

Civic & Cultural

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**Town of Colchester
FY 2011-2012
First Selectman's
Proposed Budget**

Civic & Cultural

Departments

- Cragin Memorial Library
- Parks & Recreation
- Senior Services

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**Town of Colchester
FY 2011-2012
First Selectman's
Proposed Budget**

Department: Cragin Memorial Library

Mission

The Cragin Memorial Library has been the public library of the town of Colchester since 1905. It is the Library's mission to provide for the informational, cultural, and recreational needs of the people of Colchester through the provision of an organized collection of print, multimedia, and electronic resources. The Library will work to provide people of all ages with high demand, high interest resources in a variety of formats.

Description

The Cragin Memorial Library serves the residents of Colchester with a collection of 63,000 items and is open 56 hours each week. Fifty-two percent of town residents have a valid library card. In addition to a comprehensive collection of book and media offerings, the Library provides free programs for all ages, personal service, Inter-Library Loan, public Internet computers, and Wireless Internet access to the Library's visitors. The Library also serves as a community destination, hosting hundreds of community activities for many organizations including scouts, sports league registration, and civic groups.

The Library is a town department with an advisory board to consult on policies and the general activity of the Library. The Library's programming is made possible through the community support provided by the Friends of Cragin Memorial Library.

Staffing

Library Director
Children's & Youth Services Librarian
Assistant Director/Adult Services Coordinator
Head of Reference (part time)
Circulation Supervisor
Children's Assistant/Programming
Library Assistant (part time - 3)
Shelver (part time - 3)

2010-2011 Accomplishments

- Implementation of new library computer system
- Increased outreach and children's programming
- Renovation of Children's Story Time Room
- Creation of Kid Zone for older children in children's department
- Reorganization of Children's Picturebook Collection
- Introduction of Story-Time-In-A-Box kits
- Introduction of two children's educational game computers
- Introduction of bookmobile outreach services (with Colchester Rotary)
- New adult programming: Movies for Grown-Ups
- New online resources: Universal Class, geography databases
- Overdrive downloadable videos, audio books, and e-books
- Retention of magazines for two full years
- Reorganization of staff functions
- Reduction of cataloging time
- Expanded customer self-service through new computer system
- Library catalog and customer self-service 24 hours a day
- Reduction of postage costs through new computer system
- Reduction of use of town IT department
- Demonstration project of thin-client technology for public Internet workstations
- Implementation of session and printing management software for public Internet workstations
- Increased security of library data and systems
- Completion of initial agreement with Library Employees' Union
- Interior painting
- Regular policy review and revision with Advisory Library Board
- Revision of library website
- Comprehensive analysis of library use statistics

2011-2012 Objectives

- Additional story time sessions for preschool children
- Introduction of comprehensive Readers' Advisory program for adult readers
- Introduction of services/support for local book clubs
- Sustained outreach to daycares and preschools
- Sustained commitment to bookmobile outreach (with Rotary)
- Expansion of online collections of downloadable electronic books and audio books

