

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024



APPROVED ANNUAL TOWN BUDGET
FOR FISCAL YEAR 2023-2024
MAY 2, 2023

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ANNUAL BUDGET PROCESS

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

KEY BUDGET DATES

February 8, 2023	The budget as proposed by the First Selectman is delivered to the Town Council.
March 15, 2023	The budget as proposed by the Town Council is delivered to the Board of Finance.
April 20, 2023	The budget as proposed by the Board of Finance is delivered back to the First Selectman.
May 2, 2023	The Annual Town Budget is submitted to the Annual Budget Referendum.
July 1, 2023	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.

The budget as proposed by the First Selectman shall be delivered to the Town Council not later than February 8th of each year.

§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 2023-2024

§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 2023-2024

§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.gov



FIRST SELECTMAN'S BUDGET OVERVIEW



OFFICE OF THE FIRST SELECTMAN

BUDGET DISCUSSION

Pursuant to Chapter VIII, Section 3 of the Monroe Town Charter, I delivered my proposed budget for fiscal year 2023-2024 to the Town Council on February 8, 2023. As further prescribed by our Charter, the Town Council completed its review and delivered the budget to the Board of Finance in March. The Board of Finance completed their review on April 13, 2023. As new information became available during the process, the Town Council and Board of Finance made additional adjustments, many at my recommendation and based upon new information that was not available until after February 8th.

Monroe enjoys significant and sustained growth in our grand list across residential, commercial, and motor vehicle property, which substantially reduces the impact to our tax rate. Without this growth in the grand list, a conservative and disciplined approach to spending, and use of alternative funding, taxes would have grown by almost 10%, a rate I believe most would agree is unacceptable.

While the Board of Finance cannot set the final mill rate until after the referendum, the collaboration between my administration and our elected officials has built an even stronger budget proposal.

This approved budget results in a tax rate of 37.55 for real estate and personal property, an increase of 1.87%. This is a six-year average of less than 1% per year. The tax rate for motor vehicles was set at 32.46, the maximum allowed by state law for FY24. As with FY23, the state has committed to reimburse municipalities for any reduction in taxes collected as a result of the motor vehicle tax rate cap.

In preparing my FY24 budget proposal, 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 strong financial health of the Town. As was the case last year, the Town’s costs in providing essential services continues to rise. The economic factors that are impacting our country are likewise felt here in Monroe. While the Town continues to take prudent measures to minimize the budgetary impact, contractual wage increases, supply chain challenges and labor shortages have resulted in price increases from many of the Town’s vendors.

Fiscal Year	Tax Rate Change
2018-2019 Final	↓ 1.45%
2019-2020 Final	↑ 0.97%
2020-2021 Final	↓ 0.28%
2021-2022 Final	↑ 2.48%
2022-2023 Final	↑ 1.38%
2023-2024 Final	↑ 1.87%
Six-Year Average:	↑ 0.83% per year

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In addition, programs such as state-mandated single stream recycling, once a revenue generator, now come at a substantial cost to municipalities, while the price of gasoline, diesel, heating oil, propane, natural gas, electricity, and water, have all risen considerably.

I remain committed to minimize the tax burden through deliberative practices, including conservative spending, use of alternate funding sources, and fostering growth in our grand list. I have worked with department heads to identify cost containment strategies wherever possible and to propose a fiscally responsible budget, adjusted to incorporate due diligence and use of grants. Despite inflationary pressures, these efforts have limited our overall increase in municipal expenditures, which is now further reduced to 1.47%.

I proudly support Monroe’s award-winning, robust educational system that is highly valued by our community. Without question, Monroe Public Schools is the greatest driver of the Town’s overall budget, representing 68% of total expenditures. The Board of Education’s original budget request to me, largely driven by continued increases in enrollment, included a 5.77% increase. This creates significant challenges in continuing to deliver a budget that does not result in a substantial increase in property taxes. At that time, the Board of Education identified funds remaining in grants that could be applied to reduce their requested allocation. My budget proposal utilized the projected availability of funds remaining in grants and lowered the Board of Education’s increase to 4.80%. Although the Superintendent of Schools has identified additional increases in certain projected costs that were not known earlier, these are offset by newly identified savings as well as their anticipated ability to absorb certain one-time costs in the current fiscal year.

Our successful approach to the Town’s financial management has allowed our unassigned fund balance to grow to a projected \$20 million, the largest amount on record. This balance exceeds current Board of Finance policy, and as such, I recommended that a portion be returned to taxpayers to soften the impact of the forecasted increases in costs of the upcoming fiscal year. The Board of Finance reduced my original use of fund balance in the FY24 operating budget by 13%, which I support based upon the new information we now have available. In contemplating the current projection of a budget surplus in the current fiscal year, the Board of Finance further expressed a desire to consider use of \$1.5 million of this fund balance to bolster capital projects while not impacting the FY24 budget. A disciplined utilization of the excess in our fund balance, combined with a renewed focus to contain both municipal and education costs, will allow us to avoid a fiscal cliff in future years without requiring a draconian tax levy.

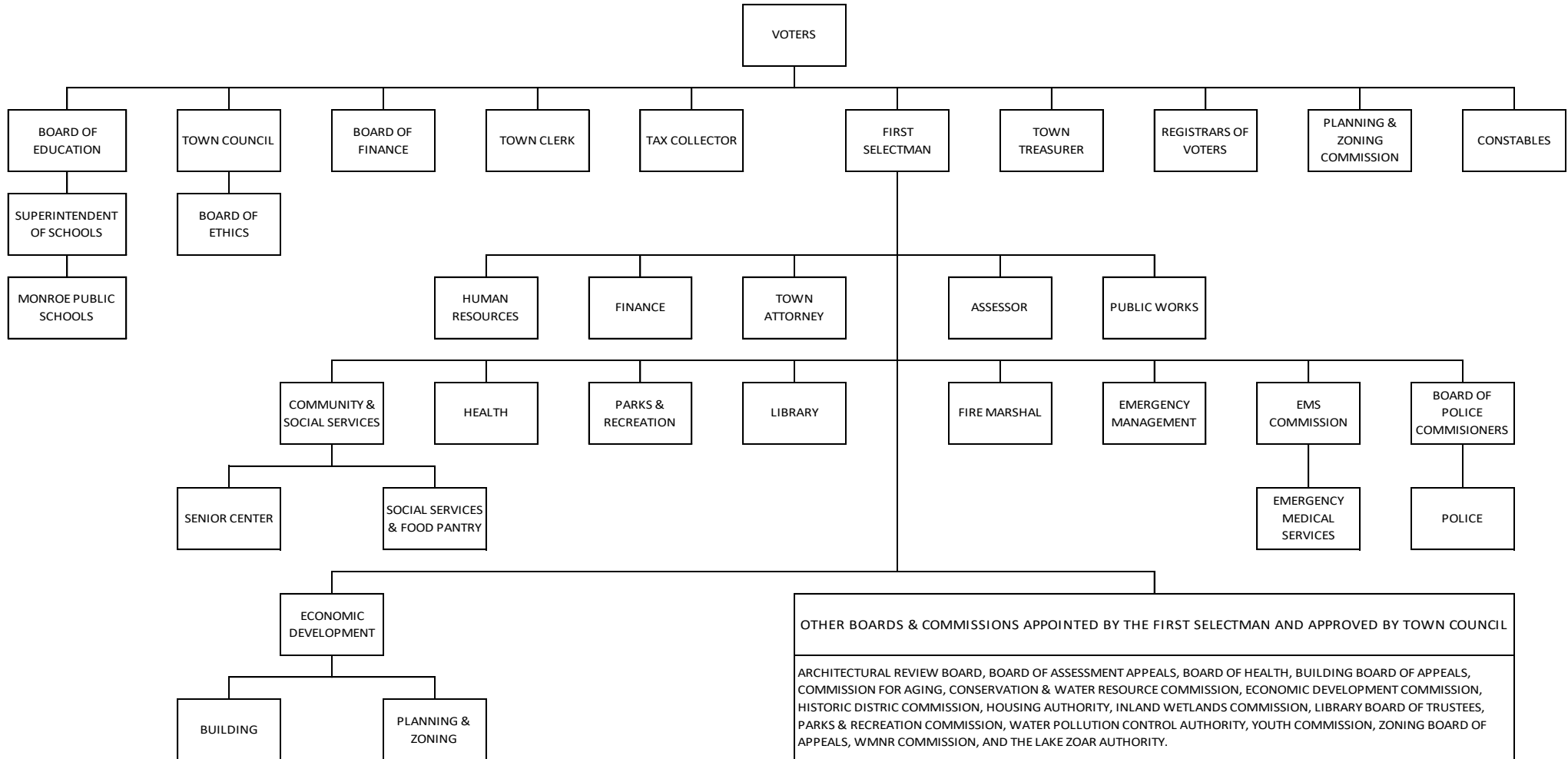
I greatly appreciate the dedication of our staff, educators, and our volunteers – including those serving on boards and commissions – who contributed to this year’s budget process. I am very appreciative for the time and due diligence of our Town Council and Board of Finance, both of which approved their proposed budgets in unanimous, bipartisan votes once again. Most importantly, I thank the voters of Monroe for approving the budget on May 2, 2023 at the Annual Budget Referendum.


Kenneth M. Kellogg
First Selectman

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

ORGANIZATION CHART

Includes proposed changes.



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

GRAND LIST AND MILL RATE DATA FOR THE LAST 10 YEARS

TOWN OF MONROE, CT

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						
2024	10/1/2022	\$ 1,699,284,610	\$ 264,241,819	\$ 22,534,420	\$ 246,042,838	\$ 147,856,133	\$ 25,580,694	\$ 2,354,379,126 (2)	37.55	
2023	10/1/2021	\$ 1,692,923,905	\$ 256,548,439	\$ 23,636,565	\$ 229,128,541	\$ 137,032,617	\$ 27,279,545	\$ 2,311,990,522 (2)	36.86	
2022	10/1/2020	\$ 1,684,569,440	\$ 255,859,400	\$ 24,891,220	\$ 181,094,807	\$ 120,836,911	\$ 26,467,189	\$ 2,240,784,589	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	

(1) Revaluation Year

(2) Mill Rate for Real Estate & Personal Property. Pursuant to House Bill 5506, which was signed into law on May 7, 2022, the maximum mill rate for motor vehicles is 32.46.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

FINANCIAL PLAN FOR 2023-2024 (PAGE 1 OF 2)

TOWN OF MONROE				
FINANCIAL PLAN FOR THE FISCAL YEAR				
<u>Revenue & Other Financing Sources</u>	Approved Annual Town Budget	Approved Annual Town Budget		
Non-Tax Revenue	2022-2023	2023-2024	\$ Change	%
General Government	\$ 2,638,045	\$ 3,901,270	\$ 1,263,225	47.88%
Intergovernmental	\$ 8,685,107	\$ 6,813,338	\$ (1,871,769)	-21.55%
Total Non-Tax Revenue	\$ 11,323,152	\$ 10,714,608	\$ (608,544)	-5.37%
Tax Revenue				
Current Year Taxes	\$ 83,289,995	\$ 85,132,372	\$ 1,842,378	2.21%
Supplemental Taxes	\$ 700,000	\$ 700,000	\$ -	0.00%
Prior Years' Taxes	\$ 600,000	\$ 600,000	\$ -	0.00%
Total Tax Revenue	\$ 84,589,995	\$ 86,432,372	\$ 1,842,378	2.18%
Total Revenue	\$ 95,913,147	\$ 97,146,980	\$ 1,233,834	1.29%
Other Financing Sources				
Appropriations from Fund Balance	\$ 810,000	\$ 2,600,000	\$ 1,790,000	220.99%
Total Other Financing Sources	\$ 810,000	\$ 2,600,000	\$ 1,790,000	220.99%
Total Revenue & Other Financing Sources	\$ 96,723,147	\$ 99,746,980	\$ 3,023,834	3.13%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

FINANCIAL PLAN FOR 2023-2024 (PAGE 2 OF 2)

FINANCIAL PLAN FOR THE FISCAL YEAR				
Expenditures	Approved Annual Town Budget	Approved Annual Town Budget		
	2022-2023	2023-2024	\$ Change	%
Municipal				
Operating Expenditures (excluding Contingency)	\$ 25,154,602	\$ 25,545,622	\$ 391,020	1.55%
Debt Service	\$ 5,643,808	\$ 5,704,066	\$ 60,258	1.07%
Total Municipal Operating Expenditures	\$ 30,798,410	\$ 31,249,688	\$ 451,278	1.47%
Board of Education				
Operating Expenditures (excluding Contingency)	\$ 64,582,666	\$ 67,683,424	\$ 3,100,758	4.80%
Total Education Operating Expenditures	\$ 64,582,666	\$ 67,683,424	\$ 3,100,758	4.80%
Total Operating Expenditures	\$ 95,381,076	\$ 98,933,112	\$ 3,552,036	3.72%
Fund Appropriations & Contingency				
EMS Vehicle Reserve	\$ 80,000	\$ 80,000	\$ -	0.00%
Revaluation Reserve	\$ 70,000	\$ 70,000	\$ -	0.00%
Capital Reserve	\$ 278,254	\$ 244,368	\$ (33,886)	-12.18%
Municipal IT Plan Reserve	\$ 15,000	\$ 30,000	\$ 15,000	100.00%
Bicentennial Reserve	\$ 5,000	\$ 35,000	\$ 30,000	600.00%
Project Scope & Design Development Reserve	\$ 250,000	\$ -	\$ (250,000)	-100.00%
Plan of Conservation & Development Reserve	\$ 7,500	\$ 7,500	\$ -	0.00%
Board of Education - Legal Settlement	\$ 48,500	\$ -	\$ (48,500)	-100.00%
Heart & Hypertension - Internal Service Fund	\$ 20,000	\$ 20,000	\$ -	0.00%
Legal Reserve	\$ 10,000	\$ 10,000	\$ -	0.00%
Board of Finance - Contingency	\$ 557,817	\$ 317,000	\$ (240,817)	-43.17%
Total Fund Appropriations & Contingency	\$ 1,342,071	\$ 813,868	\$ (528,203)	-39.36%
Total Expenditures	\$ 96,723,147	\$ 99,746,980	\$ 3,023,833	3.13%
Mill Rate - Real Estate & Personal Property	36.86	37.55	0.69	1.87%
* Pursuant to House Bill 5506, which was signed into law on May 7, 2022, the maximum mill rate for motor vehicles is 32.46 for FY23 & FY24.				

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

MILL RATE CALCULATION FOR FISCAL YEAR 2023-2024 (1 of 2)

MILL RATE CALCULATION ON THE 2022 GRAND LIST FOR FISCAL YEAR 2023-2024		
2022 GRAND LIST:		
REAL ESTATE (RE)	\$ 2,123,749,049	
PERSONAL PROPERTY (PP)	\$ 147,856,133	
GROSS GRAND LIST		\$ 2,271,605,182
PROPERTY EXEMPTIONS:		
REAL ESTATE	\$ (139,900,870)	
PERSONAL PROPERTY	\$ (22,471,895)	
TOTAL EXEMPTIONS		\$ (162,372,765)
NET TAXABLE GRAND LIST BEFORE ADJUSTMENTS		\$ 2,109,232,417
NET PROJECTED GRAND LIST ADJUSTMENTS/CONTINGENCY - RE & PP		\$ (10,000,000)
EFFECTIVE ASSESSMENT ON COMBINED STATE & TOWN TAX BENEFITS		\$ (12,600,000)
NET TAXABLE GRAND LIST AFTER ADJUSTMENTS (A)		\$ 2,086,632,417
TAX COLLECTIONS ON THE CURRENT LEVY REQUIRED TO BALANCE THE BUDGET		\$ 85,132,372
PROJECTED MOTOR VEHICLE TAX TO BE COLLECTED (FROM NEXT PAGE)		\$ (7,717,655)
RE & PP TAX COLLECTIONS ON THE CURRENT LEVY REQUIRED		\$ 77,414,717
PROJECTED COLLECTION RATE - REAL ESTATE & PERSONAL PROPERTY		98.80%
TOTAL TAX LEVY REQUIRED AT THE PROJECTED COLLECTION RATE (B)		\$ 78,354,977
FY2024 MILL RATE FOR REAL ESTATE & PERSONAL PROPERTY [(B)/(A) X 1000]		37.55
PERCENTAGE INCREASE OVER THE FY2023 MILL RATE OF 36.86		1.87%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

MILL RATE CALCULATION FOR FISCAL YEAR 2023-2024 (2 of 2)

CALCULATION OF PROJECTED MOTOR VEHICLE TAXES TO BE COLLECTED	
BASED UPON A MAXIMUM MILL RATE ON MOTOR VEHICLES OF 32.46	
NET ASSESSED VALUE OF MOTOR VEHICLE GRAND LIST BEFORE ADJUSTMENTS	\$ 245,146,709
ESTIMATED VALUATION ADJUSTMENT PER ASSESSOR'S OFFICE (\$4M TOTAL LESS \$1.5M IN ADJUSTMENTS TO DATE)	(4,500,000)
NET ASSESSED VALUE OF MOTOR VEHICLE GRAND LIST AFTER ADJUSTMENTS	\$ 240,646,709
MAXIMUM MOTOR VEHICLE MILL RATE SET BY THE STATE FOR FY2023-2024	32.46
GROSS TAX LEVY ON MOTOR VEHICLE GRAND LIST	\$ 7,811,392
PROJECTED COLLECTION RATE ON MOTOR VEHICLE TAX LEVY	98.80%
PROJECTED MOTOR VEHICLE TAX TO BE COLLECTED (TO PREVIOUS PAGE)	\$ 7,717,655



REVENUE BUDGET

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

REVENUE BUDGET SUMMARY

ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
	2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
	ACTUAL	12/31/22 YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2022-23 TO 2023-24	% CHG	
REVENUE BUDGET SUMMARY												
ALL PROPERTY TAXES (CURRENT, PRIOR YR, AND SUPPLEMENTAL)	\$ 82,210,459	\$ 52,377,755	\$ 84,947,495	\$ 91,428,509	\$ (4,437,603)	\$ (78,220)	\$ (122,814)	\$ (4,638,637)	\$ 86,789,872	\$ 1,842,377	2.17%	
LICENSES AND PERMITS	\$ 1,257,274	\$ 636,048	\$ 1,088,345	\$ 1,267,462	\$ (49,192)	\$ -	\$ -	\$ (49,192)	\$ 1,218,270	\$ 129,925	11.94%	
INTERGOVERNMENTAL TOWN	\$ 511,416	\$ 4,530,318	\$ 3,412,172	\$ 1,544,767	\$ (14,048)	\$ -	\$ 115,116	\$ 101,068	\$ 1,645,835	\$ (1,766,337)	-51.77%	
CHARGES FOR SERVICES TOWN	\$ 955,389	\$ 407,854	\$ 900,200	\$ 920,000	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ 921,500	\$ 21,300	2.37%	
INTEREST AND DIVIDENDS	\$ 127,891	\$ 820,876	\$ 217,000	\$ 1,000,000	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 1,300,000	\$ 1,083,000	499.08%	
OTHER REVENUES	\$ 342,896	\$ 82,013	\$ 75,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 20,000	26.67%	
TOTAL TOWN	\$ 3,194,867	\$ 6,477,110	\$ 5,692,717	\$ 4,827,229	\$ (61,740)	\$ -	\$ 415,116	\$ 353,376	\$ 5,180,605	\$ (512,112)	-9.00%	
INTERGOVERNMENTAL EDUCATION	\$ 5,150,716	\$ 1,318,234	\$ 5,272,935	\$ 5,099,718	\$ -	\$ -	\$ 67,785	\$ 67,785	\$ 5,167,503	\$ (105,432)	-2.00%	
CHARGES FOR SERVICES EDUCATION	\$ 406	\$ 20,700	\$ -	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000	0.00%	
TOTAL BOE	\$ 5,151,122	\$ 1,338,934	\$ 5,272,935	\$ 5,108,718	\$ -	\$ -	\$ 67,785	\$ 67,785	\$ 5,176,503	\$ (96,432)	-1.83%	
SUBTOTAL	\$ 8,345,989	\$ 7,816,044	\$ 10,965,652	\$ 9,935,947	\$ (61,740)	\$ -	\$ 482,901	\$ 421,161	\$ 10,357,108	\$ (608,544)	-5.55%	
TOTAL REVENUE:	\$ 90,556,448	\$ 60,193,799	\$ 95,913,147	\$ 101,364,456	\$ (4,499,343)	\$ (78,220)	\$ 360,087	\$ (4,217,476)	\$ 97,146,980	\$ 1,233,833	1.29%	
OTHER FINANCING SOURCES:												
OPERATING TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
APPROPRIATION - COMMITTED FUND BALANCE	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
APPROPRIATION - ASSIGNED FUND BALANCE	\$ 102,816	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
APPROPRIATION - UNASSIGNED FUND BALANCE	\$ 2,875,752	\$ -	\$ 810,000	\$ -	\$ 3,000,000	\$ -	\$ (400,000)	\$ 2,600,000	\$ 2,600,000	\$ 1,790,000	220.99%	
TOTAL OTHER FINANCING SOURCES	\$ 3,978,568	\$ -	\$ 810,000	\$ -	\$ 3,000,000	\$ -	\$ (400,000)	\$ 2,600,000	\$ 2,600,000	\$ 1,790,000	220.99%	
TOTAL REVENUE & OTHER FINANCING SOURCES	\$ 94,535,015	\$ 60,193,799	\$ 96,723,147	\$ 101,364,456	\$ (1,499,343)	\$ (78,220)	\$ (39,913)	\$ (1,617,476)	\$ 99,746,980	\$ 3,023,833	3.13%	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

REVENUE BUDGET DETAIL (PAGE 1 OF 2)

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET		
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
		ACTUAL	12/31/22 YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2022-23 TO 2023-24	% CHG
PROPERTY TAXES:												
1001-10-14001-140000	TAX LEVY -CURRENT YEAR	\$ 80,128,213	\$ 52,377,755	\$ 83,289,995	\$ 89,771,009	\$ (4,437,603)	\$ (78,220)	\$ (122,814)	\$ (4,638,637)	\$ 85,132,372	\$ 1,842,377	2.21%
1001-10-14001-140001	TAX LEVY - SUPPLEMENTAL	\$ 1,084,904	\$ -	\$ 700,000	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ 700,000	\$ -	0.00%
1001-10-14001-140002	TAX LEVY - PRIOR YEAR	\$ 583,165	\$ -	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -	0.00%
1001-10-14001-140003	TAX SUSPENSE REVENUE	\$ 59,558	\$ -	\$ 55,000	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ -	0.00%
1001-10-14001-140004	TAX LIEN REVENUE	\$ 2,687	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0.00%
1001-10-14001-140005	TAX INTEREST REVENUE	\$ 351,931	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	0.00%
	TOTAL PROPERTY TAXES	\$ 82,210,459	\$ 52,377,755	\$ 84,947,495	\$ 91,428,509	\$ (4,437,603)	\$ (78,220)	\$ (122,814)	\$ (4,638,637)	\$ 86,789,872	\$ 1,842,377	2.17%
LICENSES AND PERMITS:												
1001-10-14003-140100	CANINE LICENSES REVENUE	\$ 370	\$ 295	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-14003-140105	POLICE PERMITS REVENUE	\$ 21,569	\$ 6,717	\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000	\$ -	0.00%
1001-10-14003-140115	BUILDING PERMITS REVENUE	\$ 349,780	\$ 295,363	\$ 340,000	\$ 525,000	\$ -	\$ -	\$ -	\$ -	\$ 525,000	\$ 185,000	54.41%
1001-10-14003-140125	FIRE MARSHAL PERMITS REVENUE	\$ 7,270	\$ 3,118	\$ 3,800	\$ 4,000	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ 6,000	\$ 2,200	57.89%
1001-10-14003-140135	PLANNING & ZONING PERMITS REVENUE	\$ 35,229	\$ 9,438	\$ 33,500	\$ 35,000	\$ (2,000)	\$ -	\$ -	\$ (2,000)	\$ 33,000	\$ (500)	-1.49%
1001-10-14003-140155	LIBRARY REVENUE	\$ 4,257	\$ 2,182	\$ 3,120	\$ 3,192	\$ 808	\$ -	\$ -	\$ 808	\$ 4,000	\$ 880	28.21%
1001-10-14003-140165	REFUSE PERMITS REVENUE	\$ 1,400	\$ 100	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-14003-140185	TOWN CLERK'S FEES REVENUE	\$ 755,004	\$ 292,338	\$ 600,000	\$ 600,000	\$ (50,000)	\$ -	\$ -	\$ (50,000)	\$ 550,000	\$ (50,000)	-8.33%
1001-10-14003-140190	HEALTH DEPT FEE REVENUE	\$ 82,395	\$ 26,497	\$ 88,425	\$ 80,770	\$ -	\$ -	\$ -	\$ -	\$ 80,770	\$ (7,655)	-8.66%
	TOTAL LICENSES AND PERMITS	\$ 1,257,274	\$ 636,048	\$ 1,088,345	\$ 1,267,462	\$ (49,192)	\$ -	\$ -	\$ (49,192)	\$ 1,218,270	\$ 129,925	11.94%
INTERGOVERNMENTAL:												
1001-10-14005-140300	MISCELLANEOUS GRANTS REVENUE	\$ 9,650	\$ 9,695	\$ 9,800	\$ 9,800	\$ -	\$ -	\$ -	\$ -	\$ 9,800	\$ -	0.00%
1001-10-14005-140305	COVID SLFRF-REVENUE REPLACEMENT	\$ -	\$ 2,875,752	\$ 2,875,751	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,875,751)	-100.00%
1001-10-14005-140306	MOTOR VEHICLE PROPERTY TAX GRANT	\$ -	\$ 785,722	\$ -	\$ 1,028,396	\$ -	\$ -	\$ 115,002	\$ 115,002	\$ 1,143,398	\$ 1,143,398	0.00%
1001-10-14005-140510	DISABLED PERSONS TAX GRANT REVENUE	\$ 2,089	\$ 2,047	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-14005-140515	PILOT-STATE PROPERTY REVENUE	\$ 13,104	\$ 13,429	\$ 13,104	\$ 13,500	\$ -	\$ -	\$ 114	\$ 114	\$ 13,614	\$ 510	3.89%
1001-10-14005-140540	VETERAN EXEMPTION REVENUE	\$ 7,345	\$ 6,192	\$ 8,300	\$ 8,300	\$ -	\$ -	\$ -	\$ -	\$ 8,300	\$ -	0.00%
1001-10-14005-140550	STATE REVENUE SHARING REVENUE	\$ -	\$ 384,910	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	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	\$ 27,976	\$ -	\$ 32,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ (7,000)	-21.88%
1001-10-14005-140560	HEALTH GRANTS	\$ 7,528	\$ 8,848	\$ 27,494	\$ 14,048	\$ (14,048)	\$ -	\$ -	\$ (14,048)	\$ -	\$ (27,494)	-100.00%
1001-10-14005-140400	BOE EDUCATION COST SHARING (ECS)	\$ 5,150,716	\$ 1,318,234	\$ 5,272,935	\$ 5,099,718	\$ -	\$ -	\$ 67,785	\$ 67,785	\$ 5,167,503	\$ (105,432)	-2.00%
	TOTAL INTERGOVERNMENTAL	\$ 5,662,132	\$ 5,848,552	\$ 8,685,107	\$ 6,644,485	\$ (14,048)	\$ -	\$ 182,901	\$ 168,853	\$ 6,813,338	\$ (1,871,769)	-21.55%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

REVENUE BUDGET DETAIL (PAGE 2 OF 2)

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM			
		ACTUAL	12/31/22 YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2022-23 TO 2023-24		
												\$ CHG	% CHG
CHARGES FOR SERVICES:													
TOWN:													
1001-10-14007-140705	RECREATION DEPARTMENT FEES REVENUE	\$ 190,715	\$ 102,949	\$ 172,700	\$ 190,500	\$ -	\$ -	\$ -	\$ -	\$ 190,500	\$ 17,800	10.31%	
1001-10-14007-140715	COMMUNICATION TOWER REVENUE	\$ 61,150	\$ 24,701	\$ 64,000	\$ 64,000	\$ -	\$ -	\$ -	\$ -	\$ 64,000	\$ -	0.00%	
1001-10-14007-140720	NUTRITION REVENUE	\$ 1,475	\$ 1,790	\$ 1,500	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 500	33.33%	
1001-10-14007-140737	EMS REVENUE	\$ 693,468	\$ 272,894	\$ 656,500	\$ 656,500	\$ -	\$ -	\$ -	\$ -	\$ 656,500	\$ -	0.00%	
1001-10-14007-140740	INLAND WETLAND COMMISSION REVENUE	\$ 8,581	\$ 5,521	\$ 5,500	\$ 7,000	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ 8,500	\$ 3,000	54.55%	
BOE:													
1001-10-14007-140795	BOE TUITION REVENUE	\$ 406	\$ 20,700	\$ -	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000	0.00%	
TOTAL CHARGES FOR SERVICES		\$ 955,795	\$ 428,554	\$ 900,200	\$ 929,000	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ 930,500	\$ 30,300	3.37%	
INTEREST AND DIVIDENDS:													
1001-10-14009-140800	INVESTMENT INTEREST REVENUE	\$ 169,612	\$ 820,876	\$ 200,000	\$ 1,000,000	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 1,300,000	\$ 1,100,000	550.00%	
1001-10-14009-140822	GAIN ON DISPOSAL OF ASSET REVENUE	\$ 49,126	\$ -	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (17,000)	-100.00%	
TOTAL INTEREST AND DIVIDENDS		\$ 127,891	\$ 820,876	\$ 217,000	\$ 1,000,000	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 1,300,000	\$ 1,083,000	499.08%	
ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM			
		ACTUAL	12/31/22 YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2022-23 TO 2023-24		
												\$ CHG	% CHG
OTHER REVENUES:													
1001-10-14011-140900	MISCELLANEOUS INCOME	\$ 342,896	\$ 82,013	\$ 75,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 20,000	26.67%	
TOTAL OTHER REVENUE		\$ 342,896	\$ 82,013	\$ 75,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 20,000	26.67%	
TOTAL REVENUE:		\$ 90,556,448	\$ 60,193,799	\$ 95,913,147	\$ 101,364,456	\$ (4,499,343)	\$ (78,220)	\$ 360,087	\$ (4,217,476)	\$ 97,146,980	\$ 1,233,833	1.29%	
OTHER FINANCING SOURCES:													
1001-10-14013-141002	UNASSIGNED FUND BALANCE	\$ 2,875,752	\$ -	\$ 810,000	\$ -	\$ 3,000,000	\$ -	\$ (400,000)	\$ 2,600,000	\$ 2,600,000	\$ 1,790,000	220.99%	
TOTAL OTHER FINANCING SOURCES		\$ 3,978,568	\$ -	\$ 810,000	\$ -	\$ 3,000,000	\$ -	\$ (400,000)	\$ 2,600,000	\$ 2,600,000	\$ 1,790,000	220.99%	
TOTAL REVENUE & OTHER FINANCING SOURCES		\$ 94,535,015	\$ 60,193,799	\$ 96,723,147.00	\$ 101,364,456	\$ (1,499,343)	\$ (78,220)	\$ (39,913)	\$ (1,617,476)	\$ 99,746,980	\$ 3,023,833	3.13%	



EXPENDITURE BUDGET BY DEPARTMENT

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

EXPENDITURE BUDGET SUMMARY

EXPENDITURE BUDGET SUMMARY	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET		
	2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
	ACTUAL	\$ -	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2022-23 TO 2023-24	
	\$	\$	\$	\$	\$	\$	\$	\$	\$ CHG	% CHG	
MUNICIPAL											
GENERAL GOVERNMENT (EXCLUDING CONTINGENCY)	\$ 8,697,769	\$ 4,427,902	\$ 9,876,159	\$ 10,026,960	\$ (38,802)	\$ (19,830)	\$ (110,253)	\$ (168,885)	\$ 9,858,075	\$ (18,085)	-0.18%
PUBLIC SAFETY	\$ 8,298,461	\$ 4,101,090	\$ 8,909,912	\$ 9,460,233	\$ (276,452)	\$ (11,723)	\$ 70,340	\$ (217,835)	\$ 9,242,398	\$ 332,485	3.73%
PUBLIC WORKS	\$ 3,101,656	\$ 1,339,208	\$ 3,514,550	\$ 4,571,972	\$ (569,266)	\$ (41,369)	\$ -	\$ (610,635)	\$ 3,961,337	\$ 446,787	12.71%
SANITATION	\$ 415,384	\$ 238,447	\$ 482,160	\$ 564,746	\$ (5,104)	\$ -	\$ -	\$ (5,104)	\$ 559,642	\$ 77,482	16.07%
HEALTH & WELFARE	\$ 315,832	\$ 152,357	\$ 430,528	\$ 434,225	\$ (3,677)	\$ (965)	\$ -	\$ (4,642)	\$ 429,583	\$ (945)	-0.22%
CULTURE & RECREATION	\$ 1,692,494	\$ 892,805	\$ 1,941,293	\$ 1,629,963	\$ (131,042)	\$ (4,333)	\$ -	\$ (135,375)	\$ 1,494,588	\$ (446,705)	-23.01%
DEBT SERVICE	\$ 5,729,699	\$ 2,309,159	\$ 5,643,808	\$ 5,704,066	\$ -	\$ -	\$ -	\$ -	\$ 5,704,066	\$ 60,258	1.07%
TOTAL TOWN	\$ 28,251,295	\$ 13,460,969	\$ 30,798,410	\$ 32,392,164	\$ (1,024,343)	\$ (78,220)	\$ (39,913)	\$ (1,142,476)	\$ 31,249,688	\$ 451,278	1.47%
TOTAL EDUCATION OPERATING EXPENDITURE	\$ 60,595,068	\$ 28,684,040	\$ 64,582,666	\$ 68,158,424	\$ (475,000)	\$ -	\$ -	\$ (475,000)	\$ 67,683,424	\$ 3,100,758	4.80%
TOTAL OPERATING EXPENDITURES	\$ 88,846,363	\$ 42,145,009	\$ 95,381,076	\$ 100,550,588	\$ (1,499,343)	\$ (78,220)	\$ (39,913)	\$ (1,617,476)	\$ 98,933,112	\$ 3,552,036	3.72%
BOARD OF FINANCE - CONTINGENCY	\$ -	\$ -	\$ 557,817	\$ 317,000	\$ -	\$ -	\$ -	\$ -	\$ 317,000	\$ (240,817)	-43.17%
OTHER APPROPRIATIONS	\$ 1,544,815	\$ 784,254	\$ 784,254	\$ 496,868	\$ -	\$ -	\$ -	\$ -	\$ 496,868	\$ (287,386)	-36.64%
TOTAL	\$ 1,544,815	\$ 784,254	\$ 1,342,071	\$ 813,868	\$ -	\$ -	\$ -	\$ -	\$ 813,868	\$ (528,203)	-39.36%
TOTAL EXPENDITURES	\$ 90,391,178	\$ 42,929,263	\$ 96,723,147	\$ 101,364,456	\$ (1,499,343)	\$ (78,220)	\$ (39,913)	\$ (1,617,476)	\$ 99,746,980	\$ 3,023,833	3.13%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

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

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2021-2022	FISCAL YEAR 2022-2023	FISCAL YEAR 2022-2023	FISCAL YEAR 2023-2024					BUDGET		
					SUBMITTED BY DEPTS	ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2022-23 TO 2023-24 \$ CHG	% CHG
GENERAL GOVERNMENT	DEPTS 005 - 0250											
FIRST SELECTMAN:	Dept 0005	ACTUAL	12/31/22 YTD ACTUAL	REVISED BUDGET								
1001-10-15101-0005-150001	FIRST SELECTMAN SALARY ADMIN	\$ 90,998	\$ 51,749	\$ 103,895	\$ 103,895	\$ -	\$ -	\$ -	\$ -	\$ 103,895	\$ -	0.00%
1001-10-15101-0005-150003	FIRST SELECTMAN SALARY OTHER	\$ 56,100	\$ 30,355	\$ 108,000	\$ 108,000	\$ -	\$ -	\$ -	\$ -	\$ 108,000	\$ -	0.00%
1001-10-15101-0005-153385	FIRST SELECTMAN OFFICE EXP	\$ 4,262	\$ 1,531	\$ 4,300	\$ 4,200	\$ -	\$ -	\$ -	\$ -	\$ 4,200	\$ (100)	-2.33%
1001-10-15101-0005-153579	FIRST SELECTMAN VEHICLE FUEL	\$ 805	\$ 444	\$ 900	\$ 1,050	\$ -	\$ (65)	\$ -	\$ (65)	\$ 985	\$ 85	9.44%
1001-10-15101-0005-153580	FIRST SELECTMAN VEHICLE EXP	\$ -	\$ -	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	0.00%
	TOTAL FIRST SELECTMAN	\$ 171,102	\$ 84,079	\$ 217,345	\$ 217,395	\$ -	\$ (65)	\$ -	\$ (65)	\$ 217,330	\$ (15)	-0.01%
TOWN ATTORNEY	Dept 0007											
1001-10-15101-0007-150100	GENERAL & SPECIAL COUNSEL, INCLUDING LITIGATION	\$ 210,129	\$ 97,507	\$ 260,000	\$ 280,000	\$ -	\$ -	\$ -	\$ -	\$ 280,000	\$ 20,000	7.69%
1001-10-15101-0007-153385	TOWN ATTORNEY OFFICE EXPENSE	\$ 2,168	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
	TOTAL TOWN ATTORNEY	\$ 212,297	\$ 97,507	\$ 260,500	\$ 280,500	\$ -	\$ -	\$ -	\$ -	\$ 280,500	\$ 20,000	7.68%
TOWN COUNCIL:	Dept 0010											
1001-10-15101-0010-150021	TOWN COUNCIL CLERK	\$ 2,125	\$ 1,250	\$ 3,900	\$ 3,900	\$ -	\$ -	\$ -	\$ -	\$ 3,900	\$ -	0.00%
1001-10-15101-0010-153385	TOWN COUNCIL OFFICE EXPENSE	\$ 35	\$ 2	\$ 800	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	0.00%
	TOTAL TOWN COUNCIL	\$ 2,160	\$ 1,252	\$ 4,700	\$ 4,700	\$ -	\$ -	\$ -	\$ -	\$ 4,700	\$ -	0.00%
BOARD OF FINANCE:	Dept 0020											
1001-10-15101-0020-150021	BOARD OF FINANCE CLERK	\$ 465	\$ -	\$ 1,190	\$ 1,190	\$ -	\$ -	\$ -	\$ -	\$ 1,190	\$ -	0.00%
1001-10-15101-0020-150200	BOARD OF FINANCE AUDIT EXPENSE	\$ 50,000	\$ 37,570	\$ 54,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 6,000	11.11%
1001-10-15101-0020-150205	BOARD OF FINANCE CONTINGENCY	\$ -	\$ -	\$ 557,817	\$ 317,000	\$ -	\$ -	\$ -	\$ -	\$ 317,000	\$ (240,817)	-43.17%
1001-10-15101-0020-153385	BOARD OF FINANCE OFFICE EXP	\$ 200	\$ -	\$ 200	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 100	50.00%
	TOTAL BOARD OF FINANCE	\$ 50,665	\$ 37,570	\$ 613,207	\$ 378,490	\$ -	\$ -	\$ -	\$ -	\$ 378,490	\$ (234,717)	-38.28%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

REGISTRARS, TOWN CLERK, TAX COLLECTOR

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
		ACTUAL	12/31/22 YTD ACTUAL	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2022-23 TO 2023-24		
REGISTRARS OF VOTERS:		Dept 0030											
1001-10-15101-0030-150001	ROV SALARY ADMIN	\$ 47,000	\$ 23,500	\$ 47,000	\$ 47,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,000	\$ -	0.00%
1001-10-15101-0030-150003	ROV SALARY OTHER	\$ 26,000	\$ 13,325	\$ 26,650	\$ 26,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,650	\$ -	0.00%
1001-10-15101-0030-150021	ROV CLERK	\$ 14,450	\$ 16,875	\$ 29,440	\$ 37,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,000	\$ 7,560	25.68%
1001-10-15101-0030-153145	ROV EQUIPMENT	\$ 500	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0030-153385	ROV OFFICE EXPENSE	\$ 5,277	\$ 1,359	\$ 6,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ (1,000)	-16.67%
1001-10-15101-0030-153485	ROV R & M EQUIPMENT	\$ 2,700	\$ 3,000	\$ 2,750	\$ 3,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,250	\$ 500	18.18%
1001-10-15101-0030-153595	ROV VOTING EXPENSE	\$ 7,419	\$ 11,517	\$ 13,500	\$ 17,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,550	\$ 4,050	30.00%
TOTAL REGISTRAR OF VOTERS		\$ 103,346	\$ 69,576	\$ 125,840	\$ 136,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,950	\$ 11,110	8.83%
TOWN CLERK:		Dept 0040											
1001-10-15101-0040-150001	TOWN CLERK SALARY ADMIN	\$ 61,108	\$ 36,804	\$ 74,005	\$ 74,005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,005	\$ -	0.00%
1001-10-15101-0040-150003	TOWN CLERK SALARY OTHER	\$ 82,334	\$ 41,453	\$ 85,755	\$ 89,322	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,322	\$ 3,567	4.16%
1001-10-15101-0040-150005	TOWN CLERK SALARIES PT	\$ 1,800	\$ 409	\$ 3,948	\$ 4,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,200	\$ 252	6.38%
1001-10-15101-0040-150300	TOWN CLERK LAND RECORDS	\$ 30,245	\$ 1,010	\$ 25,200	\$ 25,200	\$ (2,420)	\$ -	\$ -	\$ (2,420)	\$ -	\$ 22,780	\$ (2,420)	-9.60%
1001-10-15101-0040-150305	TOWN CLERK VITAL STATISTICS	\$ 193	\$ 296	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15101-0040-153385	TOWN CLERK OFFICE EXPENSE	\$ 4,741	\$ 2,312	\$ 3,900	\$ 3,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,900	\$ -	0.00%
1001-10-15101-0040-153440	TOWN CLERK PRINTING	\$ 1,437	\$ 1,195	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
1001-10-15101-0040-153595	TOWN CLERK VOTING EXPENSE	\$ 1,644	\$ -	\$ 4,500	\$ 4,500	\$ (2,000)	\$ -	\$ -	\$ (2,000)	\$ -	\$ 2,500	\$ (2,000)	-44.44%
TOTAL TOWN CLERK		\$ 183,502	\$ 83,479	\$ 199,808	\$ 203,627	\$ (4,420)	\$ -	\$ -	\$ (4,420)	\$ -	\$ 199,207	\$ (601)	-0.30%
TAX COLLECTOR:		Dept 0050											
1001-10-15101-0050-150001	TAX COLL SALARY ADMIN	\$ 60,000	\$ 36,250	\$ 72,897	\$ 72,897	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,897	\$ -	0.00%
1001-10-15101-0050-150003	TAX COLL SALARY OTHER	\$ 62,543	\$ 32,174	\$ 63,940	\$ 63,940	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,940	\$ 0	0.00%
1001-10-15101-0050-150005	TAX COLL SALARIES PT	\$ 28,924	\$ 9,199	\$ 33,465	\$ 26,163	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,163	\$ (7,302)	-21.82%
1001-10-15101-0050-153385	TAX COLL OFFICE EXPENSE	\$ 36,003	\$ 9,273	\$ 37,454	\$ 40,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,270	\$ 2,816	7.52%
TOTAL TAX COLLECTOR		\$ 187,470	\$ 86,895	\$ 207,756	\$ 203,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,270	\$ (4,486)	-2.16%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

TREASURER, BOARDS & COMMISSIONS, SENIOR CENTER, ECONOMIC DEVELOPMENT

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2021-2022	FISCAL YEAR 2022-2023	FISCAL YEAR 2022-2023	FISCAL YEAR 2023-2024					BUDGET			
					SUBMITTED BY DEPTS	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
						FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2022-23 TO 2023-24	% CHG	
		ACTUAL	12/31/22 YTD ACTUAL	REVISED BUDGET									
TREASURER:	Dept 0060												
1001-10-15101-0060-150001	TREASURY SALARY ADMIN	\$ 11,056	\$ 6,163	\$ 12,365	\$ 12,365	\$ -	\$ -	\$ -	\$ -	\$ 12,365	\$ -	0.00%	
	TOTAL TREASURER	\$ 11,056	\$ 6,163	\$ 12,365	\$ 12,365	\$ -	\$ -	\$ -	\$ -	\$ 12,365	\$ -	0.00%	
BOARDS & COMMISSIONS:	Dept 0070												
1001-10-15101-0070-150405	B&C BOARD OF ASSESS APPEALS	\$ 624	\$ 160	\$ 800	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	0.00%	
1001-10-15101-0070-150410	B&C CONSERVATION COMMISSION	\$ 600	\$ -	\$ 520	\$ 520	\$ -	\$ -	\$ -	\$ -	\$ 520	\$ -	0.00%	
1001-10-15101-0070-150411	B&C EDC	\$ -	\$ -	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	0.00%	
1001-10-15101-0070-150420	B&C FARMER'S MARKET	\$ 400	\$ 200	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	0.00%	
1001-10-15101-0070-150425	B&C HISTORIC DISTRICT	\$ 413	\$ 37	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	0.00%	
1001-10-15101-0070-150430	B&C INLAND/WETLAND COMM	\$ 1,145	\$ 326	\$ 2,000	\$ 2,000	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 1,000	\$ (1,000)	-50.00%	
1001-10-15101-0070-150434	B&C PENSION COMMITTEE	\$ 113	\$ -	\$ 300	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	0.00%	
1001-10-15101-0070-150435	B&C PLANNING & ZONING	\$ 2,021	\$ 259	\$ 2,500	\$ 2,500	\$ (1,250)	\$ -	\$ -	\$ (1,250)	\$ 1,250	\$ (1,250)	-50.00%	
1001-10-15101-0070-150440	B&C ZONING BOARD OF APPEALS	\$ 1,374	\$ 11	\$ 500	\$ 500	\$ (250)	\$ -	\$ -	\$ (250)	\$ 250	\$ (250)	-50.00%	
1001-10-15101-0070-150442	B&C YOUTH COMMISSION	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	0.00%	
	TOTAL BOARDS AND COMMISSIONS	\$ 6,690	\$ 993	\$ 9,170	\$ 9,170	\$ (2,500)	\$ -	\$ -	\$ (2,500)	\$ 6,670	\$ (2,500)	-27.26%	
SENIOR CENTER:	Dept 0080												
1001-10-15101-0080-150001	SR CTR SALARY ADMIN	\$ 65,122	\$ 35,763	\$ 71,575	\$ 71,575	\$ -	\$ -	\$ -	\$ -	\$ 71,575	\$ -	0.00%	
1001-10-15101-0080-150003	SR CTR SALARY OTHER	\$ 77,205	\$ 38,671	\$ 87,961	\$ 88,912	\$ -	\$ -	\$ -	\$ -	\$ 88,912	\$ 951	1.08%	
1001-10-15101-0080-150005	SR CTR SALARIES PT	\$ 48,461	\$ 29,154	\$ 63,970	\$ 64,682	\$ -	\$ -	\$ -	\$ -	\$ 64,682	\$ 712	1.11%	
1001-10-15101-0080-150500	SR CTR NUTRITION	\$ 7,729	\$ 3,967	\$ 8,300	\$ 9,300	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 8,300	\$ -	0.00%	
1001-10-15101-0080-153385	SR CTR OFFICE EXPENSE	\$ 2,020	\$ 675	\$ 4,050	\$ 4,300	\$ (650)	\$ -	\$ -	\$ (650)	\$ 3,650	\$ (400)	-9.88%	
1001-10-15101-0080-153390	SR CTR OPERATING EXPENSE	\$ 2,395	\$ 1,330	\$ 3,150	\$ 3,350	\$ (200)	\$ -	\$ -	\$ (200)	\$ 3,150	\$ -	0.00%	
1001-10-15101-0080-153485	SR CTR R & M EQUIPMENT	\$ 4,533	\$ 9,342	\$ 6,518	\$ 17,357	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 16,357	\$ 9,839	150.95%	
1001-10-15101-0080-153563	SR CTR ELECTRIC	\$ 12,127	\$ 5,564	\$ 17,931	\$ 20,190	\$ (4,426)	\$ -	\$ -	\$ (4,426)	\$ 15,764	\$ (2,167)	-12.09%	
1001-10-15101-0080-153564	SR CTR HEAT	\$ 8,012	\$ 3,184	\$ 8,400	\$ 11,424	\$ -	\$ -	\$ -	\$ -	\$ 11,424	\$ 3,024	36.00%	
1001-10-15101-0080-153565	SR CTR-UTILITIES OTHER	\$ 4,901	\$ 3,081	\$ 5,675	\$ 9,115	\$ (2,426)	\$ -	\$ -	\$ (2,426)	\$ 6,689	\$ 1,014	17.88%	
1001-10-15101-0080-153579	SR CTR VEHICLE FUEL	\$ 6,629	\$ 3,864	\$ 12,264	\$ 10,156	\$ -	\$ (374)	\$ -	\$ (374)	\$ 9,782	\$ (2,482)	-20.24%	
1001-10-15101-0080-153580	SR CTR VEHICLE EXPENSE	\$ 1,482	\$ 2,088	\$ 2,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 1,000	50.00%	
	TOTAL SENIOR CENTER	\$ 240,615	\$ 136,683	\$ 291,794	\$ 313,362	\$ (9,702)	\$ (374)	\$ -	\$ (10,076)	\$ 303,286	\$ 11,492	3.94%	
ECONOMIC DEVELOPMENT	Dept 0090												
1001-10-15101-0090-150001	ECONOMIC DEVELOPMENT DEPT SALARY ADMIN	\$ 73,558	\$ 43,437	\$ 87,000	\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ 105,000	\$ 18,000	20.69%	
1001-10-15101-0090-150005	ECONOMIC DEVELOPMENT DEPT SALARY PT				\$ 25,350	\$ -	\$ -	\$ -	\$ -	\$ 25,350	\$ 25,350	0.00%	
1001-10-15101-0090-150550	ECONOMIC DEVELOPMENT DEPT MARKETING & DEV	\$ 8,729	\$ 2,900	\$ 11,100	\$ 10,400	\$ -	\$ -	\$ -	\$ -	\$ 10,400	\$ (700)	-6.31%	
1001-10-15101-0090-153385	ECONOMIC DEVELOPMENT DEPT OFFICE EXPENSE	\$ 755	\$ 240	\$ 500	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ (50)	-10.00%	
	TOTAL ECONOMIC AND DEVELOPMENT DEPT	\$ 83,042	\$ 46,577	\$ 98,600	\$ 141,200	\$ -	\$ -	\$ -	\$ -	\$ 141,200	\$ 42,600	43.20%	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

HUMAN RESOURCES, FINANCE

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM			
		ACTUAL	\$ -	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	\$ CHG	% CHG	
HUMAN RESOURCES:		Dept 0110											
1001-10-15101-0110-150001	HR SALARY ADMIN	\$ 101,330	\$ 51,720	\$ 103,500	\$ 103,500	\$ -	\$ -	\$ -	\$ -	\$ 103,500	\$ -	0.00%	
1001-10-15101-0110-150003	HR SALARY OTHER	\$ 33,567	\$ 16,451	\$ 33,870	\$ 33,870	\$ -	\$ -	\$ -	\$ -	\$ 33,870	\$ 0	0.00%	
1001-10-15101-0110-150600	HR EDUCATION	\$ 11,585	\$ 279	\$ 17,000	\$ 14,500	\$ (2,500)	\$ -	\$ -	\$ (2,500)	\$ 12,000	\$ (5,000)	-29.41%	
1001-10-15101-0110-150610	HR SAFETY COMMITTEE	\$ 2,388	\$ 248	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0.00%	
1001-10-15101-0110-150620	HR WAGE ADJUSTMENTS	\$ 99,291	\$ 10,000	\$ 197,892	\$ 387,624	\$ -	\$ -	\$ -	\$ -	\$ 387,624	\$ 189,732	95.88%	
1001-10-15101-0110-150630	HR INSURANCE	\$ 3,122,078	\$ 1,860,510	\$ 3,723,876	\$ 3,694,204	\$ -	\$ -	\$ -	\$ -	\$ 3,694,204	\$ (29,672)	-0.80%	
1001-10-15101-0110-150640	HR UNEMPLOYMENT COMPENSATION	\$ 13,330	\$ 513	\$ 7,000	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ -	0.00%	
1001-10-15101-0110-150650	HR FICA & MEDICARE ER TAXES	\$ 807,868	\$ 399,905	\$ 862,372	\$ 865,483	\$ -	\$ -	\$ -	\$ -	\$ 865,483	\$ 3,111	0.36%	
1001-10-15101-0110-150690	HR LOSS CONTROL	\$ 30,312	\$ 8,528	\$ 24,900	\$ 27,610	\$ -	\$ -	\$ -	\$ -	\$ 27,610	\$ 2,710	10.88%	
1001-10-15101-0110-153075	HR CONTRACTED SERVICES	\$ 21,667	\$ 10,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0.00%	
1001-10-15101-0110-153385	HR OFFICE EXPENSE	\$ 2,175	\$ 753	\$ 1,800	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	0.00%	
1001-10-15101-0110-153409	HR OPEB	\$ 185,602	\$ -	\$ 188,225	\$ 101,767	\$ -	\$ -	\$ -	\$ -	\$ 101,767	\$ (86,458)	-45.93%	
1001-10-15101-0110-153410	HR RETIREMENT PLANS	\$ 424,843	\$ 50,881	\$ 429,820	\$ 422,805	\$ -	\$ -	\$ (110,253)	\$ (110,253)	\$ 312,552	\$ (117,268)	-27.28%	
1001-10-15101-0110-153415	HR PERSONNEL ADMINISTRATION	\$ 438	\$ 198	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%	
1001-10-15101-0110-153430	HR POLICE DISABILITY	\$ 60,823	\$ 30,284	\$ 70,000	\$ 70,000	\$ (5,000)	\$ -	\$ -	\$ (5,000)	\$ 65,000	\$ (5,000)	-7.14%	
1001-10-15101-0110-153005	HR ADMINISTRATION CHARGEBACK	\$ (5,280)	\$ (2,700)	\$ (5,400)	\$ (5,400)	\$ (160)	\$ -	\$ -	\$ (160)	\$ (5,560)	\$ (160)	2.96%	
	TOTAL HUMAN RESOURCES	\$ 4,912,017	\$ 2,437,569	\$ 5,678,355	\$ 5,748,262	\$ (7,660)	\$ -	\$ (110,253)	\$ (117,913)	\$ 5,630,349	\$ (48,006)	-0.85%	
FINANCE:		Dept 0125											
1001-10-15101-0120-150001	FINANCE SALARY ADMIN	\$ 55,914	\$ 23,710	\$ 57,380	\$ 57,380	\$ -	\$ -	\$ -	\$ -	\$ 57,380	\$ -	0.00%	
1001-10-15101-0120-150003	FINANCE SALARY OTHER	\$ 260,989	\$ 141,875	\$ 289,704	\$ 291,448	\$ -	\$ -	\$ -	\$ -	\$ 291,448	\$ 1,744	0.60%	
1001-10-15101-0120-150005	FINANCE SALARY-PT	\$ 28,975	\$ 6,350	\$ 24,336	\$ 24,336	\$ -	\$ -	\$ -	\$ -	\$ 24,336	\$ -	0.00%	
1001-10-15101-0120-150700	FINANCE BANK EXPENSE	\$ 1,431	\$ 559	\$ 865	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ 35	4.05%	
1001-10-15101-0120-153005	FINANCE WMNR ADMIN CHGBK	\$ (34,224)	\$ (17,502)	\$ (35,000)	\$ (35,000)	\$ (1,050)	\$ -	\$ -	\$ (1,050)	\$ (36,050)	\$ (1,050)	3.00%	
1001-10-15101-0120-153385	FINANCE OFFICE EXPENSE	\$ 9,121	\$ 5,164	\$ 8,300	\$ 8,460	\$ (300)	\$ -	\$ -	\$ (300)	\$ 8,160	\$ (140)	-1.69%	
	TOTAL FINANCE	\$ 322,206	\$ 160,156	\$ 345,585	\$ 347,524	\$ (1,350)	\$ -	\$ -	\$ (1,350)	\$ 346,174	\$ 589	0.17%	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

INFORMATION TECHNOLOGY, ASSESSOR, ENGINEERING*

* Engineering was moved to Public Works beginning with fiscal year 2023. It is displayed below to show fiscal year 2022 actuals.

