

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022



APPROVED ANNUAL TOWN BUDGET
FOR FISCAL YEAR 2021-2022
MAY 4, 2021

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

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ANNUAL BUDGET PROCESS

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

KEY BUDGET DATES

January 23, 2021	The Board of Education submitted its proposed budget to the First Selectman and Director of Finance.
February 8, 2021	The budget as proposed by the First Selectman is delivered to the Town Council.
March 15, 2021	The budget as proposed by the Town Council is delivered to the Board of Finance.
April 20, 2021	The budget as proposed by the Board of Finance is delivered back to the First Selectman.
May 4, 2021	The Annual Town Budget is submitted to the Annual Budget Referendum
July 1, 2021	The new fiscal year begins

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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 23 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.

§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 March 15 of each year, the Council shall forward the budget as proposed by the Town Council to the Board of Finance.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

§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 April 20 of each year.

§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 May 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.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

§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 two 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



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

BUDGET DISCUSSION

As expected, the FY21-22 budget was a challenge, to say the least. Roughly one year ago, immediately after the COVID-19 public health emergency was declared, our annual budget referendum was cancelled by executive order of the Governor. As a result, our Board of Finance was put in the unenviable and extraordinary position of making the final decision on Monroe's budget all while our state was being ravaged by the pandemic. Businesses were forced to close, unemployment was high, and our economy faced incredible uncertainty. Without reservation, I joined the Board of Finance in setting a goal to avoid the additional pressure that any tax increase, in the midst of the pandemic, would cause our taxpayers.

Over the past several years, we have been diligent in building a healthy unassigned fund balance, often referred to as the "rainy day fund." Sticking with that analogy, our Board of Finance Chairman gave a simple assessment of the economic situation in April 2020: "It's pouring." I fully supported the Board of Finance's decision then to appropriate a significant portion of our rainy day fund in order to avoid a tax increase. Monroe was not alone implementing this financial strategy.

However, we accurately recognized that this would create additional taxpayer pressure for the FY21-22 budget. The costs of important things like healthcare insurance, the state's pension program for our police officers, and recycling continue to rise. I am grateful that our unions agreed to my request for economic concessions last year, allowing us to keep overall salary and wage costs flat, despite contracts that said otherwise. After essentially skipping a year in those agreements, these employees – the vast majority of whom continued to work every day during the pandemic -- are now due a small but reasonable increase next year.

Without question, the most challenging aspect of Monroe's budget continues to be that attributable to the Board of Education. While the importance of our robust educational system cannot be understated, we must be clear that it accounts for over 2/3 of the entire Town Budget and is the single largest driver of our tax rate. While overall municipal costs are up 2.36%, the Board of Education increase is 5.16%, even after the Board of Finance and I reduced their requested increase by a total of over \$400,000. Of our total increase in operating expenditures, just over 80% is attributed to increases in education costs.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

In preparing the FY21-22 budget, I remained committed to controlling taxes while improving roads and infrastructure, delivering cost-effective services to our community, providing excellence in education, and maintaining the financial health of the Town. It is now clear that we will need to utilize less than half of the rainy day fund appropriation during the current year. The Board of Finance’s proposed budget therefore maintains a reduced, but responsible, use of fund balance again in FY21-22 as we transition out of the public health emergency. Our “rainy day fund” will remain within an acceptable range as set by Board of Finance policy. Furthermore, while significant federal funding anticipated from the American Rescue Plan, we are specifically prohibited from using those funds to cut taxes. I am hopeful that once we receive the final, detailed rules from the U.S. Treasury, the ability to restore fund balance will be among the options we will be able to consider.

Without our growth in the grand list, a conservative and disciplined approach to spending, and use of alternative funding, taxes would grow at an alarming rate of over 9%. The budget now results in a tax rate increase of 2.48%. **This is an average of less than ½% per year over the past four years.**

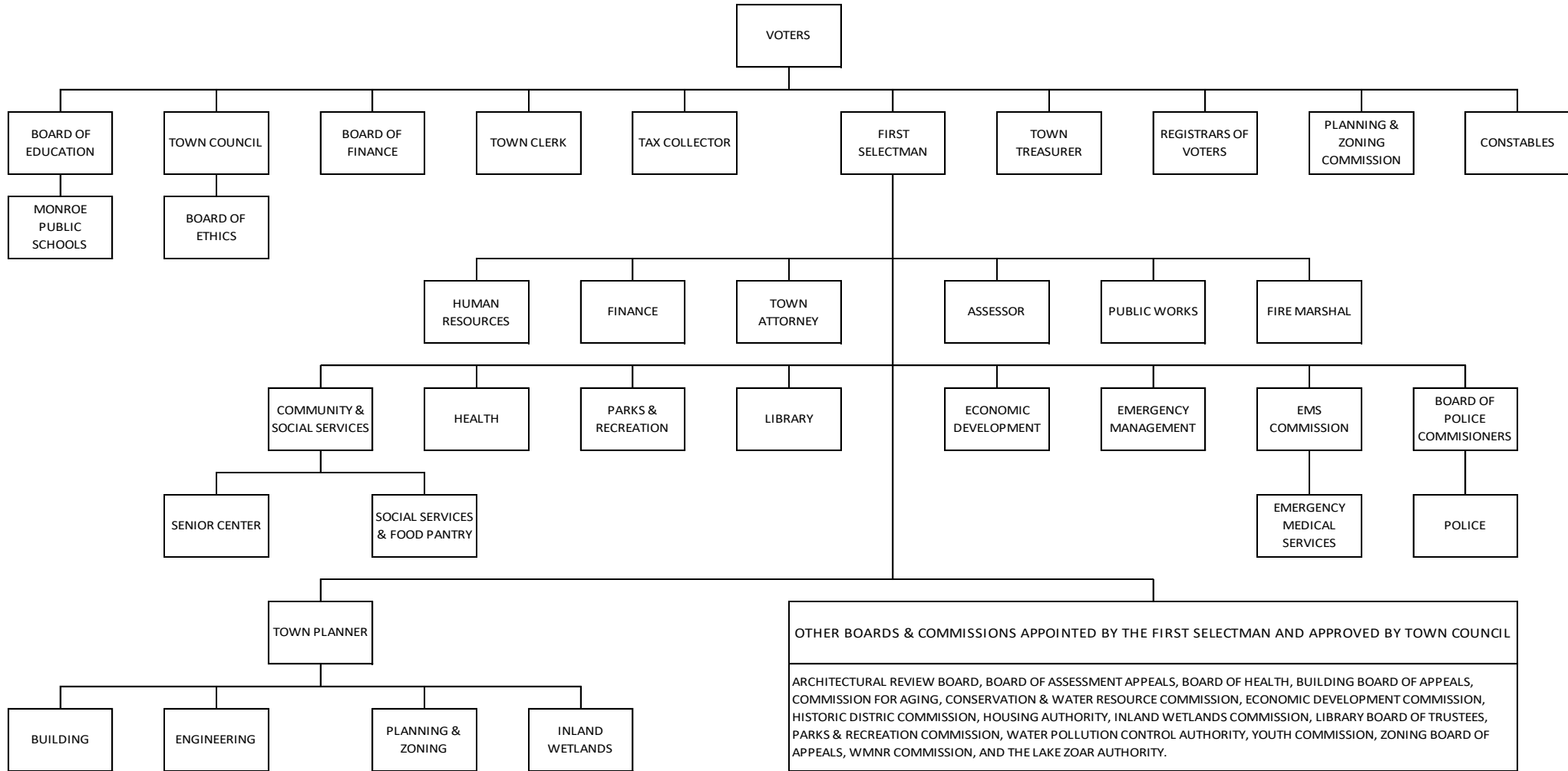
Fiscal Year	Tax Rate Change
2018-2019 Final	↓ 1.45%
2019-2020 Final	↑ 0.97%
2020-2021 Final	↓ 0.28%
2021-2022 Proposed	↑ 2.48%
Four Year Average:	↑ 0.43% per year

I greatly appreciate the dedication of our staff, educators, and volunteers – including those serving on boards and commissions – who contributed to this year’s budget process. I am very appreciative for the time and due diligence of our Town Council and Board of Finance, both of which approved their proposed budgets in unanimous, bipartisan votes. Most importantly, I thank the voters of Monroe, who approved this budget at the May 4, 2021 referendum.

Kenneth M. Kellogg
First Selectman

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

GRAND LIST AND MILL RATE DATA FOR THE LAST 10 YEARS

Assessed and Estimated Actual Value of Taxable Property
Last Ten Fiscal 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						
2022	10/1/2020	\$ 1,684,743,283	\$ 256,154,212	\$ 24,891,220	\$ 181,165,265	\$ 120,837,231	\$ 26,467,189	\$ 2,241,324,022	(2) 36.36	
2021	(1) 10/1/2019	\$ 1,679,758,120	\$ 255,208,620	\$ 25,196,320	\$ 172,192,676	\$ 114,111,001	\$ 23,361,940	\$ 2,223,104,797	35.48	
2020	10/1/2018	\$ 1,653,973,621	\$ 253,040,465	\$ 25,903,340	\$ 168,786,240	\$ 110,567,293	\$ 26,156,285	\$ 2,186,114,674	35.58	
2019	10/1/2017	\$ 1,646,277,486	\$ 251,811,130	\$ 27,414,240	\$ 168,675,972	\$ 102,767,145	\$ 25,323,099	\$ 2,171,622,874	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	(1) 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	

(1) Revaluation Year

(2) Mill Rate Set by the Board of Finance on May 6, 2021

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

FISCAL PLAN FOR 2021-2022 (PAGE 1 OF 2)

Revenue & Other Financing Sources	Revised Annual Town Budget	Approved Annual Town Budget		
	2020-2021	2021-2022	\$ Change	%
Non-Tax Revenue				
General Government	\$ 2,166,592	\$ 2,333,935	\$ 167,343	7.72%
Intergovernmental	\$ 5,777,753	\$ 5,787,853	\$ 10,100	0.17%
Total Non-Tax Revenue	\$ 7,944,345	\$ 8,121,788	\$ 177,443	2.23%
Tax Revenue				
Current Year Taxes	\$ 72,499,130	\$ 79,527,684	\$ 7,028,554	9.69%
Supplemental Taxes	\$ 600,000	\$ 700,000	\$ 100,000	16.67%
Prior Years' Taxes	\$ 500,000	\$ 500,000	\$ -	0.00%
Total Tax Revenue	\$ 73,599,130	\$ 80,727,684	\$ 7,128,554	9.69%
Total Revenue	\$ 81,543,475	\$ 88,849,472	\$ 7,305,997	8.96%
Other Financing Sources				
Appropriations from Fund Balance	\$ 8,500,000	\$ 4,199,815	\$ (4,300,185)	-50.59%
Total Other Financing Sources	\$ 8,500,000	\$ 4,199,815	\$ (4,300,185)	-50.59%
Total Revenue & Other Financing Sources	\$ 90,043,475	\$ 93,049,287	\$ 3,005,812	3.34%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

FISCAL PLAN FOR 2021-2022 (PAGE 2 OF 2)

Expenditures	Revised Annual Town Budget	Approved Annual Town Budget		
Municipal	2020-2021	2021-2022	\$ Change	%
Operating Expenditures (excluding Contingency)	\$ 23,255,334	\$ 24,122,140	\$ 866,806	3.73%
Debt Service	\$ 5,859,043	\$ 5,678,328	\$ (180,715)	-3.08%
Total Municipal Operating Expenditures	\$ 29,114,377	\$ 29,800,468	\$ 686,091	2.36%
Board of Education				
Operating Expenditures (excluding Contingency)	\$ 58,501,943	\$ 61,521,068	\$ 3,019,125	5.16%
Total Education Operating Expenditures	\$ 58,501,943	\$ 61,521,068	\$ 3,019,125	5.16%
Total Operating Expenditures	\$ 87,616,320	\$ 91,321,536	\$ 3,705,216	4.23%
Fund Appropriations & Contingency				
Capital Reserve - EMS Vehicle	\$ 80,000	\$ 80,000	\$ -	0.00%
Board of Education - Medical Reserve Fund	\$ 1,500,000	\$ 97,000	\$ (1,403,000)	-93.53%
Capital Reserve - Revaluation	\$ 70,000	\$ 70,000	\$ -	0.00%
Internal Service - Heart & Hypertension	\$ 20,000	\$ 20,000	\$ -	0.00%
Capital Reserve - Bicentennial, IT Plan & Assigned	\$ 126,500	\$ 165,000	\$ 38,500	30.43%
Legal Reserve	\$ -	\$ 112,815	\$ 112,815	100.00%
Special Education Fund	\$ -	\$ 500,000	\$ 500,000	100.00%
Emergency Disaster Relief Fund	\$ -	\$ 500,000	\$ 500,000	100.00%
Board of Finance - Contingency	\$ 630,655	\$ 182,936	\$ (447,719)	-70.99%
Total Fund Appropriations & Contingency	\$ 2,427,155	\$ 1,727,751	\$ (699,404)	-28.82%
Total Expenditures	\$ 90,043,475	\$ 93,049,287	\$ 3,005,812	3.34%
Projected Mill Rate	35.48	36.36	0.88	2.48%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

MILL RATE CALCULATION FOR FISCAL YEAR 2021-2022

MILL RATE CALCULATION ON THE 2020 GRAND LIST FOR FISCAL YEAR 2021-2022		
<u>2020 GRAND LIST:</u>		
REAL ESTATE	2,103,932,055	
MOTOR VEHICLES	181,165,265	
PERSONAL PROPERTY	120,837,231	
GROSS GRAND LIST		\$ 2,405,934,551
<u>PROPERTY EXEMPTIONS:</u>		
REAL ESTATE	(140,031,840)	
MOTOR VEHICLES	(990,165)	
PERSONAL PROPERTY	(23,588,524)	
GRAND LIST NET OF EXEMPTIONS		(164,610,529)
NET TAXABLE GRAND LIST BEFORE ADJUSTMENTS		2,241,324,022
NET PROJECTED GRAND LIST ADJUSTMENTS/CONTINGENCY		(11,345,755)
EFFECTIVE ASSESSMENT ON COMBINED STATE & TOWN TAX BENEFITS		(13,900,000)
NET TAXABLE GRAND LIST AFTER ADJUSTMENTS (A)		2,216,078,267
TAX COLLECTIONS ON THE CURRENT LEVY REQUIRED TO BALANCE THE BUDGET		79,527,684
PROJECTED COLLECTION RATE ON TAXES FOR THE 2020 GRAND LIST		98.70%
TOTAL TAX LEVY REQUIRED AT THE PROJECTED COLLECTION RATE (B)		\$ 80,575,161
PROJECTED MILL RATE FOR FY2022 [(B)/(A) X 1000]		36.36
PERCENTAGE INCREASE OVER THE FY2021 MILL RATE OF 35.48		2.48%



REVENUE BUDGET

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

REVENUE BUDGET SUMMARY

ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2021-2022					APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM	
	2019-2020	2020-2021	2020-2021	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			2020-21 TO 2021-22			
	ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE				TOTAL ADJUSTMENTS
REVENUE BUDGET SUMMARY											
ALL PROPERTY TAXES (CURRENT, PRIOR YR, AND SUPPLEMENTAL)	\$ 77,807,907	\$ 49,336,540	73,852,630	82,720,745	\$ (1,176,285)	\$ 2,630	\$ (565,907)	\$ (1,739,562)	\$ 80,981,184	\$ 7,128,554	9.65%
LICENSES AND PERMITS	\$ 815,146	\$ 658,030	553,792	659,385	\$ 196,550	\$ -	\$ 58,000	\$ 254,550	\$ 913,935	\$ 360,143	65.03%
INTERGOVERNMENTAL TOWN	\$ 546,207	\$ 454,099	504,818	514,918	\$ -	\$ -	\$ -	\$ -	\$ 514,918	\$ 10,100	2.00%
CHARGES FOR SERVICES TOWN	\$ 744,833	\$ 338,989	1,054,800	868,000	\$ 117,000	\$ -	\$ -	\$ 117,000	\$ 985,000	\$ (69,800)	-6.62%
INTEREST AND DIVIDENDS	\$ 790,114	\$ 41,491	220,500	97,500	\$ -	\$ -	\$ -	\$ -	\$ 97,500	\$ (123,000)	-55.78%
OTHER REVENUES	\$ 73,940	\$ 29,316	75,000	75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	0.00%
TOTAL TOWN	\$ 2,970,239	\$ 1,521,926	2,408,910	2,214,803	\$ 313,550	\$ -	\$ 58,000	\$ 371,550	\$ 2,586,353	\$ 177,443	7.37%
INTERGOVERNMENTAL EDUCATION	\$ 5,450,961	\$ 1,318,234	5,272,935	5,097,028	\$ -	\$ -	\$ 175,907	\$ 175,907	\$ 5,272,935	\$ -	0.00%
CHARGES FOR SERVICES EDUCATION	\$ 7,301	\$ 406	9,000	9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	0.00%
TOTAL BOE	\$ 5,458,262	\$ 1,318,640	5,281,935	5,106,028	\$ -	\$ -	\$ 175,907	\$ 175,907	\$ 5,281,935	\$ -	0.00%
SUBTOTAL	\$ 8,428,501	\$ 2,840,565	7,690,845	7,320,831	\$ 313,550	\$ -	\$ 233,907	\$ 547,457	\$ 7,868,288	\$ 177,443	2.31%
TOTAL REVENUE:	\$ 86,236,408	\$ 52,177,105	81,543,475	90,041,576	\$ (862,735)	\$ 2,630	\$ (332,000)	\$ (1,192,105)	\$ 88,849,472	\$ 7,305,997	8.96%
OTHER FINANCING SOURCES:											
OPERATING TRANSFER IN	\$ 81,927	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
APPROPRIATION - COMMITTED FUND BALANCE	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	0.00%
APPROPRIATION - ASSIGNED FUND BALANCE	\$ -	\$ -	\$ 500,000	\$ 102,815	\$ -	\$ -	\$ -	\$ -	\$ 102,815	\$ (397,185)	-79.44%
APPROPRIATION - UNASSIGNED FUND BALANCE	\$ -	\$ -	8,000,000	3,000,000	\$ -	\$ -	\$ 97,000	\$ 97,000	\$ 3,097,000	\$ (4,903,000)	-61.29%
TOTAL OTHER FINANCING SOURCES	\$ 81,927	\$ -	8,500,000	4,102,815	\$ -	\$ -	\$ 97,000	\$ 97,000	4,199,815	(4,300,185)	-50.59%
TOTAL REVENUE & OTHER FINANCING SOURCES	\$ 86,318,335	\$ 52,177,105	90,043,475	94,144,391	\$ (862,735)	\$ 2,630	\$ (235,000)	\$ (1,095,105)	\$ 93,049,287	\$ 3,005,812	3.34%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

REVENUE BUDGET DETAIL (PAGE 1 OF 2)

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2021-2022					BUDGET		
		2019-2020	2020-2021	2020-2021	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
		ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22	% CHG
PROPERTY TAXES:												
1001-10-14001-140000	TAX LEVY -CURRENT YEAR REVENUE	\$ 76,242,024	\$ 49,336,540	72,499,130	81,367,245	\$ (1,276,285)	\$ 2,630	\$ (565,907)	\$ (1,839,562)	\$ 79,527,684	\$ 7,028,554	9.69%
1001-10-14001-140001	TAX LEVY - SUPPLEMENTAL TAXES	\$ 876,820	\$ -	600,000	600,000	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 700,000	\$ 100,000	16.67%
1001-10-14001-140002	TAX LEVY - PRIOR YEAR REVENUE	\$ 405,583	\$ -	500,000	500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	0.00%
1001-10-14001-140003	TAX SUSPENSE REVENUE	\$ 34,808	\$ -	50,000	50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	0.00%
1001-10-14001-140004	TAX LIEN REVENUE	\$ 2,376	\$ -	3,500	3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%
1001-10-14001-140005	TAX INTEREST REVENUE	\$ 246,296	\$ -	200,000	200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	0.00%
1001-10-14001-140006	TAX FEE REVENUE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL PROPERTY TAXES	\$ 77,807,907	\$ 49,336,540	73,852,630	82,720,745	\$ (1,176,285)	\$ 2,630	\$ (565,907)	\$ (1,739,562)	\$ 80,981,184	\$ 7,128,554	9.65%
LICENSES AND PERMITS:												
1001-10-14003-140100	CANINE LICENSES REVENUE	\$ 550	\$ 240	1,000	1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%
1001-10-14003-140105	POLICE PERMITS REVENUE	\$ 13,349	\$ 16,632	14,300	14,300	\$ 2,450	\$ -	\$ -	\$ 2,450	\$ 16,750	\$ 2,450	17.13%
1001-10-14003-140115	BUILDING PERMITS REVENUE	\$ 206,930	\$ 166,900	150,000	225,000	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ 275,000	\$ 125,000	83.33%
1001-10-14003-140125	BURNING PERMITS REVENUE	\$ 3,270	\$ 2,980	3,250	3,250	\$ -	\$ -	\$ -	\$ -	\$ 3,250	\$ -	0.00%
1001-10-14003-140135	PLANNING & ZONING PERMITS REVENUE	\$ 29,547	\$ 23,445	25,000	30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 5,000	20.00%
1001-10-14003-140145	PLANNING & ZONING FINES REVENUE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14003-140155	LIBRARY REVENUE	\$ 7,552	\$ 95	5,400	5,400	\$ 2,100	\$ -	\$ -	\$ 2,100	\$ 7,500	\$ 2,100	38.89%
1001-10-14003-140165	REFUSE PERMITS REVENUE	\$ 2,006	\$ -	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	\$ 466,343	\$ 422,178	300,000	300,000	\$ 142,000	\$ -	\$ 58,000	\$ 200,000	\$ 500,000	\$ 200,000	66.67%
1001-10-14003-140190	HEALTH DEPT FEE REVENUE	\$ 85,600	\$ 25,561	52,842	78,435	\$ -	\$ -	\$ -	\$ -	\$ 78,435	\$ 25,593	48.43%
	TOTAL LICENSES AND PERMITS	\$ 815,146	\$ 658,030	553,792	659,385	\$ 196,550	\$ -	\$ 58,000	\$ 254,550	\$ 913,935	\$ 360,143	65.03%
INTERGOVERNMENTAL:												
1001-10-14005-140300	MISCELLANEOUS GRANTS REVENUE	\$ 43,093	\$ -	9,000	9,800	\$ -	\$ -	\$ -	\$ -	\$ 9,800	\$ 800	8.89%
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	\$ 2,001	\$ 1,976	2,000	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-14005-140515	PILOT-STATE PROPERTY REVENUE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140520	CIRCUIT BREAKER REVENUE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140525	BOND INTEREST SUBSIDY PAYMENTS	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140530	PILOT-CAPITAL EQUIPMENT REVENUE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140540	VETERAN EXEMPTION REVENUE	\$ 9,537	\$ 8,400	9,000	8,300	\$ -	\$ -	\$ -	\$ -	\$ 8,300	\$ (700)	-7.78%
1001-10-14005-140545	STATE REVENUE SHARING-PEQUOT REVENUE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140550	STATE REVENUE SHARING REVENUE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14005-140551	MUNICIPAL STABILIZATION REVENUE	\$ 443,723	\$ 443,723	443,723	443,723	\$ -	\$ -	\$ -	\$ -	\$ 443,723	\$ -	0.00%
1001-10-14005-140555	TELEPHONE ACCESS REVENUE	\$ 31,758	\$ -	25,000	30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 5,000	20.00%
1001-10-14005-140560	HEALTH GRANTS	\$ 16,095	\$ -	16,095	21,095	\$ -	\$ -	\$ -	\$ -	\$ 21,095	\$ 5,000	31.07%
1001-10-14005-140400	BOE EDUCATION COST SHARING (ECS)	\$ 5,450,961	\$ 1,318,234	5,272,935	5,097,028	\$ -	\$ -	\$ 175,907	\$ 175,907	\$ 5,272,935	\$ -	0.00%
1001-10-14005-140410	BOE TRANSPORTATION REVENUE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL INTERGOVERNMENTAL	\$ 5,997,168	\$ 1,772,333	5,777,753	5,611,946	\$ -	\$ -	\$ 175,907	\$ 175,907	\$ 5,787,853	\$ 10,100	0.17%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

REVENUE BUDGET DETAIL (PAGE 2 OF 2)

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2020-21 TO 2021-22	
ACTUAL	YTD ACTUAL	REVISED BUDGET						\$ CHG	% CHG			
CHARGES FOR SERVICES:												
TOWN:												
1001-10-14007-140705	RECREATION DEPARTMENT FEES REVENUE	\$ 94,282	\$ 37,650	85,800	100,500	\$ 63,500	\$ -	\$ -	\$ 63,500	\$ 164,000	\$ 78,200	91.14%
1001-10-14007-140715	LANDFILL LEASE (TV TOWER) REVENUE	\$ 55,748	\$ 30,071	60,000	60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -	0.00%
1001-10-14007-140720	NUTRITION REVENUE	\$ 1,553	\$ -	2,000	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-14007-140722	EDC CHARGES FOR SERVICES	\$ -	\$ -	1,500	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,500)	-100.00%
1001-10-14007-140735	POLICE SPECIAL DUTY REVENUE	\$ -	\$ -	400,000	200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ (200,000)	-50.00%
1001-10-14007-140737	EMS REVENUE	\$ 585,374	\$ 263,863	496,500	496,500	\$ 53,500	\$ -	\$ -	\$ 53,500	\$ 550,000	\$ 53,500	10.78%
1001-10-14007-140740	INLAND WETLAND COMMISSION REVENUE	\$ 7,876	\$ 7,406	9,000	9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	0.00%
BOE:												
1001-10-14007-140795	BOE TUITION REVENUE	\$ 7,301	\$ 406	9,000	9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	0.00%
	TOTAL CHARGES FOR SERVICES	\$ 752,134	\$ 339,395	1,063,800	877,000	\$ 117,000	\$ -	\$ -	\$ 117,000	\$ 994,000	\$ (69,800)	-6.56%
INTEREST AND DIVIDENDS:												
1001-10-14009-140800	INVESTMENT INTEREST REVENUE	\$ 684,072	\$ 41,404	200,000	80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ (120,000)	-60.00%
1001-10-14009-140810	WATERMAIN-PRICIPAL REVENUE	\$ 63	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-14009-140820	WATERMAIN-INTEREST REVENUE	\$ 365	\$ 87	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-14009-140822	GAIN ON DISPOSAL OF ASSET REVENUE	\$ 3,260	\$ -	20,000	17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000	\$ (3,000)	-15.00%
1001-10-14009-140825	UNREALIZED GAIN/LOSS - GAAP ONLY	\$ 102,355	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL INTEREST AND DIVIDENDS	\$ 790,114	\$ 41,491	220,500	97,500	\$ -	\$ -	\$ -	\$ -	\$ 97,500	\$ (123,000)	-55.78%
OTHER REVENUES:												
1001-10-14011-140900	MISCELLANEOUS INCOME	\$ 73,940	\$ 29,316	75,000	75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	0.00%
	TOTAL OTHER REVENUE	\$ 73,940	\$ 29,316	75,000	75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	0.00%
TOTAL REVENUE:		\$ 86,236,408	\$ 52,177,105	81,543,475	90,041,576	\$ (862,735)	\$ 2,630	\$ (332,000)	\$ (1,192,105)	\$ 88,849,472	\$ 7,305,997	8.96%
OTHER FINANCING SOURCES:												
1001-10-14013-140999	OPERATING TRANSFERS IN	\$ 81,927	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1100-140999	COMMITTED FUND BALANCE - SPEC EDUC FUND				500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	0.00%
1101-140999	COMMITTED FUND BALANCE - EMER DISASTER FUND				500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	0.00%
1001-10-14013-141001	ASSIGNED FUND BALANCE - LEGAL	\$ -	\$ -	-	102,815	\$ -	\$ -	\$ -	\$ -	\$ 102,815	\$ 102,815	0.00%
1001-10-14013-141001	ASSIGNED FUND BALANCE - BOE MEDICAL RESERVE	\$ -	\$ -	500,000	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (500,000)	-100.00%
1001-10-14013-141002	UNASSIGNED FUND BALANCE	\$ -	\$ -	8,000,000	3,000,000	\$ -	\$ -	\$ 97,000	\$ 97,000	\$ 3,097,000	\$ (4,903,000)	-61.29%
	TOTAL OTHER FINANCING SOURCES	\$ 81,927	\$ -	8,500,000	4,102,815	\$ -	\$ -	\$ 97,000	\$ 97,000	\$ 4,199,815	\$ (4,300,185)	-50.59%
TOTAL REVENUE & OTHER FINANCING SOURCES		\$ 86,318,335	\$ 52,177,105	90,043,475	94,144,391	\$ (862,735)	\$ 2,630	\$ (235,000)	\$ (1,095,105)	\$ 93,049,287	\$ 3,005,812	3.34%



EXPENDITURE BUDGET BY DEPARTMENT

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

EXPENDITURE BUDGET SUMMARY

EXPENDITURE BUDGET SUMMARY	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2021-2022					APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM	
	2019-2020	2020-2021	2020-2021	SUBMITTED	BUDGET ADJUSTMENTS			2020-21 TO 2021-22		\$ CHG	% CHG
	ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET		BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL				
MUNICIPAL											
GENERAL GOVERNMENT (EXCLUDING CONTINGENCY)	\$ 8,305,197	\$ 4,977,799	9,028,253	9,544,608	\$ (10,255)	\$ -	\$ 55,064	\$ 44,809	\$ 9,589,417	\$ 561,164	6.22%
PUBLIC SAFETY	\$ 7,776,663	\$ 3,827,289	8,433,488	8,829,150	\$ (99,993)	\$ 3,404	\$ -	\$ (96,589)	\$ 8,732,561	\$ 299,073	3.55%
PUBLIC WORKS	\$ 2,896,597	\$ 1,256,414	3,227,384	3,795,689	\$ (598,200)	\$ -	\$ -	\$ (598,200)	\$ 3,197,489	\$ (29,895)	-0.93%
SANITATION	\$ 440,755	\$ 224,365	465,740	484,822	\$ (1,500)	\$ -	\$ -	\$ (1,500)	\$ 483,322	\$ 17,582	3.78%
HEALTH & WELFARE	\$ 318,319	\$ 168,436	331,814	333,806	\$ (650)	\$ (774)	\$ -	\$ (1,424)	\$ 332,382	\$ 568	0.17%
CULTURE & RECREATION	\$ 1,598,042	\$ 798,955	1,766,654	1,805,105	\$ (20,137)	\$ -	\$ -	\$ (20,137)	\$ 1,784,968	\$ 18,314	1.04%
DEBT SERVICE	\$ 6,046,629	\$ 1,612,584	5,859,043	5,678,328	\$ -	\$ -	\$ -	\$ -	\$ 5,678,328	\$ (180,715)	-3.08%
EQUIPMENT REPLACEMENT	\$ 170,206	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SPECIAL PROJECTS	\$ 2,020	\$ 1,474	2,000	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
TOTAL TOWN	\$ 27,554,428	\$ 12,867,316	29,114,377	30,473,508	\$ (730,735)	\$ 2,630	\$ 55,064	\$ (673,041)	\$ 29,800,468	\$ 686,091	2.36%
TOTAL EDUCATION OPERATING EXPENDITURE	\$ 56,922,947	\$ 25,050,128	58,501,943	61,923,068	\$ (132,000)	\$ -	\$ (270,000)	\$ (402,000)	\$ 61,521,068	\$ 3,019,125	5.16%
TOTAL OPERATING EXPENDITURES	\$ 84,477,375	\$ 37,917,444	87,616,320	92,396,576	\$ (862,735)	\$ 2,630	\$ (214,936)	\$ (1,075,041)	\$ 91,321,536	\$ 3,705,216	4.23%
BOARD OF FINANCE - CONTINGENCY	\$ -	\$ -	630,655	300,000	\$ -	\$ -	\$ (117,064)	\$ (117,064)	\$ 182,936	\$ (447,719)	-70.99%
OTHER APPROPRIATIONS	\$ 1,840,960	\$ 296,500	1,796,500	1,447,815	\$ -	\$ -	\$ 97,000	\$ 97,000	\$ 1,544,815	\$ (251,685)	-14.01%
TOTAL	\$ 1,840,960	\$ 296,500	2,427,155	1,747,815	\$ -	\$ -	\$ (20,064)	\$ (20,064)	\$ 1,727,751	\$ (699,404)	-28.82%
TOTAL EXPENDITURES	\$ 86,318,335	\$ 38,213,944	90,043,475	94,144,391	\$ (862,735)	\$ 2,630	\$ (235,000)	\$ (1,095,105)	\$ 93,049,287	\$ 3,005,812	3.34%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

FIRST SELECTMAN, TOWN ATTORNEY, TOWN COUNCIL, BOARD OF FINANCE

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM 2020-21 TO 2021-22		
GENERAL GOVERNMENT	DEPTS 005 - 0250	ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET	SUBMITTED BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS		\$ 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	\$ 61,801	\$ 27,394	57,222	55,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ (2,222)	-3.88%
1001-10-15101-0005-150005	FIRST SELECTMAN SALARY PT	\$ 25,155	\$ 13,200	31,600	31,600	\$ -	\$ -	\$ -	\$ -	\$ 31,600	\$ -	0.00%
1001-10-15101-0005-150100	FIRST SELECTMAN LEGAL FEES	\$ 74,237	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0005-153065	FIRST SELECTMAN CONSULTING	\$ -	\$ -	5,000	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,000)	-100.00%
1001-10-15101-0005-153385	FIRST SELECTMAN OFFICE EXP	\$ 5,132	\$ 618	5,150	5,150	\$ -	\$ -	\$ -	\$ -	\$ 5,150	\$ -	0.00%
1001-10-15101-0005-153579	FIRST SELECTMAN VEHICLE FUEL	\$ 487	\$ 240	622	750	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ 128	20.58%
1001-10-15101-0005-153580	FIRST SELECTMAN VEHICLE EXP	\$ -	\$ -	100	250	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ 150	150.00%
1001-10-15101-0005-153594	FIRST SELECTMAN CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL FIRST SELECTMAN	\$ 257,811	\$ 90,451	190,692	183,748	\$ -	\$ -	\$ -	\$ -	\$ 183,748	\$ (6,944)	-3.64%
TOWN ATTORNEY	Dept 0007											
1001-10-15101-0007-150100	GENERAL & SPECIAL COUNSEL, INCLUDING LITIGATION	\$ -	\$ 64,602	225,000	260,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000	\$ 35,000	15.56%
1001-10-15101-0007-153385	TOWN ATTORNEY OFFICE EXPENSE	\$ -	\$ -	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
	TOTAL TOWN ATTORNEY	\$ -	\$ 64,602	225,500	260,500	\$ -	\$ -	\$ -	\$ -	\$ 260,500	\$ 35,000	15.52%
TOWN COUNCIL:	Dept 0010											
1001-10-15101-0010-150021	TOWN COUNCIL CLERK	\$ 4,257	\$ 1,489	4,500	4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ -	0.00%
1001-10-15101-0010-153385	TOWN COUNCIL OFFICE EXPENSE	\$ 333	\$ 125	800	800	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	0.00%
1001-10-15101-0010-153594	TOWN COUNCIL CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL TOWN COUNCIL	\$ 4,590	\$ 1,614	5,300	5,300	\$ -	\$ -	\$ -	\$ -	\$ 5,300	\$ -	0.00%
BOARD OF FINANCE:	Dept 0020											
1001-10-15101-0020-150021	BOARD OF FINANCE CLERK	\$ 563	\$ -	2,080	1,050	\$ -	\$ -	\$ -	\$ -	\$ 1,050	\$ (1,030)	-49.52%
1001-10-15101-0020-150200	BOARD OF FINANCE AUDIT EXPENSE	\$ 41,820	\$ 42,500	50,000	50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	0.00%
1001-10-15101-0020-150205	BOARD OF FINANCE CONTINGENCY	\$ -	\$ -	630,655	300,000	\$ -	\$ -	\$ (117,064)	\$ (117,064)	\$ 182,936	\$ (447,719)	-70.99%
1001-10-15101-0020-153145	BOARD OF FINANCE EQUIPMENT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0020-153385	BOARD OF FINANCE OFFICE EXP	\$ 201	\$ -	200	200	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	0.00%
	TOTAL BOARD OF FINANCE	\$ 42,584	\$ 42,500	682,935	351,250	\$ -	\$ -	\$ (117,064)	\$ (117,064)	\$ 234,186	\$ (448,749)	-65.71%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

REGISTRARS, TOWN CLERK, TAX COLLECTOR

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	SUBMITTED BY DEPTS	FISCAL YEAR 2021-2022				APPROVED ANNUAL TOWN BUDGET	BUDGET	
						BUDGET ADJUSTMENTS					CHANGE FROM	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22	
ACTUAL	YTD ACTUAL	REVISED BUDGET					\$ CHG	% CHG				
REGISTRARS OF VOTERS:												
	Dept 0030											
1001-10-15101-0030-150001	ROV SALARY ADMIN	\$ 45,908	\$ 25,308	47,000	47,000	\$ -	\$ -	\$ -	\$ -	\$ 47,000	\$ -	0.00%
1001-10-15101-0030-150003	ROV SALARY OTHER	\$ 25,000	\$ 13,462	25,500	26,000	\$ -	\$ -	\$ -	\$ -	\$ 26,000	\$ 500	1.96%
1001-10-15101-0030-150005	ROV SALARIES PT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0030-150021	ROV CLERK	\$ 11,083	\$ 17,375	32,000	28,200	\$ -	\$ -	\$ -	\$ -	\$ 28,200	\$ (3,800)	-11.88%
1001-10-15101-0030-153145	ROV EQUIPMENT	\$ (50)	\$ -	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0030-153385	ROV OFFICE EXPENSE	\$ 3,186	\$ 1,410	7,000	7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ -	0.00%
1001-10-15101-0030-153485	ROV R & M EQUIPMENT	\$ 2,700	\$ 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	\$ 5,361	\$ 11,371	14,000	13,500	\$ -	\$ -	\$ -	\$ -	\$ 13,500	\$ (500)	-3.57%
	TOTAL REGISTRAR OF VOTERS	\$ 93,188	\$ 71,325	128,750	124,950	\$ -	\$ -	\$ -	\$ -	\$ 124,950	\$ (3,800)	-2.95%
TOWN CLERK:												
	Dept 0040											
1001-10-15101-0040-150001	TOWN CLERK SALARY ADMIN	\$ 59,803	\$ 32,904	61,108	61,108	\$ -	\$ -	\$ -	\$ -	\$ 61,108	\$ -	0.00%
1001-10-15101-0040-150003	TOWN CLERK SALARY OTHER	\$ 86,357	\$ 42,857	86,493	88,369	\$ -	\$ -	\$ -	\$ -	\$ 88,369	\$ 1,876	2.17%
1001-10-15101-0040-150005	TOWN CLERK SALARIES PT	\$ -	\$ 1,764	3,500	3,640	\$ -	\$ -	\$ -	\$ -	\$ 3,640	\$ 140	4.00%
1001-10-15101-0040-150300	TOWN CLERK LAND RECORDS	\$ 21,475	\$ 9,810	11,000	11,000	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 19,000	\$ 8,000	72.73%
1001-10-15101-0040-150305	TOWN CLERK VITAL STATISTICS	\$ 280	\$ 488	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0040-153145	TOWN CLERK EQUIP EXPENSE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0040-153385	TOWN CLERK OFFICE EXPENSE	\$ 3,072	\$ 2,907	4,500	3,900	\$ -	\$ -	\$ -	\$ -	\$ 3,900	\$ (600)	-13.33%
1001-10-15101-0040-153440	TOWN CLERK PRINTING	\$ -	\$ -	2,000	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-15101-0040-153594	TOWN CLERK CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0040-153595	TOWN CLERK VOTING EXPENSE	\$ 753	\$ 158	2,500	2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0.00%
	TOTAL TOWN CLERK	\$ 171,740	\$ 90,889	171,601	173,017	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 181,017	\$ 9,416	5.49%
TAX COLLECTOR:												
	Dept 0050											
1001-10-15101-0050-150001	TAX COLL SALARY ADMIN	\$ 60,000	\$ 32,308	60,000	60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -	0.00%
1001-10-15101-0050-150003	TAX COLL SALARY OTHER	\$ 61,225	\$ 33,129	61,225	62,543	\$ -	\$ -	\$ -	\$ -	\$ 62,543	\$ 1,318	2.15%
1001-10-15101-0050-150005	TAX COLL SALARIES PT	\$ 24,595	\$ 16,729	29,728	29,728	\$ -	\$ -	\$ -	\$ -	\$ 29,728	\$ -	0.00%
1001-10-15101-0050-150350	TAX COLL DELINQUENT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0050-153145	TAX COLL EQUIP EXPENSE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0050-153385	TAX COLL OFFICE EXPENSE	\$ 38,108	\$ 3,374	39,100	41,720	\$ (650)	\$ -	\$ -	\$ (650)	\$ 41,070	\$ 1,970	5.04%
1001-10-15101-0050-153384	TAX COLL CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL TAX COLLECTOR	\$ 183,928	\$ 85,539	190,053	193,991	\$ (650)	\$ -	\$ -	\$ (650)	\$ 193,341	\$ 3,288	1.73%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

TREASURER, BOARDS & COMMISSIONS, SENIOR CENTER, ECONOMIC DEVELOPMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22	% CHG
TREASURER:	Dept 0060	ACTUAL	YTD ACTUAL	REVISED BUDGET							\$ CHG	% CHG
1001-10-15101-0060-150001	TREASURY SALARY ADMIN	\$ 11,056	\$ 5,953	11,056	11,056	\$ -	\$ -	\$ -	\$ -	\$ 11,056	\$ -	0.00%
	TOTAL TREASURER	\$ 11,056	\$ 5,953	11,056	11,056	\$ -	\$ -	\$ -	\$ -	\$ 11,056	\$ -	0.00%
	BOARDS & COMMISSIONS:											
	Dept 0070											
1001-10-15101-0070-150400	B&C ARCHIT REVIEW	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0070-150405	B&C BOARD OF ASSESS APPEALS	\$ 1,406	\$ 106	1,200	1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	0.00%
1001-10-15101-0070-150410	B&C CONSERVATION COMMISSION	\$ 410	\$ 100	600	600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	0.00%
1001-10-15101-0070-150411	B&C EDC	\$ -	\$ -	-	250	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ 250	0.00%
1001-10-15101-0070-150415	B&C ETHICS BOARD	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0070-150416	B&C WATER POLLUTION	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0070-150420	B&C FARMER'S MARKET	\$ 400	\$ 400	400	400	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	0.00%
1001-10-15101-0070-150425	B&C HISTORIC DISTRICT	\$ 136	\$ 130	400	400	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	0.00%
1001-10-15101-0070-150430	B&C INLAND/WETLAND COMM	\$ 1,374	\$ 1,069	2,500	2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0.00%
1001-10-15101-0070-150434	B&C PENSION COMMITTEE	\$ 229	\$ -	400	400	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	0.00%
1001-10-15101-0070-150435	B&C PLANNING & ZONING	\$ 776	\$ 1,007	4,000	4,000	\$ (500)	\$ -	\$ -	\$ (500)	\$ 3,500	\$ (500)	-12.50%
1001-10-15101-0070-150440	B&C ZONING BOARD OF APPEALS	\$ -	\$ 150	150	150	\$ 500	\$ -	\$ -	\$ 500	\$ 650	\$ 500	333.33%
1001-10-15101-0070-150441	B&C COMMISSION ON AGING	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0070-150442	B&C YOUTH COMMISSION	\$ 423	\$ -	750	750	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ -	0.00%
	TOTAL BOARDS AND COMMISSIONS	\$ 5,153	\$ 2,962	10,400	10,650	\$ -	\$ -	\$ -	\$ -	\$ 10,650	\$ 250	2.40%
	SENIOR CENTER:											
	Dept 0080											
1001-10-15101-0080-150001	SR CTR SALARY ADMIN	\$ 65,281	\$ 37,692	70,000	71,400	\$ -	\$ -	\$ -	\$ -	\$ 71,400	\$ 1,400	2.00%
1001-10-15101-0080-150003	SR CTR SALARY OTHER	\$ 82,679	\$ 40,341	83,900	83,900	\$ -	\$ -	\$ -	\$ -	\$ 83,900	\$ -	0.00%
1001-10-15101-0080-150005	SR CTR SALARIES PT	\$ 58,925	\$ 23,796	59,567	58,693	\$ -	\$ -	\$ -	\$ -	\$ 58,693	\$ (874)	-1.47%
1001-10-15101-0080-150500	SR CTR NUTRITION	\$ 5,250	\$ 642	7,350	7,350	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ 8,350	\$ 1,000	13.61%
1001-10-15101-0080-153075	SR CTR CONTRACTED SERVICES	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0080-153385	SR CTR OFFICE EXPENSE	\$ 1,402	\$ 508	2,900	2,900	\$ (500)	\$ -	\$ -	\$ (500)	\$ 2,400	\$ (500)	-17.24%
1001-10-15101-0080-153390	SR CTR OPERATING EXPENSE	\$ 4,787	\$ 540	5,550	5,550	\$ (900)	\$ -	\$ -	\$ (900)	\$ 4,650	\$ (900)	-16.22%
1001-10-15101-0080-153485	SR CTR R & M EQUIPMENT	\$ 5,366	\$ 1,209	4,900	6,695	\$ (450)	\$ -	\$ -	\$ (450)	\$ 6,245	\$ 1,345	27.45%
1001-10-15101-0080-153563	SR CTR ELECTRIC	\$ 11,861	\$ 4,418	14,500	15,225	\$ -	\$ -	\$ -	\$ -	\$ 15,225	\$ 725	5.00%
1001-10-15101-0080-153564	SR CTR HEAT	\$ 7,409	\$ 1,593	12,000	8,400	\$ -	\$ -	\$ -	\$ -	\$ 8,400	\$ (3,600)	-30.00%
1001-10-15101-0080-153565	SR CTR-UTILITIES OTHER	\$ 2,148	\$ 2,538	5,150	5,603	\$ -	\$ -	\$ -	\$ -	\$ 5,603	\$ 453	8.80%
1001-10-15101-0080-153579	SR CTR VEHICLE FUEL	\$ 6,997	\$ 2,070	8,446	9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 554	6.56%
1001-10-15101-0080-153580	SR CTR VEHICLE EXPENSE	\$ 2,585	\$ 333	2,000	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-15101-0080-153594	SR CTR CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL SENIOR CENTER	\$ 254,688	\$ 115,679	276,263	276,716	\$ (850)	\$ -	\$ -	\$ (850)	\$ 275,866	\$ (397)	-0.14%
	ECONOMIC DEVELOPMENT:											
	Dept 0090											
1001-10-15101-0090-150001	EDD SALARY ADMIN	\$ -	\$ -	-	85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ 85,000	0.00%
1001-10-15101-0090-150550	EDD MARKETING & DEVELOPMENT	\$ 7,406	\$ 1,085	11,300	11,050	\$ -	\$ -	\$ -	\$ -	\$ 11,050	\$ (250)	-2.21%
1001-10-15101-0090-153385	EDD OFFICE EXPENSE	\$ 6	\$ 25	500	750	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ 250	50.00%
1001-10-15101-0090-153579	EDD VEHICLE FUEL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0090-153580	EDD VEHICLE EXPENSE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0090-153594	EDD CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL ECONOMIC AND DEVELOPMENT DEPT	\$ 7,412	\$ 1,110	11,800	96,800	\$ -	\$ -	\$ -	\$ -	\$ 96,800	\$ 85,000	720.34%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

HUMAN RESOURCES, FINANCE

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 12/31/20 2020-2021	FISCAL YEAR 2020-2021 REVISED BUDGET	SUBMITTED BY DEPTS	FISCAL YEAR 2021-2022				APPROVED ANNUAL TOWN BUDGET	BUDGET	
						BUDGET ADJUSTMENTS					CHANGE FROM	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22 \$ CHG	% CHG
HUMAN RESOURCES:												
	Dept 0110	ACTUAL	YTD ACTUAL	BUDGET								
1001-10-15101-0110-150001	HR SALARY ADMIN	\$ 88,561	\$ 47,335	88,080	100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 11,920	13.53%
1001-10-15101-0110-150003	HR SALARY OTHER	\$ 35,715	\$ 16,000	42,500	32,500	\$ -	\$ -	\$ -	\$ -	\$ 32,500	\$ (10,000)	-23.53%
1001-10-15101-0110-150600	HR EDUCATION	\$ 8,752	\$ 3,353	11,000	14,500	\$ -	\$ -	\$ -	\$ -	\$ 14,500	\$ 3,500	31.82%
1001-10-15101-0110-150610	HR SAFETY COMMITTEE	\$ 1,918	\$ 238	2,500	2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0.00%
1001-10-15101-0110-150620	HR WAGE ADJUSTMENTS	\$ -	\$ -	-	79,452	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 104,452	\$ 104,452	0.00%
1001-10-15101-0110-150630	HR INSURANCE	\$ 3,120,189	\$ 2,295,065	3,442,638	3,644,732	\$ -	\$ -	\$ (70,000)	\$ (70,000)	\$ 3,574,732	\$ 132,094	3.84%
1001-10-15101-0110-150640	HR UNEMPLOYMENT COMPENSATION	\$ 8,309	\$ 14,597	5,000	7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 2,000	40.00%
1001-10-15101-0110-150650	HR FICA & MEDICARE ER TAXES	\$ 766,737	\$ 391,552	840,051	850,758	\$ -	\$ -	\$ -	\$ -	\$ 850,758	\$ 10,707	1.27%
1001-10-15101-0110-150660	HR LABOR RELATIONS	\$ 78,682	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0110-150670	HR LEGAL DISABILITY	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0110-150680	HR AMERICAN DISABILITIES ACT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0110-150690	HR LOSS CONTROL	\$ 14,452	\$ 5,469	21,000	26,410	\$ -	\$ -	\$ -	\$ -	\$ 26,410	\$ 5,410	25.76%
1001-10-15101-0110-153075	HR CONTRACTED SERVICES	\$ 21,250	\$ 10,000	20,000	20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0.00%
1001-10-15101-0110-153145	HR EQUIPMENT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0110-153385	HR OFFICE EXPENSE	\$ 1,626	\$ 609	1,800	1,800	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	0.00%
1001-10-15101-0110-153409	HR OPEB	\$ 134,964	\$ -	135,439	185,602	\$ -	\$ -	\$ -	\$ -	\$ 185,602	\$ 50,163	37.04%
1001-10-15101-0110-153410	HR PENSION	\$ 408,928	\$ 162,128	420,721	414,054	\$ -	\$ -	\$ -	\$ -	\$ 414,054	\$ (6,667)	-1.58%
1001-10-15101-0110-153415	HR PERSONNEL ADMINISTRATION	\$ 885	\$ 621	1,000	1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%
1001-10-15101-0110-153430	HR POLICE DISABILITY	\$ 65,022	\$ 32,758	70,000	70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	0.00%
1001-10-15101-0110-153594	HR CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0110-153005	HR ADMINISTRATION CHARGEBACK	\$ (5,100)	\$ (2,550)	(5,100)	(5,280)	\$ -	\$ -	\$ -	\$ -	\$ (5,280)	\$ (180)	3.53%
	TOTAL HUMAN RESOURCES	\$ 4,750,889	\$ 2,977,174	5,096,629	5,445,028	\$ -	\$ -	\$ (45,000)	\$ (45,000)	\$ 5,400,028	\$ 303,399	5.95%
FINANCE:												
	Dept 0125											
1001-10-15101-0120-150001	FINANCE SALARY ADMIN	\$ 84,332	\$ 58,645	108,826	108,826	\$ -	\$ -	\$ -	\$ -	\$ 108,826	\$ -	0.00%
1001-10-15101-0120-150003	FINANCE SALARY OTHER	\$ 195,985	\$ 106,165	196,156	196,156	\$ -	\$ -	\$ -	\$ -	\$ 196,156	\$ 0	0.00%
1001-10-15101-0120-150005	FINANCE SALARY-PT	\$ 57,012	\$ 28,969	57,160	57,159	\$ -	\$ -	\$ -	\$ -	\$ 57,159	\$ (0)	0.00%
1001-10-15101-0120-150700	FINANCE BANK EXPENSE	\$ 676	\$ 382	865	865	\$ -	\$ -	\$ -	\$ -	\$ 865	\$ -	0.00%
1001-10-15101-0120-153005	FINANCE WMNR ADMIN CHGBK	\$ (33,048)	\$ (16,524)	(33,048)	(34,224)	\$ -	\$ -	\$ -	\$ -	\$ (34,224)	\$ (1,176)	3.56%
1001-10-15101-0120-153385	FINANCE OFFICE EXPENSE	\$ 14,506	\$ 1,329	12,550	11,700	\$ (2,800)	\$ -	\$ -	\$ (2,800)	\$ 8,900	\$ (3,650)	-29.08%
1001-10-15101-0120-153485	FINANCE R&M EQUIPMENT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0120-153594	FINANCE CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL FINANCE	\$ 319,464	\$ 178,966	342,509	340,483	\$ (2,800)	\$ -	\$ -	\$ (2,800)	\$ 337,683	\$ (4,826)	-1.41%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

INFORMATION TECHNOLOGY, ASSESSOR, ENGINEERING

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022				APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM		
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				2020-21 TO 2021-22		
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	\$ CHG	% CHG
INFORMATION TECH:												
	Dept 0125	ACTUAL	YTD ACTUAL	REVISED BUDGET								
1001-10-15101-0125-150001	IT SALARY ADMIN	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0125-150003	IT SALARY OTHER	\$ 365,160	\$ 178,360	376,554	386,905	\$ -	\$ -	\$ -	\$ -	\$ 386,905	\$ 10,351	2.75%
1001-10-15101-0125-150005	IT SALARY PT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0125-150750	IT AUDIO/VISUAL	\$ 618	\$ 949	1,000	1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%
1001-10-15101-0125-150751	IT TONER	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0125-150752	IT REPAIRS	\$ 12,651	\$ 11,419	17,000	15,800	\$ -	\$ -	\$ -	\$ -	\$ 15,800	\$ (1,200)	-7.06%
1001-10-15101-0125-150753	IT MUNIS	\$ 58,513	\$ 45,826	60,255	63,089	\$ -	\$ -	\$ -	\$ -	\$ 63,089	\$ 2,834	4.70%
1001-10-15101-0125-150754	IT WIDE AREA NETWORK	\$ 42,290	\$ 18,043	41,000	38,000	\$ -	\$ -	\$ -	\$ -	\$ 38,000	\$ (3,000)	-7.32%
1001-10-15101-0125-153060	IT COMMUNICATIONS	\$ 96,099	\$ 54,513	98,600	95,600	\$ 480	\$ -	\$ -	\$ 480	\$ 96,080	\$ (2,520)	-2.56%
1001-10-15101-0125-153075	IT CONTRACTED SERVICES	\$ 51,898	\$ 51,881	56,700	63,300	\$ -	\$ -	\$ -	\$ -	\$ 63,300	\$ 6,600	11.64%
1001-10-15101-0125-153105	IT DATA PROCESSING	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0125-153385	IT OFFICE EXPENSE	\$ -	\$ -	1,000	1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%
1001-10-15101-0125-153530	IT TECHNOLOGY PLAN	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0125-153594	IT CAPITAL	\$ -	\$ 6,961	8,000	7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ (1,000)	-12.50%
	TOTAL IT	\$ 627,230	\$ 367,952	660,109	671,694	\$ 480	\$ -	\$ -	\$ 480	\$ 672,174	\$ 12,065	1.83%
ASSESSOR:												
	Dept 0130											
1001-10-15101-0130-150001	ASSESSOR SALARY ADMIN	\$ 78,530	\$ 42,385	78,530	80,201	\$ -	\$ -	\$ -	\$ -	\$ 80,201	\$ 1,671	2.13%
1001-10-15101-0130-150003	ASSESSOR SALARY OTHER	\$ 148,926	\$ 72,868	150,279	150,479	\$ -	\$ -	\$ -	\$ -	\$ 150,479	\$ 200	0.13%
1001-10-15101-0130-153065	ASSESSOR CONSULTANT FEES	\$ -	\$ -	5,000	5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	0.00%
1001-10-15101-0130-153385	ASSESSOR OFFICE EXPENSE	\$ 6,241	\$ 1,965	12,100	11,900	\$ -	\$ -	\$ -	\$ -	\$ 11,900	\$ (200)	-1.65%
1001-10-15101-0130-153579	ASSESSOR VEHICLE FUEL	\$ 25	\$ 25	200	150	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ (50)	-25.00%
1001-10-15101-0130-153580	ASSESSOR VEHICLE EXPENSE	\$ 324	\$ -	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0130-153594	ASSESSOR CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL ASSESSORS	\$ 234,046	\$ 117,243	246,609	248,230	\$ -	\$ -	\$ -	\$ -	\$ 248,230	\$ 1,621	0.66%
ENGINEERING:												
	Dept 0140											
1001-10-15101-0140-150001	ENGINEERING SALARY ADMIN	\$ 110,971	\$ 59,857	110,971	113,311	\$ -	\$ -	\$ -	\$ -	\$ 113,311	\$ 2,340	2.11%
1001-10-15101-0140-150003	ENGINEERING SALARY OTHER	\$ 98,310	\$ 53,005	98,360	100,449	\$ -	\$ -	\$ -	\$ -	\$ 100,449	\$ 2,089	2.12%
1001-10-15101-0140-150005	ENGINEERING SALARY PT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0140-153065	ENGINEERING CONSULTING FEES	\$ 188	\$ -	5,000	5,000	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 4,000	\$ (1,000)	-20.00%
1001-10-15101-0140-153145	ENGINEERING EQUIPMENT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0140-153385	ENGINEERING OFFICE EXPENSE	\$ 1,886	\$ 1,850	2,835	2,835	\$ -	\$ -	\$ -	\$ -	\$ 2,835	\$ -	0.00%
1001-10-15101-0140-153390	ENGINEERING OPERATING EXP	\$ 460	\$ 201	800	800	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	0.00%
1001-10-15101-0140-153579	ENGINEERING VEHICLE FUEL	\$ 197	\$ -	250	250	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	0.00%
1001-10-15101-0140-153580	ENGINEERING VEHICLE EXPENSE	\$ 163	\$ -	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0140-153594	ENGINEERING CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL ENGINEERING	\$ 212,175	\$ 114,914	218,716	223,145	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 222,145	\$ 3,429	1.57%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

