business_Office/Budget_18-19

EXPENDITURE BUDGET DETAIL – DEBT SERVICE, EQUIPMENT REPLACEMENT, SPECIAL PROJECTS & OTHER APPROPRIATIONS

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2018-2019						BUDGET		
		2016-2017	2017-2018	2017-2018	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM			
		ACTUAL	12/31/17 YTD ACTUAL	APPROVED BUDGET	SUBMITTED BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2017-18 TO 2018-19		
									\$ CHG	% CHG			
DEBT SERVICE	Dept 0950												
1001-10-15115-0950-152000	DEBT SVC BOND REDEMPTION	\$ 5,085,000	\$ 1,545,000	\$ 4,635,000	\$ 4,490,000	\$ -	\$ -	\$ -	\$ -	\$ 4,490,000	\$ (145,000)	-3.13%	
1001-10-15115-0950-152001	DEBT SVC NEW DEBT	\$ 38,330	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (150,000)	-100.00%	
1001-10-15115-0950-152005	DEBT SVC BOND PREMIUM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15115-0950-152010	DEBT SVC BOND INTEREST	\$ 1,151,464	\$ 634,232	\$ 1,176,214	\$ 1,221,472	\$ -	\$ -	\$ -	\$ -	\$ 1,221,472	\$ 45,258	3.85%	
1001-10-15115-0950-152013	DEBT SVC NOTE INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15115-0950-152015	DEBT SVC LEASE PAYMENTS	\$ 56,048	\$ 20,046	\$ 60,000	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000	\$ (18,000)	-30.00%	
1001-10-15115-0950-152020	DEBT SVC ASSIGNED FUND BALANCE	\$ (409,400)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL DEBT SERVICE	\$ 5,921,442	\$ 2,199,278	\$ 6,021,214	\$ 5,753,472	\$ -	\$ -	\$ -	\$ -	\$ 5,753,472	\$ (267,742)	-4.45%	
EQUIPMENT REPLACEMENT	Dept 0955												
1001-10-15117-0955-153145	CAPITAL FINANCING APPROPRIATION	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	0.00%	
	TOTAL EQUIPMENT REPLACEMENT	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	0.00%	
SPECIAL PROJECTS	Dept 0960												
1001-10-15120-0960-152065	SP TAX DEFRAVAL	\$ 3,744	\$ 3,010	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%	
1001-10-15120-0960-152075	SP CAPITAL STUDY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL SPECIAL PROJECTS	\$ 3,744	\$ 3,010	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%	
OTHER APPROPRIATIONS	Dept 0999												
1001-10-15125-0999-152200	EMS VEHICLE REPLACEMENT	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	100.00%	
1001-10-15125-0999-152205	PLAN OF CONS & DEV (POCD)	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ (30,000)	\$ (30,000)	\$ -	\$ -	100.00%	
1001-10-15125-0999-152210	REVALUATION CAPITAL EXP	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	0.00%	
1001-10-15125-0999-152215	POLICE HEART & HYPERTENSION	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0.00%	
	MS4 MAPPING&SCREENING	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	100.00%	
	TOTAL APPROPRIATIONS	\$ 195,000	\$ 90,000	\$ 90,000	\$ 215,000	\$ -	\$ -	\$ (30,000)	\$ (30,000)	\$ 185,000	\$ 95,000	105.56%	
TRANSFERS OUT:													
1001-10-15125-0999-152999	GENERAL FUND TRANSFER OUT	\$ 87,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL TRANSFERS OUT	\$ 87,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL OTHER APPROPRIATIONS	\$ 282,000	\$ 90,000	\$ 90,000	\$ 215,000	\$ -	\$ -	\$ (30,000)	\$ (30,000)	\$ 185,000	\$ 95,000	105.56%	
TOTAL EXPENDITURES:		\$ 81,416,979	\$ 37,478,048	\$ 82,815,886	\$ 86,548,140	\$ (1,675,045)	\$ (62,384)	\$ 82,000	\$ (1,655,429)	\$ 84,892,711	\$ 2,076,825	2.51%	



DEPARTMENTS

OFFICE OF THE FIRST SELECTMAN

Pursuant to the Town Charter, the First Selectman is the chief executive officer of the Town. Some of the duties of the First Selectman's Office include:

- Administration and supervision of Town departments, agencies and offices.
- Participation at Town Council meetings and making reports to the Town Council; making recommendations to the Council for legislative action.
- Approval or veto of ordinances.
- Acting as the purchasing agent of the Town.
- Acting as the personnel director for the Town.
- Coordinating among boards, commissions, committees, agencies, authorities and other public bodies within the Town government.
- Acting as the bargaining agent for the Town in all labor and employment matters.

BUDGET - OFFICE OF THE FIRST SELECTMAN		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0005		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0005-150001	FIRST SELECTMAN SALARY ADMIN	90,998	48,999	90,998	90,998	-	-	-	90,998	-	0.00%
1001-10-15101-0005-150003	FIRST SELECTMAN SALARY OTHER	55,031	29,715	55,225	55,100	-	-	-	55,100	(125)	-0.23%
1001-10-15101-0005-150005	FIRST SELECTMAN SALARY PT	16,121	8,018	18,210	18,210	-	-	-	18,210	-	0.00%
1001-10-15101-0005-150100	FIRST SELECTMAN LEGAL FEES	174,998	82,898	175,000	175,000	-	-	-	175,000	-	0.00%
1001-10-15101-0005-150125	FIRST SELECTMAN TOWN REPORT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0005-153385	FIRST SELECTMAN OFFICE EXP	4,732	2,335	6,600	6,000	-	-	-	6,000	(600)	-9.09%
1001-10-15101-0005-153579	FIRST SELECTMAN VEHICLE FUEL	-	498	1,200	1,200	-	-	-	1,200	-	0.00%
1001-10-15101-0005-153580	FIRST SELECTMAN VEHICLE EXP	1,436	-	500	500	-	-	-	500	-	0.00%
1001-10-15101-0005-153594	FIRST SELECTMAN CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL FIRST SELCTMAN:		343,316	172,464	347,733	347,008	-	-	-	347,008	(725)	-0.21%

OFFICE OF THE FIRST SELECTMAN

SALARY DETAIL - OFFICE OF THE FIRST SELECTMAN

	<u>Budget</u>	<u>Budget</u>
<u>Dept 0005</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15101-0005-150001 First Selectman	90,998	90,998
Total Admin:	90,998	90,998
1001-10-15101-0005-150003 Administrative Assistant	55,000	55,000
Longevity	225	100
Total Other:	55,225	55,100
1001-10-15101-0005-150005 PT-Admin Assistant	15,210	15,210
Paid Time Off Coverage	3,000	3,000
Total Part Time:	18,210	18,210
Total First Selectman:	164,433	164,308

longevity correction

<u>Hours</u>	<u>Rate</u>	<u>\$ Amount</u>		<u>Hours</u>	<u>Rate</u>	<u>\$ Amount</u>
<u>17-18</u>	<u>17-18</u>	<u>17-18</u>		<u>18-19</u>	<u>18-19</u>	<u>18-19</u>
1,014	\$ 15.00	\$ 15,210		1,014	\$ 15.00	\$ 15,210
200	\$ 15.00	\$ 3,000		200	\$ 15.00	\$ 3,000

Headcount-FT	2	2
Headcount-PT	1	1

<u>SALARY SUMMARY</u>	<u>17-18</u>	<u>18-19</u>
FIRST SELECTMAN SALARY ADMIN	90,998	90,998
FIRST SELECTMAN SALARY OTHER	55,225	55,100
FIRST SELECTMAN SALARY PT	18,210	18,210
	164,433	164,308

OFFICE OF THE FIRST SELECTMAN

BUDGET - OFFICE OF THE FIRST SELECTMAN

EXPENDITURES

1001-10-15101-0005-150100 FIRST SELECTMAN LEGAL FEES

Town Attorney, and special counsel excluding labor matters

18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
175,000				175,000
				-
175,000	-	-	-	175,000

1001-10-15101-0005-150125 FIRST SELECTMAN TOWN REPORT

18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
				-
				-
-	-	-	-	-

1001-10-15101-0005-153385 FIRST SELECTMAN OFFICE EXP

Office supplies
 Supplies for public recognition (plaques, certificates,proclamations)
 Meeting registrations and expenses
 Memberships (Chamber of Commerce, BRBC, etc..)
 Postage
 Legal notices

18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
3,350				3,350
300				300
800				800
750				750
300				300
500				500
6,000	-	-	-	6,000

1001-10-15101-0005-153579 FIRST SELECTMAN VEHICLE FUEL

18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
1,200				1,200
				-
1,200	-	-	-	1,200

1001-10-15101-0005-153580 FIRST SELECTMAN VEHICLE EXP

18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
500				500
				-
500	-	-	-	500

TOWN COUNCIL

The legislative branch of government for Monroe is the Town Council. The Town Charter states the following:

Chapter II, Section 1 - The Town Council:

The legislative power in the Town shall be vested in a Town Council consisting of nine members, elected at large, hereinafter referred to as the "Council." The members of the Council shall serve without compensation, except for the reimbursement of actual expenses incurred in the performance of official duties. No member of the Council shall hold any appointed office of profit under the government of the Town of Monroe or be appointed to any office of profit under the government of said Town during the term of office and for one year thereafter.

Chapter II, Section 4 - General Powers & Duties:

The Council shall have the powers and duties which, on the effective date of this Charter, were conferred by law upon officers, boards and commissions of said Town existing immediately prior to such date, except as otherwise specifically provided in this Charter. The legislative power of the Town shall be vested in the Council, except as limited or otherwise provided in this Charter. The Council's powers shall include but not necessarily be limited to the following powers, to the extent that the same are not limited or otherwise inconsistent with this Charter:

The power to enact, amend or repeal ordinances.

The power to create or abolish by ordinance boards, commissions, departments and offices of the Town.

The power to accept roads.

The power to approve and authorize contracts to which the Town is a party or in which the Town has an interest.

The Council, in adopting ordinances, is authorized to incorporate by reference any nationally recognized code, rules or regulations that have been published or any code officially adopted by any administrative agency of the State of Connecticut or any subdivision thereof; provided, however, that upon the adoption of any such ordinance wherein any such code, rules or regulations or portions thereof have been incorporated by reference, there shall be maintained two copies of such code, rules or regulations in the office of the Town Clerk for examination by the public.

The Council shall create, maintain and update from time to time a policy handbook, which shall be separate and distinct from the minutes of the Council meetings. Such policy handbook of the Council shall be a cumulative record of all policy statements adopted by the Council, and a copy of said policy handbook shall be available for public inspection in the office of the Town Clerk.

TOWN COUNCIL

Chapter VIII, Section 4 - Duties of the Town Council on the Budget:

The Town Council, except as otherwise provided by this Charter, has such powers and duties relating to the Town budget and the Board of Education budget as are set forth in the Connecticut General Statutes. The Council shall review the Town budget and shall make such revisions as it deems desirable consistent with the welfare and the resources of the Town. During its review of the budget, the Council shall hold one public hearing, at which time any elector or taxpayer may have an opportunity to be heard regarding the Town budget as proposed by the First Selectman. Not later than February 28 of each year, the Council shall forward the budget as proposed by the Town Council to the Board of Finance.

BUDGET - TOWN COUNCIL		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
Dept 0010											
1001-10-15101-0010-150021	TOWN COUNCIL CLERK	2,572	1,406	3,000	3,000	1,500	-	-	4,500	1,500	50.00%
1001-10-15101-0010-153385	TOWN COUNCIL OFFICE EXPENSE	308	110	750	700	-	-	-	700	(50)	-6.67%
1001-10-15101-0010-153594	TOWN COUNCIL CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL TOWN COUNCIL:		2,880	1,516	3,750	3,700	1,500	-	-	5,200	1,450	38.67%

SALARY DETAIL - TOWN COUNCIL

		Budget	Budget	Hours	Rate	\$ Amount	Hours	Rate	\$ Amount
Dept 0010		17-18	18-19	17-18	17-18	17-18	18-19	18-19	18-19
1001-10-15101-0010-150021	Town Council Clerk	3,000	4,500	200	\$ 15.00	\$ 3,000	300	\$ 15.00	\$ 4,500
Total Clerk:		3,000	4,500	*FS increased hours-300 hrs-\$4,500					

Salaries Summary:

Total Clerk:	3,000	4,500	
Headcount-FT	-	-	Paid from Accounts Payable
Headcount-PT	-	-	

BUDGET - TOWN COUNCIL

EXPENDITURES:

1001-10-15101-0010-153385 TOWN COUNCIL OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19
	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Legal Ads	500				500
Office Supplies	100				100
Budget expenses	100				100
	700	-	-	-	700

BOARD OF FINANCE

The Board of Finance has the following duties as prescribed by the Town Charter:

Chapter VIII, Section 5

The Board of Finance, except as otherwise provided by this Charter, has such powers and duties relating to the Town budget and the Board of Education budget as set forth in the Connecticut General Statutes for boards of finance. Upon receipt of the budget as proposed by the Town Council, the Board of Finance shall review the same and shall make such revisions as it deems desirable consistent with the welfare and resources of the Town. During its review process of the budget, the Board of Finance shall hold one public hearing, at which such time the electors and taxpayers of the Town shall have an opportunity to be heard regarding the budget as proposed by the Town Council. After such meetings and hearings, the Board shall prepare its final proposed annual budget and shall deliver the same to the First Selectman not later than March 21 of each year.

Chapter VIII, Section 7(g)

Upon request of the First Selectman, the Board of Finance may transfer any unencumbered appropriation, balance or portion thereof from one office, agency, board or commission to another within the fiscal year after notice by the First Selectman to the affected office or agency, board or commission. No transfer shall be made from any appropriations for debt service or other statutory charges.

Chapter VIII, Section 7(i)

The Board of Finance shall provide a contingency fund not to exceed 1/2 of one mill of the grand list within the annual budget to cover unexpected conditions or requirements. Except as otherwise provided in this Charter, additional expense appropriations over and above the total amount of the approved annual budget shall not be made, except from the contingency fund. Appropriations from the contingency fund shall be approved by the First Selectman, the Council, and the Board of Finance.

BOARD OF FINANCE

BUDGET - BOARD OF FINANCE		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0020										
1001-10-15101-0020-150021	BOARD OF FINANCE CLERK	795	214	2,080	2,080	-	-	-	2,080	-	0.00%
1001-10-15101-0020-150200	BOARD OF FINANCE AUDIT EXP	31,875	29,600	46,000	50,000	-	-	-	50,000	4,000	8.70%
1001-10-15101-0020-150205	BOARD OF FINANCE CONTINGENCY	-	-	1,045,000	320,000	-	-	80,000	400,000	(645,000)	-61.72%
1001-10-15101-0020-153145	BOARD OF FINANCE EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0020-153385	BOARD OF FINANCE OFFICE EXP	503	-	500	600	-	-	-	600	100	20.00%
TOTAL BOARD OF FINANCE		33,173	29,814	1,093,580	372,680	-	-	80,000	452,680	(640,900)	-58.61%

SALARY DETAIL - BOARD OF FINANCE

Dept 0020	Budget	Budget	Hours	Rate	\$ Amount	Hours	Rate	\$ Amount
	17-18	18-19	17-18	17-18	17-18	18-19	18-19	18-19
1001-10-15101-0020-150021 Board of Finance Clerk	2,080	2,080	139	\$ 15.00	\$ 2,080	139	\$ 15.00	\$ 2,080
Total Clerk:	2,080	2,080						

Salaries Summary:

Total Clerk:	2,080	2,080
Headcount-FT	-	-
Headcount-PT	-	-

Paid from Accounts Payable

BOARD OF FINANCE

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19
1001-10-15101-0020-150200	BOARD OF FINANCE AUDIT EXP	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Audit Fees-split with Board of Educations and WMNR		50,000				50,000
		50,000	-	-	-	50,000
1001-10-15101-0020-150205	BOARD OF FINANCE CONTINGENCY	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Chapter VIII, Section 7(i) of the Town Charter states the following:		320,000			80,000	400,000
The Board of Finance shall provide a contingency fund not to exceed 1/2 of one mill of the grand list within the annual budget to cover unexpected conditions or requirements. Except as otherwise provided in this Charter, additional expense appropriations over and above the total amount of the approved annual budget shall not be made, except from the contingency fund. Appropriations from the contingency fund shall be approved by the First Selectman, the Council, and the Board of Finance.						-
						-
						-
						-
						-
						-
		320,000	-	-	80,000	400,000
1001-10-15101-0020-153145	BOARD OF FINANCE EQUIPMENT	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
						-
		-	-	-	-	-
1001-10-15101-0020-153385	BOARD OF FINANCE OFFICE EXP	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Legal Ad for Budget		500				500
Misc Budget Expenses		100				100
		600	-	-	-	600

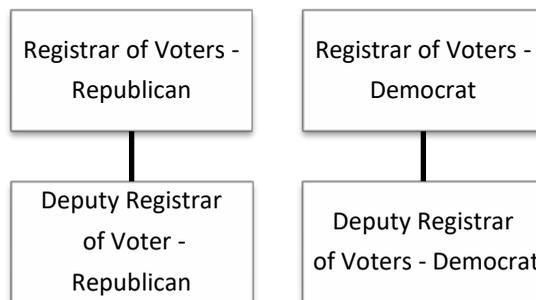
REGISTRARS OF VOTERS

It is the mission of the Monroe Registrars of Voters (ROV) office to guarantee every Monroe resident the opportunity to cast his/her votes in a safe and private environment; to maintain accurate records; to conduct fair and open elections and to remain impartial in all matters.

PRIMARY PROGRAMS & SERVICES

- Registers voters, ensures accuracy of voting records annually conducts a voter canvass and maintains accurate records for the 12,977 active and 394 inactive voters in Monroe.
- Oversees the operation of the polls during general elections, primaries, referenda, town meetings and adjourned town meetings; appoints and trains election officials; prepares polling places; and organizes Election Day Registration.
- Responsible for the maintenance, testing and security of the optical scan voting machines and the ballot marking system for disabled voters.
- Conduct mandated voter enrollment sessions before elections and a special high school student (17+ yr.) registration session.
- Work with the Town Clerk's office to ensure the availability, eligibility and accurate counting of Absentee Ballots.
- Attend two mandated Registrars of Voters Association of Connecticut (ROVAC) and Secretary of State Conventions annually and any other special sessions required by the Secretary of State's office.
- Attend eight mandated sessions at UCONN for required certification.

ORGANIZATION CHART



REGISTRARS OF VOTERS

SIGNIFICANT ACCOMPLISHMENTS

- Completed the annual canvass of voters including the processing of in/out of town moves, notation of inactive voters and the identification and removal of duplicate registrations.
- Conducted one annual budget referendum and one municipal election.
- Recruited and trained Moderators and election officials.
- Improved communication with election officials, the Superintendent of Schools and the school principals.

GOALS & OBJECTIVES

- Train Registrars and Head Moderators in the use of the Secretary of State's newly designed Election Management System (EMS). The use of the EMS end of election night on-line reporting system became mandatory on 1 January 2018.
- Improve the efficiency of conducting elections through better communication with election officials; more efficient set-up and take down of polls; training of election officials; and procedural changes made due to feedback of election officials and Registrars' observations.
- Recruitment of more election officials and certified moderators.
- Meet state mandated certification deadlines for Registrars.
- Evaluate the functioning of ROV office administrative systems and operating procedures and revise where necessary.
- Continue our outreach to other Registrar of Voters offices in the state.

BUDGET HIGHLIGHTS

- Request to Town Council to fund ½ year salary increase of \$1,000 for each ROV; total impact of \$2,000 for FY19.
- During the 2018 - 2019 year the ROV team will conduct primary elections in August for both political parties. (A Primary Election requires a full team of election workers and voting machines.) The Gubernatorial Election in November is expected to have a high voter turnout. In the Spring we will have an unknown number of Budget Referenda. Each of these votes will entail extra election officials and the accompanying related costs.

REGISTRARS OF VOTERS

BUDGET - REGISTRARS OF VOTERS		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0030										
1001-10-15101-0030-150001	ROV SALARY ADMIN	44,425	22,500	45,000	47,000	-	(2,000)	-	\$ 45,000	-	0.00%
1001-10-15101-0030-150003	ROV SALARY OTHER	23,460	12,500	25,000	25,000	-	-	-	\$ 25,000	-	0.00%
1001-10-15101-0030-150005	ROV SALARIES PT	-	-	-	-	-	-	-	\$ -	-	0.00%
1001-10-15101-0030-150021	ROV CLERK	26,564	11,579	30,500	30,500	-	-	-	\$ 30,500	-	0.00%
1001-10-15101-0030-153145	ROV EQUIPMENT	475	-	1,000	1,000	-	-	-	\$ 1,000	-	0.00%
1001-10-15101-0030-153385	ROV OFFICE EXPENSE	5,619	1,928	8,500	8,500	-	-	-	\$ 8,500	-	0.00%
1001-10-15101-0030-153485	ROV R & M EQUIPMENT	2,400	2,400	2,750	2,750	-	-	-	\$ 2,750	-	0.00%
1001-10-15101-0030-153594	ROV CAPITAL	-	-	-	-	-	-	-	\$ -	-	0.00%
1001-10-15101-0030-153595	ROV VOTING EXPENSE	9,234	6,299	15,000	15,000	-	-	-	\$ 15,000	-	0.00%
TOTAL REGISTRAR OF VOTERS:		112,177	57,206	127,750	129,750	-	(2,000)	-	127,750	-	0.00%

SALARY DETAIL - REGISTRARS OF VOTERS

Dept 0030		17-18	18-19	
1001-10-15101-0030-150001	Registrar-Administration	22,500	22,500	Request to Town Council to fund half year increase of \$2,000 for each ROV 19/20 Budget would increase both salaries to \$24,500 pending TC approval Increase eliminated by Town Council
1001-10-15101-0030-150001	Registrar-Administration	22,500	22,500	
Total Administration:		45,000	45,000	
1001-10-15101-0030-150003	Deputy Registrar	12,500	12,500	
1001-10-15101-0030-150003	Deputy Registrar	12,500	12,500	
Total Other:		25,000	25,000	
1001-10-15101-0030-150005		-	-	
Total Part Time:		-	-	
Total Registrar of Voters:		70,000	70,000	
Headcount-FT		-	-	
Headcount-PT		4	4	

SALARY SUMMARY	17-18	18-19
ROV SALARY ADMIN	45,000	45,000
ROV SALARY OTHER	25,000	25,000
ROV SALARIES PT	-	-
	70,000	70,000

REGISTRARS OF VOTERS

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19
1001-10-15101-0030-150021	ROV CLERK	Department	FS Adj	TC Adj	BOF Adj	Total Budget
All election official's salaries (for general, primary special and referenda)		30,500				30,500
						-
		30,500	-	-	-	30,500
1001-10-15101-0030-153145	ROV EQUIPMENT	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Potential need for replacement of aging equipment		1,000				1,000
						-
		1,000	-	-	-	1,000
1001-10-15101-0030-153385	ROV OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Mandatory certification program, professional dues, conferences, postage for annual canvass & voters, office supplies, NCOA subscription		8,500				8,500
						-
		8,500	-	-	-	8,500
1001-10-15101-0030-153485	ROV R & M EQUIPMENT	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Yearly maintenance agreement for voting machines		2,750				2,750
						-
		2,750	-	-	-	2,750
1001-10-15101-0030-153594	ROV CAPITAL	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
						-
		-	-	-	-	-
1001-10-15101-0030-153595	ROV VOTING EXPENSE	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Printing ballots, coding for Acu-vote cards & handicapped machines, signage, meals, police security		15,000				15,000
						-
		15,000	-	-	-	15,000

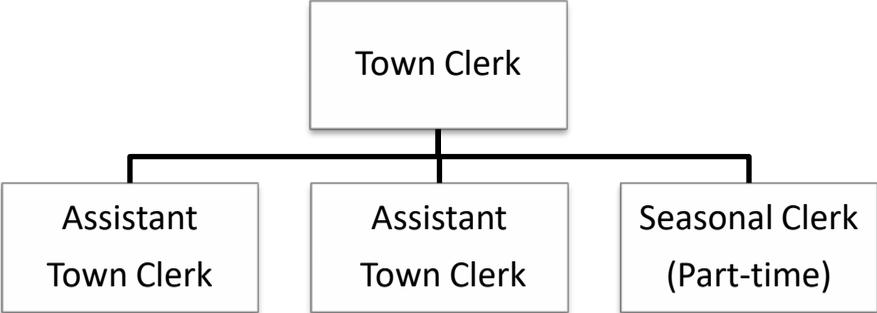
OFFICE OF THE TOWN CLERK

The mission of the Monroe Town Clerk’s Office is to provide the citizens of Monroe quality service in a courteous and efficient manner while conforming to State of Connecticut General Statutes, Secretary of the State of Connecticut and the Monroe Town Charter. Additional responsibilities include elections administration, act as the registrar of vital statistics, service veterans in conjunction with the Connecticut Department of Veterans Affairs, manage public records, maintain and publish municipal ordinances/town code, notice and record Town Meetings and act as custodian of the official Town Seal. The office is a resource for boards, commissions and elected officials.

PRIMARY PROGRAMS & SERVICES

- Recording and permanently storing land records and maps.
- State’s agent for permits and certificates and registrar of vital statistics. Issuance of liquor permits, notary public certificates, hunting and fishing licenses, trade name certificates, birth, marriage and death certificates, burial permits and dog licenses.
- Elections law administration through the Secretary of the State of Connecticut. Generates documents involving absentee ballots, sample ballots, creating the list of offices to be filled, candidate committees and campaign financing and legal ads.
- Serves as the Veterans Service Contact for the CT Department of Veterans Affairs.
- Manage appointed and elected officials term dates. Keeper of the record for agendas, voting records and minutes of boards and commissions following the Freedom of Information Act.
- Maintain Municipal Ordinances/Town Code as well as clerk for Town Meetings.

ORGANIZATION CHART



OFFICE OF THE TOWN CLERK

SIGNIFICANT ACCOMPLISHMENTS

- Upgraded cashiering system to ACS (Xerox) 20/20 Perfect Vision System enabling more efficient services and production of reports.
- Successfully managed 100% turnover in assistant town clerk positions.
- Sought approval for and received grant award from the CT State Library for a Historic Documents Preservation Program (up to \$4,000/population controlled) to be used by 6/30/2018.

GOALS & OBJECTIVES

- Cross training staff in all aspects of the office.
- Continue with educational classes through the Secretary of the State in order to achieve goal of 100% compliance for certified Connecticut town clerks. One assistant town clerk is currently certified. Town clerk and assistant town clerk need certification.
- Work with canine officer to upgrade the dog licensing procedure (possible online).
- Investigate offering debit/credit card services.
- Research grant options for cost savings.
- Upgrade the town clerk's webpage to showcase boards and commissions and fillable forms to name a few.
- Research the possibility of adding Monroe's planning & zoning regulations to the municipal eCode program on the website.

BUDGET HIGHLIGHTS

- Budget has been decreased from FY 2017/2018.

OFFICE OF THE TOWN CLERK

BUDGET - OFFICE OF THE TOWN CLERK		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
Dept 0040											
1001-10-15101-0040-150001	TOWN CLERK SALARY ADMIN	58,735	31,627	58,735	58,735	-	-	-	58,735	-	0.00%
1001-10-15101-0040-150003	TOWN CLERK SALARY OTHER	78,222	36,421	78,108	77,033	-	-	-	77,033	(1,075)	-1.38%
1001-10-15101-0040-150005	TOWN CLERK SALARIES PT	3,481	97	5,208	5,208	-	-	-	5,208	0	0.01%
1001-10-15101-0040-150300	TOWN CLERK LAND RECORDS	12,678	4,995	19,000	18,000	-	(4,000)	2,000	16,000	(3,000)	-15.79%
1001-10-15101-0040-150305	TOWN CLERK VITAL STATISTICS	104	232	1,500	1,000	-	-	-	1,000	(500)	-33.33%
1001-10-15101-0040-153145	TOWN CLERK EQUIP EXPENSE	431	-	1,000	-	-	-	-	-	(1,000)	-100.00%
1001-10-15101-0040-153385	TOWN CLERK OFFICE EXPENSE	4,553	1,204	5,500	3,500	-	-	2,000	5,500	-	0.00%
1001-10-15101-0040-153440	TOWN CLERK PRINTING	2,985	-	3,700	3,000	-	-	-	3,000	(700)	-18.92%
1001-10-15101-0040-153594	TOWN CLERK CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0040-153595	TOWN CLERK VOTING EXPENSE	1,139	649	2,500	2,500	-	-	-	2,500	-	0.00%
TOTAL TOWN CLERK:		162,328	75,224	175,251	168,977	-	(4,000)	4,000	168,977	(6,274)	-3.58%

BUDGET - OFFICE OF THE TOWN CLERK		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
REVENUES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
Dept 0040											
1001-10-14003-140100	CANINE LICENSES REVENUE	770	665	2,000	2,000	(1,000)	-	-	1,000	(1,000)	-50.00%
1001-10-14003-140185	TOWN CLERK'S FEES REVENUE	423,983	278,185	400,000	400,000	20,000	-	-	420,000	20,000	5.00%
TOTAL TOWN CLERK:		424,753	278,850	402,000	402,000	19,000	-	-	421,000	19,000	4.73%

SALARY DETAIL - OFFICE OF THE TOWN CLERK

Dept 0040		17-18	18-19
1001-10-15101-0040-150001	Town Clerk-Administration	58,735	58,735
Total Admin:		58,735	58,735
1001-10-15101-0040-150003	Assistant Town Clerk II	41,954	39,874
	Longevity	450	-
	Assistant Town Clerk II	35,704	-
	Longevity	-	37,159
Total Other:		78,108	77,033
1001-10-15101-0040-150005	Seasonal PT	5,208	5,208
Total PT:		5,208	5,208
Total Town Clerk:		\$ 142,051	\$ 140,977
Headcount-FT		3	3
Headcount-PT		1	1

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
17-18	17-18	17-18	18-19	18-19	18-19
417	\$ 12.50	\$ 5,208	417	\$ 12.50	\$ 5,208

SALARY SUMMARY		17-18	18-19
TOWN CLERK SALARY ADMIN		58,735	58,735
TOWN CLERK SALARY OTHER		78,108	77,033
TOWN CLERK SALARIES PT		5,208	5,208
Total		\$ 142,051	\$ 140,977

OFFICE OF THE TOWN CLERK

BUDGET - OFFICE OF THE TOWN CLERK

EXPENDITURES:

	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
1001-10-15101-0040-150300 TOWN CLERK LAND RECORDS					
Special acid free paper and binders	18,000		(4,000)	2,000	16,000
Land records management					-
Land maps					-
	18,000	-	(4,000)	2,000	16,000
1001-10-15101-0040-150305 TOWN CLERK VITAL STATISTICS					
Binders	1,000				1,000
	1,000	-	-	-	1,000
1001-10-15101-0040-153145 TOWN CLERK EQUIP EXPENSE					
					-
	-	-	-	-	-
1001-10-15101-0040-153385 TOWN CLERK OFFICE EXPENSE					
General Office Supplies	3,500				3,500
Budget Postcard mailing				2,000	2,000
	3,500	-	-	2,000	5,500
1001-10-15101-0040-153440 TOWN CLERK PRINTING					
Town code changes, additions or any changes to ordinances and codification	3,000				3,000
	3,000	-	-	-	3,000
1001-10-15101-0040-153594 TOWN CLERK CAPITAL					
					-
	-	-	-	-	-
1001-10-15101-0040-153595 TOWN CLERK VOTING EXPENSE					
Primaries and gubernatorial year	2,500				2,500
	2,500	-	-	-	2,500

OFFICE OF THE TOWN CLERK

REVENUE:

1001-10-14003-0000-140100 CANINE LICENSES REVENUE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Dog licenses	2,000	<i>(1,000)</i>			1,000
	2,000	<i>(1,000)</i>	-	-	1,000
1001-10-14003-0000-140185 TOWN CLERK'S FEES REVENUE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Land records, maps and indexing	400,000	<i>20,000</i>			420,000
	400,000	<i>20,000</i>	-	-	420,000

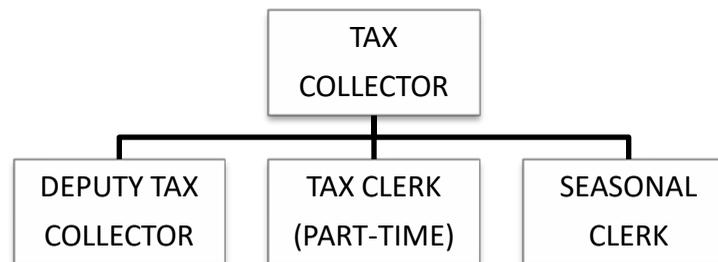
OFFICE OF THE TAX COLLECTOR

To serve the public in a courteous and efficient manner while providing the tax collection effort in conformance with applicable state statutes.

PRIMARY PROGRAMS & SERVICES

- Collect current and delinquent taxes.
- The Tax Office collects over 92% of the total revenue for the Town of Monroe.
- Mail tax bills, delinquent notices, balance due notices and intent to lien notices.
- Conduct Tax Sales.
- Process Certificate of Corrections and transfers.
- Keep track of escrow and delinquent accounts.
- Keep track of bankruptcies.
- Keep track of refunds.
- Keep the taxes paid and owed on the web site current.
- Produce and file tax liens.
- Interface with the collection agencies.
- Balance daily, monthly and yearly.
- Interface with Board of Finance and Director of Finance.
- Interface with auditors.
- Other duties as mandated by state statutes.

ORGANIZATION CHART



OFFICE OF THE TAX COLLECTOR

PERFORMANCE METRICS

- Approximate Number of Transactions (tax bills)
 1. July **22,000**
 2. January **5,000**
 3. Other 10 months (5k/mo) **50,000**
(Delinquent notices, refunds, balance due notices, certificate of corrections...etc.)
- **Total** **77,000**

- Number of Phone Calls (30/day average) **6,000**
- Data updating (20/day average) **4,000**
- Web-base updating (50k/mo average) **600,000**
- Third party updating (30k/mo average) **360,000**

SIGNIFICANT ACCOMPLISHMENTS

- Reduced operational costs.
- Exceeded revenue target as set by Board of Finance.

GOALS & OBJECTIVES

- Starting in July 2018 the Tax Department will implement enhancements to paying online on the Town's website. This will include ability to view and pay on one page, fully integrated with our tax database allowing for automated, nightly updates.

BUDGET HIGHLIGHTS

- Increase in office expenses driven by costs for new integration of webpage to database, as well as expenses directly related to restoration of one additional delinquent tax notice mailing, as per auditor recommendation.

OFFICE OF THE TAX COLLECTOR

BUDGET - OFFICE OF THE TAX COLLECTOR		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0050		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0050-150001	TAX COLL SALARY ADMIN	58,735	31,627	58,735	58,735	-	-	-	58,735	-	0.00%
1001-10-15101-0050-150003	TAX COLL SALARY OTHER	57,639	31,238	57,713	57,713	-	-	-	57,713	0	0.00%
1001-10-15101-0050-150005	TAX COLL SALARIES PT	23,520	13,031	29,292	29,292	-	-	-	29,292	-	0.00%
1001-10-15101-0050-150350	TAX COLL DELINQUENT	50,173	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0050-153145	TAX COLL EQUIP EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0050-153385	TAX COLLECTOR OFFICE EXP	29,923	15,460	30,500	47,530	(10,480)	-	-	37,050	6,550	21.48%
1001-10-15101-0050-153384	TAX COLLECTOR CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL TAX COLLECTOR:		219,990	91,356	176,240	193,270	(10,480)	-	-	182,790	6,550	3.72%

SALARY DETAIL - OFFICE OF THE TAX COLLECTOR			
Dept 0050			
		<u>17-18</u>	<u>18-19</u>
1001-10-15101-0050-150001	Tax Collector-Administration	58,735	58,735
Total Admin:		58,735	58,735
1001-10-15101-0050-150003	Certified Municipal Collector	57,363	57,363
	Tax Collector Assistant	-	-
	Longevity	350	350
	Overtime	-	-
Total Other:		57,713	57,713
1001-10-15101-0050-150005	Seasonal Lockbox	5,100	5,100
1001-10-15101-0050-150005	Part Time Salary	21,942	21,942
Total Tax Collector:		145,740	145,740
Headcount-FT		2	2
Headcount-PT		1	1

		<u>17-18</u>	<u>18-19</u>	<u>17-18</u>	<u>18-19</u>	<u>17-18</u>	<u>18-19</u>
				Hours/yr	Hrly Rate	\$ Amount	
				17-18	17-18	17-18	18-19
				400	\$ 12.75	\$ 5,100	400
				819	\$ 18.00	\$ 14,742	819
				400	\$ 18.00	\$ 7,200	400
						\$ 21,942	
							** PT- 42 wks
							19.5hrs / 10wks 40 hrs
				125	\$ 18.00	\$ 2,250	125
							\$ 2,250

SALARY SUMMARY		<u>17-18</u>	<u>18-19</u>
TAX COLL SALARY ADMIN		58,735	58,735
TAX COLL SALARY OTHER		57,713	57,713
TAX COLL SALARIES PT		29,292	29,292
TOTAL		145,740	145,740

OFFICE OF THE TAX COLLECTOR

EXPENDITURES:	18-19	18-19	18-19	18-19	18-19
1001-10-15101-0050-150350 TAX COLL DELINQUENT	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	-	-	-	-	-
1001-10-15101-0050-153145 TAX COLL EQUIP EXPENSE	18-19	18-19	18-19	18-19	18-19
Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	-	-	-	-	-
1001-10-15101-0050-153385 TAX COLLECTOR OFFICE EXP	18-19	18-19	18-19	18-19	18-19
Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Postage	11,400	(3,400)			8,000
Postage (auditor)	3,080	(80)			3,000
Mailing service	5,000	(1,000)			4,000
Tax Bills, Forms and Printing	14,000	(6,000)			8,000
Envelopes	1,000				1,000
Qsearch	1,800				1,800
Legal notice and inserts	2,500				2,500
Rate Book printing	1,500				1,500
Supplies	2,000				2,000
Memberships and Schools	2,750				2,750
Copies	1,000				1,000
Mileage	1,500				1,500
	47,530	(10,480)	-	-	37,050

TOWN TREASURER

Pursuant to Chapter VI, Section 3 of the Town Charter, the Treasurer is the agent of the Town Deposit Fund.

BUDGET - TOWN TREASURER		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:	Dept 0060	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0060-150001	TREASURY SALARY ADMIN	10,839	5,836	10,839	10,839	-	-	-	10,839	-	0.00%
TOTAL TREASURER		10,839	5,836	10,839	10,839	-	-	-	10,839	-	0.00%

SALARY DETAIL - TOWN TREASURER

		<u>Dept 0060</u>	<u>Budget</u>	<u>Budget</u>
			<u>17-18</u>	<u>18-19</u>
1001-10-15101-0060-150001	Treasury Salary Admin		10,839	10,839
Total Admin:			10,839	10,839

SALARY SUMMARY

Total Treasurer:	10,839	10,839
Headcount-FT	-	-
Headcount-PT	1	1

BOARDS & COMMISSIONS

See Chapter IV, Sections 4-21 of the Town Charter for further details regarding the responsibilities of these Boards and Commissions.

BUDGET - BOARDS & COMMISSIONS		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0070										
1001-10-15101-0070-150400	B&C ARCHIT REVIEW	-	-	200	200	-	-	-	200	-	0.00%
1001-10-15101-0070-150405	B&C BOARD OF ASSESS APPEALS	670	131	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15101-0070-150410	B&C CONSERVATION COMMISSION	922	100	600	600	-	-	-	600	-	0.00%
1001-10-15101-0070-150411	B&C EDC	100	-	100	100	(100)	-	-	-	(100)	-100.00%
1001-10-15101-0070-150415	B&C ETHICS BOARD	-	-	100	100	-	-	-	100	-	0.00%
1001-10-15101-0070-150416	B&C WATER POLLUTION	-	-	500	500	-	-	-	500	-	0.00%
1001-10-15101-0070-150420	B&C FARMER'S MARKET	400	279	400	400	-	-	-	400	-	0.00%
1001-10-15101-0070-150425	B&C HISTORIC DISTRICT	348	-	600	600	-	-	-	600	-	0.00%
1001-10-15101-0070-150430	B&C INLAND/WETLAND COMM	2,635	1,020	400	400	3,100	-	-	3,500	3,100	775.00%
1001-10-15101-0070-150434	B&C PENSION COMMITTEE	127	86	500	500	-	-	-	500	-	0.00%
1001-10-15101-0070-150435	B&C PLANNING & ZONING	4,494	1,733	5,000	5,000	-	-	-	5,000	-	0.00%
1001-10-15101-0070-150440	B&C ZONING BOARD OF APPEALS	-	-	150	150	-	-	-	150	-	0.00%
1001-10-15101-0070-150441	B&C COMMISSION ON AGING	-	-	400	400	-	-	-	400	-	0.00%
1001-10-15101-0070-150442	B&C YOUTH COMMISSION	500	-	500	565	-	-	-	565	65	13.00%
	TOTAL BOARDS AND COMMISSIONS	10,196	3,349	10,450	10,515	3,000	-	-	13,515	3,065	29.33%

The increase in Inland/Wetlands is necessary to cover clerk expenditures.

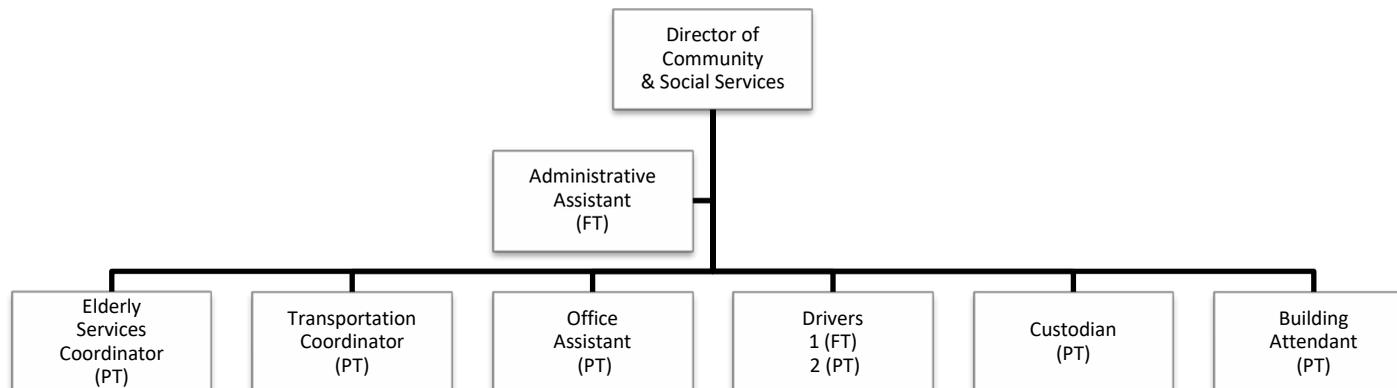
SENIOR CENTER (COMMUNITY & SOCIAL SERVICES)

The mission of the Senior Center is to create opportunities for mindful aging through physical activity, social engagement, creativity, lifelong learning and guidance which creates a positive impact on our entire community.