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
		2021-2022	2022-2023	2022-2023	SUBMITTED	ADJUSTMENTS				APPROVED	CHANGE FROM		
		ACTUAL	\$ -	REVISED		BY DEPTS	FIRST	TOWN	BOARD		TOTAL	ANNUAL TOWN	2022-23 TO 2023-24
	Dept 0125	\$ -	\$ -	BUDGET		SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	BUDGET	\$ CHG	% CHG	
INFORMATION TECH:													
1001-10-15101-0125-150003	IT SALARY OTHER	\$ 377,853	\$ 190,431	\$ 397,773	\$ 406,238	\$ -	\$ -	\$ -	\$ -	\$ 406,238	\$ 8,465	2.13%	
1001-10-15101-0125-150750	IT AUDIO/VISUAL	\$ 526	\$ 296	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%	
1001-10-15101-0125-150752	IT REPAIRS	\$ 13,327	\$ 8,444	\$ 15,950	\$ 17,950	\$ -	\$ -	\$ -	\$ -	\$ 17,950	\$ 2,000	12.54%	
1001-10-15101-0125-150753	IT MUNIS	\$ 63,089	\$ 50,960	\$ 64,982	\$ 66,931	\$ -	\$ -	\$ -	\$ -	\$ 66,931	\$ 1,949	3.00%	
1001-10-15101-0125-150754	IT WIDE AREA NETWORK	\$ 34,889	\$ 17,942	\$ 36,000	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000	\$ 6,000	16.67%	
1001-10-15101-0125-153060	IT COMMUNICATIONS	\$ 98,441	\$ 57,693	\$ 103,100	\$ 109,475	\$ -	\$ -	\$ -	\$ -	\$ 109,475	\$ 6,375	6.18%	
1001-10-15101-0125-153075	IT CONTRACTED SERVICES	\$ 62,942	\$ 48,927	\$ 94,440	\$ 81,350	\$ -	\$ -	\$ -	\$ -	\$ 81,350	\$ (13,090)	-13.86%	
1001-10-15101-0125-153385	IT OFFICE EXPENSE	\$ 981	\$ 460	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%	
1001-10-15101-0125-153594	IT CAPITAL	\$ 6,956	\$ -	\$ 7,000	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 500	7.14%	
	TOTAL IT	\$ 659,004	\$ 375,152	\$ 721,245	\$ 733,444	\$ -	\$ -	\$ -	\$ -	\$ 733,444	\$ 12,199	1.69%	
ASSESSOR:													
	Dept 0130												
1001-10-15101-0130-150001	ASSESSOR SALARY ADMIN	\$ 80,201	\$ 41,402	\$ 82,003	\$ 82,003	\$ -	\$ -	\$ -	\$ -	\$ 82,003	\$ 0	0.00%	
1001-10-15101-0130-150003	ASSESSOR SALARY OTHER	\$ 130,749	\$ 71,659	\$ 156,279	\$ 157,785	\$ -	\$ -	\$ -	\$ -	\$ 157,785	\$ 1,506	0.96%	
1001-10-15101-0130-153065	ASSESSOR CONSULTANT FEES	\$ 875	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	0.00%	
1001-10-15101-0130-153385	ASSESSOR OFFICE EXPENSE	\$ 6,592	\$ 4,182	\$ 14,740	\$ 15,185	\$ -	\$ -	\$ -	\$ -	\$ 15,185	\$ 445	3.02%	
1001-10-15101-0130-153579	ASSESSOR VEHICLE FUEL	\$ 34	\$ 52	\$ 150	\$ 169	\$ -	\$ (6)	\$ -	\$ (6)	\$ 163	\$ 13	8.67%	
1001-10-15101-0130-153580	ASSESSOR VEHICLE EXPENSE	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%	
	TOTAL ASSESSORS	\$ 218,450	\$ 117,296	\$ 258,672	\$ 260,642	\$ -	\$ (6)	\$ -	\$ (6)	\$ 260,636	\$ 1,964	0.76%	
ENGINEERING:													
	Dept 0140												
1001-10-15101-0140-150001	ENGINEERING SALARY ADMIN	\$ 113,311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0140-150003	ENGINEERING SALARY OTHER	\$ 70,402	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0140-153065	ENGINEERING CONSULTING FEES	\$ 188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0140-153385	ENGINEERING OFFICE EXPENSE	\$ 1,910	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0140-153390	ENGINEERING OPERATING EXP	\$ 391	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15101-0140-153580	ENGINEERING VEHICLE EXPENSE	\$ 354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL ENGINEERING	\$ 186,554	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

INLAND/WETLANDS*, BUILDING, PLANNING & ZONING

* Inland Wetlands was moved to Planning & Zoning beginning with fiscal year 2023. It is displayed below to show fiscal year 2022 actuals.

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM		
		2021-2022	2022-2023	2022-2023	ADJUSTMENTS				2022-23 TO 2023-24				
		ACTUAL	\$ -	REVISED BUDGET	SUBMITTED BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		\$ CHG	% CHG	
INLAND/WETLANDS: Dept 0145													
1001-10-15101-0145-150001	I/W SALARY ADMIN	\$ 18,973	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0145-150003	I/W SALARY OTHER	\$ 23,340	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0145-153385	I/W OFFICE EXPENSE	\$ 334	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0145-153390	I/W OPERATING EXPENSE	\$ 1,002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0145-153579	I/W VEHICLE FUEL	\$ 430	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL INLAND/WETLANDS	\$ 44,079	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BUILDING: Dept 0150													
1001-10-15101-0150-150001	BUILDING SALARY ADMIN	\$ 80,277	\$ 43,760	\$ 95,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ -	0.00%
1001-10-15101-0150-150003	BUILDING SALARY OTHER	\$ 87,887	\$ 40,836	\$ 114,844	\$ 117,822	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117,822	\$ 2,978	2.59%
1001-10-15101-0150-153385	BUILDING OFFICE EXPENSE	\$ 5,047	\$ 384	\$ 3,646	\$ 3,646	\$ (346)	\$ -	\$ -	\$ (346)	\$ -	\$ 3,300	\$ (346)	-9.49%
1001-10-15101-0150-153579	BUILDING VEHICLE FUEL	\$ 987	\$ 497	\$ 1,241	\$ 1,439	\$ -	\$ (53)	\$ -	\$ (53)	\$ -	\$ 1,386	\$ 145	11.68%
1001-10-15101-0150-153580	BUILDING VEHICLE EXPENSE	\$ 1,167	\$ 45	\$ 900	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ -	0.00%
	TOTAL BUILDING	\$ 175,365	\$ 85,522	\$ 215,631	\$ 218,807	\$ (346)	\$ (53)	\$ -	\$ (399)	\$ -	\$ 218,408	\$ 2,777	1.29%
PLANNING & ZONING: Dept 0155													
1001-10-15101-0155-150001	P&Z SALARY ADMIN	\$ 142,878	\$ 84,109	\$ 177,025	\$ 90,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,100	\$ (86,925)	-49.10%
1001-10-15101-0155-150003	P&Z SALARY OTHER	\$ 36,671	\$ 60,563	\$ 176,219	\$ 165,709	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165,709	\$ (10,510)	-5.96%
1001-10-15101-0155-153385	P&Z OFFICE EXPENSE	\$ 8,194	\$ 6,364	\$ 15,100	\$ 14,800	\$ (2,250)	\$ -	\$ -	\$ (2,250)	\$ -	\$ 12,550	\$ (2,550)	-16.89%
1001-10-15101-0155-153579	P&Z VEHICLE FUEL	\$ 85	\$ 110	\$ 800	\$ 1,087	\$ -	\$ (40)	\$ -	\$ (40)	\$ -	\$ 1,047	\$ 247	30.88%
1001-10-15101-0155-153580	P&Z VEHICLE EXPENSE	\$ (12)	\$ 1,033	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	0.00%
	PLANNING & ZONING	\$ 187,816	\$ 152,179	\$ 370,144	\$ 272,696	\$ (2,250)	\$ (40)	\$ -	\$ (2,290)	\$ -	\$ 270,406	\$ (99,738)	-26.95%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

P&Z ENFORCEMENT*, FACILITY MAINTENANCE

**P&Z Enforcement was moved to Planning & Zoning beginning with fiscal year 2023. It is displayed below to show fiscal year 2022 actuals.*

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
		ACTUAL	\$ -	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2022-23 TO 2023-24		
P&Z ENFORCEMENT													
	Dept 0156												
1001-10-15101-0156-150003	ZONING & WETLANDS ENF SALARY OTHER	\$ 43,306	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0156-153385	ZONING & WETLANDS ENF OFFICE EXPENSE	\$ 160	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15101-0156-153579	ZONING & WETLANDS ENF VEHICLE FUEL	\$ 598	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	PLANNING AND ZONING ENFORCEMENT	\$ 44,064	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL PLANNING & ZONING	\$ 231,879	\$ 152,179	\$ 370,144	\$ 272,696	\$ (2,250)	\$ (40)	\$ -	\$ (2,290)	\$ 270,406	\$ (99,738)	\$ -26.95%	
FACILITY MAINTENANCE													
	Dept 0160												
1001-10-15101-0160-150003	FAC MAINT SALARY OTHER	\$ 103,860	\$ 46,572	\$ 101,086	\$ 104,019	\$ -	\$ -	\$ -	\$ -	\$ 104,019	\$ 2,933	2.90%	
1001-10-15101-0160-150015	FAC MAINT SALARY OVERTIME	\$ 1,455	\$ 2,185	\$ 10,388	\$ 10,622	\$ -	\$ -	\$ -	\$ -	\$ 10,622	\$ 234	2.25%	
1001-10-15101-0160-151040	FAC MAINT WATER	\$ 4,294	\$ 1,297	\$ 4,375	\$ 4,982	\$ -	\$ -	\$ -	\$ -	\$ 4,982	\$ 607	13.87%	
1001-10-15101-0160-153075	FAC MAINT CONTRACTED SVCS	\$ 123,134	\$ 59,730	\$ 135,033	\$ 150,119	\$ 936	\$ -	\$ -	\$ 936	\$ 151,055	\$ 16,022	11.87%	
1001-10-15101-0160-153145	FAC MAINT EQUIPMENT	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%	
1001-10-15101-0160-153390	FAC MAINT OPERATING EXPENSE	\$ 38,692	\$ 20,683	\$ 42,880	\$ 43,708	\$ (850)	\$ -	\$ -	\$ (850)	\$ 42,858	\$ (22)	-0.05%	
1001-10-15101-0160-153563	FAC MAINT ELECTRIC	\$ 92,339	\$ 46,110	\$ 145,923	\$ 130,700	\$ (10,660)	\$ -	\$ -	\$ (10,660)	\$ 120,040	\$ (25,883)	-17.74%	
1001-10-15101-0160-153564	FAC MAINT HEAT	\$ 56,120	\$ 18,786	\$ 59,220	\$ 88,410	\$ -	\$ (19,292)	\$ -	\$ (19,292)	\$ 69,118	\$ 9,898	16.71%	
1001-10-15101-0160-153594	FAC MAINT CAPITAL	\$ 82,278	\$ 68,499	\$ 93,912	\$ 93,912	\$ -	\$ -	\$ -	\$ -	\$ 93,912	\$ -	0.00%	
	TOTAL FACILITY MAINTENANCE	\$ 502,172	\$ 263,862	\$ 593,317	\$ 626,972	\$ (10,574)	\$ (19,292)	\$ -	\$ (29,866)	\$ 597,106	\$ 3,789	0.64%	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SPECIAL PROGRAMS, REGIONAL PROGRAMS

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET		
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM		
		ACTUAL	\$ -	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2022-23 TO 2023-24	% CHG
SPECIAL PROGRAMS:		Dept 0200										
1001-10-15101-0200-151210	SP C-MED COMMUN CONT	\$ 90,949	\$ 93,021	\$ 93,021	\$ 95,122	\$ -	\$ -	\$ -	\$ -	\$ 95,122	\$ 2,101	2.26%
1001-10-15101-0200-151240	SP MEMORIAL DAY PARADE	\$ 1,591	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	0.00%
1001-10-15101-0200-151270	SP VOL FIRE TAX INCENTIVE	\$ 48,244	\$ 35,950	\$ 56,000	\$ 78,750	\$ -	\$ -	\$ -	\$ -	\$ 78,750	\$ 22,750	40.63%
	TOTAL SPECIAL PROGRAMS	\$ 140,784	\$ 128,971	\$ 152,021	\$ 176,872	\$ -	\$ -	\$ -	\$ -	\$ 176,872	\$ 24,851	16.35%
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	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ -	\$ -	\$ -	\$ -	\$ 1,275	\$ -	0.00%
1001-10-15101-0250-151320	RP LAKE ZOAR AUTHORITY	\$ 23,708	\$ 26,783	\$ 26,783	\$ 28,327	\$ -	\$ -	\$ -	\$ -	\$ 28,327	\$ 1,544	5.76%
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	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	0.00%
1001-10-15101-0250-151350	RP PROBATE COURT	\$ 5,900	\$ 5,934	\$ 5,934	\$ 5,682	\$ -	\$ -	\$ -	\$ -	\$ 5,682	\$ (252)	-4.25%
1001-10-15101-0250-151370	RP HUB-RYASAP	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,500)	-100.00%
	TOTAL REGIONAL PROGRAMS	\$ 53,312	\$ 56,421	\$ 57,921	\$ 57,713	\$ -	\$ -	\$ -	\$ -	\$ 57,713	\$ (208)	-0.36%
	TOTAL GENERAL GOVERNMENT	\$ 8,697,769	\$ 4,427,902	\$ 10,433,976	\$ 10,343,960	\$ (38,802)	\$ (19,830)	\$ (110,253)	\$ (168,885)	\$ 10,175,075	\$ (258,902)	-2.48%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

POLICE - ADMINISTRATION, PERSONNEL, OPERATIONS

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2021-2022	FISCAL YEAR 2022-2023	FISCAL YEAR 2022-2023	FISCAL YEAR 2023-2024					BUDGET			
					SUBMITTED BY DEPTS	ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM			
ACTUAL	\$ -	REVISED BUDGET	FIRST SELECTMAN	TOWN COUNCIL		BOARD OF FINANCE	TOTAL ADJUSTMENTS	2022-23 TO 2023-24		\$ CHG	% CHG		
PUBLIC SAFETY	DEPTS 0300 - 0460												
POLICE ADMIN:	Dept 0300												
1001-10-15103-0300-150001	POL SALARY ADMIN	\$ 135,701	\$ 65,582	\$ 130,300	\$ 130,750	\$ -	\$ -	\$ -	\$ -	\$ 130,750	\$ 450	0.35%	
1001-10-15103-0300-150003	POL SALARY OTHER	\$ 289,877	\$ 150,446	\$ 303,575	\$ 310,065	\$ -	\$ -	\$ -	\$ -	\$ 310,065	\$ 6,490	2.14%	
1001-10-15103-0300-153385	POL OFFICE-EXPENSE	\$ 10,708	\$ 5,039	\$ 11,120	\$ 11,700	\$ -	\$ -	\$ -	\$ -	\$ 11,700	\$ 580	5.22%	
	TOTAL POLICE ADMINISTRATION	\$ 436,286	\$ 221,067	\$ 444,995	\$ 452,515	\$ -	\$ -	\$ -	\$ -	\$ 452,515	\$ 7,520	1.69%	
POLICE PERSONNEL:	Dept 0305												
1001-10-15103-0305-150007	POL SALARY UNIFORM	\$ 3,032,875	\$ 1,534,498	\$ 3,288,677	\$ 3,318,874	\$ -	\$ -	\$ -	\$ -	\$ 3,318,874	\$ 30,197	0.92%	
1001-10-15103-0305-150009	POL SALARY DISPATCHER	\$ 412,507	\$ 196,414	\$ 470,156	\$ 493,289	\$ -	\$ -	\$ -	\$ -	\$ 493,289	\$ 23,133	4.92%	
1001-10-15103-0305-150011	POL SALARY AUXILLARY STAFF	\$ 33,496	\$ 11,579	\$ 31,030	\$ 33,800	\$ -	\$ -	\$ -	\$ -	\$ 33,800	\$ 2,770	8.93%	
1001-10-15103-0305-150013	POL SALARY HOLIDAY	\$ 141,896	\$ 73,746	\$ 153,921	\$ 154,760	\$ -	\$ -	\$ -	\$ -	\$ 154,760	\$ 839	0.55%	
1001-10-15103-0305-150015	POL SALARY OVERTIME	\$ 249,472	\$ 117,653	\$ 280,930	\$ 324,335	\$ (44,000)	\$ -	\$ -	\$ (44,000)	\$ 280,335	\$ (595)	-0.21%	
1001-10-15103-0305-150017	POL SALARY O/T TACTICAL	\$ 21,829	\$ 14,538	\$ 38,761	\$ 40,878	\$ -	\$ -	\$ -	\$ -	\$ 40,878	\$ 2,117	5.46%	
1001-10-15103-0305-151500	POL UNIFORM ALLOWANCE	\$ 65,010	\$ 1,995	\$ 65,299	\$ 67,647	\$ -	\$ -	\$ -	\$ -	\$ 67,647	\$ 2,348	3.60%	
1001-10-15103-0305-153410	POL PENSION	\$ 843,884	\$ 443,701	\$ 934,484	\$ 994,214	\$ -	\$ -	\$ 70,340	\$ 70,340	\$ 1,064,554	\$ 130,070	13.92%	
	TOTAL POLICE PERSONNEL	\$ 4,800,969	\$ 2,394,124	\$ 5,263,258	\$ 5,427,797	\$ (44,000)	\$ -	\$ 70,340	\$ 26,340	\$ 5,454,137	\$ 190,879	3.63%	
POLICE OPERATIONS:	Dept 0310												
1001-10-15103-0310-151505	POL SAFETY EQUIPMENT	\$ 33,337	\$ 6,563	\$ 36,488	\$ 42,253	\$ (500)	\$ -	\$ -	\$ (500)	\$ 41,753	\$ 5,265	14.43%	
1001-10-15103-0310-151510	POL NEW POLICE CARS	\$ 87,644	\$ 40,436	\$ 76,030	\$ 186,086	\$ (93,043)	\$ -	\$ -	\$ (93,043)	\$ 93,043	\$ 17,013	22.38%	
1001-10-15103-0310-151516	POL TRAINING	\$ 51,752	\$ 11,254	\$ 30,200	\$ 32,250	\$ -	\$ -	\$ -	\$ -	\$ 32,250	\$ 2,050	6.79%	
1001-10-15103-0310-151520	POL AUDIO/VISUAL	\$ 2,360	\$ 30	\$ 2,800	\$ 2,800	\$ (350)	\$ -	\$ -	\$ (350)	\$ 2,450	\$ (350)	-12.50%	
1001-10-15103-0310-151525	POL DETECTIVE BUREAU	\$ 6,911	\$ 1,322	\$ 7,050	\$ 8,650	\$ -	\$ -	\$ -	\$ -	\$ 8,650	\$ 1,600	22.70%	
1001-10-15103-0310-151530	POL TRAFFIC CONTROL	\$ 8,836	\$ 15,551	\$ 9,830	\$ 3,920	\$ -	\$ -	\$ -	\$ -	\$ 3,920	\$ (5,910)	-60.12%	
1001-10-15103-0310-151535	POL RADIO	\$ 8,172	\$ 3,309	\$ 8,385	\$ 139,175	\$ (129,890)	\$ -	\$ -	\$ (129,890)	\$ 9,285	\$ 900	10.73%	
1001-10-15103-0310-151540	POL RECORD ROOM	\$ 25,696	\$ 23,559	\$ 27,930	\$ 31,221	\$ -	\$ -	\$ -	\$ -	\$ 31,221	\$ 3,291	11.78%	
1001-10-15103-0310-151545	POL RANGE MAINTENANCE	\$ 521	\$ 766	\$ 1,350	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ 1,350	\$ -	0.00%	
1001-10-15103-0310-151550	POL YOUTH BUREAU	\$ 3,713	\$ 747	\$ 3,800	\$ 3,100	\$ -	\$ -	\$ -	\$ -	\$ 3,100	\$ (700)	-18.42%	
1001-10-15103-0310-151555	POL CRIME PREVENTION	\$ 5,325	\$ 2,462	\$ 5,900	\$ 6,350	\$ -	\$ -	\$ -	\$ -	\$ 6,350	\$ 450	7.63%	
1001-10-15103-0310-151560	POL ABANDON VEH EXP	\$ 88	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%	
1001-10-15103-0310-153060	POL COMMUNICATIONS	\$ 10,703	\$ 5,664	\$ 12,285	\$ 12,285	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 11,285	\$ (1,000)	-8.14%	
1001-10-15103-0310-153145	POL EQUIPMENT	\$ 19,681	\$ 8,300	\$ 25,915	\$ 28,950	\$ -	\$ -	\$ -	\$ -	\$ 28,950	\$ 3,035	11.71%	
1001-10-15103-0310-153390	POL OPERATING EXPENSE	\$ 89,316	\$ 66,391	\$ 86,657	\$ 86,360	\$ -	\$ -	\$ -	\$ -	\$ 86,360	\$ (297)	-0.34%	
1001-10-15103-0310-153579	POL VEHICLE FUEL	\$ 113,128	\$ 37,952	\$ 102,200	\$ 118,552	\$ -	\$ (10,951)	\$ -	\$ (10,951)	\$ 107,601	\$ 5,401	5.28%	
1001-10-15103-0310-153580	POLVEHICLE-EXPENSE	\$ 47,130	\$ 15,787	\$ 47,420	\$ 49,060	\$ -	\$ -	\$ -	\$ -	\$ 49,060	\$ 1,640	3.46%	
1001-10-15103-0310-153594	POL CAPITAL	\$ 13,320	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL POLICE OPERATIONS	\$ 527,632	\$ 240,093	\$ 484,740	\$ 752,862	\$ (224,783)	\$ (10,951)	\$ -	\$ (235,734)	\$ 517,128	\$ 32,388	6.68%	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

ANIMAL CONTROL, PARK RANGER*, MONROE VOLUNTEER FIRE DEPT

**Park Ranger was moved to Parks & Recreation beginning with fiscal year 2023. It is displayed below to show fiscal year 2022 actuals.*

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
		2021-2022	2022-2023	2022-2023	SUBMITTED	ADJUSTMENTS				APPROVED	CHANGE FROM		
		ACTUAL	\$ -	REVISED		BY DEPTS	FIRST	TOWN	BOARD		TOTAL	ANNUAL TOWN	2022-23 TO 2023-24
	Dept 0315	\$ -	\$ -	BUDGET		SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	BUDGET	\$ CHG	% CHG	
ANIMAL CONTROL:													
1001-10-15103-0315-150003	AC SALARY OTHER	\$ 67,708	\$ 25,713	\$ 56,845	\$ 54,765	\$ -	\$ -	\$ -	\$ -	\$ 54,765	\$ (2,080)	-3.66%	
1001-10-15103-0315-150005	AC SALARY PT	\$ 30,746	\$ 11,414	\$ 56,420	\$ 56,420	\$ -	\$ -	\$ -	\$ -	\$ 56,420	\$ -	0.00%	
1001-10-15103-0315-150015	AC OVERTIME	\$ 5,165	\$ 1,016	\$ 2,790	\$ 4,035	\$ -	\$ -	\$ -	\$ -	\$ 4,035	\$ 1,245	44.61%	
1001-10-15103-0315-153045	AC BUILDING & GROUND MAINTENANCE	\$ 3,266	\$ 2,504	\$ 3,475	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 525	15.11%	
1001-10-15103-0315-153145	AC EQUIPMENT	\$ -	\$ 271	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (450)	-100.00%	
1001-10-15103-0315-153390	AC OPERATING EXPENSE	\$ 7,574	\$ 2,107	\$ 7,225	\$ 7,475	\$ -	\$ -	\$ -	\$ -	\$ 7,475	\$ 250	3.46%	
1001-10-15103-0315-153563	AC ELECTRIC	\$ 2,544	\$ 1,605	\$ 4,895	\$ 5,632	\$ (2,325)	\$ -	\$ -	\$ (2,325)	\$ 3,307	\$ (1,588)	-32.44%	
1001-10-15103-0315-153564	AC HEAT	\$ 2,966	\$ 1,022	\$ 4,950	\$ 6,462	\$ -	\$ -	\$ -	\$ -	\$ 6,462	\$ 1,512	30.55%	
1001-10-15103-0315-153579	AC VEHICLE FUEL	\$ 1,338	\$ 485	\$ 2,482	\$ 2,879	\$ -	\$ (107)	\$ -	\$ (107)	\$ 2,772	\$ 290	11.68%	
1001-10-15103-0315-153580	AC VEHICLE EXPENSE	\$ 255	\$ 528	\$ 900	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ -	0.00%	
	TOTAL ANIMAL CONTROL	\$ 121,561	\$ 46,665	\$ 140,432	\$ 142,568	\$ (2,325)	\$ (107)	\$ -	\$ (2,432)	\$ 140,136	\$ (296)	-0.21%	
PARK RANGER:													
	Dept 0320												
1001-10-15103-0320-150003	PR SALARY OTHER	\$ 44,557	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15103-0320-153390	PR OPERATING EXPENSE	\$ 122	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
1001-10-15103-0320-153579	PR VEHICLE FUEL	\$ 637	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL PARK RANGER	\$ 45,316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
	TOTAL POLICE	\$ 5,931,763	\$ 2,901,948	\$ 6,333,425	\$ 6,775,742	\$ (271,108)	\$ (11,058)	\$ 70,340	\$ (211,826)	\$ 6,563,916	\$ 230,491	3.64%	
MONROE FD:													
	Dept 0400												
1001-10-15103-0400-153390	MONROE FIRE DEPT OP EXP	\$ 237,404	\$ 123,638	\$ 247,275	\$ 253,846	\$ -	\$ -	\$ -	\$ -	\$ 253,846	\$ 6,571	2.66%	
1001-10-15103-0400-153045	MFD BUILDING & GROUND MAINTENANCE	\$ 2,819	\$ 1,445	\$ 3,000	\$ 3,450	\$ -	\$ -	\$ -	\$ -	\$ 3,450	\$ 450	15.00%	
1001-10-15103-0400-153563	MFD ELECTRIC	\$ 13,075	\$ 5,310	\$ 14,875	\$ 16,984	\$ 13	\$ -	\$ -	\$ 13	\$ 16,997	\$ 2,122	14.27%	
1001-10-15103-0400-153564	MFD HEAT	\$ 6,894	\$ 2,129	\$ 5,500	\$ 8,963	\$ -	\$ -	\$ -	\$ -	\$ 8,963	\$ 3,463	62.96%	
1001-10-15103-0400-153565	MFD UTILITIES OTHER	\$ 7,158	\$ 3,364	\$ 6,375	\$ 6,900	\$ -	\$ -	\$ -	\$ -	\$ 6,900	\$ 525	8.24%	
1001-10-15103-0400-153579	MFD VEHICLE FUEL	\$ 6,034	\$ 3,061	\$ 8,184	\$ 11,128	\$ -	\$ (1,809)	\$ -	\$ (1,809)	\$ 9,319	\$ 1,135	13.87%	
	TOTAL MONROE FIRE DEPARTMENT	\$ 273,383	\$ 138,946	\$ 285,209	\$ 301,271	\$ 13	\$ (1,809)	\$ -	\$ (1,796)	\$ 299,475	\$ 14,266	5.00%	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

STEVENSון VOLUNTEER FIRE DEPT, STEPNEY VOLUNTEER FIRE DEPT, FIRE HYDRANT SERVICE, FIRE MARSHAL

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET				
		2021-2022	2022-2023	2022-2023	SUBMITTED	ADJUSTMENTS			APPROVED ANNUAL TOWN BUDGET	CHANGE FROM				
		ACTUAL	\$ -	REVISED BUDGET		BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL		BOARD OF FINANCE	TOTAL ADJUSTMENTS	2022-23 TO 2023-24	\$ CHG	% CHG
STEVENSון FD: Dept 0410														
1001-10-15103-0410-153390	STEVENSון FIRE DEPT OP EXP	\$ 159,435	\$ 85,850	\$ 171,700	\$ 176,700	\$ -	\$ -	\$ -	\$ -	\$ 176,700	\$ 5,000	2.91%		
1001-10-15103-0410-153045	STVFD BUILDING & GROUND MAINTENANCE	\$ 3,962	\$ 1,723	\$ 4,100	\$ 4,428	\$ -	\$ -	\$ -	\$ -	\$ 4,428	\$ 328	8.00%		
1001-10-15103-0410-153563	STVFD ELECTRIC	\$ 11,207	\$ 5,420	\$ 14,335	\$ 16,291	\$ (1,723)	\$ -	\$ -	\$ (1,723)	\$ 14,568	\$ 233	1.63%		
1001-10-15103-0410-153564	STVFD HEAT	\$ 13,225	\$ 4,914	\$ 11,280	\$ 16,807	\$ -	\$ (2,983)	\$ -	\$ (2,983)	\$ 13,824	\$ 2,544	22.55%		
1001-10-15103-0410-153565	STVFD UTILITIES OTHER	\$ 2,977	\$ 1,542	\$ 3,810	\$ 4,110	\$ -	\$ -	\$ -	\$ -	\$ 4,110	\$ 300	7.87%		
1001-10-15103-0410-153579	STVFD VEHICLE FUEL	\$ 6,648	\$ 2,666	\$ 9,164	\$ 12,388	\$ -	\$ (1,743)	\$ -	\$ (1,743)	\$ 10,645	\$ 1,481	16.16%		
	TOTAL STEVENSון FIRE DEPARTMENT	\$ 197,453	\$ 102,114	\$ 214,389	\$ 230,724	\$ (1,723)	\$ (4,726)	\$ -	\$ (6,449)	\$ 224,275	\$ 9,886	4.61%		
STEPNEY FD: Dept 0420														
1001-10-15103-0420-153390	STEPNEY FIRE DEPT OP EXP	\$ 222,058	\$ 117,125	\$ 234,250	\$ 240,800	\$ -	\$ -	\$ -	\$ -	\$ 240,800	\$ 6,550	2.80%		
1001-10-15103-0420-153045	STPFD BUILDING & GROUND MAINTENANCE	\$ 2,339	\$ 1,310	\$ 3,100	\$ 3,348	\$ -	\$ -	\$ -	\$ -	\$ 3,348	\$ 248	8.00%		
1001-10-15103-0420-153563	STPFD ELECTRIC	\$ 13,968	\$ 7,628	\$ 19,885	\$ 22,556	\$ (4,398)	\$ -	\$ -	\$ (4,398)	\$ 18,158	\$ (1,727)	-8.68%		
1001-10-15103-0420-153564	STPFD HEAT	\$ 15,815	\$ 5,290	\$ 12,450	\$ 16,437	\$ -	\$ -	\$ -	\$ -	\$ 16,437	\$ 3,987	32.02%		
1001-10-15103-0420-153565	STPFD UTILITIES OTHER	\$ 6,184	\$ 3,725	\$ 7,158	\$ 8,037	\$ -	\$ -	\$ -	\$ -	\$ 8,037	\$ 879	12.28%		
1001-10-15103-0420-153579	STPFD VEHICLE FUEL	\$ 10,932	\$ 5,983	\$ 11,518	\$ 14,997	\$ -	\$ (1,765)	\$ -	\$ (1,765)	\$ 13,232	\$ 1,714	14.88%		
	TOTAL STEPNEY FIRE DEPARTMENT	\$ 271,296	\$ 141,062	\$ 288,361	\$ 306,175	\$ (4,398)	\$ (1,765)	\$ -	\$ (6,163)	\$ 300,012	\$ 11,651	4.04%		
FIRE HYDRANT SERVICE: Dept 0430														
1001-10-15103-0430-151600	WATER DISTRIBUTION SYSTEM	\$ 617,037	\$ 318,051	\$ 653,222	\$ 663,222	\$ -	\$ 11,194	\$ -	\$ 11,194	\$ 674,416	\$ 21,194	3.24%		
FIRE MARSHAL: Dept 0440														
1001-10-15103-0440-150001	FIRE MAR SALARY ADMIN	\$ 71,230	\$ 36,563	\$ 72,825	\$ 72,825	\$ -	\$ -	\$ -	\$ -	\$ 72,825	\$ (0)	0.00%		
1001-10-15103-0440-150005	FIRE MAR SALARY PT	\$ 11,563	\$ 9,145	\$ 28,562	\$ 28,676	\$ -	\$ -	\$ -	\$ -	\$ 28,676	\$ 114	0.40%		
1001-10-15103-0440-150015	FIRE MAR OVERTIME	\$ 1,490	\$ 1,015	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%		
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	\$ 5,631	\$ 476	\$ 1,700	\$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ 1,600	\$ (100)	-5.88%		
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	\$ 1,017	\$ 1,112	\$ 1,400	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ 1,400	\$ -	0.00%		
1001-10-15103-0440-153390	FIRE MAR OPERATING EXP	\$ 1,598	\$ 739	\$ 4,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ (1,000)	-25.00%		
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	\$ 1,975	\$ 969	\$ 2,628	\$ 3,047	\$ -	\$ (112)	\$ -	\$ (112)	\$ 2,935	\$ 307	11.68%		
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	\$ 62	\$ 712	\$ 1,600	\$ 4,000	\$ (2,400)	\$ -	\$ -	\$ (2,400)	\$ 1,600	\$ -	0.00%		
	TOTAL FIRE MARSHAL	\$ 94,567	\$ 50,732	\$ 114,715	\$ 116,548	\$ (2,400)	\$ (112)	\$ -	\$ (2,512)	\$ 114,036	\$ (679)	-0.59%		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

EMERGENCY MANAGEMENT, EMERGENCY MEDICAL SERVICES (EMS)

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET			
		2021-2022	2022-2023	2022-2023	SUBMITTED	ADJUSTMENTS				APPROVED	CHANGE FROM		
		ACTUAL	\$ -	REVISED		BY DEPTS	FIRST	TOWN	BOARD		TOTAL	ANNUAL TOWN	2022-23 TO 2023-24
		\$	\$	BUDGET		SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	BUDGET	\$ CHG	% CHG	
EMERGENCY MGMT	Dept 0450												
1001-10-15103-0450-150001	EM MGMT SALARY ADMIN	\$ 7,000	\$ 3,500	\$ 7,000	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ -	0.00%	
1001-10-15103-0450-150003	EM MGMT SALARY OTHER	\$ 6,000	\$ 1,648	\$ 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	\$ 285	\$ -	\$ 1,000	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ (250)	-25.00%	
1001-10-15103-0450-153390	EM MGMT OPERATING EXPENSE	\$ 8,367	\$ 1,633	\$ 12,795	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ (2,795)	-21.84%	
	TOTAL EMERGENCY MGMT	\$ 24,652	\$ 9,781	\$ 29,795	\$ 26,750	\$ -	\$ -	\$ -	\$ -	\$ 26,750	\$ (3,045)	-10.22%	
EMS	Dept 0460												
1001-10-15103-0460-150005	EMS SALARY PT	\$ -	\$ 1,400	\$ 35,490	\$ 35,490	\$ -	\$ -	\$ -	\$ -	\$ 35,490	\$ 0	0.00%	
1001-10-15103-0460-151270	EMS VOLUNTEER ABATEMENT	\$ 17,605	\$ 15,454	\$ 17,900	\$ 19,400	\$ 7,100	\$ -	\$ -	\$ 7,100	\$ 26,500	\$ 8,600	48.04%	
1001-10-15103-0460-153045	EMS BUILDING & GROUND MAINTENANCE	\$ 8,849	\$ 3,383	\$ 14,475	\$ 17,631	\$ (936)	\$ -	\$ -	\$ (936)	\$ 16,695	\$ 2,220	15.34%	
1001-10-15103-0460-153060	EMS COMMUNICATIONS	\$ 2,988	\$ 960	\$ 4,861	\$ 5,564	\$ -	\$ -	\$ -	\$ -	\$ 5,564	\$ 703	14.46%	
1001-10-15103-0460-153075	EMS CONTRACTED SERVICES	\$ 744,013	\$ 382,303	\$ 781,035	\$ 806,539	\$ -	\$ -	\$ -	\$ -	\$ 806,539	\$ 25,504	3.27%	
1001-10-15103-0460-153145	EMS EQUIPMENT EXPENSE	\$ 9,483	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	0.00%	
1001-10-15103-0460-153385	EMS OFFICE EXPENSE	\$ 3,219	\$ 5	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%	
1001-10-15103-0460-153390	EMS OPERATING EXPENSE	\$ 36,426	\$ 14,148	\$ 43,664	\$ 43,827	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 42,827	\$ (837)	-1.92%	
1001-10-15103-0460-153540	EMS TRAINING EXPENSE	\$ 17,502	\$ 3,494	\$ 23,358	\$ 28,058	\$ (2,000)	\$ -	\$ -	\$ (2,000)	\$ 26,058	\$ 2,700	11.56%	
1001-10-15103-0460-153563	EMS ELECTRIC	\$ 7,139	\$ 5,992	\$ 15,710	\$ 19,200	\$ -	\$ -	\$ -	\$ -	\$ 19,200	\$ 3,490	22.22%	
1001-10-15103-0460-153564	EMS HEAT	\$ 8,055	\$ -	\$ 8,500	\$ 10,472	\$ -	\$ -	\$ -	\$ -	\$ 10,472	\$ 1,972	23.20%	
1001-10-15103-0460-153565	EMS UTILITIES OTHER	\$ 1,721	\$ 1,316	\$ 2,710	\$ 3,199	\$ -	\$ -	\$ -	\$ -	\$ 3,199	\$ 489	18.04%	
1001-10-15103-0460-153579	EMS VEHICLE FUEL	\$ 17,280	\$ 7,428	\$ 16,594	\$ 23,921	\$ -	\$ (3,447)	\$ -	\$ (3,447)	\$ 20,474	\$ 3,880	23.38%	
1001-10-15103-0460-153580	EMS VEHICLE EXPENSE	\$ 14,031	\$ 2,573	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ -	0.00%	
	TOTAL EMS	\$ 888,310	\$ 438,456	\$ 990,797	\$ 1,039,801	\$ 3,164	\$ (3,447)	\$ -	\$ (283)	\$ 1,039,518	\$ 48,721	4.92%	
	TOTAL PUBLIC SAFETY	\$ 8,298,461	\$ 4,101,090	\$ 8,909,912	\$ 9,460,233	\$ (276,452)	\$ (11,723)	\$ 70,340	\$ (217,835)	\$ 9,242,398	\$ 332,485	3.73%	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

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

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET		
		2021-2022	2022-2023	2022-2023	ADJUSTMENTS				CHANGE FROM			
PUBLIC WORKS			\$ -	REVISED	SUBMITTED	FIRST	TOWN	BOARD	TOTAL	APPROVED	2022-23 TO 2023-24	
DEPTS 0500 - 0610			\$ -	BUDGET	BY DEPTS	SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS	ANNUAL TOWN	\$ CHG	% CHG
Dept 0500		ACTUAL	\$ -							BUDGET		
1001-10-15105-0500-150001	PW SALARY ADMIN	\$ 104,529	\$ 70,574	\$ 106,650	\$ 110,350	\$ -	\$ -	\$ -	\$ -	\$ 110,350	\$ 3,700	3.47%
1001-10-15105-0500-150003	PW SALARY OTHER	\$ 187,380	\$ 137,813	\$ 316,513	\$ 331,127	\$ -	\$ -	\$ -	\$ -	\$ 331,127	\$ 14,614	4.62%
1001-10-15105-0500-150005	PW SALARIES PT	\$ 16,486	\$ 5,102	\$ 16,934	\$ 16,934	\$ -	\$ -	\$ -	\$ -	\$ 16,934	\$ (1)	0.00%
1001-10-15105-0500-150015	PW OVERTIME	\$ 1,762	\$ 635	\$ 3,075	\$ 3,144	\$ -	\$ -	\$ -	\$ -	\$ 3,144	\$ 69	2.25%
1001-10-15105-0500-153065	PW CONSULTING	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ (2,000)	\$ -	\$ -	\$ (2,000)	\$ -	\$ (2,000)	-100.00%
1001-10-15105-0500-153385	PW OFFICE EXPENSE	\$ 4,215	\$ 3,262	\$ 7,035	\$ 7,950	\$ (1,350)	\$ -	\$ -	\$ (1,350)	\$ 6,600	\$ (435)	-6.18%
1001-10-15105-0500-153390	PW OPERATING EXPENSE	\$ 2,982	\$ 1,976	\$ 3,100	\$ 3,300	\$ (200)	\$ -	\$ -	\$ (200)	\$ 3,100	\$ -	0.00%
TOTAL PUBLIC WORKS ADMINISTRATION		\$ 317,354	\$ 219,361	\$ 455,307	\$ 474,805	\$ (3,550)	\$ -	\$ -	\$ (3,550)	\$ 471,255	\$ 15,948	3.50%
PW HIGHWAY/MAINTENANCE:												
Dept 0510												
1001-10-15105-0510-150001	PW SALARY HWY/MAINT ADMIN	\$ 87,058	\$ -	\$ 91,457	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ (6,457)	-7.06%
1001-10-15105-0510-150003	PW SALARY HWY/MAINT OTHER	\$ 1,160,050	\$ 586,720	\$ 1,206,250	\$ 1,420,530	\$ -	\$ -	\$ -	\$ -	\$ 1,420,530	\$ 214,280	17.76%
1001-10-15105-0510-150005	PW SALARY HWY/MAINT PT	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 80,000	100.00%
1001-10-15105-0510-150015	PW SALARY HWY/MAINT OVERTIME	\$ 34,553	\$ 13,146	\$ 35,875	\$ 46,100	\$ -	\$ -	\$ -	\$ -	\$ 46,100	\$ 10,225	28.50%
1001-10-15105-0510-153075	PW HWY/MAINT CONTRACTED SVCS	\$ 27,762	\$ 1,111	\$ 34,500	\$ 92,500	\$ (60,800)	\$ -	\$ -	\$ (60,800)	\$ 31,700	\$ (2,800)	-8.12%
1001-10-15105-0510-153390	PW HWY/MAINT OPERATING EXPENSE	\$ 10,034	\$ 7,301	\$ 18,750	\$ 18,950	\$ 2,700	\$ -	\$ -	\$ 2,700	\$ 21,650	\$ 2,900	15.47%
TOTAL HIGHWAY		\$ 1,319,458	\$ 608,278	\$ 1,386,832	\$ 1,743,080	\$ (58,100)	\$ -	\$ -	\$ (58,100)	\$ 1,684,980	\$ 298,148	21.50%
PW SNOW REMOVAL:												
Dept 0520												
1001-10-15105-0520-150015	PW SALARY SNOW OT	\$ 104,547	\$ 18,918	\$ 165,000	\$ 165,000	\$ (5,000)	\$ -	\$ -	\$ (5,000)	\$ 160,000	\$ (5,000)	-3.03%
1001-10-15105-0520-153075	PW SNOW CONTRACTED SVCS	\$ 9,780	\$ -	\$ 34,500	\$ 55,620	\$ (7,000)	\$ -	\$ -	\$ (7,000)	\$ 48,620	\$ 14,120	40.93%
1001-10-15105-0520-153390	PW SNOW OPERATING EXP	\$ 269,377	\$ 68,082	\$ 300,000	\$ 361,900	\$ (92,900)	\$ -	\$ -	\$ (92,900)	\$ 269,000	\$ (31,000)	-10.33%
TOTAL SNOW REMOVAL		\$ 383,705	\$ 86,999	\$ 499,500	\$ 582,520	\$ (104,900)	\$ -	\$ -	\$ (104,900)	\$ 477,620	\$ (21,880)	-4.38%
PW ROAD & BUILDING:												
Dept 0530												
1001-10-15105-0530-151700	PW DRAINAGE IMPROVEMENT	\$ 63,625	\$ 25,099	\$ 63,625	\$ 67,625	\$ -	\$ -	\$ -	\$ -	\$ 67,625	\$ 4,000	6.29%
1001-10-15105-0530-151720	PW HWY PAVING/MAINT	\$ 551,864	\$ 175,972	\$ 600,000	\$ 1,064,000	\$ (400,000)	\$ -	\$ -	\$ (400,000)	\$ 664,000	\$ 64,000	10.67%
1001-10-15105-0530-151740	PW TRAFFIC SIGNS & LINES	\$ 36,112	\$ 39,015	\$ 45,639	\$ 61,309	\$ (12,000)	\$ -	\$ -	\$ (12,000)	\$ 49,309	\$ 3,670	8.04%
1001-10-15105-0530-151750	PW STREET LIGHTS	\$ 15,496	\$ 8,687	\$ 17,058	\$ 20,887	\$ -	\$ -	\$ -	\$ -	\$ 20,887	\$ 3,829	22.45%
1001-10-15105-0530-153045	PW BUILDING & GROUND MAINTENANCE	\$ 17,256	\$ 8,475	\$ 22,774	\$ 25,368	\$ (3,590)	\$ -	\$ -	\$ (3,590)	\$ 21,778	\$ (996)	-4.37%
1001-10-15105-0530-153145	PW EQUIPMENT	\$ 1,622	\$ 794	\$ 3,000	\$ 20,000	\$ (8,000)	\$ -	\$ -	\$ (8,000)	\$ 12,000	\$ 9,000	300.00%
1001-10-15105-0530-153390	PW TREE WARD OPERATING EXP	\$ 68,167	\$ 29,330	\$ 89,500	\$ 101,500	\$ -	\$ -	\$ -	\$ -	\$ 101,500	\$ 12,000	13.41%
1001-10-15105-0530-153485	PW R & M EQUIPMENT	\$ 134,562	\$ 84,867	\$ 150,700	\$ 169,842	\$ 1,990	\$ -	\$ -	\$ 1,990	\$ 171,832	\$ 21,132	14.02%
1001-10-15105-0530-153563	PW ELECTRIC	\$ 15,265	\$ 5,196	\$ 25,495	\$ 22,102	\$ (1,302)	\$ -	\$ -	\$ (1,302)	\$ 20,800	\$ (4,695)	-18.42%
1001-10-15105-0530-153564	PW HEAT	\$ 16,129	\$ 9,786	\$ 16,920	\$ 25,260	\$ -	\$ (5,512)	\$ -	\$ (5,512)	\$ 19,748	\$ 2,828	16.71%
1001-10-15105-0530-153579	PW VEHICLE FUEL	\$ 161,042	\$ 37,349	\$ 138,200	\$ 193,675	\$ 20,186	\$ (35,857)	\$ -	\$ (15,671)	\$ 178,004	\$ 39,804	28.80%
TOTAL ROAD AND BUILDING		\$ 1,081,140	\$ 424,570	\$ 1,172,911	\$ 1,771,568	\$ (402,716)	\$ (41,369)	\$ -	\$ (444,085)	\$ 1,327,483	\$ 154,572	13.18%
TOTAL PUBLIC WORKS		\$ 3,101,656	\$ 1,339,208	\$ 3,514,550	\$ 4,571,972	\$ (569,266)	\$ (41,369)	\$ -	\$ (610,635)	\$ 3,961,337	\$ 446,787	12.71%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SOLID WASTE, RECYCLING

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET		
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
		ACTUAL	\$ -	REVISED BUDGET		FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE	TOTAL ADJUSTMENTS		2022-23 TO 2023-24	
SANITATION												
PW SOLID WASTE: Dept 0600												
1001-10-15105-0600-150005	PW SOL WASTE SALARY PT	\$ 6,930	\$ 3,718	\$ 14,601	\$ 15,210	\$ -	\$ -	\$ -	\$ -	\$ 15,210	\$ 609	4.17%
1001-10-15105-0600-151760	PW SOL WASTE DISPOSAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP	\$ 34,871	\$ 2,225	\$ 24,800	\$ 24,800	\$ -	\$ -	\$ -	\$ -	\$ 24,800	\$ -	0.00%
1001-10-15105-0600-153563	PW SOL WASTE ELECTRIC	\$ 670	\$ 405	\$ 779	\$ 975	\$ (104)	\$ -	\$ -	\$ (104)	\$ 871	\$ 92	11.81%
	TOTAL PUBLIC WORKS SOLID WASTE	\$ 42,471	\$ 6,348	\$ 40,180	\$ 40,985	\$ (104)	\$ -	\$ -	\$ (104)	\$ 40,881	\$ 701	1.74%
PW RECYCLING: Dept 0610												
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY	\$ 5,428	\$ 7,396	\$ 6,100	\$ 8,900	\$ -	\$ -	\$ -	\$ -	\$ 8,900	\$ 2,800	45.90%
1001-10-15105-0610-151790	PW RECYCLING TRANSFER STATN	\$ 21,099	\$ 10,511	\$ 35,000	\$ 35,000	\$ (5,000)	\$ -	\$ -	\$ (5,000)	\$ 30,000	\$ (5,000)	-14.29%
1001-10-15105-0610-153075	PW RECYCLING CONTRACTED SVCS	\$ 346,386	\$ 214,191	\$ 400,880	\$ 479,861	\$ -	\$ -	\$ -	\$ -	\$ 479,861	\$ 78,981	19.70%
1001-10-15105-0610-153390	PW RECYCLE OPERATING EXP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL PUBLIC WORKS RECYCLING	\$ 372,913	\$ 232,099	\$ 441,980	\$ 523,761	\$ (5,000)	\$ -	\$ -	\$ (5,000)	\$ 518,761	\$ 76,781	17.37%
	TOTAL SANITATION	\$ 415,384	\$ 238,447	\$ 482,160	\$ 564,746	\$ (5,104)	\$ -	\$ -	\$ (5,104)	\$ 559,642	\$ 77,482	16.07%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

HEALTH, SOCIAL SERVICES

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2021-2022	FISCAL YEAR 2022-2023	FISCAL YEAR 2022-2023	FISCAL YEAR 2023-2024					APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM	
					SUBMITTED BY DEPTS	ADJUSTMENTS					2022-23 TO 2023-24	
	DEPTS 0700 - 0710	\$ -	REVISED			FIRST	TOWN	BOARD	TOTAL		\$ CHG	% CHG
HEALTH AND WELFARE	Dept 0700	ACTUAL	\$ -	BUDGET		SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS			
HEALTH DEPARTMENT:												
1001-10-15109-0700-150001	HEALTH SALARY ADMIN	\$ 98,733	\$ 57,108	\$ 110,000	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ -	0.00%
1001-10-15109-0700-150003	HEALTH SALARY OTHER	\$ 127,004	\$ 45,752	\$ 196,386	\$ 199,002	\$ -	\$ -	\$ -	\$ -	\$ 199,002	\$ 2,616	1.33%
1001-10-15109-0700-150005	HEALTH SALARY PT	\$ 2,732	\$ 5,040	\$ 19,828	\$ 19,828	\$ -	\$ -	\$ -	\$ -	\$ 19,828	\$ 0	0.00%
1001-10-15109-0700-150600	HEALTH EDUCATION	\$ 265	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	0.00%
1001-10-15109-0700-153065	HEALTH CONSULTANT FEES	\$ -	\$ 1,902	\$ 3,200	\$ 300	\$ (300)	\$ -	\$ -	\$ (300)	\$ -	\$ (3,200)	-100.00%
1001-10-15109-0700-153385	HEALTH OFFICE EXPENSE	\$ 1,117	\$ 860	\$ 2,100	\$ 1,900	\$ (100)	\$ -	\$ -	\$ (100)	\$ 1,800	\$ (300)	-14.29%
1001-10-15109-0700-153390	HEALTH OPERATING EXPENSE	\$ 2,951	\$ 687	\$ 3,375	\$ 2,575	\$ -	\$ -	\$ -	\$ -	\$ 2,575	\$ (800)	-23.70%
1001-10-15109-0700-153579	HEALTH VEHICLE FUEL	\$ 561	\$ -	\$ 1,069	\$ 1,239	\$ -	\$ -	\$ -	\$ -	\$ 1,239	\$ 170	15.90%
1001-10-15109-0700-153580	HEALTH VEHICLE EXPENSE	\$ 214	\$ -	\$ 700	\$ 700	\$ -	\$ (46)	\$ -	\$ (46)	\$ 654	\$ (46)	-6.57%
	TOTAL HEALTH DEPARTMENT	\$ 233,576	\$ 111,350	\$ 337,158	\$ 336,044	\$ (400)	\$ (46)	\$ -	\$ (446)	\$ 335,598	\$ (1,560)	-0.46%
SOCIAL SERVICES:	Dept 0710											
1001-10-15109-0710-150005	SOC SVC SALARY PT	\$ 69,769	\$ 34,320	\$ 73,730	\$ 75,351	\$ -	\$ -	\$ -	\$ -	\$ 75,351	\$ 1,621	2.20%
1001-10-15109-0710-151820	SOC SVC RELIEF	\$ 822	\$ -	\$ 2,000	\$ 2,000	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 1,000	\$ (1,000)	-50.00%
1001-10-15109-0710-153385	SOC SVC OFFICE EXPENSE	\$ 1,060	\$ 199	\$ 1,230	\$ 2,250	\$ (1,000)	\$ -	\$ -	\$ (1,000)	\$ 1,250	\$ 20	1.63%
1001-10-15109-0710-153390	SOC SVC OPERATING EXPENSE	\$ 1,124	\$ 72	\$ 1,600	\$ 1,800	\$ (200)	\$ -	\$ -	\$ (200)	\$ 1,600	\$ -	0.00%
1001-10-15109-0710-153485	SOC SVC R & M EQUIPMENT	\$ 827	\$ 1,828	\$ 3,192	\$ 3,923	\$ (300)	\$ -	\$ -	\$ (300)	\$ 3,623	\$ 431	13.49%
1001-10-15109-0710-153563	SOC SVC ELECTRIC	\$ 3,846	\$ 1,885	\$ 5,047	\$ 5,777	\$ (777)	\$ -	\$ -	\$ (777)	\$ 5,000	\$ (47)	-0.93%
1001-10-15109-0710-153564	SOC SVC HEAT	\$ 2,782	\$ 1,531	\$ 4,080	\$ 4,210	\$ -	\$ (919)	\$ -	\$ (919)	\$ 3,291	\$ (789)	-19.34%
1001-10-15109-0710-153565	SOC SVC UTILITIES OTHER	\$ 2,027	\$ 1,173	\$ 2,491	\$ 2,870	\$ -	\$ -	\$ -	\$ -	\$ 2,870	\$ 379	15.21%
	TOTAL SOCIAL SERVICES	\$ 82,256	\$ 41,007	\$ 93,370	\$ 98,181	\$ (3,277)	\$ (919)	\$ -	\$ (4,196)	\$ 93,985	\$ 615	0.66%
	TOTAL HEALTH & WELFARE	\$ 315,832	\$ 152,357	\$ 430,528	\$ 434,225	\$ (3,677)	\$ (965)	\$ -	\$ (4,642)	\$ 429,583	\$ (945)	-0.22%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