INLAND/WETLANDS, BUILDING, PLANNING & ZONING

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021 12/31/20	FISCAL YEAR 2020-2021 REVISED BUDGET	FISCAL YEAR 2021-2022 SUBMITTED BY DEPTS	FISCAL YEAR 2021-2022 BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM 2020-21 TO 2021-22	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		\$ CHG	% CHG
INLAND/WETLANDS: Dept 0145		ACTUAL	YTD ACTUAL	BUDGET								
1001-10-15101-0145-150001	I/W SALARY ADMIN	\$ 54,766	\$ 27,316	56,741	56,741	\$ -	\$ -	\$ -	\$ -	\$ 56,741	\$ -	0.00%
1001-10-15101-0145-150003	I/W SALARY OTHER	\$ 25,476	\$ 13,741	25,426	25,935	\$ -	\$ -	\$ -	\$ -	\$ 25,935	\$ 509	2.00%
1001-10-15101-0145-150005	I/W SALARY PT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0145-153065	I/W CONSULTANT FEES	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0145-153145	I/W EQUIPMENT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%
1001-10-15101-0145-153385	I/W OFFICE EXPENSE	\$ 2,367	\$ -	350	350	\$ -	\$ -	\$ -	\$ -	\$ 350	\$ -	0.00%
1001-10-15101-0145-153390	I/W OPERATING EXPENSE	\$ -	\$ 1,639	4,200	4,200	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 3,200	\$ (1,000)	-23.81%
1001-10-15101-0145-153579	I/W VEHICLE FUEL	\$ -	\$ -	250	250	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	0.00%
1001-10-15101-0145-153580	I/W VEHICLE EXPENSE	\$ -	\$ 179	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0145-153594	I/W CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL INLAND/WETLANDS	\$ 82,609	\$ 42,875	87,467	87,976	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 86,976	\$ (491)	-0.56%
BUILDING: Dept 0150												
1001-10-15101-0150-150001	BUILDING SALARY ADMIN	\$ 90,109	\$ 45,149	80,350	85,313	\$ -	\$ -	\$ -	\$ -	\$ 85,313	\$ 4,963	6.18%
1001-10-15101-0150-150003	BUILDING SALARY OTHER	\$ 52,110	\$ 20,167	43,472	104,165	\$ -	\$ -	\$ -	\$ -	\$ 104,165	\$ 60,693	139.61%
1001-10-15101-0150-150005	BUILDING SALARY PT	\$ 31,050	\$ 17,700	39,000	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (39,000)	-100.00%
1001-10-15101-0150-153065	BUILDING CONSULTANT FEES	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0150-153145	BUILDING EQUIPMENT	\$ -	\$ -	200	200	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	0.00%
1001-10-15101-0150-153385	BUILDING OFFICE EXPENSE	\$ 2,486	\$ 484	5,524	5,524	\$ -	\$ -	\$ -	\$ -	\$ 5,524	\$ -	0.00%
1001-10-15101-0150-153579	BUILDING VEHICLE FUEL	\$ 777	\$ 374	875	1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 125	14.29%
1001-10-15101-0150-153580	BUILDING VEHICLE EXPENSE	\$ 532	\$ -	1,200	1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	0.00%
1001-10-15101-0150-153594	BUILDING CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL BUILDING	\$ 177,065	\$ 83,875	170,621	197,402	\$ -	\$ -	\$ -	\$ -	\$ 197,402	\$ 26,781	15.70%
PLANNING & ZONING: Dept 0155												
1001-10-15101-0155-150001	P&Z SALARY ADMIN	\$ 170,308	\$ 91,750	170,308	171,888	\$ -	\$ -	\$ -	\$ -	\$ 171,888	\$ 1,580	0.93%
1001-10-15101-0155-150003	P&Z SALARY OTHER	\$ 37,581	\$ 19,381	41,027	40,935	\$ -	\$ -	\$ -	\$ -	\$ 40,935	\$ (92)	-0.22%
1001-10-15101-0155-153065	P&Z CONSULTANT FEES	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0155-153385	P&Z OFFICE EXPENSE	\$ 9,886	\$ 7,414	13,900	13,900	\$ -	\$ -	\$ -	\$ -	\$ 13,900	\$ -	0.00%
1001-10-15101-0155-153440	P&Z PRINTING	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0155-153485	P&Z R & M EQUIPMENT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0155-153594	P&Z CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	PLANNING & ZONING	\$ 217,775	\$ 118,546	225,235	226,723	\$ -	\$ -	\$ -	\$ -	\$ 226,723	\$ 1,488	0.66%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

P&Z ENFORCEMENT, TOWN HALL MAINTENANCE, CHALK HILL BUILDING

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021 12/31/20	FISCAL YEAR 2020-2021 REVISED BUDGET	SUBMITTED BY DEPTS	FISCAL YEAR 2021-2022				BUDGET		
						BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22	
		ACTUAL	YTD ACTUAL	BUDGET					\$ CHG	% CHG		
P&Z ENFORCEMENT	Dept 0156											
1001-10-15101-0156-150003	P&Z ZON ENF SALARY OTHER	\$ 63,878	\$ 31,207	63,600	63,725	\$ -	\$ -	\$ -	\$ -	\$ 63,725	\$ 125	0.20%
1001-10-15101-0156-150005	P&Z ZON ENF SALARY PT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0156-150950	P&Z ZON HEARING OFFICER	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0156-153385	P&Z ZON ENF OFFICE EXPENSE	\$ 255	\$ 383	550	550	\$ -	\$ -	\$ -	\$ -	\$ 550	\$ -	0.00%
1001-10-15101-0156-153579	P&Z ZON ENF VEHICLE FUEL	\$ 234	\$ 133	350	350	\$ -	\$ -	\$ -	\$ -	\$ 350	\$ -	0.00%
1001-10-15101-0156-153580	P&Z ZON ENF VEHICLE EXPENSE	\$ 6	\$ -	600	600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	0.00%
1001-10-15101-0156-153594	P&Z ENFORCEMENT CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	PLANNING AND ZONING ENFORCEMENT	\$ 64,373	\$ 31,724	65,100	65,225	\$ -	\$ -	\$ -	\$ -	\$ 65,225	\$ 125	0.19%
	TOTAL PLANNING & ZONING	\$ 282,148	\$ 150,269	290,335	291,948	\$ -	\$ -	\$ -	\$ -	\$ 291,948	\$ 1,613	0.56%
TH MAINTENANCE	Dept 0160											
1001-10-15101-0160-150003	TH MAINT SALARY OTHER	\$ 79,216	\$ 50,641	106,777	96,942	\$ -	\$ -	\$ -	\$ -	\$ 96,942	\$ (9,835)	-9.21%
1001-10-15101-0160-150015	TH MAINT SALARY OVERTIME	\$ -	\$ -	-	9,960	\$ -	\$ -	\$ -	\$ -	\$ 9,960	\$ 9,960	0.00%
1001-10-15101-0160-151040	TH MAINT WATER	\$ 4,761	\$ 3,344	3,500	6,030	\$ -	\$ -	\$ -	\$ -	\$ 6,030	\$ 2,530	72.29%
1001-10-15101-0160-153075	TH MAINT CONTRACTED SVCS	\$ 110,211	\$ 46,590	129,141	125,816	(750)	\$ -	\$ -	(750)	\$ 125,066	\$ (4,075)	-3.16%
1001-10-15101-0160-153145	TH MAINT EQUIPMENT	\$ -	\$ -	1,100	1,880	(750)	\$ -	\$ -	(750)	\$ 1,130	\$ 30	2.73%
1001-10-15101-0160-153390	TH MAINT OPERATING EXPENSE	\$ 70,429	\$ 19,980	43,250	43,770	\$ -	\$ -	\$ -	\$ -	\$ 43,770	\$ 520	1.20%
1001-10-15101-0160-153563	TH MAINT ELECTRIC	\$ 93,967	\$ 52,910	109,300	121,200	(2,935)	\$ -	\$ -	(2,935)	\$ 118,265	\$ 8,965	8.20%
1001-10-15101-0160-153564	TH MAINT HEAT	\$ 38,922	\$ 10,909	43,470	40,365	\$ -	\$ -	\$ -	\$ -	\$ 40,365	\$ (3,105)	-7.14%
1001-10-15101-0160-153579	TH MAINT VEHICLE FUEL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0160-153594	TH MAINT CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ 92,064	\$ 92,064	\$ 92,064	\$ 92,064	0.00%
	TOTAL TOWN HALL MAINTENANCE	\$ 397,507	\$ 184,374	436,538	445,963	\$ (4,435)	\$ -	\$ 92,064	\$ 87,629	\$ 533,592	\$ 97,054	22.23%
CHALK HILL BUILDING:	Dept 0161											
1001-10-15101-0161-150003	CHALK HILL SALARY OTHER	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-151150	CHALK HILL HIBERNATION	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-151040	CHALK HILL WATER	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-151075	CHALK HILL CONTRACTED SERVICES	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-153390	CHALK HILL OPERATING EXPENSE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0161-153563	CHALK HILL ELECTRIC	\$ 3,160	\$ 1,460	6,129	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,129)	-100.00%
1001-10-15101-0161-153564	CHALK HILL HEAT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	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:	\$ 3,160	\$ 1,460	6,129	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,129)	-100.00%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SPECIAL PROGRAMS, REGIONAL PROGRAMS

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22 \$ CHG	% CHG
SPECIAL PROGRAMS: Dept 0200		ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET								
1001-10-15101-0200-151210	SP C-MED COMMUN CONT	\$ 86,056	\$ 89,047	89,047	90,949	\$ -	\$ -	\$ -	\$ -	\$ 90,949	\$ 1,902	2.14%
1001-10-15101-0200-151240	SP MEMORIAL DAY PARADE	\$ 472	\$ -	3,000	3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	0.00%
1001-10-15101-0200-151250	SP TTLXX GRANT CRISIS	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0200-151270	SP VOL FIRE TAX INCENTIVE	\$ 51,137	\$ 53,537	56,000	56,000	\$ -	\$ -	\$ -	\$ -	\$ 56,000	\$ -	0.00%
	TOTAL SPECIAL PROGRAMS	\$ 137,665	\$ 142,585	148,047	149,949	\$ -	\$ -	\$ -	\$ -	\$ 149,949	\$ 1,902	1.28%
REGIONAL PROGRAMS: Dept 0250												
1001-10-15101-0250-151300	RP CT CONF OF MUNICIPALITIES	\$ 12,053	\$ 12,053	12,053	12,053	\$ -	\$ -	\$ -	\$ -	\$ 12,053	\$ -	0.00%
1001-10-15101-0250-151310	RP CT SMALL TOWN	\$ 1,025	\$ 1,275	1,275	1,275	\$ -	\$ -	\$ -	\$ -	\$ 1,275	\$ -	0.00%
1001-10-15101-0250-151320	RP LAKE ZOAR AUTHORITY	\$ 19,867	\$ 19,783	19,783	23,708	\$ -	\$ -	\$ -	\$ -	\$ 23,708	\$ 3,925	19.84%
1001-10-15101-0250-151330	RP REGIONAL COUNCIL OF GOVERNMENT	\$ 8,876	\$ 8,876	8,876	8,876	\$ -	\$ -	\$ -	\$ -	\$ 8,876	\$ -	0.00%
1001-10-15101-0250-151340	RP SOUTHWEST CONSERVATION DISTRICT	\$ -	\$ 1,500	1,500	1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	0.00%
1001-10-15101-0250-151350	RP PROBATE COURT	\$ 5,770	\$ -	5,862	5,900	\$ -	\$ -	\$ -	\$ -	\$ 5,900	\$ 38	0.65%
1001-10-15101-0250-151370	RP HUB-RYASAP	\$ 1,500	\$ -	1,500	1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	0.00%
	TOTAL REGIONAL PROGRAMS	\$ 49,091	\$ 43,487	50,849	54,812	\$ -	\$ -	\$ -	\$ -	\$ 54,812	\$ 3,963	7.79%
	TOTAL GENERAL GOVERNMENT	\$ 8,305,197	\$ 4,977,799	9,658,908	9,844,608	\$ (10,255)	\$ -	\$ (62,000)	\$ (72,255)	\$ 9,772,353	\$ 113,445	1.17%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

POLICE - ADMINISTRATION, PERSONNEL, OPERATIONS

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	SUBMITTED BY DEPTS	FISCAL YEAR 2021-2022				APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM	
						BUDGET ADJUSTMENTS					2020-21 TO 2021-22	
	DEPTS 0300 - 0460 Dept 0300	ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		\$ CHG	% CHG
PUBLIC SAFETY												
POLICE ADMIN:												
1001-10-15103-0300-150001	POL SALARY ADMIN	\$ 125,386	\$ 67,516	125,386	125,386	\$ -	\$ -	\$ -	\$ -	\$ 125,386	\$ -	0.00%
1001-10-15103-0300-150003	POL SALARY OTHER	\$ 303,682	\$ 149,565	302,697	295,494	\$ -	\$ -	\$ -	\$ -	\$ 295,494	\$ (7,203)	-2.38%
1001-10-15103-0300-153385	POL OFFICE-EXPENSE	\$ 6,733	\$ 2,576	10,400	11,120	\$ -	\$ -	\$ -	\$ -	\$ 11,120	\$ 720	6.92%
	TOTAL POLICE ADMINISTRATION	\$ 435,801	\$ 219,656	438,483	432,000	\$ -	\$ -	\$ -	\$ -	\$ 432,000	\$ (6,483)	-1.48%
POLICE PERSONNEL:												
	Dept 0305											
1001-10-15103-0305-150007	POL SALARY UNIFORM	\$ 2,890,204	\$ 1,451,440	3,124,919	3,264,398	\$ -	\$ -	\$ -	\$ -	\$ 3,264,398	\$ 139,479	4.46%
1001-10-15103-0305-150009	POL SALARY DISPATCHER	\$ 398,768	\$ 193,628	458,435	468,428	\$ -	\$ -	\$ -	\$ -	\$ 468,428	\$ 9,993	2.18%
1001-10-15103-0305-150011	POL SALARY AUXILIARY STAFF	\$ 25,155	\$ 15,832	28,755	28,755	\$ -	\$ -	\$ -	\$ -	\$ 28,755	\$ -	0.00%
1001-10-15103-0305-150013	POL SALARY HOLIDAY	\$ 135,776	\$ 57,906	143,379	155,226	\$ -	\$ -	\$ -	\$ -	\$ 155,226	\$ 11,847	8.26%
1001-10-15103-0305-150015	POL SALARY OVERTIME	\$ 248,239	\$ 112,496	253,103	259,430	\$ -	\$ -	\$ -	\$ -	\$ 259,430	\$ 6,327	2.50%
1001-10-15103-0305-150017	POL SALARY O/T TACTICAL	\$ 23,662	\$ 4,024	35,700	36,593	\$ -	\$ -	\$ -	\$ -	\$ 36,593	\$ 893	2.50%
1001-10-15103-0305-151500	POL UNIFORM ALLOWANCE	\$ 53,924	\$ 8,767	65,220	65,178	\$ -	\$ -	\$ -	\$ -	\$ 65,178	\$ (42)	-0.06%
1001-10-15103-0305-153410	POL PENSION	\$ 691,934	\$ 367,436	752,755	867,685	\$ -	\$ -	\$ -	\$ -	\$ 867,685	\$ 114,930	15.27%
	TOTAL POLICE PERSONNEL	\$ 4,467,662	\$ 2,211,527	4,862,266	5,145,693	\$ -	\$ -	\$ -	\$ -	\$ 5,145,693	\$ 283,427	5.83%
POLICE OPERATIONS:												
	Dept 0310											
1001-10-15103-0310-151505	POL SAFETY EQUIPMENT	\$ 27,519	\$ 6,294	34,850	35,725	\$ -	\$ -	\$ -	\$ -	\$ 35,725	\$ 875	2.51%
1001-10-15103-0310-151510	POL NEW POLICE CARS	\$ 75,350	\$ -	94,915	150,140	\$ (49,797)	\$ -	\$ -	\$ (49,797)	\$ 100,343	\$ 5,428	5.72%
1001-10-15103-0310-151515	POL EMERGENCY FUND & SCHOOL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0310-151516	POL TRAINING	\$ 15,086	\$ 5,315	29,850	29,650	\$ -	\$ -	\$ -	\$ -	\$ 29,650	\$ (200)	-0.67%
1001-10-15103-0310-151520	POL AUDIO/VISUAL	\$ 815	\$ 369	2,800	2,800	\$ -	\$ -	\$ -	\$ -	\$ 2,800	\$ -	0.00%
1001-10-15103-0310-151525	POL DETECTIVE BUREAU	\$ 6,135	\$ 1,772	6,550	8,050	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 7,050	\$ 500	7.63%
1001-10-15103-0310-151530	POL TRAFFIC CONTROL	\$ 3,911	\$ 1,620	4,930	8,520	\$ -	\$ -	\$ -	\$ -	\$ 8,520	\$ 3,590	72.82%
1001-10-15103-0310-151535	POL RADIO	\$ 34,756	\$ 4,350	38,730	38,730	\$ -	\$ -	\$ -	\$ -	\$ 38,730	\$ -	0.00%
1001-10-15103-0310-151540	POL RECORD ROOM	\$ 23,443	\$ 21,243	26,121	26,219	\$ -	\$ -	\$ -	\$ -	\$ 26,219	\$ 98	0.38%
1001-10-15103-0310-151545	POL RANGE MAINTENANCE	\$ 1,302	\$ -	1,350	1,350	\$ -	\$ -	\$ -	\$ -	\$ 1,350	\$ -	0.00%
1001-10-15103-0310-151550	POL YOUTH BUREAU	\$ 2,436	\$ 40	3,800	3,800	\$ -	\$ -	\$ -	\$ -	\$ 3,800	\$ -	0.00%
1001-10-15103-0310-151555	POL CRIME PREVENTION	\$ 5,219	\$ 56	5,900	5,900	\$ -	\$ -	\$ -	\$ -	\$ 5,900	\$ -	0.00%
1001-10-15103-0310-151560	POL ABANDON VEH EXP	\$ 176	\$ -	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15103-0310-153060	POL COMMUNICATIONS	\$ 7,108	\$ 5,616	12,175	13,135	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 12,135	\$ (40)	-0.33%
1001-10-15103-0310-153145	POL EQUIPMENT	\$ 19,036	\$ 1,955	20,275	24,375	\$ -	\$ -	\$ -	\$ -	\$ 24,375	\$ 4,100	20.22%
1001-10-15103-0310-153390	POL OPERATING EXPENSE	\$ 53,535	\$ 48,667	75,115	82,412	\$ (7,297)	\$ -	\$ -	\$ (7,297)	\$ 75,115	\$ -	0.00%
1001-10-15103-0310-153579	POL VEHICLE FUEL	\$ 76,867	\$ 33,563	78,375	77,250	\$ -	\$ -	\$ -	\$ -	\$ 77,250	\$ (1,125)	-1.44%
1001-10-15103-0310-153580	POL VEHICLE-EXPENSE	\$ 39,111	\$ 18,067	50,360	48,940	\$ -	\$ -	\$ -	\$ -	\$ 48,940	\$ (1,420)	-2.82%
1001-10-15103-0310-153594	POL CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL POLICE OPERATIONS	\$ 391,805	\$ 148,928	486,596	557,496	\$ (59,094)	\$ -	\$ -	\$ (59,094)	\$ 498,402	\$ 11,806	2.43%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

ANIMAL CONTROL, PARK RANGER, MONROE VOLUNTEER FIRE DEPT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET			
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM			
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2020-21 TO 2021-22	% CHG	
		ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET						\$ CHG	% CHG		
ANIMAL CONTROL:		Dept 0315											
1001-10-15103-0315-150003	AC SALARY OTHER	\$ 77,191	\$ 36,511	74,378	69,213	\$ -	\$ -	\$ -	\$ -	\$ -	69,213	\$ (5,165)	-6.94%
1001-10-15103-0315-150005	AC SALARY PT	\$ 46,034	\$ 20,700	45,266	50,102	\$ -	\$ -	\$ -	\$ -	\$ -	50,102	\$ 4,836	10.68%
1001-10-15103-0315-150015	AC OVERTIME	\$ -	\$ -	-	5,065	\$ -	\$ -	\$ -	\$ -	\$ -	5,065	\$ 5,065	0.00%
1001-10-15103-0315-153045	AC BUILDING & GROUND MAINTENANCE	\$ 2,323	\$ 1,496	3,000	3,000	\$ -	\$ -	\$ -	\$ -	\$ -	3,000	\$ -	0.00%
1001-10-15103-0315-153390	AC OPERATING EXPENSE	\$ 6,628	\$ 2,275	9,885	9,885	\$ (1,800)	\$ -	\$ -	\$ (1,800)	\$ -	8,085	\$ (1,800)	-18.21%
1001-10-15103-0315-153563	AC ELECTRIC	\$ 2,901	\$ 1,270	3,410	3,060	\$ 520	\$ -	\$ -	\$ 520	\$ -	3,580	\$ 170	4.99%
1001-10-15103-0315-153564	AC HEAT	\$ 3,679	\$ 635	6,750	4,950	\$ -	\$ -	\$ -	\$ -	\$ -	4,950	\$ (1,800)	-26.67%
1001-10-15103-0315-153579	AC VEHICLE FUEL	\$ 1,724	\$ 760	1,986	1,957	\$ -	\$ -	\$ -	\$ -	\$ -	1,957	\$ (29)	-1.46%
1001-10-15103-0315-153580	AC VEHICLE EXPENSE	\$ 692	\$ -	700	900	\$ -	\$ -	\$ -	\$ -	\$ -	900	\$ 200	28.57%
TOTAL ANIMAL CONTROL		\$ 141,173	\$ 63,647	145,375	148,132	\$ (1,280)	\$ -	\$ -	\$ (1,280)	\$ -	146,852	\$ 1,477	1.02%
PARK RANGER:		Dept 0320											
1001-10-15103-0320-150003	PR SALARY OTHER	\$ 71,058	\$ 36,095	73,218	69,513	\$ -	\$ -	\$ -	\$ -	\$ -	69,513	\$ (3,705)	-5.06%
1001-10-15103-0320-150015	PR OVERTIME	\$ -	\$ -	-	3,705	\$ -	\$ -	\$ -	\$ -	\$ -	3,705	\$ 3,705	0.00%
1001-10-15103-0320-153145	PR EQUIPMENT	\$ 521	\$ -	-	800	\$ -	\$ -	\$ -	\$ -	\$ -	800	\$ 800	0.00%
1001-10-15103-0320-153390	PR OPERATING EXPENSE	\$ 596	\$ 695	1,300	1,780	\$ -	\$ -	\$ -	\$ -	\$ -	1,780	\$ 480	36.92%
1001-10-15103-0320-153579	PR VEHICLE FUEL	\$ 1,571	\$ -	2,299	2,266	\$ -	\$ -	\$ -	\$ -	\$ -	2,266	\$ (33)	-1.44%
1001-10-15103-0320-153580	PR VEHICLE EXPENSE	\$ 15	\$ -	500	1,000	\$ (500)	\$ -	\$ -	\$ (500)	\$ -	500	\$ -	0.00%
TOTAL PARK RANGER		\$ 73,761	\$ 36,790	77,317	79,064	\$ (500)	\$ -	\$ -	\$ (500)	\$ -	78,564	\$ 1,247	1.61%
TOTAL POLICE		\$ 5,510,202	\$ 2,680,549	6,010,037	6,362,385	\$ (60,874)	\$ -	\$ -	\$ (60,874)	\$ -	6,301,512	\$ 291,474	4.85%
MONROE FD:		Dept 0400											
1001-10-15103-0400-153390	MONROE FIRE DEPT OP EXP	\$ 233,248	\$ 116,000	232,000	235,411	\$ -	\$ -	\$ -	\$ -	\$ -	235,411	\$ 3,411	1.47%
1001-10-15103-0400-150630	MFD INSURANCE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	0.00%
1001-10-15103-0400-153045	MFD BUILDING & GROUND MAINTENANCE	\$ 2,606	\$ 1,342	2,740	2,770	\$ -	\$ -	\$ -	\$ -	\$ -	2,770	\$ 30	1.09%
1001-10-15103-0400-153563	MFD ELECTRIC	\$ 13,677	\$ 6,187	14,276	16,058	\$ (1,068)	\$ -	\$ -	\$ (1,068)	\$ -	14,990	\$ 714	5.00%
1001-10-15103-0400-153564	MFD HEAT	\$ 5,636	\$ 2,737	6,000	6,000	\$ -	\$ -	\$ -	\$ -	\$ -	6,000	\$ -	0.00%
1001-10-15103-0400-153565	MFD UTILITIES OTHER	\$ 7,111	\$ 3,147	8,100	8,283	\$ -	\$ -	\$ -	\$ -	\$ -	8,283	\$ 183	2.26%
1001-10-15103-0400-153579	MFD VEHICLE FUEL	\$ 5,150	\$ 1,991	5,929	5,929	\$ -	\$ -	\$ -	\$ -	\$ -	5,929	\$ -	0.00%
1001-10-15103-0400-153580	MFD VEHICLE EXPENSE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	0.00%
1001-10-15103-0400-153594	MFD CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	0.00%
TOTAL MONROE FIRE DEPARTMENT		\$ 267,428	\$ 131,404	269,045	274,451	\$ (1,068)	\$ -	\$ -	\$ (1,068)	\$ -	273,383	\$ 4,338	1.61%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

STEVENSON VOLUNTEER FIRE DEPT, STEPNEY VOLUNTEER FIRE DEPT, WATER DISTRIBUTION SYSTEM, FIRE MARSHAL

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22	% CHG
		ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET						\$ CHG	% CHG	
STEVENSON FD:												
Dept 0410												
1001-10-15103-0410-153390	STEVENSON FIRE DEPT OP EXP	\$ 160,478	\$ 80,600	161,200	163,600	\$ -	\$ -	\$ -	\$ -	\$ 163,600	\$ 2,400	1.49%
1001-10-15103-0410-150630	STVFD INSURANCE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0410-153045	STVFD BUILDING & GROUND MAINTENANCE	\$ 3,458	\$ 1,758	3,000	3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ 500	16.67%
1001-10-15103-0410-153563	STVFD ELECTRIC	\$ 9,906	\$ 5,340	11,700	12,285	\$ -	\$ -	\$ -	\$ -	\$ 12,285	\$ 585	5.00%
1001-10-15103-0410-153564	STVFD HEAT	\$ 11,011	\$ 2,806	8,280	8,280	\$ -	\$ -	\$ -	\$ -	\$ 8,280	\$ -	0.00%
1001-10-15103-0410-153565	STVFD UTILITIES OTHER	\$ 2,898	\$ 1,427	3,900	3,784	\$ -	\$ -	\$ -	\$ -	\$ 3,784	\$ (116)	-2.97%
1001-10-15103-0410-153579	STVFD VEHICLE FUEL	\$ 4,629	\$ 2,254	6,632	6,004	\$ -	\$ -	\$ -	\$ -	\$ 6,004	\$ (628)	-9.47%
1001-10-15103-0410-153580	STVFD VEHICLE EXPENSE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0410-153594	STVFD CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL STEVENSON FIRE DEPARTMENT		\$ 192,380	\$ 94,185	194,712	197,453	\$ -	\$ -	\$ -	\$ -	\$ 197,453	\$ 2,741	1.41%
STEPNEY FD:												
Dept 0420												
1001-10-15103-0420-153390	STEPNEY FIRE DEPT OP EXP	\$ 227,102	\$ 111,000	222,000	225,330	\$ -	\$ -	\$ -	\$ -	\$ 225,330	\$ 3,330	1.50%
1001-10-15103-0420-150630	STPPD INSURANCE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0420-153045	STPPD BUILDING & GROUND MAINTENANCE	\$ 2,563	\$ 1,362	2,200	2,600	\$ -	\$ -	\$ -	\$ -	\$ 2,600	\$ 400	18.18%
1001-10-15103-0420-153563	STPPD ELECTRIC	\$ 14,099	\$ 8,033	16,200	17,010	\$ -	\$ -	\$ -	\$ -	\$ 17,010	\$ 810	5.00%
1001-10-15103-0420-153564	STPPD HEAT	\$ 10,457	\$ 4,000	15,500	11,700	\$ -	\$ -	\$ -	\$ -	\$ 11,700	\$ (3,800)	-24.52%
1001-10-15103-0420-153565	STPPD UTILITIES OTHER	\$ 6,267	\$ 3,279	6,550	6,852	\$ -	\$ -	\$ -	\$ -	\$ 6,852	\$ 302	4.61%
1001-10-15103-0420-153579	STPPD VEHICLE FUEL	\$ 6,476	\$ 3,607	5,598	7,804	\$ -	\$ -	\$ -	\$ -	\$ 7,804	\$ 2,206	39.41%
1001-10-15103-0420-153580	STPPD VEHICLE EXPENSE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0420-153594	STPPD CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL STEPNEY FIRE DEPARTMENT		\$ 266,964	\$ 131,282	268,048	271,296	\$ -	\$ -	\$ -	\$ -	\$ 271,296	\$ 3,248	1.21%
FIRE HYDRANT SERVICE:												
Dept 0430												
1001-10-15103-0430-151600	WATER DISTRIBUTION SYSTEM	\$ 633,026	\$ 327,718	665,000	643,290	\$ -	\$ -	\$ -	\$ -	\$ 643,290	\$ (21,710)	-3.26%
FIRE MARSHAL:												
Dept 0440												
1001-10-15103-0440-150001	FIRE MAR SALARY ADMIN	\$ 72,150	\$ 39,266	71,840	71,230	\$ -	\$ -	\$ -	\$ -	\$ 71,230	\$ (610)	-0.85%
1001-10-15103-0440-150003	FIRE MAR SALARY OTHER	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0440-150005	FIRE MAR SALARY PT	\$ 19,302	\$ 5,772	27,164	27,164	\$ -	\$ -	\$ -	\$ -	\$ 27,164	\$ -	0.00%
1001-10-15103-0440-150015	FIRE MAR OVERTIME	\$ -	\$ -	-	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	0.00%
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	\$ 2,944	\$ 2,211	2,600	2,600	\$ -	\$ -	\$ -	\$ -	\$ 2,600	\$ -	0.00%
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	\$ 2,186	\$ 252	2,000	1,900	\$ -	\$ (500)	\$ -	\$ (500)	\$ 1,400	\$ (600)	-30.00%
1001-10-15103-0440-153390	FIRE MAR OPERATING EXP	\$ 2,753	\$ 611	4,000	4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	0.00%
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	\$ 1,455	\$ 648	1,950	1,800	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ (150)	-7.69%
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	\$ 1,060	\$ 98	1,000	600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ (400)	-40.00%
1001-10-15103-0440-153594	FIRE MAR CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL FIRE MARSHAL		\$ 101,851	\$ 48,859	110,554	111,294	\$ -	\$ (500)	\$ -	\$ (500)	\$ 110,794	\$ 240	0.22%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

EMERGENCY MANAGEMENT, EMERGENCY MEDICAL SERVICES (EMS)

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2020-21 TO 2021-22	
ACTUAL	12/31/20 YTD ACTUAL	REVISED BUDGET							\$ CHG	% CHG		
EMERGENCY MGMT	Dept 0450											
1001-10-15103-0450-150001	EM MGMT SALARY ADMIN	\$ 5,750	\$ 2,444	5,750	7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 1,250	21.74%
1001-10-15103-0450-150003	EM MGMT SALARY OTHER	\$ -	\$ -	-	6,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000	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	\$ 194	\$ -	1,000	1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%
1001-10-15103-0450-153390	EM MGMT OPERATING EXPENSE	\$ -	\$ -	3,750	3,750	\$ -	\$ 3,904	\$ -	\$ 3,904	\$ 7,654	\$ 3,904	104.11%
1001-10-15103-0450-153594	EM MGMT CAPITAL	\$ -	\$ 2,580	3,750	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,750)	-100.00%
	TOTAL EMERGENCY MGMT	\$ 8,944	\$ 8,025	17,250	20,750	\$ -	\$ 3,904	\$ -	\$ 3,904	\$ 24,654	\$ 7,404	42.92%
EMS	Dept 0460											
1001-10-15103-0460-150005	EMS SALARY PT	\$ 23,000	\$ -	34,172	34,172	\$ -	\$ -	\$ -	\$ -	\$ 34,172	\$ -	0.00%
1001-10-15103-0460-150560	EMS FICA & MEDICARE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0460-151270	EMS VOLUNTEER ABATEMENT	\$ 19,383	\$ 17,258	20,000	20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0.00%
1001-10-15103-0460-153045	EMS BUILDING & GROUND MAINTENANCE	\$ 3,670	\$ 1,113	9,200	13,619	\$ -	\$ -	\$ -	\$ -	\$ 13,619	\$ 4,419	48.03%
1001-10-15103-0460-153060	EMS COMMUNICATIONS	\$ 2,505	\$ 960	5,000	4,862	\$ -	\$ -	\$ -	\$ -	\$ 4,862	\$ (138)	-2.76%
1001-10-15103-0460-153075	EMS CONTRACTED SERVICES	\$ 687,813	\$ 364,679	712,412	757,266	\$ (38,051)	\$ -	\$ -	\$ (38,051)	\$ 719,215	\$ 6,803	0.95%
1001-10-15103-0460-153145	EMS EQUIPMENT EXPENSE	\$ 4,131	\$ -	11,000	10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ (1,000)	-9.09%
1001-10-15103-0460-153385	EMS OFFICE EXPENSE	\$ 810	\$ -	3,500	3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%
1001-10-15103-0460-153390	EMS OPERATING EXPENSE	\$ 19,212	\$ 9,346	40,000	41,223	\$ -	\$ -	\$ -	\$ -	\$ 41,223	\$ 1,223	3.06%
1001-10-15103-0460-153520	EMS SUPPLEMENTAL APPROPRIATION	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15103-0460-153540	EMS TRAINING EXPENSE	\$ 4,988	\$ -	23,358	23,358	\$ -	\$ -	\$ -	\$ -	\$ 23,358	\$ -	0.00%
1001-10-15103-0460-153563	EMS ELECTRIC	\$ 6,403	\$ 3,220	7,900	8,295	\$ -	\$ -	\$ -	\$ -	\$ 8,295	\$ 395	5.00%
1001-10-15103-0460-153564	EMS HEAT	\$ 2,276	\$ 1,295	2,500	2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0.00%
1001-10-15103-0460-153565	EMS UTILITIES OTHER	\$ 1,767	\$ 936	1,800	1,926	\$ -	\$ -	\$ -	\$ -	\$ 1,926	\$ 126	7.00%
1001-10-15103-0460-153579	EMS VEHICLE FUEL	\$ 11,263	\$ 4,321	15,000	14,510	\$ -	\$ -	\$ -	\$ -	\$ 14,510	\$ (490)	-3.27%
1001-10-15103-0460-153580	EMS VEHICLE EXPENSE	\$ 8,647	\$ 2,140	13,000	13,000	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ -	0.00%
	TOTAL EMS	\$ 795,868	\$ 405,268	898,842	948,231	\$ (38,051)	\$ -	\$ -	\$ (38,051)	\$ 910,180	\$ 11,338	1.26%
	TOTAL PUBLIC SAFETY	\$ 7,776,663	\$ 3,827,289	8,433,488	8,829,150	\$ (99,993)	\$ 3,404	\$ -	\$ (96,589)	\$ 8,732,561	\$ 299,073	3.55%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PUBLIC WORKS - ADMINISTRATION, HIGHWAY, SNOW REMOVAL, ROAD & BUILDING

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
DEPTS 0500 - 0610 Dept 0500	12/31/20 YTD ACTUAL	REVISED BUDGET	FIRST SELECTMAN	TOWN COUNCIL		BOARD OF FINANCE	TOTAL ADJUSTMENTS	2020-21 TO 2021-22	\$ CHG		% CHG	
PUBLIC WORKS		ACTUAL										
PUBLIC WORKS ADMIN:												
1001-10-15105-0500-150001	PW SALARY ADMIN	\$ 102,361	\$ 55,221	102,361	102,361	\$ -	\$ -	\$ -	\$ -	\$ 102,361	\$ -	0.00%
1001-10-15105-0500-150003	PW SALARY OTHER	\$ 192,072	\$ 97,786	194,847	193,583	\$ -	\$ -	\$ -	\$ -	\$ 193,583	\$ (1,264)	-0.65%
1001-10-15105-0500-150005	PW SALARIES PT	\$ 16,664	\$ 8,385	16,478	16,478	\$ -	\$ -	\$ -	\$ -	\$ 16,478	\$ -	0.00%
1001-10-15105-0500-150015	PW OVERTIME	\$ -	\$ -	-	3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	0.00%
1001-10-15105-0500-153385	PW OFFICE EXPENSE	\$ 5,119	\$ 1,679	6,700	4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ (2,200)	-32.84%
1001-10-15105-0500-153390	PW OPERATING EXPENSE	\$ -	\$ 468	4,850	4,850	\$ -	\$ -	\$ -	\$ -	\$ 4,850	\$ -	0.00%
	TOTAL PUBLIC WORKS ADMINISTRATION	\$ 316,216	\$ 163,539	325,236	324,772	\$ -	\$ -	\$ -	\$ -	\$ 324,772	\$ (464)	-0.14%
HIGHWAY:												
	Dept 0510											
1001-10-15105-0510-150001	PW SALARY GM ADMIN	\$ 87,709	\$ 47,436	87,709	89,454	\$ -	\$ -	\$ -	\$ -	\$ 89,454	\$ 1,745	1.99%
1001-10-15105-0510-150003	PW SALARY GM OTHER	\$ 1,185,477	\$ 596,500	1,156,529	1,180,173	\$ -	\$ -	\$ -	\$ -	\$ 1,180,173	\$ 23,644	2.04%
1001-10-15105-0510-150015	PW SALARY GM OVERTIME	\$ -	\$ -	-	35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	0.00%
1001-10-15105-0510-153075	PW GM CONTRACTED SVCS	\$ 40,867	\$ 2,993	34,500	77,500	\$ (43,000)	\$ -	\$ -	\$ (43,000)	\$ 34,500	\$ -	0.00%
1001-10-15105-0510-153390	PW GM OPERATING EXPENSE	\$ 14,353	\$ 7,788	19,250	18,450	\$ -	\$ -	\$ -	\$ -	\$ 18,450	\$ (800)	-4.16%
1001-10-15105-0510-153594	PW CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL HIGHWAY	\$ 1,328,406	\$ 654,717	1,297,988	1,400,577	\$ (43,000)	\$ -	\$ -	\$ (43,000)	\$ 1,357,577	\$ 59,589	4.59%
PW SNOW REMOVAL:												
	Dept 0520											
1001-10-15105-0520-150015	PW SALARY SNOW OT	\$ 82,855	\$ 37,717	165,000	165,000	\$ -	\$ -	\$ -	\$ -	\$ 165,000	\$ -	0.00%
1001-10-15105-0520-153075	PW SNOW CONTRACTED SVCS	\$ 8,165	\$ 2,550	25,000	31,700	\$ (6,700)	\$ -	\$ -	\$ (6,700)	\$ 25,000	\$ -	0.00%
1001-10-15105-0520-153390	PW SNOW OPERATING EXP	\$ 193,532	\$ 39,607	380,600	354,700	\$ (54,700)	\$ -	\$ -	\$ (54,700)	\$ 300,000	\$ (80,600)	-21.18%
	TOTAL SNOW REMOVAL	\$ 284,552	\$ 79,874	570,600	551,400	\$ (61,400)	\$ -	\$ -	\$ (61,400)	\$ 490,000	\$ (80,600)	-14.13%
PW ROAD & BUILDING:												
	Dept 0530											
1001-10-15105-0530-151700	PW DRAINAGE IMPROVEMENT	\$ 61,982	\$ 6,816	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 PAVING/MAINT	\$ 453,490	\$ 167,727	530,200	1,000,000	\$ (469,800)	\$ -	\$ -	\$ (469,800)	\$ 530,200	\$ -	0.00%
1001-10-15105-0530-151730	PW BUS BARN MAINTENANCE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15105-0530-151740	PW TRAFFIC SIGNS & LINES	\$ 58,713	\$ 36,002	57,750	54,800	\$ (12,000)	\$ -	\$ -	\$ (12,000)	\$ 42,800	\$ (14,950)	-25.89%
1001-10-15105-0530-151750	PW STREET LIGHTS	\$ 16,636	\$ 8,890	15,000	15,750	\$ -	\$ -	\$ -	\$ -	\$ 15,750	\$ 750	5.00%
1001-10-15105-0530-153045	PW BUILDING & GROUND MAINTENANCE	\$ 20,407	\$ 5,902	21,350	21,508	\$ -	\$ -	\$ -	\$ -	\$ 21,508	\$ 158	0.74%
1001-10-15105-0530-153145	PW EQUIPMENT	\$ 13,194	\$ 5,268	8,200	32,000	\$ (30,000)	\$ -	\$ -	\$ (30,000)	\$ 2,000	\$ (6,200)	-75.61%
1001-10-15105-0530-153390	PW TREE WARD OPERATING EXP	\$ 67,991	\$ 15,655	66,500	66,500	\$ -	\$ -	\$ -	\$ -	\$ 66,500	\$ -	0.00%
1001-10-15105-0530-153485	PW R & M EQUIPMENT	\$ 164,196	\$ 69,534	130,000	130,000	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ 148,000	\$ 18,000	13.85%
1001-10-15105-0530-153563	PW ELECTRIC	\$ 17,395	\$ 6,400	20,635	21,667	\$ -	\$ -	\$ -	\$ -	\$ 21,667	\$ 1,032	5.00%
1001-10-15105-0530-153564	PW HEAT	\$ 10,472	\$ 3,687	12,420	12,420	\$ -	\$ -	\$ -	\$ -	\$ 12,420	\$ -	0.00%
1001-10-15105-0530-153579	PW VEHICLE FUEL	\$ 82,946	\$ 32,402	107,880	100,670	\$ -	\$ -	\$ -	\$ -	\$ 100,670	\$ (7,210)	-6.68%
1001-10-15105-0530-150003	PW SALARY TREE WARD OTHER	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL ROAD AND BUILDING	\$ 967,422	\$ 358,283	1,033,560	1,518,940	\$ (493,800)	\$ -	\$ -	\$ (493,800)	\$ 1,025,140	\$ (8,420)	-0.81%
	TOTAL PUBLIC WORKS	\$ 2,896,597	\$ 1,256,414	3,227,384	3,795,689	\$ (598,200)	\$ -	\$ -	\$ (598,200)	\$ 3,197,489	\$ (29,895)	-0.93%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SOLID WASTE, RECYCLING

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2021-2022					BUDGET		
		2019-2020	2020-2021	2020-2021	SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
		ACTUAL	YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22	
									\$ CHG	% CHG		
SANITATION												
PW SOLID WASTE:		Dept 0600										
1001-10-15105-0600-150005	PW SOL WASTE SALARY PT	\$ 6,750	\$ 3,341	13,689	13,689	\$ -	\$ -	\$ -	\$ -	\$ 13,689	\$ -	0.00%
1001-10-15105-0600-151760	PW SOL WASTE DISPOSAL	\$ 801	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP	\$ 23,571	\$ 2,500	23,700	27,540	\$ -	\$ -	\$ -	\$ -	\$ 27,540	\$ 3,840	16.20%
1001-10-15105-0600-153563	PW SOL WASTE ELECTRIC	\$ 680	\$ 312	700	735	\$ -	\$ -	\$ -	\$ -	\$ 735	\$ 35	5.00%
	TOTAL PUBLIC WORKS SOLID WASTE	\$ 31,803	\$ 6,153	38,089	41,964	\$ -	\$ -	\$ -	\$ -	\$ 41,964	\$ 3,875	10.17%
PW RECYCLING:												
		Dept 0610										
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY	\$ 2,142	\$ 4,360	6,100	6,100	\$ (1,500)	\$ -	\$ -	\$ (1,500)	\$ 4,600	\$ (1,500)	-24.59%
1001-10-15105-0610-151790	PW RECYCLING TRANSFER STATN	\$ 23,699	\$ 13,485	35,000	32,000	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ (3,000)	-8.57%
1001-10-15105-0610-153075	PW RECYCLING CONTRACTED SVCS	\$ 383,112	\$ 200,367	386,551	404,758	\$ -	\$ -	\$ -	\$ -	\$ 404,758	\$ 18,207	4.71%
1001-10-15105-0610-153390	PW RECYCLE OPERATING EXP	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL PUBLIC WORKS RECYCLING	\$ 408,952	\$ 218,211	427,651	442,858	\$ (1,500)	\$ -	\$ -	\$ (1,500)	\$ 441,358	\$ 13,707	3.21%
	TOTAL SANITATION	\$ 440,755	\$ 224,365	465,740	484,822	\$ (1,500)	\$ -	\$ -	\$ (1,500)	\$ 483,322	\$ 17,582	3.78%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

HEALTH, SOCIAL SERVICES

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
					SUBMITTED BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2020-21 TO 2021-22	% CHG
HEALTH AND WELFARE	DEPTS 0700 - 0710		12/31/20	REVISED								
HEALTH DEPARTMENT:	Dept 0700	ACTUAL	YTD ACTUAL	BUDGET	BY DEPTS	FIRST	TOWN	BOARD	TOTAL	ANNUAL TOWN	2020-21 TO 2021-22	% CHG
						SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	BUDGET	\$ CHG	% CHG
1001-10-15109-0700-150001	HEALTH SALARY ADMIN	\$ 96,699	\$ 52,169	96,699	96,699	\$ -	\$ -	\$ -	\$ -	\$ 96,699	\$ -	0.00%
1001-10-15109-0700-150003	HEALTH SALARY OTHER	\$ 106,292	\$ 57,282	117,621	119,081	\$ -	\$ -	\$ -	\$ -	\$ 119,081	\$ 1,460	1.24%
1001-10-15109-0700-150005	HEALTH SALARY PT	\$ 29,846	\$ 15,762	19,576	19,576	\$ -	\$ -	\$ -	\$ -	\$ 19,576	\$ -	0.00%
1001-10-15109-0700-150600	HEALTH EDUCATION	\$ 152	\$ -	500	500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15109-0700-150650	HEALTH FICA & MEDICARE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15109-0700-153065	HEALTH CONSULTANT FEES	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15109-0700-153385	HEALTH OFFICE EXPENSE	\$ 1,916	\$ 696	3,174	3,174	\$ -	\$ (774)	\$ -	\$ (774)	\$ 2,400	\$ (774)	-24.39%
1001-10-15109-0700-153390	HEALTH OPERATING EXPENSE	\$ 2,651	\$ 1,214	3,595	3,625	\$ (550)	\$ -	\$ -	\$ (550)	\$ 3,075	\$ (520)	-14.46%
1001-10-15109-0700-153520	HEALTH SUPPLEMENTAL APPROP	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15109-0700-153579	HEALTH VEHICLE FUEL	\$ 435	\$ 249	750	750	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ -	0.00%
1001-10-15109-0700-153580	HEALTH VEHICLE EXPENSE	\$ 761	\$ 484	700	700	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ -	0.00%
	TOTAL HEALTH DEPARTMENT	\$ 238,751	\$ 127,855	242,616	244,106	\$ (550)	\$ (774)	\$ -	\$ (1,324)	\$ 242,782	\$ 166	0.07%
SOCIAL SERVICES:	Dept 0710											
1001-10-15109-0710-150005	SOC SVC SALARY PT	\$ 67,557	\$ 34,723	71,719	71,719	\$ -	\$ -	\$ -	\$ -	\$ 71,719	\$ -	0.00%
1001-10-15109-0710-151820	SOC SVC RELIEF	\$ 198	\$ 125	2,000	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-15109-0710-153075	SOC SVC CONTRACTED SERVICES	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15109-0710-153385	SOC SVC OFFICE EXPENSE	\$ 1,140	\$ 460	1,130	1,130	\$ -	\$ -	\$ -	\$ -	\$ 1,130	\$ -	0.00%
1001-10-15109-0710-153390	SOC SVC OPERATING EXPENSE	\$ 2,087	\$ 611	2,150	2,150	\$ (100)	\$ -	\$ -	\$ (100)	\$ 2,050	\$ (100)	-4.65%
1001-10-15109-0710-153485	SOC SVC R & M EQUIPMENT	\$ 593	\$ 324	2,650	2,899	\$ -	\$ -	\$ -	\$ -	\$ 2,899	\$ 249	9.40%
1001-10-15109-0710-153563	SOC SVC ELECTRIC	\$ 3,730	\$ 2,368	4,150	4,357	\$ -	\$ -	\$ -	\$ -	\$ 4,357	\$ 207	4.99%
1001-10-15109-0710-153564	SOC SVC HEAT	\$ 1,960	\$ 742	3,000	3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	0.00%
1001-10-15109-0710-153565	SOC SVC UTILITIES OTHER	\$ 2,303	\$ 1,228	2,400	2,446	\$ -	\$ -	\$ -	\$ -	\$ 2,446	\$ 46	1.92%
1001-10-15109-0710-153580	SOC SVC VEHICLE EXPENSE	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15109-0710-153594	SOC SVC CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL SOCIAL SERVICES	\$ 79,568	\$ 40,581	89,199	89,701	\$ (100)	\$ -	\$ -	\$ (100)	\$ 89,601	\$ 402	0.45%
	TOTAL HEALTH & WELFARE	\$ 318,319	\$ 168,436	331,814	333,806	\$ (650)	\$ (774)	\$ -	\$ (1,424)	\$ 332,382	\$ 568	0.17%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

LIBRARY, PARKS & RECREATION

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022				BUDGET			
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2020-21 TO 2021-22	% CHG
CULTURE & RECREATION	DEPTS 0800 - 0810											
LIBRARY:	Dept 0800	ACTUAL	YTD ACTUAL	REVISED BUDGET								
1001-10-15111-0800-150001	LIBRARY SALARY ADMIN	\$ 81,825	\$ 44,163	81,825	81,825	\$ -	\$ -	\$ -	\$ -	\$ 81,825	\$ -	0.00%
1001-10-15111-0800-150003	LIBRARY SALARY OTHER	\$ 289,520	\$ 148,490	301,215	303,157	\$ -	\$ -	\$ -	\$ -	\$ 303,157	\$ 1,942	0.64%
1001-10-15111-0800-150005	LIBRARY SALARY PT	\$ 178,872	\$ 81,142	236,964	236,964	\$ -	\$ -	\$ -	\$ -	\$ 236,964	\$ -	0.00%
1001-10-15111-0800-151850	LIBRARY BOOKS	\$ 46,396	\$ 18,291	47,011	46,890	\$ -	\$ -	\$ -	\$ -	\$ 46,890	\$ (121)	-0.26%
1001-10-15111-0800-151855	LIBRART BIBLIOMATION	\$ 48,442	\$ 46,097	47,788	47,788	\$ -	\$ -	\$ -	\$ -	\$ 47,788	\$ -	0.00%
1001-10-15111-0800-151860	LIBRARY MATERIALS	\$ 24,267	\$ 19,248	28,306	28,756	\$ -	\$ -	\$ -	\$ -	\$ 28,756	\$ 450	1.59%
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	\$ 6,446	\$ 4,505	9,648	9,319	\$ -	\$ -	\$ -	\$ -	\$ 9,319	\$ (329)	-3.41%
1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT	\$ 25,920	\$ 6,514	28,122	29,082	\$ -	\$ -	\$ -	\$ -	\$ 29,082	\$ 960	3.41%
1001-10-15111-0800-153563	LIBRARY ELECTRIC	\$ 48,238	\$ 26,027	59,605	62,585	\$ -	\$ -	\$ -	\$ -	\$ 62,585	\$ 2,980	5.00%
1001-10-15111-0800-153564	LIBRARY HEAT	\$ 15,149	\$ 6,195	15,061	14,583	\$ -	\$ -	\$ -	\$ -	\$ 14,583	\$ (478)	-3.17%
1001-10-15111-0800-153565	LIBRARY UTILITIES OTHER	\$ 3,662	\$ 2,367	3,937	4,213	\$ -	\$ -	\$ -	\$ -	\$ 4,213	\$ 276	7.01%
1001-10-15111-0800-153594	LIBRARY CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL LIBRARY	\$ 768,738	\$ 403,040	859,482	865,162	\$ -	\$ -	\$ -	\$ -	\$ 865,162	\$ 5,680	0.66%
PARKS & RECREATION:	Dept 0810											
1001-10-15111-0810-150001	P & R SALARY ADMIN	\$ 70,700	\$ 38,069	70,700	70,700	\$ -	\$ -	\$ -	\$ -	\$ 70,700	\$ -	0.00%
1001-10-15111-0810-150003	P & R SALARY OTHER	\$ 373,126	\$ 199,131	387,630	383,973	\$ -	\$ -	\$ -	\$ -	\$ 383,973	\$ (3,657)	-0.94%
1001-10-15111-0810-150005	P & R SALARY PT	\$ 184,929	\$ 95,455	229,367	229,343	\$ -	\$ -	\$ -	\$ -	\$ 229,343	\$ (24)	-0.01%
1001-10-15111-0810-150015	P & R OVERTIME	\$ -	\$ -	-	10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	0.00%
1001-10-15111-0810-151910	P & R VENDOR	\$ 726	\$ 120	3,500	3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%
1001-10-15111-0810-151920	P & R PARK IMPROVMENTS	\$ 19,831	\$ -	13,365	19,178	\$ (5,657)	\$ -	\$ -	\$ (5,657)	\$ 13,521	\$ 156	1.17%
1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	\$ 67,209	\$ 16,275	79,000	86,000	\$ (8,000)	\$ -	\$ -	\$ (8,000)	\$ 78,000	\$ (1,000)	-1.27%
1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	\$ 18,471	\$ 5,095	20,500	25,700	\$ (4,000)	\$ -	\$ -	\$ (4,000)	\$ 21,700	\$ 1,200	5.85%
1001-10-15111-0810-153385	P & R OFFICE EXPENSE	\$ 5,906	\$ 1,140	8,400	8,380	\$ (480)	\$ -	\$ -	\$ (480)	\$ 7,900	\$ (500)	-5.95%
1001-10-15111-0810-153390	P & R OPERATING EXPENSE	\$ 9,671	\$ 4,158	7,610	8,283	\$ -	\$ -	\$ -	\$ -	\$ 8,283	\$ 673	8.84%
1001-10-15111-0810-153485	P & R R & M EQUIPMENT	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15111-0810-153563	P & R ELECTRIC	\$ 33,143	\$ 18,997	36,000	37,800	\$ -	\$ -	\$ -	\$ -	\$ 37,800	\$ 1,800	5.00%
1001-10-15111-0810-153564	P & R HEAT	\$ 8,952	\$ 3,343	8,500	10,650	\$ -	\$ -	\$ -	\$ -	\$ 10,650	\$ 2,150	25.29%
1001-10-15111-0810-153565	P & R UTILITIES OTHER	\$ 14,080	\$ 6,327	17,800	18,635	\$ -	\$ -	\$ -	\$ -	\$ 18,635	\$ 835	4.69%
1001-10-15111-0810-153579	P & R VEHICLE FUEL	\$ 9,805	\$ 4,315	10,800	10,800	\$ -	\$ -	\$ -	\$ -	\$ 10,800	\$ -	0.00%
1001-10-15111-0810-153580	P & R VEHICLE EXPENSE	\$ 12,756	\$ 3,489	14,000	17,000	\$ (2,000)	\$ -	\$ -	\$ (2,000)	\$ 15,000	\$ 1,000	7.14%
1001-10-15111-0810-153594	P & R CAPITAL	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL PARKS AND RECREATION	\$ 829,304	\$ 395,915	907,172	939,943	\$ (20,137)	\$ -	\$ -	\$ (20,137)	\$ 919,806	\$ 12,634	1.39%
	TOTAL CULTURE & RECREATION	\$ 1,598,042	\$ 798,955	1,766,654	1,805,105	\$ (20,137)	\$ -	\$ -	\$ (20,137)	\$ 1,784,968	\$ 18,314	1.04%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BOARD OF EDUCATION

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	FISCAL YEAR 2021-2022					BUDGET		
					SUBMITTED BY DEPTS	BUDGET ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2020-21 TO 2021-22	
		ACTUAL	YTD ACTUAL 12/31/20	REVISED BUDGET						\$ CHG	% CHG	
BOARD OF EDUCATION	Dept 0900											
1001-10-15113-0900-151970	MONROE PUBLIC SCHOOLS	\$ 56,922,947	\$ 25,050,128	58,501,943	61,923,068	\$ (132,000)		\$ (270,000)	\$ (402,000)	\$ 61,521,068	\$ 3,019,125	5.16%
	TOTAL EDUCATION	\$ 56,922,947	\$ 25,050,128	58,501,943	61,923,068	\$ (132,000)	\$ -	\$ (270,000)	\$ (402,000)	\$ 61,521,068	\$ 3,019,125	5.16%

The complete FY 2021-22 Board of Education Budget
 Is located on [the Monroe Public Schools website Budget Information Page](#)

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

DEBT SERVICE, EQUIPMENT REPLACEMENT, SPECIAL PROJECTS, OTHER APPROPRIATIONS

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2019-2020	FISCAL YEAR 2020-2021	FISCAL YEAR 2020-2021	SUBMITTED BY DEPTS	FISCAL YEAR 2021-2022				APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM	
						BUDGET ADJUSTMENTS					2020-21 TO 2021-22	
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		\$ CHG	% CHG
DEBT SERVICE												
	Dept 0950	ACTUAL	YTD ACTUAL	REVISED BUDGET								
1001-10-15115-0950-152000	DEBT SVC BOND REDEMPTION	\$ 4,820,000	\$ 955,000	4,955,000	4,975,000	\$ -	\$ -	\$ -	\$ -	\$ 4,975,000	\$ 20,000	0.40%
1001-10-15115-0950-152001	DEBT SVC NEW DEBT	\$ -	\$ -	50,000	100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	100.00%
1001-10-15115-0950-152005	DEBT SVC BOND PREMIUM	\$ -	\$ -	(365,522)	(422,272)	\$ -	\$ -	\$ -	\$ -	\$ (422,272)	\$ (56,750)	15.53%
1001-10-15115-0950-152010	DEBT SVC BOND INTEREST	\$ 1,187,290	\$ 650,566	1,242,381	1,007,600	\$ -	\$ -	\$ -	\$ -	\$ 1,007,600	\$ (234,781)	-18.90%
1001-10-15115-0950-152013	DEBT SVC NOTE INTEREST	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15115-0950-152015	DEBT SVC LEASE PAYMENTS	\$ 39,339	\$ 7,018	45,000	18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ (27,000)	-60.00%
1001-10-15115-0950-152020	DEBT SVC ASSIGNED FUND BALANCE	\$ -	\$ -	(67,816)	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,816	-100.00%
	TOTAL DEBT SERVICE	\$ 6,046,629	\$ 1,612,584	5,859,043	5,678,328	\$ -	\$ -	\$ -	\$ -	\$ 5,678,328	\$ (180,715)	-3.08%
EQUIPMENT REPLACEMENT												
	Dept 0955											
1001-10-15117-0955-153145	CAPITAL FINANCING APPROPRIATION	\$ 170,206	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL EQUIPMENT REPLACEMENT	\$ 170,206	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SPECIAL PROJECTS												
	Dept 0960											
1001-10-15120-0960-152065	SP TAX DEFAYAL	\$ 2,020	\$ 1,474	2,000	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-15120-0960-152075	SP CAPITAL STUDY	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL SPECIAL PROJECTS	\$ 2,020	\$ 1,474	2,000	2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
OTHER APPROPRIATIONS												
	Dept 0999											
1001-10-15125-0999-152200	EMS VEHICLE REPLACEMENT	\$ 80,000	\$ 80,000	80,000	80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	0.00%
1001-10-15125-0999-152205	PLAN OF CONS & DEV (POCD)	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%
1001-10-15125-0999-152210	REVALUATION CAPITAL EXP	\$ 76,500	\$ 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%
1001-10-15125-0999-152216	MS4 MAPPING&SCREENING	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%
1001-10-15125-0999-152217	MONROE BICENTENIAL	\$ 5,000	\$ 5,000	5,000	5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	0.00%
1001-10-15125-0999-152218	MUNICIPAL IT PLAN	\$ 10,000	\$ -	-	10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	100.00%
1001-10-15125-0999-152219	CAPITAL RESERVE	\$ 460,500	\$ 121,500	121,500	150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 28,500	23.46%
1001-10-15125-0999-152220	LEGAL APPROPRIATION				112,815	\$ -	\$ -	\$ -	\$ -	\$ 112,815	\$ 112,815	100.00%
1001-10-15125-0999-152221	SPECIAL EDUCATION FUND				500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	100.00%
1001-10-15125-0999-152222	EMERGENCY DISASTER RELIEF FUND				500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	100.00%
	BOARD OF EDUCATION MEDICAL SETTLEMENT-BRIDGEPORT BOE		\$ -	1,500,000	-	\$ -	\$ -	\$ 97,000	\$ 97,000	\$ 97,000	\$ (1,403,000)	-93.53%
	TOTAL APPROPRIATIONS	\$ 652,000	\$ 296,500	1,796,500	1,447,815	\$ -	\$ -	\$ 97,000	\$ 97,000	\$ 1,544,815	\$ (251,685)	-14.01%
TRANSFERS OUT:												
1001-10-15125-0999-152999	GENERAL FUND TRANSFER OUT	\$ 1,188,960	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL TRANSFERS OUT	\$ 1,188,960	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL OTHER APPROPRIATIONS	\$ 1,840,960	\$ 296,500	1,796,500	1,447,815	\$ -	\$ -	\$ 97,000	\$ 97,000	\$ 1,544,815	\$ (251,685)	-14.01%
TOTAL EXPENDITURES:		\$ 86,318,335	\$ 38,213,944	90,043,475	94,144,391	\$ (862,735)	\$ 2,630	\$ (235,000)	\$ (1,095,105)	\$ 93,049,287	\$ 3,005,812	3.34%



DEPARTMENT DETAIL

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		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0005	Actual	YTD 12/31/20	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	61,801	27,394	57,222	55,000	-	-	-	55,000	(2,222)	-3.88%
1001-10-15101-0005-150005	FIRST SELECTMAN SALARY PT	25,155	13,200	31,600	31,600	-	-	-	31,600	-	0.00%
1001-10-15101-0005-150100	FIRST SELECTMAN LEGAL FEES	74,237	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0005-153065	FIRST SELECTMAN CONSULTING	-	-	5,000	-	-	-	-	-	(5,000)	-100.00%
1001-10-15101-0005-153385	FIRST SELECTMAN OFFICE EXP	5,132	618	5,150	5,150	-	-	-	5,150	-	0.00%
1001-10-15101-0005-153579	FIRST SELECTMAN VEHICLE FUEL	487	240	622	750	-	-	-	750	128	20.58%
1001-10-15101-0005-153580	FIRST SELECTMAN VEHICLE EXP	-	-	100	250	-	-	-	250	150	150.00%
1001-10-15101-0005-153594	FIRST SELECTMAN CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL FIRST SELCTMAN:		257,811	90,451	190,692	183,748	-	-	-	183,748	(6,944)	-3.64%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - OFFICE OF THE FIRST SELECTMAN

		Budget	Budget
		20-21	21-22
Dept 0005			
1001-10-15101-0005-150001	First Selectman	90,998	90,998
	Total Admin:	90,998	90,998
1001-10-15101-0005-150003	Administrative Assistant	57,222	55,000 *New hire
	Longevity		-
	Total Other:	57,222	55,000
1001-10-15101-0005-150005	PT-Office and Communication Assistant	28,600	28,600
	Paid Time Off Coverage	3,000	3,000
	Leap Day Wages		-
	Total Part Time:	31,600	31,600
	Total First Selectman:	179,820	177,598
	Headcount-FT	2	2
	Headcount-PT	1	1

Hours	Rate	\$ Amount	Hours	Rate	\$ Amount
20-21	20-21	20-21	21-22	21-22	21-22
1,300	\$ 22.00	\$ 28,600	1,300	\$ 22.00	\$ 28,600
200	\$ 15.00	\$ 3,000	200	\$ 15.00	\$ 3,000

<u>SALARY SUMMARY</u>	<u>20-21</u>	<u>21-22</u>
FIRST SELECTMAN SALARY ADMIN	90,998	90,998
FIRST SELECTMAN SALARY OTHER	57,222	55,000
FIRST SELECTMAN SALARY PT	31,600	31,600
	179,820	177,598

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - OFFICE OF THE FIRST SELECTMAN

EXPENDITURES							
	20-21	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15101-0005-153065 FIRST SELECTMAN CONSULTING							
Grant research and support	5,000	-				-	Move to Economic Development Department Salary
	5,000	-	-	-	-	-	
<hr/>							
	20-21	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15101-0005-153385 FIRST SELECTMAN OFFICE EXP							
Office supplies	2,200	1,900				1,900	
Supplies for public recognition (plaques, certificates,proclamations)	600	600				600	
Meeting registrations and expenses	800	800				800	CCM, COST and miscellaneous meetings
Postage	600	900				900	Includes meter supplies for all departments
Legal notices	300	300				300	
Toner Cartridges	650	650				650	
	5,150	5,150	-	-	-	5,150	
<hr/>							
	20-21	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15101-0005-153579 FIRST SELECTMAN VEHICLE FUEL							
	622	750	-			750	Based on normal travel at \$2.06/gal
	622	750	-	-	-	750	
<hr/>							
	20-21	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15101-0005-153580 FIRST SELECTMAN VEHICLE EXP							
	100	250				250	
	100	250	-	-	-	250	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

TOWN ATTORNEY

BUDGET - TOWN ATTORNEY		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0005										
1001-10-15101-0007-150100	GENERAL & SPECIAL COUNSEL, INCLUDING LITIGATION	-	64,602	225,000	260,000	-	-	-	260,000	35,000	15.56%
1001-10-15101-0007-153385	TOWN ATTORNEY OFFICE EXPENSE	-	-	500	500	-	-	-	500	-	0.00%
TOTAL TOWN ATTORNEY:		-	64,602	225,500	260,500	-	-	-	260,500	35,000	15.52%

BUDGET - TOWN ATTORNEY

EXPENDITURES		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0007-150100	GENERAL & SPECIAL COUNSEL, INCLUDING LITIGATION	225,000	260,000				260,000	Includes Town Attorney projected fees for full fiscal year, plus special counsel for labor, land use, pension, and litigation.
		-					-	
		-					-	
		225,000	260,000	-	-	-	260,000	
1001-10-15101-0007-153385	TOWN ATTORNEY OFFICE EXPENSE	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		500	500				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.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

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 March 15 of each year, the Council shall forward their proposed budget to the Board of Finance.