PRIMARY PROGRAMS & SERVICES

- Provide a balance of social, recreational, educational, wellness and financial programs to adults, age 55 and older.
- Aging and Disability Resource Center which is a single point of entry to provide seamless access to services and support to seniors, family and the community.
- Provide transportation to residents age 60 and over and/or disabled.
- Conduct outreach to those in the community who are homebound.

ORGANIZATION CHART



SENIOR CENTER (COMMUNITY & SOCIAL SERVICES)

PERFORMANCE METRICS

- Senior Center Programs

<u>Fiscal Year</u>	<u>Total Attendance</u>	<u>Total Members</u>
2012-2013	10,960	640
2013-2014	11,562	699
2014-2015	11,684	628
2015-2016	12,984	610
2016-2017	15,484	671

- Senior Services - 2017 Information, Referrals & Assistance:

<u>Service</u>	<u>Contacts</u>	<u>Description</u>
Energy	383	(Federal & State Funding, Operation Fuel, Project Warmth, Utility Hardship, Below Budget & NuStart)
Nutrition	192	(SNAP – Food Stamps, Meals on Wheels, Food Pantry & Farmer’s Market Coupons)
Medicare Savings Plan	235	(Low Income Subsidy & Applications)
Medicaid	68	(Claims & Applications)
Insurance	327	(Information, Special Needs Plan, Medicare Advantage Plan, Medigap, Part D – Prescriptions & Claims)
Housing	45	(Low Income, Skilled Nursing & Assisted Living)
Financial	74	(Taxes, Senior Tax Credit, Renter’s Rebate, Bill Assistance, Social Security)
Legal	84	(Conservator/Power of Attorney, Protective Services, Attorney, Wills/Trusts)
In Home Services	270	(Non-medical, Medical, CT Home Care, Respite, Lifeline/Personal Alarm/Cell Phone & Well Being Check)
Transportation	63	(Monroe Senior & Disabled Rides, Bridgeport Transit, Private & Volunteer)
Adult Day Care	2	(Information & Referral)
Veteran	10	(Benefits & Services)
Evacuation List	32	(Monroe residents who would need assistance in an emergency or evacuation event)

SENIOR CENTER (COMMUNITY & SOCIAL SERVICES)

SIGNIFICANT ACCOMPLISHMENTS

- Subscription to Constant Contact, providing greater communication options.
- Established the Member's Advisory Council. The purpose of the Council is to communicate with the Director about matters regarding Center operations, programs, participant and community needs. The MAC is run by members, not staff.
- Received new bus through state grant.
- Increased hours the Center is open to Wednesday evenings and Saturday mornings.
- Established a Strategic Planning Committee. The members, from within the community, discuss best options for utilizing the Wilton Bequest to benefit our aging community.

GOALS & OBJECTIVES

- Expand programming for evening and weekend hours.
- Upgrade Center's kitchen to meet current state public health code.
- Participate in Municipal Space Needs Assessment.
- Restore the nutritional program to meet the significant request for service.
- Reorganize Volunteer Program to provide more opportunities.
- Continue to obtain funding/grants for programming.

BUDGET HIGHLIGHTS

- Restore the Nutrition budget to allow for monthly programming. On average, 75 members participate and it is an important part of socialization and reducing isolation. Increasing social activities among seniors is linked to better health and quality of life.
- Additional hours to existing part-time admin position, to free up Director to focus on management activities for both the Senior Center and Social Services, seeking grants/donations and overall program development and membership/client relations.
- Vehicle costs due to addition of third vehicle.
- Employee mileage was relocated from Vehicle Expenses to Operating.
- Aligned Office and Operating line items to reflect spending categories.

SENIOR CENTER (COMMUNITY & SOCIAL SERVICES)

BUDGET - SENIOR CENTER		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0070										
1001-10-15101-0080-150001	SR CTR SALARY ADMIN	60,652	32,747	60,730	60,730	-	-	-	60,730	(0)	0.00%
1001-10-15101-0080-150003	SR CTR SALARY OTHER	81,059	40,550	81,060	81,060	-	-	-	81,060	(0)	0.00%
1001-10-15101-0080-150005	SR CTR SALARIES PT	50,913	23,423	57,521	64,309	(4,413)	-	-	59,896	2,375	4.13%
1001-10-15101-0080-150500	SR CTR NUTRITION	7,089	911	2,000	10,000	(2,500)	-	-	7,500	5,500	275.00%
1001-10-15101-0080-153075	SR CTR CONTRACTED SERVICES	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0080-153385	SR CTR OFFICE EXPENSE	2,927	709	2,600	2,550	(550)	-	-	2,000	(600)	-23.08%
1001-10-15101-0080-153390	SR CTR OPERATING EXPENSE	3,681	1,756	4,000	5,000	550	-	-	5,550	1,550	38.75%
1001-10-15101-0080-153485	SR CTR R&M EQUIPMENT	4,987	1,419	5,000	5,000	-	-	-	5,000	-	0.00%
1001-10-15101-0080-153563	SR CTR ELECTRIC	-	6,821	13,500	13,500	-	-	-	13,500	-	0.00%
1001-10-15101-0080-153564	SR CTR HEAT	-	6,030	12,000	12,000	-	-	-	12,000	-	0.00%
1001-10-15101-0080-153565	SR CTR-UTILITIES OTHER	26,565	1,765	4,500	4,500	-	-	-	4,500	-	0.00%
1001-10-15101-0080-153579	SR CTR VEHICLE FUEL	-	4,253	11,250	11,250	-	-	-	11,250	-	0.00%
1001-10-15101-0080-153580	SR CTR VEHICLE EXPENSE	14,015	541	2,750	3,450	-	-	-	3,450	700	25.45%
1001-10-15101-0080-153594	SR CTR CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL SR CENTER EXPENDITURES:	251,888	120,924	256,911	273,348	(6,913)	-	-	266,435	9,524	3.71%

BUDGET - SENIOR CENTER		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
REVENUES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0070										
1001-10-14007-140720	NUTRITION REVENUE	1,813	978	2,000	2,000	-	-	-	2,000	-	0.00%
1001-10-14007-140725	SR CITIZENS TRANSPORTATION REVENUE	5,224	2,800	5,000	5,000	-	-	-	5,000	-	0.00%
1001-10-14007-140730	SR CITIZENS REGISTRATION REVENUE	-	-	1,000	-	-	-	-	-	(1,000)	-100.00%
	TOTAL SR CENTER REVENUES:	7,037	3,778	8,000	7,000	-	-	-	7,000	(1,000)	-12.50%

SENIOR CENTER (COMMUNITY & SOCIAL SERVICES)

SALARY DETAIL - SENIOR CENTER

		<u>17-18</u>	<u>18-19</u>
Dept 0070			
1001-10-15101-0080-150001	Sr Center Director-Admin	60,630	60,630
1001-10-15101-0080-150001	Longevity	100	100
	Total Administration:	60,730	60,730
1001-10-15101-0080-150003	Administrative Assistant	44,941	44,941
1001-10-15101-0080-150003	Longevity	350	350
1001-10-15101-0080-150003	Van Driver	35,769	35,769
1001-10-15101-0080-150003	Longevity	-	-
	Total Other:	81,060	81,060

		<u>17-18</u>	<u>17-18</u>	<u>17-18</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>		
		Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount		
1001-10-15101-0080-150005	Outreach Worker	25,324	25,324	1,300	\$ 19.48	\$ 25,324	1,300	\$ 19.48	\$ 25,324
1001-10-15101-0080-150005	Building Attendant	3,151	2,363 <i>FS hr reduction</i>	312	\$ 10.10	\$ 3,151	234	\$ 10.10	\$ 2,363 <i>*min wage</i>
1001-10-15101-0080-150005	Part-Time Van Driver	5,824	5,824	416	\$ 14.00	\$ 5,824	416	\$ 14.00	\$ 5,824
1001-10-15101-0080-150005	Custodial Services	11,603	11,603	910	\$ 12.75	\$ 11,603	910	\$ 12.75	\$ 11,603
1001-10-15101-0080-150005	Sr Ctr PT Office Assistant	9,436	13,312 <i>FS reduction</i>	590	\$ 16.00	\$ 9,436	832	\$ 16.00	\$ 13,312
1001-10-15101-0080-150005	Sr Ctr Paid Time Off Coverage	2,183	1,470 <i>FS reduction from \$2,183</i>						
	Total Part-Time	57,521	59,896						
Total Senior Center:		199,310	201,685						
Headcount-FT		3	3						
Headcount-PT		5	5						

*Dept OA request 19.5 hrs /wk
FS reduced OA to 16 hrs/wk-\$13,312
FS reduced Bdg Att hrs to 234-\$2,363

SALARY SUMMARY	<u>17-18</u>	<u>18-19</u>
SR CTR SALARY ADMIN	60,730	60,730
SR CTR SALARY OTHER	81,060	81,060
SR CTR SALARIES PT	57,521	59,896
	199,310	201,685

SENIOR CENTER (COMMUNITY & SOCIAL SERVICES)

EXPENDITURES:						
	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15101-0080-150500 SR CTR NUTRITION						
Coffee & Creamers (2016/2017 - \$1,911.60)	2,500				2,500	Adding monthly meals & special events back into the budget
Kitchen Supplies (2016/2017 - \$851.96)	1,000				1,000	
Meals & Special Events (2016/2017 - \$3,305.02)	6,500	(2,500)			4,000	
	10,000	(2,500)	-	-	7,500	
1001-10-15101-0080-153075 SR CTR CONTRACTED SERVICES						
1001-10-15101-0080-153385 SR CTR OFFICE EXPENSE						
Postage (2016/2017 - \$829.42)	1,000				1,000	Office Expenses were \$3,000 in 2016/2017
Office Supplies (2016/2017 - \$471.86)	500				500	Changing how we invoice supplies
Printing & Mailing Center (2016/2017 - \$630.00)	500				500	
Employee Mileage (2016/2017 - \$521.84)	550	(550)			-	moved to operating expense (originally in vehicle expense)
	2,550	(550)	-	-	2,000	
1001-10-15101-0080-153390 SR CTR OPERATING EXPENSE						
Newsletter Postage (2016/2017 - \$1,906.64)	2,200				2,200	Operating Expenses were \$4,000 in 2016/2017
Building & Program Supplies (2016/2017 - \$2,184.47)	2,300				2,300	Changing how we invoice supplies
Memberships, Dues & Training (2016/2017 - \$384.70)	500				500	
Employee Mileage (2016/2017 - \$521.84)		550			550	moved from office expense (originally in vehicle expense)
	5,000	550	-	-	5,550	
1001-10-15101-0080-153485 SR CTR R&M EQUIPMENT						
Brake Fire (2016/2017 - \$3,685.00)	3,000				3,000	
Edgerton (2016/2017 - \$348.23)	350				350	
Wind River Septic (2016/2017 - \$397.21)	400				400	
Sparkle & Shine (Every 2 Years - \$750.00)	750				750	
Misc Repairs (2016/2017 \$522.81)	500				500	
	5,000	-	-	-	5,000	
1001-10-15101-0080-153563 SR CTR ELECTRIC						
Eversource (2016/2017 - \$13,232.97)	13,500				13,500	
	13,500	-	-	-	13,500	
1001-10-15101-0080-153564 SR CTR HEAT						
Rural Gas (2016/2017 - \$8,974.51)	12,000				12,000	
	12,000	-	-	-	12,000	

SENIOR CENTER (COMMUNITY & SOCIAL SERVICES)

1001-10-15101-0080-153565 SR CTR-UTILITIES OTHER	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Aquarion Water (2016/2017 - \$1,361.84)	1,500				1,500	
Gallagher Pump (2016/2017 - \$400.00)	400				400	
Shelton Alarm - Fire (2016/2017 - \$420.00)	450				450	
Residential Waste (2016/2017 - \$805.00)	825				825	
Brake Fire Annual Inspections (2016/2017 - \$445.00)	450				450	
GenTech (2016/2017 - \$159.00)	200				200	
Edgerton (2016/2017 - \$494.80)	375				375	
Kirk Fire Extinguishers (2016/2017 - \$292.30)	300				300	
	4,500	-	-	-	4,500	
1001-10-15101-0080-153579 SR CTR VEHICLE FUEL	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
East River - Gas for Vehicles (2016/2017 - \$9,403.47)	11,250				11,250	
*Added 3rd vehicle in October of 2017					-	
	11,250	-	-	-	11,250	
1001-10-15101-0080-153580 SR CTR VEHICLE EXPENSE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Repairs & Maintenance (2016/2017 - \$4,183.87)	3,450				3,450	**EE mileage moved to operating expense-was expensed her in prior years
*Added 3rd vehicle in fall of 2017					-	
	3,450	-	-	-	3,450	
1001-10-15101-0080-153594 SR CTR CAPITAL	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Painting of exterior of Center & Pavilion					-	See Capital schedule
Add addition to rear of the Center					-	
Increase size of parking lot at Center					-	
	-	-	-	-	-	
BUDGET - SENIOR CENTER						
REVENUES:						
1001-10-14007-140720 NUTRITION REVENUE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Revenue is contingent on increased Nutrition funding	2,000				2,000	
<i>Meals provided in 2017/2018 were paid by guests and Contra</i>					-	
	2,000	-	-	-	2,000	
1001-10-14007-140725 SR CITIZENS TRANSPORTATION REVENUE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
2016/2017 Deposits - \$5,269.00	5,000				5,000	
	5,000	-	-	-	5,000	

ECONOMIC DEVELOPMENT & COMMISSION

The Economic Development Commission's charter is to conduct research into the economic conditions and trends in its municipality, shall make recommendations to appropriate officials and agencies of its municipality regarding action to improve its economic condition and development, shall seek to coordinate the activities of and cooperate with unofficial bodies organized to promote such economic development and may advertise and may prepare, print and distribute books, maps, charts and pamphlets which in its judgment will further its official purposes.

Our mission is to promote planned, proactive investment in Monroe's economic future consistent with Monroe's community character, commitment to conservation and quality of life.

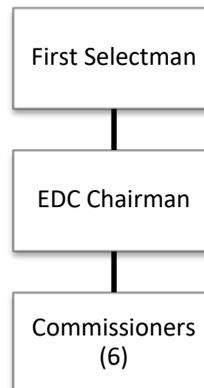
PRIMARY PROGRAMS & SERVICES

The Economic Development Commission works directly with the First Selectman's Office and through partnerships with the public, community organizations, elected officials, town departments and other boards and commissions, to:

- Attract new commercial development to increase the grand list, expand the commercial tax base, and reduce the tax burden on residents.
- Support retention of existing commercial businesses.
- Have a robust marketing strategy to promote Monroe.
- Increase local employment base and attract skilled workers.

ORGANIZATION CHART

The Economic Development commission consists of seven (7) members appointed by the First Selectman, each for a term of 3 years.



ECONOMIC DEVELOPMENT & COMMISSION

SIGNIFICANT ACCOMPLISHMENTS

- Successfully launched Monroe's first Restaurant Week.
- Implemented partnership with Chamber of Commerce on all grand openings / ribbon cuttings.
- Began outlining the EDC strategy focused on new business, retention of existing business and a robust marketing strategy.

GOALS & OBJECTIVES

- Implement the EDC strategy focused on increasing the Town of Monroe's grand list through new commercial business development growth.
- Enhance Monroe's branding by creating collateral such as EDC brochure, video, etc.
- Identify and market commercial space – open land, open retail space, etc. with commercial developers, brokers, etc.
- Formulate key local partnerships through key contacts, associations, etc. with local EDC & chamber of commerce and regional contacts.
- Research future grant opportunities.
- Foster local tourism to help with retention of current business and Monroe's branding strategy – such as the performance pavilion, which will stimulate local businesses for the local community (residents, non-residents and the local business community)

BUDGET HIGHLIGHTS

- To make a significant impact in 2018-2019, the Commission is seeking additional funding for marketing and to coordinate key events that will help make a positive impact to the Town of Monroe and a return on investment by successfully marketing Monroe for new commercial development. Key drivers include:
 - Developer and Commercial Broker engagement events, including a return of the bus tour.
 - Implementing a strategic marketing plan, including development of a Town-wide branding effort with associated marketing materials.
 - Greater visibility at commercial development networking opportunities, marketing in trade publications.

ECONOMIC DEVELOPMENT & COMMISSION

BUDGET - ECONOMIC DEVELOPMENT COMMISSION		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0090		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
1001-10-15101-0090-150001	EDC SALARY ADMIN	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0090-150550	EDC MARKETING & DEVELOPMENT	1,818	1,237	15,000	52,900	(13,300)	(14,600)	-	25,000	10,000	66.67%
1001-10-15101-0090-153385	EDC OFFICE EXPENSE	438	392	500	1,000	-	-	-	1,000	500	100.00%
1001-10-15101-0090-153579	EDC VEHICLE FUEL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0090-153580	EDC VEHICLE EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0090-153594	EDC CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL EDC:		2,256	1,629	15,500	53,900	(13,300)	(14,600)	-	26,000	10,500	67.74%

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19	Explanation
1001-10-15101-0090-150550 EDC MARKETING & DEVELOPMENT	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>Total Budget</u>	<u>Total Budget</u>	<u>Total Budget</u>	
Marketing collateral (Video)	8,000				8,000		promoting Monroe (businesses, schools, parks, etc.)
Marketing collateral (EDC brochure, print, displays)	9,200	(3,200)			6,000		print brochure 7500, displays 500, develop materials/visuals 1200
Networking	2,000				2,000		commercial developers, regional EDCs/Chambers
Networking (marketing in trade ads)	6,300	(2,100)			4,200		2 at \$2,100 each
Networking Association fee - CT Business and Industry association	700				700		
Networking Association fee- CT Small Manufacturers association	700				700		
Community outreach marketing (grand openings, press releases, generic, etc.)	2,500				2,500		eblasts, social media, signage
Community events - Restaurant week marketing & promotion (HAN, lawn sign)	3,500				3,500		spent 2500 '17
Business Events	20,000	(8,000)			12,000		promoting open space with local/regional leaders/bus tour/broker open house, developer night, etc.)
	52,900	(13,300)	(14,600)	-	25,000		
1001-10-15101-0090-153385 EDC OFFICE EXPENSE	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>Total Budget</u>	<u>Total Budget</u>	<u>Total Budget</u>	<u>Explanation</u>
office expense (business cards, office supplies, etc.)	500				500		remain flat
Travel to key associations/meeting events (1-2/month)	500				500		new expense
	1,000	-	-	-	1,000		

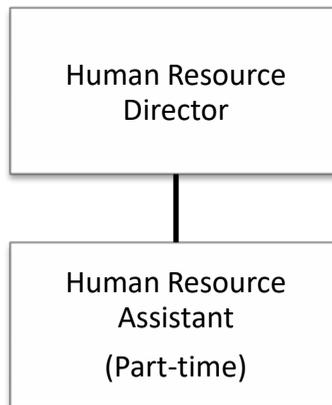
DEPARTMENT OF HUMAN RESOURCES

The Human Resources Department provides quality services and support in the areas of talent acquisition, benefits administration, employee/labor relations, as well as overseeing the training and safety of our staff. The delivery of these services to our employees enables them to better serve the Town's internal and external clients.

PRIMARY PROGRAMS & SERVICES

- Talent acquisitions.
- Benefits administration (enrollment and coordination) for all eligible personnel, including medical, dental, life/disability, retirement, flexible spending accounts,
- Employee and labor relations.
- Risk Management – Chair of Safety Committee Chair; claims processing and review of all worker's compensation and liability claims.
- Management of benefit accruals / time management.
- Administration of retirement savings plans, including defined benefit and contribution plans, e.g., 401a, 457 plans.
- Management of occupational health program for volunteer firefighter and EMS personnel.
- Performance management administration.
- Maintain records and oversee compliance for 22 staff required to have a Commercial Drivers License.

ORGANIZATION CHART



DEPARTMENT OF HUMAN RESOURCES

PERFORMANCE METRICS

- Recruitment and on-boarding of all Town personnel, including full time, part time, seasonal, and volunteers.

<u>FY</u>	<u>Positions Posted</u>	<u>Applications Reviewed</u>	<u>Interviews Conducted</u>	<u>New Hires Processed</u>
2015-2016	19	157	61	40
2016-2017	18	298	74	61
2017-2018 (YTD)	12	243	34	53 (+2 internal transfers)

SIGNIFICANT ACCOMPLISHMENTS

- Supervisory and management staff trained on Performance Management.
- Implemented annual mandatory training for all department heads and supervisors provided through CIRMA online training portal.
- Trained new part-time Assistant.
- Conducted review of Emergency Evacuation Plans and offered training to staff (e.g., ALICE, CPR and First AID)
- Transitioned all full time employees to 401a plan, eliminating defined benefit plans.
- Implemented part time pay plan.
- Completed quarterly review of all workers' compensation claims through Safety Committee to identify risk management / mitigation opportunities.

GOALS & OBJECTIVES

- Maintain the current part time assistant, continue knowledge delivery.
- Continue to monitor delivery of all human resources services while improving the level of satisfaction and efficiencies.

DEPARTMENT OF HUMAN RESOURCES

BUDGET HIGHLIGHTS

- Increase in insurance line item driven by current estimates for medical premiums.
- Increase in labor relations driven by open collective bargaining agreements.
- Proposing 500 hours of per-diem support for the following projects/seasonal peaks:
 - Seasonal hires for Park and Recreation, and Summer Fun Days.
 - Open Enrollment for insurance (July) to process for employees and hold information sessions.
 - Documenting policy updates and employee handbook revisions.
 - Audit and review personnel files to ensure documentation is current and complete (i.e. beneficiary forms, dependent(s) and properly stored/retained.
 - Pension statement delivery.
 - Affordable Care Act reporting requirements.
 - OSHA Annual review and reporting requirements.
 - Auditing of volunteer personnel information.

BUDGET - DEPARTMENT OF HUMAN RESOURCES											
EXPENDITURES:	Dept 0110	16-17 Actual	17-18 YTD 12/31/17	17-18 Final Budget	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	2017-2018 TO 2018-2019	
										\$ CHG	% CHG
1001-10-15101-0110-150001	HR SALARY ADMIN	83,114	44,917	83,225	83,225	-	-	-	83,225	-	0.00%
1001-10-15101-0110-150003	HR SALARY OTHER	34,716	18,109	32,500	42,500	-	-	-	42,500	10,000	30.77%
1001-10-15101-0110-150600	HR EDUCATION	3,953	556	6,000	10,000	1,000	-	-	11,000	5,000	83.33%
1001-10-15101-0110-150610	HR SAFETY COMMITTEE	3,143	799	6,650	6,650	-	-	-	6,650	-	0.00%
1001-10-15101-0110-150620	HR WAGE ADJUSTMENTS	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0110-150630	HR INSURANCE	2,946,177	1,971,116	3,010,156	3,207,759	(38,414)	-	-	3,169,345	159,189	5.29%
1001-10-15101-0110-150640	HR UNEMPLOYMENT COMPENSATION	1,236	3,042	5,000	10,000	(2,000)	-	-	8,000	3,000	60.00%
1001-10-15101-0110-150650	HR FICA & MEDICARE ER TAXES	752,468	381,484	753,603	773,208	(3,855)	4,894	-	774,247	20,644	2.74%
1001-10-15101-0110-150660	HR LABOR RELATIONS	132,483	33,110	75,000	100,000	(15,000)	-	-	85,000	10,000	13.33%
1001-10-15101-0110-150670	HR LEGAL DISABILITY	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0110-150680	HR AMERICAN DISABILITIES ACT	93	-	500	650	-	-	-	650	150	30.00%
1001-10-15101-0110-150690	HR LOSS CONTROL	23,835	4,032	15,500	17,500	-	-	-	17,500	2,000	12.90%
1001-10-15101-0110-153075	HR CONTRACTED SERVICES	-	-	-	35,000	-	-	-	35,000	35,000	100.00%
1001-10-15101-0110-153145	HR EQUIPMENT	520	166	600	2,100	(1,500)	-	-	600	-	0.00%
1001-10-15101-0110-153385	HR OFFICE EXPENSE	1,290	258	1,200	1,500	(300)	-	-	1,200	-	0.00%
1001-10-15101-0110-153409	HR OPEB	109,000	-	190,000	187,868	-	-	-	187,868	(2,132)	-1.12%
1001-10-15101-0110-153410	HR PENSION	521,348	197,753	451,412	460,225	1,190	570	-	461,985	10,573	2.34%
1001-10-15101-0110-153415	HR PERSONNEL ADMINISTRATION	696	1,322	2,000	2,000	-	-	-	2,000	-	0.00%
1001-10-15101-0110-153430	HR POLICE DISABILITY	60,739	34,092	57,400	70,000	-	-	-	70,000	12,600	21.95%
1001-10-15101-0110-153594	HR CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0110-153005	HR ADMINISTRATION CHARGEBACK	(4,992)	(2,912)	(5,000)	(5,000)	-	-	-	(5,000)	-	0.00%
TOTAL HUMAN RESOURCES:		4,669,819	2,687,844	4,685,746	5,005,185	(58,879)	5,464	-	4,951,770	266,024	5.68%

DEPARTMENT OF HUMAN RESOURCES

SALARY DETAIL - DEPARTMENT OF HUMAN RESOURCES

<u>Dept 0110</u>		<u>17-18</u>	<u>18-19</u>
1001-10-15101-0110-150001	Director of Human Resources-Admin Longevity	83,000 225	83,000 225
Total Admin:		83,225	83,225
1001-10-15101-0110-150003	PT Human Resources Assistant PT Human Resources Seasonal-per diem	32,500 10,000 *New	32,500 42,500
Total Other:		32,500	42,500

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
<u>17-18</u>	<u>17-18</u>	<u>17-18</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>
1,300	\$ 25.00	\$ 32,500	1,300	\$ 25.00	\$ 32,500
			500	\$ 20.00	\$ 10,000

1001-10-15101-0110-150620	HR Wage Adjustments	-	0
1001-10-15101-0110-150650	HR FICA & Medicare ER Tax	753,603	769,353
1001-10-15101-0110-153410	HR Pension	451,412	461,415
Total Wage Expense:		\$ 1,205,015	\$ 1,230,768

Total Human Resources:	1,320,740	1,356,493
Headcount-FT	1	1
Headcount-PT	1	2

<u>SALARY SUMMARY</u>	<u>17-18</u>	<u>18-19</u>
HR SALARY ADMIN	83,225	83,225
HR SALARY OTHER	32,500	42,500
HR WAGE ADJUSTMENTS	-	0
HR FICA & MEDICARE ER TAXES	753,603	769,353
HR PENSION	451,412	461,415
	1,320,740	1,356,493

BUDGET - DEPARTMENT OF HUMAN RESOURCES

EXPENDITURES:

<u>1001-10-15101-0110-150600</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>Explanation</u>
<u>HR EDUCATION</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	
Education Programs	10,000				10,000	Provides employee reimbursement of approved educational programs
MUNIS training		1,000			1,000	(contractual), special accredited courses for staff, certification renewal costs
					-	Clerical union (\$5,000 max)
	10,000	1,000	-	-	11,000	
<u>1001-10-15101-0110-150610</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>Explanation</u>
<u>HR SAFETY COMMITTEE</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	
Safety Programs	6,650				6,650	Supplies for AED's town wide. First Aid Kit and supplies
					-	Minor safety purchases & repairs, training programs, other safety equipment
					-	Park & Rec (AED Batteries)
					-	Pads replacements
	6,650	-	-	-	6,650	

DEPARTMENT OF HUMAN RESOURCES

1001-10-15101-0110-150620 HR WAGE ADJUSTMENTS	18-19	18-19	18-19	18-19	18-19	Explanation
Current included in Contingency	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
					-	Note: Contracts due: DPW for negotiations
					-	Clerical & Supervisors - wage openers
					-	Non-Union (replacement increases)
					-	
1001-10-15101-0110-150630 HR INSURANCE	18-19	18-19	18-19	18-19	18-19	Explanation
Medical/Vision/Dental	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	2,273,443	(38,414)			2,235,029	Includes contracted medical reimbursements
Fees for broker for insurances	-				-	MOVED TO CONTRACTED SERVICES
Liability/Worker's Compensation-CIRMA	867,216				867,216	LAP flat 17-18 actual/WC & audit fees 3% incr/deductables/crime bond
					-	*includes BOE reimbursement for LAP/WC
Life Insurance-Prudential	57,600				57,600	
Behavioral Health-EE Assistance	8,000				8,000	200 covered
Progressive Benefits-Flex	1,500				1,500	
	3,207,759	(38,414)	-	-	3,169,345	
1001-10-15101-0110-150640 HR UNEMPLOYMENT COMPENSATION	18-19	18-19	18-19	18-19	18-19	Explanation
Unemployment Compensation	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	10,000	(2,000)			8,000	Fully insured for our unemployment claims
					-	Currently have 3 claims
	10,000	(2,000)	-	-	8,000	
1001-10-15101-0110-150650 HR FICA & MEDICARE ER TAXES	18-19	18-19	18-19	18-19	18-19	Explanation
FICA/Medicare Employer Tax (rate .0765 on gross payroll)	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	773,208	(3,855)	4,894		774,247	FS Adj-Elim in/Wet FT Position , reduce Build PT from FT to 25 hrs
					-	
	773,208	(3,855)	4,894	-	774,247	
1001-10-15101-0110-150660 HR LABOR RELATIONS	18-19	18-19	18-19	18-19	18-19	Explanation
Labor and employee relations	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	100,000	(15,000)			85,000	2 open contracts & 2 wage reopeners
					-	
	100,000	(15,000)	-	-	85,000	
1001-10-15101-0110-150670 HR LEGAL DISABILITY	18-19	18-19	18-19	18-19	18-19	Explanation
ADA	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	650				650	Fees, and any equipment needed for accommodations in Town hall f
					-	or ADA citizens, professional services
	650	-	-	-	650	
1001-10-15101-0110-150690 HR LOSS CONTROL	18-19	18-19	18-19	18-19	18-19	Explanation
Loss Control	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	17,500				17,500	all new hire drug screens, physicals for Police, volunteer fire personnel,
					-	TB EMS tests, vaccinations for DPW, Custodial, Health Dept.,Animal control
	17,500	-	-	-	17,500	

DEPARTMENT OF HUMAN RESOURCES

	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
1001-10-15101-0110-153075 HR CONTRACTED SERVICES						
Fees for broker for insurances	35,000				35,000	MOVED FROM INSURANCE
	35,000	-	-	-	35,000	
1001-10-15101-0110-153145 HR EQUIPMENT						
HR Equipment	2,100	(1,500)			600	Replace two computers in HR, ID maker upkeep supplies, fireproof file cabinet \$800 ea.
	2,100	(1,500)	-	-	600	
1001-10-15101-0110-153385 HR OFFICE EXPENSE						
Office Expense	1,500	(300)			1,200	all types of postage, and carrier fees, copies, supplies general personnel files replaced
	1,500	(300)	-	-	1,200	
1001-10-15101-0110-153409 HR OPEB						
7/1/16 Police OPBEB Valuation	187,868				187,868	
Actuarial Determined Contribution (ADEC)					-	
	187,868	-	-	-	187,868	
1001-10-15101-0110-153410 HR PENSION						
457 7.5%	91,769	1,190	(5,940)		87,019	
401(a) 3%	8,264		6,510		14,774	
ADEC - DB PLAN	360,192				360,192	
	460,225	1,190	570	-	461,985	
1001-10-15101-0110-153415 HR PERSONNEL ADMINISTRATION						
Personnel Administration	2,000				2,000	employee recognition supplies & program, ad fees, background checks, wellness program fees/supplies, summer fun days supplies
	2,000	-	-	-	2,000	
1001-10-15101-0110-153430 HR POLICE DISABILITY						
Police Disability	70,000				70,000	H&H evaluations, legal expenses, prescriptions, other med tests/evaluations
	70,000	-	-	-	70,000	

FINANCE DEPARTMENT

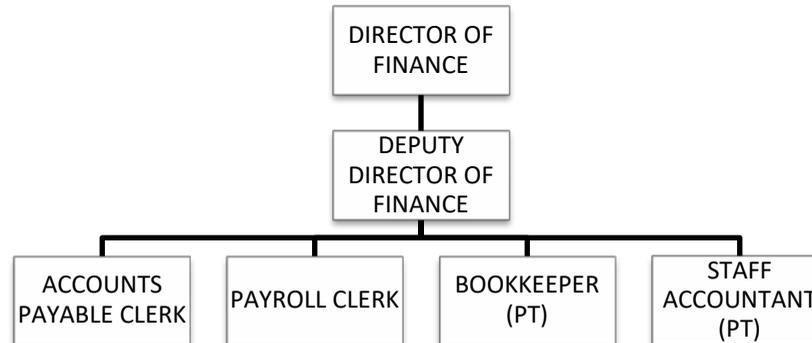
The mission of the Finance Department is to provide timely and accurate financial information to all members of the Public, Elected Officials, Town Departments and all Boards and Commissions; in an effort to promote better decision making and fiscal resource management; while maintaining a high level of compliance with the Town Charter, State Statute, Federal Regulations, Generally Accepted Accounting Principles, and Government Accounting Standards.

PRIMARY PROGRAMS & SERVICES

- Provides support to the First Selectman, the Town Council and the Board of Finance during the preparation and review of the Town's Annual Budget.
- Manages the Annual Audit of the Town's Financial Statements and the preparation of the Comprehensive Annual Financial Report (CAFR).
- Schedules the issuance of all authorized and appropriated general obligation bonds; working in conjunction with the First Selectman, Bond Council and the Town's Independent Financial Advisor. This process includes the preparation of the Town's Official Statement and meeting with our rating agency (Moody's) to review the Town's financial information to obtain a rating for the bond issue.
- Reports budget vs. actual revenues and expenditures of the Town to the Board of Finance on a monthly basis for their review.
- Provides support to the Pension Committee in working with our actuary for the preparation of required financial disclosures; and the investment adviser with regard to managing the Town's pension assets for the defined benefit pension plan.
- Processes bi-weekly payroll for Town employees, accounts payable and accounts receivable.
- Reconciles all Town bank accounts and prepares the monthly report of cash and investments for the Town Treasurer which gets reported to the Board of Finance.

FINANCE DEPARTMENT

ORGANIZATION CHART



SIGNIFICANT ACCOMPLISHMENTS FOR 2017-18

- Awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.
- Worked alongside the First Selectman, the Town Council and the Board of Finance in getting the 2017-2018 Annual Town Budget prepared and reviewed in a very transparent and efficient process. This was instrumental in getting the budget approved at the 1st Budget Referendum in light of a very difficult situation created by a State budget crisis.

GOALS & OBJECTIVES FOR 2018-19

- Work with the Board of Finance to draft and implement a complete set of Finance policies & procedures.
- Continue to improve upon the budget document in an effort to enhance its transparency and functionality.

BUDGET HIGHLIGHTS

- The increase of \$4,470 in Office Expense results from the request to restore a portion of the items removed from the 2017-2018 budget. Specific line items added back are supplies utilized in the production of budget documents of \$750, capital planning database software of \$675, continuing education of \$750, budget supplies of \$250 and a projected increase in technical support for MUNIS of \$2,045.

FINANCE DEPARTMENT

BUDGET - FINANCE DEPARTMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0125		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0120-150001	FINANCE SALARY ADMIN	102,384	55,168	102,455	102,455	-	-	-	102,455	-	0.00%
1001-10-15101-0120-150003	FINANCE SALARY OTHER	175,165	90,892	186,421	188,116	-	-	-	188,116	1,695	0.91%
1001-10-15101-0120-150005	FINANCE SALARY-PT	54,738	27,296	54,613	54,613	-	-	-	54,613	-	0.00%
1001-10-15101-0120-150700	FINANCE BANK EXPENSE	1,001	386	1,200	1,200	-	-	-	1,200	-	0.00%
1001-10-15101-0120-153005	FINANCE WMNR ADMIN CHGBK	(30,012)	(18,900)	(32,400)	(32,400)	-	-	-	(32,400)	-	0.00%
1001-10-15101-0120-153385	FINANCE OFFICE EXPENSE	17,175	2,598	11,205	15,675	-	-	-	15,675	4,470	39.89%
1001-10-15101-0120-153485	FINANCE R&M EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0120-153594	FINANCE CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL FINANCE:		320,451	157,440	323,494	329,659	-	-	-	329,659	6,165	1.91%

SALARY DETAIL - FINANCE DEPARTMENT

Dept 0125		17-18	18-19						
1001-10-15101-0120-150001	Finance Director & Comptroller	102,455	102,455						
Total Admin:		102,455	102,455						
1001-10-15101-0120-150003	Deputy Finance Director & Comptr	84,055	84,055						
	Longevity	225	225						
	Payroll Clerk	45,491	45,491						
	Longevity	450	450						
	Leap Year	-	-						
	Accounts Payable Clerk	42,372	44,066	contractual step increase					
	Longevity	100	100						
	Leap Year	-	-						
	Seasonal Audit/Year-End	13,729	13,729						
	Total Other:	186,421	188,116						
				<u>Hours/yr</u>	<u>Hrly Rate</u>	<u>\$ Amount</u>	<u>Hours/yr</u>	<u>Hrly Rate</u>	<u>\$ Amount</u>
				<u>17-18</u>	<u>17-18</u>	<u>17-18</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>
1001-10-15101-0120-150005	PT-Bookkeeper	21,294	21,294	1,014	\$ 21.00	\$ 21,294	1,014	\$ 21.00	\$ 21,294
	PT-Staff Accountant	33,319	33,319	1,300	\$ 25.63	\$ 33,319	1,300	\$ 25.63	\$ 33,319
	Total Part-Time:	54,613	54,613						
Total Finance:		343,489	345,184						
	Headcount-FT	4	4						
	Headcount-PT	2	2						

SALARY SUMMARY	17-18	18-19
FINANCE SALARY ADMIN	102,455	102,455
FINANCE SALARY OTHER	186,421	188,116
FINANCE SALARY-PT	54,613	54,613
	343,489	345,184

FINANCE DEPARTMENT

EXPENDITURES:

1001-10-15101-0120-150700 FINANCE BANK EXPENSE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Bank service charges	1,200				1,200	
	1,200	-	-	-	1,200	
1001-10-15101-0120-153005 FINANCE WMNR ADMIN CHGBK	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Administrative Charge to WMNR for accounting services provided	(32,400)				(32,400)	accounts payable and payroll
	(32,400)	-	-	-	(32,400)	
1001-10-15101-0120-153385 FINANCE OFFICE EXPENSE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
technical support-MUNIS	5,400				5,400	payroll/year end
tax forms	450				450	W-2'S & 1099'S
envelopes	700				700	accounts payable/receivable/payroll
capital planning software	675				675	database software
color toner cartridges	750				750	primarily for budget
print cartridges for checks	900				900	micr cartridges
professional fees & continuing education	2,800				2,800	GFOA, CTCPA, CPA
budget supplies	250				250	binders, etc.
office supplies	1,000				1,000	boxes, folders, etc.
postage	2,750				2,750	vendor checks, 1099's, W2's
	15,675	-	-	-	15,675	

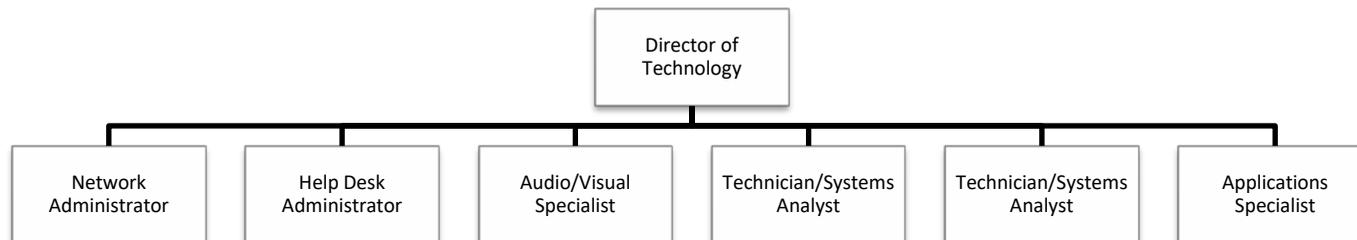
INFORMATION TECHNOLOGY DEPARTMENT

The Town of Monroe Technology Department's mission is to use information technology to increase the capabilities of the organization by improving service delivery, supporting policy development, and enabling information access. The IT Department is a shared service between the Town and Board of Education.

PRIMARY PROGRAMS & SERVICES

- Technology infrastructure.
- Telephony systems, including VOIP Audio / Visual (AV) systems Application support.
- Desktop / laptop support and maintenance.
- Printer systems Wireless technologies Town-wide cellular Email systems.
- Websites and social media accounts Card access control systems Security camera systems.
- Police Department body/vehicle camera systems.
- Vendor management.

ORGANIZATION CHART



INFORMATION TECHNOLOGY DEPARTMENT

PERFORMANCE METRICS

	FY 14	FY 15	FY 16	FY 17
HELP DESK TICKET COUNTS	5,061	4,081	4,026	5,830

Help Desk Ticket Counts (FY17)

Total Tickets:	5,830	
monroe.local	--	Master (Root) Domain
monroeboe.monroe.local	451	Monroe Board of Education
monroepsd.monroe.local	4,265	Monroe Public Schools
monroect.monroe.local	668	Town of Monroe
monroelib.monroe.local	149	Edith Wheeler Memo Library
monroepd.local	297	Monroe Police Department

User Accounts (Current)

Total User Accounts:	4,333	
monroe.local	30	Master (Root) Domain
monroeboe.monroe.local	69	Monroe Board of Education
monroepsd.monroe.local	3,818	Monroe Public Schools
monroect.monroe.local	224	Town of Monroe
monroelib.monroe.local	86	Edith Wheeler Memo Library
monroepd.local	106	Monroe Police Department

INFORMATION TECHNOLOGY DEPARTMENT

SIGNIFICANT ACCOMPLISHMENTS

- The Monroe Health Department GIS Pilot.
- Implemented body cameras for Monroe Police Department.
- Updated ICOP dashboard recording system for Monroe Police Department.
- Deployed new Helpdesk Management System.
- Phone System Upgrade.
- Council Chambers Technology Upgrades.

GOALS & OBJECTIVES

- Upgrade Monroe Police Department Email Server – current version is unsupported.
- Replace Aging Servers.
- Replace Aging Switching Equipment.
- Upgrade Microsoft Office Suite 2007 to version 2016 – current version is unsupported.
- Replace aging desktops.
- Replace aging MDTs.