LIBRARY, PARKS & RECREATION

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR 2021-2022	FISCAL YEAR 2022-2023	FISCAL YEAR 2022-2023	FISCAL YEAR 2023-2024					APPROVED ANNUAL TOWN BUDGET	BUDGET CHANGE FROM	
					SUBMITTED BY DEPTS	ADJUSTMENTS					2022-23 TO 2023-24	
DEPTS 0800 - 0810	\$ -	REVISED		FIRST		TOWN	BOARD	TOTAL	\$ CHG	% CHG		
CULTURE & RECREATION	Dept 0800	ACTUAL	\$ -	BUDGET		SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS			
LIBRARY:												
1001-10-15111-0800-150001	LIBRARY SALARY ADMIN	\$ 61,500	\$ 40,196	\$ 83,000	\$ 83,000	\$ -	\$ -	\$ -	\$ -	\$ 83,000	\$ -	0.00%
1001-10-15111-0800-150003	LIBRARY SALARY OTHER	\$ 271,538	\$ 137,586	\$ 323,746	\$ 320,380	\$ -	\$ -	\$ -	\$ -	\$ 320,380	\$ (3,366)	-1.04%
1001-10-15111-0800-150005	LIBRARY SALARY PT	\$ 233,465	\$ 108,231	\$ 250,531	\$ 251,199	\$ -	\$ -	\$ -	\$ -	\$ 251,199	\$ 669	0.27%
1001-10-15111-0800-151850	LIBRARY BOOKS	\$ 44,182	\$ 15,246	\$ 46,456	\$ 45,133	\$ -	\$ -	\$ -	\$ -	\$ 45,133	\$ (1,323)	-2.85%
1001-10-15111-0800-151855	LIBRART BIBLIOMATION	\$ 46,370	\$ 46,711	\$ 47,088	\$ 48,419	\$ -	\$ -	\$ -	\$ -	\$ 48,419	\$ 1,331	2.83%
1001-10-15111-0800-151860	LIBRARY MATERIALS	\$ 31,567	\$ 20,893	\$ 32,384	\$ 34,553	\$ -	\$ -	\$ -	\$ -	\$ 34,553	\$ 2,169	6.70%
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	\$ 8,487	\$ 4,229	\$ 9,558	\$ 9,520	\$ (332)	\$ -	\$ -	\$ (332)	\$ 9,188	\$ (370)	-3.87%
1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT	\$ 28,748	\$ 11,023	\$ 29,572	\$ 41,707	\$ (9,473)	\$ -	\$ -	\$ (9,473)	\$ 32,234	\$ 2,662	9.00%
1001-10-15111-0800-153563	LIBRARY ELECTRIC	\$ 54,832	\$ 28,230	\$ 73,709	\$ 71,281	\$ -	\$ -	\$ -	\$ -	\$ 71,281	\$ (2,428)	-3.29%
1001-10-15111-0800-153564	LIBRARY HEAT	\$ 18,367	\$ 4,998	\$ 16,041	\$ 23,878	\$ -	\$ -	\$ -	\$ -	\$ 23,878	\$ 7,837	48.86%
1001-10-15111-0800-153565	LIBRARY UTILITIES OTHER	\$ 3,805	\$ 1,563	\$ 4,297	\$ 4,300	\$ -	\$ -	\$ -	\$ -	\$ 4,300	\$ 3	0.07%
	TOTAL LIBRARY	\$ 802,862	\$ 418,906	\$ 916,382	\$ 933,370	\$ (9,805)	\$ -	\$ -	\$ (9,805)	\$ 923,565	\$ 7,183	0.78%
PARKS & RECREATION:	Dept 0810											
1001-10-15111-0810-150001	P & R SALARY ADMIN	\$ 75,005	\$ 39,048	\$ 83,100	\$ 83,100	\$ -	\$ -	\$ -	\$ -	\$ 83,100	\$ -	0.00%
1001-10-15111-0810-150003	P & R SALARY OTHER	\$ 376,164	\$ 179,843	\$ 449,820	\$ 147,621	\$ -	\$ -	\$ -	\$ -	\$ 147,621	\$ (302,199)	-67.18%
1001-10-15111-0810-150005	P & R SALARY PT	\$ 212,713	\$ 152,429	\$ 238,711	\$ 170,711	\$ -	\$ -	\$ -	\$ -	\$ 170,711	\$ (68,000)	-28.49%
1001-10-15111-0810-150015	P & R OVERTIME	\$ 16,082	\$ 10,543	\$ 12,267	\$ 2,952	\$ -	\$ -	\$ -	\$ -	\$ 2,952	\$ (9,315)	-75.93%
1001-10-15111-0810-151910	P & R VENDOR	\$ 2,658	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	0.00%
1001-10-15111-0810-151920	P & R PARK IMPROVMENTS	\$ 11,021	\$ 5,356	\$ 13,479	\$ 33,642	\$ (21,275)	\$ -	\$ -	\$ (21,275)	\$ 12,367	\$ (1,112)	-8.25%
1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	\$ 72,215	\$ 28,734	\$ 78,343	\$ 81,000	\$ (34,000)	\$ -	\$ -	\$ (34,000)	\$ 47,000	\$ (31,343)	-40.01%
1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	\$ 20,507	\$ 3,702	\$ 18,000	\$ 22,884	\$ (22,884)	\$ -	\$ -	\$ (22,884)	\$ -	\$ (18,000)	-100.00%
1001-10-15111-0810-153385	P & R OFFICE EXPENSE	\$ 6,701	\$ 1,561	\$ 7,600	\$ 7,900	\$ (1,450)	\$ -	\$ -	\$ (1,450)	\$ 6,450	\$ (1,150)	-15.13%
1001-10-15111-0810-153390	P & R OPERATING EXPENSE	\$ 9,113	\$ 6,863	\$ 10,780	\$ 11,200	\$ (3,200)	\$ -	\$ -	\$ (3,200)	\$ 8,000	\$ (2,780)	-25.79%
1001-10-15111-0810-153563	P & R ELECTRIC	\$ 36,339	\$ 17,155	\$ 44,315	\$ 50,123	\$ (2,882)	\$ -	\$ -	\$ (2,882)	\$ 47,241	\$ 2,926	6.60%
1001-10-15111-0810-153564	P & R HEAT	\$ 11,942	\$ 8,288	\$ 12,421	\$ 19,619	\$ -	\$ (4,281)	\$ -	\$ (4,281)	\$ 15,338	\$ 2,917	23.48%
1001-10-15111-0810-153565	P & R UTILITIES OTHER	\$ 15,892	\$ 11,074	\$ 19,160	\$ 22,299	\$ -	\$ -	\$ -	\$ -	\$ 22,299	\$ 3,139	16.38%
1001-10-15111-0810-153579	P & R VEHICLE FUEL	\$ 12,862	\$ 5,863	\$ 17,915	\$ 21,542	\$ (20,186)	\$ (52)	\$ -	\$ (20,238)	\$ 1,304	\$ (16,611)	-92.72%
1001-10-15111-0810-153580	P & R VEHICLE EXPENSE	\$ 10,417	\$ 3,438	\$ 15,500	\$ 18,500	\$ (15,360)	\$ -	\$ -	\$ (15,360)	\$ 3,140	\$ (12,360)	-79.74%
	TOTAL PARKS AND RECREATION	\$ 889,632	\$ 473,899	\$ 1,024,911	\$ 696,593	\$ (121,237)	\$ (4,333)	\$ -	\$ (125,570)	\$ 571,023	\$ (453,888)	-44.29%
	TOTAL CULTURE & RECREATION	\$ 1,692,494	\$ 892,805	\$ 1,941,293	\$ 1,629,963	\$ (131,042)	\$ (4,333)	\$ -	\$ (135,375)	\$ 1,494,588	\$ (446,705)	-23.01%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BOARD OF EDUCATION

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET		
		2021-2022	2022-2023	2022-2023	SUBMITTED BY DEPTS	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM	
			\$ -	REVISED		FIRST	TOWN	BOARD	TOTAL			2022-23 TO 2023-24
		ACTUAL	\$ -	BUDGET		SELECTMAN	COUNCIL	OF FINANCE	ADJUSTMENTS		\$ CHG	% CHG
BOARD OF EDUCATION	Dept 0900											
1001-10-15113-0900-151970	MONROE PUBLIC SCHOOLS	\$ 60,595,068	\$ 28,684,040	\$ 64,582,666	\$ 68,158,424	\$ (475,000)	\$ -	\$ -	\$ (475,000)	\$ 67,683,424	\$ 3,100,758	4.80%
	TOTAL EDUCATION	\$ 60,595,068	\$ 28,684,040	\$ 64,582,666	\$ 68,158,424	\$ (475,000)	\$ -	\$ -	\$ (475,000)	\$ 67,683,424	\$ 3,100,758	4.80%

[The complete 2023-24 Board of Education Budget](#)
[Is located on the Monroe Public Schools website.](#)
[Click here to be directed to the BOE Budgets.](#)

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

DEBT SERVICE AND OTHER APPROPRIATIONS

ACCOUNT	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR 2023-2024					BUDGET				
		2021-2022	2022-2023	2022-2023	ADJUSTMENTS				APPROVED ANNUAL TOWN BUDGET	CHANGE FROM				
		ACTUAL	\$ -	REVISED BUDGET	SUBMITTED BY DEPTS	FIRST SELECTMAN	TOWN COUNCIL	BOARD OF FINANCE		TOTAL ADJUSTMENTS	2022-23 TO 2023-24	\$ CHG	% CHG	
DEBT SERVICE														
	Dept 0950													
1001-10-15115-0950-152000	DEBT SVC BOND REDEMPTION	\$ 4,975,000	\$ 1,735,000	\$ 5,000,000	\$ 5,060,000	\$ -	\$ -	\$ -	\$ -	\$ 5,060,000	\$ 60,000	1.20%		
1001-10-15115-0950-152001	DEBT SVC NEW DEBT	\$ -	\$ -	\$ 200,000	\$ 116,875	\$ -	\$ -	\$ -	\$ -	\$ 116,875	\$ (83,125)	-41.56%		
1001-10-15115-0950-152005	DEBT SVC BOND PREMIUM	\$ (422,272)	\$ -	\$ (652,642)	\$ (345,884)	\$ -	\$ -	\$ -	\$ -	\$ (345,884)	\$ 306,758	-47.00%		
1001-10-15115-0950-152010	DEBT SVC BOND INTEREST	\$ 1,160,776	\$ 566,000	\$ 1,078,450	\$ 855,075	\$ -	\$ -	\$ -	\$ -	\$ 855,075	\$ (223,375)	-20.71%		
1001-10-15115-0950-152015	DEBT SVC LEASE PAYMENTS	\$ 16,196	\$ 8,159	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ -	0.00%		
	TOTAL DEBT SERVICE	\$ 5,729,699	\$ 2,309,159	\$ 5,643,808	\$ 5,704,066	\$ -	\$ -	\$ -	\$ -	\$ 5,704,066	\$ 60,258	1.07%		
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)	\$ -	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ -	0.00%		
1001-10-15125-0999-152210	REVALUATION CAPITAL EXP	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	0.00%		
1001-10-15125-0999-152215	POLICE HEART & HYPERTENSION	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0.00%		
1001-10-15125-0999-152217	MONROE BICENTENIAL	\$ 5,000	\$ 5,000	\$ 5,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 30,000	600.00%		
1001-10-15125-0999-152218	MUNICIPAL IT PLAN	\$ 10,000	\$ 15,000	\$ 15,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 15,000	100.00%		
1001-10-15125-0999-152219	CAPITAL RESERVE	\$ 150,000	\$ 278,254	\$ 278,254	\$ 244,368	\$ -	\$ -	\$ -	\$ -	\$ 244,368	\$ (33,886)	-12.18%		
1001-10-15125-0999-152224	LEGAL APPROPRIATION	\$ 112,815	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	0.00%		
1001-10-15125-0999-152221	SPECIAL EDUCATION FUND	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%		
1001-10-15125-0999-152222	EMERGENCY DISASTER RELIEF FUND	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%		
1001-10-15125-0999-152223	BOARD OF EDUCATION SETTLEMENT-BRIDGEPORT BOE	\$ 97,000	\$ 48,500	\$ 48,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (48,500)	-100.00%		
1001-10-15125-0999-152225	PROJECT SCOPE & DESIGN DEVELOPMENT RESERVE	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (250,000)	-100.00%		
	TOTAL APPROPRIATIONS	\$ 1,544,815	\$ 784,254	\$ 784,254	\$ 496,868	\$ -	\$ -	\$ -	\$ -	\$ 496,868	\$ (287,386)	-36.64%		
	TOTAL OTHER APPROPRIATIONS	\$ 1,544,815	\$ 784,254	\$ 784,254	\$ 496,868	\$ -	\$ -	\$ -	\$ -	\$ 496,868	\$ (287,386)	-36.64%		
TOTAL EXPENDITURES:		\$ 90,391,178	\$ 42,929,263	\$ 96,723,147	\$ 101,364,456	\$ (1,499,343)	\$ (78,220)	\$ (39,913)	\$ (1,617,476)	\$ 99,746,980	\$ 3,023,833	3.13%		



DEPARTMENT DETAIL

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

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		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0005	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0005-150001	FIRST SELECTMAN SALARY ADMIN	90,998	51,749	103,895	103,895	-	-	-	103,895	-	0.00%
1001-10-15101-0005-150003	FIRST SELECTMAN SALARY OTHER	56,100	30,355	108,000	108,000	-	-	-	108,000	-	0.00%
1001-10-15101-0005-150005	FIRST SELECTMAN SALARY PT	18,937	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0005-153385	FIRST SELECTMAN OFFICE EXP	4,262	1,531	4,300	4,200	-	-	-	4,200	(100)	-2.33%
1001-10-15101-0005-153579	FIRST SELECTMAN VEHICLE FUEL	805	444	900	1,050	-	(65)	-	985	85	9.44%
1001-10-15101-0005-153580	FIRST SELECTMAN VEHICLE EXP	-	-	250	250	-	-	-	250	-	0.00%
TOTAL FIRST SELCTMAN:		171,102	84,079	217,345	217,395	-	(65)	-	217,330	(15)	-0.01%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - OFFICE OF THE FIRST SELECTMAN

		<u>Budget</u>	<u>Budget</u>
		<u>22-23</u>	<u>23-24</u>
Dept 0005			
1001-10-15101-0005-150001	First Selectman	103,895	103,895
	Total Admin:	103,895	103,895
1001-10-15101-0005-150003	Administrative Assistant	60,000	60,000
	Longevity	-	-
	Office & Communications Assistant	48,000	48,000
	Longevity	-	-
	Total Other:	108,000	108,000
1001-10-15101-0005-150005	PT-Office and Communication Assistant	-	-
	Paid Time Off Coverage	-	-
	Leap Day Wages	-	-
	Total Part Time:	-	-
Total First Selectman:		211,895	211,895
Headcount-FT		3	3
Headcount-PT		-	-

<u>SALARY SUMMARY</u>	<u>22-23</u>	<u>23-24</u>
FIRST SELECTMAN SALARY ADMIN	103,895	103,895
FIRST SELECTMAN SALARY OTHER	108,000	108,000
FIRST SELECTMAN SALARY PT	-	-
	211,895	211,895

BUDGET - OFFICE OF THE FIRST SELECTMAN

EXPENDITURES	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>	
1001-10-15101-0005-153385 FIRST SELECTMAN OFFICE EXP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Office supplies	1,900	1,800				1,800	
Supplies for public recognition (plaques, certificates,proclamations)	600	600				600	
Meeting registrations and expenses	800	800				800	
Postage	300	300				300	
Legal notices	300	300				300	
Toner Cartridges	400	400				400	
	4,300	4,200	-	-	-	4,200	
1001-10-15101-0005-153579 FIRST SELECTMAN VEHICLE FUEL	22-23	23-24	23-24	23-24	23-24	23-24	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	900	1,050	-	(65)		985	Current usage at 16% price increase
	900	1,050	-	(65)	-	985	
1001-10-15101-0005-153580 FIRST SELECTMAN VEHICLE EXP	22-23	23-24	23-24	23-24	23-24	23-24	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	250	250				250	
	250	250	-	-	-	250	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

TOWN ATTORNEY

BUDGET - TOWN ATTORNEY		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	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	210,129	97,507	260,000	280,000	-	-	-	280,000	20,000	7.69%	
1001-10-15101-0007-153385	TOWN ATTORNEY OFFICE EXPENSE	2,168	-	500	500	-	-	-	500	-	0.00%	
TOTAL TOWN ATTORNEY:		212,297	97,507	260,500	280,500	-	-	-	280,500	20,000	7.68%	

BUDGET - TOWN ATTORNEY

EXPENDITURES		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0007-150100	GENERAL & SPECIAL COUNSEL, INCLUDING LITIGATION	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		260,000	280,000				280,000	Includes Town Attorney and special council, such as labor, land use, pension and litigation.	
		260,000	280,000	-	-	-	280,000		
1001-10-15101-0007-153385	TOWN ATTORNEY OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
		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 2023-2024

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		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG	
	Dept 0010											
1001-10-15101-0010-150021	TOWN COUNCIL CLERK	2,125	1,250	3,900	3,900	-	-	-	3,900	-	0.00%	
1001-10-15101-0010-153385	TOWN COUNCIL OFFICE EXPENSE	35	2	800	800	-	-	-	800	-	0.00%	
TOTAL TOWN COUNCIL:		2,160	1,252	4,700	4,700	-	-	-	4,700	-	0.00%	

SALARY DETAIL - TOWN COUNCIL

		Budget	Budget
		22-23	23-24
Dept 0010			
1001-10-15101-0010-150021	Town Council Clerk	3,900	3,900
Total Clerk:		3,900	3,900

Salaries Summary:

Total Clerk:	3,900	3,900
Headcount-FT	-	-
Headcount-PT	-	-

BUDGET - TOWN COUNCIL

EXPENDITURES:	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0010-153385 TOWN COUNCIL OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
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		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0020	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0020-150021	BOARD OF FINANCE CLERK	465	-	1,190	1,190	-	-	-	1,190	-	0.00%
1001-10-15101-0020-150200	BOARD OF FINANCE AUDIT EXP	50,000	37,570	54,000	60,000	-	-	-	60,000	6,000	11.11%
1001-10-15101-0020-150205	BOARD OF FINANCE CONTINGENCY	-	-	557,817	317,000	-	-	-	317,000	(240,817)	-43.17%
1001-10-15101-0020-153385	BOARD OF FINANCE OFFICE EXP	200	-	200	300	-	-	-	300	100	50.00%
TOTAL BOARD OF FINANCE		50,665	37,570	613,207	378,490	-	-	-	378,490	(234,717)	-38.28%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - BOARD OF FINANCE

	Dept 0020	Budget	Budget	Hours	Rate	\$ Amount	Hours	Rate	\$ Amount
		22-23	23-24	22-23	22-23	22-23	23-24	23-24	23-24
1001-10-15101-0020-150021	Board of Finance Clerk	1,190	1,190	70	\$ 17.00	\$ 1,190	70	\$ 17.00	\$ 1,190
Total Clerk:		1,190	1,190						

Salaries Summary:

Total Clerk:	1,190	1,190
Headcount-FT	-	-
Headcount-PT	-	-

Paid from Accounts Payable

BUDGET - BOARD OF FINANCE

EXPENDITURES:

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Budget	Explanation
1001-10-15101-0020-150200 BOARD OF FINANCE AUDIT EXP								
Audit Fees-split with Board of Education	54,000	60,000				60,000	60,000	Trend-RFP pending
	54,000	60,000	-	-	-	60,000		
1001-10-15101-0020-150205 BOARD OF FINANCE CONTINGENCY								
Pursuant to Chapter VIII, Section 7(i) of the Town Charter	557,817	317,000				317,000	317,000	
	557,817	317,000	-	-	-	317,000		
1001-10-15101-0020-153385 BOARD OF FINANCE OFFICE EXP								
Budget meeting expenses	200	300				300	300	
	200	300	-	-	-	300		

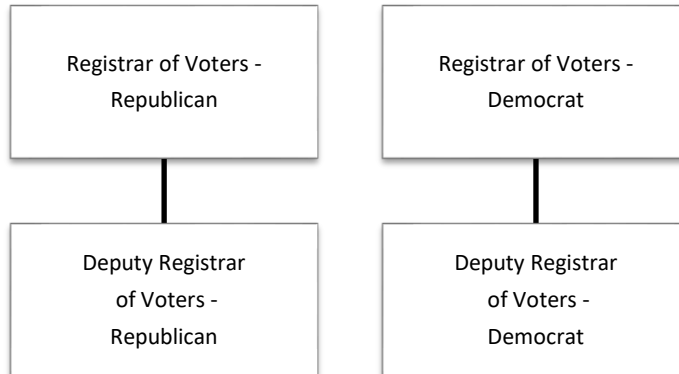
REGISTRAR OF VOTERS

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 from DMV, online, and in-person applications; ensures accuracy of voting records, conducts annual voter canvass, and maintains accurate records for the 13,141 active and 1,157 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 conducts Election Day Registration.
- Responsible for the maintenance, testing and security of the optical scan voting machines, the ballot marking systems for disabled voters (IVS) and all other equipment used in elections.
- 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.
- Represents Monroe at 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



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SIGNIFICANT ACCOMPLISHMENTS

- From July 1st – December 15th, added 826 voters, changed the status of 1,532 voters (including party changes), and removed 1,297 voters from our list.
- Completed annual canvass of voters, including the processing of residents moving in/out of town, inactive voters, the identification and removal of duplicate registrations. This included a thorough review and contact with all registered voters who had not voted in 4+ years.
- Successful recruitment drive resulted in several new Election Officials.
- Significant improvements to training programs:
 - Updated and reorganized in-person training program for Election Officials to provide separate, focused training sessions for each election position (e.g., Moderators and Assistant Registrars, Checkers, Ballots Clerks and Machine Tenders).
 - Improved online training presentations.
 - Trained both new and existing Election Officials for the primaries, state election and budget referendum.
- Conducted primaries, state election and budget referendum. This included implementing emergency procedures to change polling places due to extreme heat affecting our poll workers, equipment and voters in August.
- Continued implementation of operational changes to provide safe and efficient voting during the COVID-19 pandemic:
 - Changed voting procedures and use of Election Officials at the polls.
 - Continued use of Safe Polls Plan that was used during all elections, through use of safety equipment, safety spacing and individual meals for workers.
- Attended monthly virtual training sessions with the Secretary of State and her staff.
- Integrated legislative changes made to elections and election enforcement due to state legislation.
- Continued to improve communication with Election Officials, school officials, and the Town Clerk's Office.
- State certification completed by new Registrar of Voters.

GOALS & OBJECTIVES

- Continue recruitment drive to increase the pool of Election Officials, particularly Moderators.
- Ongoing improvements to Election Official training in repose to post-election Moderator debriefings.
- Improve organization and efficiency of voting opportunities, including election procedural changes.
- Accurate counting and reporting of election and referenda results.
- Continue networking with other Registrar of Voters offices by attending Fairfield County and statewide meetings conducted by the Registrars of Voters Association of Connecticut and the Secretary of State.
- Upgrade aging equipment, especially voting tabulators, pending direction from the state.
- Implement early voting as required by pending legislative changes.
- Conduct research into the efficiency and cost savings of having a central polling location for future (e.g., 2024) budget referendum.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET HIGHLIGHTS

- Increase in ROV Clerk line due to increase in poll worker compensation necessary to meet minimum wage.
- Decrease in ROV Office Expense line due to completion of new Registrar of Voters state certification.
- Increase in ROV R&M line due to increase in cost of voting machine maintenance agreement.
- Increase in ROV Voting Expense line due to increase costs of ballots, additional police security at polls, and state-mandated Moderator recertification.
- Potential increased costs to implement early voting are unknown and incorporated into Board of Finance Contingency.

BUDGET - REGISTRARS OF VOTERS		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0030	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0030-150001	ROV SALARY ADMIN	47,000	23,500	47,000	47,000	-	-	-	\$ 47,000	-	0.00%
1001-10-15101-0030-150003	ROV SALARY OTHER	26,000	13,325	26,650	26,650	-	-	-	\$ 26,650	-	0.00%
1001-10-15101-0030-150021	ROV CLERK	14,450	16,875	29,440	37,000	-	-	-	\$ 37,000	7,560	25.68%
1001-10-15101-0030-153145	ROV EQUIPMENT	500	-	500	500	-	-	-	\$ 500	-	0.00%
1001-10-15101-0030-153385	ROV OFFICE EXPENSE	5,277	1,359	6,000	5,000	-	-	-	\$ 5,000	(1,000)	-16.67%
1001-10-15101-0030-153485	ROV R & M EQUIPMENT	2,700	3,000	2,750	3,250	-	-	-	\$ 3,250	500	18.18%
1001-10-15101-0030-153595	ROV VOTING EXPENSE	7,419	11,517	13,500	17,550	-	-	-	\$ 17,550	4,050	30.00%
TOTAL REGISTRAR OF VOTERS:		103,346	69,576	125,840	136,950	-	-	-	136,950	11,110	8.83%

SALARY DETAIL - REGISTRARS OF VOTERS

		Budget	Budget
		22-23	23-24
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	13,325	13,325
1001-10-15101-0030-150003	Deputy Registrar	13,325	13,325
Total Other:		26,650	26,650
1001-10-15101-0030-150005		-	-
Total Part Time:		-	-
Total Registrar of Voters:		73,650	73,650
Headcount-FT		-	-
Headcount-PT		4	4

SALARY SUMMARY	22-23	23-24
ROV SALARY ADMIN	47,000	47,000
ROV SALARY OTHER	26,650	26,650
ROV SALARIES PT	-	-
	73,650	73,650

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - REGISTRARS OF VOTERS

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0030-150021	ROV CLERK	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Primary Election-Presidential 4/2024	8,610	11,000				11,000	Raising poll worker pay to minimum wage
	Gubernatorial Election	9,710					-	
	Referendum-budgeting for 2 votes	11,120	16,000				16,000	Raising poll worker pay to minimum wage
	Municipial Election	-	10,000				10,000	
		-					-	
		29,440	37,000	-	-	-	37,000	
1001-10-15101-0030-153145	ROV EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Replace ROV equipment	500	500				500	
		-					-	
		500	500	-	-	-	500	
1001-10-15101-0030-153385	ROV OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Professional dues, conferences, postage for voter registration and annual canvass, office supplies, toner cartridges, NCOA subscription, and recruitment campaign for election workers.	5,000	5,000				5,000	
	Certification of new Registrar of Voters	1,000					-	Completed
		-					-	
		6,000	5,000	-	-	-	5,000	
1001-10-15101-0030-153485	ROV R & M EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Yearly maintenance agreement for voting machines	2,750	3,250				3,250	Increase in maintenance cost
		-					-	
		2,750	3,250	-	-	-	3,250	
1001-10-15101-0030-153595	ROV VOTING EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Printing ballots, coding for Acu-vote cards & IVS machines, voting booths, signage, poll worker meals, police security at polls and mandatory advertising of elections and registration procedures.	13,500	16,050				16,050	Increase in ballot cost & police security at polls
	Mandatory Moderator certification & recertification classes		1,500				1,500	State mandated every 4 years
		-					-	
		13,500	17,550	-	-	-	17,550	

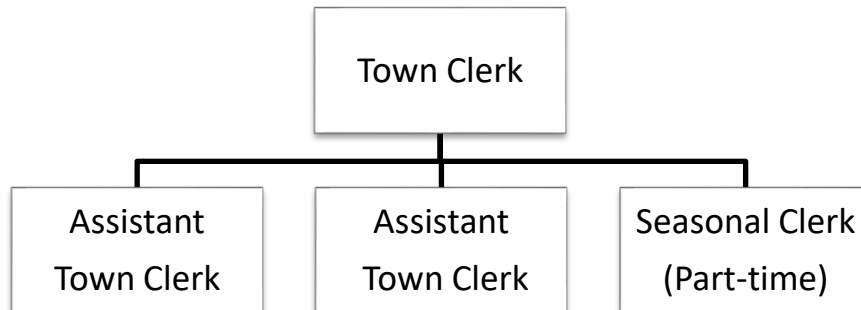
OFFICE OF THE TOWN CLERK

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 2023-2024

PERFORMANCE METRICS

	<u>FY 19</u>	<u>FY 20</u>	<u>FY21</u>	<u>FY22</u>
Land Records	3,173	3,483	4,985	4,113
Dog Licenses	2,178	1,385	2,663	2,079
Marriage Licenses	183	116	91	203
Birth Records-copies of vitals	174	131	202	217
Death Records-copies of vitals	192	317	341	351
Marriage Records-copies of vitals	268	168	150	295

	<u>2016</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Absentee Ballots Issued					
Municipal/State Elections		157		300	702
Municipal/State Primary					55
Special Election				916	
Presidential Primary	42		1,567		
Presidential Election	584		4,082		

SIGNIFICANT ACCOMPLISHMENTS

- Implemented ability to accept credit/debit card payments.
- Successfully held increased volume of absentee voting for 2022 State Primary and Election.
- Implemented State Department of Health Vitals Program (training and launch).
- Continued to consolidate land records to larger volumes.

GOALS & OBJECTIVES

- Implementation of online dog license renewals.
- Apply for historic preservation grant to continue preservation projects.
- Monitor and manage the Town’s eCode program to ensure it is current.
- Focus on Veteran’s Affairs as liaison to the Department of Veteran’s Affairs.

BUDGET HIGHLIGHTS

- Salary line increases per union contract and minimum wage increase.
- Revenue projections lowered based upon current trend.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - OFFICE OF THE TOWN CLERK		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0040										
1001-10-15101-0040-150001	TOWN CLERK SALARY ADMIN	61,108	36,804	74,005	74,005	-	-	-	74,005	-	0.00%
1001-10-15101-0040-150003	TOWN CLERK SALARY OTHER	82,334	41,453	85,755	89,322	-	-	-	89,322	3,567	4.16%
1001-10-15101-0040-150005	TOWN CLERK SALARIES PT	1,800	409	3,948	4,200	-	-	-	4,200	252	6.38%
1001-10-15101-0040-150300	TOWN CLERK LAND RECORDS	30,245	1,010	25,200	25,200	(2,420)	-	-	22,780	(2,420)	-9.60%
1001-10-15101-0040-150305	TOWN CLERK VITAL STATISTICS	193	296	500	500	-	-	-	500	-	0.00%
1001-10-15101-0040-153385	TOWN CLERK OFFICE EXPENSE	4,741	2,312	3,900	3,900	-	-	-	3,900	-	0.00%
1001-10-15101-0040-153440	TOWN CLERK PRINTING	1,437	1,195	2,000	2,000	-	-	-	2,000	-	0.00%
1001-10-15101-0040-153595	TOWN CLERK VOTING EXPENSE	1,644	-	4,500	4,500	(2,000)	-	-	2,500	(2,000)	-44.44%
	TOTAL TOWN CLERK:	183,502	83,479	199,808	203,627	(4,420)	-	-	199,207	(601)	-0.30%

BUDGET - OFFICE OF THE TOWN CLERK		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
REVENUES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0040										
1001-10-14003-140100	CANINE LICENSES REVENUE	370	295	500	500	-	-	-	500	-	0.00%
1001-10-14003-140185	TOWN CLERK'S FEES REVENUE	755,004	292,338	600,000	600,000	(50,000)	-	-	550,000	(50,000)	-8.33%
	TOTAL TOWN CLERK:	755,374	292,633	600,500	600,500	(50,000)	-	-	550,500	(50,000)	-8.33%

SALARY DETAIL - OFFICE OF THE TOWN CLERK

		Budget	Budget
		22-23	23-24
	Dept 0040		
1001-10-15101-0040-150001	Town Clerk-Administration	74,005	74,005
	Total Admin:	74,005	74,005
1001-10-15101-0040-150003	Assistant Town Clerk II	46,434	47,479
	Longevity	100	100
	Assistant Town Clerk I	39,221	41,743
	Longevity	-	-
	Total Other:	85,755	89,322
1001-10-15101-0040-150005	Seasonal PT	3,948	4,200
	Total PT:	3,948	4,200
	Total Town Clerk:	\$ 163,708	\$ 167,527

Headcount-FT	3	3
Headcount-PT	1	1

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
<u>22-23</u>	<u>22-23</u>	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>
280	\$ 14.10	\$ 3,948	280	\$ 15.00	\$ 4,200

Minimum Wage Rate

SALARY SUMMARY	22-23	23-24
TOWN CLERK SALARY ADMIN	74,005	74,005
TOWN CLERK SALARY OTHER	85,755	89,322
TOWN CLERK SALARIES PT	3,948	4,200
\$	163,708	167,527

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - OFFICE OF THE TOWN CLERK

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-15101-0040-150300	TOWN CLERK LAND RECORDS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Special acid free paper and binders	1,000	1,000				1,000	Secretary of the State Requirement
	Land records management	24,200	24,200	(2,420)			21,780	indexing and backing up land records-reduction in volume
		25,200	25,200	(2,420)	-	-	22,780	
1001-10-15101-0040-150305	TOWN CLERK VITAL STATISTICS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Binders	300	300				300	Special Binders for Vitals to be stored in Vault
	Special acid free paper for Vitals (Marriage & Birth)	200	200				200	Requirement for longevity
		500	500	-	-	-	500	
1001-10-15101-0040-153385	TOWN CLERK OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	General Office Supplies, postage, dues, meetings & legal notices	2,000	2,000				2,000	
	eCode360 yearly maintenance fee	1,200	1,200				1,200	
	Toner Cartridges	700	700				700	
		3,900	3,900	-	-	-	3,900	
1001-10-15101-0040-153440	TOWN CLERK PRINTING	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Updating and adding new town code/ordinances	2,000	2,000				2,000	
		2,000	2,000	-	-	-	2,000	
1001-10-15101-0040-153595	TOWN CLERK VOTING EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Budget Postcard & Referendum/Town Meetings/Primary/	4,500	4,500	(2,000)			2,500	Return to Non-Presidential rate
		4,500	4,500	(2,000)	-	-	2,500	
BUDGET - OFFICE OF THE TOWN CLERK								
REVENUE:		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-14003-0000-140100	CANINE LICENSES REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Dog licenses	500	500				500	
		500	500	-	-	-	500	
1001-10-14003-0000-140185	TOWN CLERK'S FEES REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Land records, maps and indexing	600,000	600,000	(50,000)			550,000	
		600,000	600,000	(50,000)	-	-	550,000	

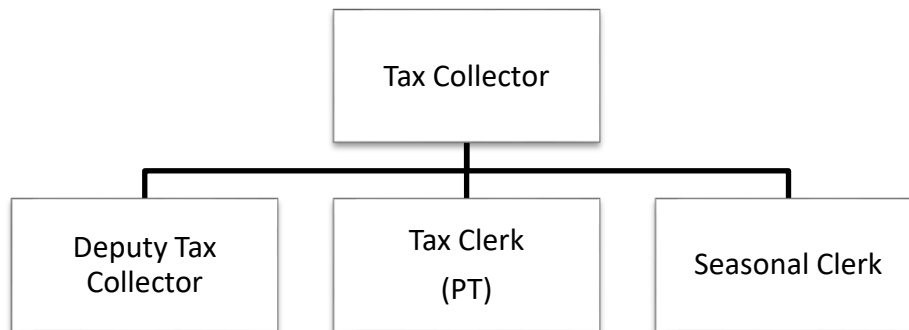
OFFICE OF THE TAX COLLECTOR

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 2023-2024

PERFORMANCE METRICS

	FY18	FY19	FY20	FY21	FY22
Collection Rate	98.95%	99.07%	98.80%	99.03%	99.05%

SIGNIFICANT ACCOMPLISHMENTS

- Exceeded revenue target as set by Board of Finance.

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS

- Part Time Salary line net decrease due to staffing changes.
- Increases in postage, vendor, and supply costs.

BUDGET - OFFICE OF THE TAX COLLECTOR		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0050	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0050-150001	TAX COLL SALARY ADMIN	60,000	36,250	72,897	72,897	-	-	-	72,897	-	0.00%
1001-10-15101-0050-150003	TAX COLL SALARY OTHER	62,543	32,174	63,940	63,940	-	-	-	63,940	0	0.00%
1001-10-15101-0050-150005	TAX COLL SALARIES PT	28,924	9,199	33,465	26,163	-	-	-	26,163	(7,302)	-21.82%
1001-10-15101-0050-153385	TAX COLLECTOR OFFICE EXP	36,003	9,273	37,454	40,270	-	-	-	40,270	2,816	7.52%
TOTAL TAX COLLECTOR:		187,470	86,895	207,756	203,270	-	-	-	203,270	(4,486)	-2.16%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - OFFICE OF THE TAX COLLECTOR

		Budget <u>22-23</u>	Budget <u>23-24</u>				Hours/yr <u>22-23</u>	Hrly Rate <u>22-23</u>	\$ Amount <u>22-23</u>	Hours/yr <u>23-24</u>	Hrly Rate <u>23-24</u>	\$ Amount <u>23-24</u>
Dept 0050												
1001-10-15101-0050-150001	Tax Collector-Administration	72,897	72,897									
	Total Admin:	72,897	72,897									
1001-10-15101-0050-150003	Certified Municipal Collector	63,490	63,490									
	Tax Collector Assistant	-	-									
	Longevity	450	450									
	Overtime	-	-									
	Total Other:	63,940	63,940									
1001-10-15101-0050-150005	Seasonal Coverage	10,040	6,800	New hire	402	\$ 25.00	\$ 10,040	400	\$ 17.00	\$ 6,800		
1001-10-15101-0050-150005	Part Time Salary	21,082	17,238	New hire	1,240	\$ 17.00	\$ 21,082	1,014	\$ 17.00	\$ 17,238		
							\$ 21,082			\$ 17,238		
	Paid Time Off Coverage	2,344	2,125		125	\$ 18.25	\$ 2,281	125	\$ 17.00	\$ 2,125		
	Total Part Time:	33,465	26,163									
	Total Tax Collector:	170,302	163,000									
	Headcount-FT	2	2									
	Headcount-PT	1	1									
SALARY SUMMARY		<u>22-23</u>	<u>23-24</u>									
	TAX COLL SALARY ADMIN	72,897	72,897									
	TAX COLL SALARY OTHER	63,940	63,940									
	TAX COLL SALARIES PT	33,465	26,163									
		170,302	163,000									

BUDGET - OFFICE OF THE TAX COLLECTOR

EXPENDITURES:

	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
1001-10-15101-0050-153385 TAX COLLECTOR OFFICE EXP							
Postage and mailing services	11,646	13,062				13,062	postage rate increase and mailing cost per quotes
Tax Bills,(Forms and Printing, Park stickers and envelopes)	14,915	15,225				15,225	increases per quotes
Online Services (LexisNexis and Pacer)	2,068	2,068				2,068	
Legal notice and inserts	3,700	3,700				3,700	
Rate Book printing	1,575	2,205				2,205	increase per quotes
Supplies	1,000	1,000				1,000	
Memberships and Schools	2,000	2,460				2,460	increases training cost under estimated FY23
Mileage	300	300				300	
Toner Cartridges	250	250				250	
	37,454	40,270	-	-	-	40,270	

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		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0060										
1001-10-15101-0060-150001	TREASURY SALARY ADMIN	11,056	6,163	12,365	12,365	-	-	-	12,365	-	0.00%
TOTAL TREASURER		11,056	6,163	12,365	12,365	-	-	-	12,365	-	0.00%

SALARY DETAIL - TOWN TREASURER

		Dept 0060	Budget 22-23	Budget 23-24
1001-10-15101-0060-150001	Treasury Salary Admin		12,365	12,365
Total Admin:			12,365	12,365

<u>SALARY SUMMARY</u>		
	Total Treasurer:	12,365
Headcount-FT		-
Headcount-PT		1

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

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		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0070	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0070-150405	B&C BOARD OF ASSESS APPEALS	624	160	800	800	-	-	-	800	-	0.00%
1001-10-15101-0070-150410	B&C CONSERVATION COMMISSION	600	-	520	520	-	-	-	520	-	0.00%
1001-10-15101-0070-150411	B&C EDC	-	-	250	250	-	-	-	250	-	0.00%
1001-10-15101-0070-150420	B&C FARMER'S MARKET	400	200	400	400	-	-	-	400	-	0.00%
1001-10-15101-0070-150425	B&C HISTORIC DISTRICT	413	37	400	400	-	-	-	400	-	0.00%
1001-10-15101-0070-150430	B&C INLAND/WETLAND COMM	1,145	326	2,000	2,000	(1,000)	-	-	1,000	(1,000)	-50.00%
1001-10-15101-0070-150434	B&C PENSION COMMITTEE	113	-	300	300	-	-	-	300	-	0.00%
1001-10-15101-0070-150435	B&C PLANNING & ZONING	2,021	259	2,500	2,500	(1,250)	-	-	1,250	(1,250)	-50.00%
1001-10-15101-0070-150440	B&C ZONING BOARD OF APPEALS	1,374	11	500	500	(250)	-	-	250	(250)	-50.00%
1001-10-15101-0070-150442	B&C YOUTH COMMISSION	-	-	1,500	1,500	-	-	-	1,500	-	0.00%
TOTAL BOARDS AND COMMISSIONS		6,690	993	9,170	9,170	(2,500)	-	-	6,670	(2,500)	-27.26%

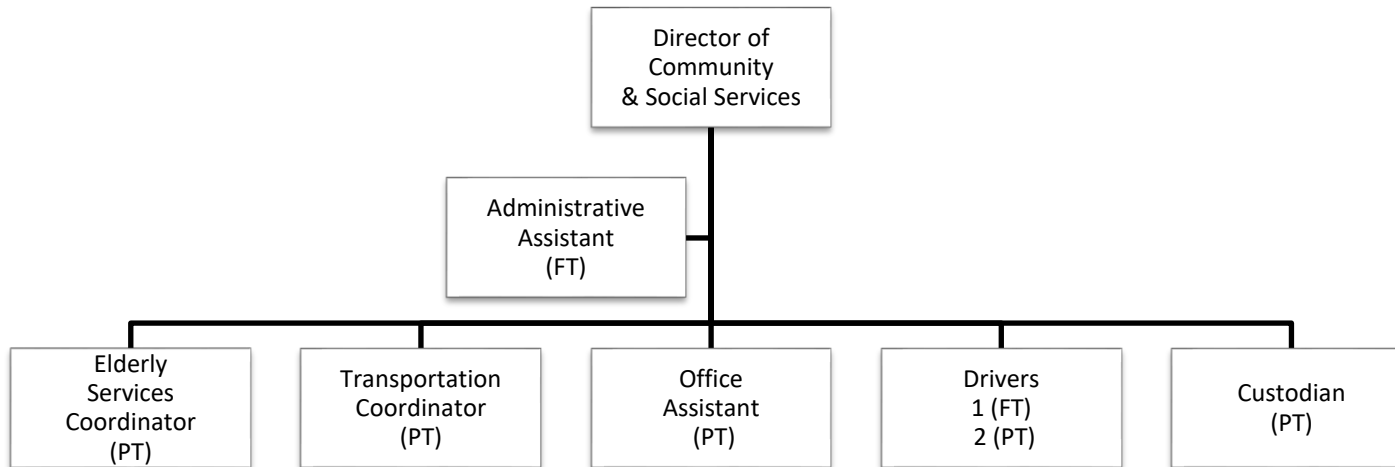
COMMUNITY & SOCIAL SERVICES - SENIOR CENTER

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 for adults, age 55 and older.
- Elderly Services offers a single point of entry for access to programs and services that support our seniors, their family and the community.
- Offer a non-medical, curb-to-curb transportation service for residents who are members age 60 and over or disabled.
- Conduct outreach to those in the community who are homebound.

ORGANIZATION CHART



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
2020-2021*	2,177	517
2021-2022	4,939	582

Transportation Services:

<u>Service</u>	<u># Contacts</u>			<u>Description</u>
	<u>2020*</u>	<u>2021*</u>	<u>2022</u>	
Transportation Service	1,465	1,859	2,690	Curb-to-Curb rides to medical appointments, grocery shopping, employment

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

Senior Services - Information, Referrals & Assistance:

Service	# Contacts			Description
	2020*	2021*	2022	
Energy	94	221	282	Federal & state funding, Operation Fuel, Project Warmth, utility hardship, below budget & new start
Nutrition	317	72	175	Snap – Meals on Wheels, Food Pantry & Farmer’s Market coupons
Medicare Savings Plan	22	57	103	Low income subsidy & applications
Medicaid	21	15	3	Claims & applications
Insurance	102	282	268	Information, special needs plan, Medicare Advantage Plan, Medigap, part D plans - & claims
Housing	5	27	43	Low income, skilled nursing & assisted living
Financial	14	25	125	Senior tax credit, renter’s rebate, bill assistance, social security
Legal	20	31	52	Conservator/power of attorney, protective services, attorney, wills/trusts
In Home Services	314	190	165	Non-medical, medical, CT Home Care, respite, lifeline, personal alarm, 911 cell phone, CodeRED sign up, & wellbeing check
Transportation Info	8	23	40	Monroe senior, Bridgeport transit, private & volunteer
Adult Day Care	0	0	2	Information & referral
Veteran	6	2	6	Benefits & services
Evacuation List	0	7	1	Monroe residents who would need assistance in an emergency or evacuation event
Support	91	135	268	Case management/education
Totals	1,014	1,087	1,533	

* Programming suspended or limited during this period due to COVID-19 Pandemic.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SIGNIFICANT ACCOMPLISHMENTS

- Wilton Café to be utilized for new, Congregate Meal Program which began in January 2023.
- Special needs registry revised with updated forms for residents who may need special assistance in the event of a major emergency.
- Continued collaboration with the Parks & Recreation department to offer indoor & outdoor pickleball.
- Painting project for exterior & interior of the facility and the Sippin Pavilion completed.
- Floor stripping and waxing completed at budgetary savings through collaboration with Monroe Public Schools.
- Senior Dine Program began in June 2022 for those age 60 & over to purchase healthy meals from a select menu for a fixed, discounted price.
- Partnered with the Masuk High School Community & Transitional Students program to sell homemade baked goods and snacks to seniors at discounted prices.
- Safety improvement in moving natural gas shutoff for kitchen stove.
- Continued success in applying for grants through the Southwestern Connecticut Agency on Aging (SWCAA) for programming (recreation, chore service, transportation) and caregiver assistance (information, assistance and education). Grants allow Town to offer various activities at no charge and to increase the number of no-cost caregiver education series to monthly.
- TRIAD program offered a variety of educational programs on senior health, wellness, scam and fraud education, healthy eating, and more.
- Collaborated with the Health Department to offer a health fair including vaccinations, educational sessions, and vendors.
- Transportation service now utilizing newer vehicle retired from Police Department.

GOALS & OBJECTIVES

- Increase efforts to collaborate with local partners and agencies to expand care service solutions for isolated seniors.
- Monitor and evaluate new trends in programming and activities to provide continued evolution of offerings.

BUDGET HIGHLIGHTS

- Increase in Repair & Maintenance line due to vendor cost increases and to allow for various repairs/replacements at the facility.
- Increases in fuel and utilities based upon current usage at significant price increases for gasoline (16%), electricity (30%), propane (36%), and water (13%).

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - SENIOR CENTER		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0070										
1001-10-15101-0080-150001	SR CTR SALARY ADMIN	65,122	35,763	71,575	71,575	-	-	-	71,575	-	0.00%
1001-10-15101-0080-150003	SR CTR SALARY OTHER	77,205	38,671	87,961	88,912	-	-	-	88,912	951	1.08%
1001-10-15101-0080-150005	SR CTR SALARIES PT	48,461	29,154	63,970	64,682	-	-	-	64,682	712	1.11%
1001-10-15101-0080-150500	SR CTR NUTRITION	7,729	3,967	8,300	9,300	(1,000)	-	-	8,300	-	0.00%
1001-10-15101-0080-153385	SR CTR OFFICE EXPENSE	2,020	675	4,050	4,300	(650)	-	-	3,650	(400)	-9.88%
1001-10-15101-0080-153390	SR CTR OPERATING EXPENSE	2,395	1,330	3,150	3,350	(200)	-	-	3,150	-	0.00%
1001-10-15101-0080-153485	SR CTR R&M EQUIPMENT	4,533	9,342	6,518	17,357	(1,000)	-	-	16,357	9,839	150.95%
1001-10-15101-0080-153563	SR CTR ELECTRIC	12,127	5,564	17,931	20,190	(4,426)	-	-	15,764	(2,167)	-12.09%
1001-10-15101-0080-153564	SR CTR HEAT	8,012	3,184	8,400	11,424	-	-	-	11,424	3,024	36.00%
1001-10-15101-0080-153565	SR CTR UTILITIES OTHER	4,901	3,081	5,675	9,115	(2,426)	-	-	6,689	1,014	17.88%
1001-10-15101-0080-153579	SR CTR VEHICLE FUEL	6,629	3,864	12,264	10,156	-	(374)	-	9,782	(2,482)	-20.24%
1001-10-15101-0080-153580	SR CTR VEHICLE EXPENSE	1,482	2,088	2,000	3,000	-	-	-	3,000	1,000	50.00%
TOTAL SR CENTER EXPENDITURES:		240,615	136,683	291,794	313,362	(9,702)	(374)	-	303,286	11,492	3.94%

BUDGET - SENIOR CENTER		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
REVENUES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14007-140720	NUTRITION REVENUE	1,475	1,790	1,500	2,000	-	-	-	2,000	500	33.33%
TOTAL SR CENTER REVENUES:		1,475	1,790	1,500	2,000	-	-	-	2,000	500	33.33%

SALARY DETAIL - SENIOR CENTER

Budget		Budget									
22-23		23-24									
Dept 0070											
1001-10-15101-0080-150001	Sr Center Director-Admin	71,575	71,575								
	Longevity	-	-								
	Total Administration:	71,575	71,575								
1001-10-15101-0080-150003	Administrative Assistant	48,173	47,316	new hire							
	Longevity	100	-								
	Van Driver	39,588	40,479	*union contractual increase /step increase							
	Longevity	100	225								
	Perfect Attendance		892								
	Total Other:	87,962	88,912								
					Hours/yr	Hrly Rate	\$ Amount		Hours/yr	Hrly Rate	\$ Amount
					22-23	22-23	22-23		23-24	23-24	23-24
1001-10-15101-0080-150005	Outreach Worker	27,117	27,727	*union contractual increase							
	Part-Time Van Driver	7,228	7,228		448	\$ 16.13	\$ 7,228		448	\$ 16.13	\$ 7,228
	Custodial Services	14,458	14,560		910	\$ 16.00	\$ 14,560		910	\$ 16.00	\$ 14,560
	Sr Ctr PT Office Assistant	13,520	13,520		832	\$ 16.25	\$ 13,520		832	\$ 16.25	\$ 13,520
	Sr Ctr Paid Time Off Coverage	1,647	1,647	*blended rate o	18	\$ 16.00	\$ 280		18	\$ 16.00	\$ 280
		-	-		\$ 89.06	\$ 15.35	\$ 1,367		89	\$ 15.35	\$ 1,367
	Total Part-Time	63,970	64,682								
					SALARY SUMMARY						
						22-23	23-24				
	Total Senior Center:	223,507	225,169			71,575	71,575				
	Headcount-FT	3	3			87,962	88,912				
	Headcount-PT	4	4			63,970	64,682				
						223,507	225,169				

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - SENIOR CENTER

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0080-150500	SR CTR NUTRITION	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
Coffee & Creamers		2,500	2,500	(500)			2,000			Trend
Kitchen Supplies		800	800				800			
Meals & Special Events		5,000	6,000	(500)			5,500			increase in food costs & program costs
		8,300	9,300	(1,000)	-	-	8,300			
1001-10-15101-0080-153385	SR CTR OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			Explanation
Postage		2,500	2,500	(1,300)			1,200			combine newsletter postage from operating Less mainings and trend
Office Supplies		500	750	(150)			600			Increase in needed supplies/items-trend
Printing		150	150				150			
Toner Cartridges		900	900				900			
Office Furniture			-	800			800			4 replacement chairs for staff
		4,050	4,300	(650)	-	-	3,650			Trend
1001-10-15101-0080-153390	SR CTR OPERATING EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			Explanation
Building & Program Supplies		2,300	2,500	(200)			2,300			
Memberships, Dues & Training		500	500				500			
Employee Mileage		350	350				350			
		3,150	3,350	(200)	-	-	3,150			
1001-10-15101-0080-153485	SR CTR R&M EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			Explanation
Brake Fire		2,000	1,700				1,700			cost from vendor
Edgerton	Heating	1,000	3,000				3,000			increase from multiple issues & repairs
Wind River Septic	septic pumping	450	629				629			cost from vendor
Wind River Grease	Grease pumping	518	629				629			cost from vendor
KKS Associates Inc		1,200	-				-			school did floors
State of CT - Boiler			350				350			
M & K Hearth	Fire Place Service	350	450				450			fire place service
Trans-Clean (Fleetwash)	Hood Inspection		600				600			cost from vendor / missed in past years / FM needs for kitchen approval
Misc repairs		1,000	2,710				2,710			trend based on aging building. Add'l misc repairs detailed below:
Advanced Carpet & Upholserly			800				800			rug cleaning
Javis Lighting			650				650			new pole bases to protect outdoor lamp posts \$49.99 each
Connecticut Precast			3,740				3,740			bumper stops & cub blocks (68 spots) that have been deteriorating to the point many are broken
Malangone Heating & Cooling & Refrigeration Inc.			600				600			maintenance for a commercial refrigerator & freezer
Monroe Electric			500				500			electrical repairs around building including plugs
Office Furniture			1,000	(1,000)			-			4 replacement chairs for staff-moved to office supplies
		6,518	17,357	(1,000)	-	-	16,357			
1001-10-15101-0080-153563	SR CTR ELECTRIC	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			Explanation
Eversource		17,931	20,190	(4,426)			15,764			Current usage at 30% price increase
		17,931	20,190	(4,426)	-	-	15,764			

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0080-153564	SR CTR HEAT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Sippin-Propane	8,400	11,424				11,424	Current usage at 36% price increase
							-	
		8,400	11,424	-	-	-	11,424	
		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0080-153565	SR CTR-UTILITIES OTHER	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Aquarion-Water & Sprinkler Line	3,165	3,576	(576)			3,000	Current usage at 13% price increase
	Aquarion-Fire Line		1,850	(1,850)			-	Current usage at 13% price increase
	Gallagher Pump	400	460				460	quote from vendor
	United Alarm Alarm Monitoring & Inspection Test	660	1,085				1,085	quoted by vendor
	Residential Waste	900	1,230				1,230	increase by vendor
	GenTech	225	400				400	assumed increase in parts
	Massachusetts Fire Technology annual inspection & semi annual inspection	325	514				514	quoted by vendor
		5,675	9,115	(2,426)	-	-	6,689	
		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0080-153579	SR CTR VEHICLE FUEL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	East River - Gas for 2 buses and 1 car	12,264	10,156		(374)		9,782	Current usage at 16% price increase
							-	
		12,264	10,156	-	(374)	-	9,782	
		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0080-153580	SR CTR VEHICLE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Repairs & Maintenance	2,000	3,000				3,000	brakes for new bus (1000+)
							-	
		2,000	3,000	-	-	-	3,000	
BUDGET - SENIOR CENTER								
REVENUES:								
		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-14007-140720	NUTRITION REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Nutrition funding	1,500	2,000				2,000	Trend
							-	
		1,500	2,000	-	-	-	2,000	

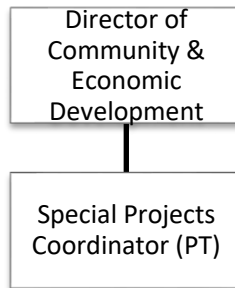
ECONOMIC DEVELOPMENT DEPARTMENT

The Economic Development Department is focused on community and economic development efforts for Monroe’s businesses and residents. 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



Note: Above incorporates proposed added part-time position.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PERFORMANCE METRICS

ACTIVITY	2018	2019	2020	2021	2022
Businesses Assisted (Calendar Year)				60	128
Businesses Opened (Calendar Year)				66	50
Net Number of Commercial Personal Property Accounts (Grand List Year)	1,380	1,400	1,434	1,516	1,667
Communications to Businesses					
Subscribed Email Accounts			50	1,049	1,075
Facebook Followers			1,151	1,232	1,250
Instagram Followers			223	363	440
Online Permits Issued (Calendar Year)				76	272

SIGNIFICANT ACCOMPLISHMENTS

- Worked directly with the Economic Development Commission (EDC) to identify and support the Commission’s goals and objectives.
- Promoted Restaurant Week with 24 participating restaurants, Father’s Day sidewalk sale with 18 participating businesses, and Fairfield County Commercial Brokers Network meeting with over 100 commercial brokers in attendance.
- Provided direct support to businesses in navigating and coordinating the permitting process among multiple departments, while also facilitating approvals and advocating for appropriate business interests.
- Led effort to facilitate acceptance of in-person credit/debit cards for Town departments such as Town Clerk.
- Assumed temporary oversight of the Building Department in summer 2022 due to staffing shortage crisis. Implemented processes and procedures and temporary staff resulting in a 300% increase in the number of permits issued in the first month.
- Worked with Technology Department to create automated Building Permit tracking analysis to gauge incoming and approved applications and work flow.
- Collaborated with Town Planner in the creation of the Main Street Design District and the Overlay Zone to promote development along the business corridors.
- Collaborated with EDC, Chamber of Commerce, and Service Corps of Retired Executives to develop a six-part educational seminar series, specifically developed for Monroe businesses, in response to a town wide survey of local business needs and interests resulting in 259 live attendees, and 330 additional attendees that accessed the content on demand.
- Reviewed over 100 grant opportunities to determine Town eligibility; completed and submitted applications when appropriate. This resulted in the selection of Congressional Member-Directed Technology grant for Monroe Public Schools (\$200K) and preliminary acceptance of another federal grant to support the Senior Center.
- Submitted vast volume of documentation to State Department of Housing for required audit in close-out of our 2017 Small Cities Housing Rehabilitation program.
- Developed town-wide grant tracking file.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

- Led efforts to lower scope and complexity of the Wolfe Park Field Project to identify potential cost savings while meeting needs of the community. Coordinated release of Request for Proposals
- Assisted in coordination of Request for Proposals for Wolfe Park Basketball Courts, partially funded through a \$150k state bonding grant.
- Conducted analysis of commercial tax abatement ordinances in adjacent municipalities to evaluate Monroe's program and provide recommendations for future revisions to our ordinance.
- Commenced ongoing meetings with staff for the Sustainable CT initiative, defining scope and project feasibility for moving forward.
- Rebuilt and improved the business and economic development pages on the Town website including updated and searchable listing of all Town businesses.
- Coordinated community event permits processing for the first Barnum Festival car show in Monroe. Anticipating event will return in 2023.
- Assisted community organizations in permitting for Apple Festival, Strawberry Festival, Italian Festival, Senior Center Flea Market, and for the Monroe Playground Foundation.