BUDGET - TOWN COUNCIL		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0010										
1001-10-15101-0010-150021	TOWN COUNCIL CLERK	4,257	1,489	4,500	4,500	-	-	-	4,500	-	0.00%
1001-10-15101-0010-153385	TOWN COUNCIL OFFICE EXPENSE	333	125	800	800	-	-	-	800	-	0.00%
1001-10-15101-0010-153594	TOWN COUNCIL CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL TOWN COUNCIL:		4,590	1,614	5,300	5,300	-	-	-	5,300	-	0.00%

SALARY DETAIL - TOWN COUNCIL

Dept 0010		Budget	Budget	Hours	Rate	\$ Amount	Hours	Rate	\$ Amount
		20-21	21-22	20-21	20-21	20-21	21-22	21-22	21-22
1001-10-15101-0010-150021	Town Council Clerk	4,500	4,500	300	\$ 15.00	\$ 4,500	300	\$ 15.00	\$ 4,500
Total Clerk:		4,500	4,500						

Salaries Summary:

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

BUDGET - TOWN COUNCIL

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0010-153385	TOWN COUNCIL OFFICE EXPENSE							
	Legal Ads	500	500				500	Ordinances
	Office Supplies	100	100				100	
	Budget meeting expenses	200	200				200	
		800	800	-	-	-	800	

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 April 20 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.

BUDGET - BOARD OF FINANCE		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0020	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0020-150021	BOARD OF FINANCE CLERK	563	-	2,080	1,050	-	-	-	1,050	(1,030)	-49.52%
1001-10-15101-0020-150200	BOARD OF FINANCE AUDIT EXP	41,820	42,500	50,000	50,000	-	-	-	50,000	-	0.00%
1001-10-15101-0020-150205	BOARD OF FINANCE CONTINGENCY	-	-	630,655	300,000	-	-	(117,064)	182,936	(447,719)	-70.99%
1001-10-15101-0020-153145	BOARD OF FINANCE EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0020-153385	BOARD OF FINANCE OFFICE EXP	201	-	200	200	-	-	-	200	-	0.00%
TOTAL BOARD OF FINANCE		42,584	42,500	682,935	351,250	-	-	(117,064)	234,186	(448,749)	-65.71%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - BOARD OF FINANCE

		Budget 20-21	Budget 21-22	Hours 20-21	Rate 20-21	\$ Amount 20-21	Hours 21-22	Rate 21-22	\$ Amount 21-22
Dept 0020									
1001-10-15101-0020-150021	Board of Finance Clerk	2,080	1,050	139	\$ 15.00	\$ 2,080	70	\$ 15.00	\$ 1,050
Total Clerk:		2,080	1,050						

Salaries Summary:

Total Clerk:	2,080	1,050	
Headcount-FT	-	-	Paid from Accounts Payable
Headcount-PT	-	-	

BUDGET - BOARD OF FINANCE

EXPENDITURES:

		20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
1001-10-15101-0020-150200	BOARD OF FINANCE AUDIT EXP							
Audit Fees-split with Board of Educations		50,000	50,000				50,000	
		50,000	50,000	-	-	-	50,000	
1001-10-15101-0020-150205	BOARD OF FINANCE CONTINGENCY							
Pursuant to Chapter VIII, Section 7(i) of the Town Charter		630,655	300,000			(117,064)	182,936	
		630,655	300,000	-	-	(117,064)	182,936	
1001-10-15101-0020-153385	BOARD OF FINANCE OFFICE EXP							
Budget meeting expenses		200	200				200	
		200	200	-	-	-	200	

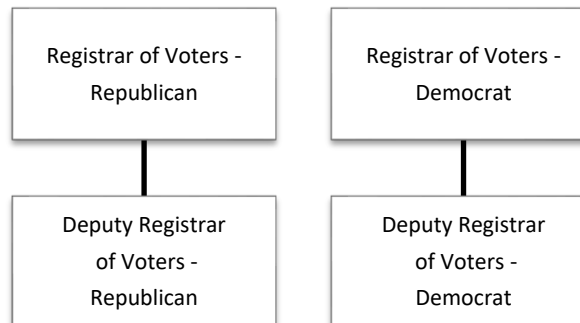
REGISTRAR OF VOTERS

It is the mission of the Monroe Registrars of Voters (ROV) office to guarantee every eligible Monroe voter the opportunity to cast his/her vote 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 13,954 active and 483 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 systems for disabled voters.
- Conducts mandated voter enrollment sessions before elections and special high school student (age 17) registration sessions.
- Collaborates with the Town Clerk's office to ensure the availability, eligibility and accurate counting of Absentee Ballots.
- Attends mandated Registrars of Voters Association of Connecticut (ROVAC) and Secretary of State Conventions; Fairfield County ROVAC meetings, and any other special sessions required by the Secretary of State's office.

ORGANIZATION CHART



SIGNIFICANT ACCOMPLISHMENTS

- From July 1st – December 22nd, added 1,286 voters; changed the status of 712 voters; and removed 713 voters from our list.
- Trained one Head Moderator in the use of the Secretary of State's mandatory Election Management System.
- Recruited and trained election officials for the Presidential primary; Presidential election; and budget referendum.
- Conducted August Presidential Primary, a record-breaking Presidential Election in November and a Budget Referendum in Spring.
- Counted 933 Primary Absentee Ballots and 3,849 Presidential Election Absentee Ballots.
- Made significant operational changes to provide safe and efficient voting during the COVID-19 pandemic:
 - Attended weekly virtual meetings with the Secretary of State and her staff during months leading up to the Presidential Election
 - Changed voting procedures and use of Election Officials at the polls.
 - Developed Safe Polls Plan that was used during all elections. This included safety equipment, safety spacing, meals for workers, new uses of workers and police coverage.
- Participated in US Department of Homeland Security Cyber Resilience Review. Met with the Cyber Elections Team. We were congratulated on our security measures and Monroe was recognized in a “Best Practices” report to other municipalities.
- Commenced annual canvass of voters, including the processing of residents moving in/out of town, inactive voters, the identification and removal of duplicate registrations and the returned Absentee Ballot applications mailed out by the State.
- Continued to improve communication with election officials, school officials, and the Town Clerk’s Office.
- Integration of legislative changes made to elections and election enforcement due to state legislation.
- Updated and reorganized training sessions for election officials. Classes were held in person and online.
- Made initial improvements to ROV office space for better organization and efficiency.

GOALS & OBJECTIVES

- Improve organization and efficiency of voting opportunities, including election procedural changes.
- Accurate counting and reporting of election and referenda results.
- Update voter registration and election files to be more user friendly.
- State certification of new Registrar of Voters and recruitment of more election officials and certified Moderators.
- Continue networking with other Registrar of Voters offices in the state to identify and implement best practices.

BUDGET HIGHLIGHTS

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

- Slight decrease in ROV Clerk and Voting Expenses due to having a municipal, rather than presidential, election and summer primary.
- Office expense costs account for the need to State certify a new Registrar of Voters. Classes were not held during past year.

BUDGET - REGISTRARS OF VOTERS		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0030										
1001-10-15101-0030-150001	ROV SALARY ADMIN	45,908	25,308	47,000	47,000	-	-	-	\$ 47,000	-	0.00%
1001-10-15101-0030-150003	ROV SALARY OTHER	25,000	13,462	25,500	26,000	-	-	-	\$ 26,000	500	1.96%
1001-10-15101-0030-150005	ROV SALARIES PT	-	-	-	-	-	-	-	\$ -	-	0.00%
1001-10-15101-0030-150021	ROV CLERK	11,083	17,375	32,000	28,200	-	-	-	\$ 28,200	(3,800)	-11.88%
1001-10-15101-0030-153145	ROV EQUIPMENT	(50)	-	500	500	-	-	-	\$ 500	-	0.00%
1001-10-15101-0030-153385	ROV OFFICE EXPENSE	3,186	1,410	7,000	7,000	-	-	-	\$ 7,000	-	0.00%
1001-10-15101-0030-153485	ROV R & M EQUIPMENT	2,700	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	5,361	11,371	14,000	13,500	-	-	-	\$ 13,500	(500)	-3.57%
	TOTAL REGISTRAR OF VOTERS:	93,188	71,325	128,750	124,950	-	-	-	124,950	(3,800)	-2.95%

SALARY DETAIL - REGISTRARS OF VOTERS

		Budget	Budget	
		20-21	21-22	
	Dept 0030			
1001-10-15101-0030-150001	Registrar-Administration	23,500	23,500	
1001-10-15101-0030-150001	Registrar-Administration	23,500	23,500	
	Total Administration:	47,000	47,000	
1001-10-15101-0030-150003	Deputy Registrar	12,750	13,000	increase annual salary by \$500 each on 1/1/21 (FY22 reflects full year increase from \$12,500 to \$13,000)
1001-10-15101-0030-150003	Deputy Registrar	12,750	13,000	
	Total Other:	25,500	26,000	
1001-10-15101-0030-150005		-	-	
	Total Part Time:	-	-	
	Total Registrar of Voters:	72,500	73,000	
Headcount-FT		-	-	
Headcount-PT		4	4	
SALARY SUMMARY		20-21	21-22	
ROV SALARY ADMIN		47,000	47,000	
ROV SALARY OTHER		25,500	26,000	
ROV SALARIES PT		-	-	
		72,500	73,000	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - REGISTRARS OF VOTERS

EXPENDITURES:

	20-21	21-22	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15101-0030-150021 ROV CLERK								
Primary Election	7,600	6,400				6,400		
Presidential Election	13,250	-				-		
Referendum	11,150	12,800				12,800	6,400 x 2	
Municipal Election	-	9,000				9,000		
	32,000	28,200	-	-	-	28,200		
1001-10-15101-0030-153145 ROV EQUIPMENT								
Replace ROV equipment	500	500				500		
	500	500	-	-	-	500		
1001-10-15101-0030-153385 ROV OFFICE EXPENSE								
Mandatory Moderator certification classes, mandatory Registrar of Voters certification classes, professional dues, conferences, postage for voter registration and annual canvass, office supplies, toner cartridges and NCOA subscription.	6,000	6,000				6,000		
Certification of new Registrar of Voters	1,000	1,000				1,000	State mandated	
	7,000	7,000	-	-	-	7,000		
1001-10-15101-0030-153485 ROV R & M EQUIPMENT								
Yearly maintenance agreement for voting machines	2,750	2,750				2,750		
	2,750	2,750	-	-	-	2,750		
1001-10-15101-0030-153595 ROV VOTING EXPENSE								
Printing ballots, coding for Acu-vote cards & handicapped machines, voting booths, signage, meals, police security and mandatory advertising of elections and registration procedures.	14,000	13,500				13,500		
	14,000	13,500	-	-	-	13,500		

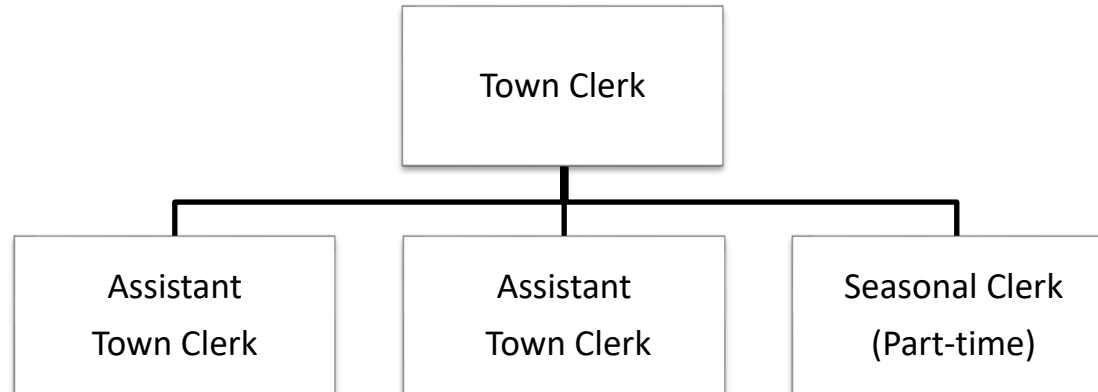
OFFICE OF THE TOWN CLERK

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



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>
Land Records	3,210	3,037	3,187
Dog Licenses*	2,220	2,178	1,385
Marriage Licenses	171	183	116
Birth Records	174	174	131
Death Records	240	191	317

** Dog licenses normally due by the end of the FY were extended by Governor’s Executive Order to July 31st. Additionally, licensing was further delayed by postponements by veterinarians and private organizations that conduct rabies vaccination clinics, which have since resumed.*

	<u>2016</u>	<u>2020</u>
Absentee Ballots Issued		
Presidential Primary	42	1,567
Presidential Election	584	4,082

SIGNIFICANT ACCOMPLISHMENTS

- Successfully held Presidential Preference Primary and Election during COVID-19 pandemic.
- Navigated through higher than normal volume of land recordings.
- CT State Library approved grant in the amount of \$5,500 for historic preservation.

GOALS & OBJECTIVES

- Continue researching the possibility of implementing online dog license renewals.
- Apply for historic preservation grant to continue preservation projects.
- Continue upgrading the Town Clerk’s webpage.
- Re-organize vault in order to create space for larger than expected land records binders.
- Monitor and manage the town’s eCode program to ensure it is current.

BUDGET HIGHLIGHTS

- Revenue projections returned to customary levels.
- Non-salary expenditures decreased from FY 2020-2021.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - OFFICE OF THE TOWN CLERK		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0040	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0040-150001	TOWN CLERK SALARY ADMIN	59,803	32,904	61,108	61,108	-	-	-	61,108	-	0.00%
1001-10-15101-0040-150003	TOWN CLERK SALARY OTHER	86,357	42,857	86,493	88,369	-	-	-	88,369	1,876	2.17%
1001-10-15101-0040-150005	TOWN CLERK SALARIES PT	-	1,764	3,500	3,640	-	-	-	3,640	140	4.00%
1001-10-15101-0040-150300	TOWN CLERK LAND RECORDS	21,475	9,810	11,000	11,000	-	-	8,000	19,000	8,000	72.73%
1001-10-15101-0040-150305	TOWN CLERK VITAL STATISTICS	280	488	500	500	-	-	-	500	-	0.00%
1001-10-15101-0040-153145	TOWN CLERK EQUIP EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0040-153385	TOWN CLERK OFFICE EXPENSE	3,072	2,907	4,500	3,900	-	-	-	3,900	(600)	-13.33%
1001-10-15101-0040-153440	TOWN CLERK PRINTING	-	-	2,000	2,000	-	-	-	2,000	-	0.00%
1001-10-15101-0040-153594	TOWN CLERK CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0040-153595	TOWN CLERK VOTING EXPENSE	753	158	2,500	2,500	-	-	-	2,500	-	0.00%
TOTAL TOWN CLERK:		171,740	90,889	171,601	173,017	-	-	8,000	181,017	9,416	5.49%

BUDGET - OFFICE OF THE TOWN CLERK		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
REVENUES:	Dept 0040	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140100	CANINE LICENSES REVENUE	550	240	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-14003-140185	TOWN CLERK'S FEES REVENUE	466,343	422,178	300,000	300,000	142,000	-	58,000	500,000	200,000	66.67%
TOTAL TOWN CLERK:		466,893	422,418	301,000	301,000	142,000	-	58,000	501,000	200,000	66.45%

SALARY DETAIL - OFFICE OF THE TOWN CLERK

		Budget	Budget
		20-21	21-22
Dept 0040			
1001-10-15101-0040-150001	Town Clerk-Administration	61,108	61,108
Total Admin:		61,108	61,108
1001-10-15101-0040-150003	Assistant Town Clerk II	44,521	44,521
	Longevity	-	100
	Assistant Town Clerk II	41,972	43,648 <i>*step increase (only)</i>
	Longevity	-	100
	Leap Day Wages	-	-
Total Other:		86,493	88,369
1001-10-15101-0040-150005	Seasonal PT	3,500	3,640
Total PT:		3,500	3,640
Total Town Clerk:		\$ 151,101	\$ 153,117

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
20-21	20-21	20-21	21-22	21-22	21-22
280	\$ 12.50	\$ 3,500	280	\$ 13.00	\$ 3,640
new minimum wage rate					

Headcount-FT	3	3
Headcount-PT	1	1

SALARY SUMMARY	20-21	21-22
TOWN CLERK SALARY ADMIN	61,108	61,108
TOWN CLERK SALARY OTHER	86,493	88,369
TOWN CLERK SALARIES PT	3,500	3,640
\$	151,101	153,117

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - OFFICE OF THE TOWN CLERK

EXPENDITURES:

	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0040-150300 TOWN CLERK LAND RECORDS							
Special acid free paper and binders	11,000	11,000	(10,000)			1,000	Any overage to be covered by Town Clerk Fund as in prior year
Land records management		-	10,000		8,000	18,000	Based on projected volume (consistent with revenue)
	11,000	11,000	-	-	8,000	19,000	

	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0040-150305 TOWN CLERK VITAL STATISTICS							
Binders	500	500	(200)			300	Any overage to be covered by Historic Preservation account as in prior year
Special acid free paper for Vitals (Marriage & Birth)			200			200	
	500	500	-	-	-	500	

	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0040-153385 TOWN CLERK OFFICE EXPENSE							
General Office Supplies, postage, dues, meetings & legal notices	2,600	2,000				2,000	Efficiencies through on-line purchasing
eCode360 yearly maintenance fee	1,200	1,200				1,200	
Toner Cartridges	700	700				700	
	4,500	3,900	-	-	-	3,900	

	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0040-153440 TOWN CLERK PRINTING							
Updating and adding new town code/ordinances	2,000	2,000				2,000	
	2,000	2,000	-	-	-	2,000	

	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0040-153595 TOWN CLERK VOTING EXPENSE							
Budget Referendum/Town Meetings/Municipal Election	2,500	2,500				2,500	
	2,500	2,500	-	-	-	2,500	

BUDGET - OFFICE OF THE TOWN CLERK

REVENUE:

	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-14003-0000-140100 CANINE LICENSES REVENUE							
Dog licenses	1,000	1,000				1,000	
	1,000	1,000	-	-	-	1,000	

	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-14003-0000-140185 TOWN CLERK'S FEES REVENUE							
Land records, maps and indexing	300,000	300,000	142,000		58,000	500,000	Based on 5 year average assumes to pre-COVID projections
	300,000	300,000	142,000	-	58,000	500,000	

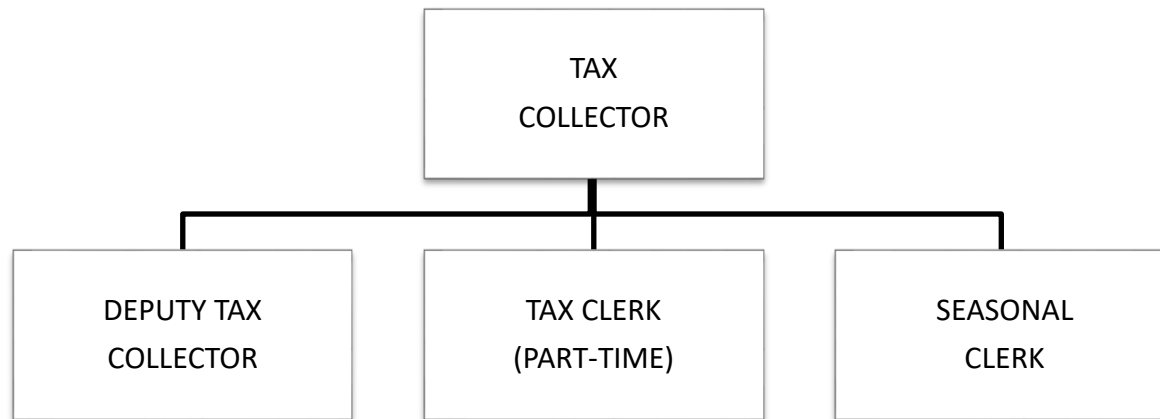
OFFICE OF THE TAX COLLECTOR

The Tax Collector’s Department mission is 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, representing over 92% of the total revenue for the Town.
- Mailing of tax bills, delinquent notices, balance due notices and intent to lien notices.
- Conduct tax sales.
- Process Certificate of Corrections and transfers.
- Track escrow and delinquent accounts, bankruptcies, and refunds.
- Produce and file tax liens.
- Interface with DMV, collection agencies, and auditors.
- Provide regular reporting to the Board of Finance and Director of Finance.
- Coordinate with vendor and Parks and Recreation Department for distribution of park stickers.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

	FY16	FY17	FY18	FY19	FY20
Collection Rate	99.06%	98.97%	98.95%	99.07%	98.80%

SIGNIFICANT ACCOMPLISHMENTS

- Exceeded revenue target as set by Board of Finance.
- Implemented distribution of park stickers for supplemental motor vehicles to residents by mail in collaboration with the Parks & Recreation Department.

GOALS & OBJECTIVES

- Maintain the traditionally high collection rate as set by the Board of Finance.

BUDGET HIGHLIGHTS

- Increased costs in LexisNexis, Q-Search and adding park sticker to January motor vehicle supplemental mailings.

BUDGET - OFFICE OF THE TAX COLLECTOR		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0050	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0050-150001	TAX COLL SALARY ADMIN	60,000	32,308	60,000	60,000	-	-	-	60,000	-	0.00%
1001-10-15101-0050-150003	TAX COLL SALARY OTHER	61,225	33,129	61,225	62,543	-	-	-	62,543	1,318	2.15%
1001-10-15101-0050-150005	TAX COLL SALARIES PT	24,595	16,729	29,728	29,728	-	-	-	29,728	-	0.00%
1001-10-15101-0050-150350	TAX COLL DELINQUENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0050-153145	TAX COLL EQUIP EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0050-153385	TAX COLLECTOR OFFICE EXP	38,108	3,374	39,100	41,720	(650)	-	-	41,070	1,970	5.04%
1001-10-15101-0050-153384	TAX COLLECTOR CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL TAX COLLECTOR:	183,928	85,539	190,053	193,991	(650)	-	-	193,341	3,288	1.73%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - OFFICE OF THE TAX COLLECTOR

		Budget <u>20-21</u>	Budget <u>21-22</u>
Dept 0050			
1001-10-15101-0050-150001	Tax Collector-Administration	60,000	60,000
	Total Admin:	60,000	60,000
1001-10-15101-0050-150003	Certified Municipal Collector	60,875	62,093 <i>*union contractual increase</i>
	Tax Collector Assistant	-	-
	Longevity	350	450
	Overtime	-	-
	Total Other:	61,225	62,543
1001-10-15101-0050-150005	Seasonal Lockbox	5,200	5,200
1001-10-15101-0050-150005	Part Time Salary	22,247	22,247
	Paid Time Off Coverage	2,281	2,281
	Total Part Time:	29,728	29,728
	Total Tax Collector:	150,953	152,271
	Headcount-FT	2	2
	Headcount-PT	1	1

Hours/yr <u>20-21</u>	Hrly Rate <u>20-21</u>	\$ Amount <u>20-21</u>	Hours/yr <u>21-22</u>	Hrly Rate <u>21-22</u>	\$ Amount <u>21-22</u>
400	\$ 13.00	\$ 5,200	400	\$ 13.00	\$ 5,200
819	\$ 18.25	\$ 14,947	819	\$ 18.25	\$ 14,947
400	\$ 18.25	\$ 7,300	400	\$ 18.25	\$ 7,300
		\$ 22,247			\$ 22,247
			** PT- 42 wks 19.5hrs / 10wks 40 hrs		
125	\$ 18.25	\$ 2,281	125	\$ 18.25	\$ 2,281

SALARY SUMMARY	<u>20-21</u>	<u>21-22</u>
TAX COLL SALARY ADMIN	60,000	60,000
TAX COLL SALARY OTHER	61,225	62,543
TAX COLL SALARIES PT	29,728	29,728
	150,953	152,271

BUDGET - OFFICE OF THE TAX COLLECTOR

EXPENDITURES:

1001-10-15101-0050-153385 TAX COLLECTOR OFFICE EXP	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Postage and mailing services	12,250	12,000				12,000	Postage reduction-QDS has been sending lease cars
Tax Bills,(Forms and Printing, Park stickers and envelopes)	13,900	14,620				14,620	Increase in tax bills and stickers for suplmental cars
Online Services (Qsearch, LexisNexis, Pacer)	3,900	4,450				4,450	Increase cost of hosting site and Lexix Nexis
Legal notice and inserts	2,500	3,700				3,700	increase in cost for posting legal notices and post tax sale.
Rate Book printing	1,500	1,500				1,500	
Supplies	2,000	2,400	(400)			2,000	need new letter opener-will purchase FY21
Memberships and Schools	1,800	1,800				1,800	
Mileage	750	750				750	
Toner Cartridges	500	500	(250)			250	Trend
	39,100	41,720	(650)	-	-	41,070	

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		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0060	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0060-150001	TREASURY SALARY ADMIN	11,056	5,953	11,056	11,056	-	-	-	11,056	-	0.00%
TOTAL TREASURER		11,056	5,953	11,056	11,056	-	-	-	11,056	-	0.00%

SALARY DETAIL - TOWN TREASURER

		Budget	Budget
		20-21	21-22
	Dept 0060		
1001-10-15101-0060-150001	Treasury Salary Admin	11,056	11,056
Total Admin:		11,056	11,056

SALARY SUMMARY		
Total Treasurer:	11,056	11,056
Headcount-FT	-	-
Headcount-PT	1	1

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

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		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0070	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0070-150400	B&C ARCHIT REVIEW	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0070-150405	B&C BOARD OF ASSESS APPEALS	1,406	106	1,200	1,200	-	-	-	1,200	-	0.00%
1001-10-15101-0070-150410	B&C CONSERVATION COMMISSION	410	100	600	600	-	-	-	600	-	0.00%
1001-10-15101-0070-150411	B&C EDC	-	-	-	250	-	-	-	250	250	0.00%
1001-10-15101-0070-150415	B&C ETHICS BOARD	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0070-150416	B&C WATER POLLUTION	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0070-150420	B&C FARMER'S MARKET	400	400	400	400	-	-	-	400	-	0.00%
1001-10-15101-0070-150425	B&C HISTORIC DISTRICT	136	130	400	400	-	-	-	400	-	0.00%
1001-10-15101-0070-150430	B&C INLAND/WETLAND COMM	1,374	1,069	2,500	2,500	-	-	-	2,500	-	0.00%
1001-10-15101-0070-150434	B&C PENSION COMMITTEE	229	-	400	400	-	-	-	400	-	0.00%
1001-10-15101-0070-150435	B&C PLANNING & ZONING	776	1,007	4,000	4,000	(500)	-	-	3,500	(500)	-12.50%
1001-10-15101-0070-150440	B&C ZONING BOARD OF APPEALS	-	150	150	150	500	-	-	650	500	333.33%
1001-10-15101-0070-150441	B&C COMMISSION ON AGING	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0070-150442	B&C YOUTH COMMISSION	423	-	750	750	-	-	-	750	-	0.00%
TOTAL BOARDS AND COMMISSIONS		5,153	2,962	10,400	10,650	-	-	-	10,650	250	2.40%

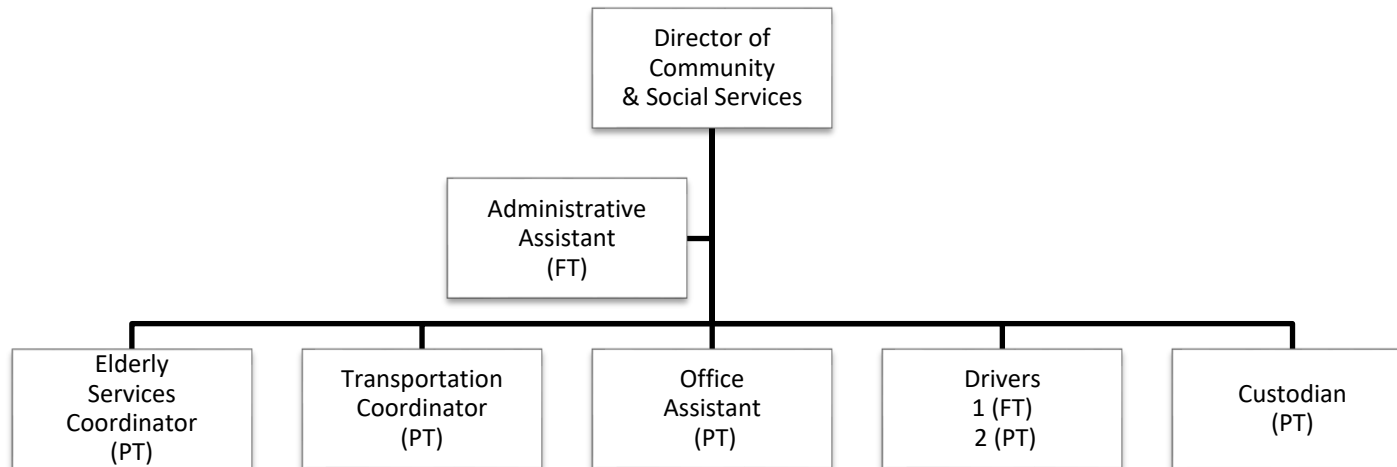
COMMUNITY & SOCIAL SERVICES - SENIOR CENTER

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



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

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
2017-2018	14,108	655
2018-2019	15,868	640
2019-2020*	10,992	614

* COVID-19 Pandemic

- Senior Services - Information, Referrals & Assistance:

<u>Service</u>	<u># Contacts</u>		<u>Description</u>
	2019	2020*	
Energy	366	94	Federal & State Funding, Operation Fuel, Project Warmth, Utility Hardship, Below Budget & NuStart
Nutrition	207	317	SNAP – Food Stamps, Meals on Wheels, Food Pantry & Farmer’s Market Coupons
Medicare Savings Plan	216	22	Low Income Subsidy & Applications
Medicaid	26	21	Claims & Applications
Insurance	346	102	Information, Special Needs Plan, Medicare Advantage Plan, Medigap, Part D – Prescriptions & Claims
Housing	49	5	Low Income, Skilled Nursing & Assisted Living
Financial	136	14	Taxes, Senior Tax Credit, Renter’s Rebate, Bill Assistance, Social Security
Legal	100	20	Conservator/Power of Attorney, Protective Services, Attorney, Wills/Trusts
In Home Services	265	314	Non-medical, Medical, CT Home Care, Respite, Lifeline/Personal Alarm/Cell Phone & Well Being Check
Transportation Info	103	8	Monroe Senior, Bridgeport Transit, Private & Volunteer
Transportation Service	1,905	1,465	Curb-to-Curb Rides to Medical appointments, grocery shopping, employment

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

<u>Service</u>	<u># Contacts</u>		<u>Description</u>
	2019	2020*	
Adult Day Care	4	0	Information & Referral
Veteran	65	6	Benefits & Services
Evacuation List	0	0	Monroe residents who would need assistance in an emergency or evacuation event
Support	789	91	Case Management/Education
Totals	4,577	2,479	

** COVID-19 Pandemic – many in-person programs could not be conducted, although servicing continued remotely for anyone seeking assistance. Demand for certain assistance was reduced due to Executive Orders and/or relief programs that prohibited utility shut-offs, expanded benefits such as SNAP, etc. Energy Assistance services tracked under Senior Center in 2020 also impacted by a temporary shift of that function to Social Services during a staffing transition period.*

SIGNIFICANT ACCOMPLISHMENTS

- Delivered over 200 meals weekly to seniors through the Senior Grocery Bag Program grant received by South Western Connecticut Agency on Aging.
- Coordinated and delivered 100 activity & care packages to seniors.
- Successfully collaborated with local partners to develop and offer virtual and contactless programming for seniors.

GOALS & OBJECTIVES

- Explore new funding and grant opportunities for programming and COVID-19 relief.
- Continue to explore funding and grant opportunities for the Wilton Cafe.
- Increase efforts to collaborate with local partners and agencies to offer care solutions for isolated seniors.
- Resume efforts to offer increased recreational activities while evaluating associated costs.

BUDGET HIGHLIGHTS

- Increases in vehicle fuel, electric, and maintenance expenses based upon usage and contracted rates.
- Decrease in budget for heating based upon usage trend and current rate.
- Increase in Nutrition line to expand meal and special event offerings.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - SENIOR CENTER		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0080-150001	SR CTR SALARY ADMIN	65,281	37,692	70,000	71,400	-	-	-	71,400	1,400	2.00%
1001-10-15101-0080-150003	SR CTR SALARY OTHER	82,679	40,341	83,900	83,900	-	-	-	83,900	-	0.00%
1001-10-15101-0080-150005	SR CTR SALARIES PT	58,925	23,796	59,567	58,693	-	-	-	58,693	(874)	-1.47%
1001-10-15101-0080-150500	SR CTR NUTRITION	5,250	642	7,350	7,350	1,000	-	-	8,350	1,000	13.61%
1001-10-15101-0080-153075	SR CTR CONTRACTED SERVICES	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0080-153385	SR CTR OFFICE EXPENSE	1,402	508	2,900	2,900	(500)	-	-	2,400	(500)	-17.24%
1001-10-15101-0080-153390	SR CTR OPERATING EXPENSE	4,787	540	5,550	5,550	(900)	-	-	4,650	(900)	-16.22%
1001-10-15101-0080-153485	SR CTR R&M EQUIPMENT	5,366	1,209	4,900	6,695	(450)	-	-	6,245	1,345	27.45%
1001-10-15101-0080-153563	SR CTR ELECTRIC	11,861	4,418	14,500	15,225	-	-	-	15,225	725	5.00%
1001-10-15101-0080-153564	SR CTR HEAT	7,409	1,593	12,000	8,400	-	-	-	8,400	(3,600)	-30.00%
1001-10-15101-0080-153565	SR CTR-UTILITIES OTHER	2,148	2,538	5,150	5,603	-	-	-	5,603	453	8.80%
1001-10-15101-0080-153579	SR CTR VEHICLE FUEL	6,997	2,070	8,446	9,000	-	-	-	9,000	554	6.56%
1001-10-15101-0080-153580	SR CTR VEHICLE EXPENSE	2,585	333	2,000	2,000	-	-	-	2,000	-	0.00%
1001-10-15101-0080-153594	SR CTR CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL SR CENTER EXPENDITURES:		254,688	115,679	276,263	276,716	(850)	-	-	275,866	(397)	-0.14%

BUDGET - SENIOR CENTER		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
REVENUES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14007-140720	NUTRITION REVENUE	1,553	-	2,000	2,000	-	-	-	2,000	-	0.00%
1001-10-14007-140725	SR CITIZENS TRANSPORTATION REVENUE	-	-	-	-	-	-	-	-	-	0.00%
TOTAL SR CENTER REVENUES:		1,553	-	2,000	2,000	-	-	-	2,000	-	0.00%

SALARY DETAIL - SENIOR CENTER

		Budget	Budget	
		20-21	21-22	
Dept 0070				
1001-10-15101-0080-150001	Sr Center Director-Admin	70,000	71,400	*union contractual increase
1001-10-15101-0080-150001	Longevity	-	-	
Total Administration:		70,000	71,400	
1001-10-15101-0080-150003	Administrative Assistant	45,842	45,842	
1001-10-15101-0080-150003	Longevity	-	-	
1001-10-15101-0080-150003	Van Driver	37,958	37,958	
1001-10-15101-0080-150003	Longevity	100	100	
Total Other:		83,900	83,900	
1001-10-15101-0080-150005	Outreach Worker	26,874	26,000	*new hire
1001-10-15101-0080-150005	Part-Time Van Driver	6,032	6,032	
1001-10-15101-0080-150005	Custodial Services	11,830	11,830	
1001-10-15101-0080-150005	Sr Ctr PT Office Assistant	13,312	13,312	
1001-10-15101-0080-150005	Sr Ctr Paid Time Off Coverage	1,519	1,519	*blended rate of custodian and driver
Total Part-Time		59,567	58,693	
Total Senior Center:		213,467	213,993	
Headcount-FT		3	3	
Headcount-PT		4	4	

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
20-21	20-21	20-21	21-22	21-22	21-22
416	\$ 14.50	\$ 6,032	416	\$ 14.50	\$ 6,032
910	\$ 13.00	\$ 11,830	910	\$ 13.00	\$ 11,830
832	\$ 16.00	\$ 13,312	832	\$ 16.00	\$ 13,312
			17.50	\$ 13.00	\$ 228
			89	\$ 14.50	\$ 1,291

SALARY SUMMARY	20-21	21-22
SR CTR SALARY ADMIN	70,000	71,400
SR CTR SALARY OTHER	83,900	83,900
SR CTR SALARIES PT	59,567	58,693
TOTAL	213,467	213,993

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - SENIOR CENTER

EXPENDITURES:

		20-21	21-22	21-22	21-22	21-22	21-22	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15101-0080-150500	SR CTR NUTRITION							
Coffee & Creamers		2,500	2,500				2,500	
Kitchen Supplies		850	850				850	
Meals & Special Events		4,000	4,000	1,000			5,000	funds moved from operating and R&M equipment
		7,350	7,350	1,000	-	-	8,350	
1001-10-15101-0080-153385	SR CTR OFFICE EXPENSE							
Postage		1,000	1,000				1,000	
Office Supplies		500	500				500	
Printing & Mailing Center		500	500	(500)			-	Printing in-house
Toner Cartridges		900	900				900	
		2,900	2,900	(500)	-	-	2,400	
1001-10-15101-0080-153390	SR CTR OPERATING EXPENSE							
Newsletter Postage		2,200	2,200	(700)			1,500	Trend-moved to Nutrition line item
Building & Program Supplies		2,300	2,300				2,300	
Memberships, Dues & Training		500	500				500	
Employee Mileage		550	550	(200)			350	Trend-moved to Nutrition line item
		5,550	5,550	(900)	-	-	4,650	
1001-10-15101-0080-153485	SR CTR R&M EQUIPMENT							
Brake Fire		1,750	3,045				3,045	Q2, annual, 3 year dry test, 5 year hydro test
Edgerton		1,000	1,000				1,000	
Wind River Septic		400	900	(450)			450	Grease trap cleaning done in prior FY - move to Nutrition line item
Sparkle & Shine		750	750				750	
Misc. Repairs		1,000	1,000				1,000	includes boiler/water heater inspection
		4,900	6,695	(450)	-	-	6,245	
1001-10-15101-0080-153563	SR CTR ELECTRIC							
Eversource		14,500	15,225				15,225	Based on current usage and anticipated rates
		14,500	15,225	-	-	-	15,225	
1001-10-15101-0080-153564	SR CTR HEAT							
Sippin-Propane		12,000	8,400				8,400	Based on current usage and anticipated rates
		12,000	8,400	-	-	-	8,400	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0080-153565	SR CTR-UTILITIES OTHER							
Aquarion-Water		2,900	3,103				3,103	Based on current usage and anticipated rates
Gallagher Pump		400	400				400	
Shelton Alarm - Fire		450	675				675	increase due to monthly monitoring cost of new system
Residential Waste		900	900				900	
GenTech		200	200				200	
Massachusetts Fire Technology		300	325				325	increase 7 to 8 fire extinguishers for inspection
		5,150	5,603	-	-	-	5,603	
1001-10-15101-0080-153579	SR CTR VEHICLE FUEL							
East River - Gas for 2 buses and 1 car		8,446	9,000				9,000	Based on current contracted fuel pricing
		8,446	9,000	-	-	-	9,000	
1001-10-15101-0080-153580	SR CTR VEHICLE EXPENSE							
Repairs & Maintenance		2,000	2,000				2,000	Trend
		2,000	2,000	-	-	-	2,000	
BUDGET - SENIOR CENTER								
REVENUES:								
1001-10-14007-140720	NUTRITION REVENUE							
Revenue is contingent on increased Nutrition funding		2,000	2,000				2,000	
		2,000	2,000	-	-	-	2,000	

ECONOMIC DEVELOPMENT DEPARTMENT

This budget establishes a re-envisioned Economic Development Department, to provide staff focused on community and economic development efforts. Similar to other Town departments, EDD will support the mission, and further the policies of, its corresponding Commission.

PRIMARY PROGRAMS & SERVICES

Oversee economic development efforts in the Town with an acute focus on increasing the grand list, expanding the commercial tax base, and reducing the tax burden on residents.

- Collaborate with realtors, developers, and other state, regional, and local agencies to attract new commercial development to the Town that is consistent with our Plan of Conservation & Development, community character, and quality of life.
- Actively support the retention of existing commercial businesses.
- Coordinate with, and assist applicants in, navigation of the permitting process.
- Oversee the research, analysis and availability of grant opportunities to support community and economic development. Organize and prepare grant proposals and applications.
- Provide assistance to other departments with programmatic grant reporting.
- Oversee and review all financial grant reporting.
- Lead efforts to identify potential regulatory and procedural revisions to encourage responsible development within a business-friendly setting.
- Provide general project management and oversight of economic development efforts, expansion and changes to existing businesses, grants, and various assigned special projects.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SIGNIFICANT ACCOMPLISHMENTS

In response to the pandemic, a temporary position was created in June 2020 that includes many roles that support economic development. Despite the focus of the current role being on community & economic recovery, this function has proven instrumental in fostering a more business-friendly Town Hall environment and directly helping to sustain and grow commerce in Monroe:

- Worked directly with the Economic Development Commission (EDC) to identify and support the Commission’s goals and objectives.
- Provided direct support to over 40 businesses in navigating and coordination of the permit process amongst multiple departments while facilitating approvals and advocating for appropriate business interests.
- Supported immediate implementation of outdoor dining for 24 restaurants during the pandemic, subsequent to emergency directives of the First Selectman.
- Developed and launched an ongoing communication platform to keep Monroe businesses informed; list currently contains more than 900 contacts.
- Compiled input from various sources to identify and prioritize regulation changes for consideration by the Planning & Zoning Commission.
- Reviewed over 100 grant opportunities to determine Town eligibility.
- Conducted weekly project review meetings to collaborate and coordinate prospective new business opportunities, expansion of existing businesses, available properties, and major community projects involving multiple departments.
- Provided rapid response capacity and resolution of numerous time-sensitive business development matters and inquiries.

GOALS & OBJECTIVES

- Provide support and assistance to the EDC in their program development and implementation, such as Restaurant Week, Business Appreciation Day, etc.
- Provide ongoing “voice of the customer” approach to all Town departments involved in community & economic development.
- Focus on growth of commercial and industrial zoned land and vacant retail space through promotion with developers, brokers, and realtors.
- Establish strong project management support capacity across Town departments.
- Continue phased implementation of online permitting process.
- Pursue grant opportunities as appropriate.
- Rebuild and improve the business and economic development pages on the Town website.

BUDGET HIGHLIGHTS

- Non-salary budget transitioned from Commission to Department and essentially flat. Commission activities will continue to be supported through the departmental budget.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - ECONOMIC DEVELOPMENT DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES: Dept 0090		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0090-150001	EDD SALARY ADMIN	-	-	-	85,000	-	-	-	85,000	85,000	0.00%
1001-10-15101-0090-150550	EDD MARKETING & DEVELOPMENT	7,406	1,085	11,300	11,050	-	-	-	11,050	(250)	-2.21%
1001-10-15101-0090-153385	EDD OFFICE EXPENSE	6	25	500	750	-	-	-	750	250	50.00%
1001-10-15101-0090-153579	EDD VEHICLE FUEL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0090-153580	EDD VEHICLE EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0090-153594	EDD CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL EDC:		7,412	1,110	11,800	96,800	-	-	-	96,800	85,000	720.34%

Prior year numbers reflect Economic Development Commission Budget

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15101-0090-150550	EDD MARKETING & DEVELOPMENT	Final Budget	Department	FS Adj	TC Adj	Total Budget	Total Budget	
	Marketing collateral (EDC brochure, print, displays)	1,000	1,000				1,000	
	Networking - BRBC, CERC, Chamber, broker and developer meetings	1,500	1,375				1,375	
	Community outreach marketing and media promotion	1,000	875				875	
	Community events - Restaurant week, Spring Event	3,800	3,800				3,800	
	Business/Broker Event	4,000	4,000				4,000	
		11,300	11,050	-	-	-	11,050	
1001-10-15101-0090-153385	EDD OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	Total Budget	Total Budget	Explanation
	Office expense (business cards, office supplies, etc.)	500	250				250	Printing in house - toner
	Mileage reimbursement		500				500	
		500	750	-	-	-	750	

HUMAN RESOURCES DEPARTMENT

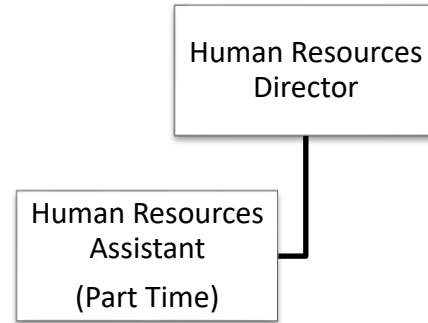
The Human Resources Department provides quality services and support in the areas of talent acquisition, benefits administration, employee and labor relations, as well as overseeing the training and safety of our staff. The delivery of these services to our employees enables them to better serve the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

PRIMARY PROGRAMS & SERVICES:

- Talent acquisition, interview process, and on-boarding of all staff, and volunteers.
- Benefits administration (enrollment and coordination) for all eligible personnel, including medical, dental, life/disability, retirement, flexible spending accounts.
- Employee relations – Develop and disseminate employee information, referral resource, conflict resolution.
- Labor Relations – Assist in negotiation of all union contracts, grievances, and employee investigations.
- Risk Management - Chair of Safety Committee; claims processing and review of all worker's compensation and liability claims.
- ADA Coordinator for Town of Monroe.
- Management of employee benefit accruals / time management, Leave management.
- Administration of retirement savings plans, including defined benefit and contribution plans, e.g., 401a, 457 plans, include BOE.
- Management of occupational health program for volunteer firefighter and EMS personnel.
- Performance management administration.
- Training Programs for staff.
- Maintain records and oversee compliance for staff required to have a Commercial Driver's License, and Random drug testing program.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

ORGANIZATION CHART



PERFORMANCE METRICS

- Recruitment and on-boarding of all Town personnel, includes full time, part time, seasonal, and volunteers:

<u>Calendar Year</u>	<u>Positions Posted</u>	<u>Applications Reviewed</u>	<u>Interviews Conducted</u>	<u>New Hires Processed</u>
2016	18	327	74	61
2017	12	242	34	53
2018	20	277	32	85
2019	18	154	67	65
2020	14	168	64	34

SIGNIFICANT ACCOMPLISHMENTS

- HR maintained an integral role on the Emergency Management Team during the COVID-19 pandemic response, such as ongoing employee communications, facility enhancements, signage, distribution of PPE to employees, assisting with obtaining and configuring technologies to facilitate remote work and meetings.
- Revisions and updates to various job descriptions.
- Researched and proposed an updated Pay Plan for Full Time Unaffiliated Employees in Classified Service, which was adopted by Town Council.
- Facilitated employee transition to new health provider within the CT Partnership Plan.
- Supported the successful negotiation of collective bargaining agreements.

GOALS & OBJECTIVES

- Finalize updating of Human Resource policies and procedures, including process management such as comprehensive multidiscipline onboarding process.
- Provide online employee access to directly manage their 401(a) and 457 plan options.
- Continue to evaluate and revise job descriptions.
- Continue to support pandemic response.
- Ensure compliance with new state-mandated training.