BUDGET HIGHLIGHTS

- Establish a Technology Infrastructure Program within the capital reserve.
- IT budget has historically been flat and was reduced by ~\$42k for FY17-18. The proposed increase to the FY18-19 operating budget is now necessary to maintain reliability of our infrastructure.
- Several technologies in use are now beyond useful life and are no longer supported.
- It should be noted that unlike any other department, IT is a shared department with the Board of Education. Salary increases and benefits are included within salary expenditures in the department budget.

BUDGET - INFORMATION TECHNOLOGY DEPARTMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0125		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0125-150001	IT SALARY ADMIN	15,000	-	15,000	-	-	-	-	-	(15,000)	-100.00%
1001-10-15101-0125-150003	IT SALARY OTHER	317,241	-	342,407	372,167	-	-	-	372,167	29,760	8.69%
1001-10-15101-0125-150005	IT SALARY PT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0125-153060	IT COMMUNICATIONS	105,441	59,426	102,900	106,100	-	-	-	106,100	3,200	3.11%
1001-10-15101-0125-153075	IT CONTRACTED SERVICES	23,894	17,899	21,630	33,395	-	-	-	33,395	11,765	54.39%
1001-10-15101-0125-153105	IT DATA PROCESSING	153,443	106,848	149,325	156,250	-	-	-	156,250	6,925	4.64%
1001-10-15101-0125-153385	IT OFFICE EXPENSE	-	-	1,500	1,500	-	-	-	1,500	-	0.00%
1001-10-15101-0125-153530	IT TECHNOLOGY PLAN	17,553	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0125-153535	IT CAPITAL	-	-	-	45,500	(37,500)	-	-	8,000	8,000	100.00%
TOTAL IT:		632,572	184,172	632,762	714,912	(37,500)	-	-	677,412	44,650	7.06%

INFORMATION TECHNOLOGY DEPARTMENT

SALARY DETAIL - INFORMATION TECHNOLOGY DEPARTMENT

		<u>Dept 0125</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15101-0125-150001	Technology Director (Town, BOE & Police)		15,000	-
	Total Admin:		15,000	-
1001-10-15101-0125-150003	IT Manager		69,278	75,123
	Network Server Analyst		53,544	59,027
	Helpdesk P/C System Analyst		34,214	36,779
	Helpdesk P/C System Analyst		30,372	32,841
	Network Server Analyst		39,971	42,674
	Helpdesk P/C System Analyst		53,121	58,561
	Applications Specialist		44,457	49,712
	Ancillary Costs, OT, on call & mileage		17,450	17,450
	Total Other:		342,407	372,167
1001-10-15101-0125-150005	IT Salary PT		-	-
	Total Part Time:		-	-
	Total IT:		357,407	372,167
	Headcount-FT		-	-
	Headcount-PT		8	7
<u>SALARY SUMMARY</u>			<u>17-18</u>	<u>18-19</u>
	IT SALARY ADMIN		15,000	-
	IT SALARY OTHER		342,407	372,167
	IT SALARY PT		-	-
			357,407	372,167

INFORMATION TECHNOLOGY DEPARTMENT

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19	Explanation
1001-10-15101-0125-153060	IT COMMUNICATIONS	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Frontier	Phone / Data Lines	60,000				60,000	Contractual - Land/POTS lines
Verizon	Town Cellular	32,000				32,000	Support town mobile/cellular fleet
Various	Telephone Repairs	600				600	Desktop phone repairs
Code RED	Code RED	13,500				13,500	Contractual - Code RED
		106,100	-	-	-	106,100	
1001-10-15101-0125-153075	IT CONTRACTED SERVICES	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Various	A/V Support	2,000				2,000	
QSCEND	New Website / Hosting	12,000				12,000	Contractual - Town website hosting
Wholesale	Monroe PD UPS Maintenance	3,000				3,000	Contractual - PD UPS maintenance
GBRC	GIS Dev & Mapping	16,395				16,395	Health department & Assessor parcel updates
		33,395	-	-	-	33,395	
1001-10-15101-0125-153105	IT DATA PROCESSING	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Wholesale	Toner	9,000				9,000	Town-wide toner supply
QDS	Assessor's Office	10,050				10,050	Contractual - Assessor Software
Charter	Internet Access	41,000				41,000	Contractual - Internet Access
QDS	Tax Collector	6,350				6,350	Contractual - Collector Software
Various	Repairs - Town Hall	12,000				12,000	Town-wide computer parts/repairs
Watchguard	Firewall	4,800				4,800	Contractual - Firewall Renewal
Dell	Toner	3,000				3,000	Town-wide toner supply
GoDaddy	Domain / SSL Registration	500				500	Town-wide Internet Domain Renewals
Tyler Technologies	Financial System reoccurring	56,700				56,700	Contractual - MUNIS
Network Sec Grp	Email AntiVirus	4,100				4,100	Contractual - Anti-spam / Anti-virus
Vision	Tax Assessor	8,750				8,750	Contractual - Assessor Software
		156,250	-	-	-	156,250	
1001-10-15101-0125-153385	IT OFFICE EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Various	Tech Office Expense	1,500				1,500	General supply expenses
		1,500	-	-	-	1,500	
1001-10-15101-0125-153530	IT TECHNOLOGY PLAN	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		-	-	-	-	-	
1001-10-15101-0125-153594	IT CAPITAL	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Various	PD Email Replacement	37,500				37,500	CAPITAL -Current version no longer supported
CDWG	MDT Replacement	8,000				8,000	Begin planned replacement
			(37,500)			(37,500)	
		45,500	(37,500)	-	-	8,000	

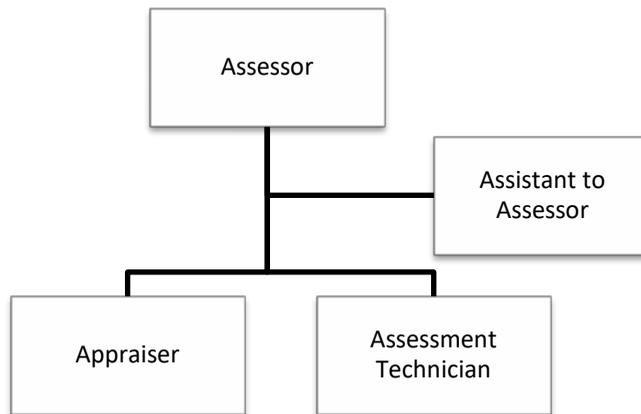
OFFICE OF THE ASSESSOR

The Assessor's Office ensures Monroe property owners share the tax burden through the discovery, listing, and equitable valuation of all real estate, business personal property, and motor vehicles in accordance with governing state statutes and the Uniform Standards of Professional Appraisal Practice. 84% of the town's revenue is generated through this process not including reimbursement from the State of Connecticut for claims processed by the Assessor.

PRIMARY PROGRAMS & SERVICES

- The primary function of the department is the development, oversight, and management of the town's annual Grand List.
- Implements state mandated town-wide property revaluations every 5 years.
- Updates and maintains accurate property record and assessment information.
- Generates and files mandatory reports with the State of Connecticut as prescribed by state statute.
- Administers various town and state mandated exemption programs.
- Generates valuation estimates for prospective real estate projects.
- Provides property valuation, exemption, map, and ownership records to the general public.

ORGANIZATION CHART



OFFICE OF THE ASSESSOR

PERFORMANCE METRICS

- 2016 Grand List Account Totals:
 - Real Estate Parcels: 7814
 - Motor Vehicles: 22160
 - Personal Property: 1382
- Senior Tax Relief Applicants: 502
- Total Board of Assessment Appeals: 36

SIGNIFICANT ACCOMPLISHMENTS

- The department is now fully staffed with experienced personnel.
- Finalized all but one appeal stemming from the 2014 revaluation.
- Improved access to forms and public records through the assessor website.
- New Assessor is current on required professional certifications and active in state and county organizations.

GOALS & OBJECTIVES

- Improve customer service through software/database integration and electronic record keeping.
- Improve the assessor website and the ease of use of forms accessible through the town website.
- Begin the 10/1/2019 revaluation process.
- Continue professional training to remain current with legislative changes.
- Enhance communication with residents to facilitate access to relief programs and improve compliance.

BUDGET HIGHLIGHTS

- Overall budget proposal for the Assessor's Department is a reduction from the approved budget 2017-18.
- The increase of \$1,519 in consultant fees is the amount needed to re-establish the personal property auditing program. This program typically generates revenue above expenditure and helps to ensure compliance and equity with regards to business personal property taxes. This is a common practice statewide.
- The increase of \$3,670 requested for office expense is primarily driven by reclassifying a software license from consultant fees to office expense.

OFFICE OF THE ASSESSOR

BUDGET - OFFICE OF THE ASSESSOR		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
Dept 0130											
1001-10-15101-0130-150001	ASSESSOR SALARY ADMIN	83,104	40,783	83,201	70,000	-	4,000	-	74,000	(9,201)	-11.06%
1001-10-15101-0130-150003	ASSESSOR SALARY OTHER	132,031	58,391	137,638	141,205	-	-	-	141,205	3,567	2.59%
1001-10-15101-0130-153065	ASSSOR CONSULTANT FEES	7,716	-	4,981	6,500	-	-	-	6,500	1,519	30.50%
1001-10-15101-0130-153385	ASSESSOR OFFICE EXPENSE	5,465	1,797	9,330	13,000	-	-	-	13,000	3,670	39.34%
1001-10-15101-0130-153579	ASSESSOR VEHICLE FUEL	-	61	250	300	-	-	-	300	50	20.00%
1001-10-15101-0130-153580	ASSESSOR VEHICLE EXPENSE	220	80	450	500	-	-	-	500	50	11.11%
1001-10-15101-0130-153594	ASSESSOR CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL ASSESSORS:		228,536	101,112	235,850	231,505	-	4,000	-	235,505	(345)	-0.15%

SALARY DETAIL - OFFICE OF THE ASSESSOR

Dept 0130		17-18	18-19
1001-10-15101-0130-150001	Assessor-Administrations	83,201	74,000
	Longevity	-	-
	Total Administration:	83,201	74,000
1001-10-15101-0130-150003	Assessor's Assistant	41,954	41,954
	Longevity	350	350
	Leap Year	-	-
	Assessor's Technician	38,634	40,203
	Longevity	-	-
	Leap Year	-	-
	Appraiser	54,700	56,698
	Longevity	-	-
	Leap Year	-	-
	Overtime	2,000	2,000
	Total Other:	137,638	141,205
	Total Assessors:	220,839	215,205
	Headcount-FT	4	4
	Headcount-PT	-	-

SALARY SUMMARY	17-18	18-19
ASSESSOR SALARY ADMIN	83,201	74,000
ASSESSOR SALARY OTHER	137,638	141,205
	\$ 220,839	\$ 215,205

OFFICE OF THE ASSESSOR

EXPENDITURES:

1001-10-15101-0130-153065	ASSSOR CONSULTANT FEES	18-19	18-19	18-19	18-19	18-19	Explanation
Personal Property Audits & C	Personal Property Audits & Consulting	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		6,500				6,500	Funding for up to 10 Personal Property Audits.
						-	Typically revenue generating. Ensures compliance
						-	and equity. *Prior to last years budget "Consultant
						-	Fees" allocation was historically \$15,000.
		6,500	-	-	-	6,500	
1001-10-15101-0130-153385	ASSESSOR OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19	Explanation
Office Supplies		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		5,100				5,100	Office supplies, subscriptions, public notices,
						-	postage, legal notices, etc.
	Assessor Association Dues & Meetings	1,500				1,500	Assessor's organizations dues and meetings costs.
	Education	2,500				2,500	Education/recertification courses, workshops,
						-	seminars. (Uconn Assessor's School)
	Deed Access Software License	900				900	Software license to access the deed records
						-	database in the Town Clerk's Office.
	CAVS License	3,000				3,000	Personal Property Valuation Software. Reclassified
						-	from "Consultant Fees" in previous years.
		13,000	-	-	-	13,000	
1001-10-15101-0130-153579	ASSESSOR VEHICLE FUEL	18-19	18-19	18-19	18-19	18-19	Explanation
Fuel Town Car		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		300				300	Fuel costs for site visits/fieldwork.
		300	-	-	-	300	
1001-10-15101-0130-153580	ASSESSOR VEHICLE EXPENSE	18-19	18-19	18-19	18-19	18-19	Explanation
Vehicle Expense		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		500				500	Vehicle maintenance/parts.
		500	-	-	-	500	

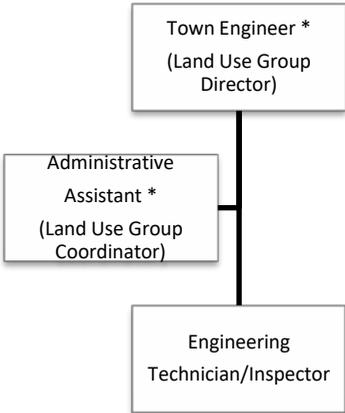
ENGINEERING DEPARTMENT

The Engineering Department provides design and project development/coordination, and technical support and services to the various local boards and commissions, the Town administration, other Town departments, applicants and/or their representatives, and the general public, in addition to coordination with the State Department of Environmental Protection, State Department of Transportation, Metropolitan Council of Governments, utility companies, and other applicable agencies and/or organizations.

PRIMARY PROGRAMS & SERVICES

- Technical review of application submissions to various boards and commissions.
- Overall direction and coordination of the Land Use Group consisting of the Engineering Department, Planning and Zoning Department, Inland Wetlands Department, and the Building Department.
- Design services for Town projects, and coordination of Town involvement with State projects.
- Coordination of consultant services for project design and other engineering functions.
- Supervision of inspection services relative to private development and Town projects, and enforcement issues.
- Map updating and drafting services, and technical and mapping assistance with GIS.
- Reviews of commission approval requirements, and general coordination and assistance for the Inland Wetlands and Planning and Zoning regulatory processes.

ORGANIZATION CHART



*Positions are shared with the Inland Wetlands Department.

ENGINEERING DEPARTMENT

PERFORMANCE METRICS

The following table lists the approximate number of engineering tasks performed in 2017 for each of the service categories listed. However, note that services vary considerably within each category, contingent on the type and magnitude of application/project/development.

Service/Category	Description	2016	2017
Technical reviews for PZC applications	Review of hydrology, traffic, layout, bonding, E&S control, public improvements, grading, details, etc.	61	48
Technical reviews for IWC applications	Review of hydrology, layout, bonding, E&S control, grading, details	47	34
Technical reviews for IWC administrative permits	Review of hydrology, layout, bonding, E&S control, grading, details	25	27
Technical reviews and processing for flood plain permits	Engineering assistance in processing technical data relative to compliance with FEMA requirements	1	6
Engineering reviews for building permits	Review of drainage, grading, E&S control, sight line, parking (new houses, garages, and commercial buildings)	34	45
Town projects	Applications for funding, preliminary design, drainage calculations/design, traffic, permitting, ROW issues, bidding, inspection, etc.	6	11
State projects	Coordination of Town issues relative to State projects (easements, permitting, ROW, alterations to Town infrastructure, etc.)	4	5
Oversight of development inspection (PZC & IWC)	Assistance in resolving engineering issues during site construction	non-quantified	approx, 60 (active)
Bond release reports (PZC & IWC)	Review of construction status and reports for bond releases or reductions	13	15

ENGINEERING DEPARTMENT

SIGNIFICANT ACCOMPLISHMENTS

- Design assistance, review, and coordination of the Cutlers Farm Road Overflow Parking Lot and ball field improvements at Wolfe Park.
- Multi-Use Trail (Grant Rd to Northbrook) – application processing, design coordination, project oversight, and procurement of design consultant.
Pepper Street Rehabilitation Project (Cambridge Drive to Jockey Hollow & Main Street/Pepper Street intersection) – ongoing coordination and oversight for final design, rights of way, construction administration, and permit procurement.
- Preliminary design for redevelopment and IWC remediation of the Stepney Fire House site.
- Coordination of State bridge projects (Rte 111 & 25), and the Roundabout Project (Rte 111 & 110).
- Preliminary design and Right Of Way procurement for extension of walks to Fan Hill Road and Town Hall.

GOALS & OBJECTIVES

- Review and update the Town Standards.
- Continue coordination of the State mandated MS-4 DEEP permit/requirements for the Town, and meet new goals and objectives/requirements. Support establishment of a required illicit discharge ordinance, and implement procedures and processes detailed in the Illicit Discharge Detection Elimination (IDDE) Plan.
- Refinement of engineering design staff resources and support services capabilities.
- Technical coordination and support of the establishment of a GIS program.
- Expand engineering and design services for Town Projects.
- Assist with the creation of a digital data and permit management system.
- Develop a required ADA Self Evaluation and Action Plan for Town facilities and public Right of Ways.

BUDGET HIGHLIGHTS

- Additional expenses associated with new requirements of the State mandated MS-4 permit for the Town.

ENGINEERING DEPARTMENT

BUDGET - ENGINEERING DEPARTMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:	Dept 0140	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0140-150001	ENGINEERING SALARY ADMIN	53,956	29,542	53,975	53,975	-	-	-	53,975	-	0.00%
1001-10-15101-0140-150003	ENGINEERING SALARY OTHER	92,468	49,907	92,598	92,598	-	-	-	92,598	0	0.00%
1001-10-15101-0140-150005	ENGINEERINGSALARY PT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0140-153065	ENGINEERING CONSULTING FEES	15,000	-	9,100	80,000	(70,000)	-	-	10,000	900	9.89%
1001-10-15101-0140-153145	ENGINEERING EQUIPMENT	292	-	400	500	-	-	-	500	100	25.00%
1001-10-15101-0140-153385	ENGINEERING OFFICE EXPENSE	2,014	1,640	2,050	2,635	-	-	-	2,635	585	28.54%
1001-10-15101-0140-153390	ENGINEERING OPERATING EXP	1,044	1,048	2,100	700	-	-	-	700	(1,400)	-66.67%
1001-10-15101-0140-153579	ENGINEERING VEHICLE FUEL	176	143	300	300	-	-	-	3,000	2,700	900.00%
1001-10-15101-0140-153594	ENGINEERING CAPITAL	-	-	-	30,000	(30,000)	-	-	-	-	0.00%
TOTAL ENGINEERING:		164,950	82,280	160,523	263,408	(100,000)	-	-	163,408	2,885	1.80%

SALARY DETAIL - ENGINEERING DEPARTMENT

		Dept 0140	17-18	18-19
1001-10-15101-0140-150001	Town Engineer & Land Use Director-Admin		53,750	53,750
	Longevity		225	225
	Total Admin:		53,975	53,975
1001-10-15101-0140-150003	Land Use Group Coordinator		23,959	23,959
1001-10-15101-0140-150003	Longevity		-	-
1001-10-15101-0140-150003	Engineering Technician		68,539	68,539
1001-10-15101-0140-150003	Longevity		100	100
	Total Other:		92,598	92,598
1001-10-15101-0140-150005	PT Engineering		-	-
	Total Part Time:		-	-
Total Engineering:			146,573	146,573
Headcount-FT			3	3
Headcount-PT			-	-

SALARY SUMMARY

	17-18	18-19
ENGINEERING SALARY ADMIN	53,975	53,975
ENGINEERING SALARY OTHER	92,598	92,598
ENGINEERINGSALARY PT	-	-
	146,573	146,573

ENGINEERING DEPARTMENT

EXPENDITURES:

1001-10-15101-0140-153065 ENGINEERING CONSULTING FEES	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
MS4 Stormwater Discharge Program **					-	
Annual Report	5,000				5,000	DEEP General Permit Mandatory requirement
Outfall Screening	30,000	(30,000)			-	Mandatory Gen. Permit second year requirement to screen 1 / 3 of all outfalls looking for illicit discharges (anticipate this cost for three years)
System mapping/GIS	35,000	(35,000)			-	Mandatory requirement to map all drainage systems (catch basins to outfall) and integrate into GIS within the first two years (first year is already over)
General Consulting Resources	5,000	(5,000)			-	Contingency for misc. services & projects
Surveys - In house Engineering Projects	5,000				5,000	Contingency for misc. project resources
	80,000	(70,000)	-	-	10,000	
1001-10-15101-0140-153145 ENGINEERING EQUIPMENT	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Routine maintenance on engineering specialized equipment and associated maintenance	500				500	
	500	-	-	-	500	
1001-10-15101-0140-153385 ENGINEERING OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
License Fee	285				285	Mandatory (2017 rate)
Professional Development/Certification Maint.	400				400	
Copies and Mailings	250				250	
ACAD subscription	1,700				1,700	Minor increase in 2017 (needed for vital drafting and engine analytical services)
	2,635	-	-	-	2,635	
1001-10-15101-0140-153390 ENGINEERING OPERATING EXP	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Supplies	200				200	
Map Printer	500				500	
	700	-	-	-	700	
1001-10-15101-0140-153579 ENGINEERING VEHICLE FUEL	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
TE Vehicle	1,500				1,500	
Inspection Vehicle	1,500				1,500	
	3,000	-	-	-	3,000	
1001-10-15101-0140-153594 ENGINEERING CAPITAL	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Inspection Vehicle Replacement	30,000				30,000	Replacement vehicle for safer use and off-road capability
MOVED TO CAPITAL PROGRAM		(30,000)			(30,000)	
	30,000	(30,000)	-	-	-	

** The reduction in MS-4 related expenditures will be addressed in the current fiscal year.

INLAND WETLANDS DEPARTMENT

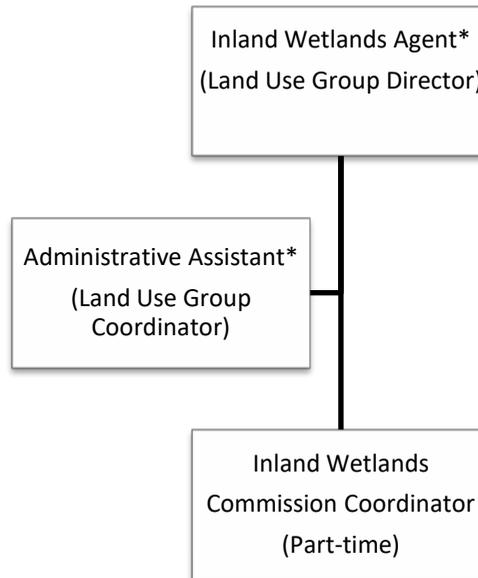
The Inland Wetlands Department provides administrative, technical, and enforcement services to the Inland Wetlands Commission, associated boards and commissions, federal agencies, state agencies, and the general public, in order to: (a) Assure that the Town of Monroe complies with mandatory requirements (*Inland Wetlands and Watercourses Act, pursuant to sections 22a-36 to 22a-45 inclusive of the Connecticut General Statutes as amended*), and (b) Provides preservation and protection of the Inland Wetlands and Watercourses within the Town.

PRIMARY PROGRAMS & SERVICES

- Technical review of application submissions.
- Coordination and processing of agendas, minutes, decision letters, public notices, applications, referrals, reports, etc.
- Updating and re-writing of regulations.
- Enforcement (inspections, notices, coordination, advisement, testimony, research, reporting, litigation, etc.) in response to complaints and/or requests for compliance and assistance with real estate and financial transactions.
- Assistance with retroactive permitting and violation resolution as necessitated per public need (sales, financing, estate planning, etc.).
- Construction coordination of public and private development relative to compliance with wetland regulations.
- Mapping services/assistance to applicants for submission of various applications.
- Inspection and processing of Building Permit applications relative to wetland requirements for new development.

INLAND WETLANDS DEPARTMENT

ORGANIZATION CHART



*Position shared with the Engineering Department

INLAND WETLANDS DEPARTMENT

PERFORMANCE METRICS

The following table lists the approximate number of wetland department tasks performed in 2017 for each of the service categories listed. However, note that services vary considerably within each category, contingent on the type and magnitude of application/project/development.

Service/Category	Description	2016	2017
Inland Wetlands Commission (IWC) Applications	Applications/Permitting through the Commission for significant activities	16	13
Agent Approval application	Administrative permitting process for insignificant activities	25	27
Permitted Uses	Registration process involving Jurisdictional rulings by the commission	3	9
Remediation Submissions	Resolution of violations through the commission	5	13
Citations	Process for achieving compliance via the issuance of fines associated with non-responsiveness to enforcement actions	4	6
Violations (new)	Most violations are the result of the processing of applications for development (verification of compliance is needed), requests for compliance, real estate transactions, and/or financial changes.	18	14
Violations (active)	Currently at some point within the process (research, inspection, report, commission contact, remediation submission, approval, construction/work, follow up reporting)	non-quantified	83
Violations (resolved)	Note that when considering the above detailed parts of the process, resolution can take a number of years to complete, especially when follow-up monitoring is typically extended to three years after completion of work	7	14

INLAND WETLANDS DEPARTMENT

SIGNIFICANT ACCOMPLISHMENTS

- Coordinated and implemented the Citation Ordinance program (inspections, reports, citations, notices, construction inspections, etc.)
- Formalized the violation resolution process to improve documentation, and shorten the overall process.

GOALS & OBJECTIVES

- Work with additional departments that comprise the Land Use Group to ensure coordinated enforcement, and the ability for efficient procurement of permits.
- Update Town Inland Wetlands regulations and mapping.
- Provide resources for public education, and improve coordination with the Public Works and other Departments relative to impacts from Town maintenance and construction.
- Develop a public outreach subcommittee and respective program.

BUDGET HIGHLIGHTS

- Restoration of required legal notification expenses into the operating budget.
- Increase the Office Expense line item to compensate for the anticipated/estimated actual annual postal expenses associated with trends in enforcement activity and violation resolution.

INLAND WETLANDS DEPARTMENT

BUDGET - INLAND WETLANDS DEPARTMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0145		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0145-150001	I/W SALARY ADMIN	53,731	28,568	53,750	53,750	-	-	-	53,750	-	0.00%
1001-10-15101-0145-150003	I/W SALARY OTHER	23,926	12,901	23,959	23,959	-	-	-	23,959	(0)	0.00%
1001-10-15101-0145-150005	I/W SALARY PT	23,452	12,095	26,650	56,697	(30,047)	-	-	26,650	-	0.00%
1001-10-15101-0145-153065	I/W CONSULTANT FEES	-	-	-	1,000	(1,000)	-	-	-	-	0.00%
1001-10-15101-0145-153145	I/W EQUIPMENT	-	-	-	500	-	-	-	500	500	100.00%
1001-10-15101-0145-153385	I/W OFFICE EXPENSE	7,386	1,410	2,855	4,200	-	-	-	4,200	1,345	47.11%
1001-10-15101-0145-153390	I/W OPERATING EXPENSE	213	-	300	1,800	(1,500)	-	-	300	-	0.00%
1001-10-15101-0145-153594	I/W CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL INLAND/WETLANDS EXPENDITURE		108,708	54,974	107,514	141,906	(32,547)	-	-	109,359	1,845	1.72%

BUDGET - INLAND WETLANDS DEPARTMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
REVENUES: Dept 0145		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14007-140740	I/W COMMISSION REVENUE	10,537	2,202	10,000	14,000	-	-	-	14,000	4,000	40.00%
TOTAL INLAND/WETLANDS REVENUE:		10,537	2,202	10,000	14,000	-	-	-	14,000	4,000	40.00%

SALARY DETAIL - INLAND WETLANDS DEPARTMENT

Dept 0145		17-18	18-19							
1001-10-15101-0145-150001	Inland Wetlands Agent	53,750	53,750							
Total Admin:		53,750	53,750							
1001-10-15101-0145-150003	Land Use Group Coordinator	23,959	23,959							
	Longevity	-	-							
	Inspection Enforcement-FT	-	-							
Total Other:		23,959	23,959							
1001-10-15101-0145-150005	Inspection Enforcement-PT	26,650	26,650	<i>PT to FT- FS Elim</i>	Hours/yr <u>17-18</u>	Hrly Rate <u>17-18</u>	\$ Amount <u>17-18</u>	Hours/yr <u>18-19</u>	Hrly Rate <u>18-19</u>	\$ Amount <u>18-19</u>
Total Part Time:		26,650	26,650		1,300	\$ 20.50	\$ 26,650	1,300	\$ 20.50	\$ 26,650
Total Inland/Wetlands:		104,359	104,359							
Headcount-FT		-	-							
Headcount-PT		3	1							
		<i>*2 FT positions in Engineering</i>								

SALARY SUMMARY	17-18	18-19
I/W SALARY ADMIN	53,750	53,750
I/W SALARY OTHER	23,959	23,959
I/W SALARY PT	26,650	26,650
	104,359	104,359

INLAND WETLANDS DEPARTMENT

EXPENDITURES:						
1001-10-15101-0145-153065 I/W CONSULTANT FEES	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Restoration to contingency level	1,000	(1,000)			-	
	1,000	(1,000)	-	-	-	
1001-10-15101-0145-153145 I/W EQUIPMENT	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Routine maintenance on inland/wetland specialized equipment and associated maintenance	500				500	restoration to contingency level
	500	-	-	-	500	
1001-10-15101-0145-153385 I/W OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Legal Notices	1,500				1,500	*Restoration of required legal notices expenditures in operating budget
Office Supplies	200				200	
Postal Expenses	2,500				2,500	
Anticipated increase, noting current 5 mo. Balance of \$1,300 = \$3,000 annual cost (expense due to a notable increase in enforcement/legal issues)					-	
					-	
	4,200	-	-	-	4,200	
1001-10-15101-0145-153390 I/W OPERATING EXPENSE	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Miscellaneous	150				150	
Memberships/Affiliations (SWCD)	1,500	(1,500)			-	
Restore funds for reinstatement of membership in the South West Conservation District.					-	
Professional Development	150				150	
	1,800	(1,500)	-	-	300	
1001-10-15101-0145-153594 I/W CAPITAL	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	-	-	-	-	-	
1001-10-15101-0145-153385						
REVENUES:						
1001-10-14007-140740 I/W COMMISSION REVENUE	*Restoration of	18-19	18-19	18-19	18-19	
	Explanation	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Application Fees, Agent Approval	14,000				14,000	This is just initial fines paid. Final fines (if appl.) paid thru pending filings per Town Attorney
Application Fees, Public Hearing					-	
Fees, IW Citation Program Fines,					-	
Copies, Maps, Publications, Misc					-	
and State Surcharge					-	
	14,000	-	-	-	14,000	This is the average revenue for the last five years

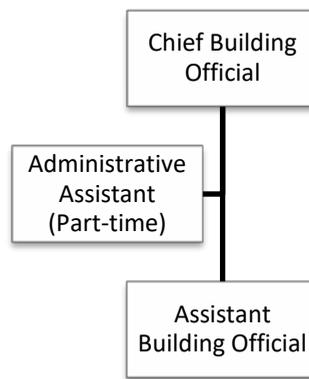
BUILDING DEPARTMENT

The mission of the Building Department is to maximize building safety for the general public, uphold the State Building Code, record retention efficiency and maintain public relations.

PRIMARY PROGRAMS & SERVICES

- The Building Department establishes and enforces building, electrical, mechanical, plumbing and energy code requirements necessary to promote the health and life safety for the people of Monroe by reviewing, developing, adopting and administering the State Building Code. (Connecticut General Statutes Chapter 541 and but not limited to Sections 29-262-1a through 29-262-11a.)
- Conducts plan reviews; issues permits; performs inspections and testing; issues Certificates of Occupancies for each form of new, repaired, or altered structures throughout the town.
- Researches State Statutes and Building Codes, and coordinates town department approvals to maximize building safety conditions for the general public, whether in schools, businesses, or residential homes.
- Acts as liaison for the Architectural Review Board, the public and contractors. Accumulates documents and updates the public relative to code requirements and safety issues.
- Investigates complaints, fire and demolition activities; responds to emergencies; issues abatelements, cease and desist orders, investigates and processes violations, request orders for condemnation, injunctions, and fines.
- Maintain the high ISO insurance rating for the Town.

ORGANIZATION CHART



BUILDING DEPARTMENT

PERFORMANCE METRICS

<u>Type</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Residential	344	221	184	202
Business/Industrial	76	51	25	41
Public Buildings				2
Other (e.g., pools, sheds)	289	144	199	264
Mechanical (e.g., electric, HVAC)	1,788	803	884	925
Totals	2,497	1,219	1,292	1,434

SIGNIFICANT ACCOMPLISHMENTS

- Updated recent code changes into all processes.

GOALS & OBJECTIVES

- Update our digitized record system.
- Maintain ISO standards.
- Update the public on the recent code changes.

BUDGET HIGHLIGHTS

- Partial restoration of administrative assistant hours to improve customer service and allow building officials to spend more time in the field.

BUILDING DEPARTMENT

BUDGET - BUILDING DEPARTMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
Dept 0150											
1001-10-15101-0150-150001	BUILDING SALARY ADMIN	78,758	42,666	78,851	78,851	-	-	-	78,851	(0)	0.00%
1001-10-15101-0150-150003	BUILDING SALARY OTHER	62,841	31,785	63,462	63,462	-	-	-	63,462	0	0.00%
1001-10-15101-0150-150005	BUILDING SALARY PT	18,122	8,829	19,245	39,541	(15,291)	-	-	24,250	5,005	26.01%
1001-10-15101-0150-153065	BLDG CONSULTANT FEES	-	-	500	500	-	-	-	500	-	0.00%
1001-10-15101-0150-153145	BUILDING EQUIPMENT	-	-	200	200	-	-	-	200	-	0.00%
1001-10-15101-0150-153385	BUILDING OFFICE EXPENSE	4,920	318	6,500	6,500	-	-	-	6,500	-	0.00%
1001-10-15101-0150-153579	BUILDING VEHICLE FUEL	-	446	1,100	1,100	-	-	-	1,100	-	0.00%
1001-10-15101-0150-153580	BUILDING VEHICLE EXPENSE	1,371	599	1,400	1,400	-	-	-	1,400	-	0.00%
1001-10-15101-0150-153594	BUILDING CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL BUILDING EXPENDITURES:		166,012	84,643	171,258	191,554	(15,291)	-	-	176,263	5,005	2.92%

BUDGET - BUILDING DEPARTMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
REVENUES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140115	BUILDING PERMITS REVENUE	317,814	243,903	275,000	275,000	-	-	-	275,000	-	0.00%
TOTAL BUILDING REVENUE:		317,814	243,903	275,000	275,000	-	-	-	275,000	-	0.00%

SALARY DETAIL - BUILDING DEPARTMENT

Dept 0150		17-18	18-19								
1001-10-15101-0150-150001	Building Inspector	78,401	78,401								
	Longevity	450	450								
	Total Administration:	78,851	78,851								
1001-10-15101-0150-150003	Assistant Building Inspector	63,112	63,112								
	Longevity	350	350								
	Leap Year	-	-								
	Total Other:	63,462	63,462								
1001-10-15101-0150-150005	Administrative Assistant I-PT	17,745	22,750 <i>PT to FT-Elim</i>	1,014	\$ 17.50	\$ 17,745	1,300	\$ 17.50	\$ 22,750		
	Paid Time Off Coverage	1,500	1,500	100	\$ 15.00	\$ 1,500	100	\$ 15.00	\$ 1,500		
	Total Part-Time:	19,245	24,250							<i>*FS will increase from 19.5hrs to 25 hrs (1,300 hours) \$22,750</i>	
	Total Building:	161,558	166,563								
	Headcount-FT	2	2								
	Headcount-PT	1	1								

SALARY SUMMARY	17-18	18-19
BUILDING SALARY ADMIN	78,851	78,851
BUILDING SALARY OTHER	63,462	63,462
BUILDING SALARY PT	19,245	24,250
	161,558	166,563

BUILDING DEPARTMENT

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19
1001-10-15101-0150-153065	BLDG CONSULTANT FEES	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Building consultant fees		500				500
						-
		500	-	-	-	500
1001-10-15101-0150-153145	BUILDING EQUIPMENT	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Test / Analysis Equipment		200				200
						-
		200	-	-	-	200
1001-10-15101-0150-153385	BUILDING OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Copies		920				920
Professional Develop /License Maint		2,040				2,040
Office Supplies/ Code Books		3,000				3,000
Postal Expenses		540				540
		6,500	-	-	-	6,500
1001-10-15101-0150-153579	BUILDING VEHICLE FUEL	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Fuel For Two Vehicles		1,100				1,100
						-
		1,100	-	-	-	1,100
1001-10-15101-0150-153580	BUILDING VEHICLE EXPENSE	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Repair Cost For Two Vehicles		1,400				1,400
						-
		1,400	-	-	-	1,400

PLANNING & ZONING DEPARTMENT

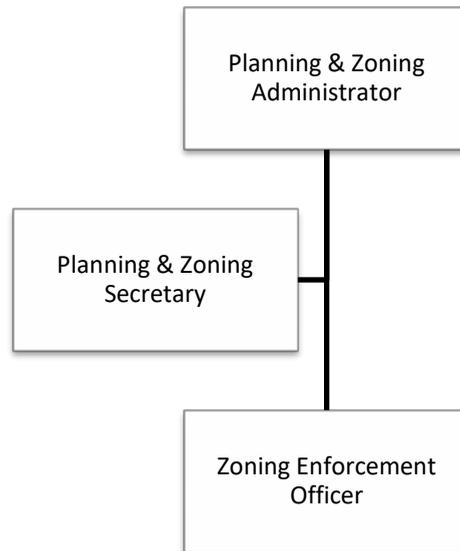
To protect the public health, safety and general welfare of the community by providing administrative and professional technical services to the Planning and Zoning Commission, Zoning Board of Appeals, associated local boards and commissions, federal agencies, state agencies, and the general public, in order to assist the Town in guiding the orderly development and use of land to provide housing and employment opportunities; to stabilize the property tax base; to foster and enhance the visual image and vernacular character of the Town; and to protect open space and areas of sensitive and unique natural resources within the Town.

PRIMARY PROGRAMS & SERVICES

- Administrative and professional technical services to the Planning and Zoning Commission, Zoning Board of Appeals and related enforcement capacities under the Zoning Enforcement Officer, including Zoning Citation Hearing Officer.
- Record files organization, management and maintenance; land use development application review and processing; and enforcement/permitting inspections, compliance assessment, reports and legal coordination with Town Attorney.
- Responsible for and provides hands-on support services to Town residents and property owners, developers and institutional/civic organizations, as well as in regard to Planning and Zoning Commission and Town initiatives and projects.
- Study and administration of matters relating to the physical, social and economic planning and coordinated development of the Town in accordance with the Town Charter, Plan of Conservation and Development, Zoning Regulations and Subdivision Regulations.
- Preparation of draft amendments to Zoning Regulations and Subdivision Regulations, as well as other Town Ordinances.
- Maintenance of the official Town Plan of Conservation and Development (POCD), Official Zoning Map, Zoning Regulations, Subdivision Regulations and Street Index.
- Public and intra-agency government assistance and referral consideration.

PLANNING & ZONING DEPARTMENT

ORGANIZATION CHART



PLANNING & ZONING DEPARTMENT

PERFORMANCE METRICS

YEAR 2017

PLANNING & ZONING and ZONING BOARD OF APPEALS				
ACTION / PERMIT	PYP	NEW	DET	EYP
Special Exception Permits	4	13	15	2
Site Development Plan	0	6	6	0
Permit Amendment Modification	1	5	6	0
Excavation /Filling Permit	0	0	0	0
Subdivision	1	2	3	0
Zone Boundary Change	1	2	3	0
Zoning Text Amendment	4	12	16	0
Subdivision Text Amendment	0	0	0	0
CGS §8-24 Municipal Referral	0	2	1	1
Bond Reduction/Release	0	8	8	0
ZBA Variance Applications	2	6	7	1
ZBA Court Appeals	0	1	1	0
P&Z Court Appeals	1	3	4	0
INDEX: PYP – Past Year Pending NEW – New Submission DET – Determination Issued EYP – End of Year Pending # – Number Issued				

ZONING ENFORCEMENT OFFICER (ZEO)	
ACTION / PERMIT	#
Certificate of Zoning Compliance (Zoning Permit)	234
Accessory Apartment Permits	4
Home Based Business Permits	24
Sign Permits	26
Other Building Permit Signoffs	203
Floodplain Permits	6
Zoning Compliance Letters	10
Zoning Notice of Violation	31
Zoning Citation	4
Blight Citation	0
ZEO Decision Appeals to ZBA	1
ZEO Decision Appeals to Court	2
OTHER	
New Commercial Square Footage	62,961 sf
Repurposed Commercial Square Footage	118,814 sf
New House Construction Approved	18
Counter, Phone and Email Inquires	Thousands

(*) NOTE: The above data is purely quantitative and does not distinguish variable complexity, or lack thereof, for an individual permit, action taken or service rendered. For instance, ten (10) permits issued in any given period do not necessarily involve equal staff resource/time consumption (i.e., a new large industrial project in comparison to a small addition to an existing commercial building; or permits for sheds and other small items where staff resource/time consumption is minimal compared to permits for new building construction, use changes and other larger projects where the amount of staff resource/time devoted would be much greater). The numbers also do not convey site or applicant specific considerations (i.e., water/septic capacity, environmental constraints, neighbor concerns/opposition, professional consultants involved or not, developer verse non-developer). The numbers also do not convey the level or interagency interaction involved (i.e., traffic generator, CT DEEP, CT DOT, watershed, wetlands, floodplain, etc). Also not conveyed, is the time/resources devoted to processing tasks and other staff work.

PLANNING & ZONING DEPARTMENT

SIGNIFICANT ACCOMPLISHMENTS

- Contribution to expansion of Town Grand List generating new annual tax revenue.
- Expansion of available online (website) material; additional digital fill-in permit application forms and department information.
- Adoption of several Zoning Regulations Amendments:
 - Accessory Outdoor Dining (added new use)
 - Setback Exceptions for Stormwater Structures and Septics (expanded exceptions)
 - Mobile Food Vendors (added new use)
 - Pavement Surface Materials
 - Conditional Zoning Certificate of Compliance Timing
 - Wall Signs & Off-Premises Signs (expanded permitted signs)
 - Outdoor Recreation Sports Field Lights (expanded use)
 - Museums and Art Studio/Gallery (added new uses)
 - Landmark Property (expanded use)

GOALS & OBJECTIVES

- Initiate scoping and RFP process regarding the preparation of updated Plan of Conservation and Development (anticipated adoption by 12/2020), including POCD updated focus, budget and consultant RFP and selection.
- Provide continued assistance to the Planning and Zoning Commission in the preparation and adoption of Commission amendments to the Zoning Regulations and Subdivision Regulations consistent with the Plan of Conservation and Development.
- Implementation of backlog of GIS updates (parcels, zone changes, etc) with MetroCOG GIS services.
- Provide needed training and assistance to new members of the Planning and Zoning Commission and Zoning Board of Appeals to ensure smooth and efficient engagement.
- Continue interdepartmental cooperation within the Land Use Group to improve customer service and understanding of land use development regulations and permitting processes.
- Support ongoing enforcement activities, including legal follow-through on Zoning Citation Officer's determinations affirming ZEO actions/orders, as well as resolution on anticipated revisions to blight ordinance and its enforcement.