GOALS & OBJECTIVES

- Provide support and assistance to the EDC in their program development and implementation, such as Restaurant Week, Business Appreciation Day, and completion of marketing materials to promote Monroe.
- Provide ongoing "voice of the customer" approach to all Town departments involved in community & economic development and professionally challenging decisions and promoting continuous process improvement.
- Focus on growth of commercial and industrial zoned land and vacant retail space through promotion with developers, brokers, and realtors.
- Continue to identify and pursue grant opportunities as appropriate.
- Facilitate continued growth in the social media platforms to promote Economic Development initiatives and advertisements that appeal to all constituents.

BUDGET HIGHLIGHTS

- Increase in Salary lines due to added responsibilities of Director in the proposed oversight of Planning & Zoning and Building Departments. New part-time position to provide technical project support. Increases are offset by greater reductions in Planning & Zoning department.
- Slight decrease in Marketing & Development line as materials produced FY23 will sustain us in FY24.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - ECONOMIC DEVELOPMENT DEPARTMENT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0090										
1001-10-15101-0090-150001	ECONOMIC DEVELOPMENT DEPT SALARY ADMIN	73,558	43,437	87,000	105,000	-	-	-	105,000	18,000	20.69%
1001-10-15101-0090-150005	ECONOMIC DEVELOPMENT DEPT SALARY PT	-	-	-	25,350	-	-	-	25,350	25,350	0.00%
1001-10-15101-0090-150550	ECONOMIC DEVELOPMENT DEPT MARKETING & DEVELOPMENT	8,729	2,900	11,100	10,400	-	-	-	10,400	(700)	-6.31%
1001-10-15101-0090-153385	ECONOMIC DEVELOPMENT DEPT OFFICE EXPENSE	755	240	500	450	-	-	-	450	(50)	-10.00%
TOTAL EDC:		83,042	46,577	98,600	141,200	-	-	-	141,200	42,600	43.20%

		Budget	Budget	
		22-23	23-24	
Dept 0090				
1001-10-15101-0090-150001	Director of Economic and Community Development	87,000	105,000	*new oversight responsibilities (P&Z, Building) with reorganization
	Longevity		-	
	Total Admin:	87,000	105,000	
1001-10-15101-0090-150005	Special Projects Coordinator		25,350	New hire
	Total Admin:	-	25,350	
Total EDD:		87,000	130,350	
Headcount-FT		1	1	
Headcount-PT		1	1	

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15101-0090-150550	ECONOMIC DEVELOPMENT DEPT MARKETING & DEVELOPMENT	Final Budget	Department	FS Adj	TC Adj	Total Budget	Total Budget		
	Marketing (EDC brochure, print, displays)	1,000	-	-	-	-	-	-	Updates to materials not needed in FY24
	Networking - BRBC, CERC, Chamber, broker and developer meetings	1,200	1,200				1,200		
	Community outreach marketing and media promotion	1,100	1,400				1,400		QR code mailers, printed advertisements and social
	Community events - Restaurant week, Spring Event	3,800	3,800				3,800		
	Business/Broker Event	4,000	4,000				4,000		venue and collateral
		11,100	10,400	-	-	-	10,400		
1001-10-15101-0090-153385	ECONOMIC DEVELOPMENT DEPT OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	Total Budget	Total Budget		Explanation
	Office expense (business cards, office supplies, etc.)	250	200				200		
	Mileage reimbursement	250	250				250		
		500	450	-	-	-	450		

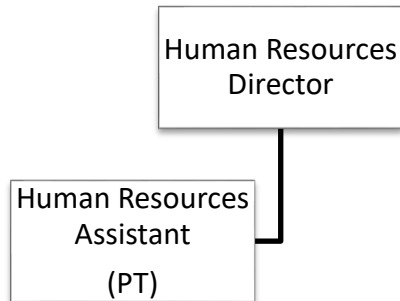
HUMAN RESOURCES DEPARTMENT

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, recruitment and 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 - Safety Committee; claims processing and review of all worker’s compensation and liability claims.
- ADA Coordinator for the Town.
- 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, including BOE.
- Management of occupational health program for volunteer firefighter and EMS personnel.
- Performance management administration.
- Provide various training programs for staff.
- Maintain records and oversee compliance for staff required to have a Commercial Driver’s License, and the associated random drug testing program.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PERFORMANCE METRICS

<u>Calendar Year</u>	<u>Position Postings</u>	<u>Applications Reviewed</u>	<u>Interviews Conducted</u>	<u>New Hires Processed</u>
2018	20	277	32	85
2019	18	154	67	65
2020	14	168	64	34
2021	31	780	85	32
2022	87	1,649	172	89

SIGNIFICANT ACCOMPLISHMENTS

- Continued to support remaining pandemic response matters such as employee communications, education, facility enhancements, signage, and distribution of PPE to employees.
- Supported the transition of the Town’s health care insurance provider from the State Partnership Plan 2.0 to United Health Care.
- Recruited & filled numerous positions, with focus on improved customer service and efficiencies.
- Revisions and updates to numerous job descriptions.
- Supported negotiations of one open collective bargaining agreement.
- Provided diversity training for all Town employees and offered to all elected and appointed officials.
- Updated procedure per state statute for response to requests for documents regarding employees under the Freedom of Information Act.

GOALS & OBJECTIVES

- Continue to identify new candidate sources to recruit and hire top talent.
- Finalize updating of Human Resource policies and procedures, including process management such as comprehensive multidiscipline onboarding process.
- Continue to evaluate and revise job descriptions.
- Ensure compliance with state-mandated training.

BUDGET HIGHLIGHTS

- Health insurance costs estimated based upon updated employee coverage mix and previously negotiated cap on premium increase; awaiting FY24 premium proposal.
- Liability-Auto-Property insurance premiums increasing 3% over FY23 rate.
- Increase in Wage Adjustments to allow for open collective bargaining agreements.
- Decrease in Education line based upon trend in utilization of the tuition reimbursement benefit program.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - DEPARTMENT OF HUMAN RESOURCES		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES: Dept 0110		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0110-150001	HR SALARY ADMIN	101,330	51,720	103,500	103,500	-	-	-	103,500	-	0.00%
1001-10-15101-0110-150003	HR SALARY OTHER	33,567	16,451	33,870	33,870	-	-	-	33,870	0	0.00%
1001-10-15101-0110-150600	HR EDUCATION	11,585	279	17,000	14,500	(2,500)	-	-	12,000	(5,000)	-29.41%
1001-10-15101-0110-150610	HR SAFETY COMMITTEE	2,388	248	2,500	2,500	-	-	-	2,500	-	0.00%
1001-10-15101-0110-150620	HR WAGE ADJUSTMENTS	99,291	10,000	197,892	387,624	-	-	-	387,624	189,732	95.88%
1001-10-15101-0110-150630	HR INSURANCE	3,122,078	1,860,510	3,723,876	3,694,204	-	-	-	3,694,204	(29,672)	-0.80%
1001-10-15101-0110-150640	HR UNEMPLOYMENT COMPENSATION	13,330	513	7,000	7,000	-	-	-	7,000	-	0.00%
1001-10-15101-0110-150650	HR FICA & MEDICARE ER TAXES	807,868	399,905	862,372	865,483	-	-	-	865,483	3,111	0.36%
1001-10-15101-0110-150690	HR LOSS CONTROL	30,312	8,528	24,900	27,610	-	-	-	27,610	2,710	10.88%
1001-10-15101-0110-153075	HR CONTRACTED SERVICES	21,667	10,000	20,000	20,000	-	-	-	20,000	-	0.00%
1001-10-15101-0110-153385	HR OFFICE EXPENSE	2,175	753	1,800	1,800	-	-	-	1,800	-	0.00%
1001-10-15101-0110-153409	HR OPEB	185,602	-	188,225	101,767	-	-	-	101,767	(86,458)	-45.93%
1001-10-15101-0110-153410	HR RETIREMENT PLANS	424,843	50,881	429,820	422,805	-	-	(110,253)	312,552	(117,268)	-27.28%
1001-10-15101-0110-153415	HR PERSONNEL ADMINISTRATION	438	198	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15101-0110-153430	HR POLICE DISABILITY	60,823	30,284	70,000	70,000	(5,000)	-	-	65,000	(5,000)	-7.14%
1001-10-15101-0110-153005	HR ADMINISTRATION CHARGEBACK	(5,280)	(2,700)	(5,400)	(5,400)	(160)	-	-	(5,560)	(160)	2.96%
TOTAL HUMAN RESOURCES:		4,912,017	2,437,569	5,678,355	5,748,262	(7,660)	-	(110,253)	5,630,349	(48,006)	-0.85%

SALARY DETAIL - DEPARTMENT OF HUMAN RESOURCES

Dept 0110		Budget 22-23	Budget 23-24
1001-10-15101-0110-150001	Director of Human Resources-Admin Longevity	103,500	103,500
Total Admin:		103,500	103,500
1001-10-15101-0110-150003	PT Human Resources Assistant	33,870	33,870
Total Other:		33,870	33,870
Total Human Resources:		137,370	137,370
Headcount-FT		1	1
Headcount-PT		1	1

Hours/yr 22-23	Hrly Rate 22-23	\$ Amount 22-23	Hours/yr 23-24	Hrly Rate 23-24	\$ Amount 23-24
1,300	\$ 26.05	\$ 33,865	1,300	\$ 26.05	\$ 33,870

SALARY SUMMARY	22-23	23-24
HR SALARY ADMIN	103,500	103,500
HR SALARY OTHER	33,870	33,870
Total	137,370	137,370

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - DEPARTMENT OF HUMAN RESOURCES

EXPENDITURES:

1001-10-15101-0110-150600 HR EDUCATION		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Education Programs		15,000	12,500	(500)			12,000		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)			-		Trend
		17,000	14,500	(2,500)	-	-	12,000		Included above and MUNIS conversion reserve
1001-10-15101-0110-150610 HR SAFETY COMMITTEE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	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		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
2024 Wage Adjustment		197,892	387,624				387,624		Three open union contracts, Non-Union and PT
							-		
							-		
		197,892	387,624	-	-	-	387,624		
1001-10-15101-0110-150630 HR INSURANCE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Medical/Vision/Dental		2,922,618	2,914,115				2,914,115		Includes contracted medical reimbursements
Liability/Worker's Compensation		734,880	714,210				714,210		LAP 3% Increase/WC Flat/Updated BOE allocation
Life Insurance-Prudential and Met Life		57,879	57,879				57,879		
Behavioral Health-EE Assistance		7,000	6,500				6,500		New provider and analysis of coverage
Progressive Benefits-Flex		1,500	1,500				1,500		
		3,723,876	3,694,204	-	-	-	3,694,204		
1001-10-15101-0110-150640 HR UNEMPLOYMENT COMPENSATION		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Unemployment Compensation		7,000	7,000				7,000		
							-		
		7,000	7,000	-	-	-	7,000		
1001-10-15101-0110-150650 HR FICA & MEDICARE ER TAXES		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
FICA/Medicare Employer Tax (rate .0765 on gross payroll)		862,372	865,483				865,483		
							-		
		862,372	865,483	-	-	-	865,483		
1001-10-15101-0110-150690 HR LOSS CONTROL		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Loss Control		20,000	22,000				22,000		All new hire drug screens, physicals for Police, volunteer fire
							-		personnel, TB EMS tests, vaccinations for DPW, Custodial,
							-		Health Dept., Animal control-increase due to trend
Enhanced Police drug testing-19 officers		1,900	3,610				3,610		Unfunded mandate per Police Accountability Act \$190pp-9 more officers from previous yr
Police psychiatric evaluations-10 officers		3,000	2,000				2,000		Unfunded mandate per Police Accountability Act \$200pp-5 officers less from prior year
		24,900	27,610	-	-	-	27,610		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
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				-	personnel files replaced
		1,800	1,800	-	-	-	1,800	
1001-10-15101-0110-153409	HR OPEB							
Police OPEB Trust - ADEC		188,225	101,767				101,767	Projected ADEC payment per actuary
							-	
		188,225	101,767	-	-	-	101,767	
1001-10-15101-0110-153410	HR RETIREMENT PLANS							
457 Plan - 7.5%		41,088	27,238				27,238	decrease from retirements
401(a) Plan - 3%		79,791	90,566				90,566	increase new hires
Defined Benefit Plan - ADEC (Plan Frozen for new hires)		308,941	305,000			(110,253)	194,747	Projection for Actuary- updated to Actuarial Valuation Report for 2024
		429,820	422,805	-	-	(110,253)	312,552	
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	(5,000)			65,000	H&H evaluations, prescriptions, other med tests/evaluations
							-	Trend
		70,000	70,000	(5,000)	-	-	65,000	
1001-10-15101-0110-153005	HR ADMINISTRATION CHARGEBACK							
Administrative Charge to WMNR for Human Resources Services provided		(5,400)	(5,400)	(160)			(5,560)	3% increase
		(5,400)	(5,400)	(160)	-	-	(5,560)	

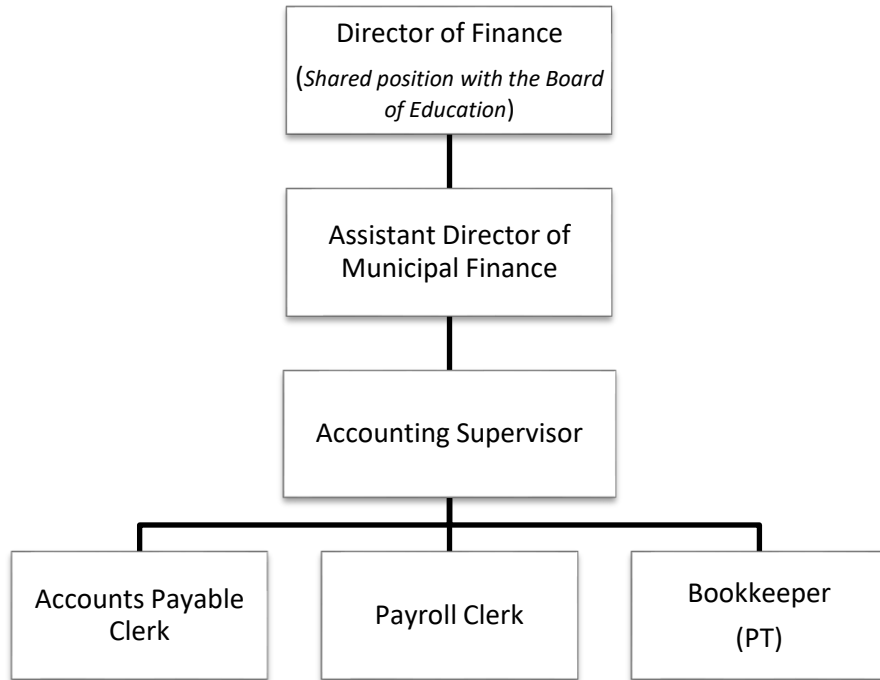
FINANCE DEPARTMENT

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 Annual Comprehensive Financial Report (ACFR).
- Schedules the issuance of all authorized and appropriated general obligation bonds, working in conjunction with the First Selectman, bond counsel 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 biweekly 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

- Recognized for the sixth consecutive year for Excellence in Financial Reporting from the Government Finance Officers Association for the Town’s Annual Comprehensive Financial Report.
- Collaborated with the First Selectman, the Town Council and the Board of Finance with the preparation and review of the FY23 Annual Town Budget in an efficient and transparent process, which was approved at the Annual Budget Referendum on May 3, 2022.

GOALS & OBJECTIVES

- Continue the Town of Monroe’s excellence in financial reporting.
- Collaborate with the First Selectman and Board of Finance in reviewing and updating all department policies and procedures.

BUDGET HIGHLIGHTS

- The department budget has remained relatively unchanged from the prior year.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - FINANCE DEPARTMENT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0125										
1001-10-15101-0120-150001	FINANCE SALARY ADMIN	55,914	23,710	57,380	57,380	-	-	-	57,380	-	0.00%
1001-10-15101-0120-150003	FINANCE SALARY OTHER	260,989	141,875	289,704	291,448	-	-	-	291,448	1,744	0.60%
1001-10-15101-0120-150005	FINANCE SALARY-PT	28,975	6,350	24,336	24,336	-	-	-	24,336	-	0.00%
1001-10-15101-0120-150700	FINANCE BANK EXPENSE	1,431	559	865	900	-	-	-	900	35	4.05%
1001-10-15101-0120-153005	FINANCE WMNR ADMIN CHGBK	(34,224)	(17,502)	(35,000)	(35,000)	(1,050)	-	-	(36,050)	(1,050)	3.00%
1001-10-15101-0120-153385	FINANCE OFFICE EXPENSE	9,121	5,164	8,300	8,460	(300)	-	-	8,160	(140)	-1.69%
	TOTAL FINANCE:	322,206	160,156	345,585	347,524	(1,350)	-	-	346,174	589	0.17%

SALARY DETAIL - FINANCE DEPARTMENT

		Budget	Budget	
Dept 0125		22-23	23-24	
1001-10-15101-0120-150001	Director of Finance	57,280	57,280	
	Longevity	100	100	
	Total Admin:	57,380	57,380	40% allocation to the town/60% allocation to BOE for shared position
1001-10-15101-0120-150003	Assistant Director of Municipal Finance	114,500	114,500	
	Longevity	350	350	
	Accounting Supervisor	63,395	63,395	
	Longevity	-	-	
	Payroll Clerk	49,740	50,859	*union contractual increase
	Longevity	450	450	
	Perfect Attendance	540	585	
	Accounts Payable Clerk	49,740	50,859	*union contractual increase
	Longevity	225	225	
	Perfect Attendance	540	-	
	OT - Annual Audit/Year-End	10,225	10,225	
	Total Other:	289,704	291,448	
1001-10-15101-0120-150005	PT-Bookkeeper	24,336	24,336	
	Total Part-Time:	24,336	24,336	
	Total Finance:	371,420	373,164	
	Headcount-FT	5	5	
	Headcount-PT	1	1	

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
22-23	22-23	22-23	23-24	23-24	23-24
1,014	\$ 24.00	\$ 24,336	1,014	\$ 24.00	\$ 24,336

SALARY SUMMARY	22-23	23-24
FINANCE SALARY ADMIN	57,380	57,380
FINANCE SALARY OTHER	289,704	291,448
FINANCE SALARY-PT	24,336	24,336
	371,420	373,164

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - FINANCE DEPARTMENT

EXPENDITURES:

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15101-0120-150700 FINANCE BANK EXPENSE								
Bank service charges	865	900				900	Trend	
	865	900	-	-	-	900		
1001-10-15101-0120-153005 FINANCE WMNR ADMIN CHGBK								
Administrative Charge to WMNR for accounting services provided	(35,000)	(35,000)	(1,050)			(36,050)	accounts payable and payroll 3% increase	
	(35,000)	(35,000)	(1,050)	-	-	(36,050)		
1001-10-15101-0120-153385 FINANCE OFFICE EXPENSE								
tax forms	400	360				360	W-2'S & 1099'S	
envelopes & checks	1,400	1,400				1,400	accounts payable/receivable/payroll	
print cartridges for checks	900	900	100			1,000	3 micr cartridges	
toner cartridges	600	600	(300)			300	utilize network printer	
professional fees, continuing education & ACFR submission	1,650	1,650				1,650	GFOA, CTCPA, CPA, ACFR	
budget supplies	250	250				250	binders, etc.	
office supplies	1,000	1,000				1,000	boxes, folders, etc.	
postage	2,100	2,300	(100)			2,200	vendor checks, 1099's, W2's	
	8,300	8,460	(300)	-	-	8,160		

TECHNOLOGY DEPARTMENT

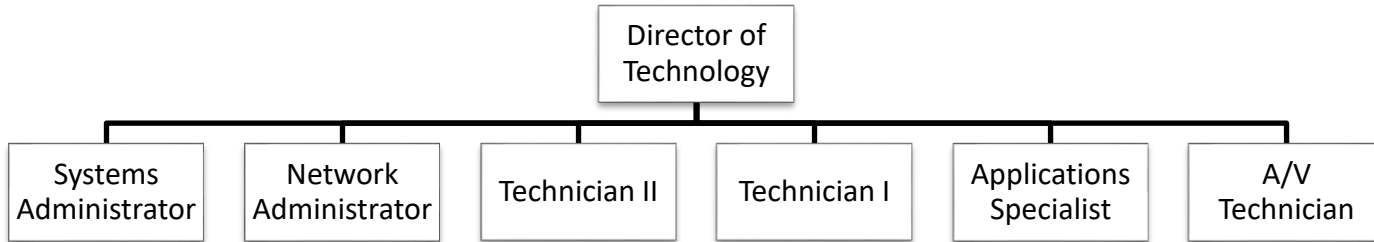
The Town of Monroe Technology Department's mission is to use information technology to increase the capabilities of the organization by improving service delivery, supporting policy development, and enabling information access. The IT Department is a shared service between the Town and Board of Education.

PRIMARY PROGRAMS & SERVICES

- Technology infrastructure
- Cybersecurity
- Telephony systems, including VOIP
- Audio / Visual Support (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

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

ORGANIZATION CHART



PERFORMANCE METRICS

	FY19	FY20	FY21	FY22
Help Desk – Ticket Counts	4,774	4,022	5,475	5,810

FY 22 SERVICE TICKETS		
monroe.local	44	Master (Root) Domain
monroeboe.monroe.local	563	Monroe Board of Education
monroepsd.monroe.local	3,822	Monroe Public Schools
monroect.monroe.local	1,008	Town of Monroe
monroelib.monroe.local	181	Edith Wheeler Memo Library
monroepd.local	192	Monroe Police Department
Total	5,810	

CURRENT USER ACCOUNTS (Excludes generic, test and service accounts)		
monroe.local	9	Master (Root) Domain
monroeboe.monroe.local	29	Monroe Board of Education
monroepsd.monroe.local	4,055	Monroe Public Schools
monroect.monroe.local	181	Town of Monroe
monroelib.monroe.local	44	Edith Wheeler Memo Library
monroepd.local	83	Monroe Police Department
Total	4,401	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SIGNIFICANT ACCOMPLISHMENTS

- Replaced aging municipal desktops at various locations.
- Eliminated all end of life desktops.
- Setup and implemented Archive Social platform to archive all town-sanctioned social media accounts.
- Upgraded Town's website and migrated to newly registered .gov domain.
- Replaced uninterruptable power supply at Town Hall.
- Completed upgrades for EMS Department.
- Implementing Multi-Factor Authentication for internally hosted, externally facing assets in February 2023.

GOALS & OBJECTIVES

- Implement technology that supports the Center for Internet Security, Version 8, Implementation Group 1 cybersecurity controls.
- Implement multifactor authentication on all administrative (elevated) accounts and externally facing systems.
- Upgrade bandwidth and improved connections for Wide Area Network.

BUDGET HIGHLIGHTS

- As a shared service utilizing Board of Education staff, all taxes, benefits and healthcare costs are included within the Salary line in the department budget.
- Increase in Salary lines includes 2.5% wage increase, increased (20.25%) employee contribution for benefits, and 7.5% increase in projected costs for health insurance.
- Increase costs in IT Wide Area Network to improve connection reliability for Ethernet over Copper sites by upgrading to fiber connections and increased bandwidth at Town Hall.
- Increased cost in Communications includes new circuit for public safety communications on new communications tower.
- Contractual cost increase for MUNIS financial system.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - INFORMATION TECHNOLOGY DEPARTMENT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
Dept 0125											
1001-10-15101-0125-150003	IT SALARY OTHER	377,853	190,431	397,773	406,238	-	-	-	406,238	8,465	2.13%
1001-10-15101-0125-150750	IT AUDIO/VISUAL	526	296	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15101-0125-150752	IT REPAIRS	13,327	8,444	15,950	17,950	-	-	-	17,950	2,000	12.54%
1001-10-15101-0125-150753	IT MUNIS	63,089	50,960	64,982	66,931	-	-	-	66,931	1,949	3.00%
1001-10-15101-0125-150754	IT WIDE AREA NETWORK	34,889	17,942	36,000	42,000	-	-	-	42,000	6,000	16.67%
1001-10-15101-0125-153060	IT COMMUNICATIONS	98,441	57,693	103,100	109,475	-	-	-	109,475	6,375	6.18%
1001-10-15101-0125-153075	IT CONTRACTED SERVICES	62,942	48,927	94,440	81,350	-	-	-	81,350	(13,090)	-13.86%
1001-10-15101-0125-153385	IT OFFICE EXPENSE	981	460	1,000	1,000	-	-	-	1,000	-	0.00%
1001-10-15101-0125-153594	IT CAPITAL	6,956	-	7,000	7,500	-	-	-	7,500	500	7.14%
TOTAL IT:		659,004	375,152	721,245	733,444	-	-	-	733,444	12,199	1.69%

SALARY DETAIL - INFORMATION TECHNOLOGY DEPARTMENT

Dept 0125		Budget	Budget
		22-23	23-24
1001-10-15101-0125-150001		-	-
Total Admin:		-	-
1001-10-15101-0125-150003	Technology Director (Town, BOE & Police)	82,946	85,383
	Systems Administrator	60,741	56,003
	Network Administrator	48,375	56,630
	Technician I	34,915	33,839
	Technician II	45,637	42,732
	A/V Technician	61,939	63,945
	Applications Specialist	55,770	60,256
	Ancillary Costs, OT, on call & mileage	7,450	7,450
Total Other:		397,773	406,238
1001-10-15101-0125-150005	IT Salary PT	-	-
Total Part Time:		-	-
Total IT:		397,773	406,238
Headcount-FT		-	-
Headcount-PT		7	7

SALARY SUMMARY	22-23	23-24
IT SALARY ADMIN	-	-
IT SALARY OTHER	397,773	406,238
IT SALARY PT	-	-
	397,773	406,238

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - INFORMATION TECHNOLOGY DEPARTMENT

EXPENDITURES:

		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-15101-0125-150750	IT AUDIO/VISUAL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
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	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Various	Repairs - Town Hall	10,000	12,000				12,000	Town-wide computer parts/repairs - current trend
Watchguard	Firewall	5,950	5,950				5,950	Firewall Renewal
		15,950	17,950	-	-	-	17,950	
1001-10-15101-0125-150753	IT MUNIS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Tyler Technologies	Financial System reoccurring	64,982	66,931				66,931	Contractual 3% increase adjusted to actual
		64,982	66,931	-	-	-	66,931	
1001-10-15101-0125-150754	IT WIDE AREA NETWORK	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Charter	Internet Access	36,000	42,000				42,000	Internet / WAN Access & Upgrades
		36,000	42,000	-	-	-	42,000	
1001-10-15101-0125-153060	IT COMMUNICATIONS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Frontier	Phone / Data Lines	60,000	65,000				65,000	Telephone / POTS Lines (Added public safety tower)
Verizon	Town Cellular	29,000	29,000				29,000	Town Cellular Plan
Various	Telephone Repairs	600	600				600	Desktop phone repairs
Code RED	Code RED	13,500	14,875				14,875	Code RED - Vendor price increase
		103,100	109,475	-	-	-	109,475	
1001-10-15101-0125-153075	IT CONTRACTED SERVICES	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Wholesale Computer	Email Antivirus	7,250	7,500				7,500	Anti-spam / Anti-virus - increased costs from vendor
GoDaddy	Domain / SSL Registration	500	500				500	Town-wide Internet Domain Renewals
Vision	Assessor's Office	15,200	17,650				17,650	Contractual - Assessor Software & Hosting - Vendor increase of services
QDS	Assessor's Office	10,100	10,650				10,650	Contractual-Assessor Software - Vendor increase of services
QDS	Tax Collector	9,600	11,000				11,000	Contractual -Tax Collector Software
QSCEND	Website / Hosting	6,000	7,700				7,700	Contractual-Town website hosting.
Wholesale	Monroe PD UPS Maintenance	3,400	-				-	PD UPS maintenance - included in purchase of new unit
MetroCOG	GIS Dev & Mapping	36,000	20,000				20,000	Maintenance, aerial pictometry, and allowance for parcel updates
Archive Social	Social Media Records Retention	3,000	3,000				3,000	Records retention and FOI compliance (Archive Social)
Zoom	Hybrid Meetings	800	800				800	No longer covered under COVID-19 funds
Appointment Plus	Online Appointment Calendar	840	800				800	No longer covered under COVID-19 funds
Google Licenses	GSuite Business Licenses (12)	1,750	1,750				1,750	Used for Monroect.net accounts
		94,440	81,350	-	-	-	81,350	
1001-10-15101-0125-153385	IT OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Various	Tech Office Expense	1,000	1,000				1,000	EOY Backup Drives
		1,000	1,000	-	-	-	1,000	
1001-10-15101-0125-153594	IT CAPITAL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
CDWG	MDT Replacement	7,000	7,500				7,500	Continue planned replacement - price increase
	Mobile Data Terminals-Police						-	
		7,000	7,500	-	-	-	7,500	

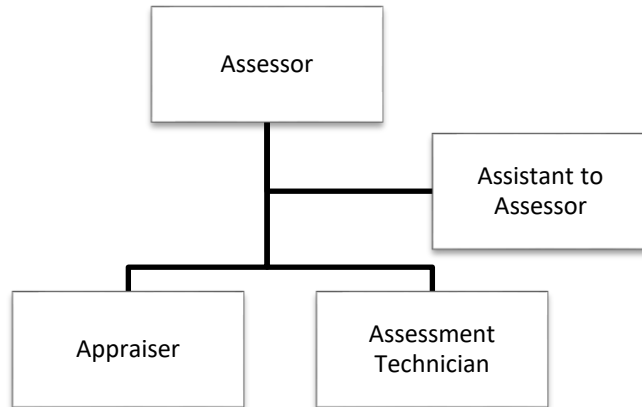
OFFICE OF THE ASSESSOR

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 2023-2024

PERFORMANCE METRICS

Grand List Account	<u>2019 GL</u>	<u>2020 GL</u>	<u>2021 GL</u>
Totals	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
Real Estate Parcels	7,809	7,812	7,815
Motor Vehicles	21,393	21,827	21,551
Personal Property	1,400	1,434	1,516
Senior Tax Relief	420	418	362
Program Applicants			
Total Board of Assessment Appeals	92	37	28

**Motor vehicle total includes supplemental accounts.*

SIGNIFICANT ACCOMPLISHMENTS

- The Assessor’s Office is fully staffed with trained personnel after the retirements of two long time staff members during the prior fiscal year.
- Converted all active real estate assessment database records from Vision 6.5 to Vision 8 in order to remain current with software support and the IT Department’s recommended security specifications.
- Worked with the Human Resources Director to update the Assessor’s Assistant and Assessment Technician job descriptions to accurately depict the functions of these positions.
- Resolved 22 of 32 appeals stemming from the 2019 revaluation.
- Updated all assessment forms and applications on the Assessor Department section of the Town website for migration to the new web interface.
- Met all assessment deadlines on time and in accordance with Connecticut General Statutes.

GOALS & OBJECTIVES

- Complete necessary requirements, including continuing education credit hours and reapplication process, for Assessor to keep current Connecticut Certified Municipal Assessor (CCMA II) and Personal Property Revaluation Employee (PPRE) designations with the Office of Policy and Management prior to their 2023 expiration dates.
- Complete a request for proposal to contract with a state-certified revaluation firm to assist in the 2024 Grand List revaluation project.
- Receive appropriate training and guidance from the Office of Policy and Management and the Connecticut Association of Assessing Officers to properly implement the legislative changes affecting the assessment of motor vehicles and business personal property for the 10/1/2023 Grand List.
- Work with the Town Attorney to resolve remaining appeals stemming from the 2019 revaluation in an equitable and cost-effective fashion.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

- Continue working with the First Selectman, Town Attorney, and economic development team to propose updates and revisions to the Commercial Tax Abatement Ordinance and the Town’s Senior and Totally Disabled Homeowner’s Tax Relief Program.
- Dispose of all old records as authorized by the Connecticut State Library’s Office of Public Records Administrator.
- Continue working to enhance efficiency and customer service through communication with residents, website/software integration, and remote service opportunities.
- 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/technological upgrades, and market trends.

BUDGET HIGHLIGHTS

- Salary increases as per union contracts.
- Slight increase in Office Expense line, driven by vendor price increases and anticipated cost of postage for volume of required mailings. Significant expenditures budgeted in FY23 occurring in second half of year (mailings, education, CAVS license, Grand List printing).

BUDGET - OFFICE OF THE ASSESSOR		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0130	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0130-150001	ASSESSOR SALARY ADMIN	80,201	41,402	82,003	82,003	-	-	-	82,003	0	0.00%
1001-10-15101-0130-150003	ASSESSOR SALARY OTHER	130,749	71,659	156,279	157,785	-	-	-	157,785	1,506	0.96%
1001-10-15101-0130-153065	ASSSOR CONSULTANT FEES	875	-	5,000	5,000	-	-	-	5,000	-	0.00%
1001-10-15101-0130-153385	ASSESSOR OFFICE EXPENSE	6,592	4,182	14,740	15,185	-	-	-	15,185	445	3.02%
1001-10-15101-0130-153579	ASSESSOR VEHICLE FUEL	34	52	150	169	-	(6)	-	163	13	8.67%
1001-10-15101-0130-153580	ASSESSOR VEHICLE EXPENSE	-	-	500	500	-	-	-	500	-	0.00%
TOTAL ASSESSORS:		218,450	117,296	258,672	260,642	-	(6)	-	260,636	1,964	0.76%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - OFFICE OF THE ASSESSOR

		Budget	Budget	
		22-23	23-24	
Dept 0130				
1001-10-15101-0130-150001	Assessor-Administrations	81,903	81,903	
	Longevity	100	100	
	Total Administration:	82,003	82,003	
1001-10-15101-0130-150003	Assessor's Assistant	46,434	47,479	*union contractual increase
	Longevity	-	-	
	Assessor's Technician	44,992	43,327	new hire
	Longevity	-	-	
	Appraiser	62,752	64,164	*union contractual increase
	Longevity	100	100	
	Overtime	2,000	2,000	
	Perfect Attendance		715	
	Total Other:	156,278	157,785	
	Total Assessors:	238,281	239,788	
	Headcount-FT	4	4	
	Headcount-PT	-	-	

SALARY SUMMARY	22-23	23-24
ASSESSOR SALARY ADMIN	82,003	82,003
ASSESSOR SALARY OTHER	156,278	157,785
\$	238,281	\$ 239,788

BUDGET - OFFICE OF THE ASSESSOR

EXPENDITURES:

	22-23	23-24	23-24	23-24	23-24	23-24	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15101-0130-153065	ASSSSOR 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	5,975	1,000				1,000	Misc supplies and envelopes
Postage	-	2,500				2,500	Mailings
Legal Notices		500				500	Was not charged in prior years
JD Powers MV Pricing & Books-expense incurred second half of the FY		2,300				2,300	Price increase.
Assessor Association Dues & Meetings	750	650				650	Assessor's organizations dues and meetings costs
Education-expense incurred second half of the FY	2,500	2,500				2,500	Education/recertification courses, workshops, seminars.
						-	
CAVS License-expense incurred second half of the FY	3,000	3,000				3,000	Personal Property valuation software.
Printing, indexing and binding of Grand List-QDS-expense incurred second half of the FY	1,890	1,985				1,985	Grand List books per vendor - slight increase (moved from IT in FY23)
						-	
Toner Cartridges	625	750				750	Allocation per current trend - slight increase
	14,740	15,185	-	-	-	15,185	
1001-10-15101-0130-153579	ASSESSOR VEHICLE FUEL						
Fuel Town Car	150	169			(6)	163	Current usage at 16% price increase
	150	169	-	-	(6)	163	
1001-10-15101-0130-153580	ASSESSOR VEHICLE EXPENSE						
Vehicle Expense	500	500				500	vehicle maintenance and parts.
	500	500	-	-	-	500	

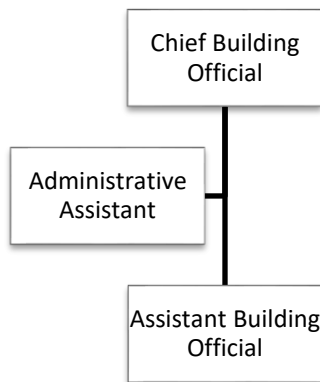
BUILDING DEPARTMENT

The mission of the Building Department is to maximize building safety for the general public, to enforce the Connecticut State Building Code, to provide efficient record retention, and to maintain positive public relations.

PRIMARY PROGRAMS & SERVICES

- The Building Department enforces The Connecticut State Building Code for 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 or Certificates of Completion 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 2023-2024

PERFORMANCE METRICS

Permit Processed <i>Includes both new and alterations</i>	2015	2016	2017	2018	2019	2020	2021	2022
Residential	221	184	202	210	226	212	136	125
Commercial	51	25	41 ⁽¹⁾	26	23	36	27	30
Public Buildings			2		4	0	0	1
Other (e.g., pools, sheds)	144	199	264	201	223	449	462	471
Mechanical (e.g., electric, HVAC)	803	884	925	857	985	1,150	1,113	1,274
Totals	1,219	1,292	1,434	1,294	1,461	1,847	1,738	1,901

(1) Driven by increase in alterations.

SIGNIFICANT ACCOMPLISHMENTS

- Implementing the 2022 Connecticut State Building Code.
- Continued to process increased permitting activity as compared to 2019 and prior.
- Refreshed the Building Department pages on the Town website.
- Improved scheduling process for ease of tracking and improved customer service. Implemented greater flexibility in inspection scheduling request process, half-hour windows, and accommodations for urgent inspections. Authorized image submissions in specific, limited projects.
- Greatly improved permit issuance procedures, with average turnaround reduced to less than 2 weeks for smaller projects. Implemented same-day issuance of permits for roofing, siding, window/door replacement and signs. Began electronic (email) delivery of permits.

GOALS & OBJECTIVES

- Full implementation of online system to include complex Building Permits involving multiple departments.

BUDGET HIGHLIGHTS

- Increases in salary per union contracts.
- Decrease in Office Expenses.
- Increase in fuel based upon current usage at significant price increases for gasoline (12%).

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - BUILDING DEPARTMENT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0150										
1001-10-15101-0150-150001	BUILDING SALARY ADMIN	80,277	43,760	95,000	95,000	-	-	-	95,000	-	0.00%
1001-10-15101-0150-150003	BUILDING SALARY OTHER	87,887	40,836	114,844	117,822	-	-	-	117,822	2,978	2.59%
1001-10-15101-0150-153385	BUILDING OFFICE EXPENSE	5,047	384	3,646	3,646	(346)	-	-	3,300	(346)	-9.49%
1001-10-15101-0150-153579	BUILDING VEHICLE FUEL	987	497	1,241	1,439	-	(53)	-	1,386	145	11.68%
1001-10-15101-0150-153580	BUILDING VEHICLE EXPENSE	1,167	45	900	900	-	-	-	900	-	0.00%
TOTAL BUILDING EXPENDITURES:		175,365	85,522	215,631	218,807	(346)	(53)	-	218,408	2,777	1.29%

BUDGET - BUILDING DEPARTMENT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
REVENUES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140115	BUILDING PERMITS REVENUE	349,780	295,363	340,000	525,000	-	-	-	525,000	185,000	54.41%
TOTAL BUILDING REVENUE:		349,780	295,363	340,000	525,000	-	-	-	525,000	185,000	54.41%

SALARY DETAIL - BUILDING DEPARTMENT

		Budget	Budget
Dept 0150		22-23	23-24
1001-10-15101-0150-150001	Chief Building Official	95,000	95,000
	Longevity	-	-
	Total Administration:	95,000	95,000
1001-10-15101-0150-150003	Assistant Building Official	67,470	71,423 new hire
	Longevity	-	-
	Administrative Assistant I	45,530	44,554 new hire
	Longevity	-	-
	Paid Time Off Coverage	1,845	1,845
	Total Other:	114,844	117,822
	Total Building:	209,844	212,822
	Headcount-FT	3	3
	Headcount-PT	-	-

BUILDING SALARY ADMIN	95,000	95,000
BUILDING SALARY OTHER	114,844	117,822
BUILDING SALARY PT	-	-
	209,844	212,822

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-15101-0150-153385	BUILDING OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Professional Develop /License Maint	1,690	1,690	<i>(90)</i>			1,600	Based upon required affiliation membership fees and CEU meeting fees Decrease-trend
	Office Supplies	1,256	1,256	<i>(256)</i>			1,000	
	Postal Expenses	700	700				700	
		3,646	3,646	<i>(346)</i>	-	-	3,300	
1001-10-15101-0150-153579	BUILDING VEHICLE FUEL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Fuel For Two Vehicles	1,241	1,439		<i>(53)</i>		1,386	Current usage at 16% price increase
		1,241	1,439	-	<i>(53)</i>	-	1,386	
1001-10-15101-0150-153580	BUILDING VEHICLE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Repair Cost For Two Vehicles	900	900				900	
		900	900	-	-	-	900	
BUDGET - BUILDING DEPARTMENT								
REVENUE:		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-14003-0000-140115	BUILDING PERMITS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Building permits revenue	340,000	525,000				525,000	
		340,000	525,000	-	-	-	525,000	

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, Inland Wetlands 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 wetlands and watercourses, 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, Inland Wetlands Commission, Zoning Board of Appeals and related enforcement capacities under the combined Zoning & Wetlands Enforcement Officer, and Zoning & Wetlands Citation Hearing Officers.
- Land use development application review and processing, and enforcement/permitting inspections, compliance assessment, reports and coordination with legal counsel as necessary.
- Provides support services to Town residents and property owners, developers and institutional/civic organizations, as well as in regard to Planning and Zoning Commission, Inland Wetlands 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, Inland Wetlands and Watercourses Regulations, Zoning Regulations and Subdivision Regulations.
- Preparation of draft amendments to Inland Wetlands and Watercourses Regulations, 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.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

ORGANIZATION CHART



Note: Above incorporates consolidation of Town Planner and P&Z Administrator roles.

PERFORMANCE METRICS

SUMMARY OF PLANNING AND ZONING PERMIT / DEVELOPMENT ACTIVITY						
COMMISSION ACTIVITY	2018	2019	2020	2021	2022	
Approved Commercial Projects	19	12	11	7	5	
Approved Commercial Projects Staff – Minor Site Plan	N/A	N/A	4	6	5	
Approved Subdivision Lots	Residential Lots	6	4	3	2	3
	Commercial Lots	0	5	0	0	0
New House Construction Approved	18	7	8	12	7	

INLAND WETLANDS	2019	2020	2021	2022
<u>Service/Category</u>				
Inland Wetlands Commission (IWC) Applications	16	10	15	11
Agent Approval application	29	26	31	14
Permitted Uses	22	20	7	2
Remediation Submissions	6	2	6	0
Citations	4	2	0	0
Violations (new)	16	12	2	3

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

INLAND WETLANDS	2019	2020	2021	2022
Violations (active)	47	25	4	3
Violations (resolved)	23	26	29	12

ZONING ENFORCEMENT ACTIVITY	2018	2019	2020	2021	2022
Certificate of Zoning Compliance (Zoning Permit)	234	288	305	279	236
Accessory Apartment Permits	4	4	2	1	0
Home Based Business Permits	24	17	18	8	11
Sign Permits	26	21	20	29	22
Other Building Permit Signoffs	203	167	208	234	252
Floodplain Permits	6	1	1	1	3
Zoning Compliance Letters	10	3	6	16	17
Zoning Notice of Violation	31	27	24	16	5
Zoning Citations	4	18	5	0	15
Blight Investigations	5	4	5	8	2
ZEO Decision Appeals to ZBA	1	0	1	0	0
ZEO Decision Appeals to Court	2	1	1	0	0
Cease and Desist Order	0	0	0	3	2
New Business Occupancy	12	6	8	24	41

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PLANNING & ZONING and ZONING BOARD OF APPEALS ACTIVE APPLICATIONS and ACTIONS ⁽¹⁾

ACTION / PERMIT	2018				2019				2020				2021				2022			
	PYP	NEW	DET	EYP	PYP	NEW	DET	EYP	PYP	NEW	DET	EYP	PYP	NEW	DET	EYP	PYP	NEW	DET	EYP
Special Exception Permits	2	9	9	2	2	13	12	3	3	5	4	4	1	15	15	0	0	5	5	1
Site Development Plan	0	4	4	0	0	0	0	0	0	6	3	3	0	2	2	0	0	1	1	0
Minor Site Plan (Staff)	N/A				N/A				N/A	N/A	4	4	0	3	3	0	0	2	2	0
Permit Amendment Modification	0	9	9	0	0	7	7	0	0	4	3	1	0	2	2	0	0	6	5	1
Excavation /Filling Permit	0	0	0	0	0	3	1	2	2	0	2	0	0	2	2	1	0	0	1	0
Subdivision	0	2	2	0	0	2	2	0	0	0	0	0	0	3	3	1	0	0	1	0
Zone Boundary Change	0	2	0	2	2	0	2	0	0	4	2	2	1	2	2	0	0	1	1	0
Scenic Road Development Permit	0	0	0	0	0	1	1	0	0	1	1	0	0	0	0	0	0	0	0	0
Zoning Text Amendment	0	6	5	1	1	6	7	0	0	6	4	2	0	10	10	0	0	4	4	0
Subdivision Text Amendment	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0
CGS §8-24 Municipal Referral	1	0	1	0	0	0	0	0	0	3	3	0	2	5	5	0	0	2	2	0
Bond Reduction/Release/ Hold	0	8	8	0	0	11	11	0	0	13	13	0	0	6	6	0	0	1	1	0
Time Extensions	0	30	30	0	0	11	11	0	0	11	11	0	0	8	8	0	0	1	1	0
ZBA Variance Applications	1	5	5	1	1	1	2	0	0	2	2	0	0	3	2	1	0	0	0	0
ZBA Zoning Appeals	0	1	1	0	0	1	1	0	0	1	1	0	0	0	0	0	0	0	0	0
ZBA Court Appeals	0	0	0	0	0	1	0	1	1	2	0	3	0	0	0	0	0	0	0	0
P&Z Court Appeals	0	1	1	0	0	1	0	1	1	0	1	0	0	0	0	0	0	1	0	1

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.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SIGNIFICANT ACCOMPLISHMENTS

- Completed 2022-2027 Affordable Housing Plan as required by state law, which was adopted by the Planning & Zoning Commission.
- Completed overhaul of department pages on the new Town website.
- Final testing of complex online building permits workflow with MetroCOG.
- Adoption of new Zoning Regulation amendments, including:
 - Excavation/Filling Applications - time extensions.
 - Interior Lots - re-established standards and authorization.
 - Architectural Review Board - eliminated language regarding referral and review of residential developments that was inconsistent with Town Charter.
 - Established standards and authorization for use of millings.
 - Zoning Board of Appeals - eliminated language inconsistent with state statutes.
 - Special Design District – adopted zoning standards for the first Special Design District.
- Implemented combined Zoning and Wetlands Enforcement position.
- Completed Open Space Plan as a supplement to the 2021 POCD adopted by the Planning and Zoning Commission.

GOALS & OBJECTIVES

- Continued review of regulations with Planning & Zoning and Inland Wetlands Commissions to recommend updates as appropriate.
- Continued assistance with Zoning Regulations Subcommittee on regulation amendments.
- Establish Wetlands Regulations Subcommittee to assist on regulation amendments.
- Prioritize recommendations in the 2021 Plan of Conservation and Development and develop implementation plan.
- Launch of final remaining online permitting function for complex building permits.

BUDGET HIGHLIGHTS

- Overall reduction in Salary lines resulting from consolidation.
- Reduction in Office Expenses.
- Increase in fuel based upon current usage at significant price increases for gasoline (12%).