BUDGET HIGHLIGHTS

- Projected 8% increase in medical insurance over FY21 rates in place as of Oct 1, 2020, which equates to a 10% increase over FY21's blended rates, adjusted for staffing & coverage changes. Actual rates anticipated mid-April.
- Increases in Loss Control line due to unfunded mandates per the state Police Accountability Act.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - DEPARTMENT OF HUMAN RESOURCES		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0110-150001	HR SALARY ADMIN	88,561	47,335	88,080	100,000	-	-	-	100,000	11,920	13.53%
1001-10-15101-0110-150003	HR SALARY OTHER	35,715	16,000	42,500	32,500	-	-	-	32,500	(10,000)	-23.53%
1001-10-15101-0110-150600	HR EDUCATION	8,752	3,353	11,000	14,500	-	-	-	14,500	3,500	31.82%
1001-10-15101-0110-150610	HR SAFETY COMMITTEE	1,918	238	2,500	2,500	-	-	-	2,500	-	0.00%
1001-10-15101-0110-150620	HR WAGE ADJUSTMENTS	-	-	-	79,452	-	-	25,000	104,452	104,452	0.00%
1001-10-15101-0110-150630	HR INSURANCE	3,120,189	2,295,065	3,442,638	3,644,732	-	-	(70,000)	3,574,732	132,094	3.84%
1001-10-15101-0110-150640	HR UNEMPLOYMENT COMPENSATION	8,309	14,597	5,000	7,000	-	-	-	7,000	2,000	40.00%
1001-10-15101-0110-150650	HR FICA & MEDICARE ER TAXES	766,737	391,552	840,051	850,758	-	-	-	850,758	10,707	1.27%
1001-10-15101-0110-150660	HR LABOR RELATIONS	78,682	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0110-150670	HR LEGAL DISABILITY	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0110-150680	HR AMERICAN DISABILITIES ACT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0110-150690	HR LOSS CONTROL	14,452	5,469	21,000	26,410	-	-	-	26,410	5,410	25.76%
1001-10-15101-0110-153075	HR CONTRACTED SERVICES	21,250	10,000	20,000	20,000	-	-	-	20,000	-	0.00%
1001-10-15101-0110-153145	HR EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0110-153385	HR OFFICE EXPENSE	1,626	609	1,800	1,800	-	-	-	1,800	-	0.00%
1001-10-15101-0110-153409	HR OPEB	134,964	-	135,439	185,602	-	-	-	185,602	50,163	37.04%
1001-10-15101-0110-153410	HR PENSION	408,928	162,128	420,721	414,054	-	-	-	414,054	(6,667)	-1.58%
1001-10-15101-0110-153415	HR PERSONNEL ADMINISTRATION	885	621	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15101-0110-153430	HR POLICE DISABILITY	65,022	32,758	70,000	70,000	-	-	-	70,000	-	0.00%
1001-10-15101-0110-153594	HR CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0110-153005	HR ADMINISTRATION CHARGEBACK	(5,100)	(2,550)	(5,100)	(5,280)	-	-	-	(5,280)	(180)	3.53%
TOTAL HUMAN RESOURCES:		4,750,889	2,977,174	5,096,629	5,445,028	-	-	(45,000)	5,400,028	303,399	5.95%

SALARY DETAIL - DEPARTMENT OF HUMAN RESOURCES

Dept 0110		Budget	Budget						
		20-21	21-22	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
1001-10-15101-0110-150001	Director of Human Resources-Admin	88,080	100,000						
	Longevity	-	-						
	Total Admin:	88,080	100,000						
1001-10-15101-0110-150003	PT Human Resources Assistant	32,500	32,500	1,300	\$ 25.00	\$ 32,500	1,300	\$ 25.00	\$ 32,500
	PT Human Resources Seasonal-per diem	10,000	-	500	\$ 20.00	\$ 10,000			
	Total Other:	42,500	32,500						
1001-10-15101-0110-150620	HR Wage Adjustments	-	79,452						
1001-10-15101-0110-150650	HR FICA & Medicare ER Tax	840,051	850,758						
1001-10-15101-0110-153410	HR Pension	470,721	414,054						
	Total Wage Expense:	\$ 1,310,772	\$ 1,344,264						
Total Human Resources:		1,441,352	1,476,764						
	Headcount-FT	1	1						
	Headcount-PT	2	1						

SALARY SUMMARY	20-21	21-22
HR SALARY ADMIN	88,080	100,000
HR SALARY OTHER	42,500	32,500
HR WAGE ADJUSTMENTS	-	79,452
HR FICA & MEDICARE ER TAXES	840,051	850,758
HR PENSION	470,721	414,054
Total	1,441,352	1,476,764

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - DEPARTMENT OF HUMAN RESOURCES

EXPENDITURES:

1001-10-15101-0110-150600 HR EDUCATION		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Education Programs		9,000	12,500				12,500	Provides employee reimbursement of approved educational programs (contractual), special accredited courses for staff, certification renewal costs Clerical union (\$5,000 max).
MUNIS training		2,000	2,000				2,000	Increase in education reimbursements
		11,000	14,500	-	-	-	14,500	
1001-10-15101-0110-150610 HR SAFETY COMMITTEE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Safety Programs		2,500	2,500				2,500	Supplies for AED's town wide. First Aid Kit and supplies
							-	Minor safety purchases & repairs, training programs, other safety equipment, Park & Rec (AED Batteries, Sr Ctr. Pads)
							-	Pads replacements - Town Hall
		2,500	2,500	-	-	-	2,500	
1001-10-15101-0110-150620 HR WAGE ADJUSTMENTS		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Prior year included in contingency			79,452			25,000	104,452	One open Union contract and Non-Union
							-	
							-	
		-	79,452	-	-	25,000	104,452	
1001-10-15101-0110-150630 HR INSURANCE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Medical/Vision/Dental		2,582,258	2,809,947			(70,000)	2,739,947	Includes contracted medical reimbursements
Liability/Worker's Compensation/Crime Bond-CIRMA		794,581	771,165				771,165	LAP 5% increase/WC 10% decrease/deductables/crime bond
Life Insurance-Prudential and Met Life		55,600	57,120				57,120	*includes BOE reimbursement for LAP/WC Contractual until 8/22
Behavioral Health-EE Assistance		8,700	5,000				5,000	200 service requests @ \$25 per employee
Progressive Benefits-Flex		1,500	1,500				1,500	Trend
		3,442,638	3,644,732	-	-	(70,000)	3,574,732	
1001-10-15101-0110-150640 HR UNEMPLOYMENT COMPENSATION		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Unemployment Compensation		5,000	7,000				7,000	Self insured for our unemployment claims trend
							-	
		5,000	7,000	-	-	-	7,000	
1001-10-15101-0110-150650 HR FICA & MEDICARE ER TAXES		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
FICA/Medicare Employer Tax (rate .0765 on gross payroll)		840,051	850,758				850,758	
							-	
		840,051	850,758	-	-	-	850,758	
1001-10-15101-0110-150690 HR LOSS CONTROL		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Loss Control		21,000	21,000				21,000	All new hire drug screens, physicals for Police, volunteer fire personnel, TB EMS tests, vaccinations for DPW, Custodial, Health Dept., Animal control
Enhanced Police drug testing-19 officers			3,610				3,610	Unfunded mandate per Police Accountability Act \$190pp
Police psychiatric evaluations-9 officers			1,800				1,800	Unfunded mandate per Police Accountability Act \$200pp
		21,000	26,410	-	-	-	26,410	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	20-21	21-22	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15101-0110-153075	HR CONTRACTED SERVICES							
Fees for insurance consultant	20,000	20,000				20,000		
	20,000	20,000	-	-	-	20,000		
1001-10-15101-0110-153385	HR OFFICE EXPENSE							
Office Expense	1,100	1,100				1,100	postage, carrier fees, copies, general supplies	
Toner Cartridges	700	700				700	personnel files replaced	
	1,800	1,800	-	-	-	1,800	Trend	
1001-10-15101-0110-153409	HR OPEB							
Police OPEB Trust - ADEC	135,439	185,602				185,602	Projected ADEC payment per actuary	
	135,439	185,602	-	-	-	185,602		
1001-10-15101-0110-153410	HR PENSION							
457 Plan - 7.5%	82,304	81,147				81,147		
401(a) Plan - 3%	41,343	47,907				47,907		
Defined Benefit Plan - ADEC (Plan Frozen for new hires)	297,074	285,000				285,000	Phase in of new mortality table	
	420,721	414,054	-	-	-	414,054		
1001-10-15101-0110-153415	HR PERSONNEL ADMINISTRATION							
Personnel Administration	1,000	1,000				1,000	employee recognition supplies & program, ad fees, background checks, wellness program fees/supplies	
	1,000	1,000	-	-	-	1,000		
1001-10-15101-0110-153430	HR POLICE DISABILITY							
Police Disability	70,000	70,000				70,000	H&H evaluations, prescriptions, other med tests/evaluations	
	70,000	70,000	-	-	-	70,000		
1001-10-15101-0110-153005	HR ADMINISTRATION CHARGEBACK							
Administrative Charge to WMNR for Human Resources Services provided	(5,100)	(5,280)				(5,280)		
	(5,100)	(5,280)	-	-	-	(5,280)		

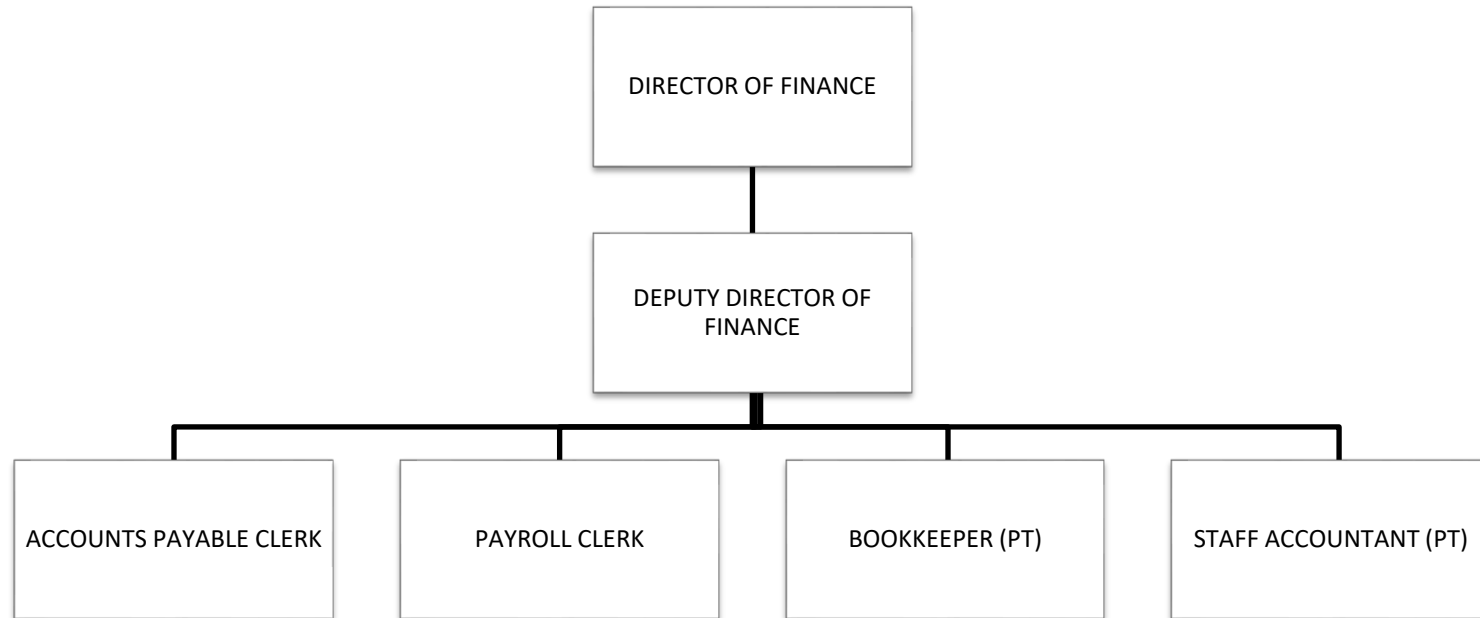
FINANCE DEPARTMENT

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 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 is reported to the Board of Finance.

ORGANIZATION CHART



SIGNIFICANT ACCOMPLISHMENTS

- Awarded the Certificate of Achievement for Excellence in Financial Reporting for our Comprehensive Annual Financial Report (CAFR) from the Government Finance Officers Association for the fourth year in a row.
- Collaborated with the First Selectman, the Town Council and the Board of Finance with the following:
 - The establishment of both a Special Education Fund and an Emergency Disaster Relief Fund, funding each at \$500,000 from transfers from the fiscal year 2020 General Fund operating surplus. The Special Education Fund was setup to provide for unanticipated fluctuations in special education expenditures, while the Emergency Disaster Relief Fund was created to earmark money for unanticipated financial needs of the Town resulting from emergencies such as the COVID-19 pandemic and Tropical Storm Isaias.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

- The preparation and review of the 2020-2021 Annual Town Budget in an efficient and transparent process, which was unanimously adopted by the Board of Finance on June 2, 2020.
- Successfully completed a significant conversion project, in partnership with IT, to upgrade the Town’s MUNIS financial system software from version 2011.3 to 2019.1.

GOALS & OBJECTIVES

- Continue the Town of Monroe’s excellence in financial reporting.
- Pending Town Council and Board of Education approval, implementation of the shared Director of Finance position between the Municipality and Monroe Public Schools.
- In collaboration with the Board of Finance, issue a Request for Proposal (RFP) for audit services for fiscal years 2022 through 2024. This process was deferred one year, with Board of Finance approval, due to the COVID-19 pandemic.

BUDGET HIGHLIGHTS

- As proposals are being finalized and approvals remain pending, the shared Director of Finance concept is not reflected in the FY22 proposed budget.

BUDGET - FINANCE DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0125	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0120-150001	FINANCE SALARY ADMIN	84,332	58,645	108,826	108,826	-	-	-	108,826	-	0.00%
1001-10-15101-0120-150003	FINANCE SALARY OTHER	195,985	106,165	196,156	196,156	-	-	-	196,156	0	0.00%
1001-10-15101-0120-150005	FINANCE SALARY-PT	57,012	28,969	57,160	57,159	-	-	-	57,159	(0)	0.00%
1001-10-15101-0120-150700	FINANCE BANK EXPENSE	676	382	865	865	-	-	-	865	-	0.00%
1001-10-15101-0120-153005	FINANCE WMNR ADMIN CHGBK	(33,048)	(16,524)	(33,048)	(34,224)	-	-	-	(34,224)	(1,176)	3.56%
1001-10-15101-0120-153385	FINANCE OFFICE EXPENSE	14,506	1,329	12,550	11,700	(2,800)	-	-	8,900	(3,650)	-29.08%
1001-10-15101-0120-153485	FINANCE R&M EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0120-153594	FINANCE CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL FINANCE:		319,464	178,966	342,509	340,483	(2,800)	-	-	337,683	(4,826)	-1.41%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - FINANCE DEPARTMENT

		Budget	Budget
		20-21	21-22
Dept 0125			
1001-10-15101-0120-150001	Director of Finance	108,726	108,726
	Longevity	100	100
	Total Admin:	108,826	108,826
1001-10-15101-0120-150003	Deputy Director of Finance	89,200	89,200
	Longevity	350	350
	Payroll Clerk	47,691	47,691
	Longevity	450	450
	Perfect Attendance	548	548
	Accounts Payable Clerk	47,691	47,691
	Longevity	225	225
	OT - Annual Audit/Year-End	10,000	10,000
	Total Other:	196,156	196,156
1001-10-15101-0120-150005	PT-Bookkeeper	21,801	21,801
	PT-Staff Accountant	35,358	35,358
	Total Part-Time:	57,159	57,159
	Total Finance:	362,142	362,142
	Headcount-FT	4	4
	Headcount-PT	2	2

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
20-21	20-21	20-21	21-22	21-22	21-22
1,014	\$ 21.50	\$ 21,801	1,014	\$ 21.50	\$ 21,801

SALARY SUMMARY	20-21	21-22
FINANCE SALARY ADMIN	108,826	108,826
FINANCE SALARY OTHER	196,156	196,156
FINANCE SALARY-PT	57,159	57,159
	362,142	362,142

BUDGET - FINANCE DEPARTMENT

EXPENDITURES:

1001-10-15101-0120-150700	FINANCE BANK EXPENSE	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
	Bank service charges	865	865				865	Trend
		865	865	-	-	-	865	
1001-10-15101-0120-153005	FINANCE WMNR ADMIN CHGBK	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
	Administrative Charge to WMNR for accounting services provided	(33,048)	(34,224)				(34,224)	accounts payable and payroll
		(33,048)	(34,224)	-	-	-	(34,224)	
1001-10-15101-0120-153385	FINANCE OFFICE EXPENSE	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
	technical support-MUNIS	2,200	2,200	(2,200)			-	payroll/year end/upgrade-able to cover through prior year accrual
	tax forms	400	400				400	W-2'S & 1099'S
	envelopes & checks	1,725	1,500	(100)			1,400	accounts payable/receivable/payroll
	print cartridges for checks	1,000	1,000	(100)			900	micr cartridges
	toner cartridges	1,675	1,400	(200)			1,200	color cartridges primarily for budget
	professional fees, continuing education & CAFR submission	1,650	1,650				1,650	GFOA, CTCPA, CPA, CAFR
	budget supplies	250	250				250	binders, etc.
	office supplies	1,000	1,000				1,000	boxes, folders, etc.
	postage	2,650	2,300	(200)			2,100	vendor checks, 1099's, W2's
		12,550	11,700	(2,800)	-	-	8,900	Trend without MUNIS training

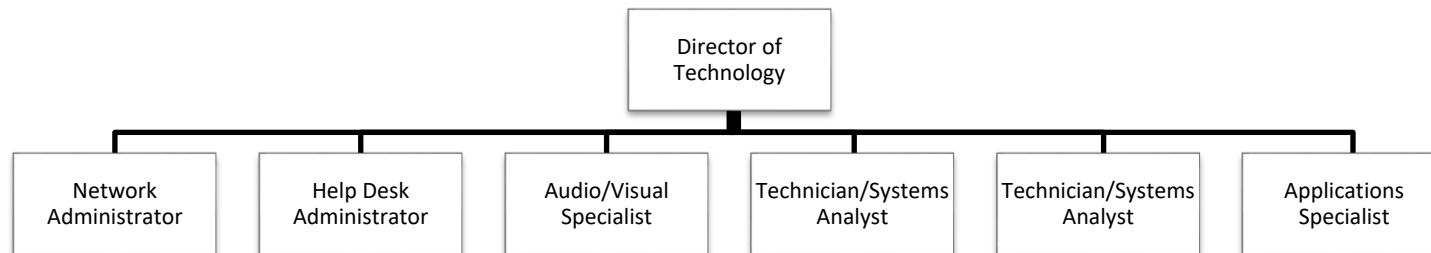
TECHNOLOGY DEPARTMENT

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.
- Cyber security.
- 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



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

	FY 17	FY 18	FY 19	FY 20
HELP DESK TICKET COUNTS	5,830	4,468	4,774	4,022

Help Desk Ticket Counts (FY19)

Total Tickets:	4,022	
monroe.local	--	Master (Root) Domain
monroeboe.monroe.local	267	Monroe Board of Education
monroepsd.monroe.local	2,527	Monroe Public Schools
monroect.monroe.local	846	Town of Monroe
monroelib.monroe.local	202	Edith Wheeler Memo Library
monroepd.local	180	Monroe Police Department

User Accounts (Current – Excludes generic, test and service accounts)

Total User Accounts:	4,137	
monroe.local	7	Master (Root) Domain
monroeboe.monroe.local	31	Monroe Board of Education
monroepsd.monroe.local	3,811	Monroe Public Schools
monroect.monroe.local	168	Town of Monroe
monroelib.monroe.local	41	Edith Wheeler Memo Library
monroepd.local	79	Monroe Police Department

SIGNIFICANT ACCOMPLISHMENTS

- Completed successful cyber security audit from CT Secretary of State.
- Bolstered data backup systems.
- Extended Wide Area Network to Bus Barn location at DPW-Highway.
- Supported and enabled remote access for employees during pandemic.
- Upgrade Monroe Police Department command staff computers.
- Replaced three Mobile Data Terminals for Monroe Police Department.
- Finalized cyberattack mitigation & response.
- Completed cyber tabletop exercises to support our disaster recovery plan.
- Installed enterprise-class remote meeting system in Town Hall chambers.

GOALS & OBJECTIVES

- Continue to reduce and consolidate servers – move from Citrix XenCenter to VMWare.
- Continue to replace aging desktops and police mobile data terminals.
- Continue to leverage hosted solutions where feasible to support government continuity plans.
- Municipal IT Plan appropriation to include backup resiliency project for cyberattack mitigation, response, and recovery.

BUDGET HIGHLIGHTS

- As a shared service utilizing Board of Education staff, all taxes, benefits and healthcare costs are included within the salary expenditures in the department budget.
- Increase in salary lines reflects 2.25% salary raise and 10% increase in projected costs for health insurance from BOE.
- Employee contribution for benefits increased from 18.75% to 20%.
- Increased software costs (e.g., MUNIS, Vision (Assessor), Quality Data (Tax Collector) partially offset by reductions in cellular costs (after re-negotiation of Verizon Wireless plan), lower internet costs, and other technology line items.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - INFORMATION TECHNOLOGY DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES: Dept 0125		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0125-150001	IT SALARY ADMIN	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0125-150003	IT SALARY OTHER	365,160	178,360	376,554	386,905	-	-	-	386,905	10,351	2.75%
1001-10-15101-0125-150005	IT SALARY PT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0125-150750	IT AUDIO/VISUAL	618	949	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15101-0125-150751	IT TONER	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0125-150752	IT REPAIRS	12,651	11,419	17,000	15,800	-	-	-	15,800	(1,200)	-7.06%
1001-10-15101-0125-150753	IT MUNIS	58,513	45,826	60,255	63,089	-	-	-	63,089	2,834	4.70%
1001-10-15101-0125-150754	IT WIDE AREA NETWORK	42,290	18,043	41,000	38,000	-	-	-	38,000	(3,000)	-7.32%
1001-10-15101-0125-153060	IT COMMUNICATIONS	96,099	54,513	98,600	95,600	480	-	-	96,080	(2,520)	-2.56%
1001-10-15101-0125-153075	IT CONTRACTED SERVICES	51,898	51,881	56,700	63,300	-	-	-	63,300	6,600	11.64%
1001-10-15101-0125-153105	IT DATA PROCESSING	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0125-153385	IT OFFICE EXPENSE	-	-	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15101-0125-153530	IT TECHNOLOGY PLAN	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0125-153594	IT CAPITAL	-	6,961	8,000	7,000	-	-	-	7,000	(1,000)	-12.50%
TOTAL IT:		627,230	367,952	660,109	671,694	480	-	-	672,174	12,065	1.83%

SALARY DETAIL - INFORMATION TECHNOLOGY DEPARTMENT

Dept 0125		Budget 20-21	Budget 21-22
1001-10-15101-0125-150001	Technology Director (Town, BOE & Police)	-	-
Total Admin:		-	-
1001-10-15101-0125-150003	IT Manager	76,718	79,455
	Network Server Analyst	60,009	59,433
	Helpdesk P/C System Analyst	45,393	47,346
	Helpdesk P/C System Analyst	33,167	34,157
	Network Server Analyst	43,427	44,637
	Helpdesk P/C System Analyst	59,470	60,619
	Applications Specialist	50,919	53,808
	Ancillary Costs, OT, on call & mileage	7,450	7,450
Total Other:		376,554	386,905
1001-10-15101-0125-150005	IT Salary PT	-	-
Total Part Time:		-	-
Total IT:		376,554	386,905
Headcount-FT		-	-
Headcount-PT		7	7

SALARY SUMMARY	20-21	21-22
IT SALARY ADMIN	-	-
IT SALARY OTHER	376,554	386,905
IT SALARY PT	-	-
TOTAL	376,554	386,905

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - INFORMATION TECHNOLOGY DEPARTMENT

EXPENDITURES:

		20-21	21-22	21-22	21-22	21-22	21-22		
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15101-0125-150750	IT AUDIO/VISUAL								
Various A/V Support		1,000	1,000				1,000	Various A/V Support - Council Chambers, etc.	
		1,000	1,000	-	-	-	1,000		
1001-10-15101-0125-150752	IT REPAIRS								
Various	Repairs - Town Hall	12,000	10,000				10,000	Town-wide computer parts/repairs - current trend	
Watchguard	Firewall	5,000	5,800				5,800	Contractual - Firewall Renewal	
		17,000	15,800	-	-	-	15,800		
1001-10-15101-0125-150753	IT MUNIS								
Tyler Technologies	Financial System reoccurring	60,255	63,089				63,089	Contractual 3% increase adjusted to actual	
		60,255	63,089	-	-	-	63,089		
1001-10-15101-0125-150754	IT WIDE AREA NETWORK								
Charter	Internet Access	41,000	38,000				38,000	Contractual - Internet / WAN Access	
		41,000	38,000	-	-	-	38,000		
1001-10-15101-0125-153060	IT COMMUNICATIONS								
Frontier	Phone / Data Lines	55,500	54,000				54,000	Telephone / POTS Lines - current trend slightly lower	
Verizon	Town Cellular	29,000	27,500	480			27,980	Added Park Ranger cell phone service Verizon plan-increase P&R maintainer cell phones	
Various	Telephone Repairs	600	600				600	Desktop phone repairs	
Code RED	Code RED	13,500	13,500				13,500	Code RED	
		98,600	95,600	480	-	-	96,080		
1001-10-15101-0125-153075	IT CONTRACTED SERVICES								
Network Sec Grp	Email Antivirus	5,100	5,600				5,600	Anti-spam / Anti-virus - TOM / MPD	
GoDaddy	Domain / SSL Registration	500	500				500	Town-wide Internet Domain Renewals	
Vision	Assessor's Office	9,500	15,200				15,200	Contractual - Assessor Software & Hosting	
QDS	Assessor's Office	11,000	11,500				11,500	Contractual - Assessor Software	
QDS	Tax Collector	8,900	9,300				9,300	Contractual -Tax Collector Software	
QSCEND	New Website / Hosting	7,500	7,000				7,000	Contractual - Town website hosting	
Wholesale	Monroe PD UPS Maintenance	3,200	3,200				3,200	PD UPS maintenance	
MetroCOG	GIS Dev & Mapping	11,000	11,000				11,000	Maintenance, aerial pictometry, and allowance for parcel updates.	
		56,700	63,300	-	-	-	63,300		
1001-10-15101-0125-153385	IT OFFICE EXPENSE								
Various	Tech Office Expense	1,000	1,000				1,000	Google licensing	
		1,000	1,000	-	-	-	1,000		
1001-10-15101-0125-153594	IT CAPITAL								
CDWG	MDT Replacement	8,000	7,000				7,000	Continue planned replacement	
	Mobile Data Terminals-Police								
		8,000	7,000	-	-	-	7,000		

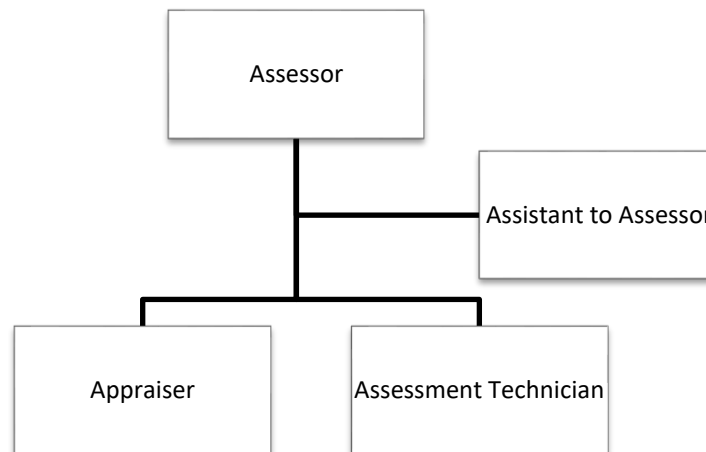
OFFICE OF THE ASSESSOR

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. The overwhelming majority of the town's revenue is generated through the assessment process.

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 for 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 information, mapping, and ownership records to the general public.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

<u>Grand List Account Totals</u>	<u>2017 GL</u>	<u>2018 GL</u>	<u>2019 GL</u>
	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>
Real Estate Parcels	7,811	7,812	7,809
Motor Vehicles *	22,136	22,057	21,393
Personal Property	1,378	1,380	1,400
Senior Tax Relief Program Applicants	473	449	420
Total Board of Assessment Appeals	45	34	92

*Motor vehicle total includes supplemental accounts.

SIGNIFICANT ACCOMPLISHMENTS

- Maintained full service to the public (remotely or in-person) and met all assessment deadlines on time and in accordance with state statute throughout the pandemic.
- Worked with the First Selectman and Town Attorney to provide input to the state during the process of crafting assessment related Executive Orders.
- Finalized and posted a fillable excel version of the annual Income & Expense form on the Town website.

GOALS & OBJECTIVES

- Convert real estate assessment database records from Vision version 6.5 to Vision 8 in the Spring of 2022.
- Resolve appeals stemming from the 2019 revaluation in an equitable and cost-effective fashion.
- Work with MetroCOG to develop an automated Vision database extract update to assist in the permit application process.
- Work with the Connecticut Association of Assessing Officers to maintain an open dialogue with the State of Connecticut regarding any proposed assessment-related legislation that may have efficiency or fiscal impacts.
- Continue working to enhance efficiency and customer service through communication with residents and website/software integration and upgrades.
- Continue working with the Town’s Economic Development Team to provide useful data and input for consideration in potential new development projects and broader strategic planning.
- Continue professional training to remain current with state certifications, legislative changes, software upgrades, and market trends.

BUDGET HIGHLIGHTS

- Slight decrease in non-salary expenditures.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - OFFICE OF THE ASSESSOR		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES: Dept 0130		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0130-150001	ASSESSOR SALARY ADMIN	78,530	42,385	78,530	80,201	-	-	-	80,201	1,671	2.13%
1001-10-15101-0130-150003	ASSESSOR SALARY OTHER	148,926	72,868	150,279	150,479	-	-	-	150,479	200	0.13%
1001-10-15101-0130-153065	ASSSOR CONSULTANT FEES	-	-	5,000	5,000	-	-	-	5,000	-	0.00%
1001-10-15101-0130-153385	ASSESSOR OFFICE EXPENSE	6,241	1,965	12,100	11,900	-	-	-	11,900	(200)	-1.65%
1001-10-15101-0130-153579	ASSESSOR VEHICLE FUEL	25	25	200	150	-	-	-	150	(50)	-25.00%
1001-10-15101-0130-153580	ASSESSOR VEHICLE EXPENSE	324	-	500	500	-	-	-	500	-	0.00%
1001-10-15101-0130-153594	ASSESSOR CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL ASSESSORS:		234,046	117,243	246,609	248,230	-	-	-	248,230	1,621	0.66%

SALARY DETAIL - OFFICE OF THE ASSESSOR

		Budget	Budget
Dept 0130		20-21	21-22
1001-10-15101-0130-150001	Assessor-Administrations	78,530	80,101 <i>*union contractual increase</i>
	Longevity	-	100
	Total Administration:	78,530	80,201
1001-10-15101-0130-150003	Assessor's Assistant	44,521	44,521
	Longevity	450	450
	Assessor's Technician	43,140	43,140
	Longevity	-	100
	Appraiser	60,168	60,168
	Longevity	-	100
	Overtime	2,000	2,000
	Total Other:	150,279	150,479
	Total Assessors:	228,809	230,680
	Headcount-FT	4	4
	Headcount-PT	-	-

SALARY SUMMARY	20-21	21-22
ASSESSOR SALARY ADMIN	78,530	80,201
ASSESSOR SALARY OTHER	150,279	150,479
	\$ 228,809	\$ 230,680

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - OFFICE OF THE ASSESSOR

EXPENDITURES:

	20-21	21-22	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15101-0130-153065 ASSESSOR CONSULTANT FEES								
Personal Property Audits & Consulting	5,000	5,000				5,000	Funding for experts for assessment appeals & PP audits to ensure equity and improve compliance.	
						-	Revenue recovery. Funding appropriate based on prior years cost and current trend.	
						-		
	5,000	5,000	-	-	-	5,000		
1001-10-15101-0130-153385 ASSESSOR OFFICE EXPENSE								
Office Supplies	4,000	4,300				4,300	Office supplies, subscriptions, public notices, mailings, postage, legal notice, etc.-increase postage & NADA books	
	-					-		
Assessor Association Dues & Meetings	1,500	1,000				1,000	Assessor's organizations dues and meetings costs-potentially less meetings	
Education-incurred second half of the year	2,500	2,500				2,500	Education/recertification courses, workshops, seminars.	
	-					-		
CAVS Liscense-incurred second half of the year	3,000	3,000				3,000	Personal Property valuation software.	
Toner Cartridges	1,100	1,100				1,100	Appropriate based on current trend.	
	12,100	11,900	-	-	-	11,900		
1001-10-15101-0130-153579 ASSESSOR VEHICLE FUEL								
Fuel Town Car	200	150				150	Adjusted to reflect usage trends and new pricing	
	200	150	-	-	-	150		
1001-10-15101-0130-153580 ASSESSOR VEHICLE EXPENSE								
Vehicle Expense	500	500				500	vehicle maintenance and parts.	
	500	500	-	-	-	500		

ENGINEERING DEPARTMENT

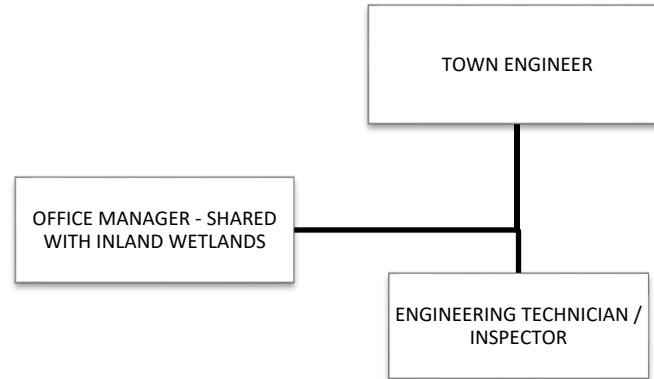
The Engineering Department provides design and project development/coordination, and technical support and services to the various local boards and commissions, the Town administration, other Town departments, applicants and/or their representatives, and the general public, in addition to coordination 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 relative to engineering related services associated with applicable administrative Building Department/Land Use applications, and application submissions to various boards and commissions.
- Design services for Town projects, and coordination of Town involvement with State projects.
- Preliminary design and technical assistance for local, State, and/or Federal applications respective to procurement of project permits/approvals, grant applications, and requests for funding.
- Coordination and implementation of the Town MS4 General Stormwater Discharge Permit functions.
- Coordination of consultant services for project design and other engineering functions.
- Supervision and inspection services relative to private development, and Town projects.
- Map updating and drafting services, and technical and mapping assistance with GIS.
- Reviews of commission approval requirements, and recommendations for the establishment or release of bonding.
- Coordination of bridge and culvert inspections, reporting, maintenance, and replacement.
- Assistance and reporting for drainage complaints.
- Assistance to other departments relative to traffic, safety, drainage, grading and/or other technical issues.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

ORGANIZATION CHART



PERFORMANCE METRICS

The following table lists the approximate number of engineering tasks completed 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, and/or development

Service/Category	Description	2017	2018	2019	2020
Technical reviews for PZC applications (Commission applications)	Review of hydrology, traffic, layout, bonding, E&S control, public improvements, grading, details, etc.(multiple per application)	48	27	46	52
Technical reviews for IWC applications	Review of hydrology, layout, bonding, E&S control, grading, details	34	19	46	30
Technical reviews and recommendations for flood plain permits	Engineering assistance in processing technical data relative to compliance with FEMA requirements	6	1	3	11
Engineering reviews for building permits (BPs, COs,CCs)	Review of drainage, grading, E&S control, sight line, parking (new houses, garages, and commercial buildings)	45	80	63	50

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

Service/Category	Description	2017	2018	2019	2020	
Technical Assistance with drainage complaints, traffic issues, or other related issues	Engineering assistance with inspection, evaluation, recommendations, and reporting (tracked/documented only)		(Not tracked prior)			16
Town projects	Applications for funding, preliminary design, drainage calculations/design, traffic, permitting, ROW issues, bidding, inspection	11	13	7	10	
State projects	Coordination of Town issues relative to State projects (easements, permitting, ROW, alterations to Town infrastructure, etc.)	5	5	3	1	
Development inspection (PZC & IWC)	Inspection of drainage facilities, traffic issues, and general grading & layout for residential and commercial	60	60	60	47	
Bond release reports (PZC & IWC)	Review of construction status and reports for bond releases or reductions	15	36	41	22	

SIGNIFICANT ACCOMPLISHMENTS

- Completed local (in-house) inspections of bridges (under 20’ spans) in preparation for reporting.
- Pepper Street reconstruction project, including the multi-use trail (Grant Rd to Northbrook) – coordination efforts with the design consultant and the State for design and construction authorization; payments for services; acceptance of construction and inspection agreements; utility coordination; and general Town management of construction activities.
- Continued coordination of the State mandated MS4 DEEP permit/requirements for the Town, met new goals and objectives/requirements, continued coordination of outfall inspection and screening, implemented procedures and processes detailed in the Illicit Discharge Detection Elimination Plan, and started calculating and tracking percent reduction in impervious pavement.
- Initiated preliminary hydrology report and plan design for Todd Drive culvert replacement.
- Completed construction oversight for the Library entrance area improvements.
- Coordinated procurement of a design consultant for the Housatonic Rail Trail extension project, and initiated reconnaissance, initial design elements, and State property access requests.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

GOALS & OBJECTIVES

- Update of the Town’s Public Improvements Standards.
- Continue coordination of the State mandated MS-4 DEEP permit/requirements for the Town, and meet new goals and objectives/requirements.
- Develop a required ADA Self Evaluation and Action Plan for Town facilities and public Right of Ways.
- Complete reviews of local bridges (culverts under 20’ span) and provide reports/recommendations for maintenance, or referral for replacement/s.

BUDGET HIGHLIGHTS

- Slight reduction in non-salary expenditures based upon historical trends.

BUDGET - ENGINEERING DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0140	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0140-150001	ENGINEERING SALARY ADMIN	110,971	59,857	110,971	113,311	-	-	-	113,311	2,340	2.11%
1001-10-15101-0140-150003	ENGINEERING SALARY OTHER	98,310	53,005	98,360	100,449	-	-	-	100,449	2,089	2.12%
1001-10-15101-0140-150005	ENGINEERINGSALARY PT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0140-153065	ENGINEERING CONSULTING FEES	188	-	5,000	5,000	(1,000)	-	-	4,000	(1,000)	-20.00%
1001-10-15101-0140-153145	ENGINEERING EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0140-153385	ENGINEERING OFFICE EXPENSE	1,886	1,850	2,835	2,835	-	-	-	2,835	-	0.00%
1001-10-15101-0140-153390	ENGINEERING OPERATING EXP	460	201	800	800	-	-	-	800	-	0.00%
1001-10-15101-0140-153579	ENGINEERING VEHICLE FUEL	197	-	250	250	-	-	-	250	-	0.00%
1001-10-15101-0140-153580	ENGINEERING VEHICLE EXPENSE	163	-	500	500	-	-	-	500	-	0.00%
1001-10-15101-0140-153594	ENGINEERING CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL ENGINEERING:		212,175	114,914	218,716	223,145	(1,000)	-	-	222,145	3,429	1.57%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - ENGINEERING DEPARTMENT

		Budget	Budget	
		<u>20-21</u>	<u>21-22</u>	
Dept 0140				
1001-10-15101-0140-150001	Town Engineer & Land Use Director-Admin	110,746	112,961	*union contractual increase
	Longevity	225	350	
	Total Admin:	110,971	113,311	
1001-10-15101-0140-150003	Office Manager	25,426	25,935	*union contractual increase
	Longevity	100	100	
	Engineering Technician	72,734	74,189	*union contractual increase
	Longevity	100	225	
	Total Other:	98,360	100,449	
1001-10-15101-0140-150005	PT Engineering	-	-	
	Total Part Time:	-	-	
	Total Engineering:	209,331	213,760	
	Headcount-FT	3	3	
	Headcount-PT	-	-	

<u>SALARY SUMMARY</u>	<u>20-21</u>	<u>21-22</u>
ENGINEERING SALARY ADMIN	110,971	113,311
ENGINEERING SALARY OTHER	98,360	100,449
ENGINEERINGSALARY PT	-	-
	209,331	213,760

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15101-0140-153065	ENGINEERING CONSULTING FEES	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	MS4 Annual Report						-	DEEP General Permit Mandatory requirement (adding outfall monitoring starts this year) Handle through residuals in MS4 appropriation
	Surveys - In house Engineering Projects	2,500	2,500	(500)			2,000	For various town projects
	Consulting Resources	2,500	2,500	(500)			2,000	For various town projects
		5,000	5,000	(1,000)	-	-	4,000	
1001-10-15101-0140-153385	ENGINEERING OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	License Fee	285	285				285	Mandatory
	Professional Development/Certification Maint.	400	400				400	
	Copies and Mailings	250	250				250	
	ACAD subscription	1,900	1,900				1,900	
		-	-				-	
		2,835	2,835	-	-	-	2,835	
1001-10-15101-0140-153390	ENGINEERING OPERATING EXP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Supplies	300	300				300	Cover maintenance of equipment
	Map Printer	500	500				500	
		800	800	-	-	-	800	
1001-10-15101-0140-153579	ENGINEERING VEHICLE FUEL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Engineering Vehicle	250	250				250	
		-	-				-	
		250	250	-	-	-	250	
1001-10-15101-0140-153580	ENGINEERING VEHICLE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Repairs & Maintenance - Town Engineer Vehicle	500	500				500	
		-	-				-	
		500	500	-	-	-	500	

INLAND WETLANDS DEPARTMENT

DESCRIPTION OF THE INLAND WETLANDS DEPARTMENT:

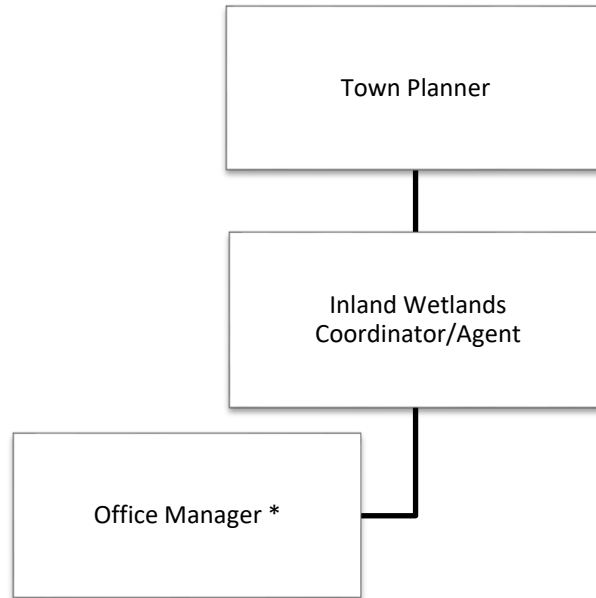
The Inland Wetlands Department provides administrative, technical, and enforcement services to the Inland Wetlands Commission, associated boards and commissions, federal agencies, state agencies, applicants, consultants, and the general public, in order to: (a) Assure that the Town of Monroe complies 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

- Public outreach and education relative to the mandated Inland Wetlands protection/regulatory program.
- 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.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

ORGANIZATION CHART



*Position shared with Engineering

PERFORMANCE METRICS

The following table lists the approximate number of wetland department tasks performed 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	2018	2019	2020
Inland Wetlands Commission (IWC) Applications	Applications/Permitting through the Commission for significant activities	19	16	10
Agent Approval application	Administrative permitting process for insignificant activities	41	29	26
Permitted Uses	Registration process involving Jurisdictional rulings by the commission	14	22	20

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

Service/Category	Description	2018	2019	2020
Remediation Submissions	Resolution of violations through the commission	5	6	2
Citations	Process for achieving compliance via the issuance of fines associated with non-responsiveness to enforcement actions	3	4	2
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, public complaints, and/or financial changes.	16	16	12
Violations (active)	Currently at some point within the process (research, inspection, report, commission contact, remediation submission, approval, construction/work, follow up reporting)	57	47	25
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	14	23	27

SIGNIFICANT ACCOMPLISHMENTS

- Implemented public information and outreach.
- Reduced the number of outstanding violations.
- Created a good rapport with the public, consultants and contractors in dealing with the permitting process and the steps to obtain permits.
- Obtained certificate from State of CT for passing of new course for Inland Wetlands Agent.
- Updated the website with new material.
- Updated the applications to make more user friendly.

GOALS & OBJECTIVES

- Continued to assist with updating the Inland Wetlands regulations.
- Develop a public outreach subcommittee and respective program to build on the work done in 2019.
- Develop instructional template (submission data details/instructions, and mapping) for use in resolving violations.
- Continue to educate public by adding information on the Inland Wetlands website

BUDGET HIGHLIGHTS

- Slight decrease in operating expense line based upon trends.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - INLAND WETLANDS DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES: Dept 0145		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0145-150001	I/W SALARY ADMIN	54,766	27,316	56,741	56,741	-	-	-	56,741	-	0.00%
1001-10-15101-0145-150003	I/W SALARY OTHER	25,476	13,741	25,426	25,935	-	-	-	25,935	509	2.00%
1001-10-15101-0145-150005	I/W SALARY PT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0145-153065	I/W CONSULTANT FEES	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0145-153145	I/W EQUIPMENT	-	-	-	-	-	-	-	-	-	100.00%
1001-10-15101-0145-153385	I/W OFFICE EXPENSE	2,367	-	350	350	-	-	-	350	-	0.00%
1001-10-15101-0145-153390	I/W OPERATING EXPENSE	-	1,639	4,200	4,200	(1,000)	-	-	3,200	(1,000)	-23.81%
1001-10-15101-0145-153579	I/W VEHICLE FUEL	-	-	250	250	-	-	-	250	-	0.00%
1001-10-15101-0145-153580	I/W VEHICLE EXPENSE	-	179	500	500	-	-	-	500	-	0.00%
1001-10-15101-0145-153594	I/W CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL INLAND/WETLANDS EXPENDITURE		82,609	42,875	87,467	87,976	(1,000)	-	-	86,976	(491)	-0.56%

BUDGET - INLAND WETLANDS DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
REVENUES: Dept 0145		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14007-140740	I/W COMMISSION REVENUE	7,876	7,406	9,000	9,000	-	-	-	9,000	-	0.00%
TOTAL INLAND/WETLANDS REVENUE:		7,876	7,406	9,000	9,000	-	-	-	9,000	-	0.00%

SALARY DETAIL - INLAND WETLANDS DEPARTMENT		Budget	Budget	
Dept 0145		20-21	21-22	
1001-10-15101-0145-150001	Inland Wetlands Agent	56,741	56,741	
	Longevity	-	-	
	Total Admin:	56,741	56,741	
1001-10-15101-0145-150003	Office Manager	25,426	25,935	*union contractual increase
	Longevity	-	-	
	Inspection Enforcement-FT	-	-	
	Total Other:	25,426	25,935	
1001-10-15101-0145-150005	Inspection Enforcement-PT	-	-	
	Total Part Time:	-	-	
Total Inland/Wetlands:		82,167	82,676	
Headcount-FT		1	1	*1 FT- Office Manager position in Engineering
Headcount-PT		-	-	

SALARY SUMMARY	20-21	21-22
I/W SALARY ADMIN	56,741	56,741
I/W SALARY OTHER	25,426	25,935
	82,167	82,676

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - INLAND WETLANDS DEPARTMENT

EXPENDITURES:

	20-21	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15101-0145-153385 I/W OFFICE EXPENSE							
Office Supplies	200	200				200	
Professional Development	150	150				150	
	350	350	-	-	-	350	
1001-10-15101-0145-153390 I/W OPERATING EXPENSE							
Legal Notices	1,500	1,500				1,500	
Postal Expenses	2,700	2,700				2,700	
Adjustment			(1,000)			(1,000)	3 year trend
	4,200	4,200	(1,000)	-	-	3,200	
1001-10-15101-0145-153579 I/W VEHICLE FUEL							
Fuel	250	250				250	
	250	250	-	-	-	250	
1001-10-15101-0145-153580 I/W VEHICLE EXPENSE							
Maintenance and repairs	500	500				500	
	500	500	-	-	-	500	
REVENUES:							
1001-10-14007-140740 I/W COMMISSION REVENUE							
Application Fees, Agent Approval	9,000	9,000				9,000	
Application Fees, Public Hearing						-	
Fees, IW Citation Program Fines,						-	
Copies, Maps, Publications, Misc						-	
and State Surcharge						-	
	9,000	9,000	-	-	-	9,000	

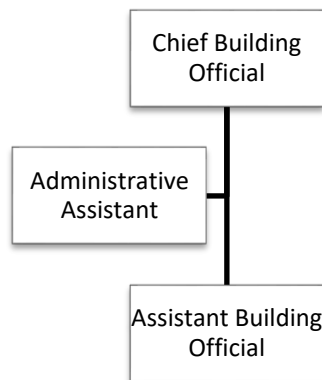
BUILDING DEPARTMENT

The mission of the Building Department is to maximize building safety for the general public, to enforce the State Building Code, to provide efficient record retention, and to maintain positive 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 including but not limited to Sections 29-262-1a through 29-262-11a.)
- Conduct 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 involving public, commercial, and residential buildings.
- Investigates complaints, fire and demolition activities; responds to emergencies; issues abatements, 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



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

Permit Processed	2014	2015	2016	2017	2018	2019	2020
<i>Includes both new and alterations</i>							
Residential	344	221	184	202	210	226	212
Commercial	76	51	25	41 ⁽¹⁾	26	23	36
Public Buildings				2		4	0
Other (e.g., pools, sheds)	289	144	199	264	201	223	449
Mechanical (e.g., electric, HVAC)	1,788	803	884	925	857	985	1,150
Totals	2,497	1,219	1,292	1,434	1,294	1,461	1,847

(1) Driven by increase in alterations.

SIGNIFICANT ACCOMPLISHMENTS

- Maintained statutory processing times and issuance of permits despite increase in daily operations, 26% increase in permits issued, and modification of protocols during pandemic.
- Online trade permitting targeted for rollout early 2021.

GOALS & OBJECTIVES

- Evaluation and updating of the Building Department pages on the Town website.
- Preparation for the adoption of the 2021 Connecticut State Building Code (adoption delayed due to pandemic).
- Prepare for and anticipate several large new construction projects in various stages of approval.

BUDGET HIGHLIGHTS

- Increases in salary per union contract.
- Change Assistant Building Official position from part-time to full-time to meet increased demand, facilitate economic development, further improve processing times, and to ensure we maintain the Town’s favorable ISO ratings, which directly affects property owners’ insurance costs.
- Costs of position change offset by increased revenue projections based upon 5-year trends and not factoring “pandemic period” FY21 budget adjustment.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - BUILDING DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0150										
1001-10-15101-0150-150001	BUILDING SALARY ADMIN	90,109	45,149	80,350	85,313	-	-	-	85,313	4,963	6.18%
1001-10-15101-0150-150003	BUILDING SALARY OTHER	52,110	20,167	43,472	104,165	-	-	-	104,165	60,693	139.61%
1001-10-15101-0150-150005	BUILDING SALARY PT	31,050	17,700	39,000	-	-	-	-	-	(39,000)	-100.00%
1001-10-15101-0150-153065	BLDG CONSULTANT FEES	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0150-153145	BUILDING EQUIPMENT	-	-	200	200	-	-	-	200	-	0.00%
1001-10-15101-0150-153385	BUILDING OFFICE EXPENSE	2,486	484	5,524	5,524	-	-	-	5,524	-	0.00%
1001-10-15101-0150-153579	BUILDING VEHICLE FUEL	777	374	875	1,000	-	-	-	1,000	125	14.29%
1001-10-15101-0150-153580	BUILDING VEHICLE EXPENSE	532	-	1,200	1,200	-	-	-	1,200	-	0.00%
1001-10-15101-0150-153594	BUILDING CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL BUILDING EXPENDITURES:	177,065	83,875	170,621	197,402	-	-	-	197,402	26,781	15.70%

BUDGET - BUILDING DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
REVENUES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140115	BUILDING PERMITS REVENUE	206,930	166,900	150,000	225,000	50,000	-	-	275,000	125,000	83.33%
	TOTAL BUILDING REVENUE:	206,930	166,900	150,000	225,000	50,000	-	-	275,000	125,000	83.33%

SALARY DETAIL - BUILDING DEPARTMENT

		Budget	Budget	
Dept 0150		20-21	21-22	
1001-10-15101-0150-150001	Chief Building Official	80,000	84,863	*union contractual increase
	Longevity	350	450	
	Total Administration:	80,350	85,313	
1001-10-15101-0150-150003	Assistant Building Official		60,693	PT to FT position
	Longevity		-	
	Administrative Assistant I	41,972	41,972	
	Longevity	-	-	
	Paid Time Off Coverage	1,500	1,500	
	Total Other:	43,472	104,165	
1001-10-15101-0150-150005	Assistant Building Official-PT	39,000	-	moved to FT
	Administrative Assistant I-PT	-	-	
	Paid Time Off Coverage	-	-	
	Total Part-Time:	39,000	-	
	Total Building:	162,822	189,478	
	Headcount-FT	2	3	
	Headcount-PT	1	-	

BUILDING SALARY ADMIN	80,350	85,313
BUILDING SALARY OTHER	43,472	104,165
BUILDING SALARY PT	39,000	-
	162,822	189,478

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

EXPENDITURES:

	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
1001-10-15101-0150-153145 BUILDING EQUIPMENT							
Test / Analysis Equipment	200	200				200	for any necessary equipment (i.e. testers, flashlights, handtools,etc)
	200	200	-	-	-	200	
1001-10-15101-0150-153385 BUILDING OFFICE EXPENSE							
Professional Develop /License Maint	1,680	1,680				1,680	Based upon required affiliation membership fees and CEU meeting fees
Office Supplies/ Code Books	3,304	3,304				3,304	2020 building code adoption delayed. Anticipated new books in FY22
Postal Expenses	540	540				540	
	5,524	5,524	-	-	-	5,524	
1001-10-15101-0150-153579 BUILDING VEHICLE FUEL							
Fuel For Two Vehicles	875	1,000				1,000	Adjusted to reflect usage trends and new pricing
	875	1,000	-	-	-	1,000	
1001-10-15101-0150-153580 BUILDING VEHICLE EXPENSE							
Repair Cost For Two Vehicles	1,200	1,200				1,200	
	1,200	1,200	-	-	-	1,200	
BUDGET - BUILDING DEPARTMENT							
REVENUE:							
1001-10-14003-0000-140115 BUILDING PERMITS REVENUE							
Building permits revenue	150,000	225,000	50,000			275,000	Trend
	150,000	225,000	50,000	-	-	275,000	

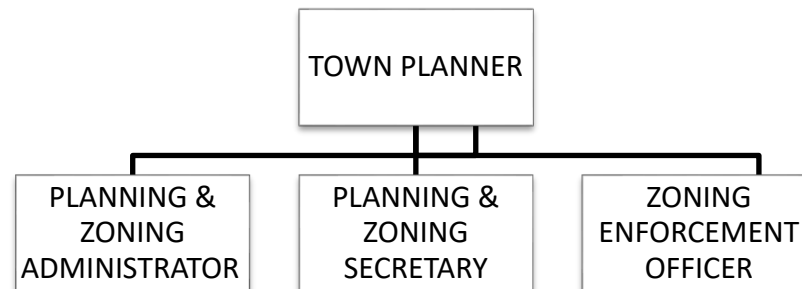
PLANNING & ZONING DEPARTMENT

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.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

PLANNING & ZONING and ZONING BOARD OF APPEALS ACTIVE APPLICATIONS and ACTIONS ⁽¹⁾																
ACTION / PERMIT	2017				2018				2019				2020			
	PYP	NEW	DET	EYP	PYP	NEW	DET	EYP	PYP	NEW	DET	EYP	PYP	NEW	DET	EYP
Special Exception Permits	4	13	15	2	2	9	9	2	2	13	12	3	3	5	4	4
Site Development Plan	0	6	6	0	0	4	4	0	0	0	0	0	0	6	3	3
Minor Site Plan (Staff)	N/A				N/A				N/A	4	4	0	0	8	8	0
Permit Amendment Modification	1	5	6	0	0	9	9	0	0	7	7	0	0	4	3	1
Excavation /Filling Permit	0	0	0	0	0	0	0	0	0	3	1	2	2	0	2	0
Subdivision	1	2	3	0	0	2	2	0	0	2	2	0	0	0	0	0
Zone Boundary Change	1	2	3	0	0	2	0	2	2	0	2	0	0	4	2	2
Scenic Road Development Permit	0	0	0	0	0	0	0	0	0	1	1	0	0	1	1	0
Zoning Text Amendment	4	12	16	0	0	6	5	1	1	6	7	0	0	6	4	2
Subdivision Text Amendment	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0
CGS §8-24 Municipal Referral	0	2	1	1	1	0	1	0	0	0	0	0	0	3	3	0
Bond Reduction/Release/Hold	0	8	8	0	0	8	8	0	0	11	11	0	0	13	13	0
Time Extensions	0	25	25	0	0	30	30	0	0	11	11	0	0	11	11	0
ZBA Variance Applications	2	6	7	1	1	5	5	1	1	1	2	0	0	2	2	0
ZBA Zoning Appeals	0	0	0	0	0	1	1	0	0	1	1	0	0	1	1	0
ZBA Court Appeals	0	1	1	0	0	0	0	0	0	1	0	1	1	2	0	3
P&Z Court Appeals	1	3	4	0	0	1	1	0	0	1	0	1	1	0	1	0

INDEX: PYP – Past Year Pending NEW – New Submission DET – Determination Issued EYP – End of Year Pending # – Number Issued

⁽¹⁾ The above data is purely quantitative and does not distinguish variable complexity, site or applicant specific considerations, and level of interagency coordination required for an individual permit, action taken, or service rendered all of which, impact amount of staff time required.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SUMMARY OF PLANNING AND ZONING PERMIT / DEVELOPMENT ACTIVITY ⁽¹⁾				
COMMISSION ACTIVITY	2017	2018	2019 ⁽²⁾	2020
Approved Commercial Projects	19	12	11	4
Approved Commercial Projects Staff – Minor Site Plan	N/A	N/A	4	8
Approved Subdivision Lots				
Residential Lots	6	4	3	0
Commercial Lots	0	5	0	0
New House Construction Approved	18	7	8	12
ZONING ENFORCEMENT OFFICER (ZEO) ACTIVITY	2017	2018	2019	2020
Certificate of Zoning Compliance (Zoning Permit)	234	288	305	277
Accessory Apartment Permits	4	4	2	1
Home Based Business Permits	24	17	18	18
Sign Permits	26	21	20	28
Other Building Permit Signoffs	203	167	208	120
Floodplain Permits	6	1	1	1
Zoning Compliance Letters	10	3	6	6
Zoning Notice of Violation	31	27	24	11
Zoning Citations	4	18	5	7
Blight Investigations	5	4	5	8
ZEO Decision Appeals to ZBA	1	0	1	1
ZEO Decision Appeals to Court	2	1	1	2
<p>⁽¹⁾ The above data is purely quantitative and does not distinguish variable complexity, site or applicant specific considerations, and level of interagency coordination required for an individual permit, action taken, or service rendered all of which, impact amount of staff time required.</p> <p>⁽²⁾ Also, two (total 30,000 gallons) bulk storage propane tanks; and three (total 63,000 gallons) bulk storage septage waste tanks.</p>				

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SIGNIFICANT ACCOMPLISHMENTS

- Plan of Conservation and Development (POCD) Update – Seven (7) Focus Group meetings held; Online survey conducted; Virtual Public Workshop held; Committee Meeting held addresses key topics, vision statement and goals/objectives.
- Expanded presence on website with availability of active project application materials and agenda materials.
- Ongoing coordination with MetroCOG in development and deployment of online permitting processing.
- Identification of Zoning District discrepancies, in process of updating map resources.
- Adoption of Zoning Regulations Amendments:
 - B-2 District yard exceptions for adjacency to certain protected lands.
 - Addition of a Commercial Preview Menu Board Signs.
 - Addition of Mixed-Use (apartments above commercial) in certain B-1 and B-2 lands on Main Street.
 - Expansion of Definition and Parking Standard for Outdoor/Indoor Sales of Accessory Outdoor Amenities use.
- Ongoing Review of Zoning Regulations Amendments:
 - Proposed New SB2 Zoning District – Stevenson Business District.
 - Proposed New AH Zoning District – Elderly Affordable Housing District.

GOALS & OBJECTIVES

- Plan of Conservation and Development (POCD) 2020 update – POCD Draft Review and Completion. (State requirement for final adoption extended 90 days to March 2021 per Governor’s Executive Orders.)
- Continued assistance with Planning and Zoning Commission regulation amendments.
- Completion of Conservation Easement identification and integration to GIS mapping with MetroCOG GIS services – ongoing.
- Conversion from AutoCAD to GIS Digital Zoning Map - ongoing.
- Support Town Council in amendments to current blight ordinance - ongoing.
- Collaboration with MetroCOG in implementation of online permitting and workflow support - ongoing.