PLANNING & ZONING DEPARTMENT

BUDGET HIGHLIGHTS

- Restoration of Town Planner position:
 - Additional technical resources to support and improve customer service.
 - Oversight for streamlining and coordinating the land use permitting process.
 - Management and oversight of special projects, including future implementation of technology to support permitting and workflow management.
- Proposed Capital Plan project for 2018-2019 Fiscal Year Budget: GIS Open Space Plan utilizing services of MetroCOG*, providing direct extension and enhancement to existing Town GIS resources (*MetroCOG supports the Town’s GIS system and is significantly less costly than using a private GIS consultant).
- Restoration of required legal notice expenses into the operating budget.

BUDGET - PLANNING & ZONING DEPT											
EXPENDITURES:											
		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
PLANNING AND ZONING:	Dept 0155										
1001-10-15101-0155-150001	P&Z SALARY ADMIN	74,436	40,081	75,205	74,437	90,000	-	-	164,437	89,232	118.65%
1001-10-15101-0155-150003	P&Z SALARY OTHER	38,928	20,086	40,513	41,954	-	-	-	41,954	1,441	3.56%
1001-10-15101-0155-153065	P&Z CONSULTANT FEES	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0155-153385	P&Z OFFICE EXPENSE	12,054	2,266	10,000	13,400	-	-	-	13,400	3,400	34.00%
1001-10-15101-0155-153440	P&Z PRINTING	-	82	750	750	-	-	-	750	-	0.00%
1001-10-15101-0155-153485	P&Z R & M EQUIPMENT	-	-	200	200	-	-	-	200	-	0.00%
1001-10-15101-0155-153594	P&Z CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
	PLANNING & ZONING	125,418	62,515	126,668	130,740	90,000	-	-	220,740	94,072	74.27%
EXPENDITURES:											
		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
P & Z ENFORCEMENT:	Dept 0156										
1001-10-15101-0156-150003	P&Z ZON ENF SALARY OTHER	59,872	29,904	59,938	59,938	-	-	-	59,938	(0)	0.00%
1001-10-15101-0156-150005	P&Z ZON ENF SALARY PT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0156-150950	P&Z ZON HEARING OFFICER	-	-	250	250	-	-	-	250	-	0.00%
1001-10-15101-0156-153385	P&Z ZON ENF OFFICE EXPENSE	120	149	500	500	-	-	-	500	-	0.00%
1001-10-15101-0156-153579	P&Z ZON ENF VEHICLE FUEL	-	142	400	600	-	-	-	600	200	50.00%
1001-10-15101-0156-153580	P&Z ZON ENF VEHICLE EXPENSE	408	-	600	600	-	-	-	600	-	0.00%
1001-10-15101-0156-153594	P&Z ENFORCEMENT CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
	P&Z ENFORCEMENT	60,400	30,195	61,688	61,888	-	-	-	61,888	200	0.32%
	TOTAL P & Z/ENF EXPENDITURES:	185,818	92,711	188,356	192,628	90,000	-	-	282,628	94,272	50.05%

PLANNING & ZONING DEPARTMENT

BUDGET - PLANNING & ZONING DEPT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
REVENUES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0155										
1001-10-14003-140135	P&Z PERMITS REVENUE	45,126	10,772	35,000	36,000	-	-	-	36,000	1,000	2.86%
	TOTAL P & Z REVENUE:	45,126	10,772	35,000	36,000	-	-	-	36,000	1,000	2.86%

SALARY DETAIL - PLANNING & ZONING DEPT

PLANNING & ZONING

Dept 0155

17-18

18-19

1001-10-15101-0155-150001	Town Planner	-	90,000
	P&Z Administrator	75,205	74,437
	Longevity	-	-
	Total Administration:	75,205	164,437
1001-10-15101-0155-150003	Secretary	40,513	41,954
	Longevity	-	-
	Leap Year	-	-
	Total Other:	40,513	41,954
	Total P&Z	115,718	206,390

ENFORCEMENT

Dept 0156

17-18

18-19

1001-10-15101-0156-150003	Zoning Enforcement Officer	59,838	59,838
	Longevity	100	100
	Leap Year	-	-
	Total Other:	59,938	59,938
1001-10-15101-0156-150005	PT Enforcement Personnel	-	-
	Total Part Time:	-	-
	P&Z Enforcement:	59,938	59,938
	Total P&Z:	175,656	266,328
	Headcount-FT	3	4
	Headcount-PT	0	0

SALARY SUMMARY

17-18

18-19

P&Z SALARY ADMIN	75,205	164,437
P&Z SALARY OTHER	40,513	41,954
	115,718	206,390
P&Z ZON ENF SALARY OTHER	59,938	59,938
P&Z ZON ENF SALARY PT	-	-
	59,938	59,938
TOTAL PLANNING & ZONING:	175,656	266,328

PLANNING & ZONING DEPARTMENT

EXPENDITURES:

PLANNING AND ZONING:

1001-10-15101-0155-153065	P&Z CONSULTANT FEES	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
		-	-	-	-	-	
1001-10-15101-0155-153385	P&Z OFFICE EXPENSE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Postage		2,000				2,000	Avg \$166/month
Office Supplies		2,000				2,000	
Prof Development/Certification Maintenance		1,400				1,400	AICP Certification and required professional development training
Legal Notices		8,000				8,000	*Restoration of required legal notices expenditures in operating budget
Nondiscretionary expense generated by permit application public hearings and decision notices						-	
		13,400	-	-	-	13,400	
1001-10-15101-0155-153440	P&Z PRINTING	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Outsourced copying/binding of Dept studies, POCD, Regulations and similar		750				750	
		750	-	-	-	750	
1001-10-15101-0155-153485	P&Z R & M EQUIPMENT	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Office equipment maintenance, repair and replacement		200				200	
		200	-	-	-	200	
1001-10-15101-0155-153594	P&Z CAPITAL	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
		-	-	-	-	-	
P & Z ENFORCEMENT:							
1001-10-15101-0156-150950	P&Z ZON HEARING OFFICER	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Citation appeals process expenses		250				250	
		250	-	-	-	250	

PLANNING & ZONING DEPARTMENT

		18-19	18-19	18-19	18-19	18-19	
1001-10-15101-0156-153385	P&Z ZON ENF OFFICE EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Postage	100				100	
	Office Supplies	200				200	
	Prof Development / Certification Maintenance	200				200	CAZEO mtgs, certification and training
		500	-	-	-	500	
1001-10-15101-0156-153579	P&Z ZON ENF VEHICLE FUEL	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Fuel Est \$50/month	600				600	
		600	-	-	-	600	
1001-10-15101-0156-153580	P&Z ZON ENF VEHICLE EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Annual and Unknown vehicle maintenance/repair	600				600	
		600	-	-	-	600	
1001-10-15101-0156-153594	P&Z ENFORCEMENT CAPITAL	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		-	-	-	-	-	
		-	-	-	-	-	
<u>BUDGET - PLANNING & ZONING DEPT</u>							
REVENUE:							
1001-10-14003-0000-140135	P&Z PERMITS REVENUE	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	P&Z Application Fees	10,000				10,000	
	ZBA Application Fees	5,000				5,000	
	Zoning Permit Fees	20,000				20,000	
	Copies/Maps/Doc Fees	500				500	
	State Surcharge Fee Hold-Back	500				500	
		36,000	-	-	-	36,000	

TOWN HALL MAINTENANCE (DEPARTMENT OF PUBLIC WORKS)

See the Department of Public Works for the budget narrative.

BUDGET - TOWN HALL MAINTENANCE (PUBLIC WORKS)		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0160		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0160-150003	TH MAINT SALARY OTHER	98,065	51,257	101,611	101,611	-	-	-	101,611	0	0.00%
1001-10-15101-0160-151040	TH MAINT WATER	2,942	1,074	3,500	3,500	-	-	-	3,500	-	0.00%
1001-10-15101-0160-153075	TH MAINT CONTRACTED SVCS	57,781	33,078	89,260	78,528	42,263	-	-	120,791	31,531	35.32%
1001-10-15101-0160-153145	TH MAINT EQUIPMENT	4,574	-	1,400	7,400	(1,400)	-	-	6,000	4,600	328.57%
1001-10-15101-0160-153390	TH MAINT OPERATING EXPENSE	86,192	28,499	85,104	92,013	(42,263)	-	-	49,750	(35,354)	-41.54%
1001-10-15101-0160-153563	TH MAINT ELECTRIC	101,135	54,575	98,600	102,000	-	-	-	102,000	3,400	3.45%
1001-10-15101-0160-153564	TH MAINT HEAT	41,475	10,955	31,960	42,000	-	-	-	42,000	10,040	31.41%
1001-10-15101-0160-153579	TH MAINT VEHICLE FUEL	-	-	-	18,000	(18,000)	-	-	-	-	0.00%
1001-10-15101-0160-153594	TH MAINT CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL TOWN HALL MAINTENANCE:		392,164	179,438	411,435	445,052	(19,400)	-	-	425,652	14,217	3.46%

SALARY DETAIL - TOWN HALL MAINTENANCE (PUBLIC WORKS)

		<u>Dept 0160</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15101-0160-150003	Custodian		40,066	40,066
	Longevity		-	-
	Leap Year		-	-
	Building Maintainer/Custodian		51,361	51,361
	Longevity		225	225
	Leap Year		-	-
	Overtime/Replacement Personnel		9,960	9,960
Total Town Hall Maintenance:			101,611	101,611
Headcount-FT			2	2
Headcount-PT			-	-
 SALARY SUMMARY			17-18	18-19
TH MAINT SALARY OTHER			101,611	101,611

TOWN HALL MAINTENANCE (DEPARTMENT OF PUBLIC WORKS)

EXPENDITURES:	18-19	18-19	18-19	18-19	18-19	
1001-10-15101-0160-151040 TH MAINT WATER	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
27,000 cf @ \$.12000	3,500				3,500	
	3,500	-	-	-	3,500	
1001-10-15101-0160-153075 TH MAINT CONTRACTED SVCS	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
HVAC Maintenance Contract (Edgerton - All Buildings)	20,000				20,000	Contracted
Emergency Generator Service Contract (Sr. Center)	850				850	Contracted
Emergency Generator Service Contract (Data Center)	800				800	Contracted
Emergency Generator Service Contract (Dog Pound)	-				-	Covered by Police Dept
Emergency Generator Service Contract (Town Hall)	1,000				1,000	Contracted
Emergency Generator Service Contract (Library)	1,000				1,000	Contracted
PD/Town HVAC controls contract - SNE building systems	3,850				3,850	Contracted
Library HVAC controls contract - SNE building systems	2,743				2,743	Contracted
Custodial Services for Police Station	25,100				25,100	Contracted
Town Hall Elevator Maintenance & Inspection Agreement (\$350/mth)	3,700				3,700	Contracted
NEW - above ground storage tank & ATG Maintenance & Service	2,000				2,000	Contracted
Highway Garage Industrial Stormwater Permit, Monitoring, Inspections					-	Contracted
Annual Employee Training (SWPPP & SPCC Plans)	1,150				1,150	Contracted
Stormwater Sampling Collection & DEEP Reporting	1,800				1,800	Contracted
Laboratory Analysis of Stormwater Samples	2,025				2,025	Contracted
Analysis of two rounds of samples for Aquatic Toxicity	2,550				2,550	Contracted
Monthly Inspection Reports required by SWPPP	6,960				6,960	Contracted
Semi-Annual Inspection reports required by SWPPP	1,000				1,000	Contracted
Quarterly Stormwater Visual Analysis and quarterly inspections required by	2,000				2,000	Contracted
MOVED FROM TOWN HALL OPERATING EXPENSE TO CONTRACTED SERVICES		42,263			42,263	
	78,528	42,263	-	-	120,791	
1001-10-15101-0160-153145 TH MAINT EQUIPMENT	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Commercial Backpack Vacuum	570				570	
Hammer Drill	220				220	
Cordless Drill & Saw Combination Kit	210				210	
NEW Portable Air Compressor (\$1200)	1,200	(1,200)			-	
NEW Rubber Air Compressor Hose (\$100)	100	(100)			-	
NEW Angle Grinder (\$100)	100	(100)			-	
Oil / Air Filter Change (Oil Change 4, Air Filter 4)	100				100	
Tires (2 ct X \$125/EA)	250				250	
Vehicle R&M (Tuneup, Brakes, Battery, Belts, Hoses, Fluids)	150				150	
1 - 40 yard cargo container to replaced rotted container	4,500				4,500	
	7,400	(1,400)	-	-	6,000	

TOWN HALL MAINTENANCE (DEPARTMENT OF PUBLIC WORKS)

1001-10-15101-0160-153390 TH MAINT OPERATING EXPENSE	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Cleaning/Maintenance supplies (bulbs, paper goods)	9,000				9,000	
Building & Equipment Maintenance	18,850				18,850	
Maintenance of Stepney #2, Monroe #2 & Stevenson #2 Firehouses	16,500				16,500	
Clerical Union Contract - Building Maintainer & Custodian Boots \$200 X 2ct	400				400	Union Contract
Monroe Station #2/Town Hall Fire Sprinkler System tes & inspection	2,700				2,700	<i>Contracted</i>
MANDATORY - 5 Year NFPA Internal Fire Sprinkler Inspection @ Monroe #2	1,600				1,600	<i>Contracted</i>
MVFD #2 Generator Service Contract	920				920	<i>Contracted</i>
Step. #2 Generator Service Contract	610				610	<i>Contracted</i>
Stev. #2 Generator Service Contract	830				830	<i>Contracted</i>
Testing, adjusting & balancing HVAC system	-				-	<i>Contracted</i>
Clean restroom ventilation ducts	-				-	<i>Contracted</i>
Custodial Cleaning (Library)	29,353				29,353	<i>Contracted</i>
Fire Alarm Monitoring - Library - Shelton Alarm Systems	420				420	<i>Contracted</i>
Fire Alarm Service Contract - Library - FAS Systems	1,640				1,640	<i>Contracted</i>
Fire Alarm Monitoring - Schools - Shelton Alarm Systems	3,360				3,360	<i>Contracted</i>
Fire Alarm Monitoring - Data Center - Shelton Alarm Systems	420				420	<i>Contracted</i>
Fire Alarm Monitoring - Town Hall - Shelton Alarm Systems	420				420	<i>Contracted</i>
Fire Alarm Monitoring - Monroe Station #2- Shelton Alarm Systems	470				470	<i>Contracted</i>
Septic Pump Out - Town Hall & Library - Amherst Septic	2,520				2,520	<i>Contracted</i>
Besam Doors Service Contract at Library	2,000				2,000	<i>Contracted</i>
MOVED TO CONTRACTED SERVICES		(42,263)			(42,263)	
	92,013	(42,263)	-	-	49,750	
1001-10-15101-0160-153563 TH MAINT ELECTRIC	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
580,000 kwh @ \$.17	102,000				102,000	
	102,000	-	-	-	102,000	
1001-10-15101-0160-153564 TH MAINT HEAT	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
#2 Heating Fuel (21,000 Gallons @ \$1.99/gal)	42,000				42,000	
	42,000	-	-	-	42,000	
1001-10-15101-0160-153579 TH MAINT VEHICLE FUEL	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
DPW Fuel usage	18,000	(18,000)			-	
	18,000	(18,000)	-	-	-	

CHALK HILL BUILDING (DEPARTMENT OF PUBLIC WORKS)

See the Department of Public Works for the budget narrative.

BUDGET - CHALK HILL (PUBLIC WORKS)		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0161		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0161-150003	CHALK HILL SALARY OTHER	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-151150	CHALK HILL HIBERNATION	-	45,578	50,000	11,000	(11,000)	-	-	-	(50,000)	-100.00%
1001-10-15101-0161-151040	CHALK HILL WATER	5,413	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-151075	CHALK HILL CONTRACTED SERVICES	1,727	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-153390	CHALK HILL OPERATING EXPENSE	21,295	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-153563	CHALK HILL ELECTRIC	49,177	-	-	-	11,000	-	-	11,000	11,000	100.00%
1001-10-15101-0161-153564	CHALK HILL HEAT	48,751	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-153579	CHALK HILL VEHICLE FUEL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-153594	CHALK HILL CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL CHALK HILL SCHOOL:		126,363	45,578	50,000	11,000	-	-	-	11,000	(39,000)	-78.00%

BUDGET - CHALK HILL (PUBLIC WORKS)

EXPENDITURES:

18-19	18-19	18-19	18-19	18-19	18-19	Explanation
Department	FS Adj	TC Adj	BOF Adj	Total Budget		
1001-10-15101-0161-151150	CHALK HILL HIBERNATION					
Electricity	11,000	(11,000)	-	-	-	moved to electricity
	11,000	(11,000)	-	-	-	
1001-10-15101-0161-151040	CHALK HILL WATER					
	-	-	-	-	-	
1001-10-15101-0161-151075	CHALK HILL CONTRACTED SERVICES					
	-	-	-	-	-	
1001-10-15101-0161-153390	CHALK HILL OPERATING EXPENSE					
	-	-	-	-	-	
1001-10-15101-0161-153563	CHALK HILL ELECTRIC					
Electricity	-	11,000	-	11,000	11,000	moved from Hibernation
	-	11,000	-	-	11,000	

SPECIAL & REGIONAL PROGRAMS

BUDGET - SPECIAL PROGRAMS		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:	Dept 0200	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0200-150019	SP ST J NURSE S10 SALARY OTHER	-	-	-	-	-	-	-	-	-	-
1001-10-15101-0200-151210	SP C-MED COMMUN CONT	78,938	39,992	79,983	82,828	-	-	-	82,828	2,845	3.56%
1001-10-15101-0200-151220	SP FAMILY SVC WOODFIELD	-	-	1,000	-	-	-	-	-	(1,000)	-100.00%
1001-10-15101-0200-151230	SP HISTORIC SOCIETY	1,500	-	1,500	-	-	-	-	-	(1,500)	-100.00%
1001-10-15101-0200-151240	S P MEMORIAL DAY PARADE	1,935	-	3,000	3,000	-	-	-	3,000	-	0.00%
1001-10-15101-0200-151250	SP TTLXX GRANT CRISIS - COUNCIL OF CHURCHES	-	-	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15101-0200-151260	S P YOUTH SUBSTANCE ABUSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0200-151270	SP VOL FIRE TAX INCENTIVE	54,962	54,326	59,000	59,000	-	-	-	59,000	-	0.00%
1001-10-15101-0200-151280	SP MASUK WELL MONITORING	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL SPECIAL PROGRAMS	137,335	94,318	145,483	145,828	-	-	-	145,828	345	0.24%

BUDGET - REGIONAL PROGRAMS		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:	Dept 0250	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0250-151300	RP CT CONF OF MUNICIPALITIES	12,053	12,053	12,240	12,053	-	-	-	12,053	(187)	-1.53%
1001-10-15101-0250-151310	RP CT SMALL TOWN	1,025	1,025	1,025	1,025	-	-	-	1,025	-	0.00%
1001-10-15101-0250-151320	RP LAKE ZOAR AUTHORITY	21,365	19,568	19,568	18,761	-	-	-	18,761	(807)	-4.12%
1001-10-15101-0250-151330	RP REGIONAL PLANNING	8,876	8,876	8,876	8,876	-	-	-	8,876	-	0.00%
1001-10-15101-0250-151340	RP REGIONAL NETWORK PROG	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0250-151350	RP PROBATE COURT	5,785	5,842	5,785	5,763	-	-	-	5,763	(22)	-0.38%
1001-10-15101-0250-151360	RP SW CT EMS COUNCIL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0250-151370	RP SW REG MNTL HEALTH BD	1,500	-	1,500	2,000	-	-	-	2,000	500	33.33%
	TOTAL REGIONAL PROGRAMS	50,604	47,364	48,994	48,478	-	-	-	48,478	(516)	-1.05%

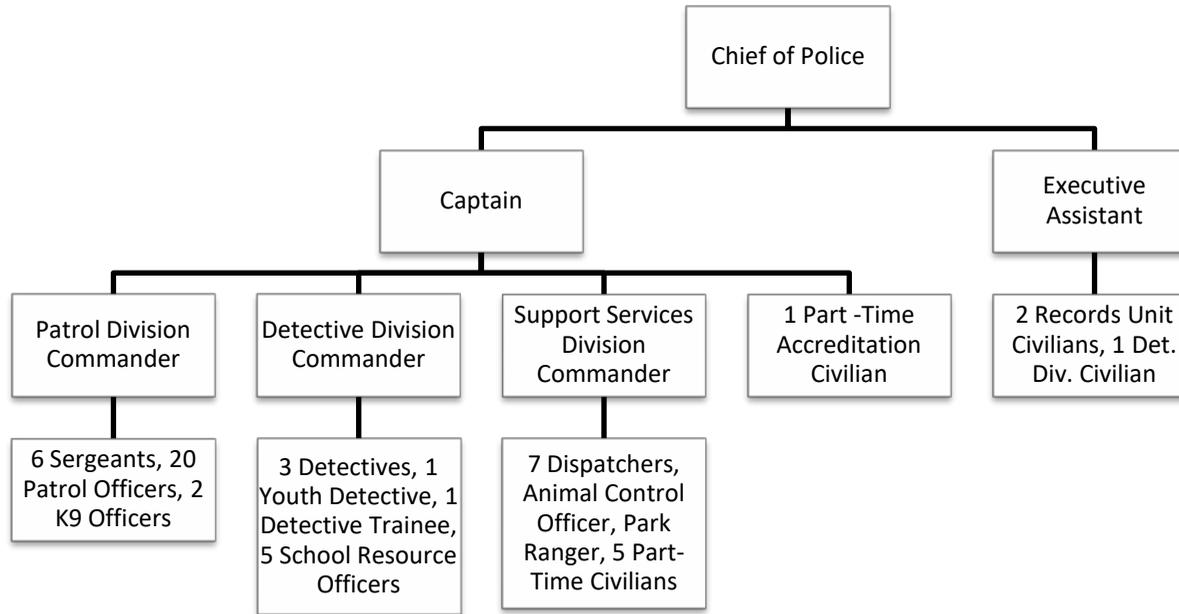
POLICE DEPARTMENT

The Monroe Police Department provides a safe and orderly environment in the town through professional services, dedication and partnership with the community to enhance the quality of life, while maintaining the highest moral and ethical standards.

PRIMARY PROGRAMS & SERVICES

- Primary Law Enforcement Agency for the Town of Monroe.
- Investigate all criminal offenses, vehicular collisions and serious injury events within this jurisdiction.
- Provide community oriented service to residents and businesses to deter or prevent criminal behavior or anti-social conduct.
- Emergency Medical Service First Responders.
- Proactive traffic safety initiatives.
- Implement youth/police activities and events.

ORGANIZATION CHART



POLICE DEPARTMENT

PERFORMANCE METRICS

	<u>FISCAL YEAR 2016-2017</u>	<u>FISCAL YEAR 2015-2016</u>	<u>FISCAL YEAR 2014-2015</u>
BURGLARY	21	32	42
LARCENY	84	86	122
ROBBERY	2	3	2
SEX CRIMES	10	4	7
DOMESTIC VIOLENCE	121	124	130
STOLEN VEHICLE	11	9	8
MOTOR VEHICLE ACCIDENTS	461	489	516
MVA--PARKING LOT	85	104	99
EVADING ACCIDENTS	38	33	27
TRAFFIC STOPS	5,130	4,806	5,855
DUI	93	65	57

SIGNIFICANT ACCOMPLISHMENTS

- Since 2002 achieved and maintained Law Enforcement Accreditation through the voluntary Connecticut Police Officer Standards and Training Council's Accreditation Program.
- Instituted and maintained one of the most robust and skilled police digital forensics examination services in the state, recognized and utilized by other police agencies in the region, State's Attorneys and federal law enforcement agencies.
- Established Juvenile Review Board to serve as an alternative to the juvenile judicial court system, diverting qualifying youth to community based programs/activities rather than referral to juvenile court.
- Reimbursed approximately \$50,000 in overtime expenses by the state Office of Highway Safety due to participation in high profile traffic safety initiatives.
- Awarded \$14,525 for computer forensics investigative programs and \$7,800 in overtime reimbursement for participation on two federal law enforcement task forces.

POLICE DEPARTMENT

GOALS & OBJECTIVES

- Continue to improve relationship with community youth.
- Maintain concentration on traffic safety initiatives.
- Enhance community relations.
- Maintain health and wellness of employees, in accordance with the final report of the President's Task Force on 21st Century Policing.
- Recruit and retain highly qualified personnel.

BUDGET HIGHLIGHTS

- Partial restoration of operating expense funds for new police cars (\$75,000); fund remaining through Police Special Duty Account (\$75,000) for a total of four new vehicles.
- Resumed full-year funding of seventh dispatcher.

BUDGET - POLICE DEPARTMENT

EXPENDITURES:		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
POLICE ADMIN:	Dept 0300	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0300-150001	POL SALARY ADMIN	118,154	63,621	118,154	118,154	-	-	-	118,154	-	0.00%
1001-10-15103-0300-150003	POL SALARY OTHER	285,350	149,604	285,155	285,361	-	-	-	285,361	206	0.07%
1001-10-15103-0300-153385	POL OFFICE-EXPENSE	2,706	1,032	10,400	10,400	-	-	-	10,400	-	0.00%
	TOTAL POLICE ADMIN:	406,210	214,257	413,709	413,915	-	-	-	413,915	206	0.05%
POLICE PERSONNEL:	Dept 0305	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0305-150007	POL SALARY UNIFORM	2,748,357	1,367,145	2,922,343	2,977,892	-	-	-	2,977,892	55,549	1.90%
1001-10-15103-0305-150009	POL SALARY DISPATCHER	366,212	178,225	383,386	411,909	-	-	-	411,909	28,523	7.44%
1001-10-15103-0305-150011	POL SALARY SPECIAL DUTY	24,255	10,700	26,974	26,974	-	-	-	26,974	0	0.00%
1001-10-15103-0305-150013	POL SALARY HOLIDAY	131,685	64,545	136,802	138,888	-	-	-	138,888	2,086	1.52%
1001-10-15103-0305-150015	POL SALARY OVERTIME	268,962	130,693	256,250	261,375	-	-	-	261,375	5,125	2.00%
1001-10-15103-0305-150017	POL SALARY O/T TACTICAL	28,578	18,594	35,000	35,000	-	-	-	35,000	-	0.00%
1001-10-15103-0305-151500	POL UNIFORM ALLOWANCE	61,217	15,364	62,685	62,685	-	-	-	62,685	-	0.00%
1001-10-15103-0305-153410	POL PENSION	569,853	296,796	594,798	601,419	-	-	-	601,419	6,621	1.11%
	TOTAL POLICE PERSONNEL:	4,199,119	2,082,062	4,418,238	4,516,141	-	-	-	4,516,141	97,903	2.22%

POLICE DEPARTMENT

		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
POLICE OPERATIONS:	Dept 0310										
1001-10-15103-0310-151505	POL SAFETY EQUIPMENT	26,023	20,453	35,468	35,468	-	-	-	35,468	(0)	0.00%
1001-10-15103-0310-151510	POL NEW POLICE CARS	103,924	-	-	149,900	(74,950)	-	-	74,950	74,950	100.00%
1001-10-15103-0310-151515	POL EMERGENCY FUND	32,663	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0310-151516	POL TRAINING	-	8,940	25,000	25,000	-	-	-	25,000	-	0.00%
1001-10-15103-0310-151520	POL PHOTO LAB	1,486	2,037	2,800	2,800	-	-	-	2,800	-	0.00%
1001-10-15103-0310-151525	POL DETECTIVE BUREAU	4,792	1,456	6,300	6,300	-	-	-	6,300	-	0.00%
1001-10-15103-0310-151530	POL TRAFFIC CONTROL	4,048	3,246	4,750	4,750	-	-	-	4,750	-	0.00%
1001-10-15103-0310-151535	POL RADIO	37,084	33,857	37,585	38,185	-	-	-	38,185	600	1.60%
1001-10-15103-0310-151540	POL RECORD ROOM	22,375	20,989	25,630	26,580	-	-	-	26,580	950	3.71%
1001-10-15103-0310-151545	POL RANGE MAINTENANCE	911	-	1,350	1,350	-	-	-	1,350	-	0.00%
1001-10-15103-0310-151550	POL YOUTH BUREAU	2,363	198	3,800	3,800	-	-	-	3,800	-	0.00%
1001-10-15103-0310-151555	POL CRIME PREVENTION	5,540	2,341	5,900	5,900	-	-	-	5,900	-	0.00%
1001-10-15103-0310-151560	POL ABANDON VEH EXP	195	153	500	500	-	-	-	500	-	0.00%
1001-10-15103-0310-153060	POL COMMUNICATIONS	5,928	3,625	12,925	12,925	-	-	-	12,925	-	0.00%
1001-10-15103-0310-153145	POL EQUIPMENT	22,600	2,889	23,835	24,760	-	-	-	24,760	925	3.88%
1001-10-15103-0310-153390	POL OPERATING EXPENSE	29,122	26,758	44,510	51,210	-	-	-	51,210	6,700	15.05%
1001-10-15103-0310-153579	POL VEHICLE FUEL	-	32,146	93,750	93,750	-	-	-	93,750	-	0.00%
1001-10-15103-0310-153580	POLVEHICLE-EXPENSE	113,622	19,856	49,468	49,468	-	-	-	49,468	-	0.00%
1001-10-15103-0310-153594	POL CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL POLICE OPERATIONS:	412,676	178,943	373,571	532,646	(74,950)	-	-	457,696	84,125	22.52%
	SUBTOTAL - POLICE	5,018,005	2,475,263	5,205,518	5,462,703	(74,950)	-	-	5,387,753	182,235	3.50%
ANIMAL CONTROL:	Dept 0315										
1001-10-15103-0315-150003	AC SALARY OTHER	73,184	36,759	70,019	70,019	-	-	-	70,019	(0)	0.00%
1001-10-15103-0315-150005	AC SALARY PT	33,799	18,551	43,940	43,992	-	-	-	43,992	52	0.12%
1001-10-15103-0315-153045	AC BUILDING & GROUND MAINTENANCE	12,757	683	3,000	3,000	-	-	-	3,000	-	0.00%
1001-10-15103-0315-153390	AC OPERATING EXPENSE	6,726	2,918	9,885	9,885	-	-	-	9,885	-	0.00%
1001-10-15103-0315-153563	AC ELECTRIC	-	1,063	3,060	3,060	-	-	-	3,060	-	0.00%
1001-10-15103-0315-153564	AC HEAT	-	1,689	8,750	8,750	-	-	-	8,750	-	0.00%
1001-10-15103-0315-153579	AC VEHICLE FUEL	-	709	2,375	2,375	-	-	-	2,375	-	0.00%
1001-10-15103-0315-153580	AC VEHICLE EXPENSE	1,729	-	500	600	-	-	-	600	100	20.00%
	TOTAL ANIMAL CONTROL:	128,195	62,371	141,529	141,680	-	-	-	141,680	151	0.11%

POLICE DEPARTMENT

PARK RANGER: Dept 0320		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0320-150003	PR SALARY OTHER	62,205	31,219	64,829	67,268	-	-	-	67,268	2,439	3.76%
1001-10-15103-0320-153145	PR EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0320-153390	PR OPERATING EXPENSE	1,288	347	1,300	1,300	-	-	-	1,300	-	0.00%
1001-10-15103-0320-153579	PR VEHICLE FUEL	-	915	3,125	3,125	-	-	-	3,125	-	0.00%
1001-10-15103-0320-153580	PR VEHICLE EXPENSE	3,468	1,285	1,000	1,000	-	-	-	1,000	-	0.00%
TOTAL PARK RANGER:		66,961	33,766	70,254	72,693	-	-	-	72,693	2,439	3.47%
TOTAL POLICE EXPENDITURES:		5,213,161	2,571,400	5,417,301	5,677,076	(74,950)	-	-	5,602,126	184,825	3.41%

BUDGET - POLICE DEPARTMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
REVENUES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140105	POLICE PERMITS REVENUE	21,166	8,719	15,000	15,000	-	-	-	15,000	-	0.00%
TOTAL POLICE REVENUES:		21,166	8,719	15,000	15,000	-	-	-	15,000	-	0.00%

SALARY DETAIL - POLICE DEPARTMENT

ADMINISTRATION

		Dept 0300	17-18	18-19
1001-10-15103-0300-150001	Police Chief		118,154	118,154
Total Admin:			118,154	118,154
1001-10-15103-0300-150003	Police Captain		108,854	108,854
	Longevity		450	450
	Executive Assistant		55,026	55,007
	Longevity		225	350
	Office Assistant II		39,349	39,349
	Longevity		450	450
	Leap Day		-	-
	Records Clerk		39,349	39,349
	Longevity		350	450
	Leap Day		-	-
	Support Services Assistant		40,652	40,652
	Longevity		450	450
	Leap Day		-	-
Total Other:			285,155	285,361
Total Police Administration:			403,309	403,515

POLICE DEPARTMENT

<u>PERSONNEL</u>	<u>Dept 0305</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15103-0305-150007	Lieutenants Step 2 - 3 officer	266,130	266,130
	Lieutenants Step 1 to 2 - 0 officers	-	-
	Sergeants Step 2 - 6 officers	399,595	479,514
	Sergeants Step 1 to 2 - 0 officers	79,781	-
	Sergeants Step 1 - 0 officer	-	-
	Detectives Step 6 - 2 officers	215,997	143,998
	Youth Officer Step 6 - 1 officer	71,999	71,999
	Computer Forensics Examiner Step 6 - 1 officer	71,999	71,999
	SRO Step 6 - 3 officers	215,997	215,997
	SRO Step 4 to 5- 1 officer	65,159	69,647
	Allowance for Detective Bureau - 7 officers	8,050	8,050
	Patrol Officers Step 6 - 14 officers	719,989	1,007,985
	Patrol Officers Step 5 to 6 - 2 officers	213,616	139,322
	Patrol Officers Step 4 to 5 - 1 officers	130,265	65,159
	Patrol Officers Step 3 to 4 - 2 officers	121,690	127,884
	Patrol Officers Step 2 to 3 - 3 officers	294,622	176,221
	Patrol Officers Step 2 - 2 officers	27,203	113,912
	Longevity	8,000	8,525
	Higher Education Incentive	12,250	11,550
	Leap Day	-	-
	Total Uniform Officers:	2,922,343	2,977,892 contractual increases
		<u>17-18</u>	<u>18-19</u>
1001-10-15103-0305-150009	Dispatch Step 4	232,294	232,294
	Dispatch Step 3 to 4	-	-
	Dispatch Step 2 to 3	-	44,609
	Dispatch Step 1 to 2	64,576	42,082
	Additional Dispatcher	-	-
	1.25 Hour Allowance	8,712	8,712
	Longevity	450	450
	Holiday Overtime Pay	24,298	24,298
	Weekend Staffing	9,000	9,000
	Vacation Coverage Overtime	37,381	43,789
	Sick Time Coverage	6,675	6,675
	Leap Day	-	-
	Total Dispatch:	383,386	411,908

POLICE DEPARTMENT

		<u>17-18</u>	<u>18-19</u>
1001-10-15103-0305-150011	Special Officers	4,950	4,950
	Matron \$16/100hr x \$27.57 x 15 hr	2,024	2,024
	Civilian Accreditation Assistant	20,000	20,000
	Total Special Police Officers:	26,974	26,974

		<u>17-18</u>	<u>18-19</u>
1001-10-15103-0305-150013	Holiday Pay	136,802	138,888
1001-10-15103-0305-150015	Police Salary Overtime	256,250	261,375
1001-10-15103-0305-150017	Police Salary Overtime Tactical	35,000	35,000
1001-10-15103-0305-151500	Police Uniform Allowance	62,685	62,685
1001-10-15103-0305-153410	Police Pension	594,798	601,419
	Total Other:	1,085,535	1,099,367

Total Police Personnel:		4,418,238	4,516,141
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Sub-Total Police:		4,821,547	4,919,656
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<u>ANIMAL CONTROL:</u>	<u>Dept 0315</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15103-0315-150003	Animal Control Officer	64,797	64,797
	Longevity	450	450
	Overtime	4,772	4,771
	Leap Day	-	-
	Total Other:	70,019	70,019

		<u>17-18</u>	<u>18-19</u>			<u>17-18</u>		<u>18-19</u>		<u>18-19</u>
				Hours/yr	Hrly Rate	\$ Amount		Hours/yr	Hrly Rate	\$ Amount
				<u>17-18</u>	<u>17-18</u>	<u>17-18</u>		<u>18-19</u>	<u>18-19</u>	<u>18-19</u>
1001-10-15103-0315-150005	PT-Animal Control \$13.25 20hrs/wk	10,140	10,192	676	\$ 15.00	\$ 10,140		679	\$ 15.00	\$ 10,192
	PT-Animal Control \$13.25 20hrs/wk	10,140	10,192	676	\$ 15.00	\$ 10,140		679	\$ 15.00	\$ 10,192
	PT-Animal Control	10,140	10,192	676	\$ 15.00	\$ 10,140		679	\$ 15.00	\$ 10,192
	PT-Animal Control	6,760	6,708	520	\$ 13.00	\$ 6,760		516	\$ 13.00	\$ 6,708
	PT-Animal Control	6,760	6,708	520	\$ 13.00	\$ 6,760		516	\$ 13.00	\$ 6,708
	Total PT:	43,940	43,992							
	Total Animal Control:	113,959	114,010							

POLICE DEPARTMENT

<u>PARK RANGER:</u>	<u>Dept 0320</u>	<u>17-18</u>	<u>18-19</u>	
1001-10-15103-0320-150003	Park Ranger	61,086	63,525	contractual step increase
	Longevity	450	450	
	Overtime	3,293	3,293	
	Leap Day	-	-	
	Total Park Ranger:	64,829	67,268	
	Total Police:	5,000,335	5,100,934	
	Headcount-FT	56	56	
	Headcount-PT	7	7	

<u>SALARY SUMMARY</u>	<u>17-18</u>	<u>18-19</u>
POL SALARY ADMIN	118,154	118,154
POL SALARY OTHER	285,155	285,361
TOTAL POLICE ADMINISTRATION:	403,309	403,515
POL SALARY UNIFORM	2,922,343	2,977,892
POL SALARY DISPATCHER	383,386	411,908
POL SALARY SPECIAL DUTY	26,974	26,974
POL SALARY HOLIDAY	136,802	138,888
POL SALARY OVERTIME	256,250	261,375
POL SALARY O/T TACTICAL	35,000	35,000
POL UNIFORM ALLOWANCE	62,685	62,685
POL PENSION	594,798	601,419
TOTAL POLICE PERSONNEL:	4,418,238	4,516,141
SUB-TOTAL POLICE:	4,821,547	4,919,656
AC SALARY OTHER	70,019	70,019
AC SALARY PT	43,940	43,992
TOTAL ANIMAL CONTROL:	113,959	114,010
PR SALARY OTHER	64,829	67,268
TOTAL PARK RANGER:	64,829	67,268
TOTAL POLICE	5,000,335	5,100,934

POLICE DEPARTMENT

EXPENDITURES:

POLICE ADMIN:

1001-10-15103-0300-153385 POL OFFICE-EXPENSE

	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Bulk Copying (Accreditation, General Order printing)	4,000				4,000
Publications	500				500
Printed Forms	1,000				1,000
Office Supplies (letterhead, envelopes, flash drives, etc.)	3,500				3,500
Postage/UPS Costs*	1,400				1,400
	10,400	-	-	-	10,400

POLICE PERSONNEL:

1001-10-15103-0305-150011 POL SALARY SPECIAL DUTY

	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Special Officers--Approx. 275 hours per year x \$18/hr.	4,950				4,950
Matron--Salaries at \$16/hour x 100 hours; \$28.28/hour x 15 hours	2,024				2,024
Matron--Training					-
Civilian Accreditation Assistant 16 hours/week x 50 weeks x \$25/hour	20,000				20,000
	26,974	-	-	-	26,974

1001-10-15103-0305-150013 POL SALARY HOLIDAY

	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Lieutenants Step 2--(2) @ \$42.4856/hour x 8 hours x 12 days	8,157				8,157
*Lieutenant Step 2--(1) @ \$43.0364/hour x 8 hours x 12 days	4,131				4,131
Lieutenant Step 1 to 2--(0)					-
Sergeants Step 2--(6) @ \$38.2754/hour x 8 hours x 12 days	22,047				22,047
Sergeants Step 1 to 2 (0)					-
Sergeant Step 1 (0)					-
Detective Supervisor--(0)					-
*Detectives Step 6--(2) @ \$35.0331/hour x 8 hours x 12 days	6,726				6,726
*Youth Officer Step 6--(1) @ \$35.0331/hour x 8 hours x 12 days	3,363				3,363
*Computer Forensics Examiner Step 6--(1) @ \$35.0331/hour x 8 hours x 12 days	3,363				3,363
SRO Step 6--(3) @ \$34.4823/hour x 8 hours x 12 days	9,931				9,931
SRO Step 5 (06/13) (1) @ \$33.2918/hour x 8 x 12 days	3,196				3,196
Patrol Officers Step 6--(14) @ \$34.4823/hour x 8 hours x 12 days	46,344				46,344
Patrol Officers Step 5 to 6--(0)					-
Patrol Officers Step 5--(2)	6,392				6,392
Ofc. (06/09)--\$33.2918/hour x 8 hours x 12 days (Step 5) =					-
Ofc. (06/12)--\$33.2918/hour x 8 hours x 12 days (Step 5) =					-
Patrol Officers Step 4 to 5 (1)	2,818				2,818
Ofc. (03/10)--\$33.2918/hour x 8 hours x 2 days (Step 5) =					-
\$31.0704/hour x 8 hours x 10 days (Step 4) =					-

POLICE DEPARTMENT

Patrol Officers Step 4--(0)					-
Patrol Officer Step 3 to 4 (2)	5,899				5,899
Ofc. (08/15)--\$31.0704/hour x 8 hours x 11 days (Step 4) =					-
\$29.0058/hour x 8 hours x 1 day (Step 3) =					-
Ofc. (10/21)--\$31.0704/hour x 8 hours x 9 days (Step 4) =					-
\$29.0058/hour x 8 hours x 3 days (Step 3) =					-
Patrol Officer Step 2 to 3--(3)	7,911				7,911
Ofc. (03/15)--\$29.0058/hour x 8 hours x 2 days (Step 3) =					-
\$27.2777/hour x 8 hours x 10 days (Step 2) =					-
Ofc. (03/16)--\$29.0058/hour x 8 hours x 2 days (Step 3) =					-
\$27.2777/hour x 8 hours x 10 days (Step 2) =					-
Ofc. (06/17)--\$29.0058/hour x 8 hours x 0 days (Step 3) =					-
\$27.2777/hour x 8 hours x 12 days (Step 2) =					-
Patrol Officers Step 2--(2) @ \$27.2777/hour x 8 hours x 12 days	5,237				5,237
Patrol Officer Step 1A (0) STEP 1A ELIMINATED 07/01/2016					-
Patrol Officer Step 1 to1A (0) STEP 1 ELIMINATED 07/01/2016					-
Additional Officer (0)					-
Christmas and New Year's Eve Allowance Per Union Contract	3,371				3,371
1 Sgt. (Step 2) @ \$38.2754/hour x 8 hours x 2 days =					-
5 Patrol Officers (Step 6) @ \$34.4823/hour x 8 hours x 2 days =					-
	138,888	-	-	-	138,888
	18-19	18-19	18-19	18-19	18-19
1001-10-15103-0305-150015 POL SALARY OVERTIME	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Include Filling Shifts due to: Vacation, Illness, Injury, Investigations, Storms, Training, Prisoner Watch, etc. and Anticipated Contract Wage Reopener Increase of 2%	261,375				261,375
					-
					-
					-
	261,375	-	-	-	261,375
	18-19	18-19	18-19	18-19	18-19
1001-10-15103-0305-150017 POL SALARY O/T TACTICAL	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Tactical Team Training, either on overtime or shifts backfilled with overtime.	35,000				35,000
Approx. 64 hours per month* x 12 months x \$48.9921 per hour (avg. overtime rate)					-
*Two training days per month					-
					-
	35,000	-	-	-	35,000