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - PLANNING & ZONING DEPT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
PLANNING AND ZONING: Dept 0155											
1001-10-15101-0155-150001	P&Z SALARY ADMIN	142,878	84,109	177,025	90,100	-	-	-	90,100	(86,925)	-49.10%
1001-10-15101-0155-150003	P&Z SALARY OTHER	36,671	60,563	176,219	165,709	-	-	-	165,709	(10,510)	-5.96%
1001-10-15101-0155-153385	P&Z OFFICE EXPENSE	8,194	6,364	15,100	14,800	(2,250)	-	-	12,550	(2,550)	-16.89%
1001-10-15101-0155-153579	P&Z VEHICLE FUEL	85	110	800	1,087	-	(40)	-	1,047	247	30.88%
1001-10-15101-0155-153580	P&Z VEHICLE EXP	(12)	1,033	1,000	1,000	-	-	-	1,000	-	0.00%
	PLANNING & ZONING	187,816	152,179	370,144	272,696	(2,250)	(40)	-	270,406	(99,738)	-26.95%
EXPENDITURES:											
ZONING & WETLANDS ENFORCEMENT: Dept 0156											
1001-10-15101-0156-150003	ZONING/WETLANDS ENF SALARY OTHER	43,306	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0156-153385	ZONING/WETLANDS ENF OFFICE EXP	160	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0156-153579	ZONING/WETLANDS ENF VEHICLE FUEL	598	-	-	-	-	-	-	-	-	0.00%
	P&Z ENFORCEMENT	44,064	-	-	-	-	-	-	-	-	0.00%
	TOTAL P & Z/ENF EXPENDITURES:	231,879	152,179	370,144	272,696	(2,250)	(40)	-	270,406	(99,738)	-26.95%
BUDGET - PLANNING & ZONING DEPT											
REVENUES: Dept 0155											
1001-10-14003-140135	P&Z PERMITS REVENUE	35,229	9,438	33,500	35,000	(2,000)	-	-	33,000	(500)	-1.49%
1001-10-14007-140740	I/W REVENUE	8,581	5,521	5,500	7,000	1,500	-	-	8,500	3,000	54.55%
	TOTAL P & Z REVENUE:	43,810	14,959	39,000	42,000	(500)	-	-	41,500	2,500	6.41%

BUDGET - INLAND WETLANDS DEPARTMENT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES: Dept 0145		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0145-150001	I/W SALARY ADMIN	18,973	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0145-150003	I/W SALARY OTHER	23,340	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0145-153385	I/W OFFICE EXPENSE	334	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0145-153390	I/W OPERATING EXPENSE	1,002	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0145-153579	I/W VEHICLE FUEL	430	-	-	-	-	-	-	-	-	0.00%
	TOTAL INLAND/WETLANDS EXPENDITURE	44,079	-	-	-	-	-	-	-	-	0.00%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - PLANNING & ZONING DEPT

PLANNING & ZONING

		Dept 0155	Budget 22-23	Budget 23-24
1001-10-15101-0155-150001	Town Planner		95,000	-
	P&Z Administrator		81,800	90,000
	Longevity		225	100
	Total Administration:		177,025	90,100
1001-10-15101-0155-150003	Zoning & Wetlands Enforcement Officer		78,221	65,150 -new hire
	Longevity		-	-
	Secretary		44,860	44,321 -new hire
	Longevity		-	-
	Office Manager		53,038	56,238 *union contractual increase
	Longevity		100	-
	Total Other:		176,219	165,709
	Total P&Z		353,244	255,809
	Headcount-FT		5	4
	Headcount-PT		-	-

SALARY SUMMARY	22-23	23-24
P&Z SALARY ADMIN	177,025	90,100
P&Z SALARY OTHER	176,219	165,709
TOTAL PLANNING & ZONING:	353,244	255,809

BUDGET - PLANNING & ZONING DEPT

EXPENDITURES:

1001-10-15101-0155-153385	P&Z OFFICE EXPENSE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
	Postage	1,700	1,700	(950)			750	Trend
	Office Supplies	2,500	1,600				1,600	anticipated decrease in supplies
	Prof Development/Certification Maintenance	2,200	1,800	(300)			1,500	professional development for one (1) staff position onlyTrend
	Toner Cartridges	2,000	2,000	(800)			1,200	Trend
	Map printer and printer supplies	900	1,200	(200)			1,000	Trend
	Legal Notices	5,800	6,500				6,500	anticipated increase in cost
	Nondiscretionary expense generated by permit application public hearings and decision notices						-	
							-	
		15,100	14,800	(2,250)	-	-	12,550	

1001-10-15101-0155-153579	P&Z VEHICLE FUEL	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
	2 Vehicles - Zoning & Wetlands	800	1,087		(40)		1,047	Current usage at 16% price increase
		800	1,087	-	(40)	-	1,047	

1001-10-15101-0155-153580	P&Z VEHICLE EXP	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
	Annual and Unknown vehicle maintenance/repair	1,000	1,000				1,000	
		1,000	1,000	-	-	-	1,000	

BUDGET - PLANNING & ZONING DEPT

REVENUE:

1001-10-14003-0000-140135	P&Z PERMITS REVENUE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
	P&Z Application Fees	13,000	15,000	(1,000)			14,000	Slight increase in applications
	ZBA Application Fees	2,300	2,200				2,200	
	Zoning Permit Fees	17,000	17,000	(600)			16,400	Trend
	Copies/Maps/Doc Fees	600	400				400	Less in person requests, more reliance on website
	State Surcharge Fee Hold-Back	600	400	(400)			-	Included above
		33,500	35,000	(2,000)	-	-	33,000	

1001-10-14007-140740	I/W REVENUE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
	Application Fees, Agent Approval	5,500	7,000	1,500			8,500	Trend
	Application Fees, Public Hearing						-	
	Fees, IW Citation Program Fines,						-	
	Copies, Maps, Publications, Misc						-	
	and State Surcharge						-	
		5,500	7,000	1,500	-	-	8,500	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

FACILITY MAINTENANCE

BUDGET - FACILITY MAINTENANCE (PUBLIC WORKS)		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0160										
1001-10-15101-0160-150003	FACILITY MAINT SALARY OTHER	103,860	46,572	101,086	104,019	-	-	-	104,019	2,933	2.90%
1001-10-15101-0160-150015	FACILITY MAINT SALARY OVERTIME	1,455	2,185	10,388	10,622	-	-	-	10,622	234	2.25%
1001-10-15101-0160-151040	FACILITY MAINT WATER	4,294	1,297	4,375	4,982	-	-	-	4,982	607	13.87%
1001-10-15101-0160-153075	FACILITY MAINT CONTRACTED SVCS	123,134	59,730	135,033	150,119	936	-	-	151,055	16,022	11.87%
1001-10-15101-0160-153145	FACILITY MAINT EQUIPMENT	-	-	500	500	-	-	-	500	-	0.00%
1001-10-15101-0160-153390	FACILITY MAINT OPERATING EXPENSE	38,692	20,683	42,880	43,708	(850)	-	-	42,858	(22)	-0.05%
1001-10-15101-0160-153563	FACILITY MAINT ELECTRIC	92,339	46,110	145,923	130,700	(10,660)	-	-	120,040	(25,883)	-17.74%
1001-10-15101-0160-153564	FACILITY MAINT HEAT	56,120	18,786	59,220	88,410	-	(19,292)	-	69,118	9,898	16.71%
1001-10-15101-0160-153594	FACILITY MAINT CAPITAL	82,278	68,499	93,912	93,912	-	-	-	93,912	-	0.00%
	TOTAL FACILITY MAINTENANCE:	502,172	263,862	593,317	626,972	(10,574)	(19,292)	-	597,106	3,789	0.64%

SALARY DETAIL - FACILITY MAINTENANCE (PUBLIC WORKS)

		Budget	Budget	
Dept 0160		22-23	23-24	
1001-10-15101-0160-150003	Custodian	43,791	44,776	*union contractual increase
	Longevity	100	100	
	Building Maintainer/Custodian	56,846	58,125	*union contractual increase
	Longevity	350	350	
	Perfect Attendance		668	
	Overtime/Replacement Personnel	-	-	
	Total Facility Maintenance Salary Other:	101,086	104,019	
1001-10-15101-0160-150015	Overtime/Replacement Personnel	10,388	10,622	
		10,388	10,622	
	Total Facility Maintenance:	111,474	114,641	
	Headcount-FT	2	2	
	Headcount-PT	-	-	

SALARY SUMMARY	22-23	23-24
FACILITY MAINT SALARY OTHER	111,474	114,641

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - FACILITY MAINTENANCE (PUBLIC WORKS)

EXPENDITURES:

1001-10-15101-0160-151040 FACILITY MAINT WATER	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
23,000 cf @ \$.12000	3,820	4,317				4,317	Current usage at 13% price increase
Land Lease Rental	100	150				150	Land Lease rental
7 Device backflow preventer testing	455	515				515	Backflow Preventer inspection charge
	4,375	4,982	-	-	-	4,982	
1001-10-15101-0160-153075 FACILITY MAINT CONTRACTED SVCS	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
HVAC Maintenance Contract (Edgerton - All Buildings)	16,340	16,340				16,340	Contract 2nd year - Exp. 2024
Emergency Generator Service (Sr. Center)	800	900				900	Updated proposal pricing
Emergency Generator Service (Data Center)	800	900				900	Updated proposal pricing
Emergency Generator Service (Town Hall)	1,200	1,200				1,200	Updated proposal pricing
Emergency Generator Service (Library)	850	950				950	Updated proposal pricing
Emergency Generator Service (EMS)	750	1,780				1,780	NEW GENERATOR-Updated proposal pricing
Emergency Generator Service (Stepney FD#2)	750	850				850	Updated proposal pricing
Emergency Generator Service (Stevenson FD #2)	800	1,000				1,000	NEW GENERATOR-Updated proposal pricing
Emergency Generator Service (ARX Radio Tower Generator)		800				800	Estimated Costing - Awaiting generator
PD/Town HVAC controls contract - SNE building systems	4,042	4,286				4,286	Updated proposal pricing
Library HVAC controls contract - SNE building systems	2,880	3,053				3,053	Updated proposal pricing
Custodial Services for Police Station/Town Hall	27,247	34,944				34,944	New contract
Custodial Services for cleaning Town Hall - <i>vacation coverage</i>	2,300	3,520				3,520	New contract
Custodial Cleaning Library	40,241	41,509				41,509	New contract
Town Hall Elevator Maintenance & Inspection Agreement	5,000	5,800				5,800	Based on anticipated rates
Above ground storage tank & ATG Maintenance & Service (Highway, Town Hall & Stevenson Sta. #2)	-	-				-	
	4,600	5,300				5,300	Based on anticipated rates
Annual Employee Training (SWPPP & SPCC Plans)	1,800	1,800				1,800	Stable Pricing
Industrial Stormwater Sampling Collection & DEEP Reporting	3,265	3,265				3,265	DEEP has not renewed I.S. permit, with potential renewal
Quarterly Inspection Reports required by SWPPP	2,900	2,900				2,900	Inspection Frequency has been reduced to quarterly
Semi-Annual Inspection reports and plan update required by SWPPP	1,300	1,300				1,300	Plan update required FY24
Quarterly Stormwater Visual Analysis and quarterly inspections required	2,500	2,500				2,500	DEEP has not renewed I.S. permit, with potential renewal
Monroe Station #2/Town Hall Fire Sprinkler System testing & inspection	3,500	4,000				4,000	Quarterly x 2ct & Annual Trip
Town Hall /PD Sprinkler System testing & inspection		1,100				1,100	Based on anticipated rates for 5yr Internal
Fire Alarm Monitoring - Library - United Alarm Services	444	444				444	Proposal
Fire Alarm Service Contract - Library - UAS Systems	1,850	1,028				1,028	Proposal
Fire Alarm Monitoring - Data Center - United Alarm Services	444	444				444	Proposal
Fire Alarm Test & Inspect - Town Hall/PD - United Alarm Services	1,460	1,460				1,460	Proposal
Fire Alarm Monitoring & Service Plan - Monroe Station #2- United Alarm Service	470		936			936	Moved from EMS budget
Septic Pump Out - Town Hall & Library - Wind River	3,500	3,746				3,746	Updated proposal pricing
Overhead Doors Service	3,000	3,000				3,000	
	135,033	150,119	936	-	-	151,055	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15101-0160-153145 FACILITY MAINT EQUIPMENT	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Oil / Air Filter Change (Oil Change 4, Air Filter 4)	100	100				100	
Vehicle R&M (Tune-up, Brakes, Battery, Belts, Hoses, Fluids, ETC)	400	400				400	
						-	
	500	500	-	-	-	500	
1001-10-15101-0160-153390 FACILITY MAINT OPERATING EXPENSE	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Cleaning/Maintenance supplies (bulbs, paper goods)	9,000	9,000	(450)			8,550	Trend
Building, Equipment & Generator Maintenance	10,750	10,750				10,750	
Town Hall Garbage Service	3,600	3,888				3,888	Updated proposal pricing
Town Hall Entryway Carpet Service	3,080	3,080				3,080	Bid pricing
Town Hall Fire Extinguisher testing & maintenance	600	600				600	Updated proposal pricing
Town Hall Dumb Waiter 2 yr. Registration Renewal	300					-	Renewal August of 2022 (\$300)
Town Hall Passenger Elevator 2 yr. Registration Renewal	-	300				300	Renewal August 2021 (\$250)
Maintenance of Stepney #2, Monroe #2 & Stevenson #2 Firehouses	14,750	14,750	(400)			14,350	Trend
State of CT 2 yr. Boiler inspection/Certification (Town Hall, Stevenson Fire x 3ct, Monroe Fire #1)	-	300				300	Renewal November 2021 (\$250)
Clerical Union Contract - Building Maintainer & Custodian Boots @ \$200/EA & Clothing @ \$200/EA X 2ct & Tee shirts/Sweatshirts @ \$120/EA X 2ct	800	1,040				1,040	Union Contract & Department provision as in Highway
						-	
	42,880	43,708	(850)	-	-	42,858	
1001-10-15101-0160-153563 FACILITY MAINT ELECTRIC	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
~662,738 kwh @ blended rate based on rate classification	142,353	126,130	(10,287)			115,843	Current usage at 30% price increase and addition of new public safety tower
Chalk Hill	3,570	4,570	(373)			4,197	Current usage at 30% price increase
	145,923	130,700	(10,660)	-	-	120,040	
1001-10-15101-0160-153564 FACILITY MAINT HEAT	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
#2 Heating Fuel (21,000 Gallons @ \$4.21/Gal)	59,220	88,410		(19,292)		69,118	Current usage at 49% price increase
	59,220	88,410	-	(19,292)	-	69,118	Committed to 14,000 gallons
1001-10-15101-0160-153594 FACILITY MAINT CAPITAL	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Town Hall Chiller and Lighting Upgrades	93,912	93,912				93,912	Last full year of project costs
	93,912	93,912	-	-	-	93,912	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SPECIAL & REGIONAL PROGRAMS

BUDGET - SPECIAL PROGRAMS		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0200	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0200-151210	SP C-MED COMMUN CONT	90,949	93,021	93,021	95,122	-	-	-	95,122	2,101	2.26%
1001-10-15101-0200-151240	S P MEMORIAL DAY PARADE	1,591	-	3,000	3,000	-	-	-	3,000	-	0.00%
1001-10-15101-0200-151270	SP VOL FIRE TAX INCENTIVE	48,244	35,950	56,000	78,750	-	-	-	78,750	22,750	40.63%
TOTAL SPECIAL PROGRAMS		140,784	128,971	152,021	176,872	-	-	-	176,872	24,851	16.35%

BUDGET - REGIONAL PROGRAMS		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0250	Actual	YTD 12/31/22	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	1,275	1,275	1,275	1,275	-	-	-	1,275	-	0.00%
1001-10-15101-0250-151320	RP LAKE ZOAR AUTHORITY	23,708	26,783	26,783	28,327	-	-	-	28,327	1,544	5.76%
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	-	-	-	1,500	-	0.00%
1001-10-15101-0250-151350	RP PROBATE COURT	5,900	5,934	5,934	5,682	-	-	-	5,682	(252)	-4.25%
1001-10-15101-0250-151370	RP HUB-RYASAP	-	-	1,500	-	-	-	-	-	(1,500)	-100.00%
TOTAL REGIONAL PROGRAMS		53,312	56,421	57,921	57,713	-	-	-	57,713	(208)	-0.36%

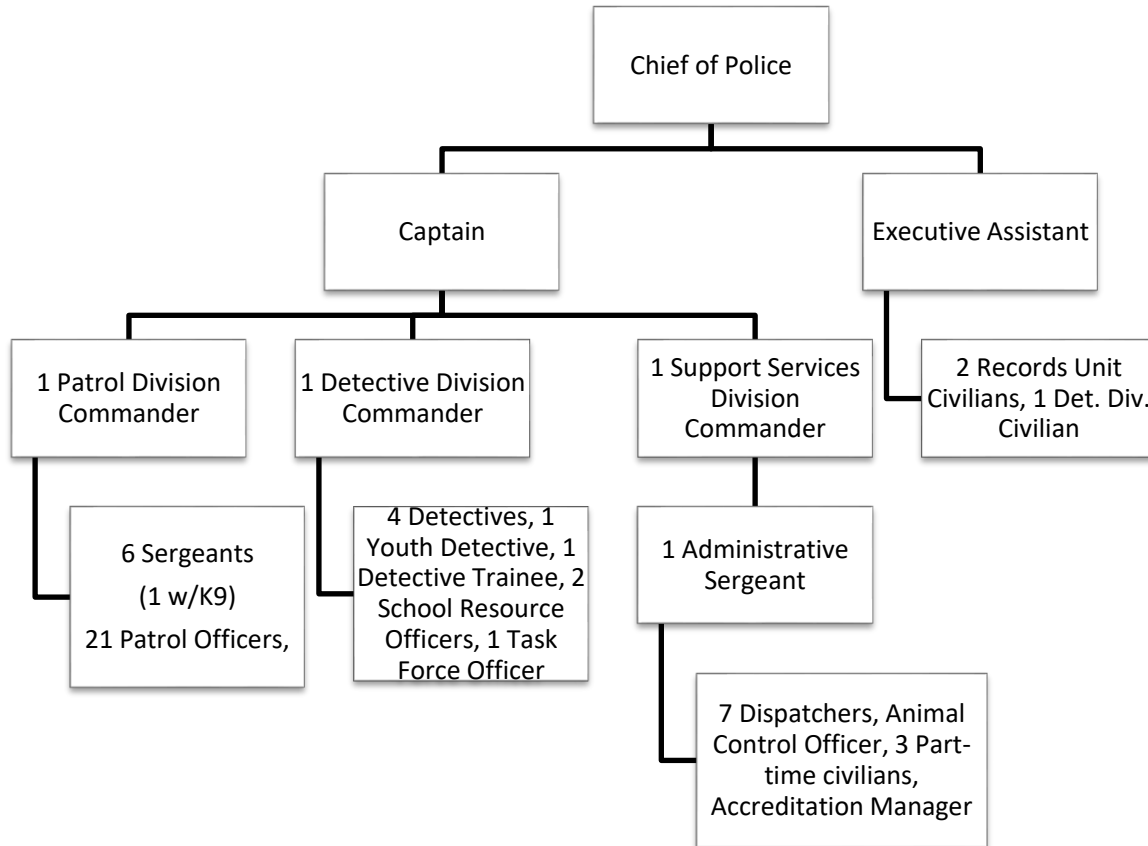
POLICE DEPARTMENT

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, crime prevention strategies to residents and businesses to deter or prevent criminal behavior or anti-social conduct.
- First Responders for Emergency Medical Services.
- Proactive traffic safety initiatives.
- Active participants in the community, focused on activities and events with our youth and other community members and organizations.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PERFORMANCE METRICS

	<u>FY19</u>	<u>F20</u>	<u>FY21</u>	<u>FY22</u>
ASSAULTS	2	3	2	5
BURGLARY	24	10	14	19
LARCENY	103	94	103	99
ROBBERY	4	0	1	1
SEX CRIMES	14	9	14	8
DOMESTIC VIOLENCE	99	103	83	112
STOLEN VEHICLE	5	14	16	17
MOTOR VEHICLE ACCIDENTS	532	516	432	405
EVADING ACCIDENTS	38	35	34	52
TRAFFIC STOPS	3,218	2,848	1,817	2,406
DUI	78	49	37	31
DRUG/NARCOTICS	51	42	14	6
WEAPONS VIOLATIONS	15	14	6	10
PSYCHIATRIC	NA	91	75	78

SIGNIFICANT ACCOMPLISHMENTS

- Continued to grow the Community Resource Officer Program to strengthen relations with the community.
- Maintained full staffing while most police departments in the region were struggling to hire, while minimizing overtime expense, and allowing department personnel to continue to provide a high level of professional service to the town.
- Recruited certified officers from other departments, reducing the expenses of basic training and filling vacancies faster, thus limiting overtime expenses and putting experienced officers immediately on patrol.
- Assigned an officer to a temporary regional violent crime task force to address the uptick of violent crime in the area, providing a valuable experience for that officer, affording a wealth of information and resources to the officer and the police department, with all expenses covered by a State grant.

GOALS & OBJECTIVES

- Continue to engage in police strategies to improve the effectiveness, efficiency and legitimacy of the department.
- Continue to promote the physical and emotional wellness of employees for the benefit of the individual and to improve the quality of service to the community.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

- Advance the development of leaders within the Department, through mid-level management and administrative training courses, to ensure quality succession planning for management and supervisory positions.
- Continue to identify improvements in technology to enhance our policing services, reducing hours needed for investigations and mitigating the need for additional personnel.

BUDGET HIGHLIGHTS

- Increases in Salary lines as per settled union contracts.
- Slight increase in Salary Auxiliary Staff due to state Police Accountability Act.
- Increase in New Police Vehicles line due to substantial price increase from manufacturer.
- Increase in Pension line due to continued increase in contribution rate imposed by the State.
- Increase in Detective Bureau for purchase of new open source media investigative software.
- Decrease in Traffic Control and Communications lines due to technology service plan and upgrades budgeted in FY23 not recurring in FY24.
- Increase in Uniform Allowance line, Safety Equipment, Training and Records lines due to universal vendor and supply cost inflation.
- Increases in fuel and utilities based upon current usage at significant price increases for gasoline (12%), propane (36%), water (13%), and electricity (30%).

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - POLICE DEPARTMENT											
EXPENDITURES:											
		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
POLICE ADMIN:	Dept 0300	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0300-150001	POL SALARY ADMIN	135,701	65,582	130,300	130,750	-	-	-	130,750	450	0.35%
1001-10-15103-0300-150003	POL SALARY OTHER	289,877	150,446	303,575	310,065	-	-	-	310,065	6,490	2.14%
1001-10-15103-0300-153385	POL OFFICE-EXPENSE	10,708	5,039	11,120	11,700	-	-	-	11,700	580	5.22%
TOTAL POLICE ADMIN:		436,286	221,067	444,995	452,515	-	-	-	452,515	7,520	1.69%
		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
POLICE PERSONNEL:	Dept 0305	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0305-150007	POL SALARY UNIFORM	3,032,875	1,534,498	3,288,677	3,318,874	-	-	-	3,318,874	30,197	0.92%
1001-10-15103-0305-150009	POL SALARY DISPATCHER	412,507	196,414	470,156	493,289	-	-	-	493,289	23,133	4.92%
1001-10-15103-0305-150011	POL SALARY AUXILIARY STAFF	33,496	11,579	31,030	33,800	-	-	-	33,800	2,770	8.93%
1001-10-15103-0305-150013	POL SALARY HOLIDAY	141,896	73,746	153,921	154,760	-	-	-	154,760	839	0.55%
1001-10-15103-0305-150015	POL SALARY OVERTIME	249,472	117,653	280,930	324,335	(44,000)	-	-	280,335	(595)	-0.21%
1001-10-15103-0305-150017	POL SALARY O/T TACTICAL	21,829	14,538	38,761	40,878	-	-	-	40,878	2,117	5.46%
1001-10-15103-0305-151500	POL UNIFORM ALLOWANCE	65,010	1,995	65,299	67,647	-	-	-	67,647	2,348	3.60%
1001-10-15103-0305-153410	POL PENSION	843,884	443,701	934,484	994,214	-	-	70,340	1,064,554	130,070	13.92%
TOTAL POLICE PERSONNEL:		4,800,969	2,394,124	5,263,258	5,427,797	(44,000)	-	70,340	5,454,137	190,879	3.63%
POLICE OPERATIONS:											
		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
POLICE OPERATIONS:	Dept 0310	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0310-151505	POL SAFETY EQUIPMENT	33,337	6,563	36,488	42,253	(500)	-	-	41,753	5,265	14.43%
1001-10-15103-0310-151510	POL NEW POLICE CARS	87,644	40,436	76,030	186,086	(93,043)	-	-	93,043	17,013	22.38%
1001-10-15103-0310-151516	POL TRAINING	51,752	11,254	30,200	32,250	-	-	-	32,250	2,050	6.79%
1001-10-15103-0310-151520	POL AUDIO/VISUAL	2,360	30	2,800	2,800	(350)	-	-	2,450	(350)	-12.50%
1001-10-15103-0310-151525	POL DETECTIVE BUREAU	6,911	1,322	7,050	8,650	-	-	-	8,650	1,600	22.70%
1001-10-15103-0310-151530	POL TRAFFIC CONTROL	8,836	15,551	9,830	3,920	-	-	-	3,920	(5,910)	-60.12%
1001-10-15103-0310-151535	POL RADIO	8,172	3,309	8,385	139,175	(129,890)	-	-	9,285	900	10.73%
1001-10-15103-0310-151540	POL RECORD ROOM	25,696	23,559	27,930	31,221	-	-	-	31,221	3,291	11.78%
1001-10-15103-0310-151545	POL RANGE MAINTENANCE	521	766	1,350	1,350	-	-	-	1,350	-	0.00%
1001-10-15103-0310-151550	POL YOUTH BUREAU	3,713	747	3,800	3,100	-	-	-	3,100	(700)	-18.42%
1001-10-15103-0310-151555	POL CRIME PREVENTION	5,325	2,462	5,900	6,350	-	-	-	6,350	450	7.63%
1001-10-15103-0310-151560	POL ABANDON VEH EXP	88	-	500	500	-	-	-	500	-	0.00%
1001-10-15103-0310-153060	POL COMMUNICATIONS	10,703	5,664	12,285	12,285	(1,000)	-	-	11,285	(1,000)	-8.14%
1001-10-15103-0310-153145	POL EQUIPMENT	19,681	8,300	25,915	28,950	-	-	-	28,950	3,035	11.71%
1001-10-15103-0310-153390	POL OPERATING EXPENSE	89,316	66,391	86,657	86,360	-	-	-	86,360	(297)	-0.34%
1001-10-15103-0310-153579	POL VEHICLE FUEL	113,128	37,952	102,200	118,552	-	(10,951)	-	107,601	5,401	5.28%
1001-10-15103-0310-153580	POLVEHICLE-EXPENSE	47,130	15,787	47,420	49,060	-	-	-	49,060	1,640	3.46%
1001-10-15103-0310-153594	POL CAPITAL	13,320	-	-	-	-	-	-	-	-	0.00%
TOTAL POLICE OPERATIONS:		527,632	240,093	484,740	752,862	(224,783)	(10,951)	-	517,128	32,388	6.68%
SUBTOTAL - POLICE		5,764,887	2,855,284	6,192,993	6,633,174	(268,783)	(10,951)	70,340	6,423,780	230,787	3.73%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
		<u>Actual</u>	<u>YTD 12/31/22</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>
ANIMAL CONTROL:	Dept 0315										
1001-10-15103-0315-150003	AC SALARY OTHER	67,708	25,713	56,845	54,765	-	-	-	54,765	(2,080)	-3.66%
1001-10-15103-0315-150005	AC SALARY PT	30,746	11,414	56,420	56,420	-	-	-	56,420	-	0.00%
1001-10-15103-0315-150015	AC OVERTIME	5,165	1,016	2,790	4,035	-	-	-	4,035	1,245	44.61%
1001-10-15103-0315-153045	AC BUILDING & GROUND MAINTENANCE	3,266	2,504	3,475	4,000	-	-	-	4,000	525	15.11%
1001-10-15103-0315-153145	AC EQUIPMENT	-	-	450	-	-	-	-	-	(450)	-100.00%
1001-10-15103-0315-153390	AC OPERATING EXPENSE	7,574	2,107	7,225	7,475	-	-	-	7,475	250	3.46%
1001-10-15103-0315-153563	AC ELECTRIC	2,544	1,605	4,895	5,632	(2,325)	-	-	3,307	(1,588)	-32.44%
1001-10-15103-0315-153564	AC HEAT	2,966	1,022	4,950	6,462	-	-	-	6,462	1,512	30.55%
1001-10-15103-0315-153579	AC VEHICLE FUEL	1,338	485	2,482	2,879	-	(107)	-	2,772	290	11.68%
1001-10-15103-0315-153580	AC VEHICLE EXPENSE	255	528	900	900	-	-	-	900	-	0.00%
	TOTAL ANIMAL CONTROL:	121,561	46,394	140,432	142,568	(2,325)	(107)	-	140,136	(296)	-0.21%
PARK RANGER:	Dept 0320										
1001-10-15103-0320-150003	PR SALARY OTHER	44,557	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0320-153390	PR OPERATING EXPENSE	122	-	-	-	-	-	-	-	-	0.00%
1001-10-15103-0320-153579	PR VEHICLE FUEL	637	-	-	-	-	-	-	-	-	0.00%
	TOTAL PARK RANGER:	45,316	-	-	-	-	-	-	-	-	0.00%
	TOTAL POLICE EXPENDITURES:	5,931,763	2,901,678	6,333,425	6,775,742	(271,108)	(11,058)	70,340	6,563,916	230,491	3.64%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

<u>SALARY DETAIL - POLICE DEPARTMENT</u>		Budget	Budget
<u>ADMINISTRATION</u>	<u>Dept 0300</u>	<u>22-23</u>	<u>23-24</u>
1001-10-15103-0300-150001	Police Chief	130,300	130,300
	Longevity		450
	Total Admin:	130,300	130,750
1001-10-15103-0300-150003	Police Captain	116,300	116,300
	Longevity	450	450
	Executive Assistant	57,260	57,260
	Longevity	-	225
	Office Assistant II	43,552	44,531 *union contractual increase
	Longevity	450	450
	Records Clerk	40,121	44,394 *union contractual increase
	Longevity	-	-
	Support Services Assistant	44,992	46,005 *union contractual increase
	Longevity	450	450
	Total Other:	303,575	310,065
	Total Police Administration:	433,875	440,815
<u>PERSONNEL</u>	<u>Dept 0305</u>	<u>22-23</u>	<u>23-24</u>
1001-10-15103-0305-150007	Lieutenants Step 2 - 3 officers	294,548	294,548
	Sergeants Step 2 - 4 officers	530,720	353,814
	Sergeants Step 1 to 2 - 2 officers	-	175,502
	Administrative Sergeants Step 1 -1 officer	88,453	88,453
	Detectives Step 6 - 3 officers	159,375	239,062
	Detectives Step 5 to 6 - 0 officers	78,286	-
	Youth Officer Step 6 - 1 officer	79,687	79,687
	Computer Forensics Examiner Step 6 - 1 officer	79,687	79,687
	SRO Step 6 - 2 officers	159,375	159,375
	SRO Step 5 to 6- 0 officers	-	-
	Allowance for Detective Bureau - 7 officers	8,050	8,050
	Patrol Officers Step 6 - 17 officers	1,035,937	1,354,687
	Patrol Officers Step 5 to 6 - officer	468,954	77,316
	Patrol Officers Step 4 to 5 - 3 officers	-	228,075
	Patrol Officers Step 3 to 4 - 1 officer	141,869	67,050
	Patrol Officers Step 2 to 3 - 0 officers	63,038	-
	Patrol Officers Step 5 to 6 - 1 officer	77,621	77,621
	Longevity	7,775	7,775
	Higher Education Incentive	15,300	15,600
	Leap Day		12,570
	Total Uniform Officers:	3,288,677	3,318,874

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

	<u>22-23</u>	<u>23-24</u>
1001-10-15103-0305-150009		
Dispatch 8-7 Step 4 (5)	154,260	262,884
Dispatch 8-7 Step 3 to 4 (1)	100,368	51,608
Dispatch 8-7 Step 2 to 3 (0)	96,796	-
Dispatch 8-7 Step 1 to 2 (1)	-	48,565
1.25 Hour Allowance	16,870	17,252
Longevity	550	775
Holiday Overtime Pay	26,892	27,497
Weekend Staffing	10,000	11,275
Paid Time Off Coverage-Vacation OT	44,032	44,872
Paid Time Off Coverage-Sick OT	7,388	7,554
Stipend	13,000	19,000
Perfect Attendance		604
Leap Day		1,402
Total Dispatch:	470,156	493,289

stipend increased to 5 officers 2 at \$5K and 3 at \$3K

	<u>22-23</u>	<u>23-24</u>
1001-10-15103-0305-150011		
Special Officers	6,201	6,201
Matron	2,669	2,669
Matron	-	-
Civilian Accreditation Assistant	22,160	24,930
Total Special Police Officers:	31,030	33,800

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
<u>22-23</u>	<u>22-23</u>	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>
275	\$ 22.55	\$ 6,201	275	\$ 22.55	\$ 6,201
100	\$ 22.55	\$ 2,255	100	\$ 22.55	\$ 2,255
15	\$ 27.60	\$ 414	15	\$ 27.60	\$ 414
800	\$ 27.70	\$ 22,160	900	\$ 27.70	\$ 24,930

Police Accoutability Act

	<u>22-23</u>	<u>23-24</u>
1001-10-15103-0305-150013		
Holiday Pay	153,921	154,760
1001-10-15103-0305-150015		
Police Salary Overtime	280,930	324,335
1001-10-15103-0305-150017		
Police Salary Overtime Tactical	38,761	40,878
1001-10-15103-0305-151500		
Police Uniform Allowance	65,299	67,647
1001-10-15103-0305-153410		
Police Pension	934,484	994,214
Total Other:	1,473,395	1,581,834
Total Police Personnel:	5,263,258	5,427,797
Sub-Total Police:	5,697,133	5,868,612

	<u>22-23</u>	<u>23-24</u>
ANIMAL CONTROL:		
Dept 0315		
1001-10-15103-0315-150003		
Animal Control Officer	56,845	54,765
Longevity	-	-
Total Other:	56,845	54,765

new hire

1001-10-15103-0315-150015		
Overtime	2,790	4,035
Total Animal Control:	59,635	58,800

	<u>22-23</u>	<u>23-24</u>	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
	<u>22-23</u>	<u>23-24</u>	<u>22-23</u>	<u>22-23</u>	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>
1001-10-15103-0315-150005								
PT-Animal Control	14,040	14,040	780	\$ 18.00	\$ 14,040	780	\$ 18.00	\$ 14,040
PT-Animal Control	12,870	12,870	780	\$ 16.50	\$ 12,870	780	\$ 16.50	\$ 12,870
PT-Animal Control	12,870	12,870	780	\$ 16.50	\$ 12,870	780	\$ 16.50	\$ 12,870
PT-Animal Control	8,320	8,320	520	\$ 16.00	\$ 8,320	520	\$ 16.00	\$ 8,320
PT-Animal Control	8,320	8,320	520	\$ 16.00	\$ 8,320	520	\$ 16.00	\$ 8,320
Total PT:	56,420	56,420						
Total Animal Control:	116,055	115,220						

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

Total Police:	5,813,188	5,983,832
Headcount-FT	54	54
Headcount-PT	7	7

Correction to prior year headcount to reflect actual

<u>SALARY SUMMARY</u>	<u>22-23</u>	<u>23-24</u>
POL SALARY ADMIN	130,300	130,750
POL SALARY OTHER	303,575	310,065
TOTAL POLICE ADMINISTRATION:	433,875	440,815
POL SALARY UNIFORM	3,288,677	3,318,874
POL SALARY DISPATCHER	470,156	493,289
POL SALARY SPECIAL DUTY	31,030	33,800
POL SALARY HOLIDAY	153,921	154,760
POL SALARY OVERTIME	280,930	324,335
POL SALARY O/T TACTICAL	38,761	40,878
POL UNIFORM ALLOWANCE	65,299	67,647
POL PENSION	934,484	994,214
TOTAL POLICE PERSONNEL:	5,263,258	5,427,797
SUB-TOTAL POLICE:	5,697,133	5,868,612
AC SALARY OTHER	56,845	54,765
AC SALARY PT	56,420	56,420
AC SALARY OVERTIME	2,790	4,035
TOTAL ANIMAL CONTROL:	116,055	115,220
TOTAL POLICE	5,813,188	5,983,832

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - POLICE DEPARTMENT

EXPENDITURES:

POLICE ADMIN:

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
1001-10-15103-0300-153385 POL OFFICE-EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
Quench Water Service	720	800				800		
Publications	500	500				500		
Printed Forms	1,000	1,000				1,000		
Office Supplies (letterhead, envelopes, flash drives, etc.)	3,500	3,750				3,750		
Postage/UPS Costs	1,400	1,400				1,400		
Toner Cartridges	4,000	4,250				4,250		
	11,120	11,700	-	-	-	11,700		

POLICE PERSONNEL:

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
1001-10-15103-0305-150011 POL SALARY AUXILLARY STAFF	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
Special Officers--Approx. 275 hours per year x \$22.55/hr.	6,201	6,201				6,201		
Matron--Salaries at \$22.55/hour x 100 hours; \$27.6/hour x 15 hours	2,669	2,669				2,669		
Civilian Accreditation Assistant 18 hours/week x 50 weeks x \$27.7/hour	22,160	24,930				24,930	Police Accountability Act-increase 2 hours/week	
						-		
	31,030	33,800	-	-	-	33,800		

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
1001-10-15103-0305-150013 POL SALARY HOLIDAY	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
Salaries Holidays	153,921	154,760				154,760		
	153,921	154,760	-	-	-	154,760		

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
1001-10-15103-0305-150015 POL SALARY OVERTIME	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
Include Filling Shifts due to: Vacation, Illness, Injury, Investigations, Storms, Training, Prisoner Watch, etc.	280,930	324,335				324,335		
DUI and Click It or Ticket Grants			(44,000)			(44,000)		
	280,930	324,335	(44,000)	-	-	280,335		

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
1001-10-15103-0305-150017 POL SALARY O/T TACTICAL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
Tactical Team Training, either on overtime or shifts backfilled with overtime.	38,761	40,878				40,878		
Approx. 56 hours per month* x 12 months x \$60.83 per hour (avg. overtime rate)						-	Average overtime rate of top Sgt. And top Patrolman \$60.83	
*Two training days per month						-		
	38,761	40,878	-	-	-	40,878		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15103-0305-151500	POL UNIFORM ALLOWANCE	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	New Officer Issue	10,000	10,000				10,000	
	Officer Cleaning Allowance	16,800	16,000				16,000	40 Officers at \$400 each
	Administrative Clothing Allowance	1,650	2,300				2,300	2 Admin; Chief \$1,300 Captain \$1,000
	Replacement of body armor	4,000	4,000				4,000	
	Shirts, Summer (2 ea/ofc)	4,100	4,264				4,264	Vendor Increase
	Shirts, Winter (2 ea/ofc)	4,264	4,428				4,428	
	Pants (3 ea/ofc)	11,685	11,685				11,685	
	Winter/Summer Hat Replacements	690	690				690	
	Body Armor Carrier Replacements	920	936				936	
	Light Weight Jacket Replacements	1,520	1,600				1,600	Vendor Increase
	Winter Jacket Replacements	1,350	2,310				2,310	Vendor Increase
	Turtleneck Shirt Replacements	1,050	1,050				1,050	
	Sweater Replacements	190	190				190	
	Ties	220	240				240	
	Rain Gear Replacements	1,256	1,900				1,900	Vendor Increase
	Shoulder Badge/Patches	400	400				400	
	Knit Hat Replacements	232	232				232	
	Replacement of Various Leather, Gear, etc.	1,050	1,250				1,250	Vendor Increase
	Winter Overalls	1,422	1,422				1,422	
	Replacement of Various Tactical Gear, Uniforms	500	750				750	Vendor Increase
	Dispatcher Clothing and Replacement of Collar Brass, Tie Clasps, Name Tags, Etc.	2,000	2,000				2,000	
		-	-				-	
		65,299	67,647	-	-	-	67,647	
1001-10-15103-0305-153410	POL PENSION	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	CMERS (FY2023- 23.11%, FY2024 - 23.32%)	934,484	994,214			70,340	1,064,554	Additional plan participant and projected increase
		934,484	994,214	-	-	70,340	1,064,554	Mandatory CMERS increase

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

POLICE OPERATIONS:		22-23	23-24	23-24	23-24	23-24	23-24	23-24	
1001-10-15103-0310-151505	POL SAFETY EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total	Budget	Explanation
	Dive Team Equipment and Certifications		4,878	(500)			4,378		Purchase of dive sui-only one certification needed
	Rolls - Police Line Barrier Tape	450	525				525		
	Oxygen Refills, Resuscitator Repairs	3,500	3,750				3,750		
	Defibrillator Battery	2,000	2,000				2,000		
	Replacement Personal Biohazard Protection Kits	1,000	1,000				1,000		
	Ammunition, Targets and Miscellaneous	18,000	18,000				18,000		
	Firearms/Qualification Material	-					-		
	Taser Cartridges (For Training and Deployment)	3,900	4,362				4,362		
	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 @ \$85.50/unit	2,138	2,138				2,138		
	Traffic Safety Cones	500	600				600		
		36,488	42,253	(500)	-	-	41,753		
1001-10-15103-0310-151510	POL NEW POLICE CARS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total	Budget	Explanation
	3-Ford SUV-Interceptor, 4WD \$47,000 each	57,750	141,000	(70,500)			70,500		Move 50% to Police Special Duty
	Warranties--3 @ approximately \$2,000 each	3,000	6,000	(3,000)			3,000		
	Replacement Equipment (Sirens, Switch Boxes, Light Relays, Prisoner Cages)	2,500	5,000	(2,500)			2,500		
	Consoles (3) @ \$570 each	855	1,710	(855)			855		
	Prisoner Cages (New) (3) @ \$2,000 each	3,000	6,000	(3,000)			3,000		
	3 Sets of Graphics @ \$450 each	675	1,350	(675)			675		
	Manuals	750	750	(375)			375		
	Conversion Cost (3) @ \$5,000 each	7,500	24,276	(12,138)			12,138		Conversion \$8,092 each
		76,030	186,086	(93,043)	-	-	93,043		
1001-10-15103-0310-151516	POL TRAINING	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total	Budget	Explanation
	Fairfield County Training Officers	800	800				800		
	In-Service Instruction (vendor provided)	7,500	7,500				7,500		
	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	3,850				3,850		
	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)	1,300	1,500				1,500		
	Training--Meals Reimbursement	2,000	2,000				2,000		
		30,200	32,250	-	-	-	32,250		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15103-0310-151520 POL AUDIO/VISUAL	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Memory Cards and Thumb Drives	350	350				350	
Developing--Outside Vendor*	200	200				200	
Batteries for Cameras	200	200	(100)			100	reduced volume
Equipment Repairs/Part Replacements	300	300				300	
Printer Paper--Photo Quality	500	500	(250)			250	reduced volume
Printer Cartridges	500	500				500	
CD/DVD Discs (Blank)	450	450				450	
Jewel Cases/Labels	300	300				300	
	2,800	2,800	(350)	-	-	2,450	
1001-10-15103-0310-151525 POL DETECTIVE BUREAU	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Narcotic/Drug Field Test Kits	300	300				300	
Evidence Collection/Processing Supplies	2,000	2,000				2,000	
Air-Clean Carbon Filters	400	400				400	
Technology Ex Parte Orders Fees	1,000	1,000				1,000	
LexisNexis Monthly Fee	1,800	1,800				1,800	
Association Dues/Meetings	450	450				450	
Spare Hard Drives (Investigation Mirroring)	700	700				700	
Arrest Warrant Envelopes, Laser Labels, Etc.	400	400				400	
Investigative Software		1,600				1,600	New video and social media software
	7,050	8,650	-	-	-	8,650	
1001-10-15103-0310-151530 POL TRAFFIC CONTROL	22-23	23-24	23-24	23-24	23-24	23-24	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	1,540				1,540	Increase--14 x \$55 x 2/year
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	6,150					-	
In-car Video Camera Maintenance:							
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	
	9,830	3,920	-	-	-	3,920	
1001-10-15103-0310-151535 POL RADIO	22-23	23-24	23-24	23-24	23-24	23-24	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	2,000				2,000	
Radio Service Contract with Northeastern Communications	-	129,890	(129,890)			-	Town-wide radio system service/warrantee plan
Fairfield County Chiefs of Police Association Regional Radio Network Assessment	3,000	3,000				3,000	*moved to Police Special Duty
	8,385	139,175	(129,890)	-	-	9,285	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15103-0310-151540	POL RECORD ROOM	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
NexGen Service Contract		22,300	23,765				23,765	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		1,780	3,506				3,506	New AFIS System annual user fee (2)
Ledgers		200	200				200	
Paper, Mailing Labels		500	500				500	
Case Report File Folders		1,700	1,800				1,800	
Misc Office Supplies, Staples, etc.		500	500				500	
		27,930	31,221	-	-	-	31,221	
1001-10-15103-0310-151545	POL RANGE MAINTENANCE	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
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	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Programs, Instructional Materials/Supplies		3,550	2,850				2,850	
Professional Assoc. Dues, Meeting Expenses		250	250				250	
		3,800	3,100	-	-	-	3,100	
1001-10-15103-0310-151555	POL CRIME PREVENTION	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
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	700				700	PAC required dues
Crime Prevention Training		1,000	1,000				1,000	
"Monroe Night At The Park" Activities		1,600	1,600				1,600	
		5,900	6,350	-	-	-	6,350	
1001-10-15103-0310-151560	POL ABANDON VEH EXP	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Towing, Certified Mailings, etc.		500	500				500	
		500	500	-	-	-	500	
1001-10-15103-0310-153060	POL COMMUNICATIONS	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
COLLECT/NCIC System Upgrades		1,000	1,000	(1,000)			-	Upgrade complete; not needed in FY24
Mobile Data Terminal Modem Service (17 Units at \$40/month/unit)		8,160	8,160				8,160	New vendor--switch to Verizon in progress
IACP NET Contract		875	875				875	
SWRERT Communications--Assessment		2,250	2,250				2,250	
		12,285	12,285	(1,000)	-	-	11,285	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15103-0310-153145 POL EQUIPMENT	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
2 Portable Radios (\$2,900 each)	5,800	7,200				7,200	Price increased to \$3,600 each
1 Mobile Radio Unit (In-Car) (\$3,175 each)	3,175	5,000				5,000	Price increased to \$5,000 each
5 Taser Model X26E (\$1,750 each)	8,750	8,750				8,750	
3 Automatic Electronic Defibrillator (AED)--Replacement	4,800	5,000				5,000	
Colt M4 Carbine with Optic and Light	3,390					-	
1 Traffic Data Collection/Radar Speed Sign System (\$3,000 each)	-	3,000				3,000	
	25,915	28,950	-	-	-	28,950	
1001-10-15103-0310-153390 POL OPERATING EXPENSE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Canine Maint. (food,vet bills, replacement equipment.)	2,500	2,500				2,500	
Emergency Management/Homeland Security	-					-	
Specialized Garments/Equipment	-					-	
Vendor Tech Support/Computer Forensics Tools	14,530	17,075				17,075	Vendor Increases
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	4,800	5,050				5,050	Vendor Increase
PowerDMS Recurring Standards and User Fees	6,302	6,700				6,700	Vendor Increase
Regional Tactical Team Annual Assessment	4,000	4,000				4,000	
Annual Server Fee for GPS Tracker	600	600				600	
iRecord Interview Recording System/911Telephone Radio Logger Lease	17,035	17,035				17,035	
Virtra Training System Maintenance Fee	2,100					-	not utilizing
Professional Assoc. Dues	1,100	1,150				1,150	
Meeting Expenses	950	1,500				1,500	
Prisoner Maintenance--Food, Clothing, etc.	500	500				500	
Selection Process--Includes Psych, Polygph, Promo. Processes, etc.	8,000	9,000				9,000	
Investigation Expenses--Confid. Funds, Travel, Associated Expenses	1,000	1,250				1,250	
WatchGuard Body-Worn Camera Annual Licensing Fee	20,000	20,000				20,000	
Input-Ace Multi-Media Player Evidence System Service Plan	995					-	contract ended-not using
License Plate Reader Warranty and Software Updates	2,245					-	contract ended-not using
	86,657	86,360	-	-	-	86,360	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

		22-23	23-24	23-24	23-24	23-24	23-24		
1001-10-15103-0310-153579	POL VEHICLE FUEL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Budget	Explanation
	Gasoline	102,200	118,552		(10,951)		107,601		Current usage at 16% price increase
		102,200	118,552	-	(10,951)	-	107,601		
		22-23	23-24	23-24	23-24	23-24	23-24		
1001-10-15103-0310-153580	POLVEHICLE-EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Budget	Explanation
	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	20,000	21,000				21,000		
	Tires, All-Season	12,720	13,360				13,360		
		47,420	49,060	-	-	-	49,060		
		22-23	23-24	23-24	23-24	23-24	23-24		
1001-10-15103-0315-153045	AC BUILDING & GROUND MAINTENANCE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Budget	Explanation
	Aquarion	275	300				300		Current usage at 13% price increase
	Cleaning Supplies (disinfect., towels, brooms, mops, etc.)	1,700	1,700				1,700		
	Misc. Building Repairs (waterproofing, crack repair, etc.)	1,500	2,000				2,000		
		3,475	4,000	-	-	-	4,000		
		22-23	23-24	23-24	23-24	23-24	23-24		
1001-10-15103-0315-153145	AC EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Budget	Explanation
	Microchip Scanner	450					-		One time purchase
		450	-	-	-	-	-		
		22-23	23-24	23-24	23-24	23-24	23-24		
1001-10-15103-0315-153390	AC OPERATING EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Budget	Explanation
	Newspaper advertising (required by CGS)	500	500				500		
	Printing/Dog License Tags	200	200				200		
	Copies/Office Supplies/Postage	500	500				500		
	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)	1,500	1,750				1,750		
	Training (seminars, magazines/literature)	500	500				500		
	Equipment Repairs/Maintenance (snare poles, traps, etc.)	800	800				800		
	Generator Maintenance Contract (\$360/year)/Repairs and Parts (approx. \$50	800	800				800		
	Service Contracts (alarm system \$450/year)	450	450				450		
		7,225	7,475	-	-	-	7,475		
		22-23	23-24	23-24	23-24	23-24	23-24		
1001-10-15103-0315-153563	AC ELECTRIC	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Budget	Explanation
	Electrical Service (Eversource)	4,895	5,632	(2,325)			3,307		Current usage at 30% price increase
		4,895	5,632	(2,325)	-	-	3,307		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15103-0315-153564	AC HEAT	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
	LP Gas (heat/hot water)	4,200	5,712				5,712	Current usgage at 36% price increase
	Furnace/Water Heater Repair/Service	750	750				750	
		4,950	6,462	-	-	-	6,462	
1001-10-15103-0315-153579	AC VEHICLE FUEL	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
	Fuel (gasoline/oil)	2,482	2,879		(107)		2,772	Current usage at 16% price increase
		2,482	2,879	-	(107)	-	2,772	
1001-10-15103-0315-153580	AC VEHICLE EXPENSE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
	Parts and Tires	900	900				900	
		900	900	-	-	-	900	
REVENUES:		22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
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	17,000	17,000				17,000	
							-	
		17,000	17,000	-	-	-	17,000	

VOLUNTEER FIRE SERVICES

It is the mission of the Stepney, Monroe and Stevenson Fire Departments to provide fire suppression and rescue services to the citizens of the Town of Monroe in an efficient and effective manner with the best resources provided by the community.

More specifically, 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

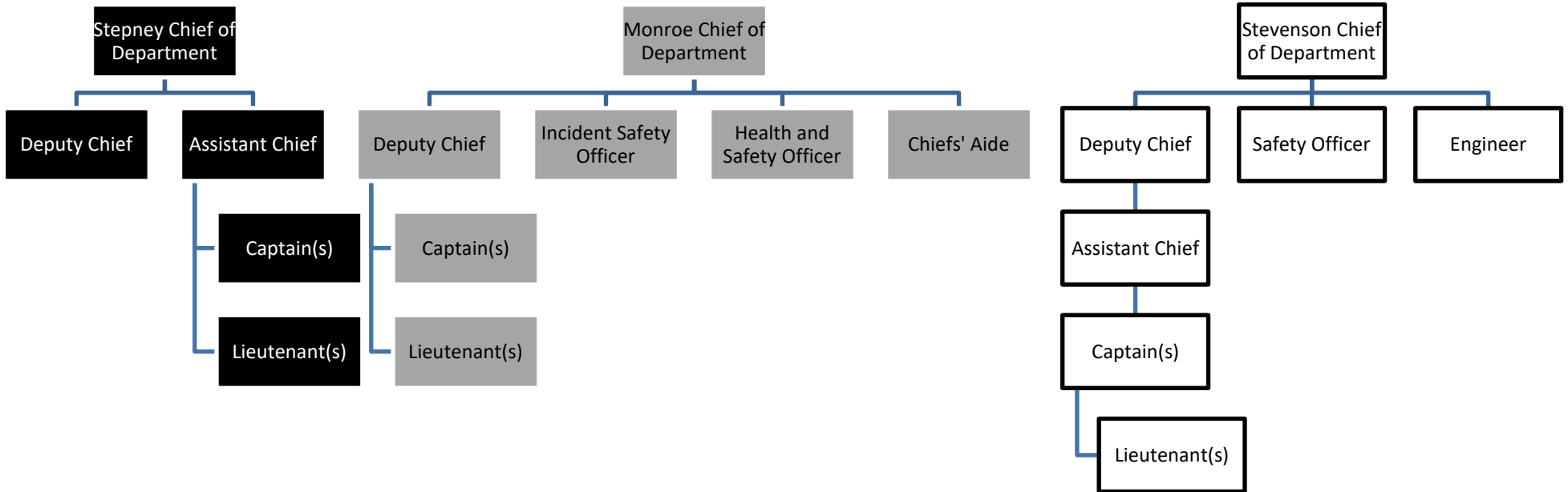
- Save Lives and Protect Property
- Fire Suppression
- Rescue Services
- Hazardous Materials Incident Stabilization
- Fire Prevention and Community Education/Outreach

ORGANIZATION CHART

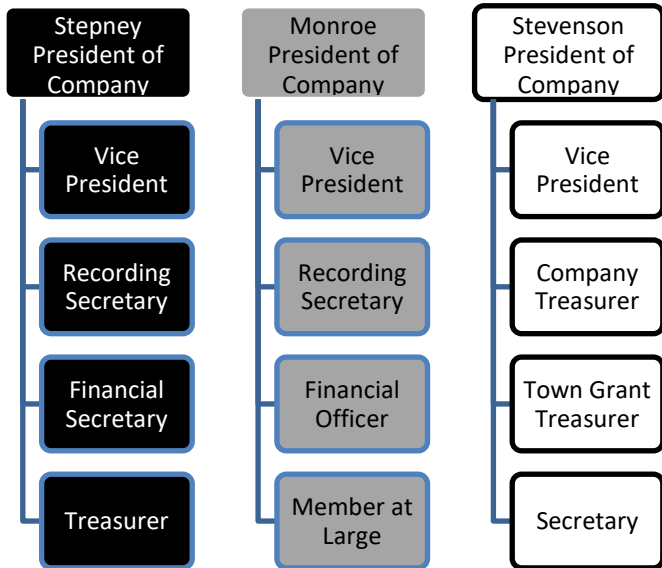
The Town of Monroe Volunteer Fire Services is comprised of three independent volunteer fire companies, each organized under the laws of the State of Connecticut. Each company is either a 501(c)(3) or 501(c)(4) organization exempt from Federal and State income tax. While each company independently reports 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



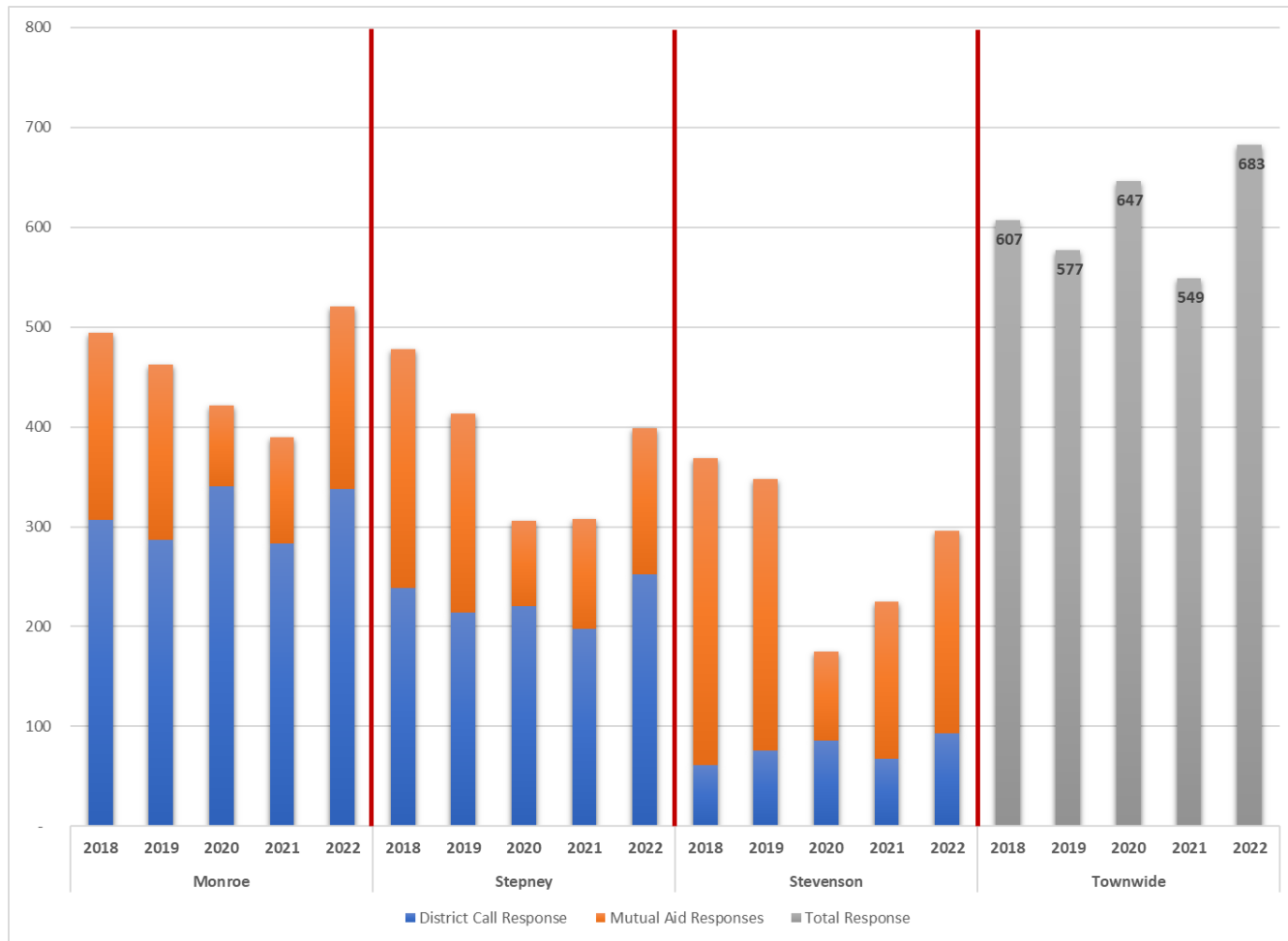
Administrative Organizational Charts



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PERFORMANCE METRICS

- The 2020 and 2021 calendar years impacted performance metrics for all three Companies due to response protocol changes in response to COVID-19 and some residents being less inclined to call for emergency services. In general, automatic mutual aid, for other than the most serious incidents, was curtailed from March 2020 through June 2021.
- For the 2022 calendar year, the Town of Monroe Fire Services are projected to respond to 683 incidents, representing 134 (or 24%) more incidents than in calendar 2021. This is also 36 (or 6%) more than CY20, which was impacted by a one-time large storm.