BUDGET HIGHLIGHTS

- Salary line increases per union contract. Other expenditures flat.
- Revenue projections returned to pre-COVID estimates.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - PLANNING & ZONING DEPT											
EXPENDITURES:											
PLANNING AND ZONING:		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
Dept 0155		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0155-150001	P&Z SALARY ADMIN	170,308	91,750	170,308	171,888	-	-	-	171,888	1,580	0.93%
1001-10-15101-0155-150003	P&Z SALARY OTHER	37,581	19,381	41,027	40,935	-	-	-	40,935	(92)	-0.22%
1001-10-15101-0155-153065	P&Z CONSULTANT FEES	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0155-153385	P&Z OFFICE EXPENSE	9,886	7,414	13,900	13,900	-	-	-	13,900	-	0.00%
1001-10-15101-0155-153440	P&Z PRINTING	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0155-153485	P&Z R & M EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0155-153594	P&Z CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
PLANNING & ZONING		217,775	118,546	225,235	226,723	-	-	-	226,723	1,488	0.66%
EXPENDITURES:											
P & Z ENFORCEMENT:		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
Dept 0156		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0156-150003	P&Z ZON ENF SALARY OTHER	63,878	31,207	63,600	63,725	-	-	-	63,725	125	0.20%
1001-10-15101-0156-150005	P&Z ZON ENF SALARY PT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0156-150950	P&Z ZON HEARING OFFICER	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0156-153385	P&Z ZON ENF OFFICE EXPENSE	255	383	550	550	-	-	-	550	-	0.00%
1001-10-15101-0156-153579	P&Z ZON ENF VEHICLE FUEL	234	133	350	350	-	-	-	350	-	0.00%
1001-10-15101-0156-153580	P&Z ZON ENF VEHICLE EXPENSE	6	-	600	600	-	-	-	600	-	0.00%
1001-10-15101-0156-153594	P&Z ENFORCEMENT CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
P&Z ENFORCEMENT		64,373	31,724	65,100	65,225	-	-	-	65,225	125	0.19%
TOTAL P & Z/ENF EXPENDITURES:		282,148	150,269	290,335	291,948	-	-	-	291,948	1,613	0.56%
BUDGET - PLANNING & ZONING DEPT											
REVENUES:											
PLANNING & ZONING		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
Dept 0155		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140135	P&Z PERMITS REVENUE	29,547	23,445	25,000	30,000	-	-	-	30,000	5,000	20.00%
TOTAL P & Z REVENUE:		29,547	23,445	25,000	30,000	-	-	-	30,000	5,000	20.00%

SALARY DETAIL - PLANNING & ZONING DEPT

PLANNING & ZONING		Budget	Budget
Dept 0155		20-21	21-22
1001-10-15101-0155-150001	Town Planner	91,215	91,215
	P&Z Administrator	78,993	80,573 *union contractual increase
	Longevity	100	100
Total Administration:		170,308	171,888
1001-10-15101-0155-150003	Secretary	41,027	40,935 *new hire
	Longevity	-	-
Total Other:		41,027	40,935
Total P&Z		211,335	212,823
ENFORCEMENT		20-21	21-22
Dept 0156			
1001-10-15101-0156-150003	Zoning Enforcement Officer	63,500	63,500
	Longevity	100	225
Total Other:		63,600	63,725
1001-10-15101-0156-150005	PT Enforcement Personnel	-	-
Total Part Time:		-	-
P&Z Enforcement:		63,600	63,725
Total P&Z:		274,935	276,548
Headcount-FT		3	3
Headcount-PT		-	-

SALARY SUMMARY	20-21	21-22
P&Z SALARY ADMIN	170,308	171,888
P&Z SALARY OTHER	41,027	40,935
	211,335	212,823
P&Z ZON ENF SALARY OTHER	63,600	63,725
P&Z ZON ENF SALARY PT	-	-
	63,600	63,725
TOTAL PLANNING & ZONING:	274,935	276,548

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - PLANNING & ZONING DEPT

EXPENDITURES:

	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15101-0155-153385	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
P&Z OFFICE EXPENSE								
Postage	1,550	1,550				1,550		
Office Supplies	2,300	2,300				2,300		
Prof Development/Certification Maintenance	2,750	2,750				2,750		x2 APA/AICP Membership, AICP Certification maintenance and professional. Prior FY year expenses less due to Covid restrictions for in person conferences. All landuse cartridges are charged to P&Z budget
	-					-		
Toner Cartridges	2,500	2,500				2,500		
	-					-		
Legal Notices	4,800	4,800				4,800		
Nondiscretionary expense generated by permit application public hearings and decision notices						-		
						-		
	13,900	13,900	-	-	-	13,900		

1001-10-15101-0156-153385	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
P&Z ZON ENF OFFICE EXPENSE								
Postage	150	150				150		
Office Supplies	200	200				200		In addition to normal expenses need a new camera
Prof Development / Certification Maintenance	200	200				200		CAZEO mtgs, certification and training
	550	550	-	-	-	550		

1001-10-15101-0156-153579	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
P&Z ZON ENF VEHICLE FUEL								
ZEO Vehicle	350	350				350		
	350	350	-	-	-	350		

1001-10-15101-0156-153580	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
P&Z ZON ENF VEHICLE EXPENSE								
Annual and Unknown vehicle maintenance/repair	600	600				600		
	600	600	-	-	-	600		

BUDGET - PLANNING & ZONING DEPT

REVENUE:								
1001-10-14003-0000-140135	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
P&Z PERMITS REVENUE								
P&Z Application Fees	12,000	11,500				11,500		
ZBA Application Fees	2,700	2,300				2,300		Customer support providing guidance towards alternative compliant solutions
						-		
Zoning Permit Fees	19,000	15,000				15,000		
Copies/Maps/Doc Fees	600	600				600		Less in person requests, more reliance on website
State Surcharge Fee Hold-Back	700	600				600		
Board of Finance adjustment	(10,000)					-		
	25,000	30,000	-	-	-	30,000		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

TOWN HALL MAINTENANCE

BUDGET - TOWN HALL MAINTENANCE (PUBLIC WORKS)		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0160	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0160-150003	TH MAINT SALARY OTHER	79,216	50,641	106,777	96,942	-	-	-	96,942	(9,835)	-9.21%
1001-10-15101-0160-150015	TH MAINT SALARY OVERTIME	-	-	-	9,960	-	-	-	9,960	9,960	0.00%
1001-10-15101-0160-151040	TH MAINT WATER	4,761	3,344	3,500	6,030	-	-	-	6,030	2,530	72.29%
1001-10-15101-0160-153075	TH MAINT CONTRACTED SVCS	110,211	46,590	129,141	125,816	(750)	-	-	125,066	(4,075)	-3.16%
1001-10-15101-0160-153145	TH MAINT EQUIPMENT	-	-	1,100	1,880	(750)	-	-	1,130	30	2.73%
1001-10-15101-0160-153390	TH MAINT OPERATING EXPENSE	70,429	19,980	43,250	43,770	-	-	-	43,770	520	1.20%
1001-10-15101-0160-153563	TH MAINT ELECTRIC	93,967	52,910	109,300	121,200	(2,935)	-	-	118,265	8,965	8.20%
1001-10-15101-0160-153564	TH MAINT HEAT	38,922	10,909	43,470	40,365	-	-	-	40,365	(3,105)	-7.14%
1001-10-15101-0160-153579	TH MAINT VEHICLE FUEL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0160-153594	TH MAINT CAPITAL	-	-	-	-	-	-	92,064	92,064	92,064	0.00%
TOTAL TOWN HALL MAINTENANCE:		397,507	184,374	436,538	445,963	(4,435)	-	92,064	533,592	97,054	22.23%

SALARY DETAIL - TOWN HALL MAINTENANCE (PUBLIC WORKS)

		Dept 0160	Budget 20-21	Budget 21-22
1001-10-15101-0160-150003	Custodian		41,987	41,987
	Longevity		100	100
	Building Maintainer/Custodian		54,505	54,505
	Longevity		225	350
	Overtime/Replacement Personnel		9,960	
	Total Town Hall Maintenance:		106,777	96,942
1001-10-15101-0160-150015	Overtime/Replacement Personnel			9,960
	Total Town Hall Maintenance:		106,777	106,902
	Headcount-FT		2	2
	Headcount-PT		-	-

*moved to OT line below

SALARY SUMMARY	20-21	21-22
TH MAINT SALARY OTHER	106,777	106,902

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - TOWN HALL MAINTENANCE (PUBLIC WORKS)

EXPENDITURES:

	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15101-0160-151040 TH MAINT WATER	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
23,000 cf @ \$0.12000	3,500	3,745				3,745	Based on current usage and anticipated rates
Water AC cooling		1,800				1,800	Based on current usage and anticipated rates
Land Lease Rental		100				100	Land Lease rental
7 Device backflow preventer testing @ \$55/EA		385				385	Backflow Preventer inspection charge
	3,500	6,030	-	-	-	6,030	
1001-10-15101-0160-153075 TH MAINT CONTRACTED SVCS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
HVAC Maintenance Contract (Edgerton - All Buildings)	16,340	16,340				16,340	Contract 2nd year - Exp. 2024
Emergency Generator Service (Sr. Center)	850	650				650	Expense trend
Emergency Generator Service (Data Center)	800	800				800	
Emergency Generator Service (Town Hall)	1,000	1,000				1,000	
Emergency Generator Service (Library)	1,000	800				800	Expense trend
Emergency Generator Service (MVFD #2)	920	600				600	Expense trend & renovation
Emergency Generator Service (Stepney FD#2)	610	700				700	Expense trend
Emergency Generator Service (Stevenson FD #2)	830	550				550	Replacement expected
PD/Town HVAC controls contract - SNE building systems	4,000	4,000				4,000	
Library HVAC controls contract - SNE building systems	2,795	2,795				2,795	
Custodial Services for Police Station	26,712	27,247				27,247	2% increase negotiated - awaiting proposal
Custodial Services for cleaning Town Hall - vacation coverage		2,300				2,300	2% increase negotiated - awaiting proposal
Town Hall Elevator Maintenance & Inspection Agreement	4,561	4,700				4,700	Expense trend
Above ground storage tank & ATG Maintenance & Service	2,500	2,500	(750)			1,750	Preventive Maintenance-updated quote
Above ground storage tank fuel controller computer program update		2,000				2,000	System upgrade proposal necessary for maintenance
Annual Employee Training (SWPPP & SPCC Plans)	1,150	1,800				1,800	Cindy to update
Industrial Stormwater Sampling Collection & DEEP Reporting	975	3,265				3,265	DEEP has not renewed I.S. permit, with potential renewal
Quarterly Inspection Reports required by SWPPP	6,960	2,900				2,900	Inspection Frequency has been reduced to quarterly
Semi-Annual Inspection reports required by SWPPP	1,000	2,000				2,000	Cindy to update
Quarterly Stormwater Visual Analysis and quarterly inspections required	2,000	3,000				3,000	Cindy to update
Monroe Station #2/Town Hall Fire Sprinkler System testing & inspection	5,270	5,270				5,270	Quarterly
Town Hall /PD Sprinkler System testing & inspection	3,485	-				-	5yr testing - done in FY 2021
Custodial Cleaning (Library)	29,353	29,941				29,941	2% increase negotiated - awaiting proposal
Fire Alarm Monitoring - Library - Shelton Alarm Systems	420	444				444	Proposal
Fire Alarm Service Contract - Library - FAS Systems	1,640	1,640				1,640	
Fire Alarm Monitoring - Schools - Shelton Alarm Systems	3,360	-				-	Paid by Board of Education
Fire Alarm Monitoring - Data Center - Shelton Alarm Systems	420	444				444	Proposal
Fire Alarm Test & Inspect - Town Hall/PD - Shelton Alarm Systems	420	1,360				1,360	Proposal
Fire Alarm Monitoring - Monroe Station #2- Shelton Alarm Systems	470	470				470	Proposal
Septic Pump Out - Town Hall & Library - Amherst Septic	3,300	3,300				3,300	
Overhead Doors Service	6,000	3,000				3,000	
	129,141	125,816	(750)	-	-	125,066	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

1001-10-15101-0160-153145 TH MAINT EQUIPMENT	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Oil / Air Filter Change (Oil Change 4, Air Filter 4)	100	100				100	
Vehicle R&M (Tune-up, Brakes, Battery, Belts, Hoses, Fluids)	400	400				400	
Heavy Duty Hand Truck & moving dollies	350					-	
Multi tool	250					-	
Step Ladder Replacement 4' & 6'		280				280	OSHA compliant
Portable table saw		600	(600)			-	Will look to purchase FY21-usage approximately 10x/yr
Upright Vacuum		500	(150)			350	changed from backpack vacuum
	1,100	1,880	(750)	-	-	1,130	
1001-10-15101-0160-153390 TH MAINT OPERATING EXPENSE	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Cleaning/Maintenance supplies (bulbs, paper goods)	9,000	9,000				9,000	
Building, Equipment & Generator Maintenance	10,750	10,750				10,750	
Town Hall Garbage Service	3,100	3,100				3,100	Stable pricing
Town Hall Entryway Carpet Service	4,500	4,700				4,700	Trend
Town Hall Fire Extinguisher testing & maintenance	500	500				500	Stable pricing
Town Hall Dumb Waiter 2 yr. Registration Renewal		-				-	Renewal August of 2022 (\$250)
Town Hall Passenger Elevator 2 yr. Registration Renewal		250				250	Renewal August 2021 (\$250)
Maintenance of Stepney #2, Monroe #2 & Stevenson #2 Firehouses	15,000	14,750				14,750	
State of CT 2 yr. Boiler inspection/Certification (Town Hall, Stevenson Fire x 3 CT 2 \$80/EA)		320				320	Renewal November 2021 (\$250)
Clerical Union Contract - Building Maintainer & Custodian Boots \$200 X 2ct	400	400				400	Union Contract
	43,250	43,770	-	-	-	43,770	
1001-10-15101-0160-153563 TH MAINT ELECTRIC	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
~662,738 kwh @ blended rate based on rate classification	109,300	114,765				114,765	Based on current usage and anticipated rates
Chalk Hill		6,435	(2,935)			3,500	*Moved from Chalk Hill Dept previously in FY21 budget
	109,300	121,200	(2,935)	-	-	118,265	
1001-10-15101-0160-153564 TH MAINT HEAT	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
#2 Heating Fuel (21,000 Gallons @ \$2.07/gal)-prior year \$2.13/gal	43,470	40,365				40,365	Adjusted to reflect usage trends and new pricing
	43,470	40,365	-	-	-	40,365	Committed to 14,000 gallons
1001-10-15101-0160-153594 TH MAINT CAPITAL	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Town Hall Chiller and Lighting Upgrades					92,064	92,064	
	-	-	-	-	92,064	92,064	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

CHALK HILL BUILDING

BUDGET - CHALK HILL (PUBLIC WORKS)		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0161										
1001-10-15101-0161-150003	CHALK HILL SALARY OTHER	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-151150	CHALK HILL HIBERNATION	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-151040	CHALK HILL WATER	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-151075	CHALK HILL CONTRACTED SERVICES	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-153390	CHALK HILL OPERATING EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0161-153563	CHALK HILL ELECTRIC	3,160	1,460	6,129	-	-	-	-	-	(6,129)	-100.00%
1001-10-15101-0161-153564	CHALK HILL HEAT	-	-	-	-	-	-	-	-	-	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:	3,160	1,460	6,129	-	-	-	-	-	(6,129)	-100.00%

BUDGET - CHALK HILL (PUBLIC WORKS)

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15101-0161-153563	CHALK HILL ELECTRIC	6,129	-	-	-	-	-	Moved to Town Hall Maintenance electric
	Electricity	6,129	-	-	-	-	-	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SPECIAL & REGIONAL PROGRAMS

BUDGET - SPECIAL PROGRAMS		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0200	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0200-151210	SP C-MED COMMUN CONT	86,056	89,047	89,047	90,949	-	-	-	90,949	1,902	2.14%
1001-10-15101-0200-151240	S P MEMORIAL DAY PARADE	472	-	3,000	3,000	-	-	-	3,000	-	0.00%
1001-10-15101-0200-151270	SP VOL FIRE TAX INCENTIVE	51,137	53,537	56,000	56,000	-	-	-	56,000	-	0.00%
TOTAL SPECIAL PROGRAMS		137,665	142,585	148,047	149,949	-	-	-	149,949	1,902	1.28%

BUDGET - REGIONAL PROGRAMS		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0250	Actual	YTD 12/31/20	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	12,053	12,053	-	-	-	12,053	-	0.00%
1001-10-15101-0250-151310	RP CT SMALL TOWN	1,025	1,275	1,275	1,275	-	-	-	1,275	-	0.00%
1001-10-15101-0250-151320	RP LAKE ZOAR AUTHORITY	19,867	19,783	19,783	23,708	-	-	-	23,708	3,925	19.84%
1001-10-15101-0250-151330	RP REGIONAL COUNCIL OF GOVERNMENT	8,876	8,876	8,876	8,876	-	-	-	8,876	-	0.00%
1001-10-15101-0250-151340	RP SOUTHWEST CONSERVATION DISTRICT	-	1,500	1,500	1,500	-	-	-	1,500	-	0.00%
1001-10-15101-0250-151350	RP PROBATE COURT	5,770	-	5,862	5,900	-	-	-	5,900	38	0.65%
1001-10-15101-0250-151370	RP HUB-RYASAP	1,500	-	1,500	1,500	-	-	-	1,500	-	0.00%
TOTAL REGIONAL PROGRAMS		49,091	43,487	50,849	54,812	-	-	-	54,812	3,963	7.79%

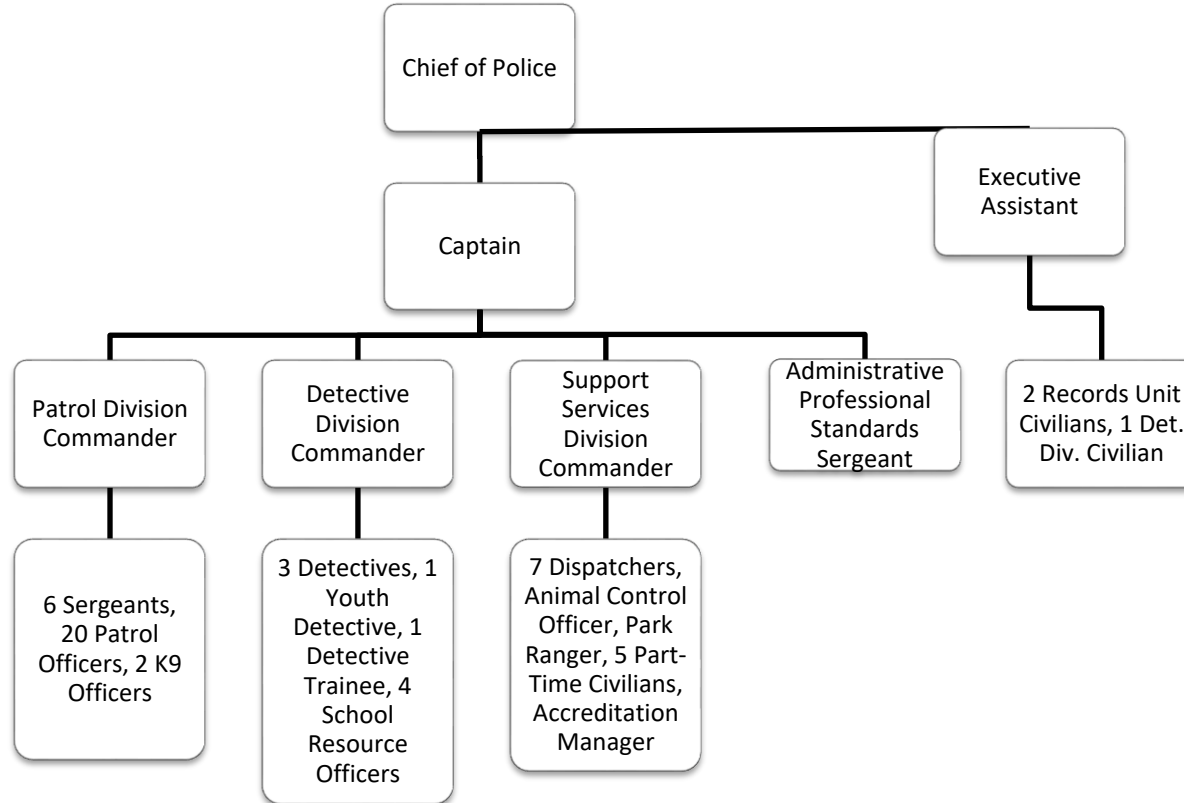
POLICE DEPARTMENT

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

- Responsible for all Law Enforcement activity within 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.
- First Responders for Emergency Medical Services.
- Proactive traffic safety initiatives.
- Emphasis on youth/police activities and events.

ORGANIZATION CHART (Authorized Strength)



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

	FISCAL YEAR		
	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
ASSAULTS	8	2	3
BURGLARY	17	24	10
LARCENY	140	103	94
ROBBERY	3	4	0
SEX CRIMES	14	14	9
DOMESTIC VIOLENCE	110	99	103
STOLEN VEHICLE	15	5	14
MOTOR VEHICLE ACCIDENTS	517	532	516
EVADING ACCIDENTS	34	38	35
TRAFFIC STOPS	3128	3218	2848
DUI	64	78	49
DRUG/NARCOTICS	46	51	42
WEAPONS VIOLATIONS	6	15	14

SIGNIFICANT ACCOMPLISHMENTS

- Introduction of new, purpose-built mobile investigative van to replace surplus EMS ambulance in police service for over 15 years.
- Department continued to provide professional police services, even with the impact of the COVID-19 pandemic, during the final quarter of the fiscal year. Police staff applied appropriate personal protective measures for their protection, as well as that of the people served.
- Reversed the recurring turnover of personnel and increased retention of competent, experienced officers and dispatchers.
- Disrupted a scam operation in December 2019 targeting elderly individuals who sent cash ostensibly to younger family members in emergencies. The investigation revealed tens of thousands of dollars were stolen when delivered to vacant homes for sale. The operation had a “call center” in the Dominican Republic. Monroe Police recovered over \$40,000 in cash, which was later returned to residents in North Carolina and Texas. An additional \$8,000 was prevented from delivery. Two men retrieving the money from vacant Monroe homes were arrested for felony offenses, and information was shared with federal investigators.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

GOALS & OBJECTIVES

- Engage strategies to enhance and restore mutual trust and confidence among police, the public, and legislators following national police abuse and misbehavior incidents; ensure compliance with new Connecticut Police Accountability legislation.
- Continue to promote employee wellness, physical and emotional, for the benefit of the individual and positive impact on the quality of service to the community.
- Advance the development of leaders within the Department for quality succession planning for management and supervisory positions.
- Maintain emphasis on the feasibility of developing technology which enhances police service and which may mitigate the need for additional sworn officers or personnel hours.

BUDGET HIGHLIGHTS

- Increases in Salary lines (Uniform and Holiday) as per union contract.
- Salaries-Uniform line maintains current authorized sworn members and promotes one patrol officer to a seventh sergeant to assume administrative duties created by recent state laws. This administrative sergeant allows lieutenants to concentrate on managing their respective divisions.
- Operating Expense line maintained flat based upon historical trend, despite continued ongoing increases in technology costs.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - POLICE DEPARTMENT										
EXPENDITURES:										
		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022
POLICE ADMIN: Dept 0300		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG % CHG
1001-10-15103-0300-150001	POL SALARY ADMIN	125,386	67,516	125,386	125,386	-	-	-	125,386	- 0.00%
1001-10-15103-0300-150003	POL SALARY OTHER	303,682	149,565	302,697	295,494	-	-	-	295,494	(7,203) -2.38%
1001-10-15103-0300-153385	POL OFFICE-EXPENSE	6,733	2,576	10,400	11,120	-	-	-	11,120	720 6.92%
TOTAL POLICE ADMIN:		435,801	219,656	438,483	432,000	-	-	-	432,000	(6,483) -1.48%
POLICE PERSONNEL: Dept 0305		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG % CHG
1001-10-15103-0305-150007	POL SALARY UNIFORM	2,890,204	1,451,440	3,124,919	3,264,398	-	-	-	3,264,398	139,479 4.46%
1001-10-15103-0305-150009	POL SALARY DISPATCHER	398,768	193,628	458,435	468,428	-	-	-	468,428	9,993 2.18%
1001-10-15103-0305-150011	POL SALARY AUXILLARY STAFF	25,155	15,832	28,755	28,755	-	-	-	28,755	- 0.00%
1001-10-15103-0305-150013	POL SALARY HOLIDAY	135,776	57,906	143,379	155,226	-	-	-	155,226	11,847 8.26%
1001-10-15103-0305-150015	POL SALARY OVERTIME	248,239	112,496	253,103	259,430	-	-	-	259,430	6,327 2.50%
1001-10-15103-0305-150017	POL SALARY O/T TACTICAL	23,662	4,024	35,700	36,593	-	-	-	36,593	893 2.50%
1001-10-15103-0305-151500	POL UNIFORM ALLOWANCE	53,924	8,767	65,220	65,178	-	-	-	65,178	(42) -0.06%
1001-10-15103-0305-153410	POL PENSION	691,934	367,436	752,755	867,685	-	-	-	867,685	114,930 15.27%
TOTAL POLICE PERSONNEL:		4,467,662	2,211,527	4,862,266	5,145,693	-	-	-	5,145,693	283,427 5.83%
POLICE OPERATIONS: Dept 0310		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG % CHG
1001-10-15103-0310-151505	POL SAFETY EQUIPMENT	27,519	6,294	34,850	35,725	-	-	-	35,725	875 2.51%
1001-10-15103-0310-151510	POL NEW POLICE CARS	75,350	-	94,915	150,140	(49,797)	-	-	100,343	5,428 5.72%
1001-10-15103-0310-151515	POL EMERGENCY FUND	-	-	-	-	-	-	-	-	- 0.00%
1001-10-15103-0310-151516	POL TRAINING	15,086	5,315	29,850	29,650	-	-	-	29,650	(200) -0.67%
1001-10-15103-0310-151520	POL AUDIO/VISUAL	815	369	2,800	2,800	-	-	-	2,800	- 0.00%
1001-10-15103-0310-151525	POL DETECTIVE BUREAU	6,135	1,772	6,550	8,050	(1,000)	-	-	7,050	500 7.63%
1001-10-15103-0310-151530	POL TRAFFIC CONTROL	3,911	1,620	4,930	8,520	-	-	-	8,520	3,590 72.82%
1001-10-15103-0310-151535	POL RADIO	34,756	4,350	38,730	38,730	-	-	-	38,730	- 0.00%
1001-10-15103-0310-151540	POL RECORD ROOM	23,443	21,243	26,121	26,219	-	-	-	26,219	98 0.38%
1001-10-15103-0310-151545	POL RANGE MAINTENANCE	1,302	-	1,350	1,350	-	-	-	1,350	- 0.00%
1001-10-15103-0310-151550	POL YOUTH BUREAU	2,436	40	3,800	3,800	-	-	-	3,800	- 0.00%
1001-10-15103-0310-151555	POL CRIME PREVENTION	5,219	56	5,900	5,900	-	-	-	5,900	- 0.00%
1001-10-15103-0310-151560	POL ABANDON VEH EXP	176	-	500	500	-	-	-	500	- 0.00%
1001-10-15103-0310-153060	POL COMMUNICATIONS	7,108	5,616	12,175	13,135	(1,000)	-	-	12,135	(40) -0.33%
1001-10-15103-0310-153145	POL EQUIPMENT	19,036	1,955	20,275	24,375	-	-	-	24,375	4,100 20.22%
1001-10-15103-0310-153390	POL OPERATING EXPENSE	53,535	48,667	75,115	82,412	(7,297)	-	-	75,115	- 0.00%
1001-10-15103-0310-153579	POL VEHICLE FUEL	76,867	33,563	78,375	77,250	-	-	-	77,250	(1,125) -1.44%
1001-10-15103-0310-153580	POL VEHICLE-EXPENSE	39,111	18,067	50,360	48,940	-	-	-	48,940	(1,420) -2.82%
1001-10-15103-0310-153594	POL CAPITAL	-	-	-	-	-	-	-	-	- 0.00%
TOTAL POLICE OPERATIONS:		391,805	148,928	486,596	557,496	(59,094)	-	-	498,402	11,806 2.43%
SUBTOTAL - POLICE		5,295,268	2,580,111	5,787,345	6,135,189	(59,094)	-	-	6,076,095	288,750 4.99%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
ANIMAL CONTROL:	Dept 0315										
1001-10-15103-0315-150003	AC SALARY OTHER	77,191	36,511	74,378	69,213	-	-	-	69,213	(5,165)	-6.94%
1001-10-15103-0315-150005	AC SALARY PT	46,034	20,700	45,266	50,102	-	-	-	50,102	4,836	10.68%
1001-10-15103-0315-150015	AC OVERTIME	-	-	-	5,065	-	-	-	5,065	5,065	0.00%
1001-10-15103-0315-153045	AC BUILDING & GROUND MAINTENANCE	2,323	1,496	3,000	3,000	-	-	-	3,000	-	0.00%
1001-10-15103-0315-153390	AC OPERATING EXPENSE	6,628	2,275	9,885	9,885	(1,800)	-	-	8,085	(1,800)	-18.21%
1001-10-15103-0315-153563	AC ELECTRIC	2,901	1,270	3,410	3,060	520	-	-	3,580	170	4.99%
1001-10-15103-0315-153564	AC HEAT	3,679	635	6,750	4,950	-	-	-	4,950	(1,800)	-26.67%
1001-10-15103-0315-153579	AC VEHICLE FUEL	1,724	760	1,986	1,957	-	-	-	1,957	(29)	-1.46%
1001-10-15103-0315-153580	AC VEHICLE EXPENSE	692	-	700	900	-	-	-	900	200	28.57%
	TOTAL ANIMAL CONTROL:	141,173	63,647	145,375	148,132	(1,280)	-	-	146,852	1,477	1.02%
PARK RANGER:	Dept 0320										
1001-10-15103-0320-150003	PR SALARY OTHER	71,058	36,095	73,218	69,513	-	-	-	69,513	(3,705)	-5.06%
1001-10-15103-0320-150015	PR OVERTIME	-	-	-	3,705	-	-	-	3,705	3,705	0.00%
1001-10-15103-0320-153145	PR EQUIPMENT	521	-	-	800	-	-	-	800	800	0.00%
1001-10-15103-0320-153390	PR OPERATING EXPENSE	596	695	1,300	1,780	-	-	-	1,780	480	36.92%
1001-10-15103-0320-153579	PR VEHICLE FUEL	1,571	-	2,299	2,266	-	-	-	2,266	(33)	-1.44%
1001-10-15103-0320-153580	PR VEHICLE EXPENSE	15	-	500	1,000	(500)	-	-	500	-	0.00%
	TOTAL PARK RANGER:	73,761	36,790	77,317	79,064	(500)	-	-	78,564	1,247	1.61%
	TOTAL POLICE EXPENDITURES:	5,510,202	2,680,549	6,010,037	6,362,385	(60,874)	-	-	6,301,512	291,474	4.85%

BUDGET - POLICE DEPARTMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
REVENUES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140105	POLICE PERMITS REVENUE	13,349	16,632	14,300	14,300	2,450	-	-	16,750	2,450	17.13%
	TOTAL POLICE REVENUES:	13,349	16,632	14,300	14,300	2,450	-	-	16,750	2,450	17.13%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - POLICE DEPARTMENT

<u>ADMINISTRATION</u>		<u>Dept 0300</u>		
		<u>Budget</u>	<u>Budget</u>	
		<u>20-21</u>	<u>21-22</u>	
1001-10-15103-0300-150001	Police Chief	125,386	125,386	
	Total Admin:	125,386	125,386	
1001-10-15103-0300-150003	Police Captain	115,517	111,017	<Portion of salary is Emergency Management stipend which is moved to Emergency Management for budgetary and grant reporting purposes only
	Longevity	450	450	
	Executive Assistant	58,374	59,541	
	Longevity	350	350	
	Office Assistant II	41,758	41,758	
	Longevity	450	450	
	Records Clerk	41,758	38,338	*new hire
	Longevity	450	-	
	Support Services Assistant	43,140	43,140	
	Longevity	450	450	
	Total Other:	302,697	295,494	
	Total Police Administration:	428,083	420,880	

PERSONNEL

<u>Dept 0305</u>		<u>20-21</u>	<u>21-22</u>	
1001-10-15103-0305-150007	Lieutenants Step 2 - 3 officers	281,062	294,548	*union contractual increase
	Lieutenants Step 1 to 2 - 0 officer	-	-	
	Sergeants Step 2 - 5 officers	509,080	442,267	
	Sergeants Step 1 to 2 - 1 officer	-	88,285	
	Sergeants Step 1 -1 officer	-	84,469	
	Detectives Step 6 - 3 officers	152,465	239,062	
	Detectives Step 5 to 6 - 0 officer	73,061	-	
	Youth Officer Step 6 - 1 officer	76,233	79,687	
	Computer Forensics Examiner Step 6 - 1 officer	76,233	79,687	
	SRO Step 6 - 3 officers	227,373	239,062	
	SRO Step 5 to 6- 0 officer	73,660	-	
	Allowance for Detective Bureau - 7 officers	8,050	8,050	
	Patrol Officers Step 6 - 12 officers	910,949	956,250	
	Patrol Officers Step 5 to 6 - 1 officers	143,863	77,748	
	Patrol Officers Step 4 to 5 - 6 officers	71,757	441,122	
	Patrol Officers Step 3 to 4 - 0 officers	376,760	-	
	Patrol Officers Step 2 to 3 - 2 officers	-	132,609	
	Patrol Officers Step 2 - 0 officers	121,748	-	
	Patrol Officers Step 5 to 6 - 1 officers	-	78,075	new hire
	Longevity	8,025	7,875	
	Higher Education Incentive	14,600	15,600	
	Total Uniform Officers:	3,124,919	3,264,398	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	<u>20-21</u>	<u>21-22</u>	
1001-10-15103-0305-150009			
Dispatch 8-7 Step 4 (4)	197,210	197,210	
Dispatch 8-7 Step 3 to 4 (1)	96,500	48,402	
Dispatch 8-7 Step 2 to 3 (0)		-	
Dispatch 8-7 Step 1 to 2 (2)	45,243	88,910	
1.25 Hour Allowance	16,177	16,177	
Longevity	750	875	
Holiday Overtime Pay	18,285	25,785	increase - reinstate the 7,500 reduction in FY21 MOU agreement
Weekend Staffing	10,000	10,000	
Paid Time Off Coverage-Vacation OT	46,186	52,986	
Paid Time Off Coverage-Sick OT	7,084	7,084	
Stipend	21,000	21,000	
Total Dispatch:	458,435	468,428	

	<u>20-21</u>	<u>21-22</u>	<u>Hours/yr</u>	<u>Hrly Rate</u>	<u>\$ Amount</u>	<u>Hours/yr</u>	<u>Hrly Rate</u>	<u>\$ Amount</u>
1001-10-15103-0305-150011								
Special Officers	4,950	4,950	275	\$ 18.00	\$ 4,950	275	\$ 18.00	\$ 4,950
Matron	2,205	2,205	100	\$ 18.00	\$ 1,800	100	\$ 18.00	\$ 1,800
Matron	-	-	15	\$ 27.00	\$ 405	15	\$ 27.00	\$ 405
Civilian Accreditation Assistant	21,600	21,600	800	\$ 27.00	\$ 21,600	800	\$ 27.00	\$ 21,600
Total Special Police Officers:	28,755	28,755						

	<u>20-21</u>	<u>21-22</u>	
1001-10-15103-0305-150013			
Holiday Pay	143,379	155,226	*union contractual increase
1001-10-15103-0305-150015			
Police Salary Overtime	253,103	259,430	*union contractual increase
1001-10-15103-0305-150017			
Police Salary Overtime Tactical	35,700	36,593	*union contractual increase
1001-10-15103-0305-151500			
Police Uniform Allowance	65,220	65,178	
1001-10-15103-0305-153410			
Police Pension	752,755	867,685	*union contractual increase and MERS rate increase
Total Other:	1,250,157	1,384,112	
Total Police Personnel:	4,862,266	5,145,693	
Sub-Total Police:	5,290,349	5,566,573	

ANIMAL CONTROL: Dept 0315

	<u>20-21</u>	<u>21-22</u>	
1001-10-15103-0315-150003			
Animal Control Officer	68,763	68,763	
Longevity	450	450	
Overtime	5,165		*moved to OT line item below
Total Other:	74,378	69,213	
1001-10-15103-0315-150003			
Overtime		5,065	
Total Animal Control:	74,378	74,278	

	<u>20-21</u>	<u>21-22</u>		<u>Hours/yr</u>	<u>Hrly Rate</u>	<u>\$ Amount</u>	<u>Hours/yr</u>	<u>Hrly Rate</u>	<u>\$ Amount</u>
1001-10-15103-0315-150005									
PT-Animal Control	10,478	12,090	increased hrs	676	\$ 15.50	\$ 10,478	780	\$ 15.50	\$ 12,090
PT-Animal Control	10,478	12,090	increased hrs	676	\$ 15.50	\$ 10,478	780	\$ 15.50	\$ 12,090
PT-Animal Control	10,478	12,090	increased hrs	676	\$ 15.50	\$ 10,478	780	\$ 15.50	\$ 12,090
PT-Animal Control	6,916	6,916		520	\$ 13.30	\$ 6,916	520	\$ 13.30	\$ 6,916
PT-Animal Control	6,916	6,916		520	\$ 13.30	\$ 6,916	520	\$ 13.30	\$ 6,916
Total PT:	45,266	50,102							
Total Animal Control:	119,644	124,380							

*hours increased hours from 13 hours/wk to 15hours/wk
Trending 15 hours/wk

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

<u>PARK RANGER:</u>	<u>Dept 0320</u>	<u>20-21</u>	<u>21-22</u>
1001-10-15103-0320-150003	Park Ranger	68,763	68,763
	Longevity	450	450
	Overtime	3,705	-
	Perfect Attendance	300	300
	Total Park Ranger:	73,218	69,513
1001-10-15103-0320-150015	Overtime		3,705
	Total Park Ranger:	73,218	73,218
	Total Police:	5,483,211	5,764,171
	Headcount-FT	56	56
	Headcount-PT	7	7

*moved to OT line item below

<u>SALARY SUMMARY</u>	<u>20-21</u>	<u>21-22</u>
POL SALARY ADMIN	125,386	125,386
POL SALARY OTHER	302,697	295,494
TOTAL POLICE ADMINISTRATION:	428,083	420,880
POL SALARY UNIFORM	3,124,919	3,264,398
POL SALARY DISPATCHER	458,435	468,428
POL SALARY SPECIAL DUTY	28,755	28,755
POL SALARY HOLIDAY	143,379	155,226
POL SALARY OVERTIME	253,103	259,430
POL SALARY O/T TACTICAL	35,700	36,593
POL UNIFORM ALLOWANCE	65,220	65,178
POL PENSION	752,755	867,685
TOTAL POLICE PERSONNEL:	4,862,266	5,145,693
SUB-TOTAL POLICE:	5,290,349	5,566,573
AC SALARY OTHER	74,378	69,213
AC SALARY PT	45,266	50,102
AC SALARY OVERTIME		5,065
TOTAL ANIMAL CONTROL:	119,644	124,380
PR SALARY OTHER	73,218	69,513
PR SALARY OVERTIME		3,705
TOTAL PARK RANGER:	73,218	73,218
TOTAL POLICE	5,483,211	5,764,171

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - POLICE DEPARTMENT

EXPENDITURES:

POLICE ADMIN:

1001-10-15103-0300-153385 POL OFFICE-EXPENSE	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Quench Water Service		720				720	\$60/month -previously in operating
Publications	500	500				500	
Printed Forms	1,000	1,000				1,000	
Office Supplies (letterhead, envelopes, flash drives, etc.)	3,500	3,500				3,500	
Postage/UPS Costs*	1,400	1,400				1,400	
Toner Cartridges	4,000	4,000				4,000	
	10,400	11,120	-	-	-	11,120	

POLICE PERSONNEL:

1001-10-15103-0305-150011 POL SALARY AUXILLARY STAFF	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Special Officers--Approx. 275 hours per year x \$18/hr.	4,950	4,950				4,950	
Matron--Salaries at \$18/hour x 100 hours; \$27/hour x 15 hours	2,205	2,205				2,205	
Civilian Accreditation Assistant	21,600	21,600				21,600	
16 hours/week x 50 weeks x \$27/hour	-	-				-	
	28,755	28,755	-	-	-	28,755	

1001-10-15103-0305-150013 POL SALARY HOLIDAY	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Salaries Holidays	143,379	155,226				155,226	Contractual increase
	143,379	155,226	-	-	-	155,226	

1001-10-15103-0305-150015 POL SALARY OVERTIME	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Include Filling Shifts due to: Vacation, Illness, Injury, Investigations, Storms, Training, Prisoner Watch, etc.	253,103	259,430				259,430	Contractual increase
	253,103	259,430	-	-	-	259,430	

1001-10-15103-0305-150017 POL SALARY O/T TACTICAL	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
Tactical Team Training, either on overtime or shifts backfilled with overtime.	35,700	36,593				36,593	Contractual increase
Approx. 64 hours per month* x 12 months x \$54.89 per hour (avg. overtime rate)						-	
*Two training days per month						-	
	35,700	36,593	-	-	-	36,593	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15103-0305-151500 POL UNIFORM ALLOWANCE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
New Officer Issue	10,000	10,000				10,000		
Officer Cleaning Allowance	17,200	17,200				17,200		
Administrative Clothing Allowance	1,750	1,650				1,650		reduction per employment agreement
Replacement of body armor	4,000	4,000				4,000		
Shirts, Summer (2 ea/ofc)	3,936	3,936				3,936		
Shirts, Winter (2 ea/ofc)	4,018	4,018				4,018		
Pants (3 ea/ofc)	11,070	11,070				11,070		
Winter/Summer Hat Replacements	630	630				630		
Body Armor Carrier Replacements	800	800				800		
Light Weight Jacket Replacements	1,480	1,480				1,480		
Winter Jacket Replacements	1,650	1,650				1,650		
Turtleneck Shirt Replacements	1,080	1,080				1,080		
Sweater Replacements	450	450				450		
Ties	220	220				220		
Rain Gear Replacements	1,256	1,256				1,256		
Shoulder Badge/Patches	400	400				400		
Knit Hat Replacements	150	208				208		price increase
Replacement of Various Leather, Gear, etc.	1,050	1,050				1,050		
Winter Overalls	1,580	1,580				1,580		
Replacement of Various Tactical Gear, Uniforms	500	500				500		
Dispatcher Clothing and Replacement of Collar Brass, Tie Clasps, Name Tags, Etc.	2,000	2,000				2,000		
	-	-				-		
	65,220	65,178	-	-	-	65,178		
1001-10-15103-0305-153410 POL PENSION	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
CMERS (FY2021- 21.95%, FY2022 - 22.45%)	752,755	867,685	-	-	-	867,685		Contractual increase and increase in CMERS rate
	752,755	867,685	-	-	-	867,685		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

POLICE OPERATIONS:	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15103-0310-151505 POL SAFETY EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Boxes Road Flares (36 per box)		-				-	
Chemical Lightsticks (Flare alternative)		-				-	
Rolls - Police Line Barrier Tape	450	450				450	
Oxygen Refills, Resuscitator Repairs	3,500	3,500				3,500	
Defibrillator Battery	2,000	2,000				2,000	
Replacement Personal Biohazard Protection Kits	750	750				750	
Ammunition, Targets and Miscellaneous	18,000	18,000				18,000	
Firearms/Qualification Material	-	-				-	
Taser Cartridges (For Training and Deployment)	3,400	3,400				3,400	
Ammunition, Replacement for Duty Use	2,000	2,000				2,000	
Armorer Equipment	500	500				500	
First Aid Equipment, Bandages, CPR Masks, etc.	2,500	2,500				2,500	
Naloxone (Narcan), 25 @ \$50/unit	1,250	2,125				2,125	Increase from \$50 to \$85 per unit by vendor.
Traffic Safety Cones	500	500				500	Replenish supplies due to storms, damage or theft
	34,850	35,725	-	-	-	35,725	
	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15103-0310-151510 POL NEW POLICE CARS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Cars--3	-	-				-	Pricing is for 3 vehicles.
Ford Interceptor, AWD (0) ()	-	-				-	
Ford SUV-Interceptor, 4WD (3) (\$38,110)	74,000	114,330	(38,110)			76,220	<i>One Police Car will be funded by the police special duty fund</i>
Unmarked Car (0)	-	-				-	
Warranties--3 @ approximately \$2,000 each	4,000	6,000	(2,000)			4,000	
Replacement Equipment (Sirens, Switch Boxes, Light Relays, Prisoner Cages)	2,500	5,000	(1,667)			3,333	
Consoles (3) @ \$570 each	1,140	1,710	(570)			1,140	
Prisoner Cages (New) (3) @ \$2,000 each	4,000	6,000	(2,000)			4,000	
3 Sets of Graphics @ \$450 each	900	1,350	(450)			900	
Manuals	375	750				750	
Conversion Cost (3) @ \$5,000 each	8,000	15,000	(5,000)			10,000	
	94,915	150,140	(49,797)	-	-	100,343	
	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15103-0310-151516 POL TRAINING	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Fairfield County Training Officers	750	800				800	Increase in training dues
In-Service Instruction (vendor provided)	8,500	7,500				7,500	Savings related to POST approved on-line training
Training Supplies	700	700				700	
Basic Police Academy Training Classes	7,600	7,600				7,600	
Police Academy In-Service Training Classes*	4,000	4,000				4,000	
Management Training--FBI, etc.	2,000	2,000				2,000	
Executive Conferences/Workshops/Professional Standards	3,050	3,050				3,050	
Computer Forensics Conference	1,250	1,250				1,250	
EMR Recert Training (Moved from Safety Expense in Previous Budgets)		750				750	Includes instruction manuals/workbooks
Training--Meals Reimbursement	2,000	2,000				2,000	
	29,850	29,650	-	-	-	29,650	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

1001-10-15103-0310-151520 POL AUDIO/VISUAL	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Memory Cards and Thumb Drives	250	350				350	
Developing--Outside Vendor*	200	200				200	
Batteries for Cameras	200	200				200	
Equipment Repairs/Part Replacements	300	300				300	
Printer Paper--Photo Quality	500	500				500	
Printer Cartridges	600	500				500	
CD/DVD Discs (Blank)	450	450				450	
Jewel Cases/Labels	300	300				300	
	2,800	2,800	-	-	-	2,800	
1001-10-15103-0310-151525 POL DETECTIVE BUREAU	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Narcotic/Drug Field Test Kits	300	300				300	
Evidence Collection/Processing Supplies	3,000	3,000	(1,000)			2,000	Trend
Air-Clean Carbon Filters	400	400				400	
Technology Ex Parte Orders Fees	500	1,000				1,000	More Frequent Use of Cell Tower Info/Data
LexisNexis Monthly Fee	600	1,800				1,800	Fee increased by vendor from \$50 to \$150 per month
Association Dues/Meetings	450	450				450	
Spare Hard Drives (Investigation Mirroring)	900	700				700	
Arrest Warrant Envelopes, Laser Labels, Etc.	400	400				400	
	6,550	8,050	(1,000)	-	-	7,050	Trend
1001-10-15103-0310-151530 POL TRAFFIC CONTROL	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Recert of RADAR units and Tuning Forks (13 x \$50 ea x 2/year)	1,300	1,300				1,300	
Recert of Laser Units (3 x \$60 ea x 2/year)	720	720				720	
Recert of Laser Unit for Crash Reconstruction (twice/year)	60	60				60	
FARO Complete Scanner Service Plan, Including Annual Cleaning and Calibration		4,840				4,840	Service Plan for FARO Equipment purchased last year
In-car Video Camera Maintenance	1,250					-	Now included in Watchguard Annual Fee in Operating Expense
Drager Alcotest--Supplies, Certifications, Parts	650	650				650	
Drager Alcotest--Software Upgrades, Gas Canisters	450	450				450	
Radar Unit Parts/Repairs/Cables	500	500				500	
	4,930	8,520	-	-	-	8,520	
1001-10-15103-0310-151535 POL RADIO	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Service/Parts/Major Repairs--All Radio Systems	4,285	4,285				4,285	
Replacement Batteries for Portable Radios	1,100	1,100				1,100	
Radio Service Contract with Northeastern Communications	30,345	30,345				30,345	
Fairfield County Chiefs of Police Association Regional Radio Network Assessment	-	-				-	
	3,000	3,000	-	-	-	3,000	
	38,730	38,730	-	-	-	38,730	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15103-0310-151540 POL RECORD ROOM	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
NexGen Service Contract	22,071	22,170				22,170	Increase in service contract by vendor
NexGen Appeon MDT Software Maintenance	950	950				950	
NexResponders Application Annual Maintenance (2)	-	-				-	
IDEMIA Annual Maintenance Fee for AFIS System		199				199	New AFIS System annual user fee.
Ledgers	400	200				200	Digital storage reduced need for ledgers
Paper, Mailing Labels	500	500				500	
Case Report File Folders	1,700	1,700				1,700	
Misc Office Supplies, Staples, etc.	500	500				500	
	26,121	26,219	-	-	-	26,219	
1001-10-15103-0310-151545 POL RANGE MAINTENANCE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Building/Grounds Maintenance	1,100	1,100				1,100	
Nails, Staples, Cardboard, Targets	250	250				250	
	1,350	1,350	-	-	-	1,350	
1001-10-15103-0310-151550 POL YOUTH BUREAU	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Programs, Instructional Materials/Supplies	3,550	3,550				3,550	
Professional Assoc. Dues, Meeting Expenses	250	250				250	
	3,800	3,800	-	-	-	3,800	
1001-10-15103-0310-151555 POL CRIME PREVENTION	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Community Service Programs	1,750	1,750				1,750	
Informational Materials, Handouts, Supplies, CDs	800	800				800	
Triad Conference	500	500				500	
Professional Assoc. Dues, Meetings	250	250				250	
Crime Prevention Training	1,000	1,000				1,000	
Explorer Post Equipment/Activities	-	-				-	
"Monroe Night At The Park" Activities	1,600	1,600				1,600	
	5,900	5,900	-	-	-	5,900	
1001-10-15103-0310-151560 POL ABANDON VEH EXP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Towing, Certified Mailings, etc.	500	500				500	
	500	500	-	-	-	500	
1001-10-15103-0310-153060 POL COMMUNICATIONS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
COLLECT/NCIC System Upgrades	1,850	1,850	(1,000)			850	Technology has improved
Mobile Data Terminal Modem Service (17 Units at \$40/month/unit)	7,200	8,160				8,160	New vendor--switch to Verizon
IACP NET Contract	875	875				875	
SWRERT Communications--Assessment	2,250	2,250				2,250	
	12,175	13,135	(1,000)	-	-	12,135	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15103-0310-153145 POL EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1 Radar Unit	-	-				-	
2 Portable Radios (\$2,900 each)	5,850	5,800				5,800	Price per unit decrease by vendor
1 Mobile Radio Unit (In-Car) (\$3,175 each)	3,075	3,175				3,175	Price per unit increase by vendor
5 Taser Model X26E (\$1,700 each)	3,400	8,500				8,500	Replacement for existing older units
		-				-	
3 Automatic Electronic Defibrillator (AED)--Replacement	1,800	4,800				4,800	Replacement for existing older units
AED Carrying Case	150					-	Non-recurring
VIRTRA Training Simulator Equipment Replacement/Addition	6,000					-	Non-recurring
Colt M4 Carbine with Optic and Light		2,100				2,100	New request for SWRERT member assigned to MPD officer
		-				-	
	20,275	24,375	-	-	-	24,375	
1001-10-15103-0310-153390 POL OPERATING EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Canine Maint. (food,vet bills, replacement equipment.)	2,500	2,500				2,500	
Emergency Management/Homeland Security	1,000					-	Additional provisions by the State
Specialized Garments/Equipment						-	
Vendor Tech Support/Computer Forensics Tools	10,335	11,310				11,310	Increases by vendors
AccessData FTK Subscription Renewal						-	
Cellebrite Subscription Renewal						-	
VmWare Upgrades						-	
IEF						-	
WinHex						-	
MacQuisition						-	
Netanalysis Software						-	
FINALMobile Forensics						-	
Miscellaneous Hardware Upgrades						-	
IAFCI and IACIS Membership (Financial Crimes)						-	
Miscellaneous Forensic Licenses						-	
Visual Computer Solutions Scheduling System Annual Service Contract	4,750	4,750				4,750	
PowerDMS Recurring Standards and User Fees	3,800	4,327				4,327	Increase for service contract by vendor
Regional Tactical Team Annual Assessment	4,000	4,000				4,000	
Annual Server Fee for GPS Tracker	500	600				600	Increase for service contract by vendor
iRecord Interview Recording System/911Telephone Radio Logger Lease	17,035	17,035				17,035	
Virtra Training System Maintenance Fee	2,100	2,100				2,100	
Professional Assoc. Dues	1,100	1,100				1,100	
Meeting Expenses	950	950				950	
Prisoner Maintenance--Food, Clothing, etc.	500	500				500	
Selection Process--Includes Psych, Polygph, Promo. Processes, etc.	8,000	8,000				8,000	
Investigation Expenses--Confid. Funds, Travel, Associated Expenses	1,000	1,000				1,000	
WatchGuard Body-Worn Camera Annual Licensing Fee	14,825	21,000				21,000	Increase for service contract by vendor-combined in car video maint from traffic control \$1,250
Input-Ace Multi-Media Player Evidence System Service Plan		995				995	Service contract for new multi-media video equipment purchased last year
License Plate Reader Warranty and Software Updates	2,245	2,245				2,245	
Taser Assurance Plan	475					-	Initial warrantee and replacement plan adequate coverage
			(7,297)			(7,297)	Overall reduction based on 3 year trend with identified additions included
	75,115	82,412	(7,297)	-	-	75,115	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	20-21	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15103-0310-153579 POL VEHICLE FUEL							
Gasoline	78,375	77,250				77,250	Gasoline pricing per Public Works Director
	78,375	77,250	-	-	-	77,250	
1001-10-15103-0310-153580 POLVEHICLE-EXPENSE							
Emissions Testing and New Car Testing Exemption Fee	200	200				200	
Insurance Deductible	1,500	1,500				1,500	
Vendors--Alignments, Electrical, Upholsters, Markings, Body Work, Towing, etc.	13,000	13,000				13,000	
Parts, Batteries, Oil, Lubricants, Assoc. Materials/Supplies	22,000	22,000				22,000	
Tires, All-Season	13,660	12,240				12,240	Only one size tire required this fiscal year for patrol cars
	50,360	48,940	-	-	-	48,940	
1001-10-15103-0310-153594 POL CAPITAL							
	-	-	-	-	-	-	
ANIMAL CONTROL:							
1001-10-15103-0315-153045 AC BUILDING & GROUND MAINTENANCE							
Aquarion	1,000	500				500	Based on current usage and anticipated rates
Cleaning Supplies (disinfect., towels, brooms, mops, etc.)	1,000	1,700				1,700	Trend
Misc. Building Repairs (waterproofing, crack repair, etc.)	1,000	800				800	Trend
	3,000	3,000	-	-	-	3,000	
1001-10-15103-0315-153390 AC OPERATING EXPENSE							
Newspaper advertising (required by CGS)	500	500				500	
Printing/Dog License Tags	1,000	1,000				1,000	
Copies/Office Supplies/Postage	700	700	(500)			200	Trend
Specimen Delivery to State Lab via Pony Express (Average 15/yr @ \$40 each)	600	600				600	
Batteries, Film, Photo Print Paper	75	75				75	
Uniform Cleaning (per contract)	100	100				100	
Uniform Replacement	1,000	1,000				1,000	
Animal Food	800	800				800	
Veterinary Services (emergency care, euthanasia, body disposal)	2,500	2,500	(1,000)			1,500	Trend
Training (seminars, magazines/literature)	500	500				500	
Equipment Repairs/Maintenance (snare poles, traps, etc.)	800	800	(300)			500	Trend
Generator Maintenance Contract (\$360/year)/Repairs and Parts (approx. \$50	860	860				860	
Service Contracts (alarm system \$450/year)	450	450				450	
Animal Damage Claims (per CGS \$22-355)						-	
	9,885	9,885	(1,800)	-	-	8,085	
1001-10-15103-0315-153563 AC ELECTRIC							
Electrical Service (Eversource)	3,410	3,060	520			3,580	Based on current usage and anticipated rates
	3,410	3,060	520	-	-	3,580	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15103-0315-153564	AC HEAT							
	LP Gas (heat/hot water)	6,000	4,200				4,200	New contract with Sippin at \$1.399/gallon
	Furnace/Water Heater Repair/Service	750	750				750	
		6,750	4,950	-	-	-	4,950	
1001-10-15103-0315-153579	AC VEHICLE FUEL							
	Fuel (gasoline/oil)	1,986	1,957				1,957	Gasoline pricing per Public Works Director
		1,986	1,957	-	-	-	1,957	
1001-10-15103-0315-153580	AC VEHICLE EXPENSE							
	Parts and Tires	700	900				900	Two ACU vehicles, one nearing end of life (2009), one new vehicle
		700	900	-	-	-	900	
PARK RANGER:								
1001-10-15103-0320-153145	PR EQUIPMENT							
	iPad		800				800	Requested for Park Ranger re Tree Warden
		-	800	-	-	-	800	
1001-10-15103-0320-153390	PR OPERATING EXPENSE							
	Uniform	800	800				800	
	Uniform Cleaning (per contract)	100	100				100	
	iPad Data Service Plan @ \$40/month		480				480	increased efficiency and lower down time
	Copying	100	100				100	
	Education	200	200				200	
	Maintenance of Equipment	100	100				100	
		1,300	1,780	-	-	-	1,780	
1001-10-15103-0320-153579	PR VEHICLE FUEL							
	Fuel (gasoline/oil) (Approx. 1,100 gals @ \$2.06/gallon)	2,299	2,266				2,266	Gasoline pricing per Public Works Director
		2,299	2,266	-	-	-	2,266	
1001-10-15103-0320-153580	PR VEHICLE EXPENSE							
	Parts and Tires	500	1,000	(500)			500	Trend
		500	1,000	(500)	-	-	500	
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	14,300	14,300	2,450			16,750	3 year average
		14,300	14,300	2,450	-	-	16,750	

VOLUNTEER FIRE SERVICES

The objective of the Town of Monroe Volunteer Fire Services 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 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

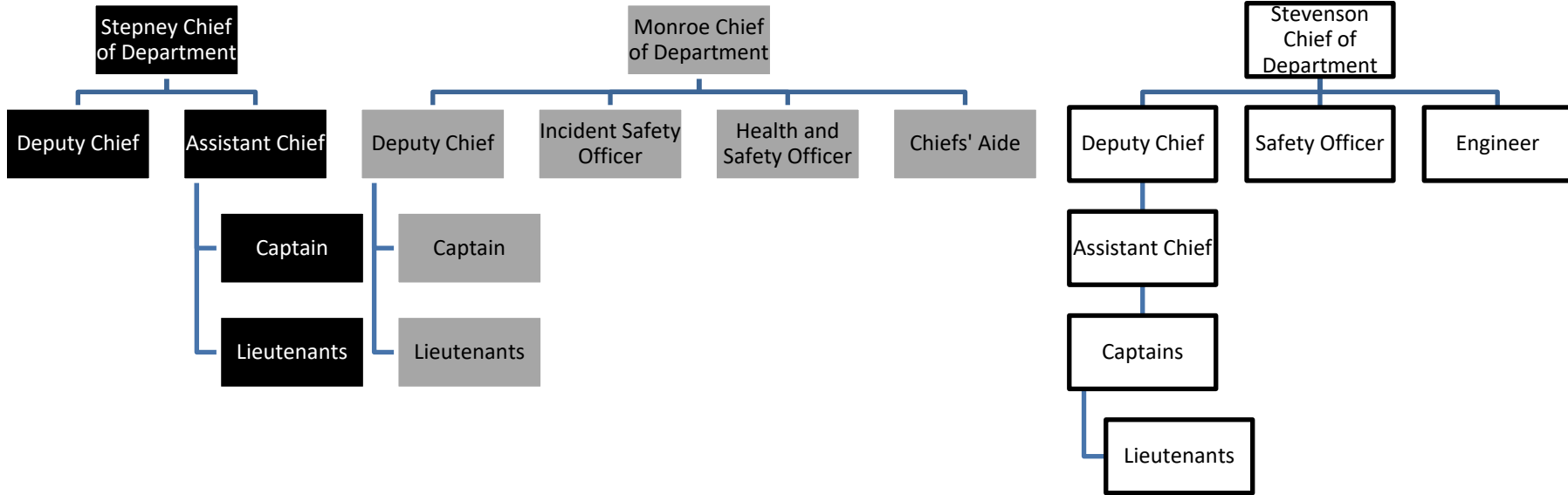
- Save Lives and Protect Property
- Fire Suppression
- Rescue Services
- Hazardous Materials Incident Stabilization
- Fire Prevention and Community Education/Outreach

ORGANIZATION CHART

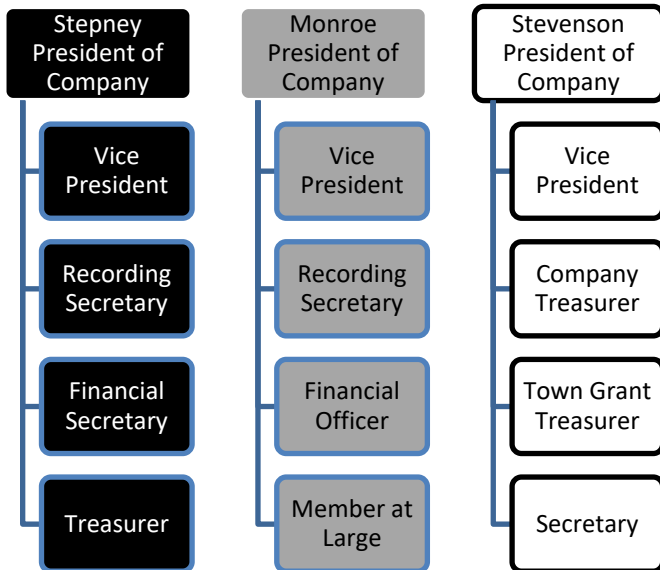
The Town of Monroe Volunteer Fire Services is comprised of three independent volunteer fire companies, each organized under the laws of the State of Connecticut. Each company is either a 501(c)(3) or 501(c)(4) organization exempt from Federal and State income tax. While each company independently reports to the Town of Monroe, a combined officers and chiefs association enable synergies and sharing of information across the organizations and all departments work together on scene of any major fire or rescue incident.