POLICE DEPARTMENT

1001-10-15103-0305-151500	POL UNIFORM ALLOWANCE	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
	New Officer Issue	9,270				9,270
	Officer Cleaning Allowance	16,400				16,400
	Administrative Clothing Allowance	1,750				1,750
	Replacement of body armor	4,000				4,000
	Shirts, Summer (2 ea/ofc)	3,936				3,936
	Shirts, Winter (2 ea/ofc)	4,018				4,018
	Pants (3 ea/ofc)	10,578				10,578
	Winter/Summer Hat Replacements	585				585
	Body Armor Carrier Replacements	800				800
	Light Weight Jacket Replacements	1,440				1,440
	Winter Jacket Replacements	1,638				1,638
	Turtleneck Shirt Replacements	1,080				1,080
	Sweater Replacements	410				410
	Ties	200				200
	Rain Gear Replacements	900				900
	Shoulder Badge/Patches	400				400
	Knit Hat Replacements	150				150
	Replacement of Various Leather, Gear, etc.	1,050				1,050
	Winter Overalls	1,580				1,580
	Replacement of Various Tactical Gear, Uniforms	500				500
	Dispatcher Clothing and Replacement of Collar Brass, Tie Clasps, Name Tags, Etc.	2,000				2,000
		62,685	-	-	-	62,685
		18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
1001-10-15103-0305-153410	POL PENSION					
	MERS 17.63%	601,419				601,419
		601,419	-	-	-	601,419

POLICE DEPARTMENT

POLICE OPERATIONS:		18-19	18-19	18-19	18-19	18-19
1001-10-15103-0310-151505	POL SAFETY EQUIPMENT	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	Boxes Road Flares (36 per box)	890				890
	Chemical Lightsticks (Flare alternative)	318				318
	Rolls - Police Line Barrier Tape	450				450
	Oxygen Refills, Resuscitator Repairs	3,500				3,500
	Defibrillator Battery	1,500				1,500
	Replacement Personal Biohazard Protection Kits	750				750
	Ammunition, Targets and Miscellaneous	18,000				18,000
	Firearms/Qualification Material					-
	Taser Cartridges (For Training and Deployment)	3,060				3,060
	Ammunition, Replacement for Duty Use	2,000				2,000
	Armorer Equipment	500				500
	First Aid Equipment, Bandages, CPR Masks, etc.	2,500				2,500
	EMR (MRT) Recert Training	2,000				2,000
	(includes books, state fees, instructors)					-
		35,468	-	-	-	35,468
		18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
	1001-10-15103-0310-151510					
	POL NEW POLICE CARS					
	Cars--4					-
	Ford Interceptor, AWD (1) (\$25,500 each)	25,500				25,500
	Ford SUV-Interceptor, 4WD (3) (\$29,900 each)	89,700				89,700
	Unmarked Car (0)					-
	Anticipated State Contract Price Increase for 4 Cars	4,000				4,000
	Warranties--4 @ approximately \$2,000 each	8,000				8,000
	Replacement Equipment (Sirens, Switch Boxes, Light Relays, Prisoner Cages, etc.)	5,000				5,000
	3 Sets of Graphics @ \$450 each	1,350				1,350
	Manuals	750				750
	Conversion Cost (4) @ \$3,900 each	15,600				15,600
	(0) @ \$2,650					-
	<i>*Two Police Cars will be funded by the police special duty fund</i>		<i>(74,950)</i>			<i>(74,950)</i>
		149,900	<i>(74,950)</i>	-	-	74,950
		18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
	1001-10-15103-0310-151515					
	POL EMERGENCY FUND					
		-	-	-	-	-

POLICE DEPARTMENT

1001-10-15103-0310-151516 POL TRAINING	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Fairfield County Training Officers	500				500
In-Service Instruction (vendor provided)	6,000				6,000
Training Supplies	700				700
Basic Police Academy Training Classes--\$2,500 per officer*	5,000				5,000
Police Academy In-Service Training Classes*	5,000				5,000
Management Training--FBI, etc.	2,000				2,000
Executive Conferences/Workshops/Professional Standards	3,050				3,050
Computer Forensics Conference	1,250				1,250
Training--Meals Reimbursement	1,500				1,500
	25,000	-	-	-	25,000
1001-10-15103-0310-151520 POL PHOTO LAB	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Memory Cards	250				250
Developing--Outside Vendor*	200				200
Batteries for Cameras	200				200
Equipment Repairs/Part Replacements	300				300
Printer Paper--Photo Quality	500				500
Printer Cartridges	600				600
CD/DVD Discs (Blank)	450				450
Jewel Cases/Labels	300				300
	2,800	-	-	-	2,800
1001-10-15103-0310-151525 POL DETECTIVE BUREAU	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Narcotic/Drug Field Test Kits	300				300
Evidence Collection/Processing Supplies	3,000				3,000
Air-Clean Carbon Filters	400				400
Technology Ex Parte Orders Fees	250				250
Reference Materials/Resources/LexisNexis	600				600
Association Dues/Meetings	450				450
Spare Hard Drives (Investigation Mirroring)	900				900
Arrest Warrant Envelopes, Laser Labels, Etc.	400				400
	6,300	-	-	-	6,300

POLICE DEPARTMENT

1001-10-15103-0310-151530 POL TRAFFIC CONTROL	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Recert of RADAR units and Tuning Forks (13 x \$50 ea x 2/year)	1,300				1,300
Recert of Laser Units (3 x \$60 ea x 2/year)	540				540
Recert of Laser Unit for Crash Reconstruction (twice/year)	60				60
Accident Investigation Software Upgrades					-
In-car Video Camera Maintenance	1,250				1,250
Drager Alcotest--Supplies, Certifications, Parts	650				650
Drager Alcotest--Software Upgrades, Gas Canisters	450				450
Radar Unit Parts/Repairs/Cables	500				500
	4,750	-	-	-	4,750
1001-10-15103-0310-151535 POL RADIO	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Service/Parts/Major Repairs--All Radio Systems	4,285				4,285
Replacement Batteries for Portable Radios	1,000				1,000
Radio Service Contract with Northeastern Communications	29,900				29,900
Fairfield County Chiefs of Police Association Regional Radio Network Assessment	3,000				-
	38,185	-	-	-	38,185
1001-10-15103-0310-151540 POL RECORD ROOM	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
NexGen Service Contract	22,330				22,330
NexGen Appeon MDT Software Maintenance	950				950
NexResponders Application Annual Maintenance (2)	200				200
Ledgers	400				400
Paper, Mailing Labels	500				500
Case Report File Folders	1,700				1,700
Misc Office Supplies, Staples, etc.	500				500
	26,580	-	-	-	26,580
1001-10-15103-0310-151545 POL RANGE MAINTENANCE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Building/Grounds Maintenance	1,100				1,100
Nails, Staples, Cardboard, Targets	250				250
	1,350	-	-	-	1,350

POLICE DEPARTMENT

1001-10-15103-0310-151550	POL YOUTH BUREAU	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Programs, Instructional Materials/Supplies		3,550				3,550
Professional Assoc. Dues, Meeting Expenses		250				250
		3,800	-	-	-	3,800
1001-10-15103-0310-151555	POL CRIME PREVENTION	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Community Service Programs		1,750				1,750
Informational Materials, Handouts, Supplies, CDs		800				800
Triad Conference		500				500
Professional Assoc. Dues, Meetings		250				250
Crime Prevention Training		1,000				1,000
Explorer Post Equipment/Activities						-
"National Night Out" Activities		1,600				1,600
		5,900	-	-	-	5,900
1001-10-15103-0310-151560	POL ABANDON VEH EXP	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
Towing, Certified Mailings, etc.		500				500
		500	-	-	-	500
1001-10-15103-0310-153060	POL COMMUNICATIONS	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
COLLECT/NCIC System Upgrades		2,850				2,850
AT&T Mobile Data Terminal Modem Service		7,200				7,200
IACP NET Contract		875				875
SWRERT Communications--Assessment		2,000				2,000
		12,925	-	-	-	12,925
1001-10-15103-0310-153145	POL EQUIPMENT	18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
1 Radar Unit		1,000				1,000
2 Portable Radios (\$2,925 each)		5,850				5,850
1 Mobile Radio Unit (In-Car) (\$3,075 each)		3,075				3,075
1 Taser Model X26E (\$1,700 each)		1,700				1,700
AR-15A2 Government Carbine (Patrol Rifle)						-
Car Mount for AR-15A2						-
Replacement In-Car Video Recorder (2 @ \$5,000 each)		10,000				10,000
Automatic Electronic Defibrillator (AED)--Replacement		1,800				1,800
AED Carrying Case		150				150
AED Batteries, 3@\$395 each		1,185				1,185
		24,760	-	-	-	24,760

POLICE DEPARTMENT

	18-19	18-19	18-19	18-19	18-19
	Department	FS Adj	TC Adj	BOF Adj	Total Budget
1001-10-15103-0310-153390 POL OPERATING EXPENSE					
Canine Maint. (food,vet bills, replacement equipment.)	2,500				2,500
Emergency Management/Homeland Security	1,000				1,000
Specialized Garments/Equipment					-
Vendor Tech Support/Computer Forensics Tools	8,580				8,580
AccessData FTK Subscription Renewal					-
Cellebrite Subscription Renewal					-
VmWare Upgrades					-
IEF					-
WinHex					-
MacQuisition					-
Netanalysis Software					-
Miscellaneous Hardware Upgrades					-
IAFCI and IACIS Membership (Financial Crimes)					-
Miscellaneous Forensic Licenses					-
PowerDMS Recurring Standards and User Fees	3,715				3,715
Regional Tactical Team Annual Assessment	3,000				3,000
Annual Server Fee for GPS Tracker	500				500
iRecord Interview Recording System Lease Payment	6,350				6,350
911 Telephone Radio Logger/Recorder Lease Payment	5,265				5,265
Virtra Training System Maintenance Fee	2,100				2,100
Professional Assoc. Dues	1,000				1,000
Meeting Expenses	950				950
Prisoner Maintenance--Food, Clothing, etc.	500				500
Selection Process--Includes Psych, Polygph, Promo. Processes, etc.	8,000				8,000
Investigation Expenses--Confid. Funds, Travel, Associated Expenses	1,000				1,000
WatchGuard Body-Worn Camera Annual Licensing Fee	6,750				6,750
	51,210	-	-	-	51,210
	18-19	18-19	18-19	18-19	18-19
1001-10-15103-0310-153579 POL VEHICLE FUEL	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Gasoline	93,750				93,750
	93,750	-	-	-	93,750
	18-19	18-19	18-19	18-19	18-19
1001-10-15103-0310-153580 POLVEHICLE-EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Emissions Testing and New Car Testing Exemption Fee	200				200
Insurance Deductible	1,500				1,500
Vendors--Alignments, Electrical, Upholsters, Markings, Body Work, Towing, etc.	13,000				13,000
Parts, Batteries, Oil, Lubricants, Assoc. Materials/Supplies	22,000				22,000
Tires, All-Season	12,768				12,768
	49,468	-	-	-	49,468

POLICE DEPARTMENT

1001-10-15103-0310-153594 POL CAPITAL	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
	-	-	-	-	-
ANIMAL CONTROL:					
1001-10-15103-0315-153045 AC BUILDING & GROUND MAINTENANCE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
City Water	1,000				1,000
Cleaning Supplies (disinfect., towels, brooms, mops, etc.)	1,000				1,000
Misc. Building Repairs (waterproofing, crack repair, etc.)	1,000				1,000
	3,000	-	-	-	3,000
1001-10-15103-0315-153390 AC OPERATING EXPENSE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Newspaper advertising (required by CGS)	500				500
Printing/Dog License Tags	1,000				1,000
Copies/Office Supplies/Postage	700				700
Specimen Delivery to State Lab via Pony Express (Average 15/yr @ \$40 each)	600				600
Batteries, Film, Photo Print Paper	75				75
Uniform Cleaning (per contract)	100				100
Uniform Replacement	1,000				1,000
Animal Food	800				800
Veterinary Services (emergency care, euthanasia, body disposal)	2,500				2,500
Training (seminars, magazines/literature)	500				500
Equipment Repairs/Maintenance (snare poles, traps, etc.)	800				800
Generator Maintenance Contract (\$360/year)/Repairs and Parts (approx. \$500)	860				860
Service Contracts (alarm system \$450/year)	450				450
Animal Damage Claims (per CGS §22-355)					-
	9,885	-	-	-	9,885
1001-10-15103-0315-153563 AC ELECTRIC	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
Electrical Service (Eversource)	3,060				3,060
	3,060	-	-	-	3,060
1001-10-15103-0315-153564 AC HEAT	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget
LP Gas (heat/hot water)	8,000				8,000
Furnace/Water Heater Repair/Service	750				750
	8,750	-	-	-	8,750

POLICE DEPARTMENT

		18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
1001-10-15103-0315-153579	AC VEHICLE FUEL					
Fuel (gasoline/oil)		2,375				2,375
		2,375	-	-	-	2,375
1001-10-15103-0315-153580	AC VEHICLE EXPENSE					
Parts and Tires		600				600
		600	-	-	-	600
PARK RANGER:						
1001-10-15103-0320-153145	PR EQUIPMENT					
						-
						-
						-
1001-10-15103-0320-153390	PR OPERATING EXPENSE					
Uniform		800				800
Uniform Cleaning (per contract)		100				100
Copying		100				100
Education		200				200
Maintenance of Equipment		100				100
		1,300	-	-	-	1,300
1001-10-15103-0320-153579	PR VEHICLE FUEL					
Fuel (gasoline/oil)		3,125				3,125
		3,125	-	-	-	3,125
1001-10-15103-0320-153580	PR VEHICLE EXPENSE					
Parts and Tires		1,000				1,000
		1,000	-	-	-	1,000
REVENUES:						
1001-10-14003-140105	POLICE PERMITS REVENUE					
Fees Received for Records Requests, Fingerprinting, Vendor Permits, Raffle/Bazaar Permits, Pistol Permits, Street Opening Permits and Local Parking Tickets		15,000				15,000
						-
						-
		15,000	-	-	-	15,000

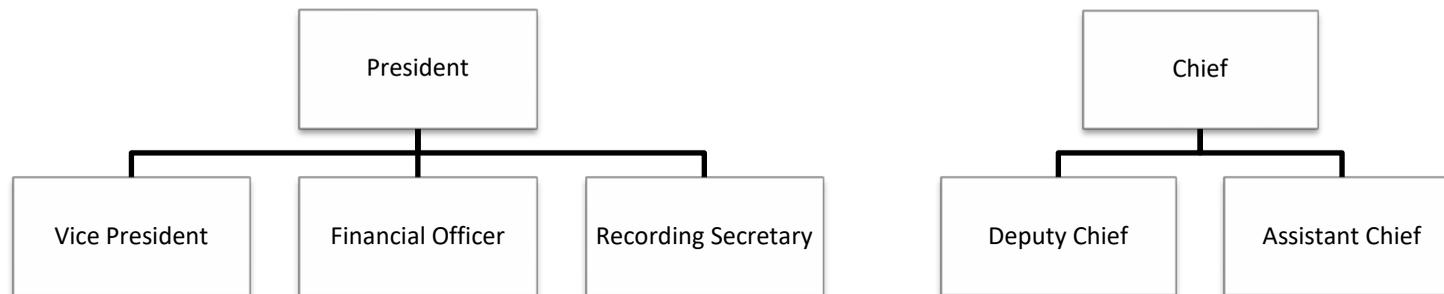
MONROE VOLUNTEER FIRE DEPARTMENT

The objective of the Monroe Fire Department No. 1, Incorporated is to provide aid in the preservation and protection from damage and destruction by fire and other emergencies of the properties within the limits of such, in any portion of the Town of Monroe and bordering towns, as agreed on by mutual aid agreements as may hereafter be fixed by the Bylaws of this corporation; and to acquire, hold and use such equipment, apparatus and other personal property as may be required in the promotion of such purpose; and to acquire and hold such real property as may be necessary for the housing and care of such personal property.

PRIMARY PROGRAMS & SERVICES

- Fire Prevention.
- Fire Suppression.
- Rescue Services.
- Property and Life Preservation.

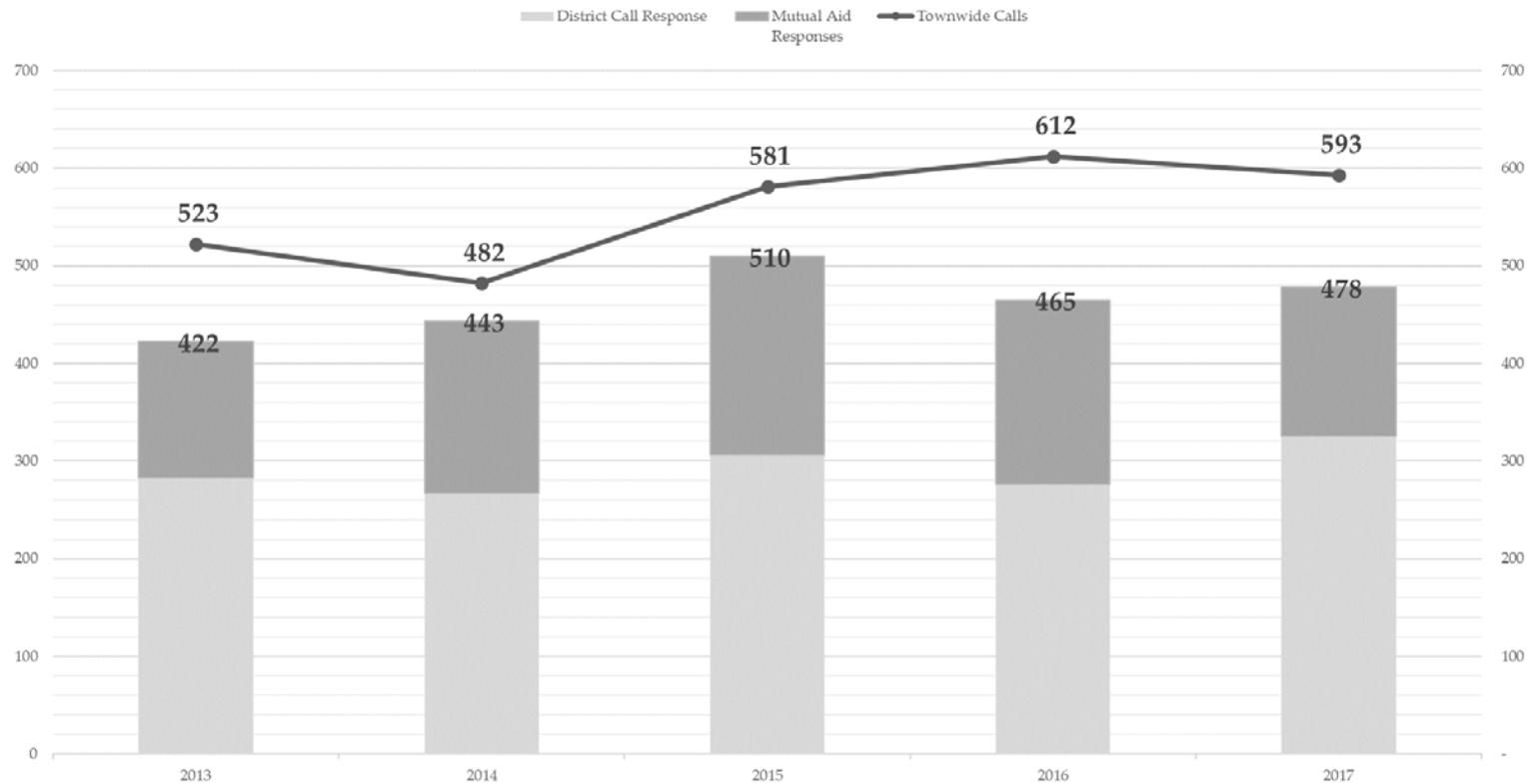
ORGANIZATION CHART



MONROE VOLUNTEER FIRE DEPARTMENT

PERFORMANCE METRICS

- For calendar year 2017, we responded to 478 calls for service, which represents an increase of 2.8% over the 2016 calendar year.
- These responses represent 80.6% of total calls for fire or rescue services in Monroe.
- Of the 478 calls for service, 325 (68%) were within our first due response area, while the remainder (32%) represent mutual aid calls to Stepney or Stevenson (and in certain cases out of town fire services).
- Our in district responses (325 alarms) represent over 50% of total calls for fire or rescue services in Monroe.



MONROE VOLUNTEER FIRE DEPARTMENT

SIGNIFICANT ACCOMPLISHMENTS

- Championed town-wide apparatus purchase, including chairing committee.
- Partnered with the Town to facilitate a town-wide fire services study.
- Collaborated with Town officials regarding a fire headquarters building study.
- Negotiated multiple vendor contracts that resulted in certain one-time and recurring cost savings (e.g., one-time turnout gear purchase savings of \$7,000).

GOALS & OBJECTIVES

- Maintain adequate call coverage (100% response).
 - In the past year, we have continued success with our designated home responder, or “DHR” program and duty crew programs. These programs have added value to the quality of our call responses.
- Increase recruitment efforts and our ranks of active firefighters.
 - Excluding “False Alarms” and “Good Intent” calls, average call response has **decreased** from **11** firefighters in 2011 to **5** firefighters as of June 30, 2016 **highlighting** the need for impactful recruiting efforts.
 - However, our recruiting and retention efforts have raised this to **7** firefighters for the LTM Oct’17.
- Maintain our superb safety record.
- Continue to realize cost savings through diligent negotiations with vendors and purchasing using volume incentives and state contracted prices.
- Maintain compliance with OSHA and NFPA standards.
- Meet minimum required training mandates.

BUDGET HIGHLIGHTS

- Operating expense request is for \$231,000, which represents an increase of \$6,260 from the current year, or 2.8%.
- Overall operating budget is offset by lower utility costs.

MONROE VOLUNTEER FIRE DEPARTMENT

BUDGET - MONROE VOLUNTEER FIRE DEPT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
Dept 0400											
1001-10-15103-0400-153390	MONROE FIRE DEPT OP EXP	244,346	112,370	224,740	231,000	-	-	-	231,000	6,260	2.79%
1001-10-15103-0400-150630	INSURANCE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0400-153045	BUILDING MAINTENANCE	2,592	1,238	2,740	2,740	-	-	-	2,740	-	0.00%
1001-10-15103-0400-153563	MFD ELECTRIC	-	5,142	14,470	12,850	-	-	-	12,850	(1,620)	-11.20%
1001-10-15103-0400-153564	MFD HEAT	-	224	3,425	5,500	-	-	-	5,500	2,075	60.58%
1001-10-15103-0400-153565	MFD UTILITIES OTHER	24,526	3,652	11,605	8,100	-	-	-	8,100	(3,505)	-30.20%
1001-10-15103-0400-153579	MFD VEHICLE FUEL	-	2,224	6,685	6,024	-	-	-	6,024	(661)	-9.89%
1001-10-15103-0400-153580	MFD VEHICLE EXPENSE	4,236	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0400-153594	MFD CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
		275,700	124,850	263,665	266,214	-	-	-	266,214	2,549	0.97%

Utilities to be budgeted by DPW

BUDGET - MONROE VOLUNTEER FIRE DEPT		18-19	18-19	18-19	18-19	18-19	Explanation
EXPENDITURES:		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15103-0400-153390 MONROE FIRE DEPT OP EXP							
Administrative		25,523				25,523	N/A, de minimis change
Apparatus Repair and Maintenance		20,550				20,550	Down \$8.6k primarily due to infrequently occurring charges in FY18 related to tire replacements
Building and Grounds Maintenance		17,172				17,172	Up \$2k primarily due to anticipated garage door repairs (springs/sensors) and additional cleaning services
Capital Expenditures		38,680				38,680	Up \$26.3k due to a request of \$39k for lithium-ion powered extrication equipment (3 tools + charging station), partially offset by \$12k capex in prior year. Tools will allow for more expeditious deployment and elimination of hydrocarbon outputs in close proximity of injured parties.
Equipment Repair and Maintenance		12,872				12,872	N/A, de minimis change
Fire Ground Operations		35,730				35,730	Up \$2.2k primarily due to replacement of hazardous materials equipment (\$6.2k), NFPA Code Compliance Publications (\$1.5k), FLIR K2 Thermal imaging cameras (\$2.6k), and other tools and equipment (\$3k); partially offset by prior year non-reoccurring/infrequently reoccurring items of AED (\$1.9k), hydrant valves (\$1.5k), CPR manikins (\$2.3k), portable radio batteries (\$1.2k), and software license fees (\$2.5k)
Personnel Costs		37,129				37,129	Up \$6.2k primarily due to \$1.6k in firefighting protective clothing purchases, \$2.8k for repairs and cleaning of firefighting PPE (not budgeted in past), and \$1.8k for firefighting uniforms
Public Education and Relations		2,056				2,056	N/A, de minimis change
Recruitment and Retention		7,840				7,840	Up \$2.8k due to our incident response incentive program
Technology Costs		4,950				4,950	Down \$3k due to one-time software implementation costs in the FY18
Town of Monroe Financing Costs		8,618				8,618	Down \$25.8k as the final payment is made (of 20) on the SCBA purchase from 2013.
Training Costs		16,980				16,980	N/A, de minimis change
Utilities		2,900				2,900	N/A, de minimis change
		231,000	-	-	-	231,000	

Down \$8.6k primarily due to infrequently occurring charges in FY18 related to tire replacements

MONROE VOLUNTEER FIRE DEPARTMENT

1001-10-15103-0400-150630 INSURANCE		18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		-	-	-	-	-	
1001-10-15103-0400-153045 BUILDING MAINTENANCE		18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 Garbage - Call Peter		2,200				2,200	Calc by DPW
Station #2 50%		540				540	Calc by DPW
		2,740	-	-	-	2,740	
1001-10-15103-0400-153563 MFD ELECTRIC		18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 Electricity		7,500				7,500	Calc by DPW
Station #1 Electricity for the Field		1,600				1,600	Calc by DPW
Station #1 Electricity for 50,000 Lumen HP Sodium Light		650				650	Calc by DPW
Station #2 Electricity 25% (EMS Charged 75%)		3,100				3,100	Calc by DPW
		12,850	-	-	-	12,850	
1001-10-15103-0400-153564 MFD HEAT		18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 - Natural Gas		5,000				5,000	Calc by DPW
Station #2 Natural Gas 25%		500				500	Calc by DPW
		5,500	-	-	-	5,500	
1001-10-15103-0400-153565 MFD UTILITIES OTHER		18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #2 Water for Sprinkler Service 35%		1,000				1,000	Calc by DPW
Station #2 Domestic Water 35%		900				900	Calc by DPW
Station #1 Charter		5,500				5,500	Calc by DPW
Station #1 Frontier		700				700	Calc by DPW
Station #2 Charter		-				-	Calc by DPW
Station #2 Frontier (No bill-PO to Date)		-				-	Calc by DPW
		8,100	-	-	-	8,100	
1001-10-15103-0400-153579 MFD VEHICLE FUEL		18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Gasoline - 1,000 Gallon @ \$2.1683/Gal		2,168				2,168	
Diesel - 1,860 Gallon @ \$2.0731/Gal		3,856				3,856	
		6,024	-	-	-	6,024	

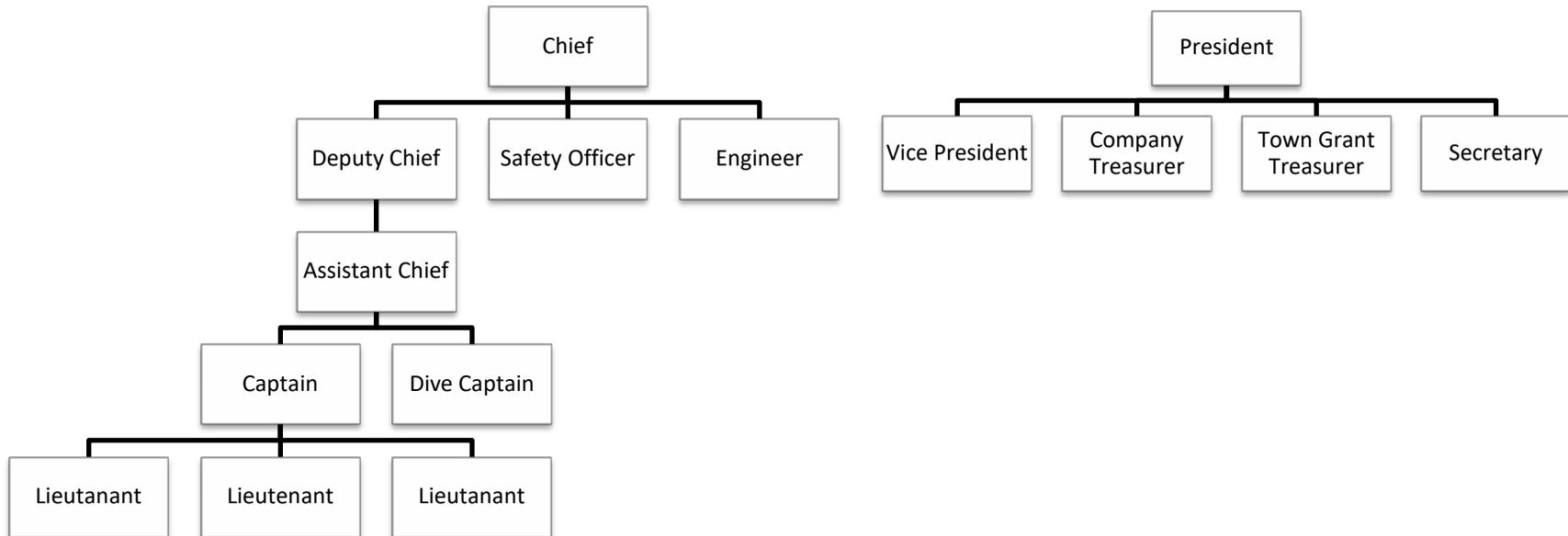
STEVENSON VOLUNTEER FIRE DEPARTMENT

The purpose of this company is to provide fire and rescue service for the Stevenson section of the Town and to provide support for the other sections, Monroe and Stepney, when requested, and also to provide mutual aid to surrounding communities.

PRIMARY PROGRAMS & SERVICES

- Fire Suppression Services.
- Rescue Services.
- Community Education / Outreach in regards to fire safety and prevention.

ORGANIZATION CHART



STEVENSON VOLUNTEER FIRE DEPARTMENT

PERFORMANCE METRICS

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Stevenson Calls	54	78	67	60
Monroe Calls	168	137	128	134
Stepney Calls	71	84	86	59
Other Calls	10	19	9	16
Total Calls	303	318	290	269
Drills & Training	41	44	41	46
Meetings	13	13	15	15
Community Outreach	104	124	122	123
Total Hours Donated	4293	3450	3475	3802
Total Members	25	26	22	23

SIGNIFICANT ACCOMPLISHMENTS FOR CALENDAR YEAR 2017

- Active participant in town-wide apparatus purchase.
- Collaborated with town officials to initiate fire study.
- Ongoing participation in fire study.
- Distributed presents as part of town 'Giving Tree' program.

GOALS & OBJECTIVES

- Continue to deliver high quality, cost effective and professional fire and rescue service.
- Continue to provide a response to 100% of calls for service.

BUDGET HIGHLIGHTS

- The \$2,940 increase in operating expense is the result of restoring a portion of the items removed from the 2017-18 budget.
- Overall budget is lowered due to reduction in utilities.

STEVENSON VOLUNTEER FIRE DEPARTMENT

BUDGET - STEVENSON VOLUNTEER FIRE DEPT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0410		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0410-153390	STEVENSON FIRE DEPT OP EXP	169,207	76,030	151,060	154,000	-	-	-	154,000	2,940	1.95%
1001-10-15103-0410-150630	INSURANCE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0410-153045	BUILDING MAINTENANCE	6,080	1,367	930	3,000	-	-	-	3,000	2,070	222.58%
1001-10-15103-0410-153563	STVFD ELECTRIC	-	4,468	14,600	11,800	-	-	-	11,800	(2,800)	-19.18%
1001-10-15103-0410-153564	STVFD HEAT	-	1,767	9,600	8,300	-	-	-	8,300	(1,300)	-13.54%
1001-10-15103-0410-153565	STVFD UTILITIES OTHER	18,964	1,034	5,650	3,600	-	-	-	3,600	(2,050)	-36.28%
1001-10-15103-0410-153579	STVFD VEHICLE FUEL	-	2,122	6,825	6,748	-	-	-	6,748	(77)	-1.13%
1001-10-15103-0410-153580	VEHICLE EXPENSE	4,344	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0410-153594	STVFD CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
		198,595	86,787	188,665	187,448	-	-	-	187,448	(1,217)	-0.65%

Utilities to be budgeted by DPW

BUDGET - STEVENSON VOLUNTEER FIRE DEPT

EXPENDITURES:

1001-10-15103-0410-153390	STEVENSON FIRE DEPT OP EXP	18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Administration Expenses	13,000				13,000	Office supplies, computers, dmv fees, uniforms, professional fees, membership recuitement and retention
	Insurance	6,000				6,000	VFIS Policy
	Fire Station Operation & Maintenance	24,000				24,000	General Maintenance / Repairs, Cleaning, Central Station Monitoring, Access Control, Drinking Water, Cleaning Supplies, Fire Soap, Generator Servicing
	Communications	28,000				28,000	Radios (mobile and handheld), Pagers, Radio Repairs, Communications Services
	Apparatus Repair and Maintenance	42,000				42,000	Apparatus Repair / Preventive Maintenance, Tires, Tools, Parts
	Education and Training	11,000				11,000	Training Classes and Instructor Fees
	Firefighting Equipment	28,000				28,000	Equipment Maintenance, Turnout Gear (Pants, Jacket, Helmet, Gloves, Boots, Hood), SCBA Maintenance,
	Dive Team	1,500				1,500	Equipment Purchases, Hose / Ladder Testing
	Fire Police	500				500	Training / Equipment
		154,000	-	-	-	154,000	
1001-10-15103-0410-150630	INSURANCE	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		-	-	-	-	-	
1001-10-15103-0410-153045	BUILDING MAINTENANCE	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Garbage for BOTH stations	3,000				3,000	Calc by DPW-\$2,600 FY17 expenditure
		3,000	-	-	-	3,000	

STEVENSON VOLUNTEER FIRE DEPARTMENT

		18-19	18-19	18-19	18-19	18-19	
1001-10-15103-0410-153563	STVFD ELECTRIC	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Station #1 Electricity	2,000				2,000	Calc by DPW-\$1,600 FY17 expenditure
	Station #2 Electricity	9,800				9,800	Calc by DPW-\$9,500 FY17 expenditure
		11,800	-	-	-	11,800	
1001-10-15103-0410-153564	STVFD HEAT	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Station #1 Heating oil - 1,000 gallon commitment @ \$1.995/Gal	2,800				2,800	Calc by DPW-\$2,700 FY17 expenditure
	Station #2 Heating oil - 2,500 gallon commitment (use is 3,000/gal @ \$1.995/gal)	5,500				5,500	Calc by DPW-\$5,000 FY17 expenditure
		8,300	-	-	-	8,300	
1001-10-15103-0410-153565	STVFD UTILITIES OTHER	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Station #2 Water	1,200				1,200	Calc by DPW
	Station #1 Charter	400				400	Calc by DPW
	Station #1 Frontier - No Bill - No PO To Date					-	
	Station #2 Charter	2,000				2,000	Calc by DPW
	Station #2 Frontier - No Bill - No PO To Date					-	
		3,600	-	-	-	3,600	
1001-10-15103-0410-153579	STVFD VEHICLE FUEL	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Gasoline - 1,200 Gallon @ \$2.1683/Gal	2,602				2,602	Calc by DPW
	Diesel - 2,000 Gallon @ \$2.0731/Gal	4,146				4,146	Calc by DPW
		6,748	-	-	-	6,748	

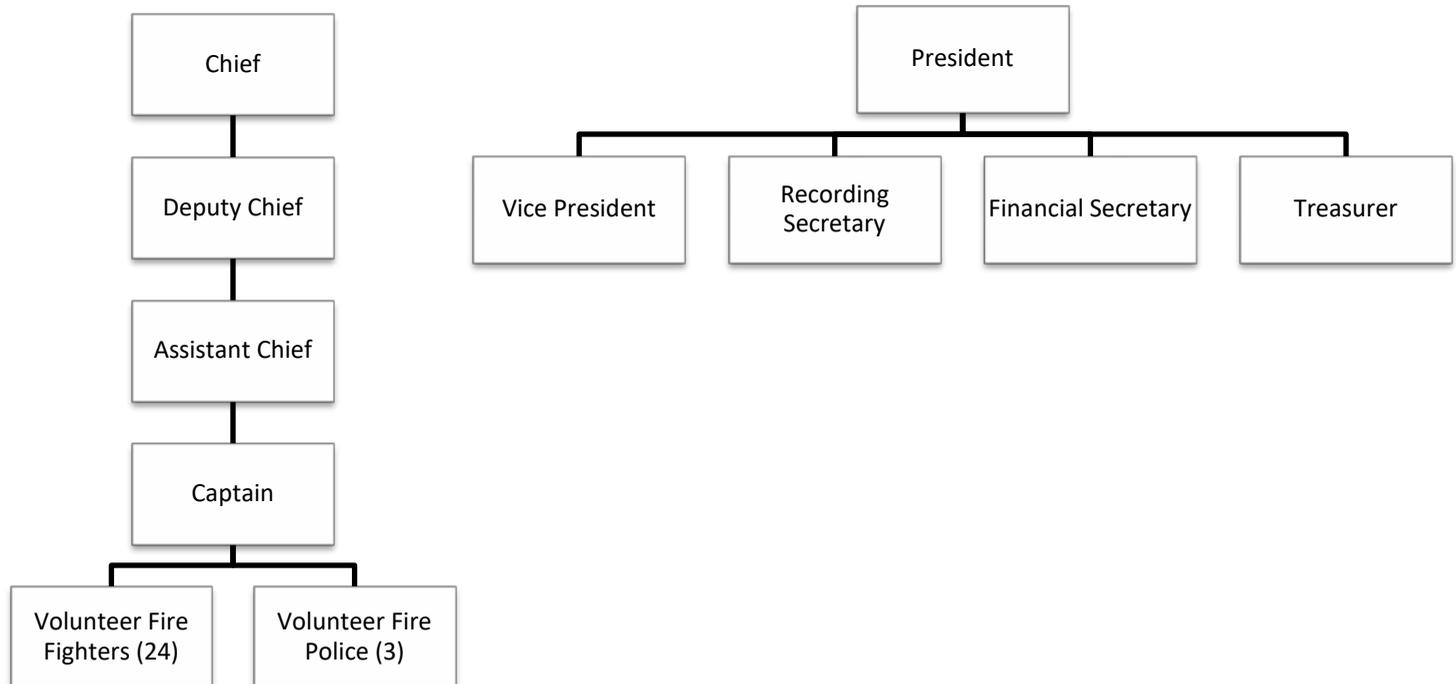
STEPNEY VOLUNTEER FIRE DEPARTMENT

The Stepney Volunteer Fire Company is dedicated to protecting the lives and property of the residences of the Town.

PRIMARY PROGRAMS & SERVICES

- Primary coverage for the Stepney District.
 - Fire suppression.
 - Fire prevention.
 - Motor vehicle extrication.
 - Water rescue.
- Mutual aid coverage for the Stevenson & Monroe Districts.
- Mutual aid for the towns of Trumbull, Easton, Newtown and Shelton.

ORGANIZATION CHART



STEPNEY VOLUNTEER FIRE DEPARTMENT

PERFORMANCE METRICS

- Responded to 215 calls in 2017.

SIGNIFICANT ACCOMPLISHMENTS

- Trained new members.
- Provide proper outfitting of new firefighters.

GOALS & OBJECTIVES

- Continue recruitment.
- Adding new truck and training for the apparatus.
- Continuing training.

BUDGET HIGHLIGHTS

- Operating costs represent 1.95% increase.
- Additional increase in overall budget due to utility cost reconciliation as provided by DPW.