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SIGNIFICANT ACCOMPLISHMENTS

- Implemented an overnight program that provides station coverage by four certified firefighters four nights per week from 10 PM – 6 AM (Monroe district).
- Maintained 100% response to alarms despite a 24% increase in call volume, had crews assigned to cover 100% of overnight shifts during the year, and crews on duty at the station approximately 3 nights per week during the entire year (Monroe district). Duty crew program initiated in the Stepney district and sustained throughout 2022.
- Eight new certified firefighters across Town (and at least 4 additional enrolling in Firefighter I in January 2023).
- Maintained compliance with strict minimum annual training requirements, including holding training sessions at least twice per month, conducted live fire training evolutions, and leveraged outside resources for specialized knowledge (e.g., rope rescue, machinery rescue, firefighter leadership development)
- Monroe district applied for a FEMA Assistance to Firefighter Grant for Self-Contained Breathing Apparatus, but was not awarded.
- Experienced no significant firefighter injuries.

GOALS & OBJECTIVES

- Maintain 100% response call coverage, including delivery of high quality, cost effective professional services.
 - Our live-in program will soon extend past our existing members with collaboration with local higher education institutions; this will provide additional coverage (up to 7 nights per week and increase our roster size in the future). Our live-in program has demonstrated success in reducing overnight response time by nearly 50%.
- Continue to address and implement recommendations arising from the Fire Study report.
- Increase recruitment efforts and our ranks of active and certified firefighters.
 - Average responders per call has decreased slightly to 7.1 from 7.6 one year ago (Monroe district data), primarily due to more of our roster returning to higher education away from home post-pandemic.
- Maintain superb safety record, compliance with OSHA and NFPA standards, and meet or exceed minimum training mandates.
- 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 (while we were rejected for a FY22 AFG for a regional interoperability radio grant, we intend to reapply, to the extent applicable, when the next funding round opens).

BUDGET HIGHLIGHTS

- Continued significant cost pressures for most of expenditure categories. Fire services have requested nominal increases given the current and near-term economic uncertainties.
- Increases in fuel and utilities based upon current usage at significant price increases for gasoline (12%), diesel (19%), heating oil (17%), propane (36%), natural gas (30%), water (13%), and electricity (30%).

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

MONROE VOLUNTEER FIRE DEPARTMENT

BUDGET - MONROE VOLUNTEER FIRE DEPT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
Dept 0400											
1001-10-15103-0400-153390	MONROE FIRE DEPT OP EXP	237,404	123,638	247,275	253,846	-	-	-	253,846	6,571	2.66%
1001-10-15103-0400-153045	BUILDING MAINTENANCE	2,819	1,445	3,000	3,450	-	-	-	3,450	450	15.00%
1001-10-15103-0400-153563	MFD ELECTRIC	13,075	5,310	14,875	16,984	13	-	-	16,997	2,122	14.27%
1001-10-15103-0400-153564	MFD HEAT	6,894	2,129	5,500	8,963	-	-	-	8,963	3,463	62.96%
1001-10-15103-0400-153565	MFD UTILITIES OTHER	7,158	3,364	6,375	6,900	-	-	-	6,900	525	8.24%
1001-10-15103-0400-153579	MFD VEHICLE FUEL	6,034	3,061	8,184	11,128	-	(1,809)	-	9,319	1,135	13.87%
		273,383	138,946	285,209	301,271	13	(1,809)	-	299,475	14,266	5.00%

BUDGET - MONROE VOLUNTEER FIRE DEPT		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
EXPENDITURES:		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
1001-10-15103-0400-153390	MONROE FIRE DEPT OP EXP							
Administrative		32,321	33,541				33,541	1,220 Nearly all insurance premium related
Apparatus Repair and Maintenance		20,575	24,425				24,425	3,850 Increase repair cost beginning to be observed on 2009 apparatus and inflation in parts and labor.
Building and Grounds Maintenance		26,740	27,540				27,540	800 Increased costs for water filtration system (high sodium
Capital Expenditures		38,100	21,400				21,400	(16,700) FY24 low-value one-time items (reflective striping reapplication on emergency vehicles, rescue randy replacement, situational awareness thermal camera program)
Equipment Repair and Maintenance		19,615	24,840				24,840	5,225 Principally quinquennial hydrostatic SCBA test and inflation in parts and labor.
Fire Ground Operations		22,915	24,766				24,766	1,851 Medical supply restock/replacement of low value equipment
Personnel Costs		52,725	52,450				52,450	(275)
Public Education and Relations		1,474	1,474				1,474	-
Recruitment and Retention		7,680	7,680				7,680	-
Technology Costs		6,930	6,530				6,530	(400)
Training Costs		18,200	29,200				29,200	11,000 Outside instructor costs (primarily agencies / independent companies) that provide complex and/or difficult training programs where in house expertise or time to prepare/deliver does not exist (Hazardous Materials, Technical Rescue) - Many of these companies provide props, training trailers, etc.
Utilities		-	-				-	-
		247,275	253,846	-	-	-	253,846	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15103-0400-153045	BUILDING MAINTENANCE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Station #1 Garbage - Call Peter		3,000	3,450				3,450	Updated proposal pricing
		3,000	3,450	-	-	-	3,450	
1001-10-15103-0400-153563	MFD ELECTRIC	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Station #1 Electricity		13,039	14,592	13			14,605	Current usage at 30% price increase
Station #1 Electricity for the Field		1,224	1,592				1,592	Current usage at 30% price increase
Station #1 Electricity for 50,000 Lumen HP Sodium Light		612	800				800	Current usage at 30% price increase
		14,875	16,984	13	-	-	16,997	
1001-10-15103-0400-153564	MFD HEAT	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Station #1 - Natural Gas		5,500	8,963				8,963	Current usage at 30% price increase
		5,500	8,963	-	-	-	8,963	
1001-10-15103-0400-153565	MFD UTILITIES OTHER	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Station #1 Charter		5,500	5,500				5,500	Calc by IT
Station #1 Frontier		875	1,400				1,400	Calc by IT
		6,375	6,900	-	-	-	6,900	
1001-10-15103-0400-153579	MFD VEHICLE FUEL	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Gasoline - 1,000 Gallons		2,920	3,390		(129)		3,261	Current usage at 16% price increase
Diesel - 1,860 Gallons		5,264	7,738		(1,680)		6,058	Current usage at 48% price increase
		8,184	11,128	-	(1,809)	-	9,319	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

STEVENSON VOLUNTEER FIRE DEPARTMENT

BUDGET - STEVENSON VOLUNTEER FIRE DEPT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0410										
1001-10-15103-0410-153390	STEVENSON FIRE DEPT OP EXP	159,435	85,850	171,700	176,700	-	-	-	176,700	5,000	2.91%
1001-10-15103-0410-153045	BUILDING MAINTENANCE	3,962	1,723	4,100	4,428	-	-	-	4,428	328	8.00%
1001-10-15103-0410-153563	STVFD ELECTRIC	11,207	5,420	14,335	16,291	(1,723)	-	-	14,568	233	1.63%
1001-10-15103-0410-153564	STVFD HEAT	13,225	4,914	11,280	16,807	-	(2,983)	-	13,824	2,544	22.55%
1001-10-15103-0410-153565	STVFD UTILITIES OTHER	2,977	1,542	3,810	4,110	-	-	-	4,110	300	7.87%
1001-10-15103-0410-153579	STVFD VEHICLE FUEL	6,648	2,666	9,164	12,388	-	(1,743)	-	10,645	1,481	16.16%
		197,453	102,114	214,389	230,724	(1,723)	(4,726)	-	224,275	9,886	4.61%

BUDGET - STEVENSON VOLUNTEER FIRE DEPT

EXPENDITURES:	22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15103-0410-153390	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Administration Expenses	22,000	22,000				22,000		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	33,500	33,500				33,500		Includes expenses such as repairs, periodic maintenance, and testing of apparatus
Building and Grounds Maintenance	23,000	23,000				23,000		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 and propane.
Capital Expenditures	16,000	18,000				18,000		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	21,500	21,500				21,500		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	13,000	13,000				13,000		Include expenses such as cellular and data charges for emergency operations, and other consumable costs related to fire ground operations
Personnel Equipment	21,000	22,000				22,000		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	6,100	6,100				6,100		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	1,000	1,000				1,000		Include expenses related to fire prevention, open houses, school visits, and similar type items
Training Costs	10,600	12,600				12,600		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	4,000	4,000				4,000		Include expenses such as incentive programs (gas cards, gym discounts, and other incidental costs related to recruiting and retaining volunteers)
	171,700	176,700	-	-	-	176,700		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15103-0410-153045	BUILDING MAINTENANCE	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Garbage for both stations		4,100	4,428				4,428	Updated proposal pricing
		4,100	4,428	-	-	-	4,428	
1001-10-15103-0410-153563	STVFD ELECTRIC	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 Electricity		2,142	2,785				2,785	Current usage at 30% price increase
Station #2 Electricity		12,193	13,506	<i>(1,723)</i>			11,783	Current usage at 30% price increase
		14,335	16,291	(1,723)	-	-	14,568	
1001-10-15103-0410-153564	STVFD HEAT	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 Heating oil - 1,000 Gallons		2,820	4,202		<i>(252)</i>		3,950	Current usage at 49% price increase
Station #2 Heating oil - 3,000 Gallons		8,460	12,605		<i>(2,731)</i>		9,874	Current usage at 49% price increase
		-					-	
		11,280	16,807	-	(2,983)	-	13,824	
1001-10-15103-0410-153565	STVFD UTILITIES OTHER	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #2 Water		1,310	1,480				1,480	Current usage at 13% price increase
Station #2 Charter		2,400	2,500				2,500	Calc by IT-Trending
Station #1 Generator Propane		100	130				130	Current usage at 36% price increase
		3,810	4,110	-	-	-	4,110	
1001-10-15103-0410-153579	STVFD VEHICLE FUEL	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Gasoline - 1,200 Gallons		3,504	4,068		<i>(155)</i>		3,913	Current usage at 16% price increase
Diesel - 2,000 Gallons		5,660	8,320		<i>(1,588)</i>		6,732	Current usage at 48% price increase
		9,164	12,388	-	(1,743)	-	10,645	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

STEPNEY VOLUNTEER FIRE DEPARTMENT

BUDGET - STEPNEY VOLUNTEER FIRE DEPT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES: Dept 0420		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15103-0420-153390	STEPNEY FIRE DEPT OP EXP	222,058	117,125	234,250	240,800	-	-	-	240,800	6,550	2.80%
1001-10-15103-0420-153045	STFD BUILDING MAINTENANCE	2,339	1,310	3,100	3,348	-	-	-	3,348	248	8.00%
1001-10-15103-0420-153563	STPFED ELECTRIC	13,968	7,628	19,885	22,556	(4,398)	-	-	18,158	(1,727)	-8.68%
1001-10-15103-0420-153564	STPFED HEAT	15,815	5,290	12,450	16,437	-	-	-	16,437	3,987	32.02%
1001-10-15103-0420-153565	STPFED UTILITIES OTHER	6,184	3,725	7,158	8,037	-	-	-	8,037	879	12.28%
1001-10-15103-0420-153579	STPFED VEHICLE FUEL	10,932	5,983	11,518	14,997	-	(1,765)	-	13,232	1,714	14.88%
		271,296	141,062	288,361	306,175	(4,398)	(1,765)	-	300,012	11,651	4.04%

BUDGET - STEPNEY VOLUNTEER FIRE DEPT

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15103-0420-153390	STEPNEY FIRE DEPT OP EXP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
	Adminstration	27,000	28,000				28,000	office Supplies, profesional fees, insurance,
	Apparatus Repair & Maintance	33,250	33,250				33,250	apparatus repairs, annual maintenance tires parts, testing
	Building and Grounds Maintenance	22,500	23,500				23,500	general maintenace, custodians,
	Capital Expenditures	19,250	19,250				19,250	new fire fighting equipment
	Education & Training	23,000	23,000				23,000	training , schooling, publications, facility rentals, and related
		-					-	incidental items
	Firefighting Equipment	22,500	24,400				24,400	Equipment, scba and hose , equipment maintenance uniforms,
		-					-	
	Fire Ground Operations	20,250	21,400				21,400	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	15,500	15,500				15,500	includes incentive programs(gas cards, gym discounts and
		-					-	other incidental costs)
	Personnel Equipment	36,500	37,500				37,500	Expenses related to personnel equipment, purchase of
	Communications	11,500	12,000				12,000	computers software, hardware and security
		234,250	240,800	-	-	-	240,800	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15103-0420-153045	STFD BUILDING MAINTENANCE	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 Garbage		1,650	1,782				1,782	Updated proposal pricing
Station #2 Garbage		1,450	1,566				1,566	Updated proposal pricing
		3,100	3,348	-	-	-	3,348	
1001-10-15103-0420-153563	STFPD ELECTRIC	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 Electricity		9,621	10,860	(2,199)			8,661	Current usage at 30% price increase
Station #2 Electricity		10,264	11,696	(2,199)			9,497	Current usage at 30% price increase
		19,885	22,556	(4,398)	-	-	18,158	
1001-10-15103-0420-153564	STFPD HEAT	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 Propane 3,000 gallons		4,200	5,712				5,712	Current usage at 36% price increase
Station #2 Natural Gas		8,250	10,725				10,725	Current usage at 30% price increase
		12,450	16,437	-	-	-	16,437	
1001-10-15103-0420-153565	STFPD UTILITIES OTHER	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Station #1 Domestic Water Service		1,419	1,604				1,604	Current usage at 13% price increase
Station #2 Domestic Water Service		1,419	1,603				1,603	Current usage at 13% price increase
Station #1 Charter		370	430				430	Calc by IT-Trending
Station #1 Frontier		1,975	2,200				2,200	Calc by IT-Trending
Station #2 Frontier		1,975	2,200				2,200	Calc by IT-Trending
		7,158	8,037	-	-	-	8,037	
1001-10-15103-0420-153579	STFPD VEHICLE FUEL	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Gasoline - 2,200 Gallons		6,424	7,458	-	(285)		7,173	Current usage at 16% price increase
Diesel - 1,800 Gallons		5,094	7,539	-	(1,480)		6,059	Current usage at 48% price increase
		11,518	14,997	-	(1,765)	-	13,232	

WATER DISTRIBUTION SYSTEM - FIRE HYDRANTS

BUDGET - FIRE HYDRANT SERVICE		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		<u>Actual</u>	<u>YTD 12/31/22</u>	<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	<u>\$ CHG</u>	<u>% CHG</u>
1001-10-15103-0430-151600	Dept 0430 WATER DISTRIBUTION SYSTEM	617,037	318,051	653,222	663,222	-	11,194	-	674,416	21,194	3.24%

BUDGET - FIRE HYDRANT SERVICE

EXPENDITURES:

1001-10-15103-0430-151600	WATER DISTRIBUTION SYSTEM	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		<u>Final Budget</u>	<u>Department</u>	<u>FS Adj</u>	<u>TC Adj</u>	<u>BOF Adj</u>	<u>Total Budget</u>	
Transmission & Distribution System		461,324	663,222		11,194		674,416	Awaiting Aquarion Water pricing update
Hydrants		122,500					-	
Fire Service Charges:		583,824	663,222	-	11,194	-	674,416	
WICA @ 9.78%		56,126					-	
WRA @ 2.3% credit		(13,199)					-	
Total Fire Service Charges :		626,751	663,222	-	11,194	-	674,416	
WICA, WRA, Inch Foot and Hydrants Contingency		11,650					-	
		14,821					-	
		653,222	663,222	-	11,194	-	674,416	Base on % increase trend

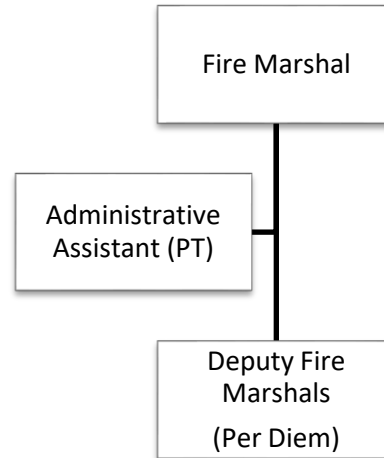
OFFICE OF THE FIRE MARSHAL

The Fire Marshal’s Office provides professional, Life Safety protection to the citizens of the Town of Monroe through Inspection, Prevention, and Investigation as regulated by applicable state law and regulations.

PRIMARY PROGRAMS & SERVICES

- Thorough investigation of all fire incidents in Town as per state law and regulations.
- Life Safety Inspections and overall safety of all public and private schools and daycare buildings.
- Life Safety Inspections of all commercial and new commercial construction occupancies in town as regulated by Connecticut General Statutes Chapter 541.
- Issuance of blasting, open burn and campfire, and tank (oil & propane) permits throughout town.
- Review and approval of new commercial building plans including fire sprinkler systems.
- Onsite inspection for removal and installation of underground fuel tanks, and installation of new tanks.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PERFORMANCE METRICS

	2019	2020	2021	2022
Fire investigations completed, and reports filed with the State Fire Marshal’s Office: (2 fatal fires 1 open investigation)	36	37	42	42
Completed Life Safety Inspections:	305	219	165	208
CT State Blasting Permits Issued	5	9	18	26
Assist residents with the installation of smoke and/or carbon monoxide detectors:	5	2	1	3
Private fireworks displays:	3	0	0	0

SIGNIFICANT ACCOMPLISHMENTS

- Issued 26 state blasting permits for commercial and residential construction sites throughout Town. Responded to questions and addressed concerns from residents regarding blasting activity.
- Provided in-person fire safety education programs to over 900 elementary and pre-school children.
- Completed 42 residential fuel tank inspections for removal and install.
- Participated in 26 online continuing education classes as sponsored and/or required by the Connecticut State Fire Marshal’s Office.
- Instructed multiple employees of Monroe businesses on fire extinguisher operation, including a live burn practical.

GOALS & OBJECTIVES

- Implement the new Connecticut Fire Safety Code as instituted by State of Connecticut Fire Marshal’s Office in October of 2022.
- Continue state-mandated ongoing training for Fire Marshal certification.
- Continue to work with other Town departments to enhance community relations and streamline permitting process.

BUDGET HIGHLIGHTS

- Salary line increases per union contract.
- Lowered Operating line based on FY24 anticipated needs and accelerating certain purchases to FY23.
- Increases in fuel based upon current usage at significant price increases for gasoline (12%).

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - OFFICE OF THE FIRE MARSHAL		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG	
	Dept 0440											
1001-10-15103-0440-150001	FIRE MAR SALARY ADMIN	71,230	36,563	72,825	72,825	-	-	-	72,825	(0)	0.00%	
1001-10-15103-0440-150005	FIRE MAR SALARY PT	11,563	9,145	28,562	28,676	-	-	-	28,676	114	0.40%	
1001-10-15103-0440-150015	FIRE MAR OVERTIME	1,490	1,015	2,000	2,000	-	-	-	2,000	-	0.00%	
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	5,631	476	1,700	1,600	-	-	-	1,600	(100)	-5.88%	
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	1,017	1,112	1,400	1,400	-	-	-	1,400	-	0.00%	
1001-10-15103-0440-153390	FIRE MAR OPERATING EXP	1,598	739	4,000	3,000	-	-	-	3,000	(1,000)	-25.00%	
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	1,975	969	2,628	3,047	-	(112)	-	2,935	307	11.68%	
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	62	712	1,600	4,000	(2,400)	-	-	1,600	-	0.00%	
		94,567	50,732	114,715	116,548	(2,400)	(112)	-	114,036	(679)	-0.59%	

REVENUES:		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140125	FIRE MARSHAL PERMITS REVENUE	7,270	3,118	3,800	4,000	2,000	-	-	6,000	2,200	57.89%
		7,270	3,118	3,800	4,000	2,000	-	-	6,000	2,200	57.89%

SALARY DETAIL - OFFICE OF THE FIRE MARSHAL

		Budget	Budget						
Dept 0440		22-23	23-24	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
		22-23	23-24	22-23	22-23	22-23	23-24	23-24	23-24
1001-10-15103-0440-150001	Fire Marshal	72,475	72,475						
	Longevity	350	350						
	Total Administration:	72,825	72,825						
1001-10-15103-0440-150005	PT-Deputy Fire Marshal	8,203	8,203	390.63	\$ 21.00	\$ 8,203	390.63	\$ 21.00	\$ 8,203
	PT-Deputy Fire Marshal	7,012	7,012	390.63	\$ 17.95	\$ 7,012	390.63	\$ 17.95	\$ 7,012
	PT-Deputy Fire Marshal	1,308	1,423	79.25	\$ 17.95	\$ 1,423	79.25	\$ 17.95	\$ 1,423
	PT-Office Assistant	12,039	12,039	714.47	\$ 16.85	\$ 12,039	714.47	\$ 16.85	\$ 12,039
	Total PT:	28,562	28,676						
1001-10-15103-0440-150015	Fire Marshal Overtime	2,000	2,000						
		2,000	2,000						
	Total Fire Marshal:	103,387	103,501						
	Headcount-FT	1	1						
	Headcount-PT	4	4						

SALARY SUMMARY	22-23	23-24
FIRE MAR SALARY ADMIN	72,825	72,825
FIRE MAR SALARY OTHER	-	-
FIRE MAR SALARY PT	28,562	28,676
FIRE MAR OVERTIME	2,000	2,000
	103,387	103,501

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - OFFICE OF THE FIRE MARSHAL

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	23-24	
1001-10-15103-0440-153145	FIRE MAR EQUIPMENT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	Respirators	200					-	Purchased 22/23 budget	
	Misc equipment	1,500	1,600				1,600	scene gloves/light/tool kit upgrade	
		1,700	1,600	-	-	-	1,600		
1001-10-15103-0440-153385	FIRE MAR OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	General office supplies	1,000	1,000				1,000		
	Toner Cartridges	400	400				400		
		1,400	1,400	-	-	-	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	3,000				3,000	Uniforms purchased 22/23	
		4,000	3,000	-	-	-	3,000		
1001-10-15103-0440-153579	FIRE MAR VEHICLE FUEL	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	Vehicle gasoline	2,628	3,047		(112)		2,935	Current usage at 16% price increase	
		2,628	3,047	-	(112)	-	2,935		
1001-10-15103-0440-153580	FIRE MAR VEHICLE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	Tires, maintenance & repairs	1,600	4,000	(2,400)			1,600	Emer. Light replc-purchased in FY23	
		1,600	4,000	(2,400)	-	-	1,600		
BUDGET - OFFICE OF THE FIRE MARSHAL		22-23	23-24	23-24	23-24	23-24	23-24		
REVENUE:		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-14003-0000-140125	FIRE MARSHAL PERMITS & FEES	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	Burning permits	1,800	2,000				2,000		
	Inspection fees	2,000	2,000	2,000			4,000	Trend	
		3,800	4,000	2,000	-	-	6,000		

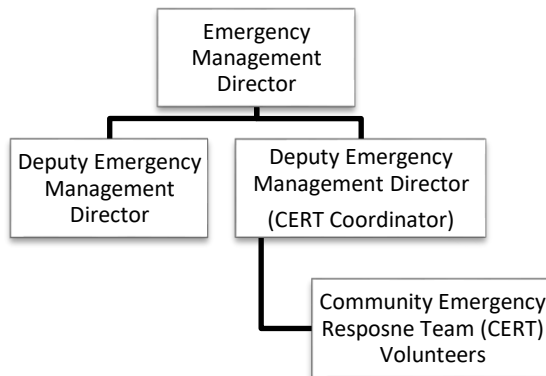
EMERGENCY MANAGEMENT DEPARTMENT

The mission of the Emergency Management Department includes the coordination and collaboration 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; to 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 comprehensive program of prevention, planning, preparedness, response, recovery, mitigation, and public education; and to maintain, operate, and oversee the Monroe Emergency Operations Center.

PRIMARY PROGRAMS & SERVICES

- Prepare emergency response plans for the Town of Monroe for the impacts of emergencies, disasters and security threats.
- Advance the resiliency of the town through mitigation, preparedness, response, and recovery from such events.
- 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 Town in preplanned events such as the annual Memorial Day Parade, United Ride (in memory of 9/11), and with parking and public access at the summer programs conducted at Wolfe Park, in addition to any emergency deployments.
 - 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



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PERFORMANCE METRICS

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Total membership	85	105	105	107	108
Active membership	40	42	39	45	45
Meetings/Training events	38	39	18	25	22
Activations	23	26	30	38	19

SIGNIFICANT ACCOMPLISHMENTS

- Trained over 183 citizens (since inception) in the Basic CERT course, with over 45 remaining active with our local CERT.
- Maintained joint training and collaboration with our Region 1 response partners.

GOALS & OBJECTIVES

- Train and certify additional personnel in the use of WebEOC.
- Train department heads in Nation Incident Management System concepts, including the Incident Command System.
- Conduct another basic CERT training course during 2023.
- Continue to increase the number of CERT members trained in emergency shelter management.

BUDGET HIGHLIGHTS

- Emergency Management services are being provided to our community at very low cost - partially offset by a state grant.
- Decrease in Operating Expense line; no anticipated large expenditures or equipment purchases for FY24.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - EMERGENCY MANAGEMENT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG	
	Dept 0450											
1001-10-15103-0450-150001	EM MGMT SALARY ADMIN	7,000	3,500	7,000	7,000	-	-	-	7,000	-	0.00%	
1001-10-15103-0450-150003	EM MGMT SALARY OTHER	6,000	1,648	6,000	6,000	-	-	-	6,000	-	0.00%	
1001-10-15103-0450-151650	EM MGMT FAIRFIELD CTY HAZMAT	3,000	3,000	3,000	3,000	-	-	-	3,000	-	0.00%	
1001-10-15103-0450-153385	EM MGMT OFFICE EXPENSE	285	-	1,000	750	-	-	-	750	(250)	-25.00%	
1001-10-15103-0450-153390	EM MGMT OPERATING EXPENSE	8,367	1,633	12,795	10,000	-	-	-	10,000	(2,795)	-21.84%	
	TOTAL EMERGENCY MGMT	24,652	9,781	29,795	26,750	-	-	-	26,750	(3,045)	-10.22%	

SALARY DETAIL - EMERGENCY MGMT

		Dept 0450	22-23	23-24
EMERGENCY MGMT				
1001-10-15103-0450-150001	Emergency Management Director		7,000	7,000
			7,000	7,000
1001-10-15103-0450-150003	Deputy Emergency Management Director		3,500	3,500
	Deputy Emergency Management Director/CERT Coordinator		2,500	2,500
			6,000	6,000
Total Emergency Management:			13,000	13,000

SALARY SUMMARY

	22-23	23-24
EM MGMT SALARY ADMIN	7,000	7,000
EM MGMT SALARY OTHER	6,000	6,000
	13,000	13,000

BUDGET - EMERGENCY MANAGEMENT

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1001-10-15103-0450-151650	EM MGMT FAIRFIELD CTY HAZMAT	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	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	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	With over 85 CERT members the cost of meetings and copying etc.	1,000	750				750	Trend	
							-		
		1,000	750	-	-	-	750		
1001-10-15103-0450-153390	EM MGMT OPERATING EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
	This is the curent cost of our Town's participation in the Urban Area Strategic Initiative	7,700	7,700				7,700		
	Variable message signs	2,350	2,300				2,300	Canopy for VMS trailers	
	Emergency response guides for all public buildings	2,745	-				-		
		12,795	10,000	-	-	-	10,000		

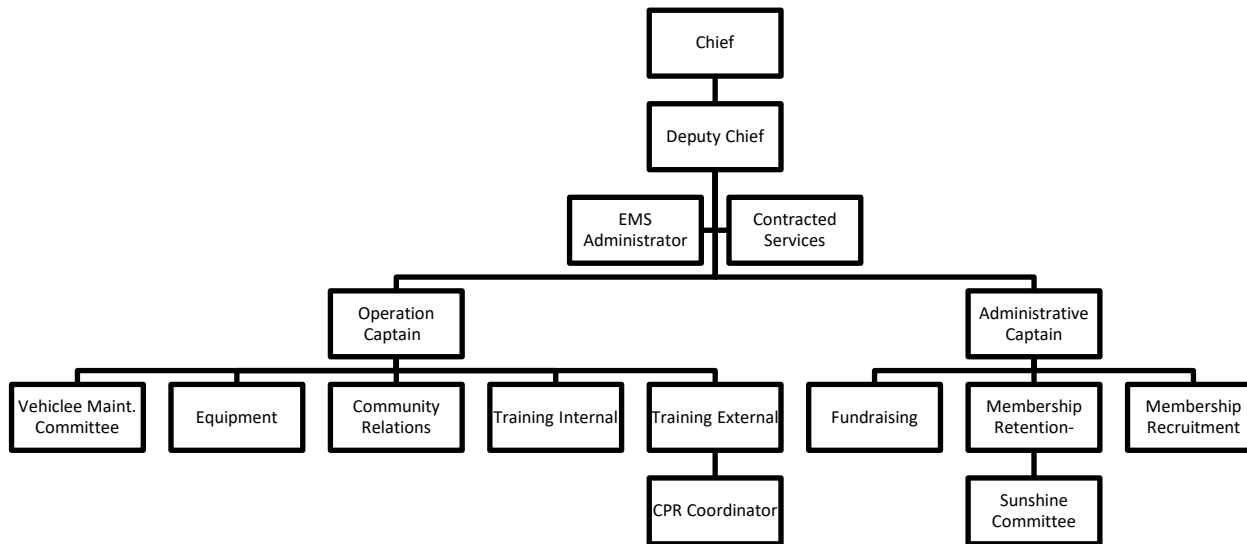
EMERGENCY MEDICAL SERVICES

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 2023-2024

PERFORMANCE METRICS

	2015	2016	2017	2018	2019	2020	2021	2022
Calls for Service	1,374	1,435	1,497	1,485	1,531	1,414	1,633	1,849
Volunteer Hours	9,612	9,358	10,166	8,141	8,795	9,423	9,283	7,818
Volunteers	48	52	49	43	44	45	40	37

SIGNIFICANT ACCOMPLISHMENTS

- In 2022, Monroe EMS received more calls for service than any previous year. This represents a 13% increase in EMS requests.
- Crews continued services while working out of a construction trailer due to the construction of the new EMS facility.
- Maintained overall response standards despite statewide industry-wide shortage of EMS personnel.
- Renovations and expansion of EMS headquarters substantially completed; Department personnel assisted with the construction project by working with the designer, architect, and construction manager.

GOALS & OBJECTIVES

- With facility improvements completed, resume level of in-station volunteer hours (vs. home response).
- Resume Emergency Medical Responder and Emergency Medical Technician training courses to increase number volunteers.
- Resume public CPR and first aid training.

BUDGET HIGHLIGHTS

- Increase in Contracted Services as required in current contracts.
- Increase in Volunteer Abatement line due to anticipated impact of changes in state statute that will be proposed for adoption in Town ordinance.
- Increases in Building Maintenance due to vendor price escalation and new facility needs.
- Increase in Training Expense to allow for resumption of training suspended during construction.
- Increases in fuel and utilities based upon current usage at significant price increases for gasoline (12%), diesel (19%), natural gas (30%), water (13%), and electricity (30%). Estimated costs of increased building size included, with uncertainty budgeted in Board of Finance Contingency.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - EMS		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0460										
1001-10-15103-0460-150005	EMS SALARY PT	-	1,400	35,490	35,490	-	-	-	35,490	0	0.00%
1001-10-15103-0460-151270	EMS VOLUNTEER ABATEMENT	17,605	15,454	17,900	19,400	7,100	-	-	26,500	8,600	48.04%
1001-10-15103-0460-153045	EMS BUILDING MAINTENANCE	8,849	3,383	14,475	17,631	(936)	-	-	16,695	2,220	15.34%
1001-10-15103-0460-153060	EMS COMMUNICATIONS	2,988	960	4,861	5,564	-	-	-	5,564	703	14.46%
1001-10-15103-0460-153075	EMS CONTRACTED SERVICES	744,013	382,303	781,035	806,539	-	-	-	806,539	25,504	3.27%
1001-10-15103-0460-153145	EMS EQUIPMENT EXPENSE	9,483	-	10,000	10,000	-	-	-	10,000	-	0.00%
1001-10-15103-0460-153385	EMS OFFICE EXPENSE	3,219	5	3,500	3,500	-	-	-	3,500	-	0.00%
1001-10-15103-0460-153390	EMS OPERATING EXPENSE	36,426	14,148	43,664	43,827	(1,000)	-	-	42,827	(837)	-1.92%
1001-10-15103-0460-153540	EMS TRAINING EXPENSE	17,502	3,494	23,358	28,058	(2,000)	-	-	26,058	2,700	11.56%
1001-10-15103-0460-153563	EMS ELECTRIC	7,139	5,992	15,710	19,200	-	-	-	19,200	3,490	22.22%
1001-10-15103-0460-153564	EMS HEAT	8,055	-	8,500	10,472	-	-	-	10,472	1,972	23.20%
1001-10-15103-0460-153565	EMS UTILITIES OTHER	1,721	1,316	2,710	3,199	-	-	-	3,199	489	18.04%
1001-10-15103-0460-153579	EMS VEHICLE FUEL	17,280	7,428	16,594	23,921	-	(3,447)	-	20,474	3,880	23.38%
1001-10-15103-0460-153580	EMS VEHICLE EXPENSE	14,031	2,573	13,000	13,000	-	-	-	13,000	-	0.00%
	TOTAL EMS EXPENDITURES:	888,310	438,456	990,797	1,039,801	3,164	(3,447)	-	\$ 1,039,518	48,721	4.92%

REVENUES:		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14007-140737	EMS REVENUE	693,468	272,894	656,500	656,500	-	-	-	656,500	-	0.00%
	TOTAL EMS REVENUES:	693,468	272,894	656,500	656,500	-	-	-	\$ 656,500	-	0.00%

SALARY DETAIL - EMS		Budget	Budget	Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
EXPENDITURES:		22-23	23-24	22-23	22-23	22-23	23-24	23-24	23-24
	Dept 0460								
1001-10-15103-0460-150005	PT Administrator	35,490	35,490	1,014	\$ 35.00	\$ 35,490	1,014	\$ 35.00	\$ 35,490
	Total PT:	35,490	35,490						
	Headcount-FT	-	-						
	Headcount-PT	1	1						

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - EMS

EXPENDITURES:

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15103-0460-151270 EMS VOLUNTEER ABATEMENT								
Potential liability if all eligible members take tax incentive	17,900	19,400	7,100			26,500	Anticipated increase as allowed by Statute	
	17,900	19,400	7,100	-	-	26,500		
1001-10-15103-0460-153045 EMS BUILDING MAINTENANCE								
Cleaning Service	12,000	13,269				13,269	\$1,105.69 per month	
Assorted Cleaning Supplies	1,000	1,000				1,000		
Trash Removal	975	1,426				1,426	8% increase 1320 to 1425.98	
Assorted minor repairs and maintenance	500	1,000				1,000		
Fire Alarm Monitoring		936	(936)			-	moved to DPW	
	14,475	17,631	(936)	-	-	16,695		
1001-10-15103-0460-153060 EMS COMMUNICATIONS								
Cell service for iPads used for patient charting	2,361	2,362				2,362		
Assorted radio batteries and repairs	2,500	2,500				2,500		
Phone line		702				702	new copper phone line for backup	
	4,861	5,564	-	-	-	5,564		
1001-10-15103-0460-153075 EMS CONTRACTED SERVICES								
VEMS ALS Contract	476,133	492,798				492,798	contractual increase	
VEMS BLS Contract	252,527	261,366				261,366	contractual increase	
Billing Company	50,375	50,375				50,375		
Assorted intercept/OT/holiday	2,000	2,000				2,000		
	781,035	806,539	-	-	-	806,539		
1001-10-15103-0460-153145 EMS EQUIPMENT EXPENSE								
Non-consumable equipment and repairs	10,000	10,000				10,000		
	10,000	10,000	-	-	-	10,000		
1001-10-15103-0460-153385 EMS OFFICE EXPENSE								
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								
Oxygen	4,000	4,000				4,000		
Stryker/Lucas Maintenance Agreement	12,000	12,000				12,000		
SyncPad	540	540				540		
Active 911	430	520				520		
EMS Charts	2,148	1,700				1,700		
Linens - Hospital	810	810				810		
ESO - Electronic chart EMS-Hospital interface	995	995				995		
Aldatec Scheduling System	4,341	4,862				4,862	12% Increase from scheduling company	
JAVA - Water /coffee	800	800				800		
Consumable supplies (variable based on call volume)	16,000	16,000	(1,000)			15,000	Trend	
Google Cloud	1,600	1,600				1,600		
	43,664	43,827	(1,000)	-	-	42,827		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

	22-23	23-24	23-24	23-24	23-24	23-24	23-24	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation	
1001-10-15103-0460-153540 EMS TRAINING EXPENSE								
EMT Class \$12,038, EMT-R: \$3,320	15,358	15,358				15,358		
Public classes:	5,000	4,000				4,000		
EMS Conference	3,000	3,000				3,000		
EMR Class		4,700	(2,000)			2,700	new training program	-offset by class fees
Training Supplies		1,000				1,000		
	23,358	28,058	(2,000)	-	-	26,058		
1001-10-15103-0460-153563 EMS ELECTRIC								
Eversource	15,710	19,200				19,200	Current usage at 30% price increase and increased size of building	
	15,710	19,200	-	-	-	19,200		
1001-10-15103-0460-153564 EMS HEAT								
Natural Gas	8,500	10,472				10,472	Current usage at 30% price increase	
	8,500	10,472	-	-	-	10,472		
1001-10-15103-0460-153565 EMS UTILITIES OTHER								
Aquarion	2,710	3,199				3,199	Current usage at 13% price increase	
	2,710	3,199	-	-	-	3,199		
1001-10-15103-0460-153579 EMS VEHICLE FUEL								
Gasoline	5,840	7,279		(269)		7,010	Current usage at 16% price increase	
Diesel	10,754	16,642		(3,178)		13,464	Current usage at 48% price increase	
	16,594	23,921	-	(3,447)	-	20,474		
1001-10-15103-0460-153580 EMS VEHICLE EXPENSE								
Vehicle repair and maintenance expences	13,000	13,000				13,000		
	13,000	13,000	-	-	-	13,000		
BUDGET - EMS								
REVENUES:								
1001-10-14007-140737 EMS REVENUE								
Training Income	6,500	6,500				6,500		
Billing revenue	650,000	650,000				650,000		
	656,500	656,500	-	-	-	656,500		

DEPARTMENT OF PUBLIC WORKS

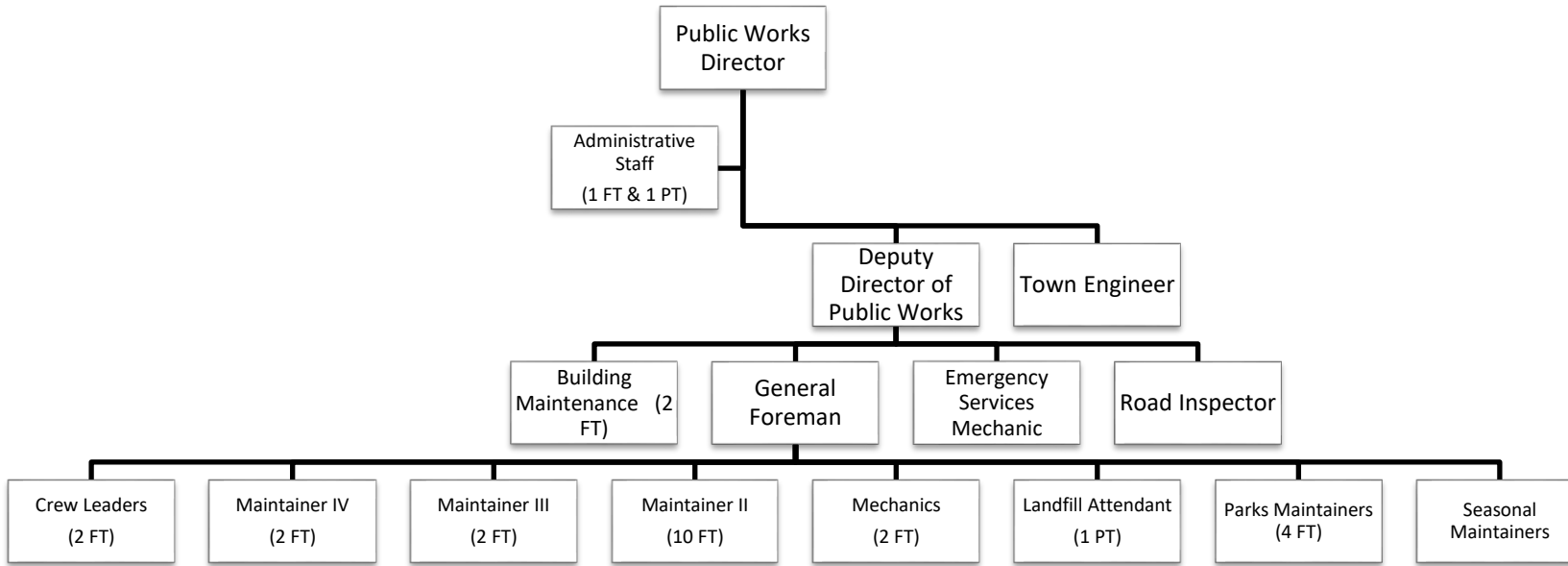
The mission of the department is to enhance the quality of life for residents of the Town of Monroe through the safe, responsive, efficient and effective delivery of services to every neighborhood.

The Department of Public Works (DPW) includes the Building Maintenance & Highway divisions. This budget also proposes the migration of the maintenance functions, currently in Parks & Recreation, into Public Works.

- Building Maintenance - this division provides general and contracted maintenance of 20 public facilities including the Town Hall, Police Department, Library, Senior Center, Firehouses, 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 and 1 full-time custodian. This budget includes migration of the staff and responsibilities of the exterior maintenance at these locations from Parks & Recreation into Public Works, as well as the maintenance of the Town Hall and Stepney Greens, Wolfe Park, Webb Mountain, and the Route 110/111 Roundabout.
- Highway - 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.
- Engineering – 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.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

ORGANIZATION CHART



Note: Above incorporations movement of maintenance staff from Parks & Recreation into Public Works

PERFORMANCE METRICS

HIGHWAY

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY 21</u>	<u>FY22</u>
Road miles repaired/paved	4.14	2.96	6.80	5.58	4.77	5.26	3.30*	4.83
Miles striped	54.0	49.5	43.5	45.0	40.0	39.2	35.0	58.6
Drainage pipes addressed	0.25	3.73	3.91	2.29	2.36	2.75	1.10	1.8
Catch basins cleaned	350	400	581	1,021	538	520	1,000	1,081
Number of bulky waste pickups	918	560	720	724	773	616	845	851

* Significant work was delayed due to supply chain challenges impacting ability to obtain drainage pipe.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

	<u>2010</u>	<u>2014</u>	<u>2018</u>	<u>2022</u>
Pavement Condition Index*	64.0	72.6	75.0	TBD

*Evaluated on a 4-year cycle. 2022 analysis currently being finalized by vendor.

Service/Category	2018	2019	2020	2021	2022
Technical reviews for PZC applications	27	46	52	44	38
Technical reviews for IWC applications	19	46	30	27	29
Technical reviews and recommendations for flood plain permits	1	3	11	3	1
Technical Assistance with drainage complaints, traffic issues, etc.		<i>Not tracked</i>	16	14	25
Town projects	13	7	10	13	6
State projects	5	3	1	1	1

SIGNIFICANT

ACCOMPLISHMENTS

- Increased departmental drainage repairs and new installations without need for vendors by utilization of new excavator. Progress impacted by supply chain shortages of drainage pipe.
- Increased permanent repair of delaminated and deteriorated road segments with utilization of milling equipment.
- Ongoing coordination and management of the Pepper Street and Housatonic Rail Trail projects.
- Ongoing coordination of the state-mandated MS4 permit; met goals and requirements.
- Awarded a \$500,000 grant for the reconstruction of Old Zoar Road for the FY24 construction season.
- Commenced the four-year pavement management study to continue assessing pavement condition and to inform prioritization of drainage replacement and pavement program.
- Contracted with Tighe & Bond for on-call engineering services for design and scope efforts for various projects.
- Town Hall doors replacement project substantially completed.
- Requests for Proposals released for roof replacement projects at Stevenson #2 & Stepney #2 fire stations.
- Locked in electricity generation costs through a “blend and extend” contract.

GOALS & OBJECTIVES

- Assume full responsibilities of maintenance staff responsible for town-owned properties including Town Hall/Police Department, Library, Food Pantry, Senior Center, Town Hall and Stepney Greens, six firehouses/EMS facility, Webb Mountain, Animal Control Facility, and the Town’s responsibilities in maintaining the state roundabout at route 110/111.
- Continued increase use of in-house drainage installation program by Town staff.
- Continued use of customer service standards to improve efficiency, project planning and prioritization.
- Implement a point of service payment processing system for highway modification permits.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

- Continue with fleet replacement program.
- Improve and align engineering scope and design priorities for Town projects.
- Complete Pepper Street reconstruction project.
- Continued management of Judd Road bridge and Housatonic Rail Trail projects through completion.

BUDGET HIGHLIGHTS

- Salary line increases per union contract.
- Increases in Salary and various operational lines due to movement of Parks & Recreation maintenance personnel into Public Works, offset by reduction in one vacant supervisory position.
- Increases in fuel and utilities based upon current usage at significant price increases for gasoline (12%), diesel (19%), heating oil (17%), propane (36%), natural gas (30%), water (13%), and electricity (30%).
- Increased costs in various line items due to vendor service and material cost inflation.
- Increase in Tree Warden Operating line to allow for increased Town tree removals.
- Continued increase in Recycling Contracted Services line as per contract and sustained, significant increases in disposal fees.
- Decrease in Snow Operating and Overtime lines based upon 5-year trends and current cost estimates.
- Reduction in Office Expenses.
- Continued prudent use of Town Aid Road grant to offset costs in multiple lines.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - PUBLIC WORKS & SANITATION											
EXPENDITURES:		Depts 0500 - 0610									
		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024
	Dept 0500	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
PW ADMINISTRATION:											
1001-10-15105-0500-150001	PW SALARY ADMIN	104,529	70,574	106,650	110,350	-	-	-	110,350	3,700	3.47%
1001-10-15105-0500-150003	PW SALARY OTHER	187,380	137,813	316,513	331,127	-	-	-	331,127	14,614	4.62%
1001-10-15105-0500-150005	PW SALARIES PT	16,486	5,102	16,934	16,934	-	-	-	16,934	(1)	0.00%
1001-10-15105-0500-150015	PW OVERTIME	1,762	635	3,075	3,144	-	-	-	3,144	69	2.25%
1001-10-15105-0500-153065	PW CONSULTING	-	-	2,000	2,000	(2,000)	-	-	-	(2,000)	-100.00%
1001-10-15105-0500-153385	PW OFFICE EXPENSE	4,215	3,262	7,035	7,950	(1,350)	-	-	6,600	(435)	-6.18%
1001-10-15105-0500-153390	P W OPERATING EXPENSE	2,982	1,976	3,100	3,300	(200)	-	-	3,100	-	0.00%
	TOTAL PUBLIC WORKS ADMINISTRATION:	317,354	219,361	455,307	474,805	(3,550)	-	-	471,255	15,948	3.50%
PW HIGHWAY/MAINTENANCE:											
	Dept 0510	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15105-0510-150001	PW SALARY HWY/MAINT ADMIN	87,058	-	91,457	85,000	-	-	-	85,000	(6,457)	-7.06%
1001-10-15105-0510-150003	PW SALARY HWY/MAINT OTHER	1,160,050	586,720	1,206,250	1,420,530	-	-	-	1,420,530	214,280	17.76%
1001-10-15105-0510-150005	PW SALARY HWY/MAINT PT	-	-	-	80,000	-	-	-	80,000	80,000	0.00%
1001-10-15105-0510-150015	PW SALARY HWY/MAINT OVERTIME	34,553	13,146	35,875	46,100	-	-	-	46,100	10,225	28.50%
1001-10-15105-0510-153075	PW HWY/MAINT CONTRACTED SVCS	27,762	1,111	34,500	92,500	(60,800)	-	-	31,700	(2,800)	-8.12%
1001-10-15105-0510-153390	PW HWY/MAINT OPERATING EXPENSE	10,034	7,301	18,750	18,950	2,700	-	-	21,650	2,900	15.47%
	TOTAL PW HIGHWAY/MAINTENANCE:	1,319,458	608,278	1,386,832	1,743,080	(58,100)	-	-	1,684,980	298,148	21.50%
PW SNOW REMOVAL:											
	Dept 0520	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15105-0520-150015	PW SALARY SNOW OT	104,547	18,918	165,000	165,000	(5,000)	-	-	160,000	(5,000)	-3.03%
1001-10-15105-0520-153075	PW SNOW CONTRACTED SVCS	9,780	-	34,500	55,620	(7,000)	-	-	48,620	14,120	40.93%
1001-10-15105-0520-153390	PW SNOW OPERATING EXP	269,377	68,082	300,000	361,900	(92,900)	-	-	269,000	(31,000)	-10.33%
	TOTAL SNOW REMOVAL:	383,705	86,999	499,500	582,520	(104,900)	-	-	477,620	(21,880)	-4.38%
PW ROAD AND BUILDING:											
	Dept 0530	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15105-0530-151700	PW DRAINAGE IMPROVEMENT	63,625	25,099	63,625	67,625	-	-	-	67,625	4,000	6.29%
1001-10-15105-0530-151720	P W HWY PAVING/MAINT	551,864	175,972	600,000	1,064,000	(400,000)	-	-	664,000	64,000	10.67%
1001-10-15105-0530-151740	PW TRAFFIC SIGNS & LINES	36,112	39,015	45,639	61,309	(12,000)	-	-	49,309	3,670	8.04%
1001-10-15105-0530-151750	PW STREET LIGHTS	15,496	8,687	17,058	20,887	-	-	-	20,887	3,829	22.45%
1001-10-15105-0530-153045	PW BUILDING MAINTENANCE	17,256	8,475	22,774	25,368	(3,590)	-	-	21,778	(996)	-4.37%
1001-10-15105-0530-153145	PW EQUIPMENT	1,622	794	3,000	20,000	(8,000)	-	-	12,000	9,000	300.00%
1001-10-15105-0530-153390	PW TREE WARD OPERATING EXP	68,167	29,330	89,500	101,500	-	-	-	101,500	12,000	13.41%
1001-10-15105-0530-153485	PW R & M EQUIPMENT	134,562	84,867	150,700	169,842	1,990	-	-	171,832	21,132	14.02%
1001-10-15105-0530-153563	PW ELECTRIC	15,265	5,196	25,495	22,102	(1,302)	-	-	20,800	(4,695)	-18.42%
1001-10-15105-0530-153564	PW HEAT	16,129	9,786	16,920	25,260	-	(5,512)	-	19,748	2,828	16.71%
1001-10-15105-0530-153579	PW VEHICLE FUEL	161,042	37,349	138,200	193,675	20,186	(35,857)	-	178,004	39,804	28.80%
	TOTAL ROAD AND BUILDING:	1,081,140	424,570	1,172,911	1,771,568	(402,716)	(41,369)	-	1,327,483	154,572	13.18%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024
		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG % CHG
PW SOLID WASTE: Dept 0600										
1001-10-15105-0600-150005	PW SOL WASTE SALARY PT	6,930	3,718	14,601	15,210	-	-	-	15,210	609 4.17%
1001-10-15105-0600-151760	PW SOL WASTE DISPOSAL	-	-	-	-	-	-	-	-	- 0.00%
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP	34,871	2,225	24,800	24,800	-	-	-	24,800	- 0.00%
1001-10-15105-0600-153563	PW SOL WASTE ELECTRIC	670	405	779	975	(104)	-	-	871	92 11.81%
TOTAL SOLID WASTE:		42,471	6,348	40,180	40,985	(104)	-	-	40,881	701 1.74%
PW RECYCLING: Dept 0610										
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY	5,428	7,396	6,100	8,900	-	-	-	8,900	2,800 45.90%
1001-10-15105-0610-151790	PW RECYCLING TRANSFER STATN	21,099	10,511	35,000	35,000	(5,000)	-	-	30,000	(5,000) -14.29%
1001-10-15105-0610-153075	PW RECYCLING CONTRACTED SVCS	346,386	214,191	400,880	479,861	-	-	-	479,861	78,981 19.70%
1001-10-15105-0610-153390	PW RECYCLE OPERATING EXP	-	-	-	-	-	-	-	-	- 0.00%
TOTAL RECYCLING:		372,913	232,099	441,980	523,761	(5,000)	-	-	518,761	76,781 17.37%
TOTAL SANITATION:		415,384	238,447	482,160	564,746	(5,104)	-	-	559,642	77,482 16.07%
TOTAL PUBLIC WORKS AND SANITATION:		3,517,041	1,577,655	3,996,710	5,136,718	(574,370)	(41,369)	-	4,520,979	524,269 13.12%
BUDGET - PUBLIC WORKS & SANITATION										
REVENUES:										
1001-10-14003-140165	REFUSE PERMIT REVENUE	1,400	100	2,000	2,000	-	-	-	2,000	- 0.00%
TOTAL PUBLIC WORKS REVENUE:		1,400	100	2,000	2,000	-	-	-	2,000	- 0.00%

SALARY DETAIL - PUBLIC WORKS

		Budget							
		22-23	23-24						
PW ADMIN: Dept 0500									
1001-10-15105-0500-150001	Director of Public Works-Administration	106,300	110,000	*added responsibilities with reorganization					
	Longevity	350	350						
Total Admin:		106,650	110,350						
1001-10-15105-0500-150003	Deputy Director of Public Works	81,800	92,000	*added responsibilities with reorganization					
	Longevity	100	100						
	Town Engineer	115,503	115,503						
	Longevity	350	-						
	Engineering Inspector	62,752	64,164	*union contractual increase					
	Longevity	350	350						
	Office Operations Coordinator	53,253	56,605						
	Longevity	-	-						
	Paid Time Off Coverage	2,405	2,405						
Total Other:		316,513	331,127						
1001-10-15105-0500-150005	PT-Clerical	16,934	16,934	1,014	\$	16.70	\$	16,934	1,014 \$ 16.70 \$ 16,934
Total Part Time:		16,934	16,934						
1001-10-15105-0500-150015	Overtime	3,075	3,144						
Total Public Works Administration:		443,171	461,555						

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PW HIGHWAY/MAINTENANCE:

	<u>Dept 0510</u>	<u>22-23</u>	<u>23-24</u>	
1001-10-15105-0510-150001	Highway Supervisor	91,007	-	Eliminated with reorganization
	Longevity	450	-	
	General Foreman		85,000	Added with reorganization
	Longevity		-	
	Total Administration:	91,457	85,000	
1001-10-15105-0510-150003	Crew Leaders - 2 people	135,497	135,497	
	Longevity	450	450	
	Maintainer I - 4 people		211,985	moved from Parks & Rec with reorganization
	Longevity		750	
	Maintainer III - 2 people	591,849	591,849	
	Longevity	1,550	1,250	
	Maintainer III - 2 people	124,028	124,028	
	Longevity	750	950	
	Maintainer IV - 2 people	129,637	129,637	
	Longevity	400	400	
	Mechanics - 3 people	207,565	207,565	
	Longevity	1,200	1,200	
	Perfect Attendance Bonus	3,075	819	
	Differential	10,250	14,150	increased with additional staff moved from Parks & Rec with reorganization
	Total Highway/Maintainers:	1,206,251	1,420,530	
1001-10-15105-0510-150005	PT Seasonal Maintainers		80,000	moved from Parks & Rec with reorganization
			80,000	