Generally speaking each Company is comprised of an operational branch led by the Chief of Department and an administrative branch led by the President of the Company. Each Company's composition of the Board of Directors is slightly different, but there is commonality that the members of each Company elect that Company's Board of Directors.

Operational Organizational Charts



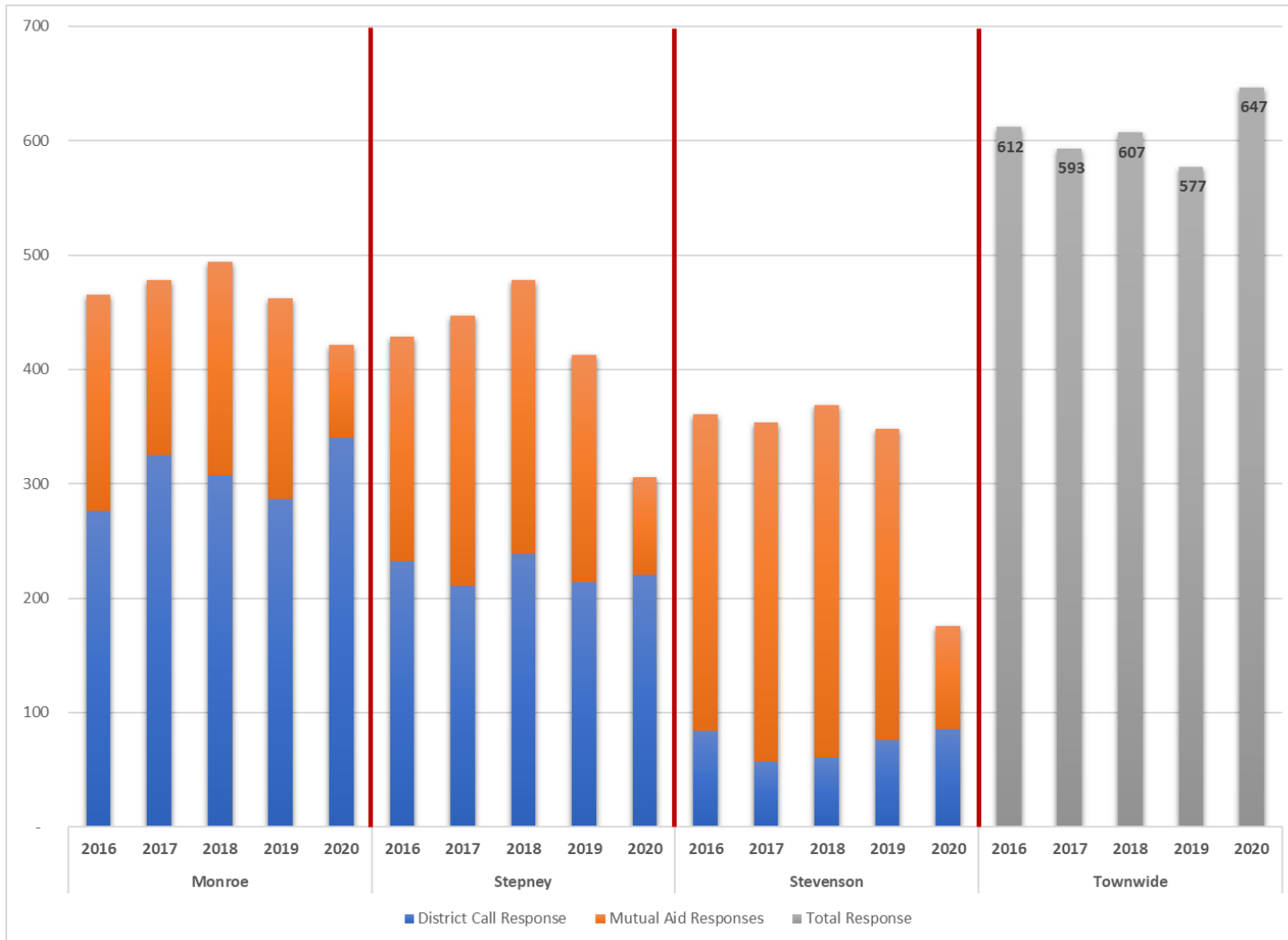
Administrative Organizational Charts



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

- The 2020 calendar year impacted performance metrics for all three Companies due to response protocol changes in response to COVID-19. In general, automatic mutual aid, for other than the most serious incidents, was curtailed for the majority of the year.
- For the 2020 calendar year, the Town of Monroe Fire Services responded to 647 incidents, representing 70 (or 12%) more incidents than in calendar 2019 and the highest volume of call response in the last five years.



SIGNIFICANT ACCOMPLISHMENTS

- Proactive involvement in Town of Monroe COVID-19 response including continuous communication with Monroe EMS, PD, Emergency Management, and Public Health to establish protocols and firefighter safety initiatives, which included:
 - Acquisition of PPE to include N95 Respirators, Surgical Masks, Cleaning equipment, Scott SCBA adapters and filters.
- Maintained 100% response to alarms, had crews assigned to cover 100% of overnight shifts during the year, and crews on duty at the station at least 3 nights per week during the entire year (Monroe district).
- Maintained compliance with strict minimum annual training requirement including holding training sessions at least twice per month, which required adapting to certain virtual training platforms and conducted live fire training evolutions in which all three departments trained together.
- The Stevenson Fire Company applied for FEMA AFG for remaining SCBA needs, but was denied.
- Experienced no significant firefighter injuries or civilian fire-related deaths or significant injuries.
- In response to COVID-19 moved community education to in-house produced videos for both adults and children posting on multiple social media channels for maximum exposure. On a monthly basis we engaged over 6,000 unique users on social media, which nearly doubled to 12,000 unique users during the key fire prevention period (Monroe district).
- Despite no Carnival (Monroe), boot drives (all three departments) or Lobster dinner (Stepney) fundraiser, we were able to meet our financial obligations and not seek additional funds from the town beyond the initial budget.

GOALS & OBJECTIVES

- Maintain 100% response call coverage, including delivery of high quality, cost effective professional services.
 - In the past year, we have continued success with our designated home responder, or “DHR” program and duty crew programs (Monroe district). These programs have added value to the quality of our call responses.
- Implement a new response protocol utilizing data analytics and key considerations of life and property safety that will enable a more effective and efficient response structure to the Town of Monroe.
- Review current fire districts and implement strategic changes in district boundaries with goals of decreasing response times across the town.
- Increase recruitment efforts and our ranks of active firefighters.
 - Average number of firefighter response per call has increased to 7.3 from 4.8 one year ago (Monroe district data), signaling recruitment and retention efforts are making progress.
 - Additional trainees have recently joined our ranks with nearly 10 new candidates enrolling in initial State firefighting certification in early 2021.
- Maintain our superb safety record, compliance with OSHA and NFPA standards, and meet/exceed minimum training mandates.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

- Continue to realize cost savings through diligent negotiations with vendors and purchasing using volume incentives and state contracted prices and combined purchasing.
- Evaluate feasibility (and apply if feasible) of specific and regional grant opportunities for the fire service to procure necessary equipment.

BUDGET HIGHLIGHTS

- While evaluating our budget needs we determined that a 3% increase was justifiable due to increasing costs, decreased/uncertain fundraising, and additional costs to procure PPE for member safety. However, our diligent cost management, deferral of certain expenditures, and acknowledgement of the likely budget pressures in Town have enabled us to curtail our request to an increase of only 1.5% for each of the three fire departments.

MONROE VOLUNTEER FIRE DEPARTMENT

BUDGET - MONROE VOLUNTEER FIRE DEPT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0400-153390	MONROE FIRE DEPT OP EXP	233,248	116,000	232,000	235,411	-	-	-	235,411	3,411	1.47%
1001-10-15103-0400-150630	INSURANCE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0400-153045	BUILDING MAINTENANCE	2,606	1,342	2,740	2,770	-	-	-	2,770	30	1.09%
1001-10-15103-0400-153563	MFD ELECTRIC	13,677	6,187	14,276	16,058	(1,068)	-	-	14,990	714	5.00%
1001-10-15103-0400-153564	MFD HEAT	5,636	2,737	6,000	6,000	-	-	-	6,000	-	0.00%
1001-10-15103-0400-153565	MFD UTILITIES OTHER	7,111	3,147	8,100	8,283	-	-	-	8,283	183	2.26%
1001-10-15103-0400-153579	MFD VEHICLE FUEL	5,150	1,991	5,929	5,929	-	-	-	5,929	-	0.00%
1001-10-15103-0400-153580	MFD VEHICLE EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0400-153594	MFD CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
		267,428	131,404	269,045	274,451	(1,068)	-	-	273,383	4,338	1.61%

Utilities to be budgeted by DPW

BUDGET - MONROE VOLUNTEER FIRE DEPT		20-21	21-22	21-22	21-22	21-22	21-22	21-22	
EXPENDITURES:		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15103-0400-153390	MONROE FIRE DEPT OP EXP								
Administrative		27,598	29,558				29,558	Increase due to insurance cost increasing per broker	
Apparatus Repair and Maintenance		25,625	24,175				24,175	Decrease due to one less smaller vehicle	
Building and Grounds Maintenance		21,180	27,470				27,470	\$5k increase in building maintenance due to deferred renovation	
Capital Expenditures		37,200	36,711				36,711		
Equipment Repair and Maintenance		19,022	19,195				19,195		
Fire Ground Operations		21,210	23,445				23,445	Increase due to acquisition of alerting pagers, offset by reductions in our mobile app alerting costs (triennial to annual)	
Personnel Costs		48,365	40,170				40,170	Reduced number of sets of turnout gear from 9 to 7 (~\$6.5k) and other smaller cost savings	
Public Education and Relations		1,477	1,477				1,477		
Recruitment and Retention		8,680	8,680				8,680		
Technology Costs		8,663	7,730				7,730		
Town of Monroe Financing Costs		-	-				-		
Training Costs		17,980	16,800				16,800	Lower costs due to lower outside in person courses caused by the pandemic	
Utilities		-	-				-		
Budget Reduction-MFD volunteered for reduction		(5,000)	-				-		
		232,000	235,411	-	-	-	235,411		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15103-0400-153045	BUILDING MAINTENANCE							
Station #1 Garbage - Call Peter		2,200	2,470				2,470	Recast with current usage & pricing trend
Station #2 50%		540	300				300	
		2,740	2,770	-	-	-	2,770	
1001-10-15103-0400-153563	MFD ELECTRIC							
Station #1 Electricity		10,479	11,003				11,003	Based on current usage and anticipated rates
Station #1 Electricity for the Field		97	1,200				1,200	Based on current usage and anticipated rates
Station #1 Electricity for 50,000 Lumen HP Sodium Light		600	600				600	Based on current usage and anticipated rates
Station #2 Electricity 25% (EMS Charged 75%)		3,100	3,255	(1,068)			2,187	Based on current usage and anticipated rates
		14,276	16,058	(1,068)	-	-	14,990	
1001-10-15103-0400-153564	MFD HEAT							
Station #1 - Natural Gas		5,000	5,000				5,000	Reflects usage trends
Station #2 Natural Gas 25%		1,000	1,000				1,000	Reflects usage trends
		6,000	6,000	-	-	-	6,000	
1001-10-15103-0400-153565	MFD UTILITIES OTHER							
Station #2 Water for Sprinkler Service 35%		1,000	1,070				1,070	Based on current usage and anticipated rates
Station #2 Domestic Water 35%		900	963				963	Based on current usage and anticipated rates
Station #1 Charter		5,500	5,500				5,500	Calc by IT
Station #1 Frontier		700	750				750	Calc by IT
		8,100	8,283	-	-	-	8,283	
1001-10-15103-0400-153579	MFD VEHICLE FUEL							
Gasoline - 1,000 Gallon @ \$2.06/Gal-prior year \$2.03/gal		2,060	2,060				2,060	311.703 gallons to date - Reflect usage trend
Diesel - 1,860 Gallon @ \$2.08/Gal-prior year \$2.15/gal		3,869	3,869				3,869	745.577 gallons to date - Reflect usage trend
		5,929	5,929	-	-	-	5,929	

STEVENSON VOLUNTEER FIRE DEPARTMENT

BUDGET - STEVENSON VOLUNTEER FIRE DEPT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES: Dept 0410		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0410-153390	STEVENSON FIRE DEPT OP EXP	160,478	80,600	161,200	163,600	-	-	-	163,600	2,400	1.49%
1001-10-15103-0410-150630	INSURANCE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0410-153045	BUILDING MAINTENANCE	3,458	1,758	3,000	3,500	-	-	-	3,500	500	16.67%
1001-10-15103-0410-153563	STVFD ELECTRIC	9,906	5,340	11,700	12,285	-	-	-	12,285	585	5.00%
1001-10-15103-0410-153564	STVFD HEAT	11,011	2,806	8,280	8,280	-	-	-	8,280	-	0.00%
1001-10-15103-0410-153565	STVFD UTILITIES OTHER	2,898	1,427	3,900	3,784	-	-	-	3,784	(116)	-2.97%
1001-10-15103-0410-153579	STVFD VEHICLE FUEL	4,629	2,254	6,632	6,004	-	-	-	6,004	(628)	-9.47%
1001-10-15103-0410-153580	VEHICLE EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0410-153594	STVFD CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
		192,380	94,185	194,712	197,453	-	-	-	197,453	2,741	1.41%

BUDGET - STEVENSON VOLUNTEER FIRE DEPT

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15103-0410-153390	STEVENSON FIRE DEPT OP EXP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Administration Expenses		12,700	21,000				21,000		Include expenses such as insurance, office machine lease costs, professional services (e.g. accounting, legal, insurance), contributions to combined officers fund, office supplies, and similar type items.
Apparatus Repair and Maintenance		50,000	32,500				32,500		Includes expenses such as repairs, periodic maintenance, and testing of apparatus
Building and Grounds Maintenance		15,000	22,000				22,000		Include expenses such as repairs and maintenance expense (e.g. painting, floor cleaning, janitorial service, cleaning supplies, HVAC repair, and similar type items). Also includes run-off utility expenses that the town has not yet taken over, primarily alarm company monitoring.
Capital Expenditures		15,500	15,400				15,400		Includes the costs of individual or aggregated like asset purchases that exceed \$1,000 in cost. Individually or aggregated like asset purchases below this threshold are included within other applicable categories.
Equipment Repair and Maintenance		20,000	20,000				20,000		Include expenses such as repairs, periodic maintenance, and testing of equipment (e.g. SCBA, hose, hand tools, hydraulic tools, air tools, and power tools)
Fire Ground Operations		8,000	12,500				12,500		Include expenses such as cellular and data charges for emergency operations, and other consumable costs related to fire ground operations
Personnel Equipment		18,000	19,000				19,000		Include expenses related to personnel equipment, including the purchase and maintenance of structural firefighting gear, fire police equipment, uniforms, and similar type items
Technology Costs		6,000	6,500				6,500		Include expenses related to technology including software license fees and hardware related to desktop, mobile, and security technologies (e.g. cameras, access systems)
Public Education and Relations		3,000	1,000				1,000		Include expenses related to fire prevention, open houses, school visits, and similar type items
Training Costs		10,000	10,000				10,000		Include expenses related to training, including program costs, instructor fees, facility rentals, publication subscription costs, and related incidental items (e.g. lunch, etc.)
Recruitment and Retention		3,000	3,700				3,700		Include expenses such as incentive programs (gas cards, gym discounts, and other incidental costs related to recruiting and retaining volunteers)
		161,200	163,600	-	-	-	163,600		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	20-21	21-22	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15103-0410-153045 BUILDING MAINTENANCE								
Garbage for both stations	3,000	3,500				3,500	STVFD had station #1 dumpster removed & increased Station #2 dumpster size	
	3,000	3,500	-	-	-	3,500		
1001-10-15103-0410-153563 STVFD ELECTRIC								
Station #1 Electricity	2,000	2,100				2,100	Based on current usage and anticipated rates	
Station #2 Electricity	9,700	10,185				10,185	Based on current usage and anticipated rates	
	11,700	12,285	-	-	-	12,285		
1001-10-15103-0410-153564 STVFD HEAT								
Station #1 Heating oil - 1,000 gal X \$2.07/Gal-pr yr \$2.13/gal	2,070	2,070				2,070	Committed to 1,000 gallons - Reflects usage trend	
Station #2 Heating oil - 3,000 gal X \$2.07/Gal-pr yr \$2.13/gal	6,210	6,210				6,210	Committed to 2,000 gallons - Reflects usage trend	
	-	-				-		
	8,280	8,280	-	-	-	8,280		
1001-10-15103-0410-153565 STVFD UTILITIES OTHER								
Station #2 Water	1,200	1,284				1,284	Based on current usage and anticipated rates	
Station #1 Charter	400					-	Removed per IT	
Station #2 Charter	2,300	2,400				2,400	Calc by IT-trending	
Station #1 Generator Propane	-	100				100	Historically covered by STVFD - New Vendor	
	3,900	3,784	-	-	-	3,784		
1001-10-15103-0410-153579 STVFD VEHICLE FUEL								
Gasoline - 1,200 Gallon @ \$2.06/Gal	2,472	2,884				2,884	401.251 gallons to date - Adjustment with new utility vehicle & usage trend	
Diesel - 2,000 Gallon @ \$2.08/Gal	4,160	3,120				3,120	507.356 gallons to date - Adjustment Reflects usage trend	
	6,632	6,004	-	-	-	6,004		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

STEPNEY VOLUNTEER FIRE DEPARTMENT

BUDGET - STEPNEY VOLUNTEER FIRE DEPT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:	Dept 0420	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0420-153390	STEPNEY FIRE DEPT OP EXP	227,102	111,000	222,000	225,330	-	-	-	225,330	3,330	1.50%
1001-10-15103-0420-150630	STPFDF INSURANCE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0420-153045	STFD BUILDING MAINTENANCE	2,563	1,362	2,200	2,600	-	-	-	2,600	400	18.18%
1001-10-15103-0420-153563	STPFDF ELECTRIC	14,099	8,033	16,200	17,010	-	-	-	17,010	810	5.00%
1001-10-15103-0420-153564	STPFDF HEAT	10,457	4,000	15,500	11,700	-	-	-	11,700	(3,800)	-24.52%
1001-10-15103-0420-153565	STPFDF UTILITIES OTHER	6,267	3,279	6,550	6,852	-	-	-	6,852	302	4.61%
1001-10-15103-0420-153579	STPFDF VEHICLE FUEL	6,476	3,607	5,598	7,804	-	-	-	7,804	2,206	39.41%
1001-10-15103-0420-153580	STPFDF VEHICLES EXPENSE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0420-153594	STPFDF CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
		266,964	131,282	268,048	271,296	-	-	-	271,296	3,248	1.21%

BUDGET - STEPNEY VOLUNTEER FIRE DEPT

EXPENDITURES:	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15103-0420-153390	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Adminstration	26,000	26,000				26,000		office Supplies, profesional fees, insurance,
Apparatus Repair & Maintance	65,000	42,000				42,000		apparatus repairs, annual maintenance tires parts, testing
Building and Grounds Maintenance	22,000	22,000				22,000		general maintenace, custodians,
Capital Expenditures		18,330				18,330		new fire fighting equipment
Education & Training	18,000	20,000				20,000		training , schooling, publications, facility rentals, and related
	-					-		incidental items
Firefighting Equipment	25,000	22,000				22,000		Equipment, scba and hose , equipment maintenance uniforms,
	-					-		
Fire Ground Operations	19,000	19,000				19,000		cellular and data charges, other consumable
	-					-		costs, radio/pagers
Public Education and Relations	3,000	3,000				3,000		expenses related to fire prevention, open houses, school visits
	-					-		and similar items
Recruitment and Retentin	12,000	12,000				12,000		includes incentive programs(gas cards, gym discounts and
	-					-		other incidental costs)
Personnel Equipment	22,000	30,000				30,000		Expenses related to personnel equipment, purchase of
Communications	10,000	11,000				11,000		computers software, hardware and security
	222,000	225,330	-	-	-	225,330		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		20-21	21-22	21-22	21-22	21-22	21-22		
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15103-0420-153045	STFD BUILDING MAINTENANCE								
Station #1 Garbage		1,200	1,400				1,400		Recast with current usage & pricing trend
Station #2 Garbage		1,000	1,200				1,200		Recast with current usage & pricing trend
		2,200	2,600	-	-	-	2,600		
1001-10-15103-0420-153563	STPFED ELECTRIC								
Station #1 Electricity		7,800	8,190				8,190		Based on current usage and anticipated rates
Station #2 Electricity		8,400	8,820				8,820		Based on current usage and anticipated rates
		16,200	17,010	-	-	-	17,010		
1001-10-15103-0420-153564	STPFED HEAT								
Station #1 Propane (3,000 gallons - Sippin contract rate of \$1.399/gal)		8,000	4,200				4,200		Reflects new contract & rate
Station #2 Natural Gas		7,500	7,500				7,500		Reflects new contract & rate
		15,500	11,700	-	-	-	11,700		
1001-10-15103-0420-153565	STPFED UTILITIES OTHER								
Station #1 Domestic Water Service		1,300	1,391				1,391		Based on current usage and anticipated rates
Station #2 Domestic Water Service		1,300	1,391				1,391		Based on current usage and anticipated rates
Station #1 Charter		350	370				370		Calc by IT-Trending
Station #1 Frontier		1,800	1,850				1,850		Calc by IT-Trending
Station #2 Frontier		1,800	1,850				1,850		Calc by IT-Trending
		6,550	6,852	-	-	-	6,852		
1001-10-15103-0420-153579	STPFED VEHICLE FUEL								
Gasoline - 900 Gallon @ \$2.06/Gal-prior year \$2.03/gal		1,854	4,060	-			4,060		1,088.486 gallons to date - Reflect usage trend
Diesel - 1,800 Gallon @ \$2.08/Gal-prior year \$2.15/gal		3,744	3,744	-			3,744		832.886 gallons to date - Reflect usage trend
		5,598	7,804	-	-	-	7,804		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

WATER DISTRIBUTION SYSTEM

BUDGET - FIRE HYDRANT SERVICE		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0430-151600	Dept 0430 WATER DISTRIBUTION SYSTEM	633,026	327,718	665,000	643,290	-	-	-	643,290	(21,710)	-3.26%

BUDGET - FIRE HYDRANT SERVICE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
EXPENDITURES:		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15103-0430-151600	WATER DISTRIBUTION SYSTEM							
Transmission & Distribution System		451,392	451,392				451,392	
Hydrants		122,501	122,500				122,500	
Fire Service Charges:		573,893	573,892	-	-	-	573,892	
WICA @ 9.78%		50,675	56,126				56,126	
WRA @ 2.3% credit		19,742	(13,199)				(13,199)	
Total Fire Service Charges with 4/1/20 Rates:		644,309	616,819	-	-	-	616,819	
5% increase 5/1/22 - Pr FY 50% of Potential increase @ 10/1/20		20,691	11,650				11,650	
WICA, WRA, Inch Foot and Hydrants Contingency - 10/1/21			14,821				14,821	
Fire Service Charges with 50% of potential increase:		665,000	643,290	-	-	-	643,290	

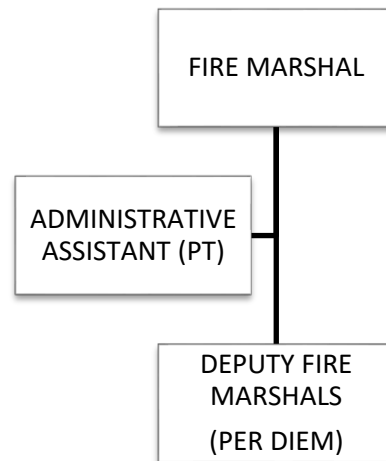
FIRE MARSHAL

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 provided by state law and regulations.

PRIMARY PROGRAMS & SERVICES

- Thorough investigation of all fire incidents in Town as per state law.
- Life Safety Inspections and overall safety of all public and private schools and daycare buildings.
- Life Safety Inspections of all commercial and new construction occupancies in town as regulated by Connecticut General Statutes Chapter 541.
- Issuance of blasting, open burn and campfire permits throughout town.
- New commercial building sprinkler and plan reviews for approval.
- Onsite inspection for underground fuel tanks and installation of new tanks.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

	2017	2018	2019	2020
Fire investigations completed, and reports filed with the State Fire Marshal's Office:	55	44	36	37
Completed Life Safety Inspections:	300	296	305	219
Assist residents with the installation of smoke and/or carbon monoxide detectors:	5	6	5	2
Private fireworks displays:	4	3	3	0

SIGNIFICANT ACCOMPLISHMENTS

- Completed oversight of gas station tank removal and installation for two projects.
- One ongoing gasoline station project still open with removal and installation of tanks.
- Modified existing fire safety education programs through social media and remote technology to reach targeted audiences.
- Managed and coordinated response to citizen concerns regarding increased blasting activity at commercial construction site.
- Completed over 15 residential fuel tank inspections for removal and install.
- Completed over 19 continuing education classes sponsored by the Connecticut State Fire Marshals Office.
- Provided mutual aid to the City of Shelton Fire Marshals Office on two incidents.

GOALS & OBJECTIVES

- Investigate conversion from paper to electronic type format for life safety building inspections.
- Continue state-mandated training for Fire Marshal certification and ongoing education.
- Continue to work with other town departments to enhance community relations, and improve permitting process.

BUDGET HIGHLIGHTS

- Held or lowered all non-salary lines based upon trends and anticipated FY22 needs.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - OFFICE OF THE FIRE MARSHAL		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0440										
1001-10-15103-0440-150001	FIRE MAR SALARY ADMIN	72,150	39,266	71,840	71,230	-	-	-	71,230	(610)	-0.85%
1001-10-15103-0440-150003	FIRE MAR SALARY OTHER	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0440-150005	FIRE MAR SALARY PT	19,302	5,772	27,164	27,164	-	-	-	27,164	-	0.00%
1001-10-15103-0440-150015	FIRE MAR OVERTIME	-	-	-	2,000	-	-	-	2,000	2,000	0.00%
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	2,944	2,211	2,600	2,600	-	-	-	2,600	-	0.00%
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	2,186	252	2,000	1,900	-	(500)	-	1,400	(600)	-30.00%
1001-10-15103-0440-153390	FIRE MAR OPERATING EXP	2,753	611	4,000	4,000	-	-	-	4,000	-	0.00%
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	1,455	648	1,950	1,800	-	-	-	1,800	(150)	-7.69%
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	1,060	98	1,000	600	-	-	-	600	(400)	-40.00%
1001-10-15103-0440-153594	FIRE MAR VEHICLE CAPTIAL	-	-	-	-	-	-	-	-	-	0.00%
		101,851	48,859	110,554	111,294	-	(500)	-	110,794	240	0.22%

REVENUES:		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140125	BURNING PERMITS & FEES	3,270	2,980	3,250	3,250	-	-	-	3,250	-	0.00%
		3,270	2,980	3,250	3,250	-	-	-	3,250	-	0.00%

SALARY DETAIL - OFFICE OF THE FIRE MARSHAL

		Budget	Budget									
		20-21	21-22									
	Dept 0440											
1001-10-15103-0440-150001	Fire Marshal	69,490	70,880	<i>*union contractual increase</i>								
	Longevity	350	350									
	Overtime	2,000		<i>*moved to OT line item below</i>								
	Total Administration:	71,840	71,230	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount			
				20-21	20-21	20-21	21-22	21-22	21-22			
1001-10-15103-0440-150005	PT-Deputy Fire Marshal	7,813	7,813	390.63	\$ 20.00	\$ 7,813	390.63	\$ 20.00	\$ 7,813			
	PT-Deputy Fire Marshal	6,641	6,641	390.63	\$ 17.00	\$ 6,641	390.63	\$ 17.00	\$ 6,641			
	PT-Deputy Fire Marshal	1,268	1,268	79.25	\$ 16.00	\$ 1,268	79.25	\$ 16.00	\$ 1,268			
	PT-Office Assistant	11,443	11,443	702.00	\$ 16.30	\$ 11,443	702.00	\$ 16.30	\$ 11,443			
	Total PT:	27,164	27,164									
1001-10-15103-0440-150015	Fire Marshal Overtime		2,000									
			2,000									
	Total Fire Marshal:	99,004	100,394									
	Headcount-FT	1	1									
	Headcount-PT	4	4									

SALARY SUMMARY	20-21	21-22
FIRE MAR SALARY ADMIN	71,840	71,230
FIRE MAR SALARY OTHER	-	-
FIRE MAR SALARY PT	27,164	27,164
FIRE MAR OVERTIME	-	2,000
	99,004	100,394

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - OFFICE OF THE FIRE MARSHAL

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Meters							-	
Radio Upgrades		500	500				500	replacement pager
Respirators		200	200				200	cartridge respirators
Misc equipment		1,900	1,900				1,900	Med. First aid kit, coveralls, shovels, helmet(s)
		2,600	2,600	-	-	-	2,600	
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
General office supplies		1,500	1,500		(500)		1,000	office chair, file cabinet, office printer
Code books							-	
Toner Cartridges		500	400				400	
		2,000	1,900	-	(500)	-	1,400	
1001-10-15103-0440-153390	FIRE MAR OPERATING EXP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Association dues, subscriptions & uniforms		4,000	4,000				4,000	Seminars-IAFC, CT FM, Ffld Cty FM, NAFI
		4,000	4,000	-	-	-	4,000	
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Vehicle gasoline		1,950	1,800				1,800	Usage Trend
		1,950	1,800	-	-	-	1,800	
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Tires, maintenance & repairs		1,000	600				600	Decrease-new Vehicle
		1,000	600	-	-	-	600	
REVENUE:		20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-14003-0000-140125	BURNING PERMITS & FEES	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Burning permits		1,750	1,750				1,750	open burning permits
Proposed inspection fees		1,500	1,500				1,500	FM inspection fees
		3,250	3,250	-	-	-	3,250	

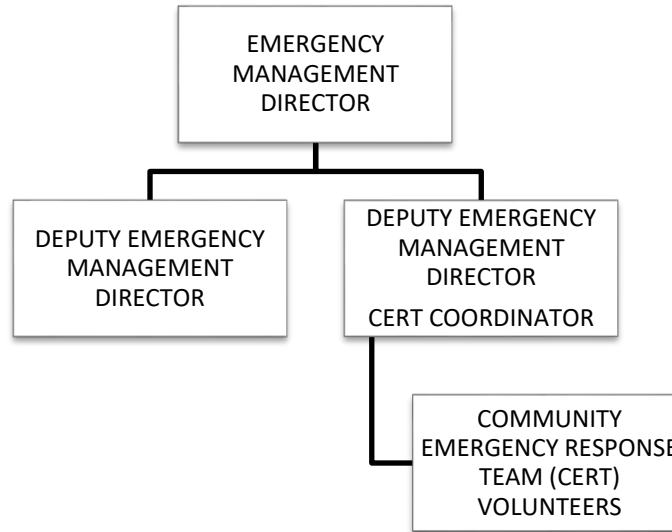
EMERGENCY MANAGEMENT DEPARTMENT

The mission of the Emergency Management Department includes the following: Coordinate and collaborate with state, local, federal, and private sector partners, as well as the public to develop, maintain, exercise, and train on a comprehensive local emergency management plan and program; direct and coordinate all available resources to protect the life and property of the residents of Monroe in the event of a disaster or crisis, through a collaborative program of prevention, planning, preparedness, response, recovery, mitigation, and public education; maintain, operate, and oversee the Monroe Emergency Operations Center.

PRIMARY PROGRAMS & SERVICES

- Provide coordination among various departments and agencies, including utility companies, during emergencies such as major storms.
- Promote and implement community preparedness events.
- Manage the volunteer Community Emergency Response Team (CERT), which assists the towns at testing and vaccination clinics. Also assist 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.
- Active, voting member on the Regional Emergency Planning Team.
- Maintain standards as presented by the State Division of Emergency Management and Homeland Security.

ORGANIZATION CHART



PERFORMANCE METRICS

	<u>2018</u>	<u>2019</u>	<u>2020</u>
Total membership	95	105	104
Active membership	40	42	39
Meetings/Training events	38	39	14
Activations	23	26	16

The lower numbers of trainings and activations are a direct result of the COVID 19 pandemic, social distancing guidelines, and reduced community events.

SIGNIFICANT ACCOMPLISHMENTS

- Coordination of the Town’s response to the COVID-19 pandemic with the First Selectman and Health Department.
 - Collected, interpreted, and disseminated information (municipal/public) on the risk of a pandemic before it occurred and continued as it progressed. Monitored pandemic characteristics making needed adjustments to maintain public services.
 - Ongoing Emergency Operations Center (EOC) activation with response mode varying to meet the needs of the Town and the social distancing requirements (e.g., virtual, hybrid, and limited activation modes).
 - Coordinated with Health Department and state vendors to establish local testing sites.
 - Coordinated with Health Department to plan for vaccination sites in Town.
 - Support all Town departments and agencies with PPE supply and demand issues. Procure PPE and cleaning products to maintain a healthy work force.
 - Established a Continuity of Operations Plan to keep the town departments operational throughout the pandemic.
 - Coordinated the EOC team evaluation and subsequent implementation of changing Town services, including Parks and Recreation, Library, Senior Center, Food Pantry, Community & Social Services with objective to continue to provide services as much as possible while maintaining safety and compliance with the Governor’s Executive Orders and state guidelines.
 - Town participation in USDA “Farm to Family” food distribution – Food Box Program.
- Coordination of the Town’s response to Tropical Storm Isaias with the First Selectman.
 - Provided a cooling center during a long-term power outage while functioning during a pandemic.
 - Coordination of Town recovery efforts to clear roadways.
 - Extensive efforts to attempt to coordinate Eversource response despite challenges.
- Enhanced our emergency preparedness information page on Town website.

GOALS & OBJECTIVES

- Train and certify additional personnel in the use of WebEOC.
- Ongoing coordination of pandemic response and recovery to reduce morbidity and mortality, provide emergency public information, coordinate effective use of resources, support vulnerable populations and minimize social and economic disruption.
- Maintain the number of CERT members trained and available for support in local activities including clinics and emergency shelter management.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET HIGHLIGHTS

- Emergency Management services are being provided to our community at very low cost - partially offset by a state grant.
- All Stipend costs moved to Emergency Management budget for grant reporting and budgetary purposes.

BUDGET - EMERGENCY MANAGEMENT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0450										
1001-10-15103-0450-150001	EM MGMT SALARY ADMIN	5,750	2,444	5,750	7,000	-	-	-	7,000	1,250	21.74%
1001-10-15103-0450-150003	EM MGMT SALARY OTHER	-	-	-	6,000	-	-	-	6,000	6,000	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	194	-	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15103-0450-153390	EM MGMT OPERATING EXPENSE	-	-	3,750	3,750	-	3,904	-	7,654	3,904	104.11%
1001-10-15103-0450-153594	EM MGMT CAPITAL	-	2,580	3,750	-	-	-	-	-	(3,750)	-100.00%
	TOTAL EMERGENCY MGMT	8,944	8,025	17,250	20,750	-	3,904	-	24,654	7,404	42.92%

SALARY DETAIL - EMERGENCY MGMT

		Dept 0450	20-21	21-22	
EMERGENCY MGMT					
1001-10-15103-0450-150001	Emergency Management Director		5,750	7,000	Moved from Police Captain's salary for budget and grant reporting purposes only
			5,750	7,000	
1001-10-15103-0450-150003	Deputy Emergency Management Director			3,500	
	Deputy Emergency Management Director/CERT Coordinator			2,500	
			-	6,000	
	Total Emergency Management:		5,750	13,000	
	Headcount-FT		-	-	*Police Captain-headcount in Police Dept
	Headcount-PT		1	1	*Fire Marshal-headcount in Fire Marshal Dept

SALARY SUMMARY	20-21	21-22
EM MGMT SALARY ADMIN	5,750	7,000
EM MGMT SALARY OTHER	-	6,000
	5,750	13,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - EMERGENCY MANAGEMENT

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15103-0450-151650	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	3,000	-	-	-	3,000	
1001-10-15103-0450-153385	EM MGMT OFFICE EXPENSE							
With over 85 CERT members the cost of meetings and copying etc. increases.		1,000	1,000				1,000	current buget levels have been sufficient
		1,000	1,000	-	-	-	1,000	
1001-10-15103-0450-153390	EM MGMT OPERATING EXPENSE							
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		3,750	3,750		3,904		7,654	Notified of revised FY22 funding
		3,750	3,750	-	3,904	-	7,654	
1001-10-15103-0450-153594	EM MGMT CAPITAL							
UASI battery replacement 30 units at \$125 each		\$ 3,750	-				-	
		3,750	-	-	-	-	-	

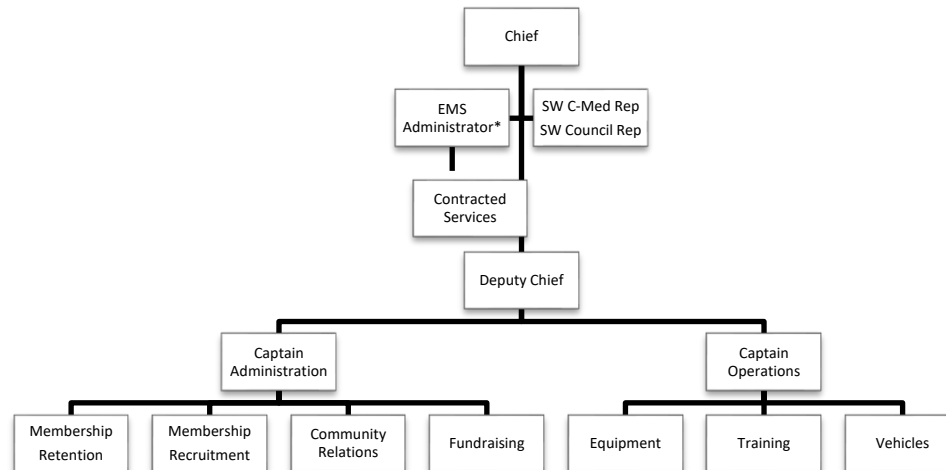
EMERGENCY MEDICAL SERVICES

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



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

	2015	2016	2017	2018	2019	2020
Calls for Service	1,374	1,435	1,497	1,485	1,531	1,414
Volunteer Hours	9,612	9,358	10,166	8,141	8,795	9,423
Volunteers	48	52	49	43	44	45
Community Special Events Coverage*	35	42	41	42	43	N/A

**Community Events were suspended during COVID*

SIGNIFICANT ACCOMPLISHMENTS

- Continued to provide EMS coverage during pandemic while making significant modifications to protocols for response, respiratory protection, and post-response equipment and vehicle decontamination.
- Provided assistance and EMS standby at COVID vaccination clinics that began in December.

GOALS & OBJECTIVES

- Ongoing efforts to minimize need for mutual aid ambulance coverage.
- Increase volunteer membership to 50 members.
- Resume training programs suspended during COVID for members and residents, which also serve as recruitment efforts.

BUDGET HIGHLIGHTS

- Small net increase driven by contracted services at 2% negotiated rate increase.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - EMS		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0460-150005	EMS SALARY PT	23,000	-	34,172	34,172	-	-	-	34,172	-	0.00%
1001-10-15103-0460-150560	EMS FICA & MEDICARE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0460-151270	EMS VOLUNTEER ABATEMENT	19,383	17,258	20,000	20,000	-	-	-	20,000	-	0.00%
1001-10-15103-0460-153045	EMS BUILDING MAINTENANCE	3,670	1,113	9,200	13,619	-	-	-	13,619	4,419	48.03%
1001-10-15103-0460-153060	EMS COMMUNICATIONS	2,505	960	5,000	4,862	-	-	-	4,862	(138)	-2.76%
1001-10-15103-0460-153075	EMS CONTRACTED SERVICES	687,813	364,679	712,412	757,266	(38,051)	-	-	719,215	6,803	0.95%
1001-10-15103-0460-153145	EMS EQUIPMENT EXPENSE	4,131	-	11,000	10,000	-	-	-	10,000	(1,000)	-9.09%
1001-10-15103-0460-153385	EMS OFFICE EXPENSE	810	-	3,500	3,500	-	-	-	3,500	-	0.00%
1001-10-15103-0460-153390	EMS OPERATING EXPENSE	19,212	9,346	40,000	41,223	-	-	-	41,223	1,223	3.06%
1001-10-15103-0460-153520	EMS SUPPLEMENTAL APPROPRIATION	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0460-153540	EMS TRAINING EXPENSE	4,988	-	23,358	23,358	-	-	-	23,358	-	0.00%
1001-10-15103-0460-153563	EMS ELECTRIC	6,403	3,220	7,900	8,295	-	-	-	8,295	395	5.00%
1001-10-15103-0460-153564	EMS HEAT	2,276	1,295	2,500	2,500	-	-	-	2,500	-	0.00%
1001-10-15103-0460-153565	EMS UTILITIES OTHER	1,767	936	1,800	1,926	-	-	-	1,926	126	7.00%
1001-10-15103-0460-153579	EMS VEHICLE FUEL	11,263	4,321	15,000	14,510	-	-	-	14,510	(490)	-3.27%
1001-10-15103-0460-153580	EMS VEHICLE EXPENSE	8,647	2,140	13,000	13,000	-	-	-	13,000	-	0.00%
1001-10-15103-0460-153594	EMS CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0460-153596	EMS REVENUE	-	-	-	-	-	-	-	-	-	0.00%
TOTAL EMS EXPENDITURES:		795,868	405,268	898,842	948,231	(38,051)	-	-	\$ 910,180	11,338	1.26%

REVENUES:		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14007-140737	EMS REVENUE	585,374	263,863	496,500	496,500	53,500	-	-	550,000	53,500	10.78%
TOTAL EMS REVENUES:		585,374	263,863	496,500	496,500	53,500	-	-	\$ 550,000	53,500	10.78%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - EMS		Budget	Budget	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
EXPENDITURES:		<u>20-21</u>	<u>21-22</u>	<u>20-21</u>	<u>20-21</u>	<u>20-21</u>	<u>21-22</u>	<u>21-22</u>	<u>21-22</u>
1001-10-15103-0460-150005	PT Administrator	34,172	34,172	1,014	\$ 33.70	\$ 34,172	1,014	\$ 33.70	\$ 34,172
Total PT:		34,172	34,172						
Headcount-FT		-	-						
Headcount-PT		1	1						

BUDGET - EMS		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
EXPENDITURES:		<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>21-22</u>	
1001-10-15103-0460-151270	EMS VOLUNTEER ABATEMENT								
	Potential liability if all eligible members take tax incentive	20,000	20,000				20,000		
		20,000	20,000	-	-	-	20,000		
1001-10-15103-0460-153045	EMS BUILDING MAINTENANCE								
	Cleaning Service	4,200	8,873				8,873		new service rate 739.88 month
	Assorted Cleaning Supplies		1,000				1,000		
	Trash Removal		848				848		based on current rate \$70.65 month
	Assorted minor repairs and maintenance	5,000	2,898				2,898		
		9,200	13,619	-	-	-	13,619		
1001-10-15103-0460-153060	EMS COMMUNICATIONS								
	Cell service for iPads used for patient charting	2,362	2,362				2,362		196.78 per month
	Assorted radio batteries and repairs	2,638	2,500				2,500		
		5,000	4,862	-	-	-	4,862		
1001-10-15103-0460-153075	EMS CONTRACTED SERVICES								
	VEMS ALS Contract	455,433	460,032	(74)			459,958		Contractual increase 2% (adjust to actual)
	VEMS BLS Contract	163,894	249,234	(82,062)			167,172		Contractual increase 2%.
							-		COVID contingency already covered in assigned fund balance
	Billing Company	46,000	45,000				45,000		
	Assorted intercept/OT/holiday	47,085	3,000	44,085			47,085		Paramedic intercepts / this had weekends/holidays. Restored to pre-COVID staffing
		712,412	757,266	(38,051)	-	-	719,215		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

1001-10-15103-0460-153145	EMS EQUIPMENT EXPENSE	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
	Non-consumable equipment and repairs	11,000	10,000				10,000	3 year average of 10,367
		11,000	10,000	-	-	-	10,000	
1001-10-15103-0460-153385	EMS OFFICE EXPENSE	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
	Copy costs/paper/assorted office supplies	3,000	3,000				3,000	
	Toner Cartridges	500	500				500	
		3,500	3,500	-	-	-	3,500	
1001-10-15103-0460-153390	EMS OPERATING EXPENSE	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
	Oxygen	4,000	4,000				4,000	
	Stryker/Lucas Maintenance Agreement	4,000	12,000				12,000	combined stryker/lucas into 1 contract
	SyncPad	1,000	540				540	
	Active 911	430	430				430	
	Stryker Maintenance Agreement	10,000	-				-	moved to above line
	EMS Charts	2,200	2,148				2,148	
	Linens - Hospital		810				810	
	ESO - Electronic chart EMS-Hospital interface		995				995	new system to interface with hospital RMS
	Aldatec Scheduling System		3,500				3,500	
	JAVA - Water /coffee		800				800	
	Consumable supplies (variable based on call volume)	18,370	16,000				16,000	Difference broken out above
		40,000	41,223	-	-	-	41,223	
1001-10-15103-0460-153540	EMS TRAINING EXPENSE	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
	EMT Class \$12,038, EMT-R: \$3,320	15,358	15,358				15,358	
	Public classes:	5,000	5,000				5,000	
	EMS Conference	3,000	3,000				3,000	
		23,358	23,358	-	-	-	23,358	
1001-10-15103-0460-153563	EMS ELECTRIC	20-21 Final Budget	21-22 Department	21-22 FS Adj	21-22 TC Adj	21-22 BOF Adj	21-22 Total Budget	Explanation
	Eversource	7,900	8,295				8,295	Based on current usage and anticipated rates
		7,900	8,295	-	-	-	8,295	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15103-0460-153564	EMS HEAT	2,500	2,500				2,500	Based on current year budget projection
		2,500	2,500	-	-	-	2,500	
1001-10-15103-0460-153565	EMS UTILITIES OTHER	1,800	1,926				1,926	Based on current year budget projection
Aquarion		1,800	1,926	-	-	-	1,926	
1001-10-15103-0460-153579	EMS VEHICLE FUEL	6,407	5,150				5,150	Adjusted to reflect usage trends and new pricing
Gasoline		8,593	9,360				9,360	Adjusted to reflect usage trends and new pricing
Diesel		15,000	14,510	-	-	-	14,510	
1001-10-15103-0460-153580	EMS VEHICLE EXPENSE	13,000	13,000				13,000	
Vehicle repair and maintenance expences		13,000	13,000	-	-	-	13,000	
BUDGET - EMS								
REVENUES:								
1001-10-14007-140737	EMS REVENUE	6,500	6,500				6,500	
Training Income		490,000	490,000	53,500			543,500	FY21 Trend
Billing revenue		496,500	496,500	53,500	-	-	550,000	

DEPARTMENT OF PUBLIC WORKS

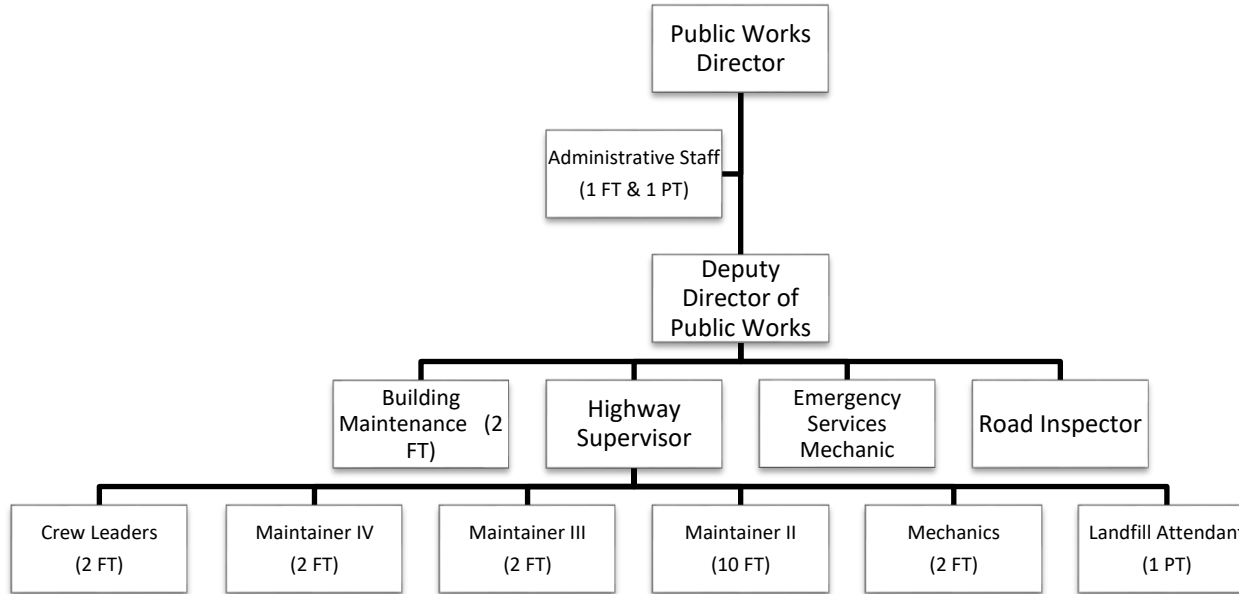
The mission of the department is to enhance the quality of life for residents of the Town of Monroe through the safe, responsive, efficient and effective delivery of services to every neighborhood.

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 full-time 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 and collection of waste motor oil.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

ORGANIZATION CHART



PERFORMANCE METRICS

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
Road miles repaired/paved	4.14	2.96	6.80	5.58	4.77	5.26
Miles striped	54.0	49.5	43.5	45.0	40.0	39.2
Drainage pipes addressed⁽¹⁾	0.25	3.73	3.91	2.29	2.36	2.75
Catch basins cleaned	350	400	581	1021	538	520
Number of bulky waste pickups	918	560	720	724	773	616

(1) Significant road funding since 2015-2016 has been focused on drainage repairs.

	<u>2010</u>	<u>2014</u>	<u>2018</u>
Pavement Condition Index (4 year re-evaluation)	64.0	72.6	75.0

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SIGNIFICANT ACCOMPLISHMENTS

- Built and installed protective barriers for Town buildings, offices, and Council Chambers as part of pandemic response.
- Completed town-wide debris pickup after Tropical Storm Isaias in 45 days.
- Increased departmental drainage repairs and new installations.
- Increased permanent repair of delaminated and deteriorated road segments with utilization of milling equipment.

GOALS & OBJECTIVES

- Increase use of in-house drainage installation program by Town staff.
- Implement a point of service payment processing system at the Garder Road Landfill and for Highway Modification Permits.
- Continue to utilize pavement management study to prioritizing drainage replacement and pavement program; continue to improve PCI.
- Continue with fleet replacement program.