BUDGET - STEPNEY VOLUNTEER FIRE DEPT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:	Dept 0420	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0420-153390	STEPNEY FIRE DEPT OP EXP	221,331	104,463	208,925	213,000	-	-	-	213,000	4,075	1.95%
1001-10-15103-0420-150630	STPPFD INSURANCE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0420-153045	ST[FD BUILDING MAINTENANCE	4,251	1,458	1,130	2,300	-	-	-	2,300	1,170	103.54%
1001-10-15103-0420-153563	STPPFD ELECTRIC	-	6,819	15,400	18,000	-	-	-	18,000	2,600	16.88%
1001-10-15103-0420-153564	STPPFD HEAT	-	3,195	7,000	12,000	-	-	-	12,000	5,000	71.43%
1001-10-15103-0420-153565	STPPFD UTILITIES OTHER	30,298	2,216	9,100	7,200	-	-	-	7,200	(1,900)	-20.88%
1001-10-15103-0420-153579	STPPFD VEHICLE FUEL	-	2,153	6,300	5,732	-	-	-	5,732	(568)	-9.02%
1001-10-15103-0420-153580	STPPFD VEHICLES EXPENSE	5,020	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0420-153594	STPPFD CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
		260,900	120,302	247,855	258,232	-	-	-	258,232	10,377	4.19%
	Utilities to be budgeted by DPW										

STEPNEY VOLUNTEER FIRE DEPARTMENT

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19	
1001-10-15103-0420-153390	STEPNEY FIRE DEPT OP EXP	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Adminstration	11,000				11,000	office Supplies, profesional fees
	Insurance	20,000				20,000	VFIS
	Fire Station Operaton & Maint	21,000				21,000	general maintenace, custodians,
	Communications	16,000				16,000	computers radios pagers
	Apparatus Repair & Maintance	76,000	(4,000)			72,000	apparatus repairs, annual maintenance tires parts
	Education & Training	18,000	2,000			20,000	training , schooling
	Firefighting Equipment	42,000	2,000			44,000	Equipment, Testing , equipment maintenance(gear 17500.00 still paying
						-	back to town)
	Fire Ground Operations	9,000				9,000	day to day call response
		213,000	-	-	-	213,000	
1001-10-15103-0420-150630	STPPD INSURANCE	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
						-	
						-	
1001-10-15103-0420-153045	ST[FD BUILDING MAINTENANCE	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Station #1 Garbage	1,300				1,300	Calc by DPW-\$1,200 FY17 expenditure
	Station #2 Garbage	1,000				1,000	Calc by DPW-\$850 FY17 expenditure
		2,300	-	-	-	2,300	
1001-10-15103-0420-153563	STPPD ELECTRIC	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Station #1 Electricity	9,600				9,600	Calc by DPW-\$6,700 FY17 expenditure
	Station #2 Electricity	8,400				8,400	Calc by DPW-\$7,000 FY17 expenditure
		18,000	-	-	-	18,000	
1001-10-15103-0420-153564	STPPD HEAT	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Station #1 Propane	7,000				7,000	Calc by DPW-\$6,200 FY17 expenditure
	Station #2 Natural Gas	5,000				5,000	Calc by DPW-\$4,500 FY17 expenditure
		12,000	-	-	-	12,000	
1001-10-15103-0420-153565	STPPD UTILITIES OTHER	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	New as of 12/2016 - Station #1 Domestic Water Service	1,300				1,300	Calc by DPW-\$2,366 Combined
	Station #2 Domestic Water Service	1,300				1,300	Calc by DPW
	Station #1 Charter	1,300				1,300	Calc by IT
	Station #1Frontier	1,300				1,300	Calc by IT
	Station #2 Charter	-				-	Calc by IT
	Station #2 Frontier	2,000				2,000	Calc by IT
		7,200	-	-	-	7,200	
1001-10-15103-0420-153579	STPPD VEHICLE FUEL	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Gasoline - 900 Gallon @ \$2.1683/Gal	2,000				2,000	Calc by DPW
	Diesel - 1,800 Gallon @ \$2.0731/Gal	3,732				3,732	Calc by DPW
		5,732	-	-	-	5,732	

FIRE HYDRANT SERVICE (DEPARTMENT OF PUBLIC WORKS)

BUDGET - FIRE HYDRANT SERVICE		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0430-151600	WATER DISTRIBUTION SYSTEM	548,101	242,266	574,071	574,071	3,768	-	28,000	605,839	31,768	5.53%
						<i>*increase based on current rate information</i>					

BUDGET - FIRE HYDRANT SERVICE

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19	
1001-10-15103-0430-151600	WATER DISTRIBUTION SYSTEM	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Hydrants (In service, 461 x \$264.58/ea)As of 12-31-16 462 in Service	122,236				122,236	
	Distribution Per Foot (In-service, 4,863,511 x \$0.09242)	449,486				449,486	
	Hydrants, Distribution & Increased Hydrants & Distribution					-	
	WICA 3.18% CHARGE (\$571,722 + 3.18%) (see Aquarion email)					-	
	WRA 2.57% CREDIT to start 4-1-17 (\$571,722 - 2.99%)					-	
	WICA 2.68%	3,831				3,831	
	WICA 3.18%	9,090				9,090	
	WICA 3.68%	5,379				5,379	
	WRA 2.57% CREDIT to start 4-1-17 (\$571,722-2.99%)	(15,951)				(15,951)	
	Current rate adjustment		3,768		28,000	31,768	
		574,071	3,768	-	28,000	605,839	

OFFICE OF THE FIRE MARSHAL

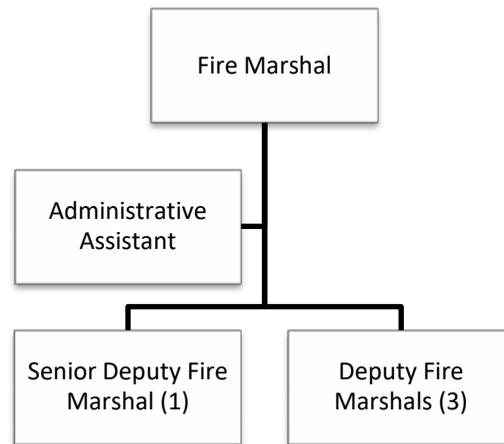
It is the mission of the Fire Marshal's Office to provide professional Life Safety protection to the citizens of the Town of Monroe. This is done through Inspection, prevention, and investigation as regulated by the applicable laws of the state of Connecticut.

PRIMARY PROGRAMS & SERVICES

- Thorough investigation of all fire incidents in Town per CGS.
- Life Safety Inspections and overall safety of all public and private schools and daycare buildings.
- Life Safety Inspections of commercial occupancies in town as regulated by CGS chapter 541.
- Issuance of blasting permits, and open burning permits along with campfire permits throughout town.
- Plan review/fire sprinkler review approvals of newly approved commercial building projects proposed to move into Town.

ORGANIZATION CHARTS

All Deputy Fire Marshals are paid on a per diem basis.



OFFICE OF THE FIRE MARSHAL

PERFORMANCE METRICS

	<u>2016</u>	<u>2017</u>
Fire investigations completed and filed with State Fire Marshal's Office	48	55
Life Safety Inspections	315	300
Assist residents in the installation, and relocation of smoke and carbon monoxide detectors	8	5
Onsite standby for private fireworks displays		4

SIGNIFICANT ACCOMPLISHMENTS

- Complete Knox Box installation data given to Fire Dispatch to aid fire departments in accessing commercial buildings.
- Solar panel listing data now updated monthly and provided to Fire Dispatch to aid fire departments in personnel safety.
- Dry hydrant program in effect town wide; all fire department connections are the same and now located on GIS.
- Continue work on preplans for fire department connections and hazard locations on commercial buildings.

GOALS & OBJECTIVES

- Continue a citizen fire academy with fire extinguisher training in conjunction with CERTS training.
- Maintain state mandated training as required by CGS for Fire Marshal certification.
- Continue to work with other Town departments on required inspections.
- Research a Fire Marshal Inspection fee schedule.

BUDGET HIGHLIGHTS

- Increase in part time hours at a cost of \$1,200.

OFFICE OF THE FIRE MARSHAL

BUDGET - OFFICE OF THE FIRE MARSHAL		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES: Dept 0440		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
1001-10-15103-0440-150001	FIRE MAR SALARY ADMIN	67,640	36,627	67,706	67,706	-	-	-	67,706	0	0.00%
1001-10-15103-0440-150003	FIRE MAR SALARY OTHER	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0440-150005	FIRE MAR SALARY PT	29,767	10,068	26,563	31,555	(3,744)	(1,248)	-	26,563	(1)	0.00%
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	3,074	1,409	3,000	3,100	-	-	-	3,100	100	3.33%
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	947	170	800	800	-	-	-	800	-	0.00%
1001-10-15103-0440-153390	FIRE MAR OPERATING EXP	3,184	3,093	5,500	5,500	-	-	-	5,500	-	0.00%
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	-	-	-	3,500	-	-	-	3,500	3,500	100.00%
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	4,435	1,155	5,000	1,000	-	-	-	1,000	(4,000)	-80.00%
1001-10-15103-0440-153594	FIRE MAR VEHICLE CAPTIAL	-	-	-	-	-	-	-	-	-	0.00%
		109,047	52,522	108,569	113,161	(3,744)	(1,248)	-	108,169	(400)	-0.37%

REVENUES:		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
1001-10-14003-140125	BURNING PERMITS REVENUE	1,640	290	1,500	1,500	-	-	-	1,500	-	0.00%
		1,640	290	1,500	1,500	-	-	-	1,500	-	0.00%

SALARY DETAIL - OFFICE OF THE FIRE MARSHAL

Dept 0440		17-18	18-19
1001-10-15103-0440-150001	Fire Marshal	65,481	65,481
	Longevity	225	225
	Overtime	2,000	2,000
	Total Administration:	67,706	67,706
1001-10-15103-0440-150005	PT-Deputy Fire Marshal	7,813	7,813
	PT-Deputy Fire Marshal	6,250	6,250
	PT-Deputy Fire Marshal	1,268	1,268
	PT-Office Assistant	11,232	11,232
	Total PT:	26,563	26,563
	Total Fire Marshal:	94,269	94,269
	Headcount-FT	1	1
	Headcount-PT	4	4

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
17-18	17-18	17-18	18-19	18-19	18-19
390.625	\$ 20.00	\$ 7,813	390.625	\$ 20.00	\$ 7,813
390.625	\$ 16.00	\$ 6,250	390.625	\$ 16.00	\$ 6,250
79.25	\$ 16.00	\$ 1,268	79.250	\$ 16.00	\$ 1,268
702	\$ 16.00	\$ 11,232	702	\$ 16.00	\$ 11,232

****Allocation of the approved 17/18 PT Deputy Fire Marshal position was reallocated to the PT Office Assistant position by First Selectman Vavrek. *request to increase from 13.5 to 19.5hrs/wk First Selectment reduced to 15hrs/wk-780 hrs-\$12,480-TC restored to 702 hours **PT Deputy Fire Marshals are paid per diem**

SALARY SUMMARY	17-18	18-19
FIRE MAR SALARY ADMIN	67,706	67,706
FIRE MAR SALARY OTHER	-	-
FIRE MAR SALARY PT	26,563	26,563
	94,269	94,269

OFFICE OF THE FIRE MARSHAL

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	Meters	2,000				2,000
	Radio Upgrades	500				500
	Respirators	200				200
	Gloves and misc equipment	400				400
		3,100	-	-	-	3,100
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	General office supplies	800				800
	including postage and code manuals					-
		800	-	-	-	800
1001-10-15103-0440-153390	FIRE MAR OPERATING EXP	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	Association dues including IAFC, CT, Fire Marshals, NAFL, fire service journal subscriptions, uniforms and hand tools	5,500				5,500
		5,500	-	-	-	5,500
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	Vehicle gasoline	\$ 3,500				3,500
		3,500	-	-	-	3,500
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	Tires, maintenance & repairs	1,000				1,000
		1,000	-	-	-	1,000
1001-10-15103-0440-153594	FIRE MAR VEHICLE CAPTIAL	Department	FS Adj	TC Adj	BOF Adj	Total Budget
		-				-
		-	-	-	-	-
BUDGET - OFFICE OF THE FIRE MARSHAL						
REVENUE:		18-19	18-19	18-19	18-19	18-19
1001-10-14003-0000-140125	BURNING PERMITS REVENUE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	o/burn permits	1,500				1,500
		1,500	-	-	-	1,500

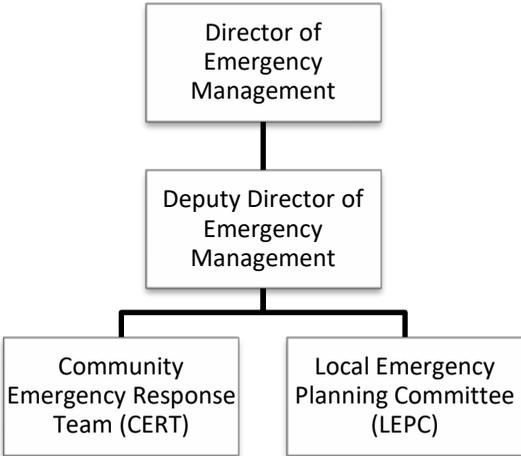
EMERGENCY MANAGEMENT

The Mission of the Monroe Emergency Management Department is to coordinate all available resources to protect the life and property of the citizens of Monroe in the event of a disaster or crisis, through a collaborative program of prevention, planning, preparedness, response, recovery and public education.

PRIMARY PROGRAMS & SERVICES

- Prepare for and provide emergency sheltering and warming.
- Manage the volunteer Community Emergency Response Team (CERT), which assists the Monroe Police Department with the annual Memorial Day Parade, the annual United Ride (in memory of 9/11), and with parking and public access at the summer programs conducted at Wolfe Park.
 - Provide 20-hour CERT training course for volunteers.
 - Actively participate with other regional CERT programs in training and mutual aid response.
- Provide emergency preparedness information to the community at multiple venues.
- Active, voting member on the Regional Emergency Planning Team.
- Maintain standards as presented by the State Division of Emergency Management and Homeland Security (DEMHS).

ORGANIZATION CHART



EMERGENCY MANAGEMENT

PERFORMANCE METRICS

- The Monroe CERT as a team is five years old. In 2017, there were 24 members attending one or more CERT meetings; cumulative participation was 56 training events and 88 community activities.

SIGNIFICANT ACCOMPLISHMENTS

- We have trained over 85 citizens in the Basic CERT course and most remain active in some capacity with our local CERT.
- Incorporated new training involving active aggressor training into CERT programming.
- Two more of our members are enrolled in the state-sponsored Train-the-Trainer for basic CERT Training.
- Updated the Local Emergency Operations Plan which was filed and accepted by the state DEMHS.

GOALS & OBJECTIVES

- Enhance our emergency preparedness information within our community.
- Conduct another Basic CERT training course in Spring 2018.
- Increase the number of CERT members trained in emergency shelter management.

BUDGET HIGHLIGHTS

- Emergency Management services are being provided to our community at very low cost, partially offset by a state grant.

BUDGET - EMERGENCY MANAGEMENT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0450-150001	EM MGMT SALARY ADMIN	5,625	2,875	5,750	5,750	-	-	-	5,750	-	0.00%
1001-10-15103-0450-151650	EM MGMT FAIRFIELD CTY HAZMT	3,000	3,000	3,000	3,000	-	-	-	3,000	-	0.00%
1001-10-15103-0450-153385	EM MGMT OFFICE EXPENSE	885	426	900	1,000	-	-	-	1,000	100	11.11%
1001-10-15103-0450-153390	EM MGMT OPERATING EXPENSE	2,587	3,471	3,466	3,466	-	-	-	3,466	-	0.00%
1001-10-15103-0450-153594	EM MGMT CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL EMERGENCY MGMT		12,097	9,772	13,116	13,216	-	-	-	13,216	100	0.76%

EMERGENCY MANAGEMENT

SALARY DETAIL - EMERGENCY MGM		<u>Dept 0450</u>	<u>17-18</u>	<u>18-19</u>
EMERGENCY MGMT				
1001-10-15103-0450-150001	Emergency Management Director		5,750	5,750
	Total Emergency Management:		5,750	5,750
	Headcount-FT		0	0
	Headcount-PT		1	1
SALARY SUMMARY				
	EM MGMT SALARY ADMIN		5,750	5,750

EXPENDITURES:

	18-19	18-19	18-19	18-19	18-19
1001-10-15103-0450-151650	Department	FS Adj	TC Adj	BOF Adj	Total Budget
EM MGMT FAIRFIELD CTY HAZMT This is our Town's annual contribution to the Regional Hazardous Materials Team	3,000				3,000
	3,000	-	-	-	3,000
1001-10-15103-0450-153385	18-19	18-19	18-19	18-19	18-19
EM MGMT OFFICE EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
With over 85 CERT members the cost of meetings and copying etc. increases.	1,000				1,000
	1,000	-	-	-	1,000
1001-10-15103-0450-153390	18-19	18-19	18-19	18-19	18-19
EM MGMT OPERATING EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
This is the curent cost of our Town's participation in the Urban Area Strategic Initiative (UASI) - a regional interoperative radio system for all 14 municipalities in Region 1	3,466				3,466
	3,466	-	-	-	3,466

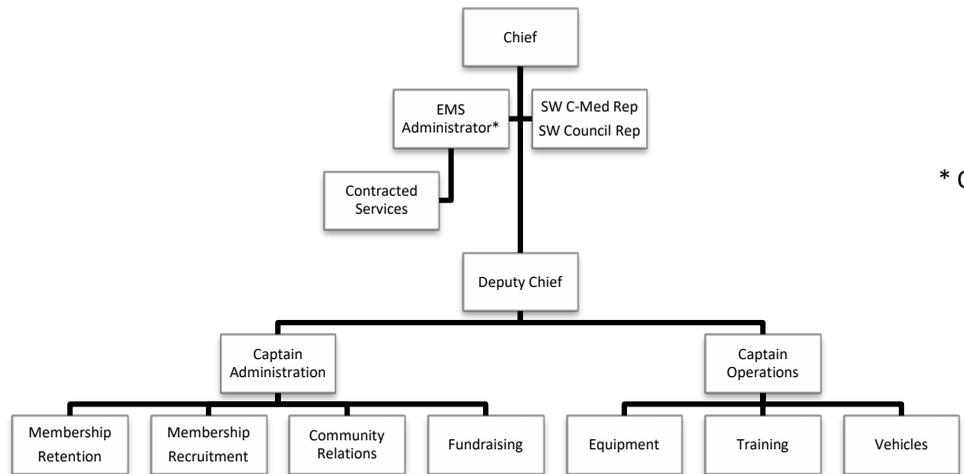
EMERGENCY MEDICAL SERVICES (EMS)

The mission of Monroe Volunteer Emergency Medical Service is to provide high quality pre-hospital emergency medical care with respect, empathy and understanding.

PRIMARY PROGRAMS & SERVICES

- Response to emergency medical calls.
- Conduct public CPR and first aid training.
- Provide ambulance coverage at special events.
- Records management & data analysis (reporting and analysis on membership, training, equipment, call handling & performance, patient categories, vehicle maintenance.)
- Administration and oversight of medical claims processing.

ORGANIZATION CHART



* Only paid position.

EMERGENCY MEDICAL SERVICES (EMS)

PERFORMANCE METRICS

	<u>2015</u>	<u>2016</u>	<u>2017</u>
Calls for Service	1,374	1,435	1,497
Volunteer Hours	9,612	9,358	10,166
Active volunteers	48	52	49
Special Events Coverage	35	42	41

SIGNIFICANT ACCOMPLISHMENTS

- Received Supplemental First Responder Certification Status with state Office of Emergency Medical Services.
- Successful contract negotiations to combine contracted paramedic and EMT services with one company reducing overall costs.
- Advanced training provided in Tactical Emergency Casualty Care – classroom & practical lab training for increased preparedness for mass casualty incidents.
- Initiated fundraising program.
- Heart Safe Town status renewal through American Heart Association & CPR training program.
- Volunteers conducted a food drive for the Monroe Food Pantry.

GOALS & OBJECTIVES

- Continue to reduce the demand for mutual aid ambulance coverage.
- Increase volunteer membership.

BUDGET HIGHLIGHTS

- Significant budget drivers are the contracted services increases. These increases are part of a multi-year contract.
- There is an increase in the training line due to the need to restore certain training to our members to keep current in new trends and protocols.
- Vehicle maintenance was increased due to age of current vehicles and rising maintenance and repairs.

EMERGENCY MEDICAL SERVICES (EMS)

BUDGET - EMS		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
1001-10-15103-0460-150005	EMS SALARY PT	48,052	17,181	33,500	33,500	-	-	-	33,500	-	0.00%
1001-10-15103-0460-150560	EMS FICA & MEDICARE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0460-151270	EMS VOLUNTEER ABATEMENT	21,666	21,481	26,000	26,250	(250)	-	-	26,000	-	0.00%
1001-10-15103-0460-153045	EMS BUILDING MAINTENANCE	6,059	2,881	10,000	10,000	-	-	-	10,000	-	0.00%
1001-10-15103-0460-153060	EMS COMMUNICATIONS	2,396	937	4,000	5,000	-	-	-	5,000	1,000	25.00%
1001-10-15103-0460-153075	EMS CONTRACTED SERVICES	654,425	307,939	664,359	697,343	(4,000)	-	-	693,343	28,984	4.36%
1001-10-15103-0460-153145	EMS EQUIPMENT EXPENSE	11,088	2,444	12,000	12,000	-	-	-	12,000	-	0.00%
1001-10-15103-0460-153385	EMS OFFICE EXPENSE	3,662	546	4,500	4,500	-	-	-	4,500	-	0.00%
1001-10-15103-0460-153390	EMS OPERATING EXPENSE	26,883	7,114	43,500	38,000	-	-	-	38,000	(5,500)	-12.64%
1001-10-15103-0460-153520	EMS SUPPLEMENTAL APPROPRIATION	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0460-153540	EMS TRAINING EXPENSE	15,162	2,274	15,000	20,000	(2,000)	-	-	18,000	3,000	20.00%
1001-10-15103-0460-153563	EMS ELECTRIC	-	2,825	9,600	9,600	-	-	-	9,600	-	0.00%
1001-10-15103-0460-153564	EMS HEAT	-	416	2,000	2,000	-	-	-	2,000	-	0.00%
1001-10-15103-0460-153565	EMS UTILITIES OTHER	11,292	661	1,900	1,900	-	-	-	1,900	-	0.00%
1001-10-15103-0460-153579	EMS VEHICLE FUEL	-	4,143	10,805	10,805	-	-	-	10,805	-	0.00%
1001-10-15103-0460-153580	EMS VEHICLE EXPENSE	22,193	8,566	16,195	20,000	-	-	-	20,000	3,805	23.49%
1001-10-15103-0460-153594	EMS CAPITAL	-	-	-	40,000	(40,000)	-	-	-	-	0.00%
1001-10-15103-0460-153596	EMS REVENUE	(577,905)	-	-	-	-	-	-	-	-	0.00%
TOTAL EMS EXPENDITURES:		244,973	379,410	853,359	930,898	(46,250)	-	-	\$ 884,648	31,289	3.67%

REVENUES:		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
1001-10-14007-140737	EMS REVENUE	-	275,386	504,500	544,500	-	-	-	544,500	40,000	7.93%
TOTAL EMS REVENUES:		-	275,386	504,500	544,500	-	-	-	\$ 544,500	40,000	7.93%

SALARY DETAIL - EMS					Hours/yr	Hrly Rate	\$ Amount			
EXPENDITURES:		<u>Dept 0460</u>			<u>17-18</u>	<u>17-18</u>	<u>17-18</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>
1001-10-15103-0460-150005	PT Administrator	33,500	33,500		1,014	\$ 33.04	\$ 33,500	1,014	\$ 33.04	\$ 33,500
Total PT:		33,500	33,500							
Headcount-FT		-	-							
Headcount-PT		1	1							

EMERGENCY MEDICAL SERVICES (EMS)

EXPENDITURES:		18-19	18-19	18-19	18-19	18-19
1001-10-15103-0460-151270	EMS VOLUNTEER ABATEMENT	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Potential liability if all eligible members take tax incentive for 2017		26,250	(250)			26,000
		26,250	(250)	-	-	26,000
1001-10-15103-0460-153045	EMS BUILDING MAINTENANCE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Cleaning		4,800				4,800
Assorted building repairs, maintenance		5,200				5,200
		10,000	-	-	-	10,000
1001-10-15103-0460-153060	EMS COMMUNICATIONS	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Cell service for iPads used for patient charting		2,040				2,040
Assorted radio batteries and repairs		2,960				2,960
		5,000	-	-	-	5,000
1001-10-15103-0460-153075	EMS CONTRACTED SERVICES	Department	FS Adj	TC Adj	BOF Adj	Total Budget
VEMS ALS Contract		433,498				433,498
VEMS BLS Contract		156,000				156,000
Billing Company		48,000	(4,000)			44,000
Assorted intercept/OT/holiday		59,845				59,845
		697,343	(4,000)	-	-	693,343
1001-10-15103-0460-153145	EMS EQUIPMENT EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Non-consumable equipment and repairs		12,000				12,000
		12,000	-	-	-	12,000
1001-10-15103-0460-153385	EMS OFFICE EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Copy costs/paper/assorted office supplies		4,500				4,500
		4,500	-	-	-	4,500
1001-10-15103-0460-153390	EMS OPERATING EXPENSE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Oxygen		4,800				4,800
EMS Charts		2,200				2,200
Assorted items (syncpad/Java/jackets)		1,320				1,320
Consumable supplies (variable based on CFS)		29,680				29,680
		38,000	-	-	-	38,000
1001-10-15103-0460-153563	EMS ELECTRIC	Department	FS Adj	TC Adj	BOF Adj	Total Budget
Based on current year budget projection		9,600				9,600
		9,600	-	-	-	9,600

EMERGENCY MEDICAL SERVICES (EMS)

		18-19	18-19	18-19	18-19	18-19
		Department	FS Adj	TC Adj	BOF Adj	Total Budget
1001-10-15103-0460-153564	EMS HEAT					
Based on current year budget projection		2,000				2,000
		2,000	-	-	-	2,000
1001-10-15103-0460-153565	EMS UTILITIES OTHER					
Based on current year budget projection		1,900				1,900
		1,900	-	-	-	1,900
1001-10-15103-0460-153540	EMS TRAINING EXPENSE					
EMT / Recert / CPR classes		20,000	(2,000)			18,000
Public training classes						-
Other mandated and developmental classes						-
		20,000	(2,000)	-	-	18,000
1001-10-15103-0460-153579	EMS VEHICLE FUEL					
Based on current year budget projection		10,805				10,805
Variable based on contracted fuel prices						-
		10,805	-	-	-	10,805
1001-10-15103-0460-153580	EMS VEHICLE EXPENSE					
Vehicle repair and maintenance expenses		20,000				20,000
Increased due to age of vehicles and increased repairs						-
		20,000	-	-	-	20,000
1001-10-15103-0460-153594	EMS CAPITAL					
New administrative vehicle		40,000				40,000
Used for administrative purposes, training, and home responding (to increase coverage and reduce response times)						-
MOVED TO CAPITAL PROGRAM			(40,000)			(40,000)
		40,000	(40,000)	-	-	-
BUDGET - EMS						
REVENUES:						
1001-10-14007-140737	EMS REVENUE					
Training Income		4,500				4,500
Billing revenue		540,000				540,000
		544,500	-	-	-	544,500

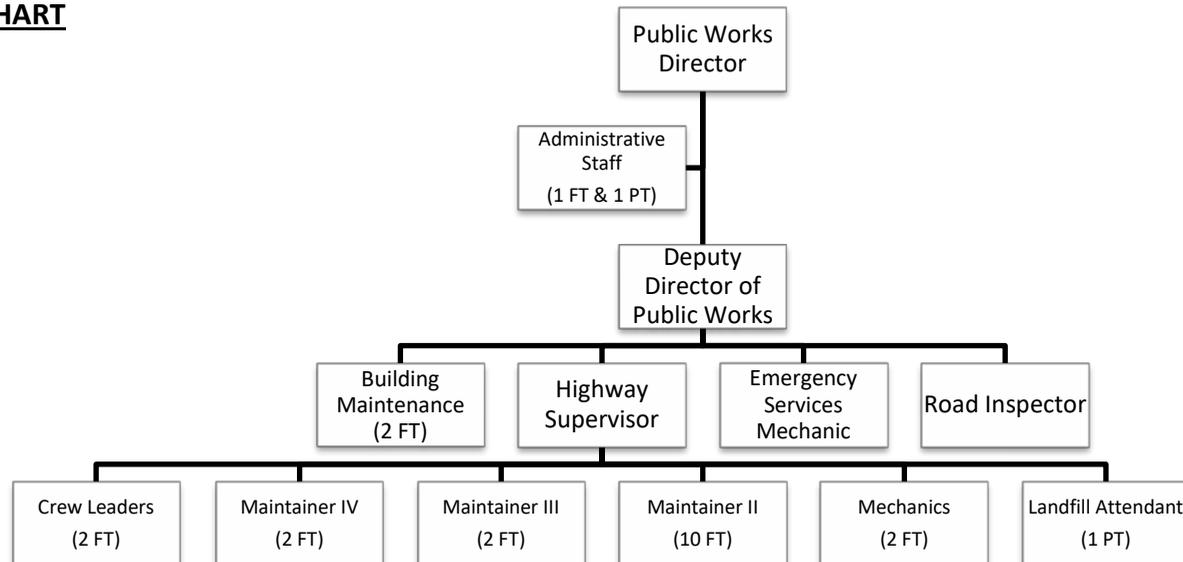
DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

The mission of the department is to enhance the quality of life for residents of the Town of Monroe through the safe, responsive, efficient and effective delivery of services to every neighborhood.

The Department of Public Works is comprised of two divisions, Building Maintenance & the Highway Department.

- Building Maintenance - this division provides general and contracted maintenance of 20 public facilities including the Town Hall, Police Department, Library, Senior Center, Fire Houses and Highway Garage. In total the building maintenance division is responsible for 236,911 square feet of building and 11 emergency generators with 1 F/T Building Maintainer.
- Highway Department - this division performs all of the maintenance and construction work within the Town owned right-of-way over the 143 miles of road, 5 miles of which are dirt roads. These functions include road reconstruction, excavation, paving, pothole patching, curbing, topsoil & seed, drainage pipe, drainage structure installation, traffic sign installation, street sign installation, roadside trimming, roadside mowing, litter cleanup, street sweeping, tree removal, tree trimming, snow plowing, sanding, dirt-road grading, dust control, and guiderail maintenance. Highway also participates in the annual bulky waste pickup, collection of waste motor oil.

ORGANIZATION CHART



DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

PERFORMANCE METRICS

	<u>2016-2017</u>	<u>2015-2016</u>	<u>2014-2015</u>
Road miles repaired/paved	6.80	2.96	4.14
Miles striped	43.5	49.5	54.0
Drainage pipes addressed	3.91	3.73	0.25
Catch basins cleaned	581	400	350
Number of bulky waste pickups	720	560	918

SIGNIFICANT ACCOMPLISHMENTS

- Significant drainage replacement prior to road reconstruction. Increased road reconstruction and resurfacing.
- Increased catch basin maintenance.
- Crack sealed 25+ miles.
- Transition in winter road treatment in efforts to decrease drainage maintenance & catch basin cleaning costs.

GOALS & OBJECTIVES

- Perform updated pavement management assessment and continue efforts to improve pavement condition index.
- Enhance fleet replacement program.
- Increase efficiency through QAlert utilization.
- Continued involvement, evaluation and prioritization of multiple Town infrastructure projects

BUDGET HIGHLIGHTS

- The primary driver is restoring road resurfacing and other portions of the items reduced/removed from the 2017-2018 operating budgets.
- Other increases are related to new MS4 regulations from DEEP, guide rail maintenance, tree removals and brush grinding/disposal increase due to the Emerald Ash Borer infestation.

DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

BUDGET - PUBLIC WORKS & SANITATION

EXPENDITURES:

		<u>Depts 0500 - 0610</u>								2017-2018 TO 2018-2019	
		<u>16-17</u>	<u>17-18</u>	<u>17-18</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>\$ CHG</u>	<u>% CHG</u>
		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>		
PW ADMINISTRATION:		Dept 0500									
1001-10-15105-0500-150001	PW SALARY ADMIN	99,974	53,086	98,395	98,395	-	-	-	98,395	-	0.00%
1001-10-15105-0500-150003	PW SALARY OTHER	178,368	87,302	180,893	180,461	-	-	-	180,461	(432)	-0.24%
1001-10-15105-0500-150005	PW SALARIES PT	15,228	8,248	16,224	16,224	-	-	-	16,224	-	0.00%
1001-10-15105-0500-153385	PW OFFICE EXPENSE	5,662	3,482	6,000	9,000	(500)	-	-	8,500	2,500	41.67%
1001-10-15105-0500-153390	P W OPERATING EXPENSE	5,342	2,369	7,000	6,500	500	-	-	7,000	-	0.00%
TOTAL PUBLIC WORKS ADMINISTRATION:		304,574	154,487	308,512	310,580	-	-	-	310,580	2,068	0.67%
PW HIGHWAY:		Dept 0510									
1001-10-15105-0510-150001	PW SALARY GM ADMIN	82,582	44,726	82,677	82,677	-	-	-	82,677	(0)	0.00%
1001-10-15105-0510-150003	PW SALARY GM OTHER	1,101,326	566,855	1,091,396	1,091,246	-	-	-	1,091,246	(150)	-0.01%
1001-10-15105-0510-153075	PW GM CONTRACTED SVCS	54,475	23,624	55,000	97,600	(42,600)	-	-	55,000	-	0.00%
1001-10-15105-0510-153390	PW GM OPERATING EXPENSE	75,866	40,165	115,000	126,250	(110,200)	-	-	16,050	(98,950)	-86.04%
1001-10-15105-0510-153594	PW CAPITAL	-	-	-	60,000	(60,000)	-	-	-	-	0.00%
TOTAL HIGHWAY:		1,314,249	675,370	1,344,073	1,457,773	(212,800)	-	-	1,244,973	(99,100)	-7.37%
PW SNOW REMOVAL:		Dept 0520									
1001-10-15105-0520-150015	PW SALARY SNOW OT	156,423	52,847	94,400	197,000	(47,000)	-	-	150,000	55,600	58.90%
1001-10-15105-0520-153075	PW SNOW CONTRACTED SVCS	17,595	6,405	30,250	46,875	(26,875)	-	-	20,000	(10,250)	-33.88%
1001-10-15105-0520-153390	PW SNOW OPERATING EXP	284,950	27,447	275,395	379,400	-	(50,000)	-	329,400	54,005	19.61%
TOTAL SNOW REMOVAL:		458,968	86,699	400,045	623,275	(73,875)	(50,000)	-	499,400	99,355	24.84%
PW ROAD AND BUILDING:		Dept 0530									
1001-10-15105-0530-151700	PW DRAINAGE IMPROVEMENT	63,625	41,691	63,625	63,625	-	-	-	63,625	-	0.00%
1001-10-15105-0530-151710	P W STREET RECONSTRUCT ENG	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15105-0530-151720	P W HWY STREET RESURF/MAINT	475,000	-	-	1,000,000	(439,800)	-	-	560,200	560,200	100.00%
1001-10-15105-0530-151730	PW BUS BARN MAINTENANCE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15105-0530-151740	PW TRAFFIC SIGNS & LINES	49,174	34,172	48,200	68,024	-	-	-	68,024	19,824	41.13%
1001-10-15105-0530-153563	PW ELCTRIC-STREET LIGHTS	18,913	8,069	23,794	20,000	-	-	-	20,000	(3,794)	-15.95%
1001-10-15105-0530-153045	PW BUILDING MAINTENANCE	45,687	13,904	44,868	31,980	-	-	-	31,980	(12,888)	-28.72%
1001-10-15105-0530-153145	PW EQUIPMENT	5,630	-	2,300	259,800	(243,000)	-	-	16,800	14,500	630.43%
1001-10-15105-0530-153390	PW TREE WARD OPERATING EXP	39,945	3,875	40,000	68,000	-	-	-	68,000	28,000	70.00%
1001-10-15105-0530-153485	PW R & M EQUIPMENT	239,761	102,471	255,270	200,000	(70,000)	-	-	130,000	(125,270)	-49.07%
1001-10-15105-0530-153563	PW ELECTRIC	-	-	-	18,760	-	-	-	18,760	18,760	100.00%
1001-10-15105-0530-153564	PW HEAT	-	-	-	12,000	-	-	-	12,000	12,000	100.00%
1001-10-15105-0530-153579	PW VEHICLE FUEL	-	-	-	109,356	-	-	-	109,356	109,356	100.00%
1001-10-15105-0530-150003	PW SALARY TREE WARD OTHER	-	-	-	-	-	-	-	-	-	0.00%
TOTAL ROAD AND BUILDING:		937,735	204,182	478,057	1,851,545	(752,800)	-	-	1,098,745	620,688	129.84%
TOTAL PUBLIC WORKS:		3,015,526	1,120,737	2,530,687	4,243,173	(1,039,475)	(50,000)	-	3,153,698	623,011	24.62%

DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
PW SOLID WASTE: Dept 0600											
1001-10-15105-0600-150005	PW SOL WASTE SALARY PT	6,313	3,710	15,152	13,436	-	-	-	13,436	(1,717)	-11.33%
1001-10-15105-0600-151760	PW SOL WASTE DISPOSAL	-	-	1,500	1,500	-	-	-	1,500	-	0.00%
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP	14,223	2,443	13,000	20,350	-	-	-	20,350	7,350	56.54%
1001-10-15105-0600-153563	PW SOL WASTE ELECTRIC	-	-	-	790	-	-	-	790	790	0.00%
TOTAL SOLID WASTE:		20,536	6,153	29,652	36,076	-	-	-	36,076	6,424	21.66%
PW RECYCLING: Dept 0610											
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY	5,576	1,891	5,800	5,800	-	-	-	5,800	-	0.00%
1001-10-15105-0610-151790	PW RECYCLING TRANSFER STATN	44,209	20,383	53,500	53,500	-	-	-	53,500	-	0.00%
1001-10-15105-0610-153075	PW RECYCLING CONTRACTED SVCS	221,591	115,320	229,194	245,842	-	-	-	245,842	16,648	7.26%
1001-10-15105-0610-153390	PW RECYCLE OPERATING EXP	-	-	-	500	(500)	-	-	-	-	0.00%
TOTAL RECYCLING:		271,376	137,594	288,494	305,642	(500)	-	-	305,142	16,648	5.77%
TOTAL PUBLIC WORKS EXPENDITURES:		291,912	143,747	318,146	341,718	(500)	-	-	341,218	23,072	7.25%
TOTAL PUBLIC WORKS:		3,307,438	1,264,484	2,848,833	4,584,891	(1,039,975)	(50,000)	-	3,494,916	646,083	22.68%

BUDGET - PUBLIC WORKS & SANITATION

		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
REVENUES:											
1001-10-14003-140165	REFUSE PERMIT REVENUE	1,800	-	2,000	2,000	-	-	-	2,000	-	0.00%
TOTAL PUBLIC WORKS EXPENDITURES:		1,800	-	2,000	2,000	-	-	-	2,000	-	0.00%

SALARY DETAIL - PUBLIC WORKS

		Dept 0500				
		17-18	18-19	Hours/yr	Hrly Rate	\$ Amount
PW ADMIN:						
1001-10-15105-0500-150001	Director of Public Works-Administration	98,170	98,170			
	Longevity	225	225			
	Total Admin:	98,395	98,395			
1001-10-15105-0500-150003	Deputy Director of Public Works	70,000	70,000			
	Longevity	-	-			
	Engineering Inspector	56,698	56,490 <i>new hire</i>			
	Longevity	450	225			
	Leap Day	-	-			
	Development Services	51,361	51,361			
	Longevity	225	225			
	Leap Day	-	-			
	Clerk	-	-			
	Longevity	-	-			
	Paid Time Off Coverage	2,160	2,160	144	\$ 15.00	\$ 2,160
	Total Other:	180,893	180,461			
1001-10-15105-0500-150005	PT-Clerical	16,224	16,224	1,014	\$ 16.00	\$ 16,224
	Total Part Time:	16,224	16,224			
	Total Public Works Administration:	295,512	295,080			

DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

PW HIGHWAY:	<u>Dept 0510</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15105-0510-150001	Highway Supervisor	82,227	82,227
	Longevity	450	450
	Total Administration:	82,677	82,677
1001-10-15105-0510-150003	Crew Leaders - 2 people	122,424	122,424
	Longevity	900	900
	Leap Day	-	-
	Maintainer II - 10 people	534,745	534,745
	Longevity	2,050	1,900
	Leap Day	-	-
	Maintainer III - 2 people	112,061	112,061
	Longevity	800	800
	Leap Day	-	-
	Maintainer IV - 2 people	117,129	117,129
	Longevity	700	700
	Leap Day	-	-
	Mechanics - 3 people	187,538	187,538
	Longevity	1,050	1,050
	Leap Day	-	-
	Perfect Attendance Bonus	3,000	3,000
	Emergency Overtime	9,000	9,000
	Total Other:	1,091,397	1,091,246
Total Public Works Highway:		1,174,073	1,173,923

PW SNOW REMOVAL:	<u>Dept 0520</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15105-0520-150015	Snow Removal OT	94,400	150,000 <i>*FS reduction to \$150,000-see below</i>
	Total Public Works Snow Removal:	94,400	150,000

PW SOLID WASTE:	<u>Dept 0600</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15105-0600-150005	PT-Landfill Permit Clerk	1,716	-
	PT-Landfill Attendant	13,436	13,436
	Total Public Works Solid Waste:	15,152	13,436

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
<u>17-18</u>	<u>17-18</u>	<u>17-18</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>
156	\$ 11.00	\$ 1,716			\$ -
1,014	\$ 13.25	\$ 13,436	1,014	\$ 13.25	\$ 13,436

Total Public Works :	1,579,137	1,632,439
Headcount-FT	24	24
Headcount-PT	2	2

SALARY SUMMARY	<u>17-18</u>	<u>18-19</u>
PW SALARY ADMIN	98,395	98,395
PW SALARY OTHER	180,893	180,461
PW SALARIES PT	16,224	16,224
	295,512	295,080
PW SALARY GM ADMIN	82,677	82,677
PW SALARY GM OTHER	1,091,396	1,091,246
	1,174,072	1,173,923
PW SALARY SNOW OT	94,400	150,000
	94,400	150,000
PW SOL WASTE SALARY PT	15,152	13,436
TOTAL PW	1,579,136	1,632,439

DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

EXPENDITURES:

PW ADMINISTRATION:

1001-10-15105-0500-153385 PW OFFICE EXPENSE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Office & Field Supplies / Equipment	3,000				3,000	
Seminar & Conference - Training	2,500				2,500	
Bid & Job advertising	2,000				2,000	
Replace Office Furniture	1,500	(500)			1,000	
	9,000	(500)	-	-	8,500	

1001-10-15105-0500-153390 P W OPERATING EXPENSE

Repair & Calibration of Departmental Equip	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Repair & Calibration of Departmental Equip	6,500				6,500	
<i>MOVED FROM PW RECYCLING CONTRACTED SERVICES</i>		500			500	
	6,500	500	-	-	7,000	

PW HIGHWAY:

1001-10-15105-0510-153075 PW GM CONTRACTED SVCS

Catch Basin Cleaning 2200 x 28	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Catch Basin Cleaning 2200 x 28	61,600				61,600	required by MS4
Drainage Ditch/Swale Cleaning	8,000				8,000	
Installation & Repair of Guide Rails	12,500				12,500	
Hydraulic Jetting of plugged drainage pipes	2,000				2,000	
Weed Control, materials & Equipment transport	4,500				4,500	
Detention basin cleaning	9,000				9,000	
<i>TO BE COVERED BY TOWN AID ROADS</i>		(42,600)			(42,600)	
	97,600	(42,600)	-	-	55,000	

1001-10-15105-0510-153390 PW GM OPERATING EXPENSE

Uniforms & Clothing Allowance (200 X 18)	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Uniforms & Clothing Allowance (200 X 18)	3,600				3,600	
Uniforms for Mechanics	1,600				1,600	
Safety Shoes Per Contract (22 x \$200)	4,400				4,400	
Tool Allowance (3 x \$150)	450				450	
Pump out Oil Watyer Separator	6,000				6,000	
Dust Control for roads, bike path, const	14,500				14,500	Street Resurf/Maint
Asphalt Patch (600T x \$87/T)	52,200				52,200	Street Resurf/Maint
Process gravel for dirt roads (2000 T x \$16/T)	32,000				32,000	Street Resurf/Maint
Misc. Road maintenance. (tools, guide posts, etc)	6,000				6,000	Street Resurf/Maint
Screen Top Soil	5,500				5,500	Street Resurf/Maint
<i>MOVED TO STREET RESURF/MAINT</i>		(110,200)			(110,200)	
	126,250	(110,200)	-	-	16,050	