Park Maintainer/Gardener			
I	\$15.00	.25/hr above previous rate	\$16.00
II	\$15.50	.50/hr above previous rate	\$16.50
III	\$15.90	.50/hr above previous rate	\$17.10
Skilled Laborer/Master Gardener	\$16.75	1.00/hr above previous rate	\$18.75

1001-10-15105-0510-150015	Overtime	35,875	46,100	increased with additional staff moved from Parks & Rec with reorganization
		35,875	46,100	
	Total Other:	1,242,126	1,546,630	
	Total Public Works Maintenance:	1,333,583	1,631,630	

PW Maintenance Part Time Seasonal Workers

3 Seasonal staff for road maintenance	\$ 16,393	\$ 17,439
To be covered by Town Aid Road Fund and surcharge on alcohol containers < 50ml	\$ (16,393)	\$ (17,439)
	\$ -	\$ -

<u>Hours/yr</u>	<u>Hrly Rate</u>	<u>\$ Amount</u>	<u>Hours/yr</u>	<u>Hrly Rate</u>	<u>\$ Amount</u>
<u>22-23</u>	<u>22-23</u>	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>
1,080	\$ 14.10	\$ 15,228	1,080	\$ 15.00	\$ 16,200
	Fica/MC	\$ 1,165		Fica/MC	\$ 1,239
Total		\$ 16,393	Total		\$ 17,439

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PW SNOW REMOVAL:	Dept 0520	22-23	23-24
1001-10-15105-0520-150015	Snow Removal OT	165,000	160,000
	Total Public Works Snow Removal:	165,000	160,000

PW SOLID WASTE:	Dept 0600	22-23	23-24
1001-10-15105-0600-150005	PT-Landfill Attendant	14,601	15,210
	Total Public Works Solid Waste:	14,601	15,210
	Total Public Works :	1,956,355	2,268,394
	Headcount-FT	25	29
	Headcount-PT	5	20

Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
<u>22-23</u>	<u>22-23</u>	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>
1,014	\$ 14.40	\$ 14,601	1,014	\$ 15.00	\$ 15,210

*includes 4 FT Maintainers moved form Parks and Rec with reorganization
 *includes 3 seasonal staff covered by Town Aid Road Fund and surcharge on alcohol containers <50ml
 and 15 PT seaonal Maintainers moved from Parks and Rec with reorganization

SALARY SUMMARY	22-23	23-24
PW SALARY ADMIN	106,650	110,350
PW SALARY OTHER	316,513	331,127
PW SALARIES PT	16,934	16,934
PW OVERTIME	3,075	3,144
	443,171	461,555
PW SALARY MAINT ADMIN	91,457	85,000
PW SALARY MAINT OTHER	1,206,251	1,420,530
PW OVERTIME	35,875	46,100
	1,333,583	1,551,630
PW SALARY SNOW OT	165,000	160,000
	165,000	160,000
PW SOL WASTE SALARY PT	14,601	15,210
	14,601	15,210
TOTAL PW	1,956,355	2,188,394

BUDGET - PUBLIC WORKS & SANITATION

EXPENDITURES:

PW ADMINISTRATION:

1001-10-15105-0500-153065	PW CONSULTING	22-23	23-24	23-24	23-24	23-24	23-24	23-24
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Surveys - In house Engineering Projects		2,000	2,000	(2,000)			-	covered through project fund if needed
		2,000	2,000	(2,000)	-	-	-	

1001-10-15105-0500-153385	PW OFFICE EXPENSE	22-23	23-24	23-24	23-24	23-24	23-24	23-24
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
Office & Field Supplies / Equipment		1,000	1,000				1,000	
Seminar & Conference - Training		1,200	1,200	(400)			800	New staff training-Trend
Bid & Job advertising		1,500	2,400	(900)			1,500	Based on current pricing-Trend
Engineering License Fee		285	300				300	
Professional Development/Certification Maint.		400	400	(50)			350	
Copies and Mailings		250	250				250	
ACAD subscription		1,900	1,900				1,900	
Toner Cartridges		500	500				500	
		7,035	7,950	(1,350)	-	-	6,600	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15105-0500-153390	P W OPERATING EXPENSE	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Repair & Calibration Equip, toilet paper and soap, T.P., paper towels & trash liners		1,100	1,200	(100)			1,100	Trend
First Aid Station supplies, dust masks, poison ivy cleaner, etc.		1,200	1,300	(100)			1,200	Trend
Leather Work Safety Gloves		800	800				800	
		3,100	3,300	(200)	-	-	3,100	
PW HIGHWAY/MAINTENANCE:								
1001-10-15105-0510-153075	PW HWY/MAINT CONTRACTED SVCS	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Catch Basin Cleaning-required by MS4z - 1,000ct annual		44,000	50,000	(6,000)			44,000	Anticipated CRCOG Bid pricing offset by TAR funds
Drainage Ditch/Swale Cleaning		2,200	2,200				2,200	
Parts Washer		6,600	7,000				7,000	Vendor price update
Installation & Repair of Guide Rails- DOT Spec change \$32/lf conversion price		16,500	16,500				16,500	DOT Contract 10/2023
Hydraulic Jetting of plugged drainage pipes		1,760	2,000				2,000	
Weed Control, materials & Equipment transport		5,390	6,000				6,000	Based on anticipated rates
Detention basin cleaning		8,800	8,800	(3,800)			5,000	Perform maintenance with in-house staff
To be covered by Town Aid Road-Catch Basin and Detention basin cleaning		(50,750)		(51,000)			(51,000)	
		34,500	92,500	(60,800)	-	-	31,700	
1001-10-15105-0510-153390 PW HWY/MAINT OPERATING EXPENSE								
		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Uniforms & Clothing Allowance (\$225 x 18)		4,050	4,050	2,700			6,750	Per Union Contract
			-				-	moved from Parks & Rec with reorganization-increased to 2,700
Uniforms for Mechanics		3,000	3,200				3,200	Vendor pricing update - Per Union Contract
Highway Safety-Tee Shirts			1,200				1,200	
Safety Shoes Per Contract (HWY, HWY Supervisor, Deputy & Inspector) (\$225x 22)		4,950	4,950				4,950	Per Union Contract
Tool Allowance (3 x \$150)		450	450				450	Per Union Contract
Pump out Oil Water Separator		6,000	4,800				4,800	
PPE - ANSI Class III Reflective PPE		300	300				300	OSHA Required - replacement
		18,750	18,950	2,700	-	-	21,650	
PW SNOW REMOVAL:								
1001-10-15105-0520-150015	PW SALARY SNOW OT	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Overtime - winter storms		165,000	165,000	(5,000)			160,000	Based on calculation of an 5 year average
							-	
		165,000	165,000	(5,000)	-	-	160,000	
1001-10-15105-0520-153075 PW SNOW CONTRACTED SVCS								
		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Dirt Road Contractor		25,000	33,750				33,750	Rate increase per bid
Industrial Park		16,200	21,870				21,870	Rate increase per bid
To be covered by Town Aid Road-Snow Contracted Services		(6,700)		(7,000)			(7,000)	
		34,500	55,620	(7,000)	-	-	48,620	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15105-0520-153390 PW SNOW OPERATING EXP		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Equipment & Replacement, tires, parts & repairs	54,000	54,000				54,000		DOT Bid pricing 3-31-2024
Highway Staff Meals	1,000	1,000				1,000		
Truck Washing per Industrial Stormwater & MS4 Permit (20 vehicles @ \$110/EA X 5 washes)	11,000	13,200				13,200		Surcharge
Road Salt 4500 T x \$62	280,000	280,000				251,100		Stable pricing trend
Sand prior year(750 T x 26/T) - Dirt Roads	7,000	7,000	(4,000)			3,000		Reduction offset by existing stockpile
Replace sand/salt tarp required by DEEP & Permit compliance	-	5,000	(5,000)			-		Purchase FY23
Precision Weather Service	1,500	1,700				1,700		Updated proposal pricing
<i>To be covered by Town Aid Road (if necessary)</i>	(54,500)		(55,000)			(55,000)		
	300,000	361,900	(92,900)	-	-	269,000		
PW ROAD AND BUILDING:								
1001-10-15105-0530-151700 PW DRAINAGE IMPROVEMENT		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Pipe (2000lf @ \$12)	20,000	24,000				24,000		DOT Pricing update
Catch Basin Top Replacement (15 @ \$450)	7,000	7,000				7,000		Fixed DOT Contract Pricing - 3-4-2024
Catch Basin R/R (35 @ \$475)	16,625	16,625				16,625		Fixed DOT Contract Pricing - 3-4-2024
Drainage Materials (block, cement, stone, rip rap, seed)	20,000	20,000				20,000		
	63,625	67,625	-	-	-	67,625		
1001-10-15105-0530-151720 P W HWY PAVING/MAINTENANCE		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Crack Sealing - stable volume	100,000	150,000				150,000		
Paving - standard 2"	387,000	387,000				387,000		DOT BID
Paving - shim/level	93,000	93,000				93,000		DOT BID
Cold In Place Recycling (\$6.37/syd)	200,000	200,000				200,000		
Bituminous road surface sealing & patching (\$255/ton - approx. 1.6 miles)	100,000	100,000				100,000		
Dust Control for roads, bike path, const	30,000	35,000				35,000		DOT BID Pending
Asphalt Patch (600T)	57,000	57,000				57,000		DOT BID
Process gravel for dirt roads (2,000 T x \$16/ton)	23,000	32,000				32,000		Recycled material
Misc. Road maintenance. (tools, guide posts, etc)	5,000	5,000				5,000		
Screen Top Soil	5,000	5,000				5,000		
<i>First Selectman Adjustment - Utilize Town Aid Road</i>	(400,000)		(400,000)			(400,000)		
	600,000	1,064,000	(400,000)	-	-	664,000		
1001-10-15105-0530-151740 PW TRAFFIC SIGNS & LINES		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Signs - Street sign posts (84ea @ \$26)	2,184	2,184				2,184		Anticipated stable pricing
Signs - Street sign blanks (60ea @ \$38.00)-Reflective blank	2,280	2,280				2,280		Anticipated stable pricing
Signs - Traffic sign posts (69ea @ \$26)	1,800	1,800				1,800		Anticipated stable pricing
Signs - Traffic sign blanks & faces (87ea @ \$40)	3,500	3,500				3,500		Anticipated stable pricing
Signs - Misc. signs, bolts, reflective papers, brightsides & repair of sign equipment	1,500	1,500				1,500		Based on trend
Striping - Stopbars (7,600LF@\$0.75)	4,940	5,700				5,700		Updated proposal pricing
Striping - School cross walks (2,500LF@\$1.25)	2,500	3,125				3,125		Updated proposal pricing
Striping - School zones (6ea @ \$150)	900	900				900		Updated proposal pricing
Striping - Parking stalls (150ea @ \$5.00)	675	750				750		Updated proposal pricing
Striping - Handicap stalls (5ea @ \$50)	160	250				250		Updated proposal pricing
Striping - 4 Turn Arrows and 120' of white centerline	200	320				320		Updated proposal pricing
Striping - Yellow double center	25,000	26,000				26,000		Surcharge Increase
Striping - White edge line	12,000	13,000				13,000		Surcharge Increase
<i>Utilize Town Aid Road</i>	(12,000)		(12,000)			(12,000)		
	45,639	61,309	(12,000)	-	-	49,309		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15105-0530-151750	PW STREET LIGHTS	22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Street & Traffic Lights		15,451	18,797				18,797	Current Usage at 30% price increase
Roundabout Street Lighting (estimated costing)		1,607	2,090				2,090	Current Usage at 30% price increase
		17,058	20,887	-	-	-	20,887	
1001-10-15105-0530-153045 PW BUILDING MAINTENANCE								
		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
<u>Maintenance Garage</u>								
Water service		750	848				848	Current Usage at 13% price increase
Propane (1,800 gallons)		2,520	3,428				3,428	Current usage at 36% price increase
Bottled water		1,500	1,500				1,500	
Building maintenance & supplies		2,000	2,000	(600)			1,400	Trend
General building maintenance		5,600	6,440	(2,440)			4,000	Trend
Pest control		1,200	1,300				1,300	Based on anticipated rates
Highway Building & Fleet Fire Extinguisher testing/maintenance/replacement		1,400	1,400				1,400	
Vehicle lift & crane hoist inspections & OSHA certifications		300	400				400	Based on anticipated rates
Septic Pump Out - Highway Garage		350	375	(75)			300	Trend
Fire Alarm Monitoring Contract - Highway Garage - United Alarm Services		660	660				660	
Emergency Generator Maint Contract - Hwy Garage		900	1,050				1,050	Updated proposal pricing
Trailer Mounted Emergency Generator		850	1,000				1,000	Updated proposal pricing
		-	-				-	
		-	-				-	
<u>Maintenance Office</u>								
Water Service		750	848				848	Based on anticipated rates
Building Maintenance & Supplies		2,200	2,200	(400)			1,800	Trend
Septic Tank Pumping		350	375	(75)			300	Trend
Fire Alarm Monitoring Contract-Highway Garage -United Alarm Services		444	444				444	Updated proposal pricing
Bus Barn Generator Maintenance		1,000	1,100				1,100	Updated proposal pricing
		-	-				-	
		-	-				-	
<u>Maintenance Parks and Recreation</u>								
Horticultural supplies		-	-	32,000			32,000	moved from Parks & Rec with reorganization
		-	-				-	
		-	-				-	
		22,774	25,368	(3,590)	-	-	53,778	
1001-10-15105-0530-153145 PW EQUIPMENT								
		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	
Vehicle OBD - Programming & Adapters Updates		3,000					-	
Curbing backfill attachment			20,000	(20,000)			-	Evaluate with Capital
Replace Tools and Equipment				12,000			12,000	Routine replacement of specific equipment (plus need 2 snowblower, chainsaw, weedwacker)-trend and FY23 purchase
							-	moved from Parks & Rec with reorganization
							-	
		3,000	20,000	(8,000)	-	-	12,000	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

	22-23	23-24	23-24	23-24	23-24	23-24	
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15105-0530-153390 PW TREE WARD OPERATING EXP							
Contracted tree removal, replacement & trimming	70,000	82,000				82,000	Increase tree removals
Street Pruning Needed - Contracted Bucket Truck Need	7,500	7,500				7,500	
Contracted Tree Warden inspection, evaluation & tree care management	12,000	12,000				12,000	3yr Annual Contract Rate
	89,500	101,500	-	-	-	101,500	
1001-10-15105-0530-153485 PW R & M EQUIPMENT							
Maintenance of Highway & DPW Fleet & Equipment	110,000	115,500				115,500	Based on trend & anticipated surcharge & price increase
Oils & Lubricants for fleet service & maintenance	9,500	10,500				10,500	Based on trend & cost increase
Tires, Rims and Valve Stems	26,000	30,000				30,000	Based on anticipated rates
Skid Steer Tracks	-	4,500	(4,500)			-	Address in FY23
Grader Tires 6 ct Replacement	2,600	7,832				7,832	Updated proposal pricing
JCB Backhoe Front Tire Replacement	2,600	1,510	(1,510)			-	Address in FY23
Repairs to inventory			8,000			8,000	Repairs to current inventory to fix items in house
						-	moved from Parks & Rec with reorganization
	150,700	169,842	1,990	-	-	171,832	
1001-10-15105-0530-153563 PW ELECTRIC							
Highway Maintenance Garage/Annex	20,637	17,244	(1,016)			16,228	Current usage at 30% price increase-usage adjustment
Highway Office	4,858	4,858	(286)			4,572	Current usage at 30% price increase-usage adjustment
	25,495	22,102	(1,302)	-	-	20,800	
1001-10-15105-0530-153564 PW HEAT							
Highway Garage #2 Heating Fuel - 3,500 Gallons	9,870	14,735		(3,215)		11,520	Current usage at 49% price increase
Highway Office - #2 Heating Fuel - 2,500 Gallons	7,050	10,525		(2,297)		8,228	Current usage at 49% price increase
	16,920	25,260	-	(5,512)	-	19,748	
1001-10-15105-0530-153579 PW VEHICLE FUEL							
Diesel Fuel - 38,000 Gallons	107,540	158,080	8,321	(31,764)		134,637	Current usage at 48% price increase
						-	moved from Parks & Rec with reorganization
Regular Gasoline 87 Octane - 10,500 Gallons	30,660	35,595	11,865	(4,093)		43,367	Current usage at 16% price increase
						-	moved from Parks & Rec with reorganization
	138,200	193,675	20,186	(35,857)	-	178,004	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PW SOLID WASTE:		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-15105-0600-151770	PW SOL WASTE LANDFILL OP	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Restroom Rental	1,300	1,300				1,300	
	Annual state license fees (DEEP)	1,500	1,500				1,500	
	Grind logs & brush	20,000	20,000				20,000	
	Potable well collection & testing	2,000	2,000				2,000	
		24,800	24,800	-	-	-	24,800	
1001-10-15105-0600-153563 PW SOL WASTE ELECTRIC		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Electricity - for AC & Heat units	779	975	(104)			871	Current usage at 30% price increase -usage adjustment
		779	975	(104)	-	-	871	
PW RECYCLING:		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-15105-0610-151780	PW RECYCLING HAZ WASTE DAY	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Household hazardous waste collection in partnership with Trumbull	6,100	7,000				7,000	Based on anticipated rates
	PCB Disposal		1,900				1,900	Based on anticipated rates
		6,100	8,900	-	-	-	8,900	
1001-10-15105-0610-151790 PW RECYCLING TRANSFER STATN		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Regional transfer station	35,000	35,000	(5,000)			30,000	Trend
		35,000	35,000	(5,000)	-	-	30,000	
1001-10-15105-0610-153075 PW RECYCLING CONTRACTED SVCS		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Mixed paper @ Town Hall (7 pickups x \$325/ea)	2,275	2,503				2,503	Current Proposal
	Tires pickup @ Garder Road Bulky Waste Landfill (7 pickups x \$1,400/ea)	9,800	10,780				10,780	Current Proposal
	Metal bin pickup @ Garder Road Bulky Waste Landfill (6 pickups x \$325/ea)	1,950	2,145				2,145	Current Proposal
	Residential Recycling (\$3.06/mth x 12 mth x 7,106 units)	245,755	262,133				262,133	Contract Rates & December unit increase expen
	Recycling Tonnage - Disposal Fee @ \$119/Ton X 1,700 ton avg	141,100	202,300				202,300	using \$119/Ton per GBRRIC
		400,880	479,861	-	-	-	479,861	
BUDGET - PUBLIC WORKS & SANITATION								
REVENUES:								
1001-10-14003-140165	REFUSE PERMITS REVENUE	22-23	23-24	23-24	23-24	23-24	23-24	
		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	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - ENGINEERING DEPARTMENT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0140	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15101-0140-150001	ENGINEERING SALARY ADMIN	113,311	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0140-150003	ENGINEERING SALARY OTHER	70,402	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0140-153065	ENGINEERING CONSULTING FEES	188	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0140-153385	ENGINEERING OFFICE EXPENSE	1,910	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0140-153390	ENGINEERING OPERATING EXP	391	-	-	-	-	-	-	-	-	0.00%
1001-10-15101-0140-153580	ENGINEERING VEHICLE EXPENSE	354	-	-	-	-	-	-	-	-	0.00%
	TOTAL ENGINEERING:	186,554	-	-	-	-	-	-	-	-	0.00%

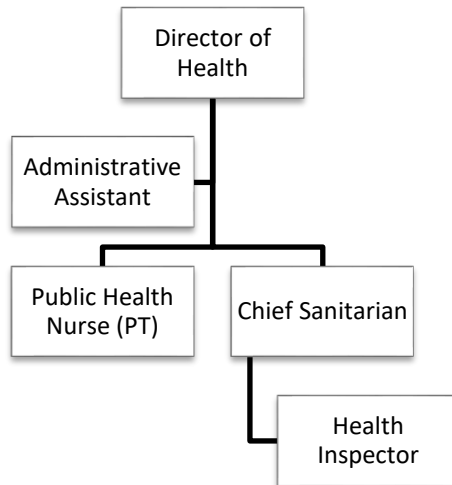
HEALTH DEPARTMENT

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 2023-2024

PERFORMANCE METRICS

ENVIRONMENTAL HEALTH PROGRAMS	FY 20	FY 21	FY 22
Food Service Pre-operational, routine and reinspections	171	74	105
Temporary Food and Farmers' Market Applications	80	52	58
Public Pools Routine and Reinspections	2	14	9
Cosmetology Routine and Reinspections	21	3	2
Soil Testing # Lots Commercial and Residential	88	91	72
Permits to Construct Commercial and Residential	56	67	79
B100a / Addition Reviews	132	116	73
Well Permits	9	14	11
New Complaint Investigations	57	47	17
Rabies Case Investigations	3	0	2

COMMUNITY HEALTH PROGRAMS	FY 20	FY 21	FY 22
Child Vaccinations	11	0	0
Child Lead Case Management	0	0	0
Blood Pressure Screenings	78	0	0
Diabetes Screenings	75	0	0
Community Presentations and Information Booths	4	3	4
Food-borne Alert Interviews	0	2	0
Flu Clinics	1	2	2
COVID-19 Testing Clinics	0	13	0
COVID-19 Vaccination Clinics	0	35	16
COVID-19 Homebound Vaccination Visits	0	39	44

Regulated facility inspections, community presentations and training curtailed and prioritized due to pandemic as well as staffing challenges being experienced throughout public health. At all times, inspections were prioritized based upon food service establishment class level, which corresponds to complexity of operation and relative risk. No food-borne outbreaks were identified.

SIGNIFICANT ACCOMPLISHMENTS

- Continued response to the public health emergency resulting from the COVID-19 pandemic, including homebound vaccinations and administration of certain grants from the Connecticut Department of Public Health for pandemic-related efforts.
- Organized and provided flu vaccination clinics for Town employees and for residents at the Senior Center.
- Completion of the Community Health Assessment with regional partners.
- Commenced outreach for food service establishment to provide educational material concerning the State's proposed adoption of the FDA Food Code.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

GOALS & OBJECTIVES

- Ongoing monitoring of the COVID-19 pandemic to ensure situational awareness and any necessary response.
- Continue the effort to provide online public access to health department records (septic as-built and well completion reports).
- Commence outreach with licensed establishments about changes in regulations.

BUDGET HIGHLIGHTS

- Salary line increase per union contract.
- Decrease in Operating Expenses, Office Expenses, and Consultant Fees line (triennial Community Health Assessment done in FY23).
- Increases in fuel based upon current usage at significant price increases for gasoline (12%).
- Grant revenue migrated from General Fund to Grant Fund based upon grant guidelines and departmental consistency.

BUDGET - HEALTH DEPT		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	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	98,733	57,108	110,000	110,000	-	-	-	110,000	-	0.00%
1001-10-15109-0700-150003	HEALTH SALARY OTHER	127,004	45,752	196,386	199,002	-	-	-	199,002	2,616	1.33%
1001-10-15109-0700-150005	HEALTH SALARY PT	2,732	5,040	19,828	19,828	-	-	-	19,828	0	0.00%
1001-10-15109-0700-150600	HEALTH EDUCATION	265	-	500	500	-	-	-	500	-	0.00%
1001-10-15109-0700-153065	HEALTH CONSULTANT FEES	-	1,902	3,200	300	(300)	-	-	-	(3,200)	-100.00%
1001-10-15109-0700-153385	HEALTH OFFICE EXPENSE	1,117	860	2,100	1,900	(100)	-	-	1,800	(300)	-14.29%
1001-10-15109-0700-153390	HEALTH OPERATING EXPENSE	2,951	687	3,375	2,575	-	-	-	2,575	(800)	-23.70%
1001-10-15109-0700-153579	HEALTH VEHICLE FUEL	561	-	1,069	1,239	-	-	-	1,239	170	15.90%
1001-10-15109-0700-153580	HEALTH VEHICLE EXPENSE	214	-	700	700	-	(46)	-	654	(46)	-6.57%
	TOTAL HEALTH DEPARTMENT EXPENDITURES:	233,576	111,350	337,158	336,044	(400)	(46)	-	335,598	(1,560)	-0.46%

REVENUES:		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-14003-140190	HEALTH DEPARTMENT FEE REVENUE	82,395	26,497	88,425	80,770	-	-	-	80,770	(7,655)	-8.66%
1001-10-14005-140560	HEALTH DEPARTMENT GRANTS REVENUE	7,528	8,848	27,494	14,048	(14,048)	-	-	-	(27,494)	-100.00%
	TOTAL HEALTH DEPARTMENT REVENUES:	89,924	35,345	115,919	94,818	(14,048)	-	-	80,770	(35,149)	-30.32%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - HEALTH DEPT

		Budget <u>22-23</u>	Budget <u>23-24</u>						
Dept 0440									
1001-10-15109-0700-150001	Health Director	110,000	110,000						
	Total Administration:	110,000	110,000						
1001-10-15109-0700-150003	Chief Sanitarian	80,000	80,000	new hire					
	Longevity	-	-						
	Inspector/Sanitarian	69,852	71,423	new hire					
	Longevity	-	-						
	Admin Assistant	46,434	47,479	*union contractual increase					
	Longevity	100	100						
	Total Other:	196,386	199,002						
				Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
				<u>22-23</u>	<u>22-23</u>	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>
1001-10-15109-0700-150005	PT-Nurse	19,828	19,828	440.63	\$ 45.00	\$ 19,828	440.63	\$ 45.00	\$ 19,828
	PT-Health Inspector-per diem	-	-						
	Total PT:	19,828	19,828						
	Total Health Department:	326,214	328,830						
	Headcount-FT	4	4						
	Headcount-PT	1	1						
	SALARY SUMMARY	22-23	23-24						
	HEALTH DEPT SALARY ADMIN	110,000	110,000						
	HEALTH DEPT SALARY OTHER	196,386	199,002						
	HEALTH DEPT SALARY PT	19,828	19,828						
		326,214	328,830						

BUDGET - HEALTH DEPT

EXPENDITURES:		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-15109-0700-150600	HEALTH EDUCATION	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Professional conferences & subscriptions	500	500				500	Sanitarian management training and CT Public Health Assoc.
		-	-				-	Annual meeting/conference decrease
		500	500	-	-	-	500	
1001-10-15109-0700-153065	HEALTH CONSULTANT FEES	22-23	23-24	23-24	23-24	23-24	23-24	
	Public health 2 presenters (\$300)	3,200	300	(300)			-	CHA every 3 year expense ~\$3,000.
							-	Monroe's next per capita portion of regional assessment due in 2025
		3,200	300	(300)	-	-	-	Using Grant revenue received FY22
1001-10-15109-0700-153385	HEALTH OFFICE EXPENSE	22-23	23-24	23-24	23-24	23-24	23-24	
	Office supplies, forms, paper	500	500				500	
	Sheriff services	300	300				300	Hand deliveries
	Postage	400	400	(100)			300	Trend
	Toner Cartridges	900	700				700	
		2,100	1,900	(100)	-	-	1,800	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15109-0700-153390	HEALTH OPERATING EXPENSE							
Department memberships/subscriptions:		600	650				650	
CADH \$250, CEHA \$50, NACCHO \$260, CPHA \$60		-					-	
Environmental Health Inspection supplies/materials, etc		600					-	One time expense in FY23
Community Health supplies/materials/equipment/Epi Pens		1,125	1,125				1,125	yearly expense
Emergency Preparedness supplies		300	300				300	
Mileage		750	500				500	
		3,375	2,575	-	-	-	2,575	
		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15109-0700-153579	HEALTH VEHICLE FUEL							
Fuel for 2 Health Department vehicles		1,069	1,239				1,239	Current usage at 16% price increase
		1,069	1,239	-	-	-	1,239	
		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15109-0700-153580	HEALTH VEHICLE EXPENSE							
Repairs for 2 Health Department vehicles		700	700		(46)		654	
		700	700	-	(46)	-	654	
BUDGET - HEALTH DEPT								
REVENUES:								
		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-14003-140190	HEALTH DEPARTMENT FEE REVENUE							
Food License		27,610	27,610				27,610	based on current license facilities
Food Reinspection		500	1,000				1,000	based on prior actuals/trends
Food Plan Review		2,460	2,585				2,585	based on prior actuals/trends
Temporary Food Permits		2,920	2,775				2,775	based on prior actuals/trends
Salon Licenses		6,625	6,625				6,625	based on current licensed facilities
Salon Plan Reviews		1,095	355				355	based on prior actuals/trends
Well Permits		2,850	1,850				1,850	based on prior actuals/trends
Pools		900	900				900	based on prior actuals/trends
Daycare Inspections		500	1,100				1,100	based on licensed facilities inspection due
Soil Testing		15,235	12,475				12,475	based on prior actuals/trends
B100a		9,180	5,460				5,460	based on prior actuals/trends
Septic Plan Reviews		6,675	7,050				7,050	based on prior actuals/trends
Septic Permits		11,305	9,975				9,975	based on prior actuals/trends
Miscellaneous		570	1,010				1,010	Includes late fees & vaccination fees
							-	
		88,425	80,770	-	-	-	80,770	
		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-14005-140560	HEALTH DEPARTMENT GRANTS REVENUE							
Preventive Health Services Grant		4,500					-	
Public Health Preparedness Grant		11,361	11,361	(11,361)			-	DPH confirmed
Health Enhancement Community Grant / Stratford		11,633	2,687	(2,687)			-	State/DPH confirmed
		27,494	14,048	(14,048)	-	-	-	Moved to Health Dept Grant Fund

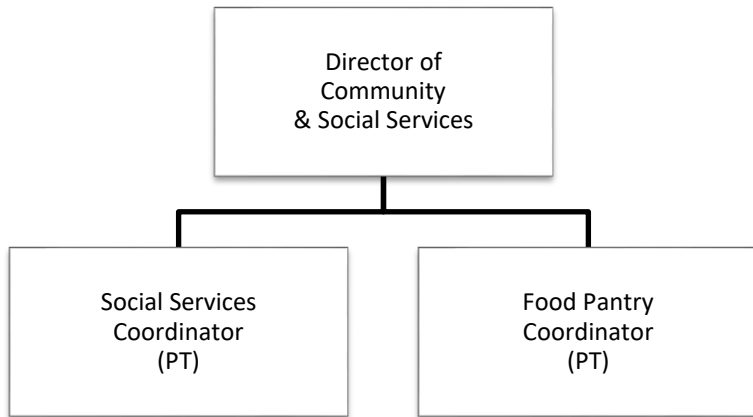
COMMUNITY & SOCIAL SERVICES – SOCIAL SERVICES

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 services and meet the needs of Monroe residents with dignity and respect in a timely manner as demand for services increases.
- Provide information and referrals to Monroe families.
- Provide residents, who are struggling financially, with nutritious food and support.
- Provide individual and family consultations, assessments and referrals for mental health needs.
- Coordinate the Back to School Buddies and Holiday Giving Tree programs.
- Assist residents with applications for various assistance programs, such as Energy Assistance, the Supplemental Nutrition Assistance Program, Below Budget Worksheets, New Start, and Husky.
- Administer the Project Warmth program, which provides qualified residents assistance with their energy needs when other programs have been exhausted.
- Administer the Social Service Exchange Fund that assists qualified residents in crisis situations.
- Coordinate Monroe’s statutory responsibilities during eviction proceedings.

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PERFORMANCE METRICS

FOOD PANTRY

<u>Year</u>	<u>Families</u>	<u>Adults</u>	<u>Children</u>	<u>Seniors</u>	<u>Total Meals</u>	<u>Total Pounds</u>
2019	223	238	182	103	113,372	136,046
2020	183	197	150	104	100,732	120,878
2021	155	156	112	91	90,166	108,199
2022	149	183	128	96	84,735	77,337

INFORMATION, REFERRALS, & ASSISTANCE

<u>Service</u>	<u># Contacts</u>				<u>Description</u>
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	
Energy	661	564	423	603	Federal & State Funding, Operation Fuel, Project Warmth, Utility Hardship & New Start
Nutrition	96	71	49	122	SNAP – Food Stamps, Meals on Wheels, Food Pantry & Farmer’s Market Coupons
Medicaid	9	1	5	19	Claims & Applications
Insurance	13	10	17	26	Information, Special Needs Plan, Medicare Advantage Plan, Medigap, Part D & Claims
Housing	46	36	28	66	Low Income, Skilled Nursing & Assisted Living
Financial	8	11	9	1	Taxes, Renter’s Rebate, Bill Assistance, Social Security
Legal	0	2	1	12	Conservator/Power of Attorney, Protective Services, Attorney, Wills/Trusts
Transportation	11	2	2	6	Disabled Rides, Bridgeport Transit, Private & Volunteer
Support	167	90	164	238	Case Management
Clinical Services	102	121	122	205	Includes family cases
Totals	1,113	908	820	1,298	

SPECIAL PROGRAMS

<u>Program</u>	<u># Contacts</u>			
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Back to School Buddies				
Families	77	72	76	87
Students	116	121	133	147
Holiday Giving Tree*	1,134	1,224	851	884
Families	112	115	119	126
Adults	255	250	252	359
Children	151	176	193	151

**Gift request limit per individual was reduced starting in 2021.*

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SIGNIFICANT ACCOMPLISHMENTS

- Installed a generator at the food pantry.
- Completed creative fundraising efforts: Wiffle Ball, Paint & Sip, Shop ‘N Eat Flea Market & Food Truck Festival.
- Continued to receive grant fund to support the Food Pantry & Project Warmth through the Emergency Food and Shelter Program administered by the United Way.
- Working successfully with local businesses for a variety of donations to the food pantry.
- Continued to provide service levels during staffing transitions.

GOALS & OBJECTIVES

- Continue to explore funding and grant opportunities for Project Warmth, Food Pantry, and Social Services.
- Provide support services and referrals for behavioral health issues.
- Support volunteer fundraising efforts for Project Warmth, Social Services, and Food Pantry.

BUDGET HIGHLIGHTS

- Salary line increases per union contract.
- Increases in utilities based upon current usage at significant price increases for heating oil (17%), electricity (30%), propane (36%), and water (13%).
- Increase in Repair and Maintenance primarily based upon increased vendor rates.
- Decrease in Relief line based upon trend in costs of state-mandated involvement in evictions.

BUDGET - SOCIAL SERVICES		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:	Dept 0710	Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15109-0710-150005	SOC SVC SALARY PT	69,769	34,320	73,730	75,351	-	-	-	\$ 75,351	1,621	2.20%
1001-10-15109-0710-151820	SOC SVC RELIEF	822	-	2,000	2,000	(1,000)	-	-	\$ 1,000	(1,000)	-50.00%
1001-10-15109-0710-153385	SOC SVC OFFICE EXPENSE	1,060	199	1,230	2,250	(1,000)	-	-	\$ 1,250	20	1.63%
1001-10-15109-0710-153390	SOC SVC OPERATING EXPENSE	1,124	72	1,600	1,800	(200)	-	-	\$ 1,600	-	0.00%
1001-10-15109-0710-153485	SOC SVC R & M EQUIPMENT	827	1,828	3,192	3,923	(300)	-	-	\$ 3,623	431	13.49%
1001-10-15109-0710-153563	SOC SVC ELECTRIC	3,846	1,885	5,047	5,777	(777)	-	-	\$ 5,000	(47)	-0.93%
1001-10-15109-0710-153564	SOC SVC HEAT	2,782	1,531	4,080	4,210	-	(919)	-	\$ 3,291	(789)	-19.34%
1001-10-15109-0710-153565	SOC SVC UTILITIES OTHER	2,027	1,173	2,491	2,870	-	-	-	\$ 2,870	379	15.21%
TOTAL SOCIAL SERVICES:		82,256	41,007	93,370	98,181	(3,277)	(919)	-	93,985	615	0.66%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - SOCIAL SERVICES

		Budget	Budget		Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
		22-23	23-24		22-23	22-23	22-23	23-24	23-24	23-24
Dept 0710										
1001-10-15109-0710-150005	PT-Social Services	44,038	45,028							
	PT-Food Pantry	28,028	28,659							
	PT-Custodian	1,664	1,664		104	\$ 16.00	\$ 1,664	104	\$ 16.00	\$ 1,664
	Total Social Services:	73,730	75,351							
	Headcount-FT	-	-							
	Headcount-PT	3	3							

**union contractual increase*

**union contractual increase*

**same custodian cleans Sr. Center and in Sr Center Headcount*

SALARY SUMMARY

	22-23	23-24
SOC SVC SALARY PT	73,730	75,351

BUDGET - SOCIAL SERVICES

EXPENDITURES:

		22-23	23-24	23-24	23-24	23-24	23-24	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	(1,000)			1,000	Eviction Storage Fees-Trend
							-	Additional coverage in BOF Contingency
		2,000	2,000	(1,000)	-	-	1,000	
1001-10-15109-0710-153385	SOC SVC OFFICE EXPENSE							
	Office Supplies	500	750	(550)			200	shared between Food Pantry & Social Services
	Building Supplies		500	(200)			300	cleaning & toiletry supplies
	Postage	500	500	(250)			250	shared between Food Pantry & Social Services
	Printing	230	500				500	printer cartridges for SS & FP
		1,230	2,250	(1,000)	-	-	1,250	Trend
1001-10-15109-0710-153390	SOC SVC OPERATING EXPENSE							
	CT Food Bank Annual Fee	100	200				200	assumed increase, nothing posted yet
	Training	600	600	(100)			500	Trend
	Employee Mileage	150	150				150	
	Volunteer Expenses	750	850	(100)			750	increase in expenses-Trend
		1,600	1,800	(200)	-	-	1,600	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	-
1001-10-15109-0710-153485	SOC SVC R & M EQUIPMENT							
Edgerton	Heating & AC	1,500	600				600	vendor no longer services refrigeration
Malangone Refrigeration	Refrigeration Services		1,000				1,000	refridgeration services (freezers/fridges/etc)
Massachusetts Fire & Techn.	Fire Extinguishers	150	125				125	confirmed with vendor
United Alarm	Alarm System Inspection		245				245	fire extiguisher service
United Alarm	Alarm Monitoring	324	324				324	\$27.00 per month
Wind River	Septic Pumping	518	629				629	quoted price from Windriver
Monroe Electric		500	500				500	
Miscellaneous		200	500	(300)			200	unexpected repairs-Trend
		3,192	3,923	(300)	-	-	3,623	
1001-10-15109-0710-153563	SOC SVC ELECTRIC							
Eversource		5,047	5,777	(777)			5,000	Current usage at 30% price increase
		5,047	5,777	(777)	-	-	5,000	
1001-10-15109-0710-153564	SOC SVC HEAT							
Sippin: Oil		4,080	4,210		(919)		3,291	Current usage at 49% price increase
		4,080	4,210	-	(919)	-	3,291	
1001-10-15109-0710-153565	SOC SVC UTILITIES OTHER							
Aquarion Water		327	370				370	Current usage at 13% price increase
All American Waste		1,264	1,600				1,600	confirmed with rep 10% increase
Smart Pest: Pest Control		900	900				900	quoted price 12/15/22
		2,491	2,870	-	-	-	2,870	

EDITH WHEELER MEMORIAL LIBRARY

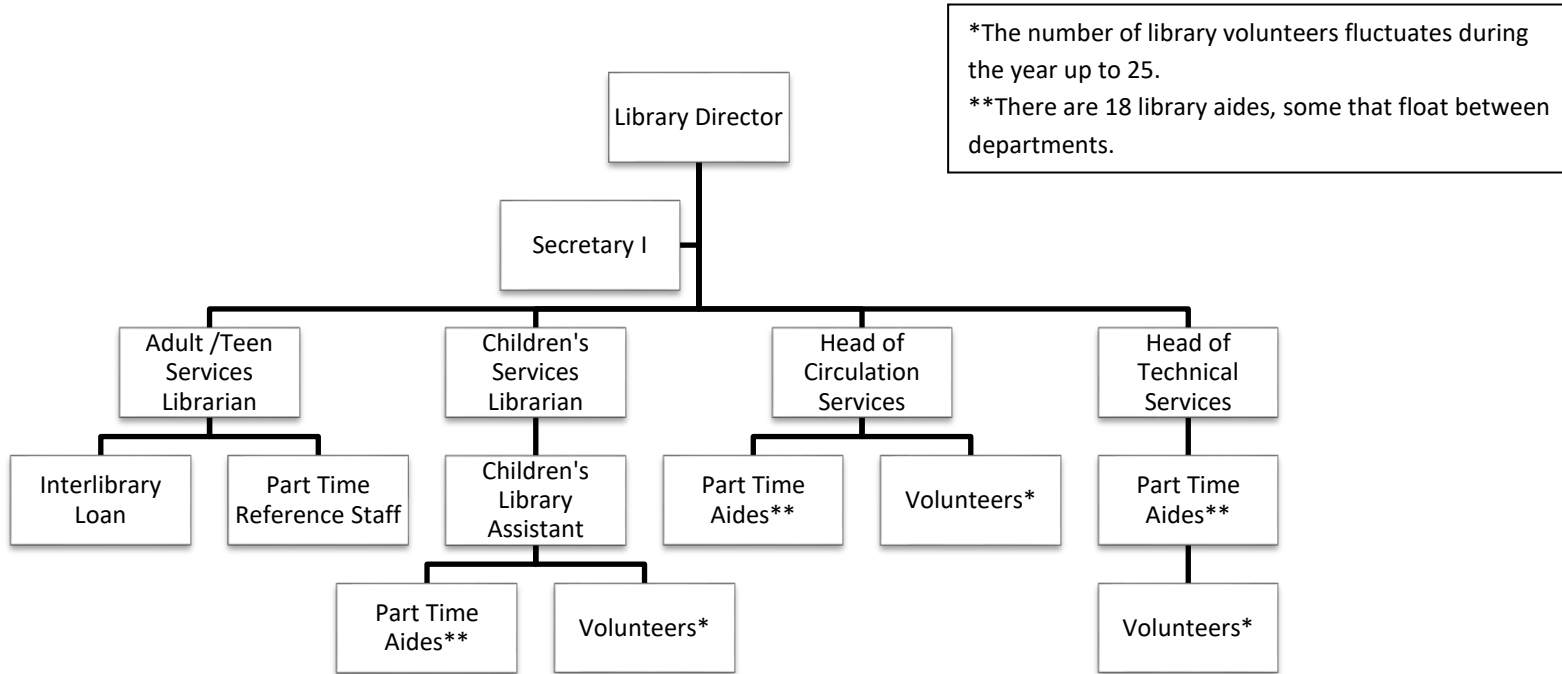
The Edith Wheeler Memorial Library is focused on enriching lives, fostering success, and building community by bringing people, information, and ideas together in a welcoming environment for all individuals.

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 free programming with a wide variety of interests and needs, including business, art, technology, and more.
- Develop connections with Monroe Public Schools, Parks & Rec, Senior Center, Social Services, and the Health Department in addition to community organizations such as the Monroe Chamber of Commerce, the Monroe Historical Society, the Rotary Club of Monroe, the Monroe Lions Club, the American Red Cross, The Center for Social Justice, Girl Scouts of the USA, Boy Scouts of America, and the Monroe Women's Club,
- 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: print, audio, visual, and downloadable resources plus museum passes, hotspots, a mobile charging station, puzzles, and games.
- 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 2023-2024

ORGANIZATION CHART



APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

PERFORMANCE METRICS

	<u>FY 19⁽¹⁾</u>	<u>FY 20⁽²⁾</u>	<u>FY 21⁽²⁾</u>	<u>FY22</u>
Library Visits	121,531	79,460	14,195	61,919
Circulation of Physical Materials	134,417	91,518	65,008	113,415
Downloadable Circulations	14,022	16,912	84,351	16,835
Programs held ⁽³⁾	506	540	636	996
Program attendance ⁽³⁾	16,355	12,536	8,575	11,112
Reference questions	10,464	7,096	6,298	7,865
Total Library Cards	8,859	8,561	7,723	6,476
Items in physical collection	87,831	89,234	87,556	83,972

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

(2) Significant pandemic impacts in FY20 and FY21.

(3) Includes in-person, self-directed, remote, and hybrid programming.

SIGNIFICANT ACCOMPLISHMENTS

- Continued to offer in-person, remote, hybrid, and self-directed programming as well as the popular “Library-to-Go” curbside service.
- Expanded Children’s Department offerings by bringing back the play areas, increasing programming with music and movement classes, movie screenings, family programming, and playtimes.
- Completed two mailings to all Monroe residents as part of the library’s marketing plan to encourage patrons to return to in-person library services.
- Opened the Nook Study POD that was provided by a grant from the American Rescue Plan Act (ARPA) Funding to Connecticut Public Libraries Program funded by the Institute of Museum and Library Services.
- Purchased a mobile charging station, utilizing ARPA grant funds, made available for patrons to check out.
- Managed increased demand for Makerspace appointments.

GOALS & OBJECTIVES

- Continue to provide both in-person, remote, and hybrid programming to make events available to wider audience.
- Continue marketing plan to highlight library’s services.
- Continue to evaluate and provide programs and materials that are inclusive and representative of diverse populations.
- Adjust staffing models to address increased demand for adult programs and Makerspace appointments; additional hours for Reference Librarian/Makerspace covered by historical unused hours and/or alternate funding sources.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET HIGHLIGHTS

- Salary increases as per union contracts and mandatory increase in minimum wage for certain part-time staff.
- Increase in Library Materials primarily driven by increased costs from providers and by shift of funding for programming from the Wheeler Trust over three-year period.
- Decrease in Office Expenses and Library Books based on trends and continued shift towards non-traditional materials such as downloadables.
- Increase in Repairs & Maintenance due to five-year tests required by fire protection provider.
- Increases in utilities based upon previous fiscal year usage at price increase for electricity (30%), natural gas (30%), and water (13%).
- Increase Revenue projections based upon trend.

BUDGET - LIBRARY		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0800										
1001-10-15111-0800-150001	LIBRARY SALARY ADMIN	61,500	40,196	83,000	83,000	-	-	-	83,000	-	0.00%
1001-10-15111-0800-150003	LIBRARY SALARY OTHER	271,538	137,586	323,746	320,380	-	-	-	320,380	(3,366)	-1.04%
1001-10-15111-0800-150005	LIBRARY SALARY PT	233,465	108,231	250,531	251,199	-	-	-	251,199	669	0.27%
1001-10-15111-0800-151850	LIBRARY BOOKS	44,182	15,246	46,456	45,133	-	-	-	45,133	(1,323)	-2.85%
1001-10-15111-0800-151855	LIBRARY BIBLIOMATION	46,370	46,711	47,088	48,419	-	-	-	48,419	1,331	2.83%
1001-10-15111-0800-151860	LIBRARY MATERIALS	31,567	20,893	32,384	34,553	-	-	-	34,553	2,169	6.70%
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	8,487	4,229	9,558	9,520	(332)	-	-	9,188	(370)	-3.87%
1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT	28,748	11,023	29,572	41,707	(9,473)	-	-	32,234	2,662	9.00%
1001-10-15111-0800-153563	LIBRARY ELECTRIC	54,832	28,230	73,709	71,281	-	-	-	71,281	(2,428)	-3.29%
1001-10-15111-0800-153564	LIBRARY HEAT	18,367	4,998	16,041	23,878	-	-	-	23,878	7,837	48.86%
1001-10-15111-0800-153565	LIBRARY UTILITIES OTHER	3,805	1,563	4,297	4,300	-	-	-	4,300	3	0.07%
	TOTAL LIBRARY:	802,862	418,906	916,382	933,370	(9,805)	-	-	923,565	7,183	0.78%

BUDGET - LIBRARY		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
REVENUES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
	Dept 0800										
1001-10-14003-140155	LIBRARY REVENUE	4,257	2,182	3,120	3,192	808	-	-	4,000	880	28.21%
	TOTAL LIBRARY:	4,257	2,182	3,120	3,192	808	-	-	4,000	880	28.21%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - LIBRARY

		Budget	Budget
		<u>22-23</u>	<u>23-24</u>
	Dept 0800		
1001-10-15111-0800-150001	Library Director-Administration	83,000	83,000
	Longevity	-	-
	Total Admin:	83,000	83,000
1001-10-15111-0800-150003	Children's Librarian	58,418	58,418
	Longevity	225	225
	Adult Services Librarian	57,278	53,200 new hire
	Longevity	-	-
	Office Assistant	46,434	47,479 *union contractual increase
	Longevity	100	100
	Library Assistant II	49,740	48,051 new hire
	Longevity	450	-
	Library Assistant II	49,740	50,859 *union contractual increase
	Longevity	450	450
	Perfect Attendance	534	-
	Library Assistant	49,740	50,859 *union contractual increase
	Longevity	-	100
	Time off and weekend coverage	10,638	10,638
	Total Other:	323,746	320,380
1001-10-15111-0800-150005	Circulation Librarian	166,973	168,931
	Reference Librarian	63,810	75,782
	Circulation Paid Time Off Coverage	3,017	3,046
	Reference Paid Time Off Coverage	923	944
	Custodian	15,808	15,717
	Total PT:	250,531	264,420
	Allowance for unused hours/alternate funding source	(13,221)	251,199
	Total Library:	657,277	667,800
	Headcount-FT	7	7
	Headcount-PT	25	25

Blended			Blended		
Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
<u>22-23</u>	<u>22-23</u>	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>
11,289	\$ 14.79	\$ 166,973	11,069	\$ 15.26	\$ 168,931
2,491	\$ 25.62	\$ 63,810	3,381	\$ 22.41	\$ 75,782
197	\$ 15.31	\$ 3,017	200	\$ 15.23	\$ 3,046
39	\$ 23.67	\$ 923	40	\$ 23.60	\$ 944
996	\$ 15.50	\$ 15,808	1,014	\$ 15.50	\$ 15,717

<u>SALARY SUMMARY</u>	22-23	23-24
LIBRARY SALARY ADMIN	83,000	83,000
LIBRARY SALARY OTHER	323,746	320,380
LIBRARY SALARY PT	250,531	264,420
	657,277	667,800

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - LIBRARY								
EXPENDITURES:								
		22-23	23-24	23-24	23-24	23-24	23-24	
1001-10-15111-0800-151850	LIBRARY BOOKS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Adult Fiction	15,100	15,000				15,000	
	Adult Nonfiction	9,850	9,000				9,000	
	Standing Orders	490	490				490	
	Adult & Teen Audiobooks	2,666	2,293				2,293	Reduced 14% (FY23) with difference (\$373) moved to JUV downloadables line item
	Teen Books	3,550	3,550				3,550	
	Juvenile Books	14,800	14,800				14,800	
		46,456	45,133	-	-	-	45,133	
1001-10-15111-0800-151855	LIBRARY BIBLIOMATION	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Operating Assessment	38,193	39,339				39,339	Quote
	Databases	7,115	7,300				7,300	Quote from vendors. 30% increase. Funding partially through operating budget and
	CEN Internet	1,500	1,500				1,500	
	Supplies	280	280				280	
		47,088	48,419	-	-	-	48,419	
1001-10-15111-0800-151860	LIBRARY MATERIALS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Adult DVD's	3,850	3,850				3,850	
	Databases	1,009	1,500				1,500	Quotes from vendors. 5% increase Funding partially through operating budget and
	Magazines & Newspapers	6,500	6,500				6,500	Quotes from vendors. 10% increase Funding partially through operating budget and
	Adult Programs	1,000	1,500				1,500	Increase to move this cost from the Wheeler Trust in a progressive method.
	Juvenile DVD's	1,000	1,000				1,000	
	Juvenile Programs	1,000	1,500				1,500	Increase to move this cost from the Wheeler Trust in a progressive method.
	Downloadables -	18,025	18,703				18,703	Anticipated decrease in demand FY24-increase demand for Juvenile downloads
		32,384	34,553	-	-	-	34,553	
1001-10-15111-0800-153385	LIBRARY OFFICE EXPENSE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	General Library Supplies	4,798	3,500				3,500	3 yr. avg \$4,798, but moved website affiliated subscriptions to Dues & Subscriptions Line.
	Special copy supplies	588	588				588	
	Confernces/Workshops	1,583	1,200				1,200	3 yr. avg. \$1,583. Line previously included Zoom costs - moved below
	Dues & Subscriptions (ALA, PIA, CLA, CLC, FLAG)	1,280	3,332	(332)			3,000	Includes website and Zoom subscriptions. Trend.
	Toner Cartridges	1,309	900				900	
		9,558	9,520	(332)	-	-	9,188	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

		22-23	23-24	23-24	23-24	23-24	23-24	
		Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
1001-10-15111-0800-153485	LIBRARY R & M EQUIPMENT							
Elevator contract		3,597	12,685	(8,750)			3,935	Quote \$3,935 contract. Quote-Otis recommends oil change service for all hydraulic units are 10 years or older \$8,750 - maintainance to be done in FY23
Assa Abloy - auto doors		420	1,000	(350)			650	Contract and Annual Maintenance service- price correction
Gentech		1,949	410				410	3 yr. avg. \$270 (FY22) \$224.95 (FY21) \$733 (2019-2020)
Red Hawk Fire (Sprinklers)		246	240				240	Avg. cost.
State of CT Elevator		240	240				240	Flat
Entryway carpet service		283	580	(373)			207	New vendor contract terms.
Edgerton		1,800	1,600				1,600	Avg. cost.
Wind River Environmental-septic		720	428				428	Quote
Shelton Alarms		423	624				624	3 yr. avg. cost
Brake Fire Protection		1,800	5,900				5,900	Quote. Qrtly testing \$1,200; Annual flo \$650; Annual replacement of fire pump suction and discharge gauge \$50; and scheduled 5 yr. tests \$4,000 (5 yr. internal, & 5 yr. hydro)
Mass. Fire Technologies Fire Exit and Extinguisher testing		190	100				100	
Grainger		396	400				400	Avg. costs
Repairs		13,508	14,500				14,500	5 yr. avg. \$16,444
Supplies		4,000	3,000				3,000	4 yr. avg. \$2,641
		29,572	41,707	(9,473)	-	-	32,234	
1001-10-15111-0800-153563	LIBRARY ELECTRIC							
Electric		73,709	71,281				71,281	Current usage at 30% price increase
		73,709	71,281	-	-	-	71,281	
1001-10-15111-0800-153564	LIBRARY HEAT							
Heat-Natural Gas		16,041	23,878				23,878	Current usage at 30% price increase
		16,041	23,878	-	-	-	23,878	
1001-10-15111-0800-153565	LIBRARY UTILITIES OTHER							
Aquarion		4,297	4,300				4,300	Current usage at 13% price increase
		4,297	4,300	-	-	-	4,300	
BUDGET - LIBRARY								
REVENUES:								
1001-10-14003-140155	LIBRARY REVENUE							
Library fines		\$ 3,120	3,192	808			4,000	Trend
		3,120	3,192	808	-	-	4,000	

PARKS & RECREATION DEPARTMENT

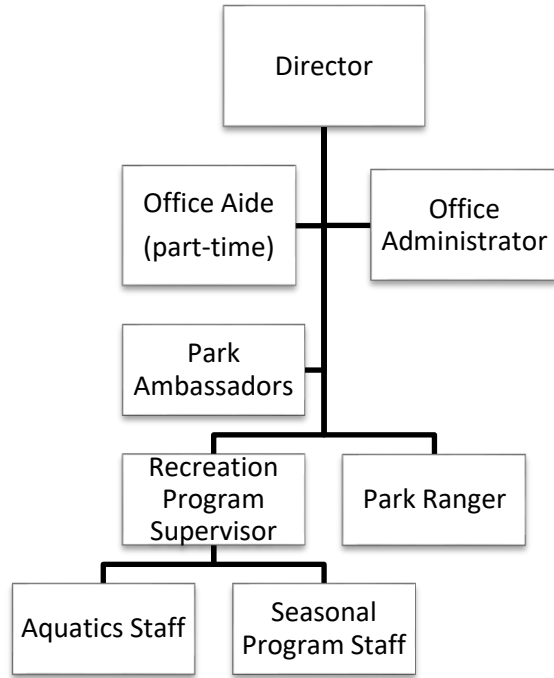
The Parks and Recreation Department is responsible for the effective management, maintenance and development of town designated park areas and their related facilities. In addition, the department provides leadership and expertise for the development, promotion and delivery of a comprehensive schedule of recreational and cultural opportunities for the citizens of the community.