BUDGET HIGHLIGHTS

- Salary line increases per union contract.
- Continued increase in recycling costs, offset by various reductions in other lines and use of Town Aid Road grant.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - PUBLIC WORKS & SANITATION											
EXPENDITURES:		Depts 0500 - 0610									
		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
PW ADMINISTRATION:	Dept 0500	Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15105-0500-150001	PW SALARY ADMIN	102,361	55,221	102,361	102,361	-	-	-	102,361	-	0.00%
1001-10-15105-0500-150003	PW SALARY OTHER	192,072	97,786	194,847	193,583	-	-	-	193,583	(1,264)	-0.65%
1001-10-15105-0500-150005	PW SALARIES PT	16,664	8,385	16,478	16,478	-	-	-	16,478	-	0.00%
1001-10-15105-0500-150015	PW OVERTIME	-	-	-	3,000	-	-	-	3,000	3,000	0.00%
1001-10-15105-0500-153385	PW OFFICE EXPENSE	5,119	1,679	6,700	4,500	-	-	-	4,500	(2,200)	-32.84%
1001-10-15105-0500-153390	P W OPERATING EXPENSE	-	468	4,850	4,850	-	-	-	4,850	-	0.00%
	TOTAL PUBLIC WORKS ADMINISTRATION:	316,216	163,539	325,236	324,772	-	-	-	324,772	(464)	-0.14%
PW HIGHWAY:	Dept 0510	19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15105-0510-150001	PW SALARY GM ADMIN	87,709	47,436	87,709	89,454	-	-	-	89,454	1,745	1.99%
1001-10-15105-0510-150003	PW SALARY GM OTHER	1,185,477	596,500	1,156,529	1,180,173	-	-	-	1,180,173	23,644	2.04%
1001-10-15105-0510-150015	PW SALARY GM OVERTIME	-	-	-	35,000	-	-	-	35,000	35,000	0.00%
1001-10-15105-0510-153075	PW GM CONTRACTED SVCS	40,867	2,993	34,500	77,500	(43,000)	-	-	34,500	-	0.00%
1001-10-15105-0510-153390	PW GM OPERATING EXPENSE	14,353	7,788	19,250	18,450	-	-	-	18,450	(800)	-4.16%
1001-10-15105-0510-153594	PW CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL HIGHWAY:	1,328,406	654,717	1,297,988	1,400,577	(43,000)	-	-	1,357,577	59,589	4.59%
PW SNOW REMOVAL:	Dept 0520	19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15105-0520-150015	PW SALARY SNOW OT	82,855	37,717	165,000	165,000	-	-	-	165,000	-	0.00%
1001-10-15105-0520-153075	PW SNOW CONTRACTED SVCS	8,165	2,550	25,000	31,700	(6,700)	-	-	25,000	-	0.00%
1001-10-15105-0520-153390	PW SNOW OPERATING EXP	193,532	39,607	380,600	354,700	(54,700)	-	-	300,000	(80,600)	-21.18%
	TOTAL SNOW REMOVAL:	284,552	79,874	570,600	551,400	(61,400)	-	-	490,000	(80,600)	-14.13%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
		<u>Actual</u>	<u>YTD 12/31/20</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>
PW ROAD AND BUILDING:											
	<u>Dept 0530</u>										
1001-10-15105-0530-151700	PW DRAINAGE IMPROVEMENT	61,982	6,816	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 PAVING/MAINT	453,490	167,727	530,200	1,000,000	(469,800)	-	-	530,200	-	0.00%
1001-10-15105-0530-151730	PW BUS BARN MAINTENANCE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15105-0530-151740	PW TRAFFIC SIGNS & LINES	58,713	36,002	57,750	54,800	(12,000)	-	-	42,800	(14,950)	-25.89%
1001-10-15105-0530-151750	PW STREET LIGHTS	16,636	8,890	15,000	15,750	-	-	-	15,750	750	5.00%
1001-10-15105-0530-153045	PW BUILDING MAINTENANCE	20,407	5,902	21,350	21,508	-	-	-	21,508	158	0.74%
1001-10-15105-0530-153145	PW EQUIPMENT	13,194	5,268	8,200	32,000	(30,000)	-	-	2,000	(6,200)	-75.61%
1001-10-15105-0530-153390	PW TREE WARD OPERATING EXP	67,991	15,655	66,500	66,500	-	-	-	66,500	-	0.00%
1001-10-15105-0530-153485	PW R & M EQUIPMENT	164,196	69,534	130,000	130,000	18,000	-	-	148,000	18,000	13.85%
1001-10-15105-0530-153563	PW ELECTRIC	17,395	6,400	20,635	21,667	-	-	-	21,667	1,032	5.00%
1001-10-15105-0530-153564	PW HEAT	10,472	3,687	12,420	12,420	-	-	-	12,420	-	0.00%
1001-10-15105-0530-153579	PW VEHICLE FUEL	82,946	32,402	107,880	100,670	-	-	-	100,670	(7,210)	-6.68%
1001-10-15105-0530-150003	PW SALARY TREE WARD OTHER	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL ROAD AND BUILDING:	967,422	358,283	1,033,560	1,518,940	(493,800)	-	-	1,025,140	(8,420)	-0.81%
PW SOLID WASTE:											
	<u>Dept 0600</u>										
1001-10-15105-0600-150005	PW SOL WASTE SALARY PT	6,750	3,341	13,689	13,689	-	-	-	13,689	-	0.00%
1001-10-15105-0600-151760	PW SOL WASTE DISPOSAL	801	-	-	-	-	-	-	-	-	0.00%
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP	23,571	2,500	23,700	27,540	-	-	-	27,540	3,840	16.20%
1001-10-15105-0600-153563	PW SOL WASTE ELECTRIC	680	312	700	735	-	-	-	735	35	5.00%
	TOTAL SOLID WASTE:	31,803	6,153	38,089	41,964	-	-	-	41,964	3,875	10.17%
PW RECYCLING:											
	<u>Dept 0610</u>										
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY	2,142	4,360	6,100	6,100	(1,500)	-	-	4,600	(1,500)	-24.59%
1001-10-15105-0610-151790	PW RECYCLING TRANSFER STATN	23,699	13,485	35,000	32,000	-	-	-	32,000	(3,000)	-8.57%
1001-10-15105-0610-153075	PW RECYCLING CONTRACTED SVCS	383,112	200,367	386,551	404,758	-	-	-	404,758	18,207	4.71%
1001-10-15105-0610-153390	PW RECYCLE OPERATING EXP	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL RECYCLING:	408,952	218,211	427,651	442,858	(1,500)	-	-	441,358	13,707	3.21%
	TOTAL PUBLIC WORKS EXPENDITURES:	440,755	224,365	465,740	484,822	(1,500)	-	-	483,322	17,582	3.78%
	TOTAL PUBLIC WORKS:	3,337,352	1,480,779	3,693,124	4,280,511	(599,700)	-	-	3,680,811	(12,313)	-0.33%
BUDGET - PUBLIC WORKS & SANITATION											
REVENUES:											
	<u>Dept 14003</u>										
1001-10-14003-140165	REFUSE PERMIT REVENUE	2,006	-	2,000	2,000	-	-	-	2,000	-	0.00%
	TOTAL PUBLIC WORKS EXPENDITURES:	2,006	-	2,000	2,000	-	-	-	2,000	-	0.00%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - PUBLIC WORKS

		Budget	Budget						
PW ADMIN:		20-21	21-22						
Dept 0500									
1001-10-15105-0500-150001	Director of Public Works-Administration	102,136	102,136						
	Longevity	225	225						
	Total Admin:	102,361	102,361						
1001-10-15105-0500-150003	Deputy Director of Public Works	74,285	75,771	<i>*union contractual increase</i>					
	Longevity	100	100						
	Engineering Inspector	60,168	60,168						
	Overtime	3,000	-	<i>*moved to OT line item below</i>					
	Longevity	225	350						
	Development Services	54,505	54,505	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
	Longevity	225	350	<u>20-21</u>	<u>20-21</u>	<u>20-21</u>	<u>21-22</u>	<u>21-22</u>	<u>21-22</u>
	Paid Time Off Coverage	2,340	2,340	144	\$	16.25	\$	16.25	\$
	Total Other:	194,848	193,583	1,014	\$	16.25	\$	16.25	\$
1001-10-15105-0500-150005	PT-Clerical	16,478	16,478	1,014	\$	16.25	\$	16.25	\$
	Total Part Time:	16,478	16,478						
1001-10-15105-0500-150003	Overtime	-	3,000						
		-	3,000						
	Total Public Works Administration:	313,686	315,422						
PW HIGHWAY:		20-21	21-22						
Dept 0510									
1001-10-15105-0510-150001	Highway Supervisor	87,259	89,004	<i>*union contractual increase</i>					
	Longevity	450	450						
	Total Administration:	87,709	89,454						
1001-10-15105-0510-150003	Crew Leaders - 2 people	129,916	132,515	<i>*union contractual increase</i>					
	Longevity	900	900						
	Maintainer II - 10 people	510,729	578,828						
	Longevity	1,350	1,550						
	Maintainer III - 2 people	175,668	121,299						
	Longevity	1,050	1,100						
	Maintainer IV - 2 people	124,298	126,784						
	Longevity	450	-						
	Mechanics - 3 people	199,017	202,997						
	Longevity	1,150	1,200						
	Perfect Attendance Bonus	3,000	3,000						
	Differential	9,000	10,000						
		1,156,529	1,180,173						
1001-10-15105-0510-150015	Overtime	-	35,000	<i>*Based on two year trend</i>					
		-	35,000						
	Total Other:	1,156,529	1,215,173						
	Total Public Works Highway:	1,244,238	1,304,627						

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PW Highway Part Time Seasonal Workers				Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
3 Seasonal staff for road maintenance	\$	16,277		<u>20-21</u>	<u>20-21</u>	<u>20-21</u>	<u>21-22</u>	<u>21-22</u>	<u>21-22</u>
				1,080	\$ 14.00	\$ 15,120	1,080	\$ 14.00	\$ 15,120
To be covered by Town Aid Road Fund	\$	(16,277)			Fica/MC	\$ 1,157		Fica/MC	\$ 1,157
	\$	-			Total	\$ 16,277		Total	\$ 16,277

PW SNOW REMOVAL:	Dept 0520	20-21	21-22
1001-10-15105-0520-150015	Snow Removal OT	165,000	165,000
	Total Public Works Snow Removal:	165,000	165,000

PW SOLID WASTE:	Dept 0600	20-21	21-22
1001-10-15105-0600-150005	PT-Landfill Attendant	13,689	13,689
	Total Public Works Solid Waste:	13,689	13,689

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
<u>20-21</u>	<u>20-21</u>	<u>20-21</u>	<u>21-22</u>	<u>21-22</u>	<u>21-22</u>
1,014	\$ 13.50	\$ 13,689	1,014	\$ 13.50	\$ 13,689

Total Public Works :	1,736,613	1,798,738
Headcount-FT	29	29
Headcount-PT	2	5

*includes 3 seasonal staff covered by Town Aid Road Fund

SALARY SUMMARY	20-21	21-22
PW SALARY ADMIN	102,361	102,361
PW SALARY OTHER	194,848	193,583
PW SALARIES PT	16,478	16,478
PW OVERTIME	-	3,000
	313,686	315,422
PW SALARY GM ADMIN	87,709	89,454
PW SALARY GM OTHER	1,156,529	1,180,173
PW OVERTIME	-	35,000
	1,244,238	1,304,627
PW SALARY SNOW OT	165,000	165,000
	165,000	165,000
PW SOL WASTE SALARY PT	13,689	13,689
TOTAL PW	1,736,613	1,798,738

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		20-21	21-22	21-22	21-22	21-22	21-22		
1001-10-15105-0520-153075	PW SNOW CONTRACTED SVCS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	Dirt Road Contractor	20,500	20,500				20,500	Same rates as prior year - Locked Rates for 3 Years	
	Industrial Park	11,200	11,200				11,200	Same rates as prior year - Locked Rates for 3 Years	
	To be covered by Town Aid Road-Snow Contracted Services	(6,700)		(6,700)			(6,700)		
		25,000	31,700	(6,700)	-	-	25,000		
1001-10-15105-0520-153390	PW SNOW OPERATING EXP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	Equipment & Replacement, tires, parts & repairs	54,000	54,000				54,000		
	Highway Staff Meals		1,000				1,000	Trend - Per Contract	
	Truck Washing per Industrial Stormwater & MS4 Permit (20 vehicles @ \$92/EA X 5 washes)	9,200	9,200				9,200		
	Road Salt 4500 T x \$62	280,000	280,000				280,000	Storm trend & town wide salt usage	
	Sand prior year(750 T x 26/T)	19,500	9,000				9,000	Reduction with use of stockpile	
	Replace sand/salt tarp required by DEEP & Permit compliance	4,000					-		
	Precision Weather Service	1,400	1,500				1,500		
	Frame & Body Maintenance & Plow Maintenance	16,500					-		
	Poly Sander for mason dump	7,700					-		
	To be covered by Town Aid Road (if necessary)	(11,700)		(54,700)			(54,700)	Based on trend (3 year average \$260K)	
		380,600	354,700	(54,700)	-	-	300,000		
PW ROAD AND BUILDING:		20-21	21-22	21-22	21-22	21-22	21-22		
1001-10-15105-0530-151700	PW DRAINAGE IMPROVEMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	Pipe (2000lf @ \$10)	20,000	20,000				20,000		
	Catch Basin Top Replacement (50 @ \$140)	7,000	7,000				7,000		
	Catch Bassin R/R (35 @ \$475)	16,625	16,625				16,625		
	Drainage Materials (block, cement, stone, rip rap, seed)	20,000	20,000				20,000		
		63,625	63,625	-	-	-	63,625		
1001-10-15105-0530-151710	P W STREET RECONSTRUCT ENG	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
		-	-	-	-	-	-		
1001-10-15105-0530-151720	P W HWY PAVING/MAINTENANCE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	Crack Sealing - stable pricing & volume	170,000	100,000				100,000		
	Paving - standard 2" (\$90/ton)	387,411	387,000				387,000		
	Paving - shim/level (\$90/ton)	96,860	93,000				93,000		
	Cold In Place Recycling (\$5.75/syd)	218,000	200,000				200,000		
	Bituminous road surface sealing & patching (\$255/ton - approx. 1.6 miles)	190,000	100,000				100,000		
	Excavator Rental		18,000				18,000	Transition for in-house drainage installation	
	Dust Control for roads, bike path, const	10,000	10,000				10,000		
	Asphalt Patch (600T x \$87/ton)	52,200	52,000				52,000		
	Process gravel for dirt roads (2000 T x \$16/ton)	32,000	30,000				30,000		
	Misc. Road maintenance. (tools, guide posts, etc)	5,000	5,000				5,000		
	Screen Top Soil	5,500	5,000				5,000		
	First Selectman Adjustment - Utilize Town Aid Road/Bonding as Needed	(636,771)		(469,800)			(469,800)		
		530,200	1,000,000	(469,800)	-	-	530,200		

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	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15105-0530-151740 PW TRAFFIC SIGNS & LINES	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Signs - Street sign posts (84ea @ \$24)	2,000	2,000				2,000	Quantities & Trend Stable
Signs - Street sign blanks (100ea @ \$30.00)-Reflective blank	1,800	1,800				1,800	
Signs - Traffic sign posts (69ea @ \$22)	2,000	1,500				1,500	Adjusted to reflect trend
Signs - Traffic sign blanks & faces (87ea @ \$40)	6,000	3,500				3,500	Adjusted to reflect trend
Signs - Misc. signs, bolts, reflective papers, brightsides & repair of sign equipment	1,650	1,500				1,500	
Meet Retro Reflectivity Requirements - Sign fabrication made in house	-	-				-	
Striping - Stopbars (7500LF@\$0.58)	4,300	4,350				4,350	Materials increase
Striping - School cross walks (2500LF@\$0.88)	2,100	2,200				2,200	Materials increase
Striping - School zones (6ea @ \$125)	700	750				750	Materials increase
Striping - Parking stalls (150ea @ \$3)	-	-				-	
Striping - Handicap stalls (5ea @ \$25)	-	-				-	
Striping - 4 Turn Arrows and 120' of white centerline	200	200				200	
Striping - Yellow double center	25,000	25,000				25,000	Epoxy increase covered by TAR.
Striping - White edge line	12,000	12,000				12,000	
Utilize Town Aid Road			(12,000)			(12,000)	To cover increase in equipment
	57,750	54,800	(12,000)	-	-	42,800	
	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15105-0530-151750 PW STREET LIGHTS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Street & Traffic Lights	13,500	14,175				14,175	Based on current usage and anticipated rates
NEW - Roundabout Street Lighting (estimated costing)	1,500	1,575				1,575	Based on current usage and anticipated rates
	15,000	15,750	-	-	-	15,750	
	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15105-0530-153045 PW BUILDING MAINTENANCE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Highway Garage Maintenance							
Water service	700	750				750	Based on current usage and anticipated rates
Propane (1,800 gallons @ \$1.399/Gallon)	2,600	2,520				2,520	
Bottled water	1,350	1,500				1,500	
Building maintenance & supplies	2,000	2,000				2,000	
General building maintenance	6,050	5,600				5,600	
Pest control	1,200	1,200				1,200	
Highway Building & Fleet Fire Extinguisher testing/maintenance/replacement	300	1,200				1,200	
Vehicle lift & crane hoist inspections & OSHA certifications	1,000	250				250	Adjusted to reflect trend
Septic Pump Out - Highway Garage	450	300				300	
Fire Alarm Monitoring Contract - Highway Garage - SAS	450	444				444	Contract
Emergency Generator Maint Contract - Hwy Garage	850	850				850	Contract
Trailer Mounted Emergency Generator		450				450	Contract
	-	-				-	
Highway Office Maintenance							
Water service	700	750				750	Based on current usage and anticipated rates
Building Maintenance & Supplies	2,000	2,000				2,000	
Septic Tank Pumping	300	300				300	
Fire Alarm Monitoring Contract-Highway Garag -SAS	450	444				444	
Bus Barn Generator Maintenance	950	950				950	
	21,350	21,508	-	-	-	21,508	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15105-0530-153145 PW EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Laser Level with Story pole and tripod & grade set capability (Trimble GL412)	1,900					-	
Sign Room & Maint garage main door-frame & door replacement	2,500					-	
Skid Steer Tracks	3,800	4,000	(4,000)			-	Moved to R&M
Loader Tires 4ct Replacement L90F		10,000	(10,000)			-	Moved to R&M
Mower Tires 4 ct Replacement		3,500	(3,500)			-	Moved to R&M
CAT Backhoe Tire Replacement		12,500	(12,500)			-	Moved to R&M
Backflow Preventer (Hydrant Hookup)		2,000				2,000	Required by Aquarion
	8,200	32,000	(30,000)	-	-	2,000	
1001-10-15105-0530-153390 PW TREE WARD OPERATING EXP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Contracted tree removal, replacement & trimming	59,000	59,000				59,000	
Street Pruning Needed - Contracted Bucket Truck Need	7,500	7,500				7,500	
	66,500	66,500	-	-	-	66,500	
1001-10-15105-0530-153485 PW R & M EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Maintenance of Highway & DPW Fleet & Equipment	130,000	100,000				100,000	
Oils & Lubricants for fleet service & maintenance		8,000				8,000	Trend expenditure
Tires, Rims and Valve Stems		22,000				22,000	Trend expenditure
Skid Steer Tracks -reclassified from equipment line			4,000			4,000	Mechanic Request for second skid steer
Loader Tires 4ct Replacement L90F -reclassified from equipment line			10,000			10,000	Mechanic Request
Mower Tires 4 ct Replacement -reclassified from equipment line			1,500			1,500	Mechanic Request -front tires only
CAT Backhoe Tire Replacement -reclassified from equipment line			2,500			2,500	Mechanic Request -front tires only
	130,000	130,000	18,000	-	-	148,000	
1001-10-15105-0530-153563 PW ELECTRIC	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Highway Maintenance Garage/Annex	16,100	16,905				16,905	Based on current usage and anticipated rates
Highway Office	4,535	4,762				4,762	Based on current usage and anticipated rates
	20,635	21,667	-	-	-	21,667	
1001-10-15105-0530-153564 PW HEAT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Highway Garage #2 Heating Fuel (3,500 Gallons @ \$2.07)-prior year \$2.13/gal	7,245	7,245				7,245	Committed to 3,000 gallons
Highway Office - #2 Heating Fuel (2,500 gal @ \$2.07)-prior year \$2.13/gal	5,175	5,175				5,175	Committed to 2,000 gallons
	12,420	12,420	-	-	-	12,420	
1001-10-15105-0530-153579 PW VEHICLE FUEL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Diesel Fuel (38,000 Gallons @ \$2.08)-prior year \$2.15/gal	79,040	79,040				79,040	Committed to 38,000 gallons
Regular Gasoline 87 Octane - (10,500 Gallons @ \$2.06)-prior year \$2.03/gal 14,000 gal	28,840	21,630				21,630	Usage Trend - Committed for 10,500 gallons
	107,880	100,670	-	-	-	100,670	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PW SOLID WASTE:		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Restroom Rental		2,200	1,040				1,040	Recast with new vendor & pricing
Annual state license fees (DEEP)		1,500	1,500				1,500	
Grind logs & brush		20,000	20,000				20,000	Volume & collection
Topographical Survey			3,000				3,000	DEEP Permit
Potable well collection & testing			2,000				2,000	DEEP Permit
		23,700	27,540	-	-	-	27,540	
1001-10-15105-0600-153563	PW SOL WASTE ELECTRIC	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Electricity - for AC & Heat units		700	735				735	Based on current usage and anticipated rates
		700	735	-	-	-	735	
PW RECYCLING:		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
159 Households @ \$29/household		6,100	6,100	(1,500)			4,600	Reduced based on trend
		6,100	6,100	(1,500)	-	-	4,600	
1001-10-15105-0610-151790	PW RECYCLING TRANSFER STATN	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Regional transfer station		35,000	32,000				32,000	Current trend
		35,000	32,000	-	-	-	32,000	
1001-10-15105-0610-153075	PW RECYCLING CONTRACTED SVCS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Mixed paper @ Town Hall(7 pickups x \$250/ea)		1,800	1,800				1,800	
Tires pickup @ Garder Road Bulky Waste Landfill (7 pickups x \$650/ea)		6,500	4,550				4,550	Trend
Metal bin pickup @ Garder Road Bulky Waste Landfill (6 pickups x \$275/ea)		1,760	1,650				1,650	Trend
Residential Recycling (\$3.01/mth x 12 mth x 7,078 units)-prior year \$2.86/mth		250,491	255,658				255,658	Contracted pricing
Recycling Tonnage - Disposal Fee @ \$83/Ton X 1,700 ton avg		126,000	141,100				141,100	Increased tonnage & ACR
		386,551	404,758	-	-	-	404,758	
BUDGET - PUBLIC WORKS & SANITATION								
REVENUES:								
1001-10-14003-140165	REFUSE PERMITS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Hauler Permits		2,000	2,000				2,000	
		2,000	2,000	-	-	-	2,000	

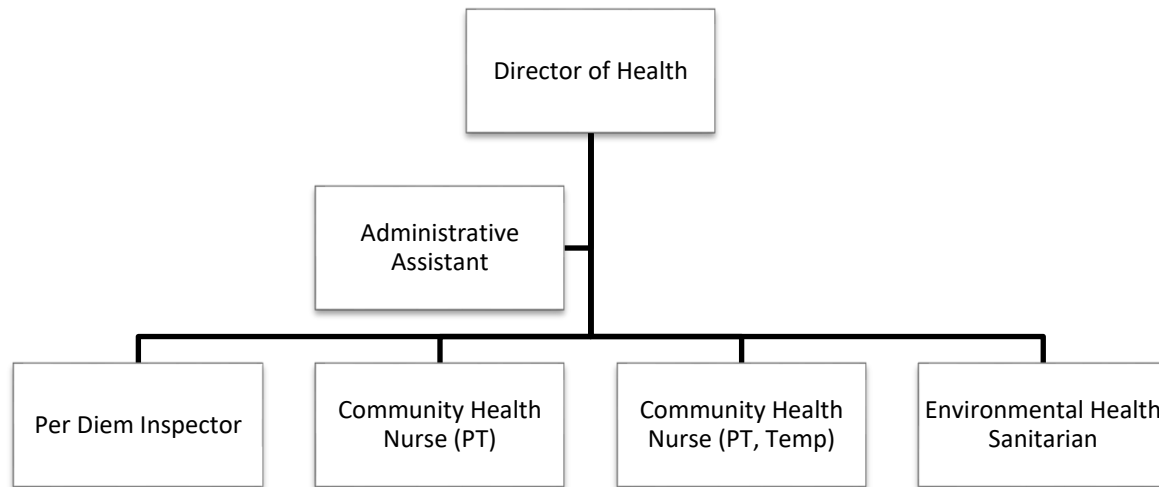
HEALTH DEPARTMENT

The Monroe Health Department is committed to providing exceptional professional service to our community to improve the quality of life through the promotion of health, prevention of disease and injury, and fostering a healthy environment.

PRIMARY PROGRAMS & SERVICES

- Environmental Health: Promotion of community health and well-being by fostering a safe and healthful environment through the enforcement of the Connecticut Public Health Code. Inspections in facilities such as restaurants and salons, conduct soil testing and review plans for subsurface sewage disposal systems, and investigate complaints.
- Community Health: Monitor, investigate, and respond to reports of disease in our community. Provide outreach and education to the public, schools, businesses, and act as a resource for public health information.
- Emergency Preparedness: Collaboration with our regional Healthcare Coalition to develop plans to prepare for and respond to urgent situations such as disease outbreaks or other public health emergencies.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

ENVIRONMENTAL HEALTH PROGRAMS	FY 2017	FY2018	FY 2019	FY 2020
Food Service, Routine and Reinspections	326	241 ⁽¹⁾	255	148 ⁽²⁾
Temporary Food and Farmers' Market Application Reviews	96	96	119	80 ⁽²⁾
Public Pools, Routine and Reinspections	8	13	9	2 ⁽²⁾
Cosmetology, Routine and Reinspections	11	11	28	21
Soil Testing # Lots Commercial and Residential	92	79	76	88
Permit's to Construct Commercial and Residential	70	84	76	56
B100a / Addition Reviews	169	192	174	132
Well Permits	31	19	12	9
New Complaint Investigations	40	38	25	57
Rabies Case Investigations	4	2	4	3

COMMUNITY HEALTH PROGRAMS	FY 2017	FY 2018	FY 2019	FY 2020
Child Vaccinations	1	15	3	11
Hypertension Management Training Participants	10	9	9	0 ⁽³⁾
Child Lead Case Management	1	1	0	0
Blood Pressure Screenings	64	49	69	78
Diabetes Screenings	64	44	48	75
Community Presentations and Information Booths	5	5	12	4 ⁽²⁾
Food-borne Alert Interviews	2	7	0	0
Vaccine Clinics	4	2	1	1

(1) CT Dept. Public Health code change – reduction in the # of inspections with an increase in inspection time.

(2) Regulated facility inspections and community presentations curtailed and prioritized due to pandemic. Certain restaurant inspections that were conducted during restrictions and consistent with COVID-19 protocols were not included above as a full regulatory inspection.

(3) Twelve participants registered for our program. The in-person trainings were cancelled due to the pandemic.

SIGNIFICANT ACCOMPLISHMENTS

- Responded to the COVID-19 pandemic by mobilizing departmental resources and working with the Emergency Management Team:
 - Tracked and distributed personal protective equipment to Monroe’s health care providers.
 - Provided guidance and on-site reviews of regulated facilities concerning sector rules as established by the State of CT.
 - Tracked and conducted contact tracing on positive COVID-19 cases.
 - Organized the establishment of a COVID-19 testing site at Masuk High School.
 - Developed plans for and began administering COVID-19 vaccine to the public.
- Continued to address goals in strategic plan, including:
 - Ongoing community engagement through education programs that addressed hypertension and obesity.
 - Provided community outreach and engaged partners, ADAM, The Hub, CT Community for Addiction Recovery, Monroe Social Services etc., to increase opioid use awareness in our community and to provide, “Courageous Parenting for Resilient Child” seminar at the Edith Wheeler Memorial Library.
 - Continued to collaborate with MetroCOG and Monroe Parks and Recreation Department to promote the development of regional trail maps and physical activity in the community.
- Drafted a Tattoo Facility ordinance for future consideration.
- Collaborated with the Edith Wheeler Memorial Library to develop a breastfeeding location within the library as part of the “It’s Worth It Campaign” – grant funded program.
- Organized and provided a community drive thru flu clinic at the Monroe Senior Center.

GOALS & OBJECTIVES

- Work with regional partners to promote public access of COVID-19 vaccine in our community.
- Continue the effort to provide online public access of health department records (septic as-built and well completion reports).
- Address any final requirements in food protection program activities once the State Department of Public Health adoptions the FDA Food Code.
- Commence outreach with salon operators to institute new State licensing requirements.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - HEALTH DEPT		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0700 / FUND 1619										
1001-10-15109-0700-150001	HEALTH SALARY ADMIN	96,699	52,169	96,699	96,699	-	-	-	96,699	-	0.00%
1001-10-15109-0700-150003	HEALTH SALARY OTHER	106,292	57,282	117,621	119,081	-	-	-	119,081	1,460	1.24%
1001-10-15109-0700-150005	HEALTH SALARY PT	29,846	15,762	19,576	19,576	-	-	-	19,576	-	0.00%
1001-10-15109-0700-150600	HEALTH EDUCATION	152	-	500	500	-	-	-	500	-	0.00%
1001-10-15109-0700-150650	HEALTH FICA & MEDICARE	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15109-0700-153065	HEALTH CONSULTANT FEES	-	-	-	-	-	-	-	-	-	100.00%
1001-10-15109-0700-153385	HEALTH OFFICE EXPENSE	1,916	696	3,174	3,174	-	(774)	-	2,400	(774)	-24.39%
1001-10-15109-0700-153390	HEALTH OPERATING EXPENSE	2,651	1,214	3,595	3,625	(550)	-	-	3,075	(520)	-14.46%
1001-10-15109-0700-153520	HEALTH SUPPLEMENTAL APPROP	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15109-0700-153579	HEALTH VEHICLE FUEL	435	249	750	750	-	-	-	750	-	0.00%
1001-10-15109-0700-153580	HEALTH VEHICLE EXPENSE	761	484	700	700	-	-	-	700	-	0.00%
	TOTAL HEALTH DEPARTMENT EXPENDITURES:	238,751	127,855	242,616	244,106	(550)	(774)	-	242,782	166	0.07%

REVENUES:		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140190	HEALTH DEPARTMENT FEE REVENUE	85,600	25,561	52,842	78,435	-	-	-	78,435	25,593	48.43%
1001-10-14005-140560	HEALTH DEPARTMENT GRANTS REVENUE	16,095	-	16,095	21,095	-	-	-	21,095	5,000	31.07%
	TOTAL HEALTH DEPARTMENT REVENUES:	101,694	25,561	68,937	99,530	-	-	-	99,530	30,593	44.38%

SALARY DETAIL - HEALTH DEPT

		Budget	Budget								
		20-21	21-22								
Dept 0440											
1001-10-15109-0700-150001	Health Director	96,699	96,699								
	Total Administration:	96,699	96,699								
1001-10-15109-0700-150003	Chief Sanitarian	73,000	74,460	*union contractual increase							
	Longevity	-	-								
	Admin Assistant	44,521	44,521								
	Longevity	100	100								
	Total Other:	117,621	119,081								
1001-10-15109-0700-150005	PT-Nurse	18,176	18,176	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount		
	PT-Health Inspector-per diem	1,400	1,400	20-21	20-21	20-21	21-22	21-22	21-22		
	Total PT:	19,576	19,576	440.64	\$ 41.25	\$ 18,176	440.64	\$ 41.25	\$ 18,176		
				40.00	\$ 35.00	\$ 1,400	40.00	\$ 35.00	\$ 1,400		
	Total Health Department:	233,897	235,357								
	Headcount-FT	3	3								
	Headcount-PT	2	2								
SALARY SUMMARY		20-21	21-22								
	HEALTH DEPT SALARY ADMIN	96,699	96,699								
	HEALTH DEPT SALARY OTHER	117,621	119,081								
	HEALTH DEPT SALARY PT	19,576	19,576								
		233,897	235,357								

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - HEALTH DEPT

EXPENDITURES:

	20-21	21-22	21-22	21-22	21-22	21-22	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15109-0700-150600 HEALTH EDUCATION							
Professional conferences & subscriptions	500	500				500	Sanitarian management training and CT Public Health Assoc. Annual meeting/conference decrease-based on 3 yr trend
	500	500	-	-	-	500	
1001-10-15109-0700-153385 HEALTH OFFICE EXPENSE							
Office supplies, forms, paper	500	500				500	
Sheriff services	300	300				300	Hand deliveries
Postage	400	400				400	
Toner Cartridges	1,974	1,974		(774)		1,200	Current fee for two sets of printer toner
	3,174	3,174	-	(774)	-	2,400	
1001-10-15109-0700-153390 HEALTH OPERATING EXPENSE							
Department memberships/subscriptions:	570	600				600	
CADH \$250, CEHA \$50, NACCHO \$240, CPHA \$60	-	-				-	
Environmental Health Inspection supplies/materials, etc.	300	300				300	
Community Health supplies/materials/equipment/Epi Pens	1,125	1,125				1,125	
Emergency Preparedness supplies	800	800	(500)			300	Covered by Grant
Mileage	800	800	(50)			750	Trend
	3,595	3,625	(550)	-	-	3,075	
1001-10-15109-0700-153579 HEALTH VEHICLE FUEL							
Fuel for 2 Health Department vehicles	750	750				750	
	750	750	-	-	-	750	
1001-10-15109-0700-153580 HEALTH VEHICLE EXPENSE							
Repairs for 2 Health Department vehicles	700	700				700	
	700	700	-	-	-	700	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - HEALTH DEPT

REVENUES:		20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-14003-140190	HEALTH DEPARTMENT FEE REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Food License	25,115	26,090				26,090	based on prior actuals/trends
	Food Reinspection	2,900	1,800				1,800	based on prior actuals/trends
	Food Plan Review	1,615	1,615				1,615	based on prior actuals/trends
	Temporary Food Permits	4,480	2,920				2,920	based on prior actuals/trends
	Salon Licenses	6,420	6,685				6,685	based on prior actuals/trends
	Salon Plan Reviews	510	1,620				1,620	
	Well Permits	1,750	1,750				1,750	based on prior actuals/trends
	Pools	900	400				400	
	Daycare Inspections	400	700				700	
	Soil Testing	12,290	12,290				12,290	
	B100a	11,410	8,150				8,150	
	Septic Plan Reviews	4,675	4,675				4,675	based on prior actuals/trends
	Septic Permits	8,970	8,970				8,970	
	Miscellaneous	1,407	770				770	Includes late fees & vaccination fees
	Board of Finance Adjustment	(30,000)					-	
		52,842	78,435	-	-	-	78,435	
1001-10-14005-140560	HEALTH DEPARTMENT GRANTS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Preventive Health Services Grant	4,734	4,734				4,734	State/DPH
	Public Health Preparedness Grant	11,361	11,361				11,361	Not confirmed. DPH
	Health Enhancement Community Grant / Stratford		5,000				5,000	State/DPH
		16,095	21,095	-	-	-	21,095	

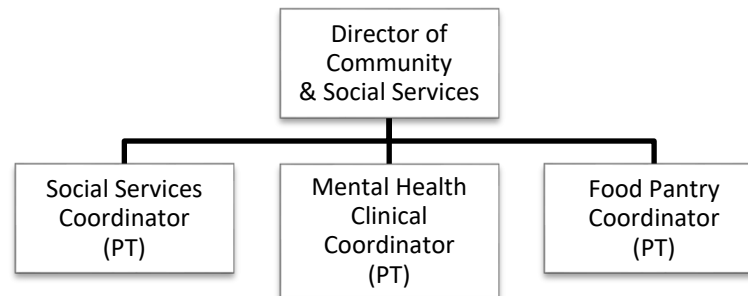
COMMUNITY & SOCIAL SERVICES – SOCIAL SERVICES

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 Programs.
- Administer Project Warmth Program, 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 statutory responsibilities during eviction proceedings.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

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	191	101	238	154	108,663	130,396
2018-2019	204	110	251	170	115,115	138,140
2019-2020*	192	103	220	187	106,027	127,232

* COVID-19 Pandemic - Demand for certain assistance increased, however only reflected for first three months of the pandemic before end of FY reporting period.

- Information, Referrals & Assistance:

<u>Service</u>	<u># Contacts</u>			<u>Description</u>
	2018	2019	2020	
Energy	390	661	564	Federal & State Funding, Operation Fuel, Project Warmth, Utility Hardship, Below Budget & NuStart
Nutrition	85	96	71	SNAP – Food Stamps, Meals on Wheels, Food Pantry & Farmer’s Market Coupons
Medicaid	2	9	1	Claims & Applications
Insurance	44	13	10	Information, Special Needs Plan, Medicare Advantage Plan, Medigap, Part D – Prescriptions & Claims
Housing	39	46	36	Low Income, Skilled Nursing & Assisted Living
Financial	1	8	11	Taxes, Renter’s Rebate, Bill Assistance, Social Security
Legal	2	0	2	Conservator/Power of Attorney, Protective Services, Attorney, Wills/Trusts
Transportation	1	11	2	Disabled Rides, Bridgeport Transit, Private & Volunteer
Support	95	167	90	Case Management
Clinical Services	125	102	121	Includes family cases / Board of Education shared service
Totals	784	1,113	908	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

- Special Programs:

Program	# Contacts		
	2018	2019	2020
Back to School Buddies			
Families	71	77	72
Students	117	116	121
Holiday Giving Tree			
Families	122	112	115
Adults	271	255	250
Children	176	151	176

SIGNIFICANT ACCOMPLISHMENTS

- Successfully applied for and received grant from Emergency Food and Shelter Program for the Food Pantry and Project Warmth.
- Received a one-time grant from United Way for the Mobile Wallet Program.
- Received a one-time grant for United Way COVID-19 Neighbors in Need Emergency Response Fund.
- Received a one-time grant from Fairfield County’s Community Foundation COVID-19 Resiliency Fund.
- Collaborated with Town departments to deliver 80 food boxes to families in need through the Farm to Table Food Program.
- Offered telehealth services for COVID-19 relief.

GOALS & OBJECTIVES

- Continue to explore funding and grant opportunities for Project Warmth, Food Pantry, and Social Services Exchange.
- Continue to explore opportunities to offer virtual clinical health and social services.
- Support volunteer fundraising efforts for Project Warmth, Social Services Exchange, and Food Pantry.

BUDGET HIGHLIGHTS

- Slight increase in other expenditures based upon anticipated maintenance and utility rates.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - SOCIAL SERVICES		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES: Dept 0710		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15109-0710-150005	SOC SVC SALARY PT	67,557	34,723	71,719	71,719	-	-	-	\$ 71,719	-	0.00%
1001-10-15109-0710-151820	SOC SVC RELIEF	198	125	2,000	2,000	-	-	-	\$ 2,000	-	0.00%
1001-10-15109-0710-153075	SOC SVC CONTRACTED SERVICES	-	-	-	-	-	-	-	\$ -	-	0.00%
1001-10-15109-0710-153385	SOC SVC OFFICE EXPENSE	1,140	460	1,130	1,130	-	-	-	\$ 1,130	-	0.00%
1001-10-15109-0710-153390	SOC SVC OPERATING EXPENSE	2,087	611	2,150	2,150	(100)	-	-	\$ 2,050	(100)	-4.65%
1001-10-15109-0710-153485	SOC SVC R & M EQUIPMENT	593	324	2,650	2,899	-	-	-	\$ 2,899	249	9.40%
1001-10-15109-0710-153563	SOC SVC ELECTRIC	3,730	2,368	4,150	4,357	-	-	-	\$ 4,357	207	4.99%
1001-10-15109-0710-153564	SOC SVC HEAT	1,960	742	3,000	3,000	-	-	-	\$ 3,000	-	0.00%
1001-10-15109-0710-153565	SOC SVC UTILITIES OTHER	2,303	1,228	2,400	2,446	-	-	-	\$ 2,446	46	1.92%
1001-10-15109-0710-153580	SOC SVC VEHICLE EXPENSE	-	-	-	-	-	-	-	\$ -	-	0.00%
1001-10-15109-0710-153594	SOC SVC CAPITAL	-	-	-	-	-	-	-	\$ -	-	0.00%
TOTAL SOCIAL SERVICES:		79,568	40,581	89,199	89,701	(100)	-	-	89,601	402	0.45%

SALARY DETAIL - SOCIAL SERVICES		Budget	Budget	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
Dept 0710		20-21	21-22	20-21	20-21	20-21	21-22	21-22	21-22
1001-10-15109-0710-150005	PT-Social Services	29,702	29,702						
	PT-Food Pantry	26,874	26,874						
	PT-Custodian	1,352	1,352	104	\$ 13.00	\$ 1,352	104	\$ 13.00	\$ 1,352
	PT-Mental Health Coordinator	13,790	13,790	416	\$ 33.15	\$ 13,790	416	\$ 33.15	\$ 13,790
	Board of Education funding a portion MHC		-						
Total Social Services:		71,719	71,719						
Headcount-FT		-	-						
Headcount-PT		4	4						
*same custodian cleans Sr. Center and in Sr Center Headcount									
SALARY SUMMARY		20-21	21-22						
SOC SVC SALARY PT		71,719	71,719						

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - SOCIAL SERVICES

EXPENDITURES:

	20-21	21-22	21-22	21-22	21-22	21-22	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15109-0710-151820 SOC SVC RELIEF							
Eviction storage and legal notices	2,000	2,000				2,000	Evictions largely stopped during COVID, however concerns of backlog once Executive Order expires
	2,000	2,000	-	-	-	2,000	
1001-10-15109-0710-153385 SOC SVC OFFICE EXPENSE							
Office Supplies	500	500				500	
Postage	500	500				500	
Printing	130	130				130	
	1,130	1,130	-	-	-	1,130	
1001-10-15109-0710-153390 SOC SVC OPERATING EXPENSE							
CT Food Bank Annual Fee	200	200	(100)			100	Based on new proposed agreement
Training	600	600				600	
Employee Mileage	150	150				150	
Volunteer Mileage	1,200	1,200				1,200	
	2,150	2,150	(100)	-	-	2,050	
1001-10-15109-0710-153485 SOC SVC R & M EQUIPMENT							
Edgerton	1,500	1,500				1,500	
Kirk Fire Extinguishers	150	150				150	
Shelton Alarm Electrical	500	324				324	Anticipated rates
Wind River Septic	-	425				425	Pump scheduled for FY 2022
Monroe Electric	500	500				500	
	2,650	2,899	-	-	-	2,899	
1001-10-15109-0710-153563 SOC SVC ELECTRIC							
Eversource	4,150	4,357				4,357	Based on current usage and anticipated rates
	4,150	4,357	-	-	-	4,357	
1001-10-15109-0710-153564 SOC SVC HEAT							
Sippin: Oil	3,000	3,000				3,000	Food Pantry
	3,000	3,000	-	-	-	3,000	
1001-10-15109-0710-153565 SOC SVC UTILITIES OTHER							
Aquarion Water	300	321				321	Based on current usage and anticipated rates
All American Waste	1,200	1,225				1,225	Trend
Smart Pest: Pest Control	900	900				900	receiving monthly preventative maintenance
	2,400	2,446	-	-	-	2,446	

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. Our tagline is *Explore ~ Connect ~ Create!*

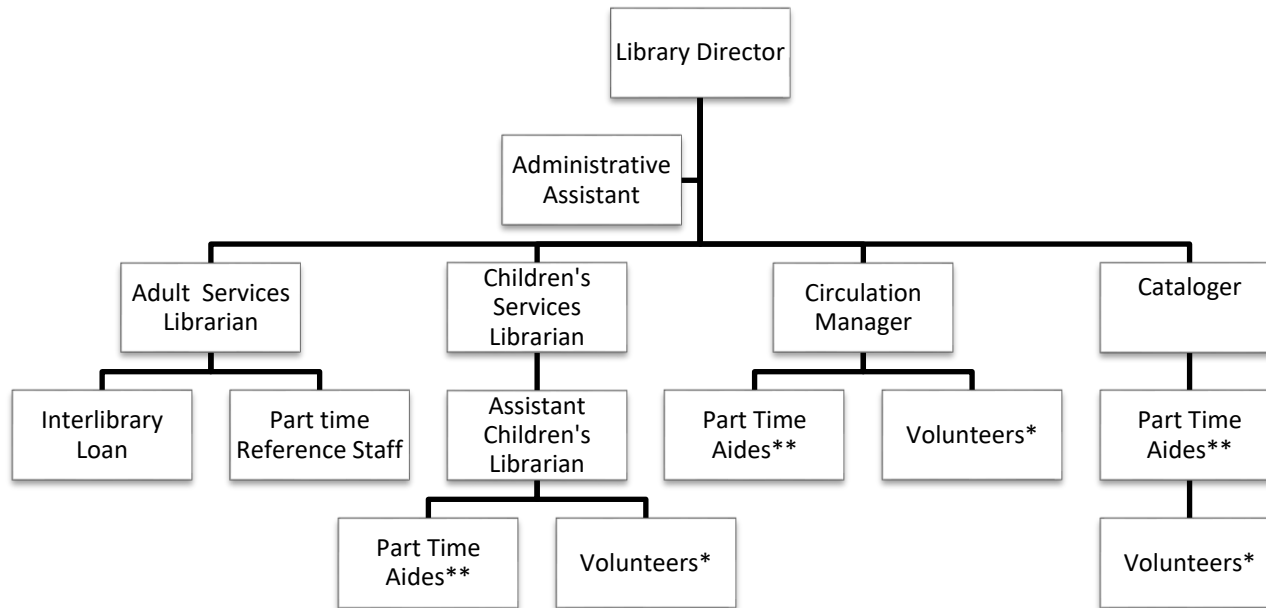
PRIMARY PROGRAMS & SERVICES

- Provide free access to information, computers, scanner, and internet connectivity; fee-based access to fax machine, copiers, and printers.
- Offer classes, instruction, and opportunities for independent and group activities in the library's makerspace that make connections between creativity and technology and promote innovative thinking.
- Provide job-seeking assistance, especially for those who are less experienced in navigating career resources. Offer classes in resume and cover letter writing interview skills, job networking, online job searching and re-entering the workforce.
- Offer programming for community members with a wide variety of interests and needs, including business, art, technology, and more.
- Develop community connections with the Monroe Public Schools and other organizations and Town departments, including the Monroe Chamber of Commerce, the Monroe Historical Society, Rotary Club, The Lions, Monroe Women's Club, Senior Center, Monroe Health Dept, Monroe EMS, local artists and more.
- Serve as a gathering place, both physical and online, for learning, playing, and social support with meeting room spaces for businesses and groups. Offer a safe environment where teens can socialize and study.
- Provide free promotional space for Monroe businesses.
- Provide materials for lending including print, audio, visual and downloadable resources including outreach to homebound patrons.
- Promote literacy among children and adults through a variety of programs including book discussions, summer reading programs, and story hours.
- Help people navigate the library's digital platforms and create opportunities for experiential learning, such as coding, art and writing programs.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

ORGANIZATION CHART

* The number of library volunteers fluctuates during the year, as much as 50 during the summer and 20-30 during the rest of the year.
** There are 23 library aides, some that float between areas.



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

	FY 18	FY 19 ⁽¹⁾	FY 20 ⁽²⁾
Library Visits	109,489	121,531	79,460
Circulation of Physical Materials	131,163	134,417	91,518
Downloadable Circulations	11,977	14,022	16,912
Programs held	482	506	540
Program attendance	15,501	16,355	12,536
Reference questions	11,556	10,464	7,096
Total Library Cards	7,496	8,859	8,561
Items in physical collection	92,742	87,831	89,234
New and Renewed Library Cards	2,000	1,836	1,433

(1) Added 4 hours per week over prior year.

(2) Building closed to public 15 weeks due to COVID-19

SIGNIFICANT ACCOMPLISHMENTS

- Finalized major floor moves and completed updated space.
- Launched Monroe Lions Club Co-op and Café including *Explore, Connect, Create* makerspace.
- Staff developed competency in use of new of makerspace technologies. Offered programs and training sessions to public. Makerspace equipment in high demand.
- Full time staff quickly developed proficiency with remote technology and re-evaluated programming after COVID-19 shut-down. Program schedule fully revised and robust in online format within one month.
- Obtained CT Humanities grant through Friends of the Library for popular online daytime history series.
- Developed efficient and safe Library-to-Go curbside service for continued public access to library materials during COVID closing.
- Boosted downloadable materials and continued reference services during remote working period.
- Reached out to homebound patrons during pandemic.
- Prepared building for safe access for both patrons and staff during re-opening phase of the pandemic.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

GOALS & OBJECTIVES

- Re-open library with full services when it becomes safe.
- Re-balance part-time staff budget to provide more Makerspace coverage. Shift library’s open hours to better meet public needs.
- Continue popular Library-to-Go curbside service for patron convenience once library is re-opened.
- Plan hybrid programming that includes both in-house and online access to make events available to wider audience.
- Initiate marketing plan to bring patrons back to library building once services open up again.
- Provide programs and materials that are more inclusive and representative of diverse populations.
- Boost job assistance initiatives for return to work after COVID.

BUDGET HIGHLIGHTS

- Salary increases as per union contract.
- Adjustments made to building maintenance budget based on contract actuals and multi-year average expenses – overall net 3% increase.
- Budget-neutral shift from Juvenile physical A/V materials to downloadables.

BUDGET - LIBRARY		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0800										
1001-10-15111-0800-150001	LIBRARY SALARY ADMIN	81,825	44,163	81,825	81,825	-	-	-	81,825	-	0.00%
1001-10-15111-0800-150003	LIBRARY SALARY OTHER	289,520	148,490	301,215	303,157	-	-	-	303,157	1,942	0.64%
1001-10-15111-0800-150005	LIBRARY SALARY PT	178,872	81,142	236,964	236,964	-	-	-	236,964	-	0.00%
1001-10-15111-0800-151850	LIBRARY BOOKS	46,396	18,291	47,011	46,890	-	-	-	46,890	(121)	-0.26%
1001-10-15111-0800-151855	LIBRART BIBLIOMATION	48,442	46,097	47,788	47,788	-	-	-	47,788	-	0.00%
1001-10-15111-0800-151860	LIBRARY MATERIALS	24,267	19,248	28,306	28,756	-	-	-	28,756	450	1.59%
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	6,446	4,505	9,648	9,319	-	-	-	9,319	(329)	-3.41%
1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT	25,920	6,514	28,122	29,082	-	-	-	29,082	960	3.41%
1001-10-15111-0800-153563	LIBRARY ELECTRIC	48,238	26,027	59,605	62,585	-	-	-	62,585	2,980	5.00%
1001-10-15111-0800-153564	LIBRARY HEAT	15,149	6,195	15,061	14,583	-	-	-	14,583	(478)	-3.17%
1001-10-15111-0800-153565	LIBRARY UTILITIES OTHER	3,662	2,367	3,937	4,213	-	-	-	4,213	276	7.01%
1001-10-15111-0800-153594	LIBRARY CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
	TOTAL LIBRARY:	768,738	403,040	859,482	865,162	-	-	-	865,162	5,680	0.66%

BUDGET - LIBRARY		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
REVENUES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0800										
1001-10-14003-140155	LIBRARY REVENUE	7,552	95	5,400	5,400	2,100	-	-	7,500	2,100	38.89%
	TOTAL LIBRARY:	7,552	95	5,400	5,400	2,100	-	-	7,500	2,100	38.89%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - LIBRARY

		Budget	Budget
		<u>20-21</u>	<u>21-22</u>
Dept 0800			
1001-10-15111-0800-150001	Library Director-Administration	81,600	81,600
	Longevity	225	225
	Total Admin:	81,825	81,825
1001-10-15111-0800-150003	Children's Librarian	57,133	58,276
	Longevity	100	100
	Adult Services Librarian	54,920	56,018
	Longevity	100	225
	Office Assistant	44,521	44,521
	Longevity	100	100
	Library Assistant II	44,521	44,521
	Longevity	450	450
	Library Assistant II	44,521	44,521
	Longevity	450	450
	Perfect Attendance	550	550
	Library Assistant	43,648	43,224
	Longevity	-	-
	Time off and weekend coverage	10,200	10,200
		-	-
	Total Other:	301,215	303,157
1001-10-15111-0800-150005	Circulation Librarian	174,869	164,596
	Reference Librarian	43,425	53,698
	Circulation Paid Time Off Coverage	2,850	2,850
	Reference Paid Time Off Coverage	880	880
	Custodian	14,940	14,940
	Total PT:	236,964	236,964
	Total Library:	620,004	621,946
	Headcount-FT	7	7
	Headcount-PT	28	28

Hours/yr	Blended		Hours/yr	Blended	
	Hrly Rate	\$ Amount		Hrly Rate	\$ Amount
<u>20-21</u>	<u>20-21</u>	<u>20-21</u>	<u>21-22</u>	<u>21-22</u>	<u>21-22</u>
11,673.5	\$ 14.98	\$ 174,869	11,289.16	\$ 14.58	\$ 164,596
1,930	\$ 22.50	\$ 43,425	2,491	\$ 21.56	\$ 53,698
197	\$ 14.50	\$ 2,850	197	\$ 14.50	\$ 2,850
39	\$ 22.50	\$ 880	39	\$ 22.50	\$ 880
996	\$ 15.00	\$ 14,940	996	\$ 15.00	\$ 14,940

<u>SALARY SUMMARY</u>	20-21	21-22
LIBRARY SALARY ADMIN	81,825	81,825
LIBRARY SALARY OTHER	301,215	303,157
LIBRARY SALARY PT	236,964	236,964
	620,004	621,946

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - LIBRARY

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1001-10-15111-0800-151850	LIBRARY BOOKS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Adult Fiction		14,000	15,100				15,100	Adjustments Based on material usage
Adult Nonfiction		10,421	9,850				9,850	Moved \$329 in from Office Expense for Ref Book.
Standing Orders		490	490				490	
Adult & Teen Audiobooks		3,600	3,100				3,100	
Teen Books		3,550	3,550				3,550	
Juvenile Books		14,500	14,800				14,800	
Juvenile Audio Books		450	-				-	Moved to Materials/Juvenile Downloadables
		47,011	46,890	-	-	-	46,890	
1001-10-15111-0800-151855	LIBRARY BIBLIOMATION	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Operating Assessment		38,165	37,115				37,115	Quote - reduced collection
Databases		7,843	8,893				8,893	2% price increase and adjustment to selections
							-	Change funding from grant to budget for Learning Express
							-	based on reduction on operating assessment
CEN Internet		1,500	1,500				1,500	Flat
Supplies		280	280				280	Bal. use Office as needed
		47,788	47,788	-	-	-	47,788	
1001-10-15111-0800-151860	LIBRARY MATERIALS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Adult DVD's		5,500	5,500				5,500	
Databases		995	1,009				1,009	Envisionware increase
Magazines & Newspapers		6,100	6,100				6,100	flat
Adult Programs		100	93				93	Place holder
Juvenile CD's		500	-				-	moved to Downloadables (based on circs)
Juvenile DVD's		1,350	1,350				1,350	
Juvenile Programs		100	93				93	Place holder
Downloadables - Add Juv. Downloadables Line		13,661	14,611				14,611	Added \$500 from JCDs & \$450 from Books/J Audiobooks. Net \$950
		28,306	28,756	-	-	-	28,756	\$450 added in from Library Books
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
General Library Supplies		4,668	4,798				4,798	2 yr. ave. (not LY COVID) - 2% annual increase
Special copy supplies		588	588				588	flat - back to regular supplies next yr.
Confernces/Workshops		1,732	1,583				1,583	Ave. Plus \$180 Zoom fee
Dues and Subcriptions		1,160	1,160				1,160	same
Toner Cartridges		1,500	1,190				1,190	Low last two yrs. - 2 new printers, will need toner TY
		9,648	9,319	-	-	-	9,319	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT							
Elevator contract		3,467	3,597				3,597	Up to 5% increase in labor cost per Otis
Assa Abloy - auto doors		1,016	420				420	Annual Maint. Cost. Rest is Repairs
Gentech		788	1,949				1,949	3 yr. average
Red Hawk Fire (Sprinklers)		700	246				246	3 yr. average
State of CT Elevator		240	240				240	
Magna Clean		504	519				519	Likely 3% inc. per vendor
Edgerton		2,800	1,800				1,800	Likely Maint cost.
Wind River Environmental-septic		720	720				720	Two services per yr.
Shelton Alarms		400	423				423	3 yr. average
Brake Fire Protection		1,620	1,640				1,640	Inspections as quoted
Kirk-Fire Extinguisher testing		150	190				190	3 yr. average
Grainger		855	396				396	4 yr. average:
Repairs		10,567	13,078				13,078	4 yr. average
Supplies		4,295	3,864				3,864	2 yr. average, price inc. 2019
		28,122	29,082	-	-	-	29,082	3% increase
1001-10-15111-0800-153563 LIBRARY ELECTRIC		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Electric		59,605	62,585				62,585	Based on current usage and anticipated rate:
							-	
		59,605	62,585	-	-	-	62,585	
1001-10-15111-0800-153564 LIBRARY HEAT		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Heat		15,061	14,583				14,583	4 yr. ave. No known adjustments per PW
		15,061	14,583	-	-	-	14,583	
1001-10-15111-0800-153565 LIBRARY UTILITIES OTHER		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Aquarion		3,937	4,213				4,213	Per PW
		3,937	4,213	-	-	-	4,213	
BUDGET - LIBRARY								
REVENUES:								
1001-10-14003-140155 LIBRARY REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Library fines		\$ 5,400	5,400	2,100			7,500	Return to 75% of pre-COVID projection
		5,400	5,400	2,100	-	-	7,500	

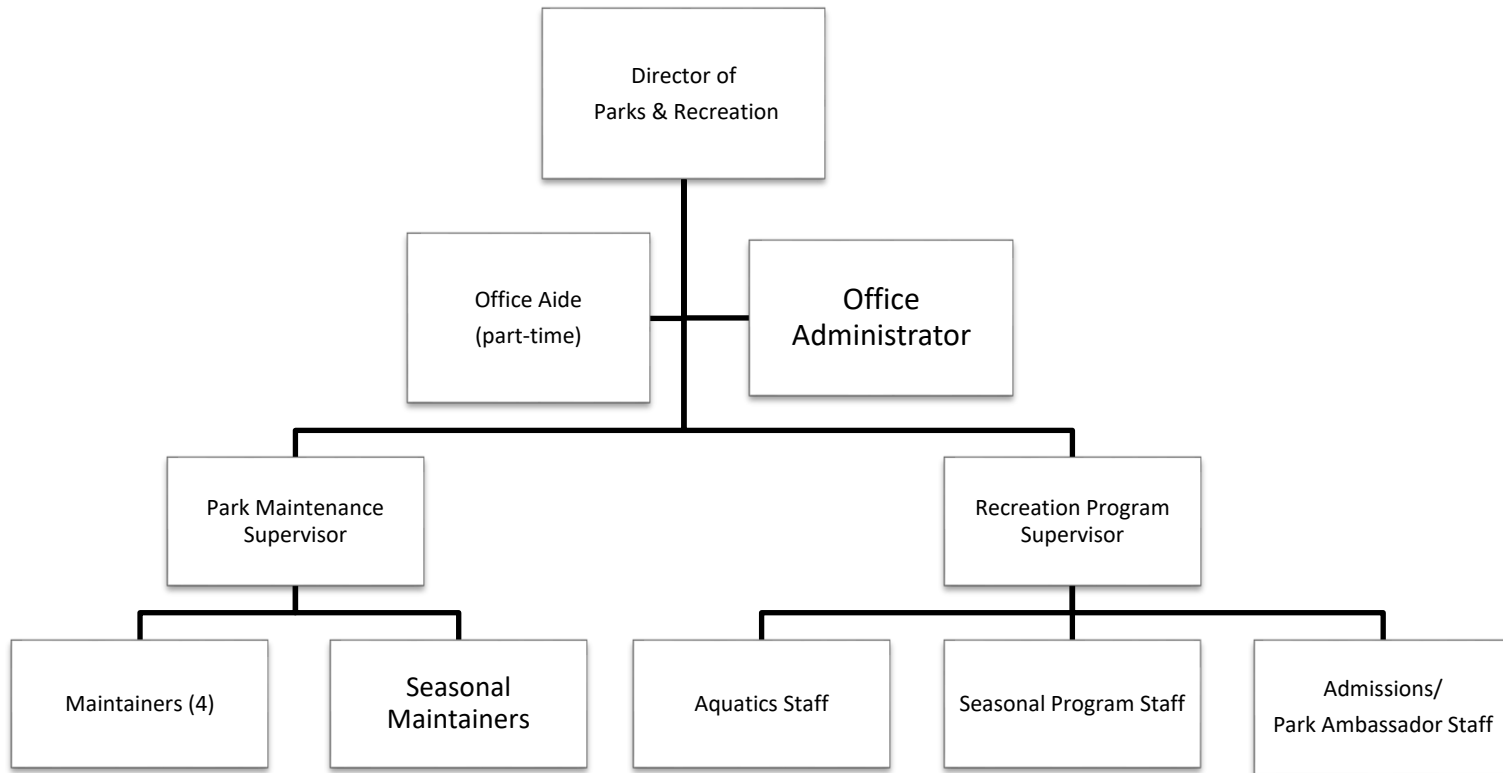
PARKS & RECREATION DEPARTMENT

The Parks and Recreation Department is responsible for the effective management, maintenance and development of town designated park areas and their related facilities. In addition, the department provides 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

- Maintenance of Wolfe Park and all town-owned properties including the Town Hall/Police Department complex, Edith Wheeler Memorial Library, Senior Center, Monroe Green, Stepney Green, Food Pantry, six firehouses, Webb Mountain campground and the Town responsibilities in maintaining the state roundabout at route 110/111.
- Ron Wallisa Memorial Pool at Wolfe Park, Great Hollow Lake and the Monroe section of the Housatonic Rails to Trails.
- Summer Fun Days camp program.
- Arts in the Park Summer Concert Series.
- Youth Athletics (track & field, tennis, basketball, diving classes, pre-school indoor soccer, swim lessons, floor hockey, volleyball, youth golf, hula hoop fitness classes)
- Reservations for various activities/amenities (picnic, camping, courts, field use and special events.)
- Passive recreation activities (arts & crafts, fishing programs, certification programs in babysitting & lifeguarding.)
- Adult recreation activities (water aerobics, swim lessons, volleyball, pickleball, basketball, tennis and assist in co-sponsorship with men's & women's softball leagues with neighboring towns.)
- Family programming (Family Fun Nights at the pool, Character Dinner Series, Party at the Lake, Family Movie Nights, Gingerbread House Decorating Contest, Letters from Santa Program, Virtual Trivia and Bingo Nights, Scarecrow Contest and Photo Contest).
- Joint programming with the Monroe Senior Center-Outdoor Aqua Aerobics at Wolfe Park Pool and Fall/Winter/Spring Aqua Aerobics at Masuk Pool and collaboration with various Girl Scout and Bot Scout Troops to pursue their Bronze, Silver, Gold and Eagle Scout Award projects.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PERFORMANCE METRICS

	2015	2016	2017	2018	2019	2020 ⁽¹⁾
Wolfe Park Pool attendance	20,984	26,613	15,236	16,593	16,284	12,494
Wolfe Park Pool memberships	1,038	1,074	996	980	1,592	0
Great Hollow Lake attendance	17,924	20,059	17,994	15,909	14,861	24,253
Picnic reservations	126	117	120	124	126	17
Camping reservations	388	398	351	397	284	412
Summer Fun Days participants	565	516	572	658	519	230
Youth Basketball participants	432	358	331	342	365	262

(1) 2020 metrics reflect COVID-19 pandemic limitations on pool operations, programs, and social gatherings. Use of the Park, as measured at Great Hollow Lake gate, was markedly increased.

SIGNIFICANT ACCOMPLISHMENTS

- Implemented Lake Zoar Boat Area permits to accommodate non-motorized boats (e.g, kayaks, canoes) for seasonal use.
- Continued collaboration with Town Planner and Community & Economic Recovery Coordinator to revise plans for the multi-purpose field project. The park staff has cleared out areas of Wolfe Park to accommodate future construction equipment/vehicles in preparation for a revised plan to address concerns from prior plan, including costs that exceeded current funding sources.
- Added new electrical outlets at Wolfe Park Concert/Rotary Pavilion area to meet the increase demands of events that take place.
- The extended permit opportunity of Webb Mountain Campground saw an increase in use even though we had a delayed start due to COVID-19.
- As COVID-19 changed programming plans drastically, developed free/reduced cost community programming such as trivia contests, virtual bingo events, a gingerbread house contest, magic classes, Art on the GO, photo contest, scavenger hunts and a scarecrow event.
- Operated a safe and abbreviated pool season for Wolfe Park Pool visitors using an online reservation system.
- Wolfe Park Field #2 safety fencing installed.
- Implemented seasonal staff changes from former “Security Staff” to “Park Ambassadors” with a focus on a friendly and informative presence for visitors of Wolfe Park throughout the season.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

GOALS & OBJECTIVES

- Add an additional campsite to Webb Mountain camping facility.
- Finalize efforts with Town Planner and Town Engineer to redesign appropriate upgrades to the overflow parking lot at Wolfe Park.
- Re-evaluate the Splash Pad project concept regarding design, location, and cost.
- Re-open the concession stand at Great Hollow Lake from Memorial Day weekend through Labor Day Weekend for visitors and programs. Limit lake pavilion rentals so all visitors can utilize the concession stand and eating area without interrupting picnic rentals.
- Collaborate with our concession vendor to hold a community event involving some specialty food items.
- Reinstate the opportunity for reservations at Cedar Groove picnic site again. This area holds around 20 people.
- Collaborate with the Public Works Department to repave Lake Zoar Boat Ramp area in October 2021.
- Begin process to convert existing lighting in the walkway/patio area at the pool side of Wolfe Park to LED.
- Reinstate a reservation permit system for the tennis/pickleball courts in response to increase demands, and to offset costs of monitor staffing and purchase of new pickleball nets.
- Install new home plates at all seven ball fields at Wolfe Park.
- Resurface and repair the front basketball court at Wolfe Park.