1001-10-15105-0510-153594 PW CAPITAL

Truck Body Replacement	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Truck Body Replacement	40,000				40,000	CAPITAL
Security & Access Controls	20,000				20,000	CAPITAL
<i>MOVED TO CAPITAL PROGRAM</i>		(60,000)			(60,000)	
	60,000	(60,000)	-	-	-	

DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

PW SNOW REMOVAL:		18-19	18-19	18-19	18-19	18-19	
1001-10-15105-0520-150015	PW SALARY SNOW OT	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
20 operators x 21 storms x 18 hr/storm X \$26.00 ave/hr		197,000				197,000	
<i>Based on revised calculation of an 8 year average</i>			(47,000)			(47,000)	
		197,000	(47,000)	-	-	150,000	
1001-10-15105-0520-153075 PW SNOW CONTRACTED SVCS		18-19	18-19	18-19	18-19	18-19	
Department		FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
Dirt Road Contractor (250 hrs x \$125)		31,250	(18,000)			13,250	
Industrial Park (125 hrs x \$125)		15,625	(8,875)			6,750	
		46,875	(26,875)	-	-	20,000	
1001-10-15105-0520-153390 PW SNOW OPERATING EXP		18-19	18-19	18-19	18-19	18-19	
Department		FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
New Equipment & Replacemnt, parts & repairs & Truck Washing per industrial storm water permit		60,000				60,000	Replacement items deferred as over all line reduced by \$69K from 16/17 FY
Road Salt (3500 T x \$74/T)		259,000				259,000	1,000 ton/\$67K increase for all salt transition
Sand (1500 T x 26/T)		39,000				39,000	
Precision Weather Service		1,400				1,400	
Frame & Body Maintenance & Plow Maintenance		20,000				20,000	Cut from 17/18 budget, preventing proper maintenance and replacement
			(50,000)			(50,000)	
		379,400	-	(50,000)	-	329,400	
PW ROAD AND BUILDING:		18-19	18-19	18-19	18-19	18-19	
1001-10-15105-0530-151700	PW DRAINAGE IMPROVEMENT	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Pipe (2000lf @ \$10)		20,000				20,000	
Catch Basin Top Replacement (50 @ \$140)		7,000				7,000	
Catch Bassin R/R (35 @ \$475)		16,625				16,625	
Drainage Materials (block, cement, stone, rip rap, seed)		20,000				20,000	
		63,625	-	-	-	63,625	
1001-10-15105-0530-151710 P W STREET RECONSTRUCT ENG		18-19	18-19	18-19	18-19	18-19	
Department		FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
		-	-	-	-	-	
1001-10-15105-0530-151720 P W HWY STREET RESURF/MAINT		18-19	18-19	18-19	18-19	18-19	
Department		FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
Crack Sealing		170,000				170,000	
Paving		500,000				500,000	
Cold In Place Recycling, Slurry Seal		300,000				300,000	
Consulting Engineering Services		30,000				30,000	
			(550,000)			(550,000)	<i>this adjustment keep level funding with an addition appropriation of the town road fund</i>
<i>MOVED FROM GM OPERATING</i>			110,200			110,200	
		1,000,000	(439,800)	-	-	560,200	

DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

1001-10-15105-0530-151740 PW TRAFFIC SIGNS & LINES	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Signs - Street sign posts (200ea @ \$20)	4,000				4,000	
Signs - Street sign blanks (200ea @ \$12.00)	1,744				1,744	
Signs - Traffic sign posts (150ea @ \$20)	4,000				4,000	
Signs - Traffic sign blanks & faces (150ea @ \$40)	6,000				6,000	
Signs - Misc. bolts, reflective papers, repair of sign equipment	1,000				1,000	
Meet Retro Reflectivity Requirements - Sign Replacement	7,500				7,500	Replace engineering grade reflective signs with high intensity signs
Striping - Stopbars (7500LF@\$0.485)	3,640				3,640	
Striping - School cross walks (2500LF@\$0.71)	1,765				1,765	
Striping - School zones (6ea @ \$100)	600				600	
Striping - Parking stalls (150ea @ \$3)	450				450	
Striping - Handicap stalls (5ea @ \$25)	125				125	
Striping - 4 Turn Arrows and 120' of white centerline	200				200	
Striping - Yellow double center (40 miles @ \$373.63)	25,000				25,000	Transitioning to epoxy for higher visibility and longer life expectancy.
Striping - White edge line (41.5 miles @ \$179.52)	12,000				12,000	
	-				-	
	68,024	-	-	-	68,024	
	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15105-0530-153563 PW ELCTRIC-STREET LIGHTS						
93 Street Lights @ \$215/EA	20,000				20,000	
	20,000	-	-	-	20,000	
	18-19	18-19	18-19	18-19	18-19	
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15105-0530-153045 PW BUILDING MAINTENANCE						
Water service	940				940	
Bottled gas heating	2,200				2,200	
Bottled water	1,300				1,300	
Building maintenance supplies	3,000				3,000	
General building maintenance	15,000				15,000	
Vehicle lift & crane hoist inspections & OSHA certifications	1,000				1,000	
Septic Pump Out - Highway Garage	450				450	
Fire Alarm Monitoring Contract - Highway Garage - SAS	450				450	Contract
Emergency Generator Maint Contract - Hyw Garage	850				850	Contract
	-				-	
	-				-	
Bus Barn Maintenance						
Water service	700				700	
Building Maintenance & Supplies	4,000				4,000	
Septic Tank Pumping	300				300	
Fire Alarm Monitoring Contract-Highway Garag -SAS	840				840	
NEW - Bus Barn Generator Maintenance	950				950	
	31,980	-	-	-	31,980	

DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
1001-10-15105-0530-153145 PW EQUIPMENT						
2 Cargo Containers - needed to address security & lack of storage	9,500				9,500	
40 yard container for TEAM Roll Off	5,000				5,000	
YearlyDiagnostic vehicle/truck & NOW Large Truck software upgrade	2,300				2,300	
Rack Body with Lift Gate 39-MON	70,000				70,000	Capital
Mechanics Truck (carrying a Compressor, Welder & has a plow) 50 -MON	80,000				80,000	Capital
Chipper	76,500				76,500	Capital
Truck Lifts - for Mason Dumps 15,000 / 18,000 Lift	16,500				16,500	Capital
MOVED TO CAPITAL PROGRAM		(243,000)			(243,000)	
	259,800	(243,000)	-	-	16,800	
1001-10-15105-0530-153390 PW TREE WARD OPERATING EXP						
Contracted tree removal, replacement & trimming	60,000				60,000	176 trees cut last FY, EAB has affected larger diameter and multi leader trees. In speaking with the Tree Warden there is a larger
					-	EAB infestation present and takedowns are becoming more
					-	hazardous and costly. Accordingly, we anticipate approximately
Street Pruning Needed - Contracted Bucket Truck Need	8,000				8,000	250 trees to require to be taken down this upcoming year.
	68,000	-	-	-	68,000	
1001-10-15105-0530-153485 PW R & M EQUIPMENT						
Maintenance of Highway & DPW Fleet & Equipment	200,000	(70,000)			130,000	
	200,000	(70,000)	-	-	130,000	
1001-10-15105-0530-153563 PW ELECTRIC						
Highway Maintenance Garage/Annex	14,960				14,960	Electricity (88,000 kWh @ \$.17)
Highway Office	3,800				3,800	Electricity
	18,760	-	-	-	18,760	
1001-10-15105-0530-153564 PW HEAT						
#2 Heating Fuel (3,500 Gallons @ \$1.995)	7,000				7,000	
Highway Office - #2 Heating Fuel 2,500 gal @ current Avg = \$.20632	5,000				5,000	
	12,000	-	-	-	12,000	
1001-10-15105-0530-153579 PW VEHICLE FUEL						
Diesel Fuel (38,00 Gallons @ \$2.0731)	79,000				79,000	
Regular Gasoline 87 Octane - 14,000 Gallons @ \$2.1683)	30,356				30,356	
	109,356	-	-	-	109,356	
PW SOLID WASTE:						
1001-10-15105-0600-151760 PW SOL WASTE DISPOSAL						
Supplies, Tags & Stickers	1,500				1,500	
	1,500	-	-	-	1,500	

DEPARTMENT OF PUBLIC WORKS (INCLUDING SANITATION)

		18-19	18-19	18-19	18-19	18-19	
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP						
	Toilet rental, building maintenance, supplies, utility costs	3,000				3,000	
	Annual state license fees (DEEP)	1,350				1,350	
	Grind logs & brush - to address increase due to Emerald Ash Borer infestation	16,000				16,000	
		20,350	-	-	-	20,350	
1001-10-15105-0600-153563	PW SOL WASTE ELECTRIC						
	Electricity - for AC & Heat units	790				790	
		790	-	-	-	790	
PW RECYCLING:							
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY						
	125 Households @ \$39/household	5,800				5,800	
		5,800	-	-	-	5,800	
1001-10-15105-0610-151790	PW RECYCLING TRANSFER STATN						
	3 year look shows this to be adequate - (30.2% cost share of \$352,202)	33,500				33,500	
	(30.2% cost share of Attendant \$140,000.00)					-	
	Equipment Costs	10,000				10,000	
	Attendant's Shed	10,000				10,000	
		53,500	-	-	-	53,500	
1001-10-15105-0610-153075	PW RECYCLING CONTRACTED SVCS						
	Mixed paper @ Town Hall(12 pickups x \$150/ea)	1,720				1,720	
	Tires pickup @ Garder Road Bulky Waste Landfill (10 pickups x \$650/ea)	6,400				6,400	
	Metal bin pickup @ Garder Road Bulky Waste Landfill (16 pickups x \$110/ea)	2,000				2,000	
	Residential Recycling (\$2.78/mth x 12 mth x 7066 units - With Update from Assessor)	235,722				235,722	FY 17 3rd year of 5 year contract
		245,842	-	-	-	245,842	
1001-10-15105-0610-153390	PW RECYCLE OPERATING EXP						
	Recycling program supplies, education flyers, brochures, postage	500				500	
	Tags/notices					-	
	MOVED TO PW OPERATING EXPENSE		(500)			(500)	
		500	(500)	-	-	-	
BUDGET - PUBLIC WORKS & SANITATION							
REVENUES:							
1001-10-14003-140165	REFUSE PERMITS REVENUE						
	Hauler Permits	2,000				2,000	
		2,000	-	-	-	2,000	

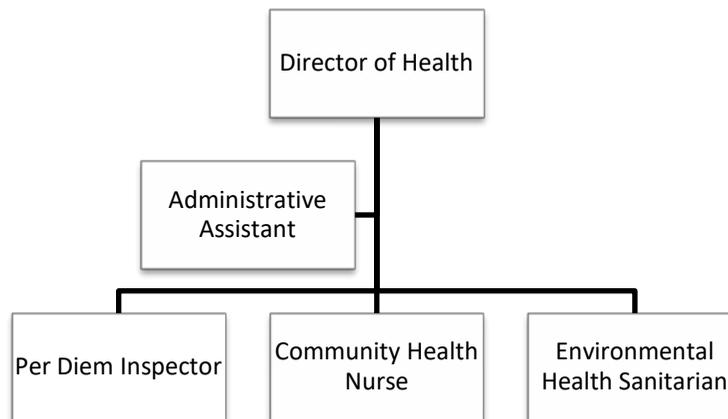
HEALTH DEPARTMENT

The Monroe Health Department is committed to improving the quality of life throughout our community, encompassing our residents, businesses, and our visitors. We achieve this through the promotion of health, prevention of disease and injury, and fostering a healthy environment.

PRIMARY PROGRAMS & SERVICES

- Environmental Health: we promote community health and well-being by fostering a safe and healthful environment through the enforcement of the Connecticut Public Health Code. We conduct inspections in facilities such as restaurants and hair salons, conduct soil testing and review plans for subsurface sewage disposal systems, and investigate complaints.
- Community Health: we monitor, investigate, and respond to reports of disease in our community. We provide outreach and education to the public, schools, businesses, and act as a resource for public health information.
- Emergency Preparedness: we work closely with our regional Healthcare Coalition, emergency preparedness partners, to develop plans and prepare to respond to local public health emergencies such as disease outbreaks and natural or man-made disasters.

ORGANIZATION CHART



HEALTH DEPARTMENT

PERFORMANCE METRICS

Environmental Health

Program Area	FY 2016 Quantity	FY 2017 Quantity	Program Area	FY 2016 Quantity	FY 2017 Quantity	Program Area	FY 2016 Quantity	FY 2017 Quantity
Food Service Routine Inspections	271	296	Soil Testing # Lots Commercial and Residential	93	92	New Complaint Investigations	27	40
Temporary Food and Farmers' Market Application Reviews	74	96	Permit to Construct Commercial and Residential	67	70	Rabies Case Investigations	1	4
Public Pool Routine Inspections	6	8	B100a / Addition Reviews	181	169			
Cosmetology Routine Inspections	4	11	Well Permits	16	31			

Community Health

Program Area	FY 2016 Quantity	FY 2017 Quantity	Program Area	FY 2016 Quantity	FY 2017 Quantity	Program Area	FY 2016 Quantity	FY 2017 Quantity
Influenza Vaccinations	68	230	Blood Pressure Screenings	59	64	Food-borne Disease Interviews	5	2
Hypertension Management Training Participants	14	10	Diabetes Screenings	44	64	Vaccine Clinics	2	4
Child Lead Case Management	1	1	Community Presentations and Information Booths	3	5			

HEALTH DEPARTMENT

SIGNIFICANT ACCOMPLISHMENTS

- Applied for and received grant funding from the National Association of County and City Health Officials organization to support readiness for health department national accreditation. Developed department strategic and workforce development plans.
- Took leadership role in multiple departments GIS program to increase public record access.
- Engaged the community through outreach/education programs to reduce hypertension through self care, provided flu clinics, organized speaking engagements concerning tick-borne diseases, diabetes, and nutrition, partnered with community organizations to support opioid awareness at Masuk High School, participated during Masuk High Schools' Annual Career Day and Farmers' Market events.
- Partnered with Southern Connecticut State and Sacred Heart Universities to develop internship program for student support of health department initiatives and to promote careers in public health.
- Developed department financial and disease tracking databases. Conducted ongoing quality assurance reviews in select program areas.
- Expanded the department website and social media to better disseminate health information and resources to the public.

GOALS & OBJECTIVES

- Complete GIS project.
- Update food service program to reflect changes in state law.
- Collaborate with town partners to support Regional Community Health Improvement Plan (library public seminars, Farmers' Market outreach, senior center events, etc.).
- Improve customer service and effectiveness through action with town partners.
- Complete regulated facility inspections.
- Develop workload management evaluation system.
- Address mandated inspection requirements and implementation within the department.
- Provide recommendations for both septic and tattoo ordinances to the First Selectmen.

HEALTH DEPARTMENT

BUDGET HIGHLIGHTS

- Proposed funding for a per diem environmental health inspector to conduct regulatory inspections of salon establishments and to address seasonal fluctuations in inspection activity. Offsetting costs through projected increase in inspection fees.
- Funding for Monroe’s Community Health Assessment (Data Haven Survey, Focus Group Interviews and Community Health Improvement Plan). This Community Health Needs Assessment is conducted every 3 years with cost being shared with our regional partners - health departments, hospitals and health care organizations. This cost sharing solution fulfills certain requirements in meeting the state Ten Essential Services of local health departments.

BUDGET - HEALTH DEPT		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
	Dept 0700 / FUND 1619										
1001-10-15109-0700-150001	HEALTH SALARY ADMIN	92,172	49,673	92,250	92,250	-	-	-	92,250	-	0.00%
1001-10-15109-0700-150003	HEALTH SALARY OTHER	112,079	59,208	113,690	115,269	-	-	-	115,269	1,579	1.39%
1001-10-15109-0700-150005	HEALTH SALARY PT	19,450	8,200	18,066	19,466	-	-	-	19,466	1,400	7.75%
1001-10-15109-0700-150600	HEALTH EDUCATION	802	121	300	700	-	-	-	700	400	133.33%
1001-10-15109-0700-150650	HEALTH FICA & MEDICARE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15109-0700-153065	HEALTH CONSULTANT FEES	-	-	-	5,150	(2,500)	-	-	2,650	2,650	100.00%
1001-10-15109-0700-153385	HEALTH OFFICE EXPENSE	2,255	835	2,350	2,200	(500)	-	-	1,700	(650)	-27.66%
1001-10-15109-0700-153390	HEALTH OPERATING EXPENSE	2,464	719	3,300	4,000	-	-	-	4,000	700	21.21%
1001-10-15109-0700-153520	HEALTH SUPPLEMENTAL APPROP	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15109-0700-153579	HEALTH VEHICLE FUEL	-	266	3,000	1,750	-	-	-	1,750	(1,250)	-41.67%
1001-10-15109-0700-153580	HEALTH VEHICLE EXPENSE	1,683	197	500	700	-	-	-	700	200	40.00%
1001-10-15109-0700-153594	HEALTH CAPITAL	-	-	-	25,000	(25,000)	-	-	-	-	0.00%
1001-10-15109-0700-153596	HEALTH REVENUE	(83,868)	-	-	-	-	-	-	-	-	0.00%
1001-10-15109-0700-153597	HEALTH REVENUE-GRANTS	(29,400)	-	-	-	-	-	-	-	-	0.00%
TOTAL HEALTH DEPARTMENT EXPENDITURES:		117,637	119,220	233,456	266,485	(28,000)	-	-	238,485	5,029	2.15%

REVENUES:		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
1001-10-14003-140190	HEALTH DEPARTMENT FEE REVENUE	-	31,440	77,630	76,536	1,850	-	-	78,386	756	0.97%
1001-10-14005-140560	HEALTH DEPARTMENT GRANTS REVENUE	-	3,456	21,976	18,309	(1,370)	-	-	16,939	(5,037)	-22.92%
		-	-	-	-	-	-	-	-	-	0.00%
		-	-	-	-	-	-	-	-	-	0.00%
		-	-	-	-	-	-	-	-	-	0.00%
TOTAL HEALTH DEPARTMENT REVENUES:		-	34,896	99,606	94,845	480	-	-	95,325	(4,281)	-4.30%

HEALTH DEPARTMENT

SALARY DETAIL - HEALTH DEPT

		<u>Dept 0440</u>				
		<u>17-18</u>	<u>18-19</u>			
1001-10-15109-0700-150001	Health Director	92,250	92,250			
Total Administration:		92,250	92,250			
1001-10-15109-0700-150003	Chief Sanitarian	74,132	74,132			
	Longevity	-	-			
	Admin Assistant	39,557	41,137	contractual step increase		
	Longevity	-	-			
	Overtime	-	-			
Total Other:		113,690	115,269			
1001-10-15109-0700-150005	PT-Nurse	18,066	18,066	Hours/yr	Hrly Rate	\$ Amount
	PT-Health Inspector-per diem	-	1,400	<u>17-18</u>	<u>17-18</u>	<u>17-18</u>
	Total PT:	18,066	19,466	440.64	\$ 41.00	\$ 18,066
				<u>18-19</u>	<u>18-19</u>	<u>18-19</u>
				35.00	\$ 40.00	\$ 1,400
Total Health Department:		224,006	226,985			
Headcount-FT		3	3			
Headcount-PT		1	2			

<u>SALARY SUMMARY</u>	<u>17-18</u>	<u>18-19</u>
HEALTH DEPT SALARY ADMIN	92,250	92,250
HEALTH DEPT SALARY OTHER	113,690	115,269
HEALTH DEPT SALARY PT	18,066	19,466
	224,006	226,985

EXPENDITURES:

<u>1001-10-15109-0700-150600</u>	<u>HEALTH EDUCATION</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>Explanation</u>
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Professional conferences & subscriptions	680				680	Staff training
	CAD Membership meeting	20				20	
		700	-	-	-	700	
<u>1001-10-15109-0700-153065</u>	<u>HEALTH CONSULTANT FEES</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>Explanation</u>
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Medical Advisor	2,500	(2,500)			-	
	CHIP Community Health Needs Assessment	2,650				2,650	Monroe's portion of Regional Community Health Assessment and Health Improvement plan (due every 3 years)
		5,150	(2,500)	-	-	2,650	
<u>1001-10-15109-0700-153385</u>	<u>HEALTH OFFICE EXPENSE</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>	<u>Explanation</u>
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Office supplies, forms, paper	1,500	(500)			1,000	
	Sheriff services	300				300	Hand deliveries
	Postage	400				400	
		2,200	(500)	-	-	1,700	

HEALTH DEPARTMENT

1001-10-15109-0700-153390 HEALTH OPERATING EXPENSE	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Department memberships/subscriptions:	625				625	includes potential increase
CADH \$244, Courier \$31, CEHA \$40, NACCHO \$210, CPHA \$50					-	
Environmental Health Inspection supplies/materials, etc.	300				300	Thermometer and test strips
Community Health supplies/materials/equipment/Epi Pens	1,125				1,125	Blood pressure measuring devices donated in previous year
*Removed Flu Clinic Expenses					-	
Emergency Preparedness supplies	1,250				1,250	Funds for restocking
Mileage	700				700	moved mileage from vehicle expense to operating expense
	4,000	-	-	-	4,000	
1001-10-15109-0700-153579 HEALTH VEHICLE FUEL	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Fuel for 2 Health Department vehicles	1,750				1,750	moved mileage from vehicle expense to operating expense
	1,750	-	-	-	1,750	
1001-10-15109-0700-153580 HEALTH VEHICLE EXPENSE	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Repairs for 2 Health Department vehicles	700				700	Vehicles are wearing out and need replacement
	700	-	-	-	700	
1001-10-15109-0700-153594 HEALTH CAPITAL	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Vehicle replacement	25,000	(25,000)			-	Replace 2007 Chevy Trail Blazer with Toyota Rav 4
	25,000	(25,000)	-	-	-	
BUDGET - HEALTH DEPT						
REVENUES:						
1001-10-14003-140190 HEALTH DEPARTMENT FEE REVENUE	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Food license	24,590	1,850			26,440	
Food Reinspection	2,000				2,000	
Food Plan Review	2,075				2,075	
Temporary Food Permits	2,525				2,525	
Salon Licenses	8,300				8,300	
Salon Plan Reviews	1,272				1,272	
Well Permits	3,050				3,050	
Pools	600				600	
Daycare Inspections	500				500	
Soil Testing	10,375				10,375	
B100a	7,787				7,787	
Septic Plan Reviews	3,937				3,937	
Septic Permits	9,525				9,525	
	76,536	1,850	-	-	78,386	
1001-10-14005-140560 HEALTH DEPARTMENT GRANTS REVENUE	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Preventive Health Services Grant	4,607				4,607	
Public Health Preparedness Grant	13,702	(1,370)			12,332	
	18,309	(1,370)	-	-	16,939	

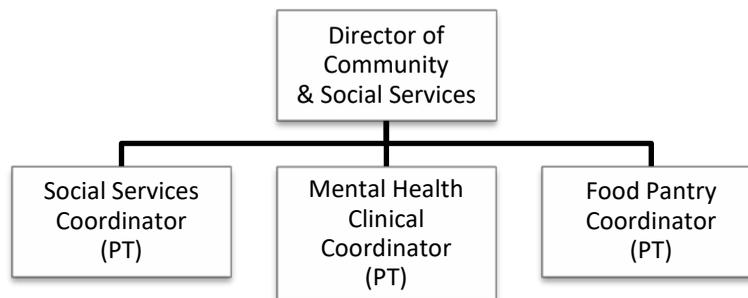
SOCIAL SERVICES (COMMUNITY & SOCIAL SERVICES)

The mission of Social Services is to maintain and improve quality of life, while promoting independence through resources, referrals and assistance to all residents of Monroe.

PRIMARY PROGRAMS & SERVICES

- Provide assistance, information and referrals to Monroe families.
- Provide people of our community, who are struggling financially, with nutritious food and support.
- Provide residents individual and family consultations, assessments and referrals for mental health needs.
- Coordinate Back to School Buddies and Holiday Giving Tree.
- Administer Project Warmth, which provides qualified families assistance with their energy needs.
- Administer the Friendship Fund which provides emergency funding and monetary assistance to residents.
- Coordinate Monroe's eviction process.

ORGANIZATION CHART



SOCIAL SERVICES (COMMUNITY & SOCIAL SERVICES)

PERFORMANCE METRICS

- Food Pantry (Yearly family & age groups are averages)

<u>Fiscal Year</u>	<u>Families</u>	<u>Seniors</u>	<u>Adults</u>	<u>Children</u>	<u>Total Meals</u>	<u>Total Pounds</u>
2012-2013	100	36	158	84	70,035	N/A
2013-2014	125	51	170	100	101,755	109,341
2014-2015	124	46	180	88	112,646	140,182
2015-2016	131	56	179	96	117,763	153,097
2016-2017	124	53	160	86	127,219	140,235
2017-2018 (YTD)	115	68	132	77	47,936	59,821

- Social Services - 2017 Information, Referrals & Assistance:

<u>Service</u>	<u>Contacts</u>	<u>Description</u>
Energy	344	(Federal & State Funding, Operation Fuel, Project Warmth, Utility Hardship, Below Budget & NuStart)
Nutrition	160	(SNAP – Food Stamps, Meals on Wheels, Food Pantry & Farmer’s Market Coupons)
Medicaid	2	(Claims & Applications)
Insurance	30	(Information, Special Needs Plan, Medicare Advantage Plan, Medigap, Part D – Prescriptions & Claims)
Housing	22	(Low Income, Skilled Nursing & Assisted Living)
Financial	4	(Taxes, Senior Tax Credit, Renter’s Rebate, Bill Assistance, Social Security)
Legal	1	(Conservator/Power of Attorney, Protective Services, Attorney, Wills/Trusts)
Transportation	2	(Monroe Senior & Disabled Rides, Bridgeport Transit, Private & Volunteer)
Support	71	(Case Management)

Special Programs:

Back To School Buddies: 69 Families & 107 Students

Holiday Giving Tree: 120 Families, 259 Adults & 152 Children

- Clinical Services

<u>Calendar Year</u>	<u>Cases</u>
2016	43
2017	50

SOCIAL SERVICES (COMMUNITY & SOCIAL SERVICES)

SIGNIFICANT ACCOMPLISHMENTS

- Food Pantry renovations completed at no cost to the Town, which enhanced the building and provided space for improved food distribution.
- Continued to meet the needs of our community in light of diminished funding and broad changes within programs.
- Provided services in a dignified and confidential manner.

GOALS & OBJECTIVES

- Increase donation revenue for the Food Pantry and the Social Services Exchange Fund (Friendship Fund).
- Work with the greater community for expanded transportation and housing options.
- Increase staff training to provide further insight and skills.

BUDGET HIGHLIGHTS

- Restore Mental Health Coordinator hours, offset by Board of Education contribution for shared services.
- Additional 1 hour per week for Custodian.
- Employee and volunteer mileage was relocated from Vehicle Expenses to Operating.

BUDGET - SOCIAL SERVICES		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:	Dept 0710	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15109-0710-150005	SOC SVC SALARY PT	82,687	34,102	77,636	67,594	-	-	-	\$ 67,594	(10,042)	-12.93%
1001-10-15109-0710-151820	SOC SVC RELIEF	2,138	-	3,000	3,000	-	-	-	\$ 3,000	-	0.00%
1001-10-15109-0710-153075	SOC SVC CONTRACTED SERVICES	-	-	-	-	-	-	-	\$ -	-	0.00%
1001-10-15109-0710-153385	SOC SVC OFFICE EXPENSE	580	186	1,550	1,750	-	-	-	\$ 1,750	200	12.90%
1001-10-15109-0710-153390	SOC SVC OPERATING EXPENSE	606	265	850	2,500	-	-	-	\$ 2,500	1,650	194.12%
1001-10-15109-0710-153485	SOC SVC R & M EQUIPMENT	2,138	694	4,422	4,000	-	-	-	\$ 4,000	(422)	-9.54%
1001-10-15109-0710-153563	SOC SVC ELECTRIC	-	1,477	4,000	4,000	-	-	-	\$ 4,000	-	0.00%
1001-10-15109-0710-153564	SOC SVC HEAT	-	293	3,000	3,000	-	-	-	\$ 3,000	-	0.00%
1001-10-15109-0710-153565	SOC SVC UTILITIES OTHER	8,200	885	2,250	2,325	-	-	-	\$ 2,325	75	3.33%
1001-10-15109-0710-153580	SOC SVC VEHICLE EXPENSE	1,214	322	1,500	-	-	-	-	\$ -	(1,500)	-100.00%
1001-10-15109-0710-153594	SOC SVC CAPITAL	-	-	-	-	-	-	-	\$ -	-	0.00%
TOTAL SOCIAL SERVICES:		97,563	38,223	98,208	88,169	-	-	-	88,169	(10,039)	-10.22%

SOCIAL SERVICES (COMMUNITY & SOCIAL SERVICES)

<u>SALARY DETAIL - SOCIAL SERVICES</u>				Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount	
<u>Dept 0710</u>				17-18	17-18	17-18	18-19	18-19	18-19	
1001-10-15109-0710-150005	PT-Social Services	27,989	27,989	*in Clerical Ur	1,300	\$ 21.53	\$ 27,989	1,300	\$ 21.53	\$ 27,989
	PT-Food Pantry	25,324	25,324	*in Clerical Ur	1,300	\$ 19.48	\$ 25,324	1,300	\$ 19.48	\$ 25,324
	PT-Custodian	663	1,326	*increased 1h	52	\$ 12.75	\$ 663	104	\$ 12.75	\$ 1,326
	PT-Mental Health Coordinator	23,660	32,955	*incr to 19.5hr	728	\$ 32.50	\$ 23,660	1,014	\$ 32.50	\$ 32,955
	Board of Education funding a portion MHC		(20,000)							
	Total Social Services:	77,636	67,594							
	Headcount-FT	-	-							
	Headcount-PT	4	4	*same custodian cleans Sr. Center and in Sr Center Headcount						
 <u>SALARY SUMMARY</u>				17-18	18-19					
SOC SVC SALARY PT				77,636	67,594					

BUDGET - SOCIAL SERVICES

EXPENDITURES:

1001-10-15109-0710-151820 SOC SVC RELIEF	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
AA Metro: Eviction Storage (2016/2017 - \$990.00)	3,000				3,000	Mandatory storage fees after an eviction.
AA Metro: Eviction Disposal (2016/2017 - \$968.34)					-	
CT Post - Public Notice for Sale (2016/2017 - \$96.40)					-	
State Marshal Papers Served for Eviction storage (2016/2017 - \$83.00)					-	
	3,000	-	-	-	3,000	
1001-10-15109-0710-153075 SOC SVC CONTRACTED SERVICES	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
					-	
					-	
1001-10-15109-0710-153385 SOC SVC OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Office Supplies (2016/2017 - \$341.26)	500				500	
Postage (2016/2017 - \$270.67)	500				500	
Printing (2016/2017 - \$130.00)	750				750	
	1,750	-	-	-	1,750	

SOCIAL SERVICES (COMMUNITY & SOCIAL SERVICES)

1001-10-15109-0710-153390 SOC SVC OPERATING EXPENSE	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
CT Food Bank Annual Fee (2016/2017 - \$25.00)	25				25	2016/2017 level
Training (2016/2017 - \$619.06)	975				975	Allows for additional staff training
Employee Mileage (2016/2017 - \$133.20)	150				150	moved from vehicle expense
Volunteer Mileage (2016/2017 - \$1,080.80)	1,350				1,350	moved from vehicle expense
	2,500	-	-	-	2,500	
1001-10-15109-0710-153485 SOC SVC R & M EQUIPMENT	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Edgerton (2016/2017 - \$716.8 Septic)	2,000				2,000	\$500 decrease from 2016/2017 budget
Kirk: Fire Extinguishers (2016/2017 - 149.80)	200				200	
Shelton Alarm (2016/2017 - \$ Electrical)	850				850	
Wind River: Septic (2016/2017 Appliances)	450				450	
Monroe Electric (2016/2017 - \$185.00)	500				500	
	4,000	-	-	-	4,000	
1001-10-15109-0710-153563 SOC SVC ELECTRIC	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Eversource (2016/2017 - \$3,891.67)	4,000				4,000	
	4,000	-	-	-	4,000	
1001-10-15109-0710-153564 SOC SVC HEAT	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Sippin: Oil (2016/2017 - \$1,966.25)	3,000				3,000	
	3,000	-	-	-	3,000	
1001-10-15109-0710-153565 SOC SVC UTILITIES OTHER	18-19	18-19	18-19	18-19	18-19	Explanation
	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Shelton Alarm (2016/2017 - \$324.00)	325				325	
Aquarion Water (2016/2017 - \$279.93)	300				300	
All American Waste (2016/2017 - \$1,039.89)	1,100				1,100	
Michael Mastroni: Pest Control (2016/2017 - \$600.00)	600				600	
	2,325	-	-	-	2,325	

EDITH WHEELER MEMORIAL LIBRARY

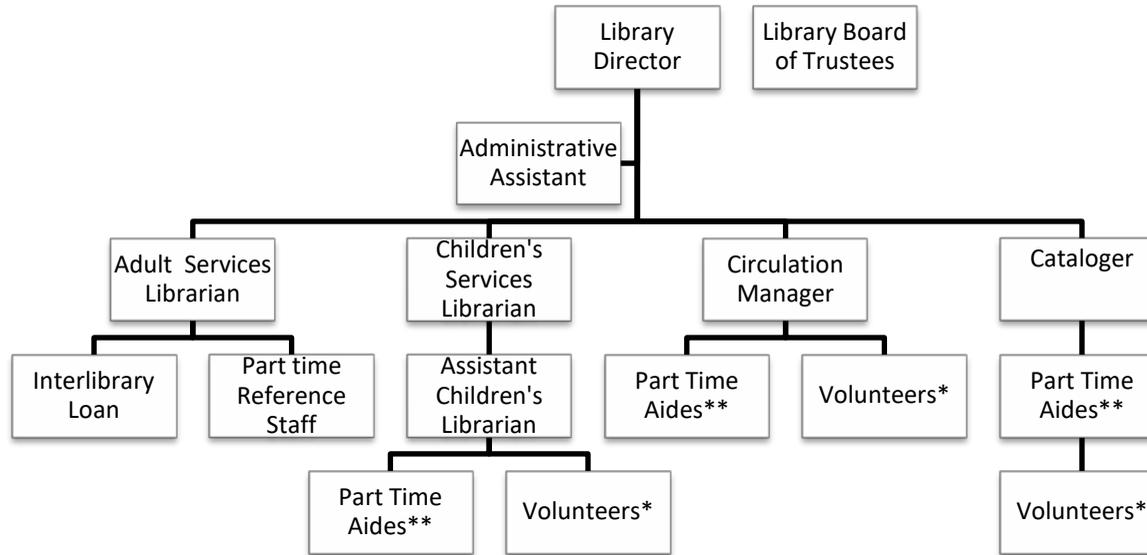
The mission of the Edith Wheeler Memorial Library is to enrich lives, foster success, and build community by bringing people, information and ideas together in a welcoming environment.

PRIMARY PROGRAMS & SERVICES

- Provide free access to information, computers, scanner, and internet connectivity; offers (for a fee) a fax machine, copiers, and printers for residents whose home technology is out of order and for those who can't afford their own.
- Serve as a gathering place for learning, playing, and social support with meeting room spaces for businesses and groups. Offer a safe environment where teens can socialize and study without parental supervision.
- Provide materials for lending including print, audio, visual and digital resources including outreach to homebound patrons.
- Promote literacy among children and adults through a variety of programs including Monroe Reads Together, Summer Reading Programs, and Story Hours.
- Help people navigate their new digital devices – smart phones, laptops, tablets and eReaders and create opportunities for experiential learning as in: 3D printing, coding, art and writing programs
- Provide job seeking assistance, especially for those who are not tech savvy. Offer classes in resume and cover letter writing interview skills, job networking, online job searching and re-entering the work force.
- Develop community connections with the Monroe Public Schools and other organizations including the Monroe Chamber of Commerce, the Monroe Historical Society, Rotary Club, The Lions, Monroe Women's Club, Senior Center, Parks & Rec., Arts Commission and more.

EDITH WHEELER MEMORIAL LIBRARY

ORGANIZATION CHART



PERFORMANCE METRICS

	<u>FY 17</u>	<u>FY 16</u>	<u>FY 15</u>
Library Visits	145,713	131,444	114,122
Circulation of Materials	152,028	155,984	161,772
Programs held	646	609	552
Program attendance	16,305	14,941	14,835
Reference questions	16,305	15,633	13,864
Active borrowers	9,335	9,788 *	12,124
Items in collection	95,430	96,106	93,993

*Purged patrons that had moved away or passed away.

EDITH WHEELER MEMORIAL LIBRARY

SIGNIFICANT ACCOMPLISHMENTS

- Progress on the department’s strategic plan continues and will be complete in late winter.
- The library celebrated 10 years in the new building with a day long, activity filled celebration on March 4, 2017.
- Monroe Reads Together held its third yearly event, hosting author Liz Moore at Jockey Hollow School in March 2107. Monroe Reads is a community based reading initiative of the library in collaboration with Monroe Public Schools, the Rotary Club and the Lions Club.
- The Monroe Rotary Room is now outfitted to support a more productive workspace for business meetings with the addition of a laptop with a video monitor and a large whiteboard.
- A 3-D printer is the first addition to the library’s “Maker Space” with additional technologies planned.
- Additions to library digital resources include the online streaming service Hoopla and Consumer Reports Online.

GOALS & OBJECTIVES

- Present the Strategic Plan to the public and begin implementing the plan’s target goals and objectives.
- Continue to offer new services and opportunities for residents to connect, to learn, and to relax.
- Address the demand for restoration in library operating hours.

BUDGET HIGHLIGHTS

Primary driver is the partial restoration of Wednesday hours.

BUDGET - LIBRARY		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15111-0800-150001	LIBRARY SALARY ADMIN	65,809	36,423	72,905	72,905	-	-	-	72,905	-	0.00%
1001-10-15111-0800-150003	LIBRARY SALARY OTHER	273,798	150,008	285,871	287,582	-	-	-	287,582	1,711	0.60%
1001-10-15111-0800-150005	LIBRARY SALARY PT	218,981	80,230	185,767	243,958	(23,283)	-	-	220,675	34,908	18.79%
1001-10-15111-0800-151850	LIBRARY BOOKS	50,367	24,403	50,366	50,366	-	-	-	50,366	-	0.00%
1001-10-15111-0800-151855	LIBRARY BIBLIOMATION	47,814	48,189	49,614	49,614	-	-	-	49,614	-	0.00%
1001-10-15111-0800-151860	LIBRARY MATERIALS	29,824	14,048	25,445	30,250	-	-	-	30,250	4,805	18.88%
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	7,345	4,119	8,000	8,000	-	-	-	8,000	-	0.00%
1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT	19,481	11,250	18,080	20,580	-	-	-	20,580	2,500	13.83%
1001-10-15111-0800-153563	LIBRARY ELECTRIC	-	28,972	59,000	59,000	(10,000)	-	-	49,000	(10,000)	-16.95%
1001-10-15111-0800-153564	LIBRARY HEAT	-	3,331	19,000	19,000	(5,000)	-	-	14,000	(5,000)	-26.32%
1001-10-15111-0800-153565	LIBRARY UTILITIES OTHER	67,220	1,993	3,940	3,940	-	-	-	3,940	-	0.00%
1001-10-15111-0800-153594	LIBRARY CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL LIBRARY:		780,639	402,965	777,988	845,195	(38,283)	-	-	806,912	28,924	3.72%

EDITH WHEELER MEMORIAL LIBRARY

SALARY DETAIL - LIBRARY

	<u>Dept 0800</u>	<u>17-18</u>	<u>18-19</u>
1001-10-15111-0800-150001	Library Director-Administration	72,555	72,555
	Longevity	350	350
	Total Admin:	72,905	72,905

1001-10-15111-0800-150003	Children's Librarian	53,838	53,838
	Longevity	100	100
	Adult Services Librarian	54,611	54,611
	Longevity	100	225
	Office Assistant	39,712	41,297
	Longevity	-	-
	Leap Day	-	-
	Library Assistant II	41,954	41,954
	Longevity	450	450
	Leap Day	-	-
	Library Assistant II	42,504	42,504
	Longevity	350	350
	Leap Day	-	-
	Library Assistant	41,954	41,954
	Longevity	100	100
	Leap Day	-	-
	Paid Time Off Coverage	10,200	10,200
	Total Other:	285,871	287,582

1001-10-15111-0800-150005	Circulation Librarian	130,510	164,430
	Reference Librarian	35,719	37,575
	Circulation Paid Time Off Coverage	2,850	2,850
	Reference Paid Time Off Coverage	880	880
	Custodian	15,808	14,940
	Total PT:	185,767	220,675

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
<u>17-18</u>	<u>17-18</u>	<u>17-18</u>	<u>18-19</u>	<u>18-19</u>	<u>18-19</u>
9,001	\$ 14.50	\$ 130,511	11,340	\$ 14.50	\$ 164,430
1,588	\$ 22.50	\$ 35,719	1,670	\$ 22.50	\$ 37,575
197	\$ 14.50	\$ 2,850	197	\$ 14.50	\$ 2,850
39	\$ 22.50	\$ 880	39	\$ 22.50	\$ 880
988	\$ 16.00	\$ 15,808	996	\$ 15.00	\$ 14,940

**Request to open an additional 10 hours-FS reduced to 4 hours*

Total Library:	544,543	581,162
Headcount-FT	7	7
Headcount-PT	28	28

SALARY SUMMARY	17-18	18-19
LIBRARY SALARY ADMIN	72,905	72,905
LIBRARY SALARY OTHER	285,871	287,582
LIBRARY SALARY PT	185,767	220,675
	544,543	581,162

EDITH WHEELER MEMORIAL LIBRARY

BUDGET - LIBRARY

EXPENDITURES:

1001-10-15111-0800-151850	LIBRARY BOOKS	18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Adult Fiction	14,645				14,645	
	Adult Nonfiction	11,221				11,221	
	Standing Orders	500				500	
	Adult & Teen Audiobooks	5,000				5,000	
	Teen Books	3,500				3,500	
	Juvenile Books	15,000				15,000	
	Juvenile Audio Books	500				500	
		50,366	-	-	-	50,366	
1001-10-15111-0800-151855	LIBRART BIBLIOMATION	18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Operating Assessment	38,640				38,640	
	Databases	9,169				9,169	
	CEN Internet	1,500				1,500	
	Supplies	305				305	
		49,614	-	-	-	49,614	
1001-10-15111-0800-151860	LIBRARY MATERIALS	18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Adult Music CD's	1,500				1,500	Restore cut from last year.
	Adult DVD's	6,750				6,750	
	Databases	1,500				1,500	
	Magazines & Newspapers	6,500				6,500	
	Adult Programs	5,000				5,000	
	Juvenile CD's	500				500	
	Juvenile DVD's	1,500				1,500	
	Jrvenile Programs	7,000				7,000	
		30,250	-	-	-	30,250	
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19	Explanation
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	General Library Supplies	4,550				4,550	
	Copy Paper	500				500	
	Confernces/Workshops	1,750				1,750	
	Dues and Subcriptions	1,200				1,200	
		8,000	-	-	-	8,000	

EDITH WHEELER MEMORIAL LIBRARY

1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
	Elevator contract	3,200				3,200	Restore cut from last year - not enough to make it through the year.
	Assa Abloy - auto doors	400				400	
	Gentech	750				750	
	Ren Hawk Fire	1,000				1,000	
	State of CT Elevator	240				240	
	Magna Clean	600				600	
	Edgerton	1,500				1,500	
	Wind River Environmental-septic	350				350	
	Shelton Alarms	400				400	
	Brake Fire Protection	1,500				1,500	
	Kirk-Fire Extinguisher testing	150				150	
	Repairs	1,000				1,000	
	Supplies	5,490				5,490	
		4,000				4,000	
		20,580	-	-	-	20,580	
1001-10-15111-0800-153563	LIBRARY ELECTRIC	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
	Electric	59,000	(10,000)			49,000	
						-	
						-	
						-	
		59,000	(10,000)	-	-	49,000	
1001-10-15111-0800-153564	LIBRARY HEAT	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
	Heat	19,000	(5,000)			14,000	
						-	
						-	
						-	
		19,000	(5,000)	-	-	14,000	
1001-10-15111-0800-153565	LIBRARY UTILITIES OTHER	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
	Utilities Other	3,940				3,940	
						-	
						-	
						-	
		3,940	-	-	-	3,940	

EDITH WHEELER MEMORIAL LIBRARY

BUDGET - LIBRARY		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
REVENUES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140155	LIBRARY REVENUE	16,015	5,709	15,000	16,000	-	-	-	16,000	1,000	6.67%
TOTAL LIBRARY:		16,015	5,709	15,000	16,000	-	-	-	16,000	1,000	6.67%

REVENUES:		18-19	18-19	18-19	18-19	18-19
1001-10-14003-140155	LIBRARY REVENUE	Department	FS Adj	TC Adj	BOF Adj	Total Budget
	Library fines	\$ 16,000				16,000
		16,000	-	-	-	16,000

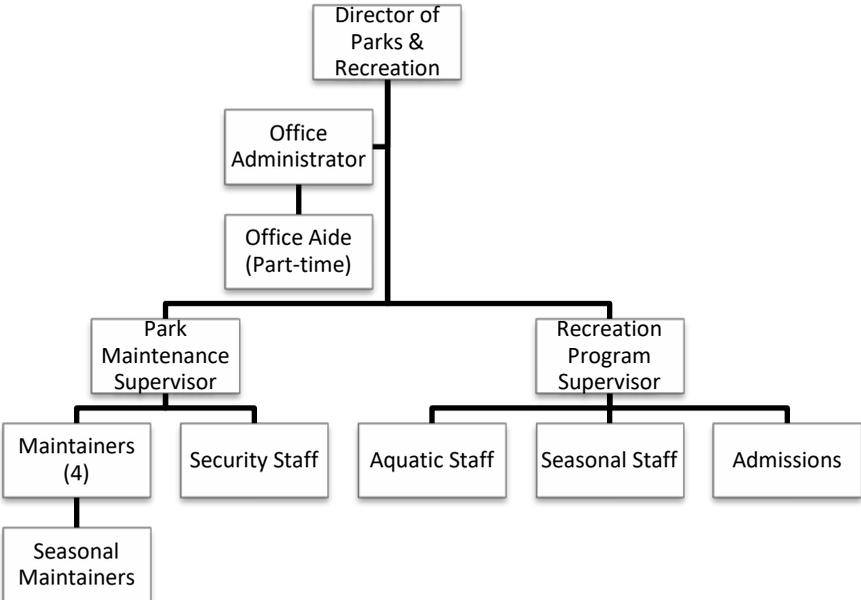
PARKS & RECREATION

The Monroe Department of Parks and Recreation has sole responsibility for the effective management, maintenance and development of town designated park areas and their related facilities. In addition, provide leadership and expertise for the development, promotion and delivery of a comprehensive schedule of recreational and cultural opportunities for the citizens of the community.