PRIMARY PROGRAMS & SERVICES

- Currently responsible for all 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, EMS Building, Animal Control Facility and the Town's responsibilities in maintaining the state roundabout at route 110/111. The FY24 budget incorporates consolidation of these functions and maintenance personnel into Public Works.
- Operation of the 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 and primary liaison with the Monroe Farmer's Market.
- Youth Athletics (tennis, basketball, diving classes, pre-school indoor & outdoor soccer, swim lessons, floor hockey, volleyball, junior golf, hula hoop fitness classes, cross country running clinics, pre-school basketball, flag football, hip-hop dance lessons, karate and ski & snowboard program.)
- Coordinates reservations for various activities/amenities (picnics, camping, court scheduling, field use, special events, company rentals, school class days, town-wide events and collaborations with volunteers at the youth league sports level and coaches at the Board of Education)
- Passive recreation activities (arts & crafts, fishing programs, certification programs in babysitting & lifeguarding, trainings to become a water safety instructor, culinary arts, magic classes, computer and stem activities)
- Adult recreation activities (water aerobics, swim lessons, volleyball, pickleball, basketball, tennis, karate 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, Family Movie Nights, Gingerbread House Decorating Contest, Scavenger Hunt, Scarecrow Contest, Snow Sculpture Contest, Trails Day Hike and Photo Contest)
- Joint programming with the Monroe Senior Center- Aquatics, Pickleball and Trips. Collaboration with various Girl Scout and Boy Scout Troops to pursue their Bronze, Silver, Gold and Eagle Scout Award projects.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

ORGANIZATION CHART



Note: Above reflects Maintenance staff moved to Public Works

PERFORMANCE METRICS

	2015	2016	2017	2018	2019	2020*	2021*	2022
Wolfe Park Pool attendance	20,984	26,613	15,236	16,593	16,284	12,494	12,403	17,307
Wolfe Park Pool memberships	1,038	1,074	996	980	1,592	0	1,244	890
Great Hollow Lake attendance	17,924	20,059	17,994	15,909	14,861	24,253	14,319	15,649
Picnic reservations	126	117	120	124	126	17	101	114
Camping reservations	388	398	351	397	284	412	468	353
Summer Fun Days participants	565	516	572	658	519	230	792	960
Youth Basketball participants	432	358	331	342	365	262	0	270

**2020 and 2021 metrics reflect COVID-19 pandemic limitations and related operational changes.*

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SIGNIFICANT ACCOMPLISHMENTS

- Provided support and guidance in the completion of the Kids Kreation rebuild into the new, “Wolfe’s Den” Playground.
- Continued to upgrade existing lighting in the walkway/patio area at the poolside of Wolfe Park.
- Replaced the front metal fencing by the Wolfe Park Pool entry patio and the entire paved parking lot with split rail fencing.
- Replaced and updated pool signage rules board at Wolfe Park Pool.
- Purchased two aquatic wheelchairs for use at Great Hollow Lake and Wolfe Park Pool by guests with mobility issues.
- Resurfaced and made temporary repairs the basketball courts at Wolfe Park while we secured a \$150,000.00 state grant to build new courts for 2023.
- Added picnic tables throughout Wolfe Park in second year of a five-year plan.
- Collaborated with the Town Planner and Economic & Community Development to finalize plans and release a Request for Proposals for the multi-use field project.
- Provided a third consecutive season of safe and creative outdoor programming during the transition of programming subsequent to pandemic restrictions.
- Adding two pickleball court areas on our existing courts to meet the demand of use and programming.
- Replaced the roof at the Great Hollow Lake building.
- Secured and purchased a new water wheel to provide irrigation needs for the fields on the pool side of Wolfe Park.
- Integrated the Park Ranger position into the department along with onboarding new office staff.
- Reinstated monthly Family Fun Nights at the Masuk Pool.

GOALS & OBJECTIVES

- Continue to explore adult programming and some intergenerational opportunities for the town.
- Assisting in the implementation and completion of the new bike trail extension of the “Rails to Trail” line.
- Evaluate deferred projects such splash pad and overflow parking lot.
- Collaboration with Human Resources Department to provide internship opportunities for students in Recreation and Leisure Studies Program at local universities.
- Add windscreens to the tennis/pickleball courts.

BUDGET HIGHLIGHTS

- Overall decrease in Salary lines due to maintenance personnel moving to Public Works.
- Reductions in Building & Ground Maintenance, Operating Expense, Equipment Expense lines for expenditures that will follow personnel moving to Public Works.
- Seasonal salary increases driven by Connecticut minimum wage increase mandates to \$15 starting June 1, 2023.
- Decrease in Office Expenses driven by reduced actual postage and mailing trends.
- Equipment needs are increased, as our equipment is aging and some parts are no longer available. In addition, in house staff have used their expertise to repair items over the years to give a longer life, but with the prolong use it is time to replace outright.

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

- Increases in fuel and utilities based upon current usage at significant price increases for gasoline (12%), diesel (19%), heating oil (17%), propane (36%), water (13%) and natural gas (30%).
- Increases in the cost of garbage collection, portable toilet rentals and mandatory water testing for the lake area that are needed to run operations at Wolfe Park and Webb Mountain Park.

BUDGET - PARKS & RECREATION		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2017-2018 TO 2018-2019	
EXPENDITURES:	Dept 0810	Actual	YTD 12/31/17	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1001-10-15111-0810-150001	P & R SALARY ADMIN	75,005	39,048	83,100	83,100	-	-	-	83,100	-	0.00%
1001-10-15111-0810-150003	P & R SALARY OTHER	376,164	179,843	449,820	147,621	-	-	-	147,621	(302,199)	-67.18%
1001-10-15111-0810-150005	P & R SALARY PT	212,713	152,429	238,711	170,711	-	-	-	170,711	(68,000)	-28.49%
1001-10-15111-0810-150015	P & R OVERTIME	16,082	10,543	12,267	2,952	-	-	-	2,952	(9,315)	-75.93%
1001-10-15111-0810-151910	P & R VENDOR	2,658	-	3,500	3,500	-	-	-	3,500	-	0.00%
1001-10-15111-0810-151920	P & R PARK IMPROVEMENTS	11,021	5,356	13,479	33,642	(21,275)	-	-	12,367	(1,112)	-8.25%
1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	72,215	28,734	78,343	81,000	(34,000)	-	-	47,000	(31,343)	-40.01%
1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	20,507	3,702	18,000	22,884	(22,884)	-	-	-	(18,000)	-100.00%
1001-10-15111-0810-153385	P & R OFFICE EXPENSE	6,701	1,561	7,600	7,900	(1,450)	-	-	6,450	(1,150)	-15.13%
1001-10-15111-0810-153390	P & R OPERATING EXPENSE	9,113	6,863	10,780	11,200	(3,200)	-	-	8,000	(2,780)	-25.79%
1001-10-15111-0810-153563	P & R ELECTRIC	36,339	17,155	44,315	50,123	(2,882)	-	-	47,241	2,926	6.60%
1001-10-15111-0810-153564	P & R HEAT	11,942	8,288	12,421	19,619	-	(4,281)	-	15,338	2,917	23.48%
1001-10-15111-0810-153565	P & R UTILITIES OTHER	15,892	11,074	19,160	22,299	-	-	-	22,299	3,139	16.38%
1001-10-15111-0810-153579	P & R VEHICLE FUEL	12,862	5,863	17,915	21,542	(20,186)	(52)	-	1,304	(16,611)	-92.72%
1001-10-15111-0810-153580	P & R VEHICLE EXPENSE	10,417	3,438	15,500	18,500	(15,360)	-	-	3,140	(12,360)	-79.74%
TOTAL PARKS & REC EXPENDITURES:		889,632	473,899	1,024,911	696,593	(121,237)	(4,333)	-	571,023	(453,888)	-44.29%

REVENUES:		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	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	190,715	102,949	172,700	190,500	-	-	-	190,500	17,800	10.31%
TOTAL PARKS & REC REVENUES:		190,715	102,949	172,700	190,500	-	-	-	190,500	17,800	10.31%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

SALARY DETAIL - PARKS & RECREATION

		Budget	Budget	
		<u>22-23</u>	<u>23-24</u>	
Dept 0810				
1001-10-15111-0810-150001	Director Parks & Rec Admin	83,000	83,000	
	Longevity	100	100	
	Total Admin:	83,100	83,100	
1001-10-15111-0810-150003	Office Administrator	51,341	47,723	new hire
	Longevity	450	-	
	Other-Recreation Supervisor	51,369	52,148	new hire
	Longevity	-	-	
	Overtime	-	-	
	Park Ranger	56,846	47,750	new hire
	Longevity	-	-	
	Park Maintenance Supervisor	70,079	-	
	Stipend	3,000	-	
	Longevity	-	-	
	Park Maintainer	52,996	-	<moved to Public Works Maintainers
	Longevity	100	-	<moved to Public Works Maintainers
	Park Maintainer	52,996	-	<moved to Public Works Maintainers
	Longevity	300	-	<moved to Public Works Maintainers
	Park Maintainer	52,996	-	<moved to Public Works Maintainers
	Longevity	350	-	<moved to Public Works Maintainers
	Park Maintainer	52,996	-	<moved to Public Works Maintainers
	Longevity	100	-	<moved to Public Works Maintainers
	Differential	3,900	-	<moved to Public Works Maintainers
	Total Other:	449,820	147,621	

SALARY DETAIL - PARKS & RECREATION

		Hours/yr	Hrly Rate	\$ Amount	Hours/yr	Hrly Rate	\$ Amount
		<u>22-23</u>	<u>22-23</u>	<u>22-23</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>
1001-10-15111-0810-150005	PT- Office Staff	13,710	843.74	\$ 13,711	843.74	\$ 16.25	\$ 13,711
	Seasonal Staff	225,000		157,000			
	Total PT:	238,710		170,711			
1001-10-15111-0810-150015	Overtime-Holiday	12,267		2,952			
		12,267		2,952			

Total Park and Recreation:	783,897	404,384	
Headcount-FT	9	4	
Headcount-PT	1	1	
Headcount-PT Seasonal	75	60	moved 15 to DPW

SALARY SUMMARY	<u>22-23</u>	<u>23-24</u>
P & R SALARY ADMIN	83,100	83,100
P & R SALARY OTHER	449,820	147,621
P & R SALARY PT	238,710	170,711
P & R SALARY OVERTIME	12,267	2,952
	783,897	404,384

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

FY23 Seasonal Salary Schedule		Effective 7/1/22-5/31/23			Effective 6/1/23-6/30/23	
*Rate shall be the greater of (a) minimum rate below or (b) the calculated step increase, not to exceed the rate cap						
Title	Minimum	Annual Step Increase	Hourly Rate Cap	Minimum	Hourly Rate Cap	
Admissions Monitor	\$14.00	.25/hr above previous rate	\$14.85	\$15.00	\$15.00	
Park Maintainer/Gardener						
I	\$14.00	.25/hr above previous rate	\$14.65	\$15.00	\$15.00	
II	\$14.50	.50/hr above previous rate	\$14.85	\$15.00	\$15.00	
III	\$14.90	.50/hr above previous rate	\$17.10	\$15.00	\$17.10	
Lifeguards						
I	\$14.50	.50/hr above previous rate	\$16.00	\$15.00	\$16.00	
II	\$15.00	.50/hr above previous rate	\$16.50	\$15.00	\$16.50	
III	\$15.35	.50/hr above previous rate	\$17.00	\$15.35	\$17.00	
Shift Leader		\$0.25 in addition to current rate of pay when assigned the shift				
Pool/Lake Manager	\$16.50	1.00/hr above previous rate	\$20.00	\$16.50	\$20.00	
Park Ambassadors	\$15.00	.50/hr above previous rate	\$16.50	\$15.00	\$16.50	
Skilled Laborer/Master Gardener	\$14.10	1.00/hr above previous rate	\$18.75	\$15.00	\$18.75	
Summer Fun Days						
SFD Counselor	\$14.00	.25/hr above previous rate	\$16.00	\$15.00	\$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	\$20.00	\$16.00	\$20.00	
SFD Assistant Director (PreK-5th grade)	\$18.00	.75/hr above previous rate	\$22.00	\$18.00	\$22.00	
SFD Director	\$22.00	1.00/hr above previous rate	\$25.00	\$22.00	\$25.00	
* = summer and/or one winter pool season (minimum eight weeks) equals a year working above. A winter pool or summer employee working their first year will not be considered to be in their second year just by working the following summer (or winter). If re-employed the following winter (or summer) they will be in year two.						

FY24 Seasonal Salary Schedule - Proposed		Effective 7/1/23-6/30/24		
*Rate shall be the greater of (a) minimum rate below or (b) the calculated step increase, not to exceed the rate cap				
Title	Minimum	Annual Step Increase	Hourly Rate Cap	
Admissions Monitor	\$15.00	.25/hr above previous rate	\$16.00	
Park Maintainer/Gardener - moved to Public Works PT Maintainers				
I	\$15.00	.25/hr above previous rate	\$16.00	
II	\$15.50	.50/hr above previous rate	\$16.50	
III	\$15.90	.50/hr above previous rate	\$17.10	
Lifeguards				
I	\$15.50	.50/hr above previous rate	\$16.00	
II	\$16.00	.50/hr above previous rate	\$16.50	
III	\$16.35	.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	\$16.50	1.00/hr above previous rate	\$20.00	
Park Ambassadors	\$16.00	.50/hr above previous rate	\$17.00	
Skilled Laborer/Master Gardener - moved to Public Works PT Main	\$16.75	1.00/hr above previous rate	\$18.75	
Summer Fun Days				
SFD Counselor	\$15.00	.25/hr above previous rate	\$16.50	
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	\$20.00	
SFD Assistant Director (PreK-5th grade)	\$18.00	.75/hr above previous rate	\$22.00	
SFD Director	\$22.00	1.00/hr above previous rate	\$25.00	
Seasonal Intern (3 month only 1 for each season if applicable)	\$15.00	Current Minimum Wage Rate	\$16.00	
* = summer and/or one winter pool season (minimum eight weeks) equals a year working above. A winter pool or summer employee working their first year will not be considered to be in their second year just by working the following summer (or winter). If re-employed the following winter (or summer) they will be in year two.				

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - PARKS & RECREATION

EXPENDITURES:

1001-10-15111-0810-151910	P & R VENDOR	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 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- (DJ's, program fees)
		3,500	3,500	-	-	-	3,500	
1001-10-15111-0810-151920	P & R PARK IMPROVEMENTS	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Wolfe Park Pool new pool rules sign		500					-	pool rules need to be updated at Wolfe Park Pool
Add more pickleball courts to Wolfe Park		800					-	Add two more pickleball courts to Wolfe Park
LED light bulbs/fixtures for poles at WP (3 poles for 3 years)		1,800	2,000				2,000	Continue to replace lights (year 3-price increase)
Picnic Table Replacement (3 tables for 5 years)		2,500	2,800				2,800	Replace a few older tables (few each season-price increase-year 2)
Handicapped Water Wheelchairs		3,811					-	Two ADA aquatic chairs- one for the pool and one for lake
Split Rail Fencing for pool entrance continued replacement		1,068					-	additional wood purchases needed to finish fencing
Security equipment		3,000					-	
Safety Cones			300	(300)			-	Cones to block areas of the park during maintenance-purchase FY23
Stainless Steel Water fountains			5,800	(5,800)			-	Replace rusted and outdated fountains with Bottle Filling Stations Funding with Field Assessment Fund
Door replacement at Wolfe Park Pool			7,567				7,567	Lifeguard Room and Chemical Room doors need replacement
Windscreens for Tennis/Pickleball Courts (year 1 of 2 addition)			2,449	(2,449)			0	840 feet of screens for the tennis/pickleball court area (year 1 of 2 addition) Funding with Program Fund
Workman GTX Cart			12,726	(12,726)			0	replace work/golf cart for staff to share at park submitting for FY25 capital
		13,479	33,642	(21,275)	-	-	12,367	
1001-10-15111-0810-153045	P & R BUILDING & GROUND MAINTENANCE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Pool supplies, technicians, equipment, service		16,000	18,000				18,000	Chlorine price increase, water fountain parts, faucets, pool vacuum parts
Horticultural supplies		32,000	32,000	(32,000)			-	Speciality seed, sod, mulch, safety fiber, plants, lime for sports fields (roundabout and Stepney Green updates). Moved to DPW
Building repairs and service		20,343	21,000				21,000	Park has 4 buildings to maintain. Routine servicing of pumps, furnaces & water heaters (Parts are starting to show age and need more attention)
Toiletries and cleaning supplies		10,000	10,000	(2,000)			8,000	Toilet paper, paper towels, mop heads and brushes-decrease new vendor
		78,343	81,000	(34,000)	-	-	47,000	
1001-10-15111-0810-153145	P & R EQUIPMENT EXPENSE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Replace Tools and Equipment Needs		10,000	14,884	(14,884)			-	Routine replacement of specific equipment (plus need 2 snowblower, chainsaw, weedwacker)-trend and FY23 purchase-moved to DPW
Repairs to inventory		8,000	8,000	(8,000)			-	Repairs to current inventory to fix items in house-moved to DPW
		18,000	22,884	(22,884)	-	-	-	
1001-10-15111-0810-153385	P & R OFFICE EXPENSE	22-23 Final Budget	23-24 Department	23-24 FS Adj	23-24 TC Adj	23-24 BOF Adj	23-24 Total Budget	Explanation
Postage and Mailings Supplies		2,200	2,300	(1,300)			1,000	Seasonal literature/reminder cards/ postage-Park Ranger copy fees moved here
Department Membership/Passes Material		2,700	2,700				2,700	WP Pool, Masuk Pool, Lake Zoar & Court Membership Card/Permits
Toner		400	500	(150)			350	Printers at Wolfe Park Pool and Park Maint. Office Only -price decrease
Register/ charge receipts/ office equipment		1,200	1,200				1,200	Time card, pens, markers, office supplies, stamper
Water Delivery		1,100	1,200				1,200	10 units per month April-October/5 units per month November-March (small increase)
		7,600	7,900	(1,450)	-	-	6,450	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

1001-10-15111-0810-153390 P & R OPERATING EXPENSE		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Clothing Allowances	2,500	2,500	(2,500)			-	-	Union contract-Park Maintainers-moved to DPW
Dues, trainings, seminars, conferences	1,800	2,000				2,000		opportunities for trainings for staff
Water testing and medical supplies	2,500	3,100				3,100		St. of CT mandatory water testings for building/waterfront at GHL
	-					-		increase in tests needed and cost
Alarm and Fire Services	1,000	1,000				1,000		Fire and security alarms price increase at WP buildings (pool & lake house)
Dept. staff t-shirts, hats, sweatshirts (FT. PT)	1,200	1,500	(500)			1,000		increase in cost of items -program staff only-moved to DPW
Uniform (Park Ranger)	800	800				800		
Uniform Cleaning (per contract)	100	100				100		
iPad Data Service Plan @ \$40/month	480					-		Not needed. Using desktop computer and cell phone
Copying	100					-		Moved Park Ranger Copy fees to Office expense
Education	200	200	(200)			-		training for Park Ranger-included above
Maintenance of Equipment	100					-		this can be removed and put with P & R maintenance
	10,780	11,200	(3,200)	-	-	8,000		
1001-10-15111-0810-153563 P & R ELECTRIC		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Eversource Supply	44,315	50,123	(2,882)			47,241		Current usage at 30% price increase
	44,315	50,123	(2,882)	-	-	47,241		
1001-10-15111-0810-153564 P & R HEAT		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
East River Energy (#2 oil)	12,421	19,619		(4,281)		15,338		Current usage at 49% price increase
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.
	12,421	19,619	-	(4,281)	-	15,338		
1001-10-15111-0810-153565 P & R UTILITIES OTHER		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Trash removal (All American)	6,200	7,192				7,192		Based on past usage and 8% increase quote
Seasonal Toilets (Great Hollow Lake, Webb Mountain and Picnic Areas at WP)	4,660	5,400				5,400		GI John's pricing
Telephone systems and monitoring	350	350				350		Fee for informational line
Aquarion Water Service	6,000	6,780				6,780		Current usage at 13% price increase
CO2 Tank for Wolfe Park Pool	1,250	1,625				1,625		Airgas Tank-for our type of pool
Propane Services	700	952				952		Consession stand x 3 locations increase in propane
	19,160	22,299	-	-	-	22,299		
1001-10-15111-0810-153579 P & R VEHICLE FUEL		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Diesel (trucks, tractor, mower)	5,943	8,321	(8,321)			-		Current usage at 48% price increase-moved to DPW
Gasoline (re: car, trucks, maintenance vehicles, power equipment)	11,972	13,221	(11,865)	(52)		1,304		Current usage at 16% price increase & addition of
	17,915	21,542	(20,186)	(52)	-	1,304		Park Ranger Vehicle-moved to DPW except PR vehicle
1001-10-15111-0810-153580 P & R VEHICLE EXPENSE		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Repairs and general maintenance to Dept. Fleet	15,000	18,000	(15,500)			2,500		increase in material coste when fixing items-Trend
						-		\$9,500 moved to DPW
Parts and Tires	\$ 500	\$ 500	140			640		for Park Ranger-State Bid Pricing \$160 ea x 4
	15,500	18,500	(15,360)	-	-	3,140		
BUDGET - PARKS & RECREATION								
REVENUES:								
1001-10-14007-140705 RECREATION DEPARTMENT FEES REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	Explanation
	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Ron Wallisa Memorial Pool & Great Hollow Lake and Lake Zoar	130,000	150,000				150,000		Bulk of revenue comes in spring of FY24
Picnic Reservations	30,000	27,000				27,000		Contnuing to receive many bookings
Camping Permits - Webb Mountain Park	8,000	9,000				9,000		Increased reservations
Private Pool Rentals	1,500	1,500				1,500		Trend
Concession stand	3,200	3,000				3,000		working on securing a new vendor
	-					-		
	172,700	190,500	-	-	-	190,500		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - PARKS & RECREATION PROGRAMS FUND 1610		21-22	22-23	22-23	23-24	23-24	23-24	23-24	23-24	2022-2023 TO 2023-2024	
REVENUE AND EXPENDITURES:		Actual	YTD 12/31/22	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	\$ CHG	% CHG
1610-00000-150650	P & R PROG FICA/MEDICARE EXPENDITURE	3,879	4,159	6,700	6,700	-	-	-	\$ 6,700	-	0.00%
1610-00000-152999	P & R PROG OPERATING TRANSFERS OUT	-	-	-	-	-	-	-	\$ -	-	0.00%
1610-00000-153594	P & R PROG CAPITAL EXPENDITURE	-	-	-	-	-	-	-	\$ -	-	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	21,591	-	6,500	6,500	-	-	-	\$ 6,500	-	0.00%
1610-20353-145000	P & R PROG BABY SITTING TRAINING REVENUE	-	-	(2,500)	(2,000)	-	-	-	\$ (2,000)	500	-20.00%
1610-20353-155000	P & R PROG BABY SITTING TRAINING EXPENDITURE	-	-	2,100	1,800	-	-	-	\$ 1,800	(300)	-14.29%
1610-20354-145000	P & R PROG ADULT SPORTS REVENUE	(3,800)	(5,855)	(9,200)	(10,900)	-	-	-	\$ (10,900)	(1,700)	18.48%
1610-20354-155000	P & R PROG ADULT SPORTS EXPENDITURE	1,137	333	6,400	7,100	-	-	-	\$ 7,100	700	10.94%
1610-20355-145000	P & R PROG BASKETBALL BOYS REVENUE	(73,160)	(88,721)	(65,000)	(80,000)	-	-	-	\$ (80,000)	(15,000)	23.08%
1610-20355-155000	P & R PROG BASKETBALL BOYS EXPENDITURE	55,043	13,840	60,000	72,000	-	-	-	\$ 72,000	12,000	20.00%
1610-20360-155000	P & R PROG BASKETBALL GIRLS EXPENDITURE	-	-	-	-	-	-	-	\$ -	-	0.00%
1610-20362-145000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW REVENUE	(13,760)	(30,221)	(18,000)	(25,000)	-	-	-	\$ (25,000)	(7,000)	38.89%
1610-20362-155000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW EXPENDITURE	13,663	-	16,000	22,000	-	-	-	\$ 22,000	6,000	37.50%
1610-20363-145000	P & R PROG TECH PROGRAMS REVENUE	(5,772)	(2,755)	(5,000)	(2,900)	-	-	-	\$ (2,900)	2,100	-42.00%
1610-20363-155000	P & R PROG TECH PROGRAMS EXPENDITURE	5,350	2,700	4,100	2,700	-	-	-	\$ 2,700	(1,400)	-34.15%
1610-20364-145000	P & R PROG CREATIVE EXPRESSION ART REVENUE	(10,314)	(11,992)	(16,000)	(19,000)	-	-	-	\$ (19,000)	(3,000)	18.75%
1610-20364-155000	P & R PROG CREATIVE EXPRESSION ART EXPENDITURE	7,652	8,647	13,000	16,000	-	-	-	\$ 16,000	3,000	23.08%
1610-20365-145000	P & R PROG PRE-SCHOOL INDOOR SPORTS REVENUE	(38,905)	(30,321)	(9,500)	(13,500)	-	-	-	\$ (13,500)	(4,000)	42.11%
1610-20365-155000	P & R PROG PRE-SCHOOL INDOOR SPORTS EXPENDITURE	32,848	21,733	8,350	12,200	-	-	-	\$ 12,200	3,850	46.11%
1610-20369-145000	P & R PROG MISCELLANEOUS REVENUE	(5,610)	(9,038)	(20,000)	(18,000)	-	-	-	\$ (18,000)	2,000	-10.00%
1610-20369-155000	P & R PROG MISCELLANEOUS EXPENDITURE	8,063	260	18,000	16,000	-	-	-	\$ 16,000	(2,000)	-11.11%
1610-20372-145000	P & R PROG PLAYGROUNDS-SFD KIDS REVENUE	(165,802)	(175,836)	(100,000)	(150,000)	-	-	-	\$ (150,000)	(50,000)	50.00%
1610-20372-155000	P & R PROG PLAYGROUNDS-SFD KIDS EXPENDITURE	67,850	50,544	50,000	120,000	-	-	-	\$ 120,000	70,000	140.00%
1610-20374-145000	P & R PROG COMMUNITY PROGRAMS REVENUE	(2,802)	(2,885)	(1,700)	(2,275)	-	-	-	\$ (2,275)	(575)	33.82%
1610-20374-155000	P & R PROG COMMUNITY PROGRAMS EXPENDITURE	11,141	9,868	28,500	28,150	-	-	-	\$ 28,150	(350)	-1.23%
1610-20375-145000	P & R PROG SKYHAWKS REVENUE	(16,637)	(9,485)	(7,000)	(10,000)	-	-	-	\$ (10,000)	(3,000)	42.86%
1610-20375-155000	P & R PROG SKYHAWKS EXPENDITURE	9,768	9,486	6,000	9,000	-	-	-	\$ 9,000	3,000	50.00%
1610-20376-145000	P & R PROG SWIM LESSONS-PARENT TODDLER REVENUE	-	-	(1,500)	(1,400)	-	-	-	\$ (1,400)	100	-6.67%
1610-20376-155000	P & R PROG SWIM LESSONS-PARENT TODDLER EXPENDITURE	20	320	1,000	1,000	-	-	-	\$ 1,000	-	0.00%
1610-20377-145000	P & R PROG ADULT AQUATIC REVENUE	(490)	-	(1,800)	(1,500)	-	-	-	\$ (1,500)	300	-16.67%
1610-20377-155000	P & R PROG ADULT AQUATIC EXPENDITURE	600	-	1,450	850	-	-	-	\$ 850	(600)	-41.38%
1610-20378-145000	P & R PROG YOUTH AQUATIC REVENUE	(12,536)	(10,263)	(14,000)	(13,200)	-	-	-	\$ (13,200)	800	-5.71%
1610-20378-155000	P & R PROG YOUTH AQUATIC EXPENDITURE	4,138	1,715	8,500	7,700	-	-	-	\$ 7,700	(800)	-9.41%
1610-20379-145000	P & R PROG TENNIS LESSONS REVENUE	(81,214)	(62,753)	(70,000)	(100,000)	-	-	-	\$ (100,000)	(30,000)	42.86%
1610-20379-155000	P & R PROG TENNIS LESSONS EXPENDITURE	65,136	47,633	54,600	70,000	-	-	-	\$ 70,000	15,400	28.21%
1610-20382-145000	P & R PROG ADULT FITNESS REVENUE	-	-	(2,500)	(2,000)	-	-	-	\$ (2,000)	500	-20.00%
1610-20382-155000	P & R PROG ADULT FITNESS EXPENDITURE	-	-	2,200	1,800	-	-	-	\$ 1,800	(400)	-18.18%
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	(35,811)	(21,972)	(5,000)	(5,000)	-	-	-	\$ (5,000)	-	0.00%
1610-20384-155000	P & R PROG CLASSES/OTHER EXPENDITURE	31,345	61,256	5,000	5,000	-	-	-	\$ 5,000	-	0.00%
1610-20386-145000	P & R MENS' SOFTBALL REVENUE	(18,827)	-	-	-	-	-	-	\$ -	-	0.00%
1610-20386-155000	P & R MENS' SOFTBALL EXPENDITURE	7,334	11,150	-	-	-	-	-	\$ -	-	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	228	-	650	700	-	-	-	\$ 700	50	7.69%
1610-22302-155000	P & R PROG PRIVATE POOL EXPENDITURE	-	-	-	-	-	-	-	\$ -	-	0.00%
1610-22303-145000	P & R PROG ARTS IN THE PARK REVENUE	(2,375)	-	(3,000)	(3,000)	-	-	-	\$ (3,000)	-	0.00%
1610-22303-155000	P & R PROG ARTS IN THE PARK EXPENDITURE	11,916	11,937	42,000	50,000	-	-	-	\$ 50,000	8,000	19.05%
(EXCESS)/DEFICIENCY OF REVENUES OVER EXPENDITURES		(129,114)	(206,517)	(10,650)	(2,475)	-	-	-	(2,475)	8,175	-76.76%

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

BUDGET - PARKS & RECREATION PROGRAMS FUND 1610

EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-00000-150650	P & R PROG FICA/MEDICARE EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		6,700	6,700				6,700	
		6,700	6,700	-	-	-	6,700	
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-21351-155000	P & R PROG CREDIT CARD FEES EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Account which credit card fees are charged to	6,500	6,500				6,500	
		6,500	6,500	-	-	-	6,500	
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-20353-145000	P & R PROG BABY SITTING TRAINING REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	One class	(2,500)	(2,000)				(2,000)	1 class x a year with 15 participants now
		(2,500)	(2,000)	-	-	-	(2,000)	
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-20353-155000	P & R PROG BABY SITTING TRAINING EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	One class	2,100	1,800				1,800	Based on past costs
		2,100	1,800	-	-	-	1,800	
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-20354-145000	NEW-P & R PROG ADULT SPORTS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Volleyball	(4,000)	(5,000)				(5,000)	more participants
	Pickle Ball	(1,200)	(2,900)				(2,900)	learn to play clinics/permit use
	Adult Basketball	(4,000)	(3,000)				(3,000)	looking to restart
		(9,200)	(10,900)	-	-	-	(10,900)	
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-20354-155000	NEW-P & R PROG ADULT SPORTS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Volleyball	2,000	2,400				2,400	new coordinator
	Pickle Ball	800	2,000				2,000	instructor/coordinator/supplies
	Adult Basketball	3,600	2,700				2,700	program staff, rental of gym, supplies and
		6,400	7,100	-	-	-	7,100	
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-20355-145000	P & R PROG BASKETBALL BOYS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		(65,000)	(80,000)				(80,000)	past seasons estimates after covid
		(65,000)	(80,000)	-	-	-	(80,000)	
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-20355-155000	P & R PROG BASKETBALL BOYS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
	Youth basketball league from Kindergarten through H.S age	60,000	72,000				72,000	St. Jude Rental, site/staff personel, custodial costs at BOE for weekends, supplies, tournament fees
		60,000	72,000	-	-	-	72,000	
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-20362-145000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		(18,000)	(25,000)				(25,000)	more participants
		(18,000)	(25,000)	-	-	-	(25,000)	
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	
1610-20362-155000	P & R PROG BUS TRIPS-MOHAWK SKI/SNOW EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget	Explanation
		16,000	22,000				22,000	increase in busing/lift tickets
		16,000	22,000	-	-	-	22,000	

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20363-145000	NEW-P & R PROG TECH PROGRAMS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		(5,000)	(2,900)				(2,900)		decrease in participation
		(5,000)	(2,900)	-	-	-	(2,900)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20363-155000	NEW-P & R PROG TECH PROGRAMS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		4,100	2,700				2,700		instructor cost/data packages
		4,100	2,700	-	-	-	2,700		
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20364-145000	P & R PROG CREATIVE EXPRESSION ART REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		(16,000)	(19,000)				(19,000)		more offerings
		(16,000)	(19,000)	-	-	-	(19,000)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20364-155000	P & R PROG CREATIVE EXPRESSION ART EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		13,000	16,000				16,000		increase fees for supplies
		13,000	16,000	-	-	-	16,000		
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	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)	(9,000)	(10,000)				(10,000)		based on demand to offer more preschool classes
	Parent and Me Classes	(500)	(3,500)				(3,500)		very popular at this time
		(9,500)	(13,500)	-	-	-	(13,500)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	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	8,000	9,000				9,000		instructor/gym rental/ equipment
	Parent and Me	350	3,200				3,200		instructor/supplies
		8,350	12,200	-	-	-	12,200		
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20369-145000	P & R PROG MISCELLANEOUS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Pool parties, camping, various speciality sports camps and consignment ticket program	(20,000)	(18,000)				(18,000)		growing and new opportunities/partnerships
		(20,000)	(18,000)	-	-	-	(18,000)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20369-155000	P & R PROG MISCELLANEOUS EXPEDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	Program rentals, custodial fees and consignment ticket fees	18,000	16,000				16,000		custodial charges for pool use, other building rentals are different than basketball league
		18,000	16,000	-	-	-	16,000		
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20372-145000	P & R PROG PLAYGROUDS-SFD KIDS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	one camp program broken into two groups (PREK- grade 5 and grade 6-8)	(100,000)	(150,000)				(150,000)		enrollment continues to grow
		(100,000)	(150,000)	-	-	-	(150,000)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20372-155000	P & R PROG PLAYGROUDS-SFD KIDS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
	field trips, staff salaries, equipment, supplies, custodial fees, transportation, food, trainings	50,000	120,000				120,000		items needed to offer camp program
		50,000	120,000	-	-	-	120,000		

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20374-145000	NEW-P & R PROG COMMUNITY PROGRAMS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
	Joint Field Trips with Senior Center and for the general community	(1,000)	(1,000)				(1,000)			start up cost
	Moon Bounce	(400)					-			no longer charging when we use for our programming
	Scare Crow Contest		(1,275)				(1,275)			
	Face Painting	(300)					-			no longer offering for sanitary purposes
		(1,700)	(2,275)	-	-	-	(2,275)			
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20374-155000	NEW-P & R PROG COMMUNITY PROGRAMS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
	Character Dinners	5,000	5,000				5,000			Programs do not generate revenue
	Family Movie Nights 2 nights this budget cycle	6,500	5,000				5,000			
	Family Float Night	300	500				500			
	Replace tennis, pickleball and basketball court nets (public areas of park that get used a lot)	1,200	1,500				1,500			replacement rotation (increase in cost of nets)
	Bus Trips	2,500	2,500				2,500			front money for reservations and then use fees from registration to replace this
	Community Variety Show	-	650				650			Free activity
	Henna Art/CRPA Hot Shot Basketball Contest	1,000	1,000				1,000			reallocated from Misc. expenditures
	Recreation Rental of services and supplies (Photo both, mini golf, magician, prizes, unique entertainment and services)	10,000	10,000				10,000			Programming for seniors who are members of senior center
	Senior Center Recreation Programming	2,000	2,000				2,000			
		28,500	28,150	-	-	-	28,150			
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20375-145000	P & R PROG SKYHAWKS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
		(7,000)	(10,000)				(10,000)			increase in participation
		(7,000)	(10,000)	-	-	-	(10,000)			
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20375-155000	P & R PROG SKYHAWKS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
		6,000	9,000				9,000			we only retain \$15.00 per participate
		6,000	9,000	-	-	-	9,000			
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	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)	(1,400)				(1,400)			working on offering more
		(1,500)	(1,400)	-	-	-	(1,400)			
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20376-155000	P & R PROG SWIM LESSONS-PARENT TODDLER EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget			
		1,000	1,000				1,000			instructor fees/teaching tools/kickboards, noodles, etc.
		1,000	1,000	-	-	-	1,000			
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	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	(800)	(500)				(500)			saw decrease in participation
	Aquacise	(1,000)	(1,000)				(1,000)			trying to bring back
		(1,800)	(1,500)	-	-	-	(1,500)			
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	23-24	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	700	400				400			instructor fees
	Aquacise	750	450				450			instructor fees
		1,450	850	-	-	-	850			

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20378-145000	NEW-P & R PROG YOUTH AQUATIC REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Swimming Lessons		(12,000)	(11,000)				(11,000)		less classes due to shortage of instructors
Diving Lessons		(2,000)	(2,200)				(2,200)		classes always full when offered
		(14,000)	(13,200)	-	-	-	(13,200)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20378-155000	NEW-P & R PROG YOUTH AQUATIC EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Swimming Lessons		7,000	6,000				6,000		instructor fees
Diving Lessons		1,500	1,700				1,700		instructor fee
		8,500	7,700	-	-	-	7,700		
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20379-145000	P & R PROG TENNIS LESSONS REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		(70,000)	(100,000)				(100,000)		saw increase in registration for 2022 season
		(70,000)	(100,000)	-	-	-	(100,000)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20379-155000	P & R PROG TENNIS LESSONS EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
		54,600	70,000				70,000		tennis pro/staff fees/new nets for courts
		54,600	70,000	-	-	-	70,000		
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20382-145000	P & R ADULT FITNESS PROGRAMS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Zumba, Line Dancing, Stroller Hikes, Kick Boxing,		(2,500)	(2,000)				(2,000)		building offerings
							-		and bring back past classes
		(2,500)	(2,000)	-	-	-	(2,000)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20382-155000	P & R ADULT FITNESS PROGRAMS	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
Zumba, Line Dancing, Stroller Hikes, Kick Boxing,		2,200	1,800				1,800		
							-		
		2,200	1,800	-	-	-	1,800		
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20384-145000	P & R PROG CLASSES/OTHER REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
New Program Development		(5,000)	(5,000)				(5,000)		
		(5,000)	(5,000)	-	-	-	(5,000)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-20384-155000	P & R PROG CLASSES/OTHER EXPENDITURE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
New Program Development		5,000	5,000				5,000		instructor, rental fee, equipment
		5,000	5,000	-	-	-	5,000		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	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		650	700				700		supply price increases
							-		
		650	700	-	-	-	700		
REVENUE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	Explanation
1610-22303-145000	P & R PROG ARTS IN THE PARK REVENUE	Final Budget	Department	FS Adj	TC Adj	BOF Adj	Total Budget		
rental reimbursement and sponsorships		(3,000)	(3,000)				(3,000)		portable toilets rentals by group users and sponsorship donations
		(3,000)	(3,000)	-	-	-	(3,000)		
EXPENDITURE		22-23	23-24	23-24	23-24	23-24	23-24	23-24	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, advertisements banners/boards & Monroe Night Out Photo Booth, Food event with concession vendor		42,000	50,000				50,000		never covers full cost-increase to bring in more events
		42,000	50,000	-	-	-	50,000		Free community events



CAPITAL

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

APPROVED CAPITAL BUDGET

CAPITAL EXPENDITURES BY DEPARTMENT	BONDING	CAPITAL RESERVE	OPERATING BUDGET	POLICE PRIVATE DUTY	GRANTS/ OTHER	TOWN ROAD FUND	TOTAL
BOARD OF EDUCATION							
<u>FACILITIES:</u>							
<u>MASUK</u>							
Replace septic pipe - school softball field	50,000						50,000
Replace stadium press box	75,000						75,000
<u>JOCKEY HOLLOW</u>							
Door Knobs/Crash Bars	75,000						75,000
<u>STEPNEY ELEMENTARY</u>							
Install new drop ceilings & add new lighting - lower hallway	225,000						225,000
Replace Tile Floor in Kitchen	40,000						40,000
<u>FAWN HOLLOW</u>							
Pave front driveway & parking lot (including drainage)	375,000						375,000
Replace remaining exterior doors	170,000						170,000
<u>MONROE ELEMENTARY</u>							
Cafeteria/Kitchen- Floor	200,000						200,000
<u>SYSTEMWIDE</u>							
Facilities & Demographic Study	75,000						75,000
<u>FIRE SERVICES</u>							
Monroe-Squad 73 (2009 Sutphen Monarch) Replacement	850,000						850,000
Monroe-Turnout Gear Washer & Dryer		21,000					21,000
Stevenson-Address Station 2 Bathroom - Locker Rooms		45,000					45,000
Stevenson-Clean and Paint Bay Walls and Ceiling Upgrade Lighting		38,000					38,000
Stepney-Custom Pumper	950,000						950,000
Replacement of Chief's car	87,000						87,000
<u>HUMAN RESOURCES</u>							
ADA Transition Plan		40,000					40,000
<u>SENIOR CENTER</u>							
Replace AC System-6 units		9,868					9,868
<u>LIBRARY</u>							
Upgrade existing security cameras and system		52,000					52,000
<u>PARKS & RECREATION</u>							
Picnic Pavillion	80,225						80,225
<u>POLICE</u>							
Police Car Replacement Plan 3 cars plus uplift			93,043	93,043			186,086
<u>PUBLIC WORKS</u>							
Town Paving Program	1,000,000				500,000		1,500,000
6-Wheel & 10-Wheel Truck Replacement Plan	555,000						555,000
Qualified Town Aid Road Expenditures						523,166	523,166
Town Hall Chiller			93,912				93,912
Ford F-550 Truck with Plow & Spreader	98,000						98,000
Town Hall Gutter Repairs/replacement	95,000						95,000
Volvo L-90 Loader	255,000						255,000
Town Owned Bridges and culverts	300,000						300,000
Storm water Management Regulations		20,000					20,000
DPW Mechanics Truck with Compressor, Welder, etc..	95,000						95,000
Tire Machine & Tire Balancer Replacement		18,500					18,500
Ford Explorer replacement - fleet pool rotation	48,000						48,000
	5,698,225	244,368	186,955	93,043	500,000	523,166	7,245,757
<u>ADJUSTMENTS:</u>							
Projected Bond Issuance Costs	96,870						96,870
TOTAL FISCAL YEAR 2023-2024 PROPOSED CAPITAL BUDGET	5,795,095	244,368	186,955	93,043	500,000	523,166	7,342,627

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

5-YEAR CAPITAL IMPROVEMENT PLAN

5-YEAR CAPITAL IMPROVEMENT PLAN						
PROJECT BY DEPARTMENT	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FY2027-28	TOTAL
BOARD OF EDUCATION						
Facilities:						-
Masuk						-
Replace Septic Pipe - School to Softball Field	50,000					50,000
Replace Stadium Press Box	75,000					75,000
Replace Carpet in Library		125,000				125,000
Upgrade Pool Heat System			100,000			100,000
Replace Stadium Bleachers			250,000			250,000
Turf Field & Track Replacement				1,000,000		1,000,000
Roof Restoration - Old Sections				2,500,000		2,500,000
Jockey Hollow						
Door Knobs/Crash Bars A170	75,000					75,000
Roof Replacement		1,500,000				1,500,000
Driveway/Parking Lot		350,000				350,000
Office/Library Carpet		125,000				125,000
Boiler/Burner Upgrade			350,000			350,000
HVAC/Air Conditioning Building					1,000,000	1,000,000
Stepney Elementary						
Install New Drop Ceiling- Approx. 25 Classrooms	225,000					225,000
Replace Tile Floor in Kitchen	40,000					40,000
Pave Parking Lot			350,000			350,000
Restoration of 4 Bathrooms (2 Student/2 Staff)				190,000		190,000
New Drop Ceiling & New Lighting - Lower Hallway				375,000		375,000
Fawn Hollow						
Pave Front Driveway & Parking Lot- Include Drainage	375,000					375,000
Replace Remaining Exterior Doors	170,000					170,000
Paint Ceiling & Walls in Gymnasium			35,000			35,000
Monroe Elementary						
Install Lighting & Expand , Pave Parking Lots		500,000				500,000
Cafeteria/Kitchen- Floor	200,000					200,000
New Roof			1,500,000			1,500,000
Upgrade/Replace Heating System			450,000			450,000
Renovate Bathrooms (4 Student/ 3 Staff)			250,000			250,000
HVAC - Cafeteria/Kitchen			250,000			250,000
Exterior Door Replacement			75,000			75,000
Systemwide						
Facilities & Demographic Study	75,000					75,000
Salt Shed					50,000	50,000
Ford F-350 Pick Up Truck with Plow & Sander					85,000	85,000
TOTAL	1,285,000	2,600,000	3,610,000	4,065,000	1,135,000	12,695,000
BONDING	1,285,000	2,600,000	3,610,000	4,065,000	1,135,000	12,695,000
GRANTS/OTHER (EDUCATION CAPITAL RESERVE)						-
CAPTIAL RESERVE						-
BOE SPECIAL REVENUE						-
TO BE DETERMINED						-
TOTAL	1,285,000	2,600,000	3,610,000	4,065,000	1,135,000	12,695,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

5-YEAR CAPITAL IMPROVEMENT PLAN						
PROJECT BY DEPARTMENT	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FY2026-27	TOTAL
EMERGENCY MEDICAL SERVICES						
New Ambulance		225,000				225,000
TOTAL	-	225,000	-	-	-	225,000
BONDING						
GRANTS/OTHER	-	-	-	-	-	-
CAPITAL RESERVE	-	225,000	-	-	-	225,000
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	-	225,000	-	-	-	225,000
FIRE-MONROE						
Fire Apparatus Replacement Plan						
Squad 73 (2009 Sutphen Monarch) Replacement	850,000					850,000
Turnout Gear Washer & Dryer	21,000					21,000
Thermal Imaging Camera Replacement (6 Cameras)		48,668				48,668
Mutli-Gas Meter Replacement (10 Meters)		27,038				27,038
Engine Tanker 75 (2009 Sutphen Monarch) (Evaluate FY24)			900,000			900,000
Ventilation Saw Replacement (6 saws)			16,709			16,709
Ventilation Fan Replacement (3 fans)			20,051			20,051
Vehicle Extrication Equipment Replacement				100,000		100,000
TOTAL	871,000	75,705	936,760	100,000	-	1,983,465
BONDING						
CAPITAL RESERVE	850,000	-	900,000	100,000	-	1,850,000
TO BE DETERMINED	21,000	75,705	36,760	-	-	133,465
TOTAL	871,000	75,705	936,760	100,000	-	1,983,465
FIRE-STEVENSON						
Address Station 2 Bathroom - Locker Rooms	45,000					45,000
Clean and Paint Bay Walls and Ceiling Upgrade lighting	38,000					38,000
Brush 310 Refurb (re-evaluate refurb / replace annually)		100,000				100,000
Chiefs Vehicle Replacement			80,000			80,000
Garage door Replacement				65,000		65,000
TOTAL	83,000	100,000	80,000	65,000	-	328,000
BONDING						
CAPITAL RESERVE	-	100,000	80,000	65,000	-	245,000
TO BE DETERMINED	83,000	-	-	-	-	83,000
TOTAL	83,000	100,000	80,000	65,000	-	328,000
FIRE-STEPNEY						
Custom Pumper-Engine 102	950,000					950,000
Replacement of Chief's car 152	87,000					87,000
TOTAL	1,037,000	-	-	-	-	1,037,000
BONDING						
CAPITAL RESERVE	1,037,000	-	-	-	-	1,037,000
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	1,037,000	-	-	-	-	1,037,000

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

5-YEAR CAPITAL IMPROVEMENT PLAN						
PROJECT BY DEPARTMENT	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FY2026-27	TOTAL
HUMAN RESOURCES						
ADA Transistion Plan	40,000					40,000
TOTAL	40,000	-	-	-	-	40,000
BONDING						
CAPITAL RESERVE	40,000					40,000
TOTAL	40,000	-	-	-	-	40,000
SENIOR CENTER						
Replace AC System-6 units		250,000				250,000
Security System Upgrade	9,868					9,868
Septic System Replacement		250,000				250,000
TOTAL	9,868	500,000	-	-	-	509,868
BONDING						
GRANTS/OTHER	-	250,000	-	-	-	250,000
CAPITAL RESERVE	-	200,000	-	-	-	200,000
TO BE DETERMINED	9,868	50,000	-	-	-	59,868
TOTAL	9,868	500,000	-	-	-	509,868
LIBRARY						
Upgrade existing security cameras and system	52,000					52,000
Replace 7 laptops			16,500			16,500
Rolling replacement of computers				18,000	18,720	36,720
TOTAL	52,000	-	16,500	18,000	18,720	105,220
CAPITAL RESERVE						
TO BE DETERMINED	52,000	-	16,500	18,000	18,720	105,220
TOTAL	52,000	-	16,500	18,000	18,720	105,220
PARKS & RECREATION						
Picnic Pavillion	80,225					80,225
Toro Z Master 7500		67,749				67,749
Sand Pro 5040 Groomer		33,196				33,196
Concert Bandshell			156,890			156,890
Utility Tractor 4066 R				63,543		63,543
Utility truck with Aerial lift					187,500	187,500
TOTAL	80,225	100,945	156,890	63,543	187,500	589,103
BONDING						
CAPITAL RESERVE	80,225	-	156,890	-	187,500	424,615
GRANTS/OTHER	-	100,945	-	63,543	-	164,488
WOLFE PARK - FIELD ASSESSMENT	-	-	-	-	-	-
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	80,225	100,945	156,890	63,543	187,500	589,103

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

5-YEAR CAPITAL IMPROVEMENT PLAN – CONTINUED

PROJECT BY DEPARTMENT	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FY2026-27	TOTAL
POLICE						
Police Car Replacement Plan-3 cars plus uplift	186,086	174,989	183,738	192,925	202,571	940,309
Animal Shelter Repairs		500,000				500,000
TOTAL	186,086	674,989	183,738	192,925	202,571	1,440,309
BONDING						
	-	-	-	-	-	-
OPERATING BUDGET	93,043	87,495	91,869	96,463	101,286	470,155
POLICE SPECIAL DUTY	93,043	587,495	91,869	96,463	101,286	970,155
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	186,086	674,989	183,738	192,925	202,571	1,440,309
PUBLIC WORKS						
Town Paving Program	1,500,000	1,000,000	1,000,000	1,000,000	1,000,000	5,500,000
6-Wheel & 10-Wheel Truck Replacement Plan	555,000	560,000	560,000	560,000	560,000	2,795,000
Qualified Town Aid Road Expenditures	523,166	523,166	523,166	523,166	523,166	2,615,830
Town Hall Chiller	93,912	69,915				163,827
Ford F-550 Truck with Plow & Spreader	98,000	98,000		98,000		294,000
Town Hall Gutter Repairs/replacement	95,000					95,000
Volvo L-90 Loader	255,000		255,000			510,000
Town Owned Bridges and culverts	300,000	300,000	300,000			900,000
Storm water Management Regulations	20,000					20,000
DPW Mechanics Truck with Compressor, Welder, etc..	95,000					95,000
Tire Machine & Tire Balancer Replacement	18,500					18,500
Ford Explorer replacement - fleet pool rotation	48,000					48,000
Roof Replacement - Hwy Garage		260,000				260,000
Town Hall Cupola repair & painting		25,000				25,000
Corrugated Metal Roof/Wall system for containers and small storage		120,000				120,000
Master Town Traffic Study		100,000	100,000			200,000
Wolf Park, Modification of Entrance at Maintenance Area, Cutlers Farm Road		80,000				80,000
Sweeper			225,000			225,000
Highway Office Renovations & Upgrades			220,000			220,000
Roof Replacement - Hwy Office			135,000			135,000
Grader			350,000			350,000
Highway Facility -Security Cameras, Builidng Access Controls & Entry Gate				88,000		88,000
Street signs Vehicle Replacement				49,000		49,000
New Highway Garage				1,500,000		1,500,000
Trailer - 20 Ton				52,000		52,000
Install Doors on Garage Annex				170,000		170,000
Salt Storage Facility - Highway Garage					400,000	400,000
Back Hoe					265,000	265,000
Stepney Station 2 renovation including replacement driveway		350,000				350,000
Stepney Station 2 replacement of generator with outdoor enclosure				200,000		200,000
Stepeny Station 1 renovation second floor					190,000	190,000
Stevenson Station 2 Upgrades					800,000	800,000
TOTAL	3,601,578	3,486,081	3,668,166	4,240,166	3,738,166	18,734,157
BONDING						
	2,446,000	2,868,000	3,145,000	3,616,000	3,215,000	15,290,000
CAPITAL RESERVE	38,500	25,000	-	101,000	-	164,500
TOWNWIDE PROJECT SCOPE & DESIGN DEVELOPMENT (CAPITAL RESERVE)	-	-	-	-	-	-
OPERATING BUDGET	93,912	69,915	-	-	-	163,827
TOWN ROAD FUND	523,166	523,166	523,166	523,166	523,166	2,615,830
GRANTS/OTHER	500,000	-	-	-	-	500,000
TO BE DETERMINED	-	-	-	-	-	-
TOTAL	3,601,578	3,486,081	3,668,166	4,240,166	3,738,166	18,734,157
GRAND TOTAL	7,245,757	7,762,720	8,652,054	8,744,634	5,281,957	37,687,122

APPROVED ANNUAL TOWN BUDGET FOR FISCAL YEAR 2023-2024

5-YEAR CAPITAL IMPROVEMENT PLAN - CONTINUED

5-YEAR CAPITAL IMPROVEMENT PLAN						
PROJECT BY DEPARTMENT	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FY2026-27	TOTAL
SOURCE OF FUNDS FOR CAPITAL EXPENDITURES						TOTAL
BONDING	5,698,225	5,818,000	7,891,890	7,846,000	4,537,500	31,791,615
CAPITAL RESERVE	244,368	476,650	53,260	182,543	18,720	975,541
TOWNWIDE SCOPE & DESIGN DEVELOPMENT - CAPITAL RESERVE	-	-	-	-	-	-
TO BE DETERMINED	-	-	-	-	-	-
OPERATING BUDGET	186,955	157,410	91,869	96,463	101,286	633,982
POLICE SPECIAL DUTY	93,043	587,495	91,869	96,463	101,286	970,155
GRANTS/OTHER	500,000	200,000	-	-	-	700,000
TOWN ROAD FUND	523,166	523,166	523,166	523,166	523,166	2,615,830
BOE SPECIAL REVENUE	-	-	-	-	-	-
WOLFE PARK - FIELD ASSESSMENT	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURES BY FISCAL YEAR	7,245,757	7,762,720	8,652,054	8,744,634	5,281,957	37,687,122
PROJECTED BOND ISSUANCE COSTS	96,870	116,360	157,838	156,920	90,750	527,988
TOTAL CAPITAL EXPENDITURES & PROJECTED BOND ISSUANCE COSTS BY FISCAL YEAR	7,342,627	7,879,080	8,809,892	8,901,554	5,372,707	38,215,110