BUDGET HIGHLIGHTS

- Salary line increase as per union contract.
- Seasonal salary increases driven by Connecticut minimum wage increase from \$12 to \$13 effective August 1, 2021.
- Partial restoration of revenue to pre-COVID projections.
- Non-salary increase primarily driven by increases in utilities.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - PARKS & RECREATION		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	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 0810										
1001-10-15111-0810-150001	P & R SALARY ADMIN	70,700	38,069	70,700	70,700	-	-	-	70,700	-	0.00%
1001-10-15111-0810-150003	P & R SALARY OTHER	373,126	199,131	387,630	383,973	-	-	-	383,973	(3,657)	-0.94%
1001-10-15111-0810-150005	P & R SALARY PT	184,929	95,455	229,367	229,343	-	-	-	229,343	(24)	-0.01%
1001-10-15111-0810-150015	P & R OVERTIME	-	-	-	10,000	-	-	-	10,000	10,000	0.00%
1001-10-15111-0810-151910	P & R VENDOR	726	120	3,500	3,500	-	-	-	3,500	-	0.00%
1001-10-15111-0810-151920	P & R PARK IMPROVEMENTS	19,831	-	13,365	19,178	(5,657)	-	-	13,521	156	1.17%
1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	67,209	16,275	79,000	86,000	(8,000)	-	-	78,000	(1,000)	-1.27%
1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	18,471	5,095	20,500	25,700	(4,000)	-	-	21,700	1,200	5.85%
1001-10-15111-0810-153385	P & R OFFICE EXPENSE	5,906	1,140	8,400	8,380	(480)	-	-	7,900	(500)	-5.95%
1001-10-15111-0810-153390	P & R OPERATING EXPENSE	9,671	4,158	7,610	8,283	-	-	-	8,283	673	8.84%
1001-10-15111-0810-153485	P & R R & M EQUIPMENT	-	-	-	-	-	-	-	-	-	0.00%
1001-10-15111-0810-153563	P & R ELECTRIC	33,143	18,997	36,000	37,800	-	-	-	37,800	1,800	5.00%
1001-10-15111-0810-153564	P & R HEAT	8,952	3,343	8,500	10,650	-	-	-	10,650	2,150	25.29%
1001-10-15111-0810-153565	P & R UTILITIES OTHER	14,080	6,327	17,800	18,635	-	-	-	18,635	835	4.69%
1001-10-15111-0810-153579	P & R VEHICLE FUEL	9,805	4,315	10,800	10,800	-	-	-	10,800	-	0.00%
1001-10-15111-0810-153580	P & R VEHICLE EXPENSE	12,756	3,489	14,000	17,000	(2,000)	-	-	15,000	1,000	7.14%
1001-10-15111-0810-153594	P & R CAPITAL	-	-	-	-	-	-	-	-	-	0.00%
TOTAL PARKS & REC EXPENDITURES:		829,304	395,915	907,172	939,943	(20,137)	-	-	919,806	12,634	1.39%

REVENUES:		19-20	20-21	20-21	21-22	21-22	21-22	21-22	0	2017-2018 TO 2018-2019	
		Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total FS Budget	\$ CHG	% CHG
1001-10-14007-140705	RECREATION DEPARTMENT FEES REVENUE	94,282	37,650	85,800	100,500	63,500	-	-	164,000	78,200	91.14%
TOTAL PARKS & REC REVENUES:		94,282	37,650	85,800	100,500	63,500	-	-	164,000	78,200	91.14%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

SALARY DETAIL - PARKS & RECREATION

		Budget 20-21	Budget 21-22
Dept 0810			
1001-10-15111-0810-150001	Director Parks & Rec Admin	70,700	70,700
	Longevity	-	-
	Total Admin:	70,700	70,700
1001-10-15111-0810-150003	Office Administrator	49,227	49,227
	Longevity	450	450
	Other-Recreation Supervisor	49,254	50,239
	Longevity	-	-
	Overtime	-	-
	Park Maintenance Supervisor	67,193	68,537 Contractual increase
	Stipend	3,000	3,000
	Longevity	450	450
	Park Maintainer	50,814	51,830
	Longevity	100	100
	Park Maintainer	50,814	51,830
	Longevity	350	300
	Park Maintainer	50,814	51,830
	Longevity	350	350
	Park Maintainer	50,814	51,830
	Longevity	100	100
	Differential	13,900	3,900 *moved to OT line item below
	Total Other:	387,630	383,973

SALARY DETAIL - PARKS & RECREATION

		Hours/yr 20-21	Hrly Rate 20-21	\$ Amount 20-21	Hours/yr 21-22	Hrly Rate 21-22	\$ Amount 21-22
1001-10-15111-0810-150005	PT- Office Staff	15,820	18.75	\$ 15,820	843.74	17.00	\$ 14,344
	Seasonal:					*New hire	
	Maintenance Staff:	213,547					
	Total PT:	229,367					
1001-10-15111-0810-150015	Overtime-Holiday			10,000			*Based on two year trend
							10,000

Total Park and Recreation:		687,697	694,017
Headcount-FT	8	8	8 Prior yr correct
Headcount-PT	1	1	
Headcount-PT Seasonal	75	75	

SALARY SUMMARY	20-21	21-22
P & R SALARY ADMIN	70,700	70,700
P & R SALARY OTHER	387,630	383,973
P & R SALARY PT	229,367	229,343
P & R SALARY OVERTIME	-	10,000
	687,697	694,017

7/1/20 to 6/30/21 Seasonal Salary Schedule			
Current minimum wage \$11.00 (effective 10/1/2019). Minimum wage increase to \$12.00 (effective 9/1/20)			
*Any position not at minimum wage on 9/1/20 will be adjusted accordingly.			
Title	Starting Rate 7/1/20	Annual Step Increase	Hourly Rate Cap
Admissions Monitor	\$11.10	.25/hr above previous rate	\$13.85
Park Maintainer/Gardener			
I	\$11.35	.25/hr above previous rate	\$13.00
II	\$11.60	.50/hr above previous rate	\$15.25
III	\$14.10	.50/hr above previous rate	\$17.10
Lifeguards			
I	\$12.00	.50/hr above previous rate	\$13.75
II	\$12.50	.50/hr above previous rate	\$16.00
III	\$13.35	.50/hr above previous rate	\$17.00
Shift Leader	\$0.25 in addition to current rate of pay when assigned the shift		
Pool/Lake Manager	\$15.00	1.00/hr above previous rate	\$18.00
Park Ambassadors	\$11.85	.50/hr above previous rate	\$15.00
Skilled Laborer/Master Gardener	\$14.10	1.00/hr above previous rate	\$18.00
Summer Fun Days			
SFD Counselor	\$11.00	.25/hr above previous rate	\$16.00
SFD Specialty Counselor	\$0.25 in addition to current rate of pay when assigned the duty		
SFD Assistant Director (Tweens Program)	\$16.00	.75/hr above previous rate	\$19.00
SFD Assistant Director (Playmates/Kids Program)	\$18.00	.75/hr above previous rate	\$21.00
SFD Director	\$22.00	1.00/hr above previous rate	\$25.00

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

<u>7/1/21 to 8/1/21 Seasonal Salary Schedule - Proposal</u>			
Current minimum wage \$12.00 (effective 9/1/2020). Minimum wage increase to \$13.00 (effective 8/1/21)			
*the new minimum wage increase will start to eliminate steps when the max is met			
**rate that will increase to \$13.00 as of 8/1/21-not all positions			
Title	Starting Rate 7/1/21	Annual Step Increase	Hourly Rate Cap
Admissions Monitor	\$12.00**	.25/hr above previous rate	\$13.85
Park Maintainer/Gardener			
I	\$12.00**	.25/hr above previous rate	\$13.50
II	\$12.25**	.50/hr above previous rate	\$15.25
III	\$14.10	.50/hr above previous rate	\$17.10
Lifeguards			
I	\$12.25**	.50/hr above previous rate	\$13.75
II	\$12.50**	.50/hr above previous rate	\$16.00
III	\$13.35	.50/hr above previous rate	\$17.00
Shift Leader	\$0.25 in addition to current rate of pay when assigned the shift		
Pool/Lake Manager	\$15.00	1.00/hr above previous rate	\$18.00
Park Ambassadors	\$12.00**	.50/hr above previous rate	\$15.00
Skilled Laborer/Master Gardener	\$14.10	1.00/hr above previous rate	\$18.00
Summer Fun Days			
SFD Counselor	\$12.00**	.25/hr above previous rate	\$16.00
SFD Specialty Counselor	\$0.25 in addition to current rate of pay when assigned the duty		
SFD Assistant Director (Twins Program)	\$16.00	.75/hr above previous rate	\$19.00
SFD Assistant Director (Playmates/Kids Program)	\$18.00	.75/hr above previous rate	\$21.00
SFD Director	\$22.00	1.00/hr above previous rate	\$25.00

<u>8/1/21 to 6/30/22 Seasonal Salary Schedule - Proposal</u>			
Current minimum wage \$12.00 (effective 9/1/2020). Minimum wage increase to \$13.00 (effective 8/1/21)			
*the new minimum wage increase will start to eliminate steps when the max is met			
**rate that will increase to \$13.00 as of 8/1/21-not all positions			
Title	8/1/21 mandate	Annual Step Increase	Hourly Rate Cap
Admissions Monitor	\$13.00**	.25/hr above previous rate	\$13.85
Park Maintainer/Gardener			
I	\$13.00**	.25/hr above previous rate	\$13.50
II	\$13.00**	.50/hr above previous rate	\$15.25
III	\$14.10	.50/hr above previous rate	\$17.10
Lifeguards			
I	\$13.00**	.50/hr above previous rate	\$13.75
II	\$13.00**	.50/hr above previous rate	\$16.00
III	\$13.35	.50/hr above previous rate	\$17.00
Shift Leader	\$0.25 in addition to current rate of pay when assigned the shift		
Pool/Lake Manager	\$15.00	1.00/hr above previous rate	\$18.00
Park Ambassadors	\$13.00**	.50/hr above previous rate	\$15.00
Skilled Laborer/Master Gardener	\$14.10	1.00/hr above previous rate	\$18.00
Summer Fun Days			
SFD Counselor	\$13.00**	.25/hr above previous rate	\$16.00
SFD Specialty Counselor	\$0.25 in addition to current rate of pay when assigned the duty		
SFD Assistant Director (6th-9th grade)	\$16.00	.75/hr above previous rate	\$19.00
SFD Assistant Director (PreK-5th grade)	\$18.00	.75/hr above previous rate	\$21.00
SFD Director	\$22.00	1.00/hr above previous rate	\$25.00

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - PARKS & RECREATION

EXPENDITURES:		20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15111-0810-151910	P & R VENDOR	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Red Cross certifications		1,500	1,500				1,500	Current lifeguard, WSI trainings and certifications costs
Seasonal programs		2,000	2,000				2,000	School holiday breaks, special event programming-
		3,500	3,500	-	-	-	3,500	(D)'s, Virtual Trivia/Bingo remote program fees)
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1001-10-15111-0810-151920	P & R PARK IMPROVEMENTS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Clay for baseball/softball fields		3,220					-	For all 9 fields
Top Dressing for soccer/football/general use fields		3,800					-	
Field #2 Safety Fencing		6,345					-	Prevent active baseballs from leaving park
LED light bulbs/fixtures for poles at WP (3 poles for 3 years)		-	1,600				1,600	Replacement to LED lights (few each season)
Picnic Table Replacement (3 tables for 5 years)		-	2,100				2,100	Replace a few older tables (few each season)
Wolfe Park Pool Chemical Control Board		-	5,657	(5,657)			-	Replacing in FY21
Trash Cans (8)		-	650				650	Replace trash cans at many areas of park
Grass Seed for parks and town greens		-	1,000				1,000	Routine planting of grass seed in heavily used areas (greens/parks)
Heater for pool side patio bathrooms		-	2,850				2,850	Replace broken heaters in year round patio bathroom (2 needed-one has broken sensor)
Replace doors to bathroom at pool side patio		-	5,321				5,321	Original doors at WP Pool patio bathrooms are unable to close and lock properly now
		13,365	19,178	(5,657)	-	-	13,521	
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1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Pool supplies, technicians, equipment, service		14,000	14,000				14,000	Chlorine, water fountain parts, faucets, pool vacuum parts
Horticultural supplies		45,000	47,000	(3,000)			44,000	Speciality seed, sod, mulch, safety fiber, plants, lime for sports fields (roundabout and Stepney Green updates).
Building repairs and service		10,000	15,000	(5,000)			10,000	Park has 4 buildings to maintain. Routine servicing of pumps, furnaces & water heaters
Toiletries and cleaning supplies		10,000	10,000				10,000	Need to continue added cleaning protocols that occurred during COVID-19
		79,000	86,000	(8,000)	-	-	78,000	Trend 3 years \$70K
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1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Replace Tools and Equipment Needs		10,500	11,000	(1,000)			10,000	Routine replacement of specific equipment
Repairs to inventory		10,000	11,000	(3,000)			8,000	Repairs to current inventory to fix items in house
Storage container for equipment at Wolfe Park		-	3,700				3,700	Essential for certain equipment to stay out of weather elements
		20,500	25,700	(4,000)	-	-	21,700	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

	20-21	21-22	21-22	21-22	21-22	21-22	
1001-10-15111-0810-153385 P & R OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Postage and Mailings Supplies	2,600	2,100				2,100	Seasonal literature/reminder cards/ postage
Department Membership/Passes Material	2,800	2,800				2,800	WP Pool, Masuk Pool, Lake Zoar & Court Membership Card/Permits
Toner		400				400	Printers at Wolfe Park Pool and Park Maint. Office Only
Register/ charge receipts/ office equipment	1,500	1,500				1,500	Time card, pens, markers, office supplies, stamper
Park Maintenance Cell Phone		480	(480)			-	A shared cell phone for the night maintenance staff -moved to IT budget
Water Delivery	1,500	1,100				1,100	10 units per month April-October/5 units per month November-March
	8,400	8,380	(480)	-	-	7,900	
1001-10-15111-0810-153390 P & R OPERATING EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Clothing Allowances	2,500	2,500				2,500	Union contract-Park Maintainers
Dues, trainings,seminars, conferences	1,500	1,500				1,500	Plan to attend-Covid cancelled/postoned many during 20/21
Water testing and medical supplies	1,370	2,220				2,220	St. of CT mandatory water testings for building/waterfront at GHL changed
Alarm and Fire Services	1,000	888				888	Fire and security alarms at WP buildings (pool & lake house)
Safety Vests for staff	240	175				175	Bought some in 20/21 budget-don't need as many this budget cycle
Dept. staff t-shirts, hats, sweatshirts (FT. PT)	1,000	1,000				1,000	Yearly staff clothing for identification purposes at sites we cover
	7,610	8,283	-	-	-	8,283	
1001-10-15111-0810-153563 P & R ELECTRIC	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Eversource Supply	36,000	37,800				37,800	Based on current usage and anticipated rates
	36,000	37,800	-	-	-	37,800	
1001-10-15111-0810-153564 P & R HEAT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
East River Energy (#2 oil)	8,500	10,650				10,650	Based on current usage and anticipated rates
Heating and hot water for Wolfe Park poolhouse building, patio bathroom, Maintenance headquarters.						-	Heating and hot water for Wolfe Park poolhouse building, Lake building and Maintenance headquarters.
	8,500	10,650	-	-	-	10,650	
1001-10-15111-0810-153565 P & R UTILITIES OTHER	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Trash removal (All American)	6,300	6,050				6,050	Based on past usage
Seasonal Toilets (Great Hollow Lake, Webb Mountain and Picnic Areas at WP)	4,500	4,500				4,500	New agreement with GI John's and Public Works.
Telephone systems and monitoring	1,500	350				350	Reduced fee for informational line
Aquarion Water Service	5,500	5,885				5,885	Based on memo received from DPW
CO2 Tank for Wolfe Park Pool		1,250				1,250	Hokon Tank-for our type of pool
Propane Services		600				600	Consession stand
	17,800	18,635	-	-	-	18,635	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

		20-21	21-22	21-22	21-22	21-22	21-22	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15111-0810-153579	P & R VEHICLE FUEL							
	Diesel (trucks, tractor, mower)	4,300	4,300				4,300	Reflects usage trends and new pricing
	Gasoline (re: car, trucks, maintenance vehicles, power equipment)	6,500	6,500				6,500	Reflects usage trends and new pricing
		10,800	10,800	-	-	-	10,800	
1001-10-15111-0810-153580	P & R VEHICLE EXPENSE							
	Repairs and general maintenance to Dept. Fleet	14,000	17,000	(2,000)			15,000	Trend-based on 3 year average
		14,000	17,000	(2,000)	-	-	15,000	
BUDGET - PARKS & RECREATION								
REVENUES:								
1001-10-14007-140705	RECREATION DEPARTMENT FEES REVENUE							
	Ron Wallisa Memorial Pool & Great Hollow Lake and Lake Zoar	151,000	75,000	50,000			125,000	Bulk of revenue received in spring of FY22
	Picnic Reservations	27,000	13,500	13,500			27,000	Restored pre-COVID levels
	Camping Permits - Webb Mountain Park	5,000	7,000				7,000	Increase of permits
	Private Pool Rentals	2,800	2,000				2,000	
	Concession stand		3,000				3,000	
	Board of Finance Adjustment	(100,000)					-	
		85,800	100,500	63,500	-	-	164,000	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

PARKS & RECREATION PROGRAMS

BUDGET - PARKS & RECREATION PROGRAMS FUND 1610		19-20	20-21	20-21	21-22	21-22	21-22	21-22	21-22	2020-2021 TO 2021-2022	
REVENUE AND EXPENDITURES:		Actual	YTD 12/31/20	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1610-0000-150650	P & R PROG FICA/MEDICARE EXPENDITURE	3,867	1,149	6,700	6,700	-	-	-	\$ 6,700	-	0.00%
1610-0000-152999	P & R PROG OPERATING TRANSFERS OUT	-	-	-	-	-	-	-	-	-	0.00%
1610-20350-145000	P & R PROG ADMIN PROGRAM REVENUE	-	-	-	-	-	-	-	\$ -	-	0.00%
1610-20351-145000	P & R PROG CREDIT CARD FEES REVENUE	-	-	-	-	-	-	-	\$ -	-	0.00%
1610-21351-155000	P & R PROG CREDIT CARD FEES EXPENDITURE	11,356	7,234	6,500	6,500	-	-	-	6,500	-	0.00%
1610-20353-145000	P & R PROG BABY SITTING TRAINING REVENUE	(2,109)	-	(3,500)	(3,600)	-	-	-	\$ (3,600)	(100)	2.86%
1610-20353-155000	P & R PROG BABY SITTING TRAINING EXPENDITURE	1,900	-	3,000	3,420	-	-	-	3,420	420	14.00%
1610-20354-145000	P & R PROG ADULT SPORTS REVENUE	(4,416)	-	(5,200)	(8,650)	-	-	-	(8,650)	(3,450)	66.35%
1610-20354-155000	P & R PROG ADULT SPORTS EXPENDITURE	1,605	185	3,000	5,900	-	-	-	5,900	2,900	96.67%
1610-20355-145000	P & R PROG BASKETBALL REVENUE	(72,944)	-	(62,000)	(64,000)	-	-	-	(64,000)	(2,000)	3.23%
1610-20355-155000	P & R PROG BASKETBALL EXPENDITURE	48,237	70	45,000	58,000	-	-	-	58,000	13,000	28.89%
1610-20360-155000	P & R PROG BASKETBALL REVENUE	(125)	-	-	-	-	-	-	-	-	0.00%
1610-20362-145000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW REVENUE	(20,074)	(110)	(15,000)	(17,000)	-	-	-	(17,000)	(2,000)	13.33%
1610-20362-155000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW EXPENDITURE	16,195	-	13,200	14,500	-	-	-	14,500	1,300	9.85%
1610-20363-145000	P & R PROG TECH PROGRAMS REVENUE	(1,195)	(4,340)	(3,500)	(6,000)	-	-	-	(6,000)	(2,500)	71.43%
1610-20363-155000	P & R PROG TECH PROGRAMS EXPENDITURE	679	1,350	2,550	5,100	-	-	-	5,100	2,550	100.00%
1610-20364-145000	P & R PROG CREATIVE EXPRESSION ART REVENUE	(11,943)	(1,288)	(9,000)	(16,000)	-	-	-	(16,000)	(7,000)	77.78%
1610-20364-155000	P & R PROG CREATIVE EXPRESSION ART EXPENDITURE	6,499	719	6,800	12,000	-	-	-	12,000	5,200	76.47%
1610-20365-145000	P & R PROG PRE-SCHOOL INDOOR SPORTS REVENUE	(2,217)	(4,528)	(3,200)	(8,800)	-	-	-	(8,800)	(5,600)	175.00%
1610-20365-155000	P & R PROG PRE-SCHOOL INDOOR SPORTS EXPENDITURE	3,482	3,128	2,900	8,100	-	-	-	8,100	5,200	179.31%
1610-20369-145000	P & R PROG MISCELLANEOUS REVENUE	(31,670)	-	(22,000)	(22,000)	-	-	-	(22,000)	-	0.00%
1610-20369-155000	P & R PROG MISCELLANEOUS EXPENDITURE	9,434	476	29,600	20,000	-	-	-	20,000	(9,600)	-32.43%
1610-20372-145000	P & R PROG PLAYGROUNDS-SFD KIDS REVENUE	(87,816)	(43,270)	(79,000)	(75,000)	-	-	-	(75,000)	4,000	-5.06%
1610-20372-155000	P & R PROG PLAYGROUNDS-SFD KIDS EXPENDITURE	66,807	16,327	75,000	72,000	-	-	-	72,000	(3,000)	-4.00%
1610-20374-145000	P & R PROG COMMUNITY PROGRAMS REVENUE	(915)	-	(900)	(700)	-	-	-	(700)	200	-22.22%
1610-20374-155000	P & R PROG COMMUNITY PROGRAMS EXPENDITURE	5,653	253	8,300	24,050	-	-	-	24,050	15,750	189.76%
1610-20375-145000	P & R PROG SKYHAWKS REVENUE	(7,893)	(4,127)	(9,100)	(8,000)	-	-	-	(8,000)	1,100	-12.09%
1610-20375-155000	P & R PROG SKYHAWKS EXPENDITURE	5,600	1,784	7,000	7,000	-	-	-	7,000	-	0.00%
1610-20376-145000	P & R PROG SWIM LESSONS-PARENT TODDLER REVENUE	(570)	-	(1,400)	(2,000)	-	-	-	(2,000)	(600)	42.86%
1610-20376-155000	P & R PROG SWIM LESSONS-PARENT TODDLER EXPENDITURE	320	-	200	1,500	-	-	-	1,500	1,300	650.00%
1610-20377-145000	P & R PROG ADULT AQUATIC REVENUE	(880)	-	(3,100)	(2,600)	-	-	-	(2,600)	500	-16.13%
1610-20377-155000	P & R PROG ADULT AQUATIC EXPENDITURE	672	-	2,700	2,050	-	-	-	2,050	(650)	-24.07%
1610-20378-145000	P & R PROG YOUTH AQUATIC REVENUE	(12,773)	-	(12,700)	(17,280)	-	-	-	(17,280)	(4,580)	36.06%
1610-20378-155000	P & R PROG YOUTH AQUATIC EXPENDITURE	5,228	-	8,700	11,710	-	-	-	11,710	3,010	34.66%
1610-20379-145000	P & R PROG TENNIS LESSONS REVENUE	(30,202)	(48,980)	(17,500)	(30,000)	-	-	-	(30,000)	(12,500)	71.43%
1610-20379-155000	P & R PROG TENNIS LESSONS EXPENDITURE	23,699	38,112	14,500	23,000	-	-	-	23,000	8,500	58.62%
1610-20382-145000	P & R PROG ADULT FITNESS REVENUE	-	-	-	(3,000)	-	-	-	(3,000)	(3,000)	0.00%
1610-20382-155000	P & R PROG ADULT FITNESS EXPENDITURE	-	-	-	2,700	-	-	-	2,700	2,700	0.00%
1610-20383-145000	P & R PROG ZUMBA REVENUE	-	-	-	-	-	-	-	-	-	0.00%
1610-20383-155000	P & R PROG ZUMBA REVENUE	-	-	-	-	-	-	-	-	-	0.00%
1610-20384-145000	P & R PROG CLASSES/OTHER REVENUE	(9,766)	(8,815)	(5,000)	(5,000)	-	-	-	(5,000)	-	0.00%
1610-20384-155000	P & R PROG CLASSES/OTHER EXPENDITURE	21,397	9,057	5,000	5,000	-	-	-	5,000	-	0.00%
1610-22300-155000	P & R PROG MOON BOUNCE EXPENDITURE	-	-	-	-	-	-	-	-	-	0.00%
1610-22301-145000	P & R PROG GAME EQUIPMENT REVENUE	-	-	-	-	-	-	-	-	-	0.00%
1610-22301-155000	P & R PROG GAME EQUIPMENT EXPENDITURE	-	-	-	500	-	-	-	500	500	0.00%
1610-22302-155000	P & R PROG PRIVATE POOL EXPENDITURE	-	-	-	-	-	-	-	-	-	0.00%
1610-22303-145000	P & R PROG ARTS IN THE PARK REVENUE	(50)	-	(5,000)	(5,000)	-	-	-	(5,000)	-	0.00%
1610-22303-155000	P & R PROG ARTS IN THE PARK EXPENDITURE	12,005	8,259	35,000	40,000	-	-	-	40,000	5,000	14.29%
(EXCESS)/DEFICIENCY OF REVENUES OVER EXPENDITURES		(52,922)	(27,354)	18,550	35,100	-	-	-	35,100	16,550	89.22%

*Funded by Fund Balance

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

BUDGET - PARKS & RECREATION PROGRAMS FUND 1610

EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-0000-150650	P & R PROG FICA/MEDICARE EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		6,020	6,700				6,700	
		6,020	6,700	-	-	-	6,700	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-21351-155000	P & R PROG CREDIT CARD FEES EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Account which credit card fees are charged to	6,500	6,500				6,500	
		6,500	6,500	-	-	-	6,500	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20353-145000	P & R PROG BABY SITTING TRAINING REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	One class	(2,500)	(3,600)				(3,600)	Trending 2 x a year with 18 participants
		(2,500)	(3,600)	-	-	-	(3,600)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20353-145000	P & R PROG BABY SITTING TRAINING EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	One class	2,270	3,420				3,420	Based on past costs
		2,270	3,420	-	-	-	3,420	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20354-145000	NEW-P & R PROG ADULT SPORTS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Volleyball	(3,200)	(3,900)				(3,900)	more participants
	Yoga (will not offer 20_21) *move to adult fitness for 21_22	(1,100)	-				-	
	Pickle Ball	(500)	(1,000)				(1,000)	learn to play clinics/permit use
	Adult Basketball	(1,000)	(3,750)				(3,750)	increased players
		(5,800)	(8,650)	-	-	-	(8,650)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20354-155000	NEW-P & R PROG ADULT SPORTS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Volleyball	1,200	1,900				1,900	coordinator/more nights
	Yoga (will not offer 20_21) *move to adult fitness 21_22	660	-				-	
	Pickle Ball	400	600				600	instructor/coordinator/supplies
	Adult Basketball	900	3,400				3,400	program staff, rental of gym, supplies and increase in teams
		3,160	5,900	-	-	-	5,900	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20355-145000	P & R PROG BASKETBALL REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		(58,000)	(64,000)				(64,000)	past seasons
		(58,000)	(64,000)	-	-	-	(64,000)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20355-155000	P & R PROG BASKETBALL EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Youth basketball league from Kindergarten through H.S age	40,900	58,000				58,000	St. Jude Rental, site/staff personel, custodial costs
		40,900	58,000	-	-	-	58,000	at BOE for weekends, supplies, tournament fees

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20362-145000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		(13,716)	(17,000)				(17,000)		past registrations
		(13,716)	(17,000)	-	-	-	(17,000)		
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20362-155000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		11,850	14,500				14,500		busing and ticket costs (small increase)
		11,850	14,500	-	-	-	14,500		
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20363-145000	NEW-P & R PROG TECH PROGRAMS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		(3,700)	(6,000)				(6,000)		increase in interest
		(3,700)	(6,000)	-	-	-	(6,000)		
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20363-155000	NEW-P & R PROG TECH PROGRAMS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		2,750	5,100				5,100		instructor cost/data packages
		2,750	5,100	-	-	-	5,100		
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20364-145000	P & R PROG CREATIVE EXPRESSION ART REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		(10,000)	(16,000)				(16,000)		increase in programs and interest
		(10,000)	(16,000)	-	-	-	(16,000)		
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20364-155000	P & R PROG CREATIVE EXPRESSION ART EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		7,800	12,000				12,000		instructor costs/supplies
		7,800	12,000	-	-	-	12,000		
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20365-145000	NEW-P & R PROG PRE-SCHOOL INDOOR SPORTS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Indoor Pre-schol sports (Mini Kicks/CT Soccer Network)	(1,500)	(7,800)				(7,800)		based on demand to offer more preschool classes
	Parent and Me Classes	(750)	(1,000)				(1,000)		COVID-19 reduced number of offerings and looking to rebuild program up.
		(2,250)	(8,800)	-	-	-	(8,800)		
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20365-155000	NEW-P & R PROG PRE-SCHOOL INDOOR SPORTS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Indoor Pre-school sports	1,200	7,200				7,200		instructor/gym rental/ equipment
	Parent and Me	200	900				900		instructor/supplies
		1,400	8,100	-	-	-	8,100		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20365-155000	NEW-P & R PROG PRE-SCHOOL INDOOR SPORTS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Indoor Pre-school sports		1,200	7,200				7,200	instructor/gym rental/ equipment
Parent and Me		200	900				900	instructor/supplies
		1,400	8,100	-	-	-	8,100	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20369-145000	P & R PROG MISCELLANEOUS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Pool parties, camping, various Panther sports camps and consignment ticket program		(20,000)	(22,000)				(22,000)	offer more opportunities to participate
		(20,000)	(22,000)	-	-	-	(22,000)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20369-155000	P & R PROG MISCELLANEOUS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Program rentals, custodial fees and consignment ticket fees		25,646	20,000				20,000	custodial charges for pool use are different than basketball league
Recreation rental fees (reallocate to community program expenditures)		18,800	-				-	
		44,446	20,000	-	-	-	20,000	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20372-145000	P & R PROG PLAYGROUNDS-SFD KIDS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
one camp program broken into two groups (PREK- grade 5 and grade 6-9)		(138,000)	(75,000)				(75,000)	lower enrollment from COVID-19 restrictions hoping to rebound for 2021 summer
		(138,000)	(75,000)	-	-	-	(75,000)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20372-155000	P & R PROG PLAYGROUNDS-SFD KIDS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
field trips, staff salaries, equipment, supplies, custodial fees, transportation, food, trainings		90,000	72,000				72,000	items needed to offer camp program
		90,000	72,000	-	-	-	72,000	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20374-145000	NEW-P & R PROG COMMUNITY PROGRAMS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Bus Trips(will not offer for 20-21) no bus trips again for 21_22		(4,200)	-				-	
Moon Bounce		(520)	(400)				(400)	small fee charged
Face Painting		(400)	(300)				(300)	small fee charged
		(5,120)	(700)	-	-	-	(700)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20374-155000	NEW-P & R PROG COMMUNITY PROGRAMS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Character Dinners		3,000	5,000				5,000	Programs do not generate revenue
Family Movie Nights (bringing back for 21_22) 2 nights this budget cycle		5,000	5,000				5,000	
Family Float Nights x 3		800	750				750	replacement rotation
Replace tennis, pickleball and basketball court nets (public areas of park that get used a lot)			1,500				1,500	
Bus Trips(will not offer for 21-22)		4,200	-				-	
Face Painting/CRPA Hot Shot Basketball Contest		400	800				800	Free activity
Recreation Rental of services and supplies (Photo both, mini golf, magician, prizes, unique entertainment and services)			9,000				9,000	reallocated from Misc. expenditures
Senior Center Recreation Programming		2,000	2,000				2,000	Programming for seniors who are members of senior center
		15,400	24,050	-	-	-	24,050	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20375-145000	P & R PROG SKYHAWKS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		(12,000)	(8,000)				(8,000)	saw decline in registrations
		(12,000)	(8,000)	-	-	-	(8,000)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	
1610-20375-155000	P & R PROG SKYHAWKS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		9,300	7,000				7,000	we only retain \$15.00 per participate
		9,300	7,000	-	-	-	7,000	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20376-145000	P & R PROG SWIM LESSONS-PARENT TODDLER REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		(1,500)	(2,000)				(2,000)	based on pre-Covid shutdown of indoor pool
		(1,500)	(2,000)	-	-	-	(2,000)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20376-155000	P & R PROG SWIM LESSONS-PARENT TODDLER EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		300	1,500				1,500	instructor fees/teaching tools/kickboards, noodles, etc.
		300	1,500	-	-	-	1,500	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20377-145000	NEW-P & R PROG ADULT AQUATIC REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Adult Swim Lessons		(600)	(800)				(800)	
Aquacise		(200)	(1,000)				(1,000)	
Aquacycle (will not offer in 20_21) Looking to reinstate program for 21-22		(1,000)	(800)				(800)	
		(1,800)	(2,600)	-	-	-	(2,600)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20377-155000	NEW-P & R PROG ADULT AQUATIC EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Adult Swim Lessons		300	700				700	instructor fees
Aquacise		500	750				750	instructor fees
Aquacycle (will not offer in 20_21) Looking to reinstate program for 21_22		800	600				600	instructor fees
		1,600	2,050	-	-	-	2,050	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20378-145000	NEW-P & R PROG YOUTH AQUATIC REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Swimming Lessons		(10,000)	(15,000)				(15,000)	increased in interest anticipated
Diving Lessons		(1,140)	(2,280)				(2,280)	classes always fill
		(11,140)	(17,280)	-	-	-	(17,280)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20378-155000	NEW-P & R PROG YOUTH AQUATIC EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Swimming Lessons		3,200	10,000				10,000	instructor fees
Diving Lessons		700	1,710				1,710	instructor fee
		3,900	11,710	-	-	-	11,710	
REVENUE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20379-145000	P & R PROG TENNIS LESSONS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		(17,000)	(30,000)				(30,000)	saw increase in registration for 2020 season
		(17,000)	(30,000)	-	-	-	(30,000)	
EXPENDITURE		20-21	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20379-155000	P & R PROG TENNIS LESSONS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
		13,050	23,000				23,000	tennis pro/staff fees/new nets for courts
		13,050	23,000	-	-	-	23,000	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

REVENUE	P & R ADULT FITNESS PROGRAMS	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20382-145000	P & R PROG ADULT FITNESS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Zumba, Yoga, Line Dancing, Stroller Hikes, Couch to 5K possible programs		(3,000)				(3,000)		tryingto build offerings and bring back past classes
	*Yoga moved from Adult Sports to Adult Fitness Programs						-		
		-	(3,000)	-	-	-	(3,000)		
EXPENDITURE	P & R ADULT FITNESS PROGRAMS	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20382-155000	P & R PROG ADULT FITNESS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Zumba, Yoga, Line Dancing, Stroller Hikes, Couch to 5K possible programs		2,700				2,700		
	*Yoga moved from Adult Sports to Adult Fitness Programs						-		
		-	2,700	-	-	-	2,700		
REVENUE	P & R PROG CLASSES/OTHER REVENUE	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20384-145000	P & R PROG CLASSES/OTHER REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	New Program Development	(12,000)	(5,000)				(5,000)		
		(12,000)	(5,000)	-	-	-	(5,000)		
EXPENDITURE	P & R PROG CLASSES/OTHER EXPENDITURE	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-20384-155000	P & R PROG CLASSES/OTHER EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	New Program Development	12,000	5,000				5,000		instructor, rental fee, equipment
		12,000	5,000	-	-	-	5,000		
EXPENDITURE	P & R PROG GAME EQUIPMENT EXPENDITURE	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-22301-155000	P & R PROG GAME EQUIPMENT EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Bocci Balls, horse shoe, shuffle board and volleyballs for picnic area & balls for Ga Ga Pits		500				500		need for picnic areas/replace when worn or broken
		-	500	-	-	-	500		
REVENUE	P & R PROG ARTS IN THE PARK REVENUE	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-22303-145000	P & R PROG ARTS IN THE PARK REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Two Planks admission charges, rental reimbursement and sponsorships	(12,000)	(5,000)				(5,000)		
		(12,000)	(5,000)	-	-	-	(5,000)		
EXPENDITURE	P & R PROG ARTS IN THE PARK EXPENDITURE	20-21	21-22	21-22	21-22	21-22	21-22	21-22	Explanation
1610-22303-155000	P & R PROG ARTS IN THE PARK EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Concerts, costume rental, Party at the Lake, sound & lighting, advertisments banners/boards & Monroe Night Out Photo Booth, Food event with concession vendor	38,000	40,000				40,000		never covers full cost
		38,000	40,000	-	-	-	40,000		Free community events



CAPITAL BUDGET

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

CAPITAL BUDGET

CAPITAL EXPENDITURES BY DEPARTMENT	BONDING	EDUCATION CAPITAL RESERVE	CAPITAL RESERVE FUND		OPERATING BUDGET	POLICE PRIVATE DUTY FUND	GRANTS - LOTCIP, LOCIP, STEAP, OTHER	TOWN ROAD FUND	TOTAL
			COMMITTED	CAPITAL RESERVE					
BOARD OF EDUCATION									
INFORMATION TECHNOLOGY									
Systemwide Teacher Laptop Replacements	160,000								160,000
Replace PC labs at Masuk and Stem	30,000								30,000
FOOD SERVICES									
Steamer-Masuk Cafeteria		25,000							25,000
Steamer-Jockey Hollow Cafeteria		25,000							25,000
Steamer-Stepney El Cafeteria				30,000					30,000
FACILITIES:									
SYSTEMWIDE									
Remove & replace UST's at Masuk and Jockey Hollow	250,000								250,000
MASUK									
Elevator - Controls	110,000								110,000
MONROE ELEMENTARY									
Cafeteria - roof edge, outer walls & drainage	80,000								80,000
VEHICLES & EQUIPMENT									
Towable Boom Lift (shared use with Town)	25,000								25,000
EMERGENCY MEDICAL SERVICES									
Renovations to Jockey Hollow	3,300,000						500,000		3,800,000
New ambulance			200,000						200,000
FIRE-MONROE									
Quick Attack Mini Pumper	325,000								325,000
FIRE-STEVENSON									
Airpacks	142,000								142,000
FIRE-STEPNEY									
SCBA Replacement	354,000								354,000
Station 1 front ramp drainage and paving	200,000								200,000
INFORMATION TECHNOLOGY									
Municipal IT Plan						10,000			10,000
Assessor Software Conversion						20,000			20,000
MDT Replacement					7,000				7,000
ENGINEERING									
Town Owned Bridges and culverts							40,000		40,000
Todd Drive Culvert Replacement							250,000		250,000
Judd Road Bridge rehab-TBD LOTCIP						50,000			50,000
ADA Study & Improvements	40,000								40,000
Wolfe Park parking lot transition area							80,000		80,000
Evaluation of Shelton/Wheeler Rd Intersection reconfiguration-TBD LOTCIP									-

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

CAPITAL BUDGET - CONTINUED

CAPITAL EXPENDITURES BY DEPARTMENT	BONDING	EDUCATION CAPITAL RESERVE	CAPITAL RESERVE FUND		OPERATING BUDGET	POLICE PRIVATE DUTY FUND	GRANTS - LOTICIP, LOCIP, STEAP, OTHER	TOWN ROAD FUND	TOTAL
			COMMITTED	CAPITAL RESERVE					
IMPLEMENTATION OF MUNICIPAL SPACE NEEDS ASSESSMENT PLAN									
Senior Center renovations including parking lot	365,000						870,000		1,235,000
LIBRARY									
Rolling replacement of 74 computers & Laptops - staff, public use, stand-up. Based on \$1,000 ea.				14,800					14,800
PARKS & RECREATION									
Great Hollow Lake building roof replacement							21,460		21,460
The Wolfe's Den Playground			100,000						100,000
Wolfe Park Field-Additional Appropriation TBD									-
PT Concrete WP basketball courts	150,000								150,000
POLICE									
Police Car Replacement Plan					100,343	49,797			150,140
F250 Single Cab Truck with Specialty Cap for SWRERT members' tactical equipment						58,000			58,000
IDEMIA LiveScan Solution - Automated Fingerprinting Identification System Enhancement						8,100			8,100
PUBLIC WORKS									
Town Paving Program	1,000,000								1,000,000
6-Wheel & 10-Wheel Truck Replacement Plan (1-10 wheel 21/22fy)	250,000								250,000
Roll-Off Truck (Retrofit onto Fire Truck chassis)	35,000								35,000
Monroe Fire Station #1 18 Shelton Road Renvoations-Design Estimate	200,000								200,000
Excavator	265,000								265,000
Town Hall Chiller and Lighting Upgrades					92,064				92,064
Qualified Town Aid Road Expenditures								1,035,000	1,035,000
Stevenson and Stepney Station #2 Roof Project							650,000		650,000
Asphalt Trailer - Tilting				23,500					23,500
TOTAL FISCAL YEAR 2020-2021 PROPOSED CAPITAL BUDGET	7,281,000	50,000	300,000	148,300	199,407	115,897	2,411,460	1,035,000	11,541,064

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT BY DEPARTMENT	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	TOTAL
<u>BOARD OF EDUCATION</u>						
<u>Information Technology</u>						-
System wide Teacher Laptop Replacements	160,000	50,000	50,000	50,000	50,000	360,000
Replace PC labs at Masuk and Stem	30,000	30,000	30,000	30,000	30,000	150,000
Projector Replacements-system wide		7,500	7,500	7,500	7,500	30,000
Network Switch upgrade (MH/JH Cores then secondary)		12,000		12,000		24,000
System wide Display upgrades		7,500	7,500	7,500	7,500	30,000
Chromebooks		75,000	75,000	75,000	75,000	300,000
System wide Virtual Server Hardware & Consolidation			10,000		10,000	20,000
<u>Food Services:</u>						-
Steamer-Masuk Cafeteria	25,000					25,000
Steamer-Jockey Hollow Cafeteria	25,000					25,000
Steamer-Stepney El Cafeteria	30,000					30,000
<u>Facilities:</u>						-
<u>System wide</u>						-
Remove & replace UST's at Masuk and Jockey Hollow	250,000					250,000
<u>Masuk</u>						-
Elevator - Controls	110,000					110,000
Stage floor replacement		15,000				15,000
Roof restoration - old sections		1,900,000				1,900,000
Parking lot repairs		100,000				100,000
Replace septic pipe - school softball field			50,000			50,000
Replace stadium press box			15,000			15,000
Replace carpet in library				125,000		125,000
Upgrade pool heat system					50,000	50,000
Replace stadium bleachers					250,000	250,000
<u>Jockey Hollow</u>						-
Replace entry doors		50,000				50,000
Door knobs/crash bars		75,000				75,000
Driveway/parking lot			125,000			125,000
Glycol replacement			150,000			150,000
Boiler/burner upgrade				350,000		350,000
Office/library carpet				125,000		125,000
Roof replacement					1,500,000	1,500,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

PROJECT BY DEPARTMENT	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	TOTAL
Stepney Elementary						-
Install new drop ceilings - approx. 25 classrooms		375,000				375,000
Restoration of 4 bathrooms (2 student & 2 staff)		190,000				190,000
Install new drop ceilings & add new lighting - lower hallway			225,000			225,000
Replace tile floor in kitchen				40,000		40,000
Pave parking lot					125,000	125,000
Fawn Hollow						-
Pave front driveway & parking lot (including drainage)		375,000				375,000
Replace front entrance doors		50,000				50,000
Replace walk in freezer in kitchen		80,000				80,000
Replace remaining exterior doors			170,000			170,000
Paint the ceiling & walls in gymnasium					35,000	35,000
Monroe Elementary						-
Cafeteria - roof edge, outer walls & drainage	80,000					80,000
Cafeteria floor		200,000				200,000
Roof Replacement		1,500,000				1,500,000
Upgrade/replace heating system			450,000			450,000
Pave parking lots				325,000		325,000
Vehicles & Equipment:						-
Ford F-350 Pickup Truck with plow and sander		60,000				60,000
Towable Boom Lift (shared use with Town)	25,000					25,000
Kubota UTV with snow blower		30,000				30,000
TOTAL	735,000	5,182,000	1,365,000	1,147,000	2,140,000	10,569,000
BONDING	655,000	5,140,000	1,325,000	1,120,000	2,115,000	10,355,000
EDUCATION CAPITAL RESERVE FUND - FUND BALANCE	50,000	-	-	-	-	50,000
GRANTS-LOTICIP, LOCIP,STEAP, OTHER	-	-	-	-	-	-
CAPTIAL RESERVE	30,000	42,000	40,000	27,000	25,000	164,000
BOE SPECIAL REVENUE FUND	-	-	-	-	-	-
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	735,000	5,182,000	1,365,000	1,147,000	2,140,000	10,569,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

PROJECT BY DEPARTMENT	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	TOTAL
EMERGENCY MEDICAL SERVICES						
Renovations to Jockey Hollow	3,800,000					3,800,000
New Ambulance	200,000					200,000
TOTAL	4,000,000	-	-	-	-	4,000,000
BONDING						
	3,300,000	-	-	-	-	3,300,000
GRANTS-LOTICIP, LOCIP,STEAP, OTHER						
	500,000	-	-	-	-	500,000
CAPTIAL RESERVE						
	200,000	-	-	-	-	200,000
TO BE DETERMINED						
	-	-	-	-	-	-
TOTAL	4,000,000	-	-	-	-	4,000,000
FIRE-MONROE						
Quick Attack Mini Pumper	325,000					325,000
Turnout Gear Washer & Dryer			21,000			21,000
SCBA Replacement		240,000				240,000
TOTAL	325,000	240,000	21,000	-	-	586,000
BONDING						
	325,000	240,000	-	-	-	565,000
CAPITAL RESERVE FUND - FUND BALANCE						
	-	-	21,000	-	-	21,000
TO BE DETERMINED						
	-	-	-	-	-	-
TOTAL	325,000	240,000	21,000	-	-	586,000
FIRE-STEVENSON						
Airpacks	142,000					142,000
Stevenson Station #2 Study		50,000				50,000
Rescue 320 Refurb		375,000				375,000
Brush 310 Refurb (re-evaluate refurb / replace annually)			100,000			100,000
Engine 302 Replacement				850,000		850,000
TOTAL	142,000	425,000	100,000	850,000	-	1,517,000
BONDING						
	142,000	425,000	100,000	850,000	-	1,517,000
CAPITAL RESERVE FUND - FUND BALANCE						
	-	-	-	-	-	-
GRANTS-LOTICIP, LOCIP,STEAP, OTHER						
	-	-	-	-	-	-
TO BE DETERMINED						
	-	-	-	-	-	-
TOTAL	142,000	425,000	100,000	850,000	-	1,517,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

PROJECT BY DEPARTMENT	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	TOTAL
<u>FIRE-STEPNEY</u>						
SCBA Replacement	354,000					354,000
Station 1 front ramp drainage and paving	200,000					200,000
Custom Pumper			800,000			800,000
TOTAL	554,000	-	800,000	-	-	1,354,000
BONDING						
	554,000	-	800,000	-	-	1,354,000
CAPITAL RESERVE FUND - FUND BALANCE	-	-	-	-	-	-
GRANTS-LOTICIP, LOCIP,STEAP, OTHER	-	-	-	-	-	-
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	554,000	-	800,000	-	-	1,354,000
<u>INFORMATION TECHNOLOGY</u>						
Office 2016						-
Firewall Replacement						-
Municipal IT Plan	10,000	10,000	10,000	10,000	10,000	50,000
MDT Replacement	7,000					7,000
Assessor Software Conversion	20,000					20,000
Mobile Data Terminals (PD)						-
Virtual Server		12,000		12,000		24,000
Switch Replacement			15,000			15,000
TOTAL	37,000	22,000	25,000	22,000	10,000	116,000
BONDING						
	7,000	-	-	-	-	7,000
GENERAL FUND OPERATING BUDGET	30,000	22,000	25,000	22,000	10,000	109,000
CAPITAL RESERVE FUND - FUND BALANCE						
TO BE DETERMINED						
TOTAL	37,000	22,000	25,000	22,000	10,000	116,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

PROJECT BY DEPARTMENT	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2024-25	TOTAL
ENGINEERING						
Reconstruction of Pepper Street-Phase I						-
Town Owned Bridges and culverts	40,000	300,000	300,000	300,000		940,000
Todd Drive Culvert Replacement	250,000					250,000
Judd Road Bridge rehab	50,000					50,000
ADA Study & Improvements	40,000	20,000	20,000	20,000		100,000
Wolfe Park parking lot transition area	80,000					80,000
Evaluation of Shelton/Wheeler Rd Intersection reconfiguration-TBD LOTCIP		1,000,000				1,000,000
Master Town Drainage Study		150,000	100,000			250,000
Master Town Traffic Study	-		100,000	100,000		200,000
Town Standards Update		30,000				30,000
Storm water Management Regulations		20,000				20,000
TOTAL	460,000	1,520,000	520,000	420,000	-	2,920,000
BONDING						
CAPITAL RESERVE FUND - FUND BALANCE	40,000	20,000	20,000	20,000	-	100,000
RECONSTRUCTION OF PEPPER ST FUND - GRANT REVENUE	50,000	200,000	200,000	100,000	-	550,000
GRANTS-LOTICIP, LOCIP,STEAP, OTHER	370,000	1,300,000	300,000	300,000	-	2,270,000
TOWN ROAD FUND - DEFERRED GRANT REVENUE	-	-	-	-	-	-
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	460,000	1,520,000	520,000	420,000	-	2,920,000
IMPLEMENTATION OF MUNICIPAL SPACE NEEDS ASSESSMENT PLAN						
Senior Center renovations including parking lot	1,235,000					1,235,000
TOTAL	1,235,000	-	-	-	-	1,235,000
BONDING						
GRANTS-LOTICIP, LOCIP,STEAP, OTHER	365,000					365,000
CAPITAL RESERVE FUND - FUND BALANCE	870,000	-	-	-	-	870,000
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	1,235,000	-	-	-	-	1,235,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

PROJECT BY DEPARTMENT	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2024-25	TOTAL
<u>PLANNING & ZONING</u>						
Open Space Inventory Plan		40,000				40,000
Priority Growth/Overlay District Plan			75,000			75,000
Route 34 Corridor Traffic Study				40,000		40,000
Housing Needs Study		40,000				40,000
P&Z Ordinances			60,000			60,000
TOTAL	-	80,000	135,000	40,000	-	255,000
BONDING						
CAPITAL RESERVE FUND - FUND BALANCE	-	80,000	135,000	40,000	-	255,000
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	-	80,000	135,000	40,000	-	255,000
<u>LIBRARY</u>						
Rolling replacement of 74 computers & Laptops - staff, public use, stand-up. Based on \$1,000	14,800	14,800	14,800	14,800	14,800	74,000
TOTAL	14,800	14,800	14,800	14,800	14,800	74,000
CAPITAL RESERVE FUND - FUND BALANCE						
	14,800	14,800	14,800	14,800	14,800	74,000
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	14,800	14,800	14,800	14,800	14,800	74,000
<u>PARKS & RECREATION</u>						
Great Hollow Lake building roof replacement	21,460					21,460
PT Concrete WP basketball courts	150,000					150,000
The Wolfe's Den Playground	100,000					100,000
Wolfe Park Field-Additional Appropriation TBD						-
Sports turf leveling tool		12,995				12,995
2021 John Deere Tractor 4066R				63,750		63,750
Ground master mower 7210 Polar Trac converter		28,230				28,230
Toro 4000D Mower 11 ft. cut			72,000			72,000
Park Maintenance Headquarters					225,000	225,000
TOTAL	271,460	41,225	72,000	63,750	225,000	673,435
BONDING						
CAPITAL RESERVE FUND - FUND BALANCE	150,000	-	72,000	63,750	225,000	510,750
GRANTS-LOTICIP, LOCIP, STEAP, OTHER	100,000	41,225	-	-	-	141,225
WOLFE FIELD ASSESSMENT FUND	21,460	-	-	-	-	21,460
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	271,460	41,225	72,000	63,750	225,000	673,435

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

PROJECT BY DEPARTMENT	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2024-25	TOTAL
POLICE						
Police Vehicle Carport						-
Animal Shelter Repairs						-
Police Car Replacement Plan	150,140	156,000	158,000			464,140
F250 Single Cab Truck with Specialty Cap for SWRERT members' tactical equipment	58,000					58,000
IDEMIA Live Scan Solution - Automated Fingerprinting Identification System Enhancement	8,100					8,100
TOTAL	216,240	156,000	158,000	-	-	530,240
BONDING	-	-	-	-	-	-
GENERAL FUND OPERATING BUDGET	100,343	79,000	81,000	-	-	260,343
POLICE PRIVATE DUTY FUND - FUND BALANCE	115,897	77,000	77,000	-	-	269,897
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	216,240	156,000	158,000	-	-	530,240
PUBLIC WORKS						
Town Paving Program	1,000,000	1,000,000	1,000,000	1,000,000		4,000,000
6-Wheel & 10-Wheel Truck Replacement Plan (1-10 wheel 21/22fy)	250,000	525,000	525,000	525,000		1,825,000
Roll-Off Truck (Retrofit onto Fire Truck chassis)	35,000					35,000
Monroe Fire Station #1 18 Shelton Road Renovations-Design Estimate	200,000					200,000
Excavator	265,000					265,000
Qualified Town Aid Road Expenditures	1,035,000	350,000	350,000	350,000		2,085,000
Stevenson and Stepney Station #2 Roof Project	650,000					650,000
Asphalt Trailer - Tilting	23,500					23,500
Town Hall Chiller	92,064	92,064	92,064			276,192
Roof Replacement - Hwy Office		125,000				125,000
Wood Chipper		80,000				80,000
DPW Ford F-550 Truck with Plow & Spreader		95,000	95,000	95,000		285,000
DPW Mechanics Truck with Compressor, Welder, etc..		90,000				90,000
Install Doors on Garage Annex			150,000			150,000
Salt Storage Facility - Highway Garage		360,000				360,000
Roof Replacement - Hwy Garage		250,000				250,000
Town Hall Gutter Repairs/replacement		85,000				85,000
Mill & Pave & Drainage-Stepney Station #1-Stepney request		200,000				200,000
Mill & Pave & Drainage-Stepney Station #2		70,000				70,000
Mill & Pave -Stevenson Station #2		40,000				40,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

<u>PUBLIC WORKS CONTINUED</u>							
2 - Truck Lifts for Mason Dumps		22,000				22,000	
Van-Street Signs			38,000			38,000	
Trailer - 20 Ton		45,000				45,000	
Corrugated Metal Roof/Wall system for containers and small storage		45,000				45,000	
Town Hall Cupola repair & painting		18,000				18,000	
Maintenance Garage Door Panel Replacement (approx. \$1,200/EA)		6,000				6,000	
Grind Logs and Brush		10,000	10,000	10,000	10,000	40,000	
Hook Lift Truck with Multiple Bodies		285,000				285,000	
Town Facility Repairs		90,000				90,000	
Highway Garage Facility Study			50,000			50,000	
Stepney Station #2 Renovations-requested by Stepney		150,000				150,000	
Stepney Station #2 Generator Replacement-requested by Stepney		200,000				200,000	
Conversion of Town Hall to Natural Gas			250,000			250,000	
Sweeper		195,000				195,000	
Bucket Truck		245,000				245,000	
New Highway Garage			1,500,000			1,500,000	
Volvo L-90 Loader		220,000	230,000			450,000	
Grader		350,000				350,000	
	TOTAL	3,550,564	5,243,064	4,290,064	1,980,000	10,000	15,073,692
BONDING	1,750,000	4,345,000	3,750,000	1,620,000	-	11,465,000	
CAPITAL RESERVE FUND - FUND BALANCE	23,500	136,000	88,000	-	-	247,500	
OPERATING BUDGET	92,064	92,064	92,064			276,192	
TOWN ROAD FUND	1,035,000	350,000	350,000	350,000	-	2,085,000	
GRANTS-LOTICIP, LOCIP,STEAP, OTHER	650,000	320,000	10,000	10,000	10,000	1,000,000	
TO BE DETERMINED	-	-	-	-	-	-	
	TOTAL	3,550,564	5,243,064	4,290,064	1,980,000	10,000	15,073,692

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2021-2022

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

PROJECT BY DEPARTMENT	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2024-25	TOTAL
Vehicles						
Stepney FD Chiefs' Vehicles		78,000				78,000
Health Dept replace 2010 GMC Canyon		25,000				25,000
Health Dept replace 2008 Ford Taurus		25,000				25,000
	-	128,000				128,000
BONDING	-	128,000	-	-	-	128,000
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	-	128,000	-	-	-	128,000
PROJECTED BOND ISSUANCE COSTS						-
GRAND TOTAL	11,541,064	13,052,089	7,500,864	4,537,550	2,399,800	39,031,367
SOURCE OF FUNDS FOR CAPITAL EXPENDITURES						TOTAL
BONDING	7,281,000	10,378,000	6,202,000	3,713,750	2,340,000	29,914,750
EDUCATION CAPITAL RESERVE FUND - FUND BALANCE	50,000	-	-	-	-	50,000
CAPITAL RESERVE FUND - FUND BALANCE	448,300	456,025	388,800	163,800	49,800	1,506,725
TO BE DETERMINED	-	-	-	-	-	-
GENERAL FUND OPERATING BUDGET	199,407	171,064	173,064	-	-	543,535
POLICE PRIVATE DUTY FUND - FUND BALANCE	115,897	77,000	77,000	-	-	269,897
GRANTS-LOTICIP, LOCIP OR STEAP, OTHER	2,411,460	1,620,000	310,000	310,000	10,000	4,661,460
TOWN ROAD FUND	1,035,000	350,000	350,000	350,000	-	2,085,000
BOARD OF EDUCATION SPECIAL REVENUE FUND	-	-	-	-	-	-
WOLFE FIELD ASSESSMENT FUND	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURES BY FISCAL YEAR	11,541,064	13,052,089	7,500,864	4,537,550	2,399,800	39,031,367
PROJECTED BOND ISSUANCE COSTS						-
TOTAL CAPITAL EXPENDITURES & PROJECTED BOND ISSUANCE COSTS BY FISCAL YEAR	11,541,064	13,052,089	7,500,864	4,537,550	2,399,800	39,031,367