PRIMARY PROGRAMS & SERVICES

- The maintenance of Wolfe Park and all town owned properties including Town Hall/Police Department complex, Edith Wheeler Memorial Library, Senior Center, Monroe Green, Stepney Green, six firehouses and the Webb Mountain campground.
- Ron Wallisa Memorial Pool at Wolfe Park.
- Summer Day Camp Program (Summer Fun Days.)
- Arts in the Park Summer Concert Series.
- Youth Athletics (track & field, tennis, basketball.)
- Reservations for various activities (picnic, camping.)

ORGANIZATION CHART



PARKS & RECREATION

PERFORMANCE METRICS

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Wolfe Park Pool attendance	15,236	26,613	20,984
Wolfe Park Pool memberships	966	1,074	1,038
Great Hollow Lake attendance	17,994	20,059	17,924
Picnic reservations	120	117	126
Camping reservations	351	398	388
Summer Fun Days participants	572	516	565
Youth Basketball participants	331	358	432

SIGNIFICANT ACCOMPLISHMENTS

- Reorganized the Parks Division headquarters.
- Upgraded the landscaping at Town properties (Town Hall complex, Senior center, Stepney Green.)
- Established online registration and payments via credit cards.
- Athletic facility upgrades at Wolfe Park.
- Computerized monitoring of pool conditions at Wolfe Park.

GOALS & OBJECTIVES

- Construction of the multi-purpose fields at Wolfe Park.
- Construction of Overflow parking lot.
- Re-grading of existing paved parking lot at Wolfe Park.
- Expanding search for alternative funding sources for Summer Concert Series.
- Incorporate more family-oriented activities into our program schedule.
- Initiate new tween activity for Summer Fun Days program.

BUDGET HIGHLIGHTS

- Working with the Finance Department, we have “unbundled” many line items to give a clearer picture of the actual costs associated with department functions and operations. This has resulted in adding new line items to the department budget but has provided greater transparency.

PARKS & RECREATION

BUDGET - PARKS & RECREATION		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
EXPENDITURES:		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
	<u>Dept 0810</u>										
1001-10-15111-0810-150001	P & R SALARY ADMIN	72,467	39,168	72,655	72,655	-	-	-	72,655	-	0.00%
1001-10-15111-0810-150003	P & R SALARY OTHER	356,366	188,315	362,950	363,150	-	-	-	363,150	200	0.06%
1001-10-15111-0810-150005	P & R SALARY PT	236,640	131,318	199,066	275,788	(63,601)	-	-	212,187	13,121	6.59%
1001-10-15111-0810-151910	P & R VENDOR	9,504	3,744	13,000	13,000	-	-	-	13,000	-	0.00%
1001-10-15111-0810-151920	P & R PARK IMPROVEMENTS	41,767	5,308	7,229	48,000	(27,000)	-	-	21,000	13,771	190.50%
1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	-	45,710	74,500	75,000	-	-	-	75,000	500	0.67%
1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	20,229	6,233	25,000	18,400	1,000	-	-	19,400	(5,600)	-22.40%
1001-10-15111-0810-153385	P & R OFFICE EXPENSE	5,653	1,598	9,000	11,500	(3,000)	-	-	8,500	(500)	-5.56%
1001-10-15111-0810-153390	P & R OPERATING EXPENSE	15,140	5,316	13,000	9,600	-	-	-	9,600	(3,400)	-26.15%
1001-10-15111-0810-153485	P & R R & M EQUIPMENT	67,124	-	-	-	-	-	-	-	-	0.00%
1001-10-15111-0810-153563	P & R ELECTRIC	-	16,111	30,000	42,000	-	-	-	42,000	12,000	40.00%
1001-10-15111-0810-153564	P & R HEAT	-	2,541	10,000	11,000	-	-	-	11,000	1,000	10.00%
1001-10-15111-0810-153565	P & R UTILITIES OTHER	76,563	8,716	17,500	18,700	-	-	-	18,700	1,200	6.86%
1001-10-15111-0810-153579	P & R VEHICLE FUEL	-	6,008	11,000	11,900	-	-	-	11,900	900	8.18%
1001-10-15111-0810-153580	P & R VEHICLE EXPENSE	6,491	7,602	10,000	14,000	-	-	-	14,000	4,000	40.00%
1001-10-15111-0810-153594	P & R CAPITAL	21,856	-	-	20,200	(20,200)	-	-	-	-	0.00%
TOTAL PARKS & REC EXPENDITURES:		929,800	467,687	854,900	1,004,892	(112,801)	-	-	892,091	37,191	4.35%

REVENUES:		16-17	17-18	17-18	18-19	18-19	18-19	18-19	0	2017-2018 TO 2018-2019	
		<u>Actual</u>	<u>YTD 12/31/17</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total FS Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
1001-10-14007-140710	RECREATION DEPARTMENT FEES REVENUE	165,861	61,515	180,000	169,000	-	-	-	169,000	(11,000)	-6.11%
TOTAL PARKS & REC REVENUES:		165,861	61,515	180,000	169,000	-	-	-	169,000	(11,000)	-6.11%

PARKS & RECREATION

EXPENDITURES:							
1001-10-15111-0810-151910	P & R VENDOR	18-19	18-19	18-19	18-19	18-19	
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Red Cross certifications		4,000				4,000	lifeguard, WSI trainings and certifications
Seasonal programs		2,500				2,500	Maple Sugaring, school holiday breaks, special events.
Character Dinner		5,000				5,000	entertainment 5 week family activity
Alpha Youth sports		1,500				1,500	Basketball Coach Training Module
		13,000	-	-	-	13,000	
1001-10-15111-0810-151920	P & R PARK IMPROVEMENTS	18-19	18-19	18-19	18-19	18-19	
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Basketball court repair		15,000	(15,000)			-	repairing existing base and colorizing-defer
New electrical line and pump WP. Pond		10,000				10,000	Currently gas powered. Electricity needed to power new pump for field irrigation.
Resurfacing of Rail Trail parking lot		15,000	(12,000)			3,000	gravel
Updating of park informational signage		8,000				8,000	
		48,000	(27,000)	-	-	21,000	
1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	18-19	18-19	18-19	18-19	18-19	
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Pool supplies, technicians, equipment, service		15,000				15,000	
Horticultural supplies		40,000				40,000	grass seed, sod, mulch, beach sand, safety fiber, etc)
Building repairs and service		10,000				10,000	Park has 4 buildings to maintain. Routine servicing of pumps, furnaces, heaters, etc.
Toiletries and cleaning supplies		10,000				10,000	
		75,000	-	-	-	75,000	
1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	18-19	18-19	18-19	18-19	18-19	
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
New non-capital equipment purchases and equipment maintenance account.						-	
4 Stihl backpack blowers @ \$600		2,400				2,400	
Repairs to inventory		15,000				15,000	Tractor, mowers, trimmers, snow plows, snow blowers, horticultural equipment
Hand Tool replacement		1,000				1,000	
Power tools			1,000			1,000	moved from capital below
		18,400	1,000	-	-	19,400	
1001-10-15111-0810-153385	P & R OFFICE EXPENSE	18-19	18-19	18-19	18-19	18-19	
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Postage and Mailings supplies		5,000	(3,000)			2,000	Seasonal brochures
Park/Pool Identification materials		1,500				1,500	
Register/ charge receipts/ office equipment		2,000				2,000	
MyRec system upgrades and fees		3,000				3,000	Registration and website module
		11,500	(3,000)	-	-	8,500	
1001-10-15111-0810-153390	P & R OPERATING EXPENSE	18-19	18-19	18-19	18-19	18-19	
		Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Clothing Allowances		2,000				2,000	contractual
Dues, trainings, seminars, conferences		5,000				5,000	
Great Hollow Lake Water Quality testing/ Medical supplies		2,000				2,000	
Dept. staff t-shirts, hats, (FT. PT)		600				600	
		9,600	-	-	-	9,600	

PARKS & RECREATION

1001-10-15111-0810-153563	P & R ELECTRIC	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Eversource Supply		42,000				42,000	
		42,000	-	-	-	42,000	
1001-10-15111-0810-153564	P & R HEAT	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
East River Energy (#2 oil) Heating and hot water for Wolfe Park poolhouse building, patio bathroom, Maintenance headquarters.		11,000				11,000	Fuel Oil 4,500 gallons Consortium Contract pending.
		11,000	-	-	-	11,000	
1001-10-15111-0810-153565	P & R UTILITIES OTHER	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Trash removal (All American)		5,000				5,000	
Seasonal Toilets (Pond View picnic area, Gt. Hollow Lake, concert area)		4,000				4,000	
Telephone systems and monitoring		4,200				4,200	
Aquarion water Service		5,500				5,500	
		18,700	-	-	-	18,700	
1001-10-15111-0810-153579	P & R VEHICLE FUEL	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
East River Energy: Diesel (trucks, tractor, mower)		4,100				4,100	2,600 gallons
Gasoline (re: car, trucks, maintenance vehicles, power equipment)		7,800				7,800	4,600 gallons
		11,900	-	-	-	11,900	Consortium Contract pending
1001-10-15111-0810-153580	P & R VEHICLE EXPENSE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Repairs and general maintenance to Dept. Fleet		14,000				14,000	Fleet consists of 5 trucks, 8 maintenance vehicles, 1 auto and 2 security carts.
		14,000	-	-	-	14,000	
1001-10-15111-0810-153594	P & R CAPITAL	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
60" Toro Mower		14,000				14,000	CAPITAL-Retiring current mower-move to capital
Power tools		1,000				1,000	CAPITAL-move to equipment expense
3 portabale radios Motorola APX 1000 RS Model (PW compatible)		5,200				5,200	CAPITAL-Year-round communication between staff and management.
		20,200	(20,200)	-	-	-	Necessary during storm emergencies
MOVED TO CAPITAL PROGRAM		20,200	(20,200)	-	-	-	
BUDGET - PARKS & RECREATION							
REVENUES:							
1001-10-14007-140710	RECREATION DEPARTMENT FEES REVENUE	18-19 Department	18-19 FS Adj	18-19 TC Adj	18-19 BOF Adj	18-19 Total Budget	Explanation
Ron Wallisa Memorial Pool & Great Hollow Lake		142,000				142,000	season pass/membership, daily fees
Picnic Reservations		27,000				27,000	Revenue from 5 locations in park.
		169,000	-	-	-	169,000	

PARKS & RECREATION RECREATION PROGRAMS FUND

BUDGET - PARKS & RECREATION PROGRAMS FUND 1610		16-17	17-18	17-18	18-19	18-19	18-19	18-19	18-19	2017-2018 TO 2018-2019	
REVENUE AND EXPENDITURES:		Actual	YTD 12/31/17	Final Budget	Department	FS Adjustment	FS Adjustment	FS Adjustment	Total FS Budget	\$ CHG	% CHG
1610-00000-150650	P & R PROG FICA/MEDICARE EXPENDITURE	6,793	4,083	-	4,083	-	-	-	\$ 4,083	4,083	0.00%
1610-00000-152999	P & R PROG OPERATING TRANSFERS OUT	150,000	-	-	-	-	-	-	-	-	0.00%
1610-20350-145000	P & R PROG ADMIN PROGRAM REVENUE	(220)	-	-	-	-	-	-	\$ -	-	0.00%
1610-20351-145000	P & R PROG PROGRAMS REVENUE	(14,721)	-	-	-	-	-	-	\$ -	-	0.00%
1610-21351-155000	P & R PROG PROGRAM EXPENDITURE	17,934	6,246	-	6,245	-	-	-	6,245	-	0.00%
1610-20353-145000	P & R PROG BABY SITTING TRAINING REVENUE	(1,625)	(2,541)	-	(2,541)	-	-	-	\$ (2,541)	(2,541)	0.00%
1610-20353-155000	P & R PROG BABY SITTING TRAINING EXPENDITURE	-	-	-	1,135	-	-	-	1,135	1,135	0.00%
1610-20354-145000	P & R PROG BASKETBALL ADULT REVENUE	(40)	-	-	-	-	-	-	-	-	0.00%
1610-20354-155000	P & R PROG BASKETBALL ADULT EXPENDITURE	-	-	-	-	-	-	-	-	-	0.00%
1610-20355-145000	P & R PROG BASKETBALL REVENUE	(58,098)	(53,826)	-	(53,766)	(2,371)	-	-	(56,137)	(56,137)	0.00%
1610-20355-155000	P & R PROG BASKETBALL EXPENDITURE	37,101	3,113	-	3,113	32,736	-	-	35,849	35,849	0.00%
1610-20362-145000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW REVENUE	(16,560)	(12,996)	-	(11,916)	-	-	-	(11,916)	(11,916)	0.00%
1610-20362-155000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW EXPENDITURE	12,922	11,850	-	11,850	-	-	-	11,850	11,850	0.00%
1610-20363-145000	P & R PROG COMPUTER EXPLORERS REVENUE	-	-	-	(3,711)	-	-	-	(3,711)	(3,711)	0.00%
1610-20363-155000	P & R PROG COMPUTER EXPLORERS EXPENDITURE	3,544	-	-	2,756	-	-	-	2,756	2,756	0.00%
1610-20364-145000	P & R PROG CREATIVE EXPRESSION ART REVENUE	(12,307)	(4,874)	-	(10,382)	-	-	-	(10,382)	(10,382)	0.00%
1610-20364-155000	P & R PROG CREATIVE EXPRESSION ART EXPENDITURE	1,632	7,532	-	7,787	-	-	-	7,787	7,787	0.00%
1610-20365-145000	P & R PROG GOAL SOCCER SCHOOL REVENUE	(4,181)	(390)	-	(1,585)	-	-	-	(1,585)	(1,585)	0.00%
1610-20365-155000	P & R PROG GOAL SOCCER SCHOOL EXPENDITURE	2,816	1,221	-	1,221	-	-	-	1,221	1,221	0.00%
1610-20369-145000	P & R PROG MISCELLANEOUS REVENUE	(36,424)	(17,602)	-	(17,302)	(11,437)	-	-	(28,739)	(28,739)	0.00%
1610-20369-155000	P & R PROG MISCELLANEOUS EXPENDITURE	81,621	20,947	-	20,937	26,509	-	-	47,446	47,446	0.00%
1610-20372-145000	P & R PROG PLAYGROUNDS-SFD KIDS REVENUE	(135,673)	(18,418)	-	(138,404)	-	-	-	(138,404)	(138,404)	0.00%
1610-20372-155000	P & R PROG PLAYGROUNDS-SFD KIDS EXPENDITURE	88,925	57,466	-	83,893	-	-	-	83,893	83,893	0.00%
1610-20374-145000	P & R PROG PLAY WELL TECHNOLOGIES REVENUE	1,650	-	-	-	-	-	-	-	-	0.00%
1610-20374-155000	P & R PROG PLAY WELL TECHNOLOGIES EXPENDITURE	-	-	-	-	-	-	-	-	-	0.00%
1610-20375-145000	P & R PROG SKYHAWKS REVENUE	(13,560)	(1,946)	-	(12,107)	-	-	-	(12,107)	(12,107)	0.00%
1610-20375-155000	P & R PROG SKYHAWKS EXPENDITURE	12,364	7,353	-	9,398	-	-	-	9,398	9,398	0.00%
1610-20376-145000	P & R PROG SWIM LESSONS-PARENT TODDLER REVENUE	(1,736)	(420)	-	(1,416)	-	-	-	(1,416)	(1,416)	0.00%
1610-20376-155000	P & R PROG SWIM LESSONS-PARENT TODDLER EXPENDITURE	355	114	-	287	-	-	-	287	287	0.00%
1610-20377-145000	P & R PROG PRESCHOOL AQUATIC REVENUE	(3,205)	(180)	-	(1,880)	-	-	-	(1,880)	(1,880)	0.00%
1610-20377-155000	P & R PROG PRESCHOOL AQUATIC EXPENDITURE	722	3,066	-	370	-	-	-	370	370	0.00%
1610-20378-145000	P & R PROG SWIM LESSONS YOUTH REVENUE	(17,768)	(7,047)	-	(10,604)	-	-	-	(10,604)	(10,604)	0.00%
1610-20378-155000	P & R PROG SWIM LESSONS YOUTH EXPENDITURE	6,774	2,431	-	3,150	-	-	-	3,150	3,150	0.00%
1610-20379-145000	P & R PROG TENNIS LESSONS REVENUE	(29,823)	(10,998)	-	(17,340)	-	-	-	(17,340)	(17,340)	0.00%
1610-20379-155000	P & R PROG TENNIS LESSONS EXPENDITURE	21,804	15,377	-	13,507	-	-	-	13,507	13,507	0.00%
1610-20380-145000	P & R PROG VOLLEYBALL-ADULT COED REVENUE	(5,573)	(3,471)	-	(3,173)	-	-	-	(3,173)	(3,173)	0.00%
1610-20380-155000	P & R PROG VOLLEYBALL-ADULT COED EXPENDITURE	2,700	1,189	-	1,189	-	-	-	1,189	1,189	0.00%
1610-20382-145000	P & R PROG YOGA REVENUE	(5,242)	(1,091)	-	(1,091)	-	-	-	(1,091)	(1,091)	0.00%
1610-20382-155000	P & R PROG YOGA EXPENDITURE	-	-	-	660	-	-	-	660	660	0.00%
1610-20384-145000	P & R PROG CLASSES/OTHER REVENUE	(48,203)	(13,106)	-	(12,286)	-	-	-	(12,286)	(12,286)	0.00%
1610-20384-155000	P & R PROG CLASSES/OTHER EXPENDITURE	58,745	20,010	-	20,010	-	-	-	20,010	20,010	0.00%
1610-22300-145000	P & R PROG MOON BOUNCE REVENUE	(155)	-	-	-	-	-	-	-	-	0.00%
1610-22300-155000	P & R PROG MOON BOUNCE EXPENDITURE	-	-	-	-	(520)	-	-	(520)	(520)	0.00%
1610-22301-145000	P & R PROG GAME EQUIPMENT REVENUE	(105)	-	-	-	-	-	-	-	-	0.00%
1610-22301-155000	P & R PROG GAME EQUIPMENT EXPENDITURE	-	-	-	102	-	-	-	102	102	0.00%
1610-22302-145000	P & R PROG PRIVATE POOL REVENUE	(1,857)	-	-	(978)	(1,725)	-	-	(2,703)	(2,703)	0.00%
1610-22302-155000	P & R PROG PRIVATE POOL EXPENDITURE	-	-	-	-	-	-	-	-	-	0.00%
1610-22303-145000	P & R PROG ARTS IN THE PARK REVENUE	-	-	-	-	(12,330)	-	-	(12,330)	(12,330)	0.00%
1610-22303-155000	P & R PROG ARTS IN THE PARK EXPENDITURE	-	-	-	-	34,174	-	-	34,174	34,174	0.00%
(EXCESS)/DEFICIENCY OF REVENUES OVER EXPENDITURES		101,327	13,092	-	(108,788)	65,036	-	-	(43,753)	(49,998)	0.00%



CAPITAL BUDGET

CAPITAL BUDGET 2018-2019

CAPITAL EXPENDITURES BY DEPARTMENT	BONDING		EDUCATION CAPITAL RESERVE	CAPITAL RESERVE FUND		DONATIONS & FUNDRAISING	OPERATING BUDGET	RECONSTRUCTION OF PEPPER ST GRANT	POLICE PRIVATE DUTY FUND	GRANTS - LOCIP OR STEAP	TOWN ROAD FUND	WOLFE PARK FIELD ASSESSMENT FUND	TOWN CLERK FEES FUND	TOTAL
	PROJECT COSTS	ISSUANCE COSTS		COMMITTED	REQUESTED									
BOARD OF EDUCATION														
Replace GMC Liftgate Truck			55,000											55,000
EMERGENCY MEDICAL SERVICES														
New EMS Facility	1,500,000	27,000								-				1,527,000
FIRE-STEPNEY														
Genesis Rescue Tools-INCREASE BY \$20k					50,000									50,000
FIRE-STEVENSON														
Liftbag Replacement					10,000									10,000
INFORMATION TECHNOLOGY														
Mobile Data Terminals (Police Department)							8,000							8,000
LAND USE - ENGINEERING														
Reconstruction of Pepper Street-INCREASE PER STRATEGIC PLANNING & FS BY \$40K								3,540,000						3,540,000
Library parking and sidewalk retrofit	40,000	1,000												41,000
LAND USE - PLANNING														
GIS Open Space Plan					10,000									10,000
PARKS & RECREATION														
Wolfe Park Parking Lot (Main Lot) **					150,000					86,000				236,000
New Athletic Field at Wolfe Park				476,000										476,000
Splash Pad at Wolfe Park Pool				178,000										178,000
Field 4 Dug Out and Fencing-ADDED BY SP & FS						6,000						44,000		50,000
Performance Pavilion at Wolfe Park-donations						50,000								50,000
Park Maintenance Headquarters					17,000									17,000
Replace Park Maintenance Equipment					30,000									30,000
60" Toro Motor					14,000									14,000

CAPITAL BUDGET 2018-2019

CAPITAL EXPENDITURES BY DEPARTMENT	BONDING		EDUCATION CAPITAL RESERVE	CAPITAL RESERVE FUND		DONATIONS & FUNDRAISING	OPERATING BUDGET	RECONSTRUCTION OF PEPPER ST GRANT	POLICE PRIVATE DUTY FUND	GRANTS - LOCIP OR STEAP	TOWN ROAD FUND	WOLFE PARK FIELD ASSESSMENT FUND	TOWN CLERK FEES FUND	TOTAL
	PROJECT COSTS	ISSUANCE COSTS		COMMITTED	REQUESTED									
POLICE														
Police Car Replacement Plan							74,950		74,950					149,900
In-Car Camera System (12 @ \$5,450 ea)-increase for updated \$ 3-14-18									77,500					77,500
PUBLIC WORKS														
Town Paving Program-reduced by \$100K	1,000,000	18,000												1,018,000
6-Wheel & 10-Wheel Truck Replacement Plan	420,000	8,000												428,000
Skid Steer for Dump	90,000	2,000												92,000
Rack Body with Lift Gate	70,000	2,000												72,000
Qualified Town Aid Road Expenditures											300,000			300,000
Truck Body Replacement	40,000	1,000												41,000
2 - 40 Yard Containers for Highway Storage & Security					9,000									9,000
Corrugated Metal Building -Highway Equipment Storage	100,000	2,000												102,000
Town Hall Doors Replacement-Interior-UPDATED \$ 3-14-18	32,500	2,000												34,500
Town Hall Doors Replacement-Exterior-UPDATED \$ 3-14-18	72,200	2,000												74,200
Access Controls & Cameras					20,000									20,000
Highway Garage generator replacement & contamination remediation-UPDATED \$ 3-14-18					55,500									55,500
Town Hall Gutters	25,000	1,000												26,000
Stepney Station #2 inside renovations	20,000	1,000												21,000
New Roof - Stepney Station #2	-	-								250,000				250,000
Mill & Pave - Stevenson Station #2	44,000	1,000												45,000
New Roof - Stevenson Station #2	-	-								250,000				250,000
18 Shelton Road Renovations	750,000	13,300												763,300
Mill & Pave - Monroe Fire Station #1	47,000	1,000												48,000
Mill & Pave & Drainage - Stepney Fire Station #1 (\$70K SP&FS)	70,000	2,000												72,000
Chalk Oil Tank Removal-ADDED	80,000	2,000												82,000
Town Vehicle Replacement Plan-\$5K reduction	254,000	5,000												259,000
TOWN CLERK														
Digital Vault Lock													10,000	10,000
Contingency for Add'l Bond Issuance Costs	-	10,000												10,000
TOTAL CAPITAL :	4,654,700	101,300	55,000	654,000	365,500	56,000	82,950	3,540,000	152,450	586,000	300,000	44,000	10,000	10,601,900

5-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT BY DEPARTMENT	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	TOTAL
BOARD OF EDUCATION						
Oil Tank Replacement - Monroe Elementary						-
Replace GMC Liftgate Truck	55,000					55,000
Ford F350 Pickup Truck - Masuk High School		45,000				45,000
Oil Tank Replacement-Masuk High School		185,480				185,480
Front Driveway Reconstruction-Fawn Hollow Elementary		61,000				61,000
PA and Clock System Replacement-Fawn Hollow Elementary			25,000			25,000
Roof Replacement - Monroe Elementary				1,530,000		1,530,000
Central Office - Install Ducts & Replace HVAC				120,000		120,000
Replace flooring in All Purpose Room (Café)-Monroe Elementary			100,000			100,000
Walk Behind Floor Machine-Stepney Elementary		13,000				13,000
Cushman 1984-Masuk			18,000			18,000
TOTAL	55,000	304,480	143,000	1,650,000	-	2,152,480
BONDING						
	-	185,480	100,000	1,650,000	-	1,935,480
EDUCATION CAPITAL RESERVE FUND - FUND BALANCE						
	55,000	119,000	43,000	-	-	217,000
TOTAL	55,000	304,480	143,000	1,650,000	-	2,152,480
EMERGENCY MEDICAL SERVICES						
New EMS Facility	1,500,000	2,000,000				3,500,000
New Ambulance			200,000			200,000
TOTAL	1,500,000	2,000,000	200,000	-	-	3,700,000
BONDING						
	1,500,000	1,500,000	200,000	-	-	3,200,000
STEAP GRANT REVENUE						
	-	500,000				500,000
TOTAL	1,500,000	2,000,000	200,000	-	-	3,700,000
FIRE-MONROE						
18 Shelton Road Renovations	750,000	750,000				1,500,000
Portable Radios		162,000				162,000
New Hoses (All sizes)		50,000				50,000
Audio Pagers		20,000				20,000
Mill & Pave - Station #1	47,000					47,000
Air Bag System				15,000		15,000
Turnout Gear Washer				17,000		17,000
SCBA Replacement					225,700	225,700
TOTAL	797,000	982,000	-	32,000	225,700	2,036,700
BONDING						
	797,000	912,000	-	-	225,700	1,934,700
CAPITAL RESERVE FUND - FUND BALANCE						
	-	70,000	-	32,000	-	102,000
TOTAL	797,000	982,000	-	32,000	225,700	2,036,700

5-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT BY DEPARTMENT	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	TOTAL
<u>FIRE-STEPNEY</u>						
New Roof - Station #2	250,000					250,000
Mill, Pave & Drainage - Station #1	70,000					70,000
Mill & Pave - Station #2		46,000				46,000
Genesis Rescue Tools	50,000					50,000
Station #2 inside renovations	20,000					20,000
TOTAL	390,000	46,000	-	-	-	436,000
BONDING						
	90,000	46,000	-	-	-	136,000
LOCIP GRANT						
	250,000					250,000
CAPITAL RESERVE FUND - FUND BALANCE						
	50,000	-	-	-	-	50,000
TOTAL	390,000	46,000	-	-	-	436,000
<u>FIRE-STEVENSON</u>						
New Roof - Station #2	250,000					250,000
SCBA Replacement / Upgrade		128,000				128,000
Liftbag Replacement	10,000					10,000
Firefighter Bailout Kits	-	15,000				15,000
Mill & Pave - Station #2	44,000					44,000
Mill & Pave - Station #1		23,000				23,000
Rescue 320 Refurb			300,000			300,000
SCBA Cascade System		60,000				60,000
TOTAL	304,000	226,000	300,000	-	-	830,000
BONDING						
	44,000	211,000	300,000	-	-	555,000
LOCIP GRANT						
	250,000					250,000
CAPITAL RESERVE FUND - FUND BALANCE						
	10,000	15,000	-	-	-	25,000
TOTAL	304,000	226,000	300,000	-	-	830,000
<u>INFORMATION TECHNOLOGY</u>						
Police Department Email Replacement	-					-
Office 2016		50,000				50,000
Mobile Data Terminals (Police Department)	8,000	8,000	8,000	8,000	8,000	40,000
Virtual Server			12,000		12,000	24,000
Switch Replacement				15,000		15,000
TOTAL	8,000	58,000	20,000	23,000	20,000	129,000
GENERAL FUND OPERATING						
	8,000	8,000	8,000	8,000	8,000	40,000
CAPITAL RESERVE FUND - FUND BALANCE						
	-	50,000	12,000	15,000	12,000	89,000
TOTAL	8,000	58,000	20,000	23,000	20,000	129,000

5-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT BY DEPARTMENT	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	TOTAL
LAND USE - ENGINEERING						
Town Hall Site Improvements		130,000	870,000			1,000,000
Master Town Drainage Study		50,000	200,000			250,000
Master Town Traffic Study			100,000	100,000		200,000
Town Owned Bridge Repair - Judd Road		230,000				230,000
Reconstruction of Pepper Street	3,540,000	2,450,000	50,000			6,040,000
Pepper St/Brook St Culver Replacement		250,000	1,250,000			1,500,000
Multi-Use Trail Extension		250,000				250,000
Lighting Plan		20,000	180,000			200,000
GIS Information Upgrade		10,000	10,000	10,000	10,000	40,000
Road Improvements - Engineering		1,000,000	1,000,000	1,000,000		3,000,000
ADA Study & Improvements	-	35,000	10,000	10,000	10,000	65,000
Library parking and sidewalk retrofit	40,000					40,000
TOTAL	3,580,000	4,425,000	3,670,000	1,120,000	20,000	12,815,000
BONDING						
	40,000	1,400,000	3,300,000	1,000,000	-	5,740,000
CAPITAL RESERVE FUND - FUND BALANCE						
	-	345,000	320,000	120,000	20,000	805,000
RECONSTRUCTION OF PEPPER ST FUND - GRANT REVENUE						
	3,540,000	2,450,000	50,000	-	-	6,040,000
TOWN ROAD FUND - DEFERRED GRANT REVENUE						
	-	230,000	-	-	-	230,000
TOTAL	3,580,000	4,425,000	3,670,000	1,120,000	20,000	12,815,000
LAND USE - PLANNING						
Open Space Inventory Plan		40,000				40,000
Housing Needs Study		40,000				40,000
Priority Growth/Overlay District Plan			75,000			75,000
Route 34 Corridor Traffic Study				40,000		40,000
P&Z Ordinances			60,000			60,000
GIS Open Space Plan	10,000					10,000
TOTAL	10,000	80,000	135,000	40,000	-	265,000
BONDING						
	-	80,000	135,000	40,000	-	255,000
CAPITAL RESERVE FUND - FUND BALANCE						
	10,000	-	-	-	-	10,000
TOTAL	10,000	80,000	135,000	40,000	-	265,000

5-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT BY DEPARTMENT	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	TOTAL
<u>PARKS & RECREATION</u>						
New Athletic Field at Wolfe Park	476,000					476,000
Splash Pad at Wolfe Park Pool	178,000					178,000
Field 4 Dug Out and Fencing	50,000					50,000
Performance Pavillion at Wolfe Park-donations	50,000					50,000
Reconstruction of Stonewalls - Wolfe Park		22,000				22,000
Park Maintenance Headquarters	17,000	125,000	100,000			242,000
Replace Park Maintenance Equipment	30,000	30,000	30,000			90,000
Wolfe Park Parking Lot (Main Lot)	236,000					236,000
PT Concrete WP basketball courts		150,000				150,000
Toro 4000D Mower 11 ft cut			72,000			72,000
60" Toro Motor	14,000					14,000
Power Tools	-					-
3 portable radios Motorola APX 1000 RS Model (PW compatible)	-					-
TOTAL	1,051,000	327,000	202,000	-	-	1,580,000
BONDING						
	-	275,000	100,000	-	-	375,000
CAPITAL RESERVE FUND/FIELD ASSESSMENT	909,000	52,000	102,000	-	-	1,063,000
GRANTS - STEAP, LOCIP, ETC	86,000					86,000
DONATION/FUNDRAISING REVENUE	56,000	-	-	-	-	56,000
TOTAL	1,051,000	327,000	202,000	-	-	1,580,000
<u>POLICE</u>						
Police Vehicle Carport		75,000				75,000
Police Car Replacement Plan	149,900	150,000	152,000			451,900
Animal Shelter Repairs		250,000				250,000
Radio System Replacement		1,250,000				1,250,000
In-Car Camera System (12 @ \$5,450 ea)	77,500					77,500
TOTAL	227,400	1,725,000	152,000	-	-	2,104,400
BONDING						
		1,575,000	-	-	-	1,575,000
GENERAL FUND OPERATING BUDGET	74,950	150,000	152,000	-	-	376,950
POLICE PRIVATE DUTY FUND - FUND BALANCE	152,450	-	-	-	-	152,450
TOTAL	227,400	1,725,000	152,000	-	-	2,104,400

5-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT BY DEPARTMENT	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	TOTAL
PUBLIC WORKS						
Town Paving Program	1,000,000	1,000,000	1,000,000	800,000		3,800,000
Install Doors on Garage Annex		150,000				150,000
Highway Garage Facility Study		50,000				50,000
Salt Storage Facility - Highway Garage		360,000				360,000
Town Facility Repairs		85,000				85,000
Hammertown Road Culvert Rehabilitation		80,000				80,000
New Highway Garage			1,500,000			1,500,000
Drainage System Inventory Mapping		60,000				60,000
6-Wheel & 10-Wheel Truck Replacement Plan	420,000	420,000	610,000	240,000		1,690,000
Conversion of Town Hall to Natural Gas		250,000				250,000
Excavator		265,000				265,000
Hook Lift Truck with Multiple Bodies		265,000				265,000
Sweeper		195,000				195,000
Bucket Truck		245,000				245,000
Skid Steer for Dump	90,000					90,000
Volvo L-90 Loader			220,000	230,000		450,000
Van-Street Signs		30,000				30,000
Grader		250,000				250,000
Trailer			45,000			45,000
Roof Replacement - Hwy Garage and Office				500,000		500,000
Rack Body with Lift Gate	70,000					70,000
Wood Chipper		76,500				76,500
2 - Truck Lifts for Mason Dumps		16,500				16,500
Qualified Town Aid Road Expenditures	300,000	350,000	350,000	350,000		1,350,000
Truck Body Replacement	40,000					40,000
2 - 40 Yard Containers for Highway Storage & Security	9,000					9,000
Corregated Metal Building - Highway Equipment Storage	100,000					100,000
Town Hall Doors Replacement-Interior	32,500					32,500
Town Hall Doors Replacement-Exterior	72,200					72,200
Access Controls & Cameras	20,000					20,000
Highway Garage generator replacement & contaminatin remediation	55,500					55,500
Town Hall Gutters	25,000					25,000
Chalk Hill Tank Removal	80,000					80,000
TOTAL	2,314,200	4,148,000	3,725,000	2,120,000	-	12,307,200
BONDING	1,929,700	3,578,000	3,330,000	1,770,000	-	10,607,700
CAPITAL FINANCING FUND - FUND BALANCE						-
CAPITAL RESERVE FUND - FUND BALANCE	84,500	140,000	45,000	-	-	269,500
TOWN ROAD FUND - DEFERRED GRANT REVENUE	300,000	430,000	350,000	350,000	-	1,430,000
TOTAL	2,314,200	4,148,000	3,725,000	2,120,000	-	12,307,200

5-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT BY DEPARTMENT	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	TOTAL
TOWN CLERK						
DIGITAL VAULT LOCK	10,000					10,000
TOTAL	10,000	-	-	-	-	10,000
TOWN CLERK FEE FUND	10,000					10,000
TOTAL	10,000	-	-	-	-	10,000
BONDING - ISSUANCE COSTS	101,300					101,300
TOTAL CAPITAL EXPENDITURES BEFORE VEHICLE REPLACEMENT PLAN	10,347,900	14,321,480	8,547,000	4,985,000	265,700	38,467,080
SOURCE OF FUNDING FOR CAPITAL EXPENDITURES	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	TOTAL
BONDING - NOT INCLUDING VEHICLE REPLACEMENT PLAN	4,400,700	9,762,480	7,465,000	4,460,000	225,700	26,313,880
BONDING - ISSUANCE COSTS	101,300					101,300
CAPITAL FINANCING FUND - FUND BALANCE	-	-	-	-	-	-
EDUCATION CAPITAL RESERVE FUND - FUND BALANCE	55,000	119,000	43,000	-	-	217,000
CAPITAL RESERVE FUND - FUND BALANCE	1,063,500	672,000	479,000	167,000	32,000	2,413,500
DONATION/FUNDRAISING REVENUE	56,000	-	-	-	-	56,000
GENERAL FUND OPERATING BUDGET	82,950	158,000	160,000	8,000	8,000	416,950
RECONSTRUCTION OF PEPPER ST FUND - GRANT REVENUE	3,540,000	2,450,000	50,000	-	-	6,040,000
POLICE PRIVATE DUTY FUND - FUND BALANCE	152,450	-	-	-	-	152,450
GRANT REVENUE	586,000	500,000	-	-	-	1,086,000
TOWN ROAD FUND - DEFERRED GRANT REVENUE	300,000	660,000	350,000	350,000	-	1,660,000
WOLFE PARK FIELD ASSESSMENT FUND						
TOWN CLERK FEE FUND	10,000	-	-	-	-	10,000
TOTAL CAPITAL EXPENDITURES BEFORE VEHICLE REPLACEMENT PLAN	10,347,900	14,321,480	8,547,000	4,985,000	265,700	38,467,080
VEHICLE REPLACEMENT PLAN						
EMS Admin Response Vehicle-home response/admin functions	40,000					40,000
MFD 3 Chief's Vehicles	52,000	104,000				156,000
Stepney FD (2) Chiefs' Vehicles	-	110,000				110,000
FS Replacement-move FS vehicle to Health Dept	35,000					35,000
Health Dept 2010 GMC Canyon (4WD) replacement		25,000				25,000
Building Dept New Vehicle - Building Inspector		30,000				30,000
Engineering Inspection Vehicle Replacement		30,000				30,000
P&R Truck F-350 with snow plow attachment	60,000					60,000
P&R GMC Truck Sierra 3500 HD w/plow attachment		50,000				50,000
Park Ranger Vehicle	32,000					32,000
Animal Control Vehicle	35,000					35,000
DPW Ford F-350 Truck with Plow & Spreader				95,000		95,000
DPW Mechanics Truck with Compressor, Welder, etc..				80,000		80,000
TOTAL - VEHICLE REPLACEMENT PLAN BY FISCAL YEAR:	254,000	349,000	-	175,000	-	778,000
TOTAL CAPITAL EXPENDITURES BY FISCAL YEAR	10,601,900	14,670,480	8,547,000	5,160,000	265,700	39,245,080