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD



02/25/2011 15:34
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Colchester Board of Education and Town
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 33
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2010 ACTUAL	2011 ORIG BUD	2011 REVISED BUD	2011 ACTUAL	2011 PROJECTION	2012 SLCTMN/SUP	PCT CHANGE
15101 CRAGIN LIBRARY							
15101 40101 REGULAR PA	350,928.72	317,681.00	317,681.00	293,266.44	318,255.00	327,495.00	3.1%
15101 40102 OTHER REG	.00	.00	.00	.00	.00	.00	.0%
15101 40103 OVERTIME	16,216.96	.00	.00	.00	.00	.00	.0%
15101 40105 CONTR TEMP	.00	400.00	400.00	.00	.00	.00	-100.0%
15101 40106 MISC P/R	.00	.00	.00	.00	.00	.00	.0%
15101 41210 EMPL. INS.S	2,101.24	1,208.00	1,208.00	1,214.29	1,215.00	1,217.00	.7%
15101 41230 FICA/RET	43,969.58	38,465.00	38,465.00	23,077.30	39,055.00	43,644.00	13.5%
15101 42233 COPIER	1,614.00	1,624.00	1,624.00	1,548.00	1,698.00	1,548.00	-4.7%
15101 42301 OFFCE SUPL	3,273.51	5,200.00	5,200.00	2,761.97	3,700.00	3,900.00	-25.0%
15101 42331 CUST/MAINT	2,806.99	2,000.00	2,000.00	354.90	1,650.00	2,000.00	.0%
15101 42340 OTH PR SUP	.00	.00	.00	.00	.00	.00	.0%
15101 42342 BKS, MAG, PE	27,092.91	35,000.00	35,000.00	31,954.20	35,000.00	45,000.00	28.6%
15101 42344 LIB MEDIA	1,885.76	3,700.00	3,700.00	3,666.24	5,200.00	5,000.00	35.1%
15101 43213 MILE/TRAIN	549.30	700.00	700.00	193.13	695.00	700.00	.0%
15101 43258 PROF MEMB	810.00	1,000.00	1,000.00	565.00	980.00	980.00	-2.0%
15101 44205 DATA PROC	.00	30,553.00	30,553.00	30,353.00	30,353.00	30,729.00	.6%
15101 44217 POSTAGE	1,427.19	850.00	850.00	97.48	325.00	350.00	-58.8%
15101 44223 SERV CONTR	9,450.71	7,980.00	7,980.00	7,046.52	7,200.00	8,334.00	4.4%
15101 44231 ADVERT	.00	.00	.00	.00	.00	.00	.0%
15101 44232 PRINTING	.00	.00	.00	.00	.00	.00	.0%
15101 45216 TELEPHONE	3,061.09	2,800.00	2,800.00	1,485.21	2,800.00	3,000.00	7.1%
15101 45221 FUEL/HTING	8,857.24	13,475.00	13,475.00	6,630.40	12,298.00	15,400.00	14.3%
15101 45222 WTR & SWR	2,819.72	2,604.00	2,604.00	1,344.56	2,690.00	2,690.00	3.3%
15101 45622 ELECTRIC	38,266.56	41,100.00	41,100.00	25,645.41	40,350.00	41,100.00	.0%
15101 46224 EQUIP REP	184.00	200.00	200.00	.00	.00	200.00	.0%
15101 46226 BLDG REPAR	1,363.61	1,500.00	1,500.00	896.02	1,250.00	1,500.00	.0%
15101 47282 PROGRAMS	150.00	500.00	500.00	500.00	500.00	500.00	.0%
15101 48404 MACH&EQUIP	.00	.00	.00	.00	.00	.00	.0%
15101 48416 OFF EQUIP	.00	.00	.00	.00	.00	.00	.0%
TOTAL CRAGIN LIBRARY	516,829.09	508,540.00	508,540.00	432,600.07	505,214.00	535,287.00	5.3%

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD



02/25/2011 13:07
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Colchester Board of Education and Town
NEXT YEAR BUDGET LEVELS REPORT

PG 33
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

FOR PERIOD 13

GENERAL FUND	2010 REVISED BUD	2011 REVISED BUD	2012 DEPARTMENT	2012 SLCTMN/SUP	2012 BOS / BOE	2012 BD OF FIN		
15101	CRAGIN LIBRARY							
15101	40101	REGULAR PA	350,929.00	317,681.00	327,495.00	327,495.00	.00	.00
15101	40102	OTHER REG	.00	.00	.00	.00	.00	.00
15101	40103	OVERTIME	16,217.00	.00	.00	.00	.00	.00
15101	40105	CONTR TEMP	400.00	400.00	.00	.00	.00	.00
15101	40106	MISC P/R	.00	.00	.00	.00	.00	.00
15101	41210	EMPL. INS.S	2,329.00	1,208.00	1,217.00	1,217.00	.00	.00
15101	41230	FICA/RET	49,518.00	38,465.00	43,644.00	43,644.00	.00	.00
15101	42233	COPIER	1,614.00	1,624.00	1,548.00	1,548.00	.00	.00
15101	42301	OFFCE SUPL	3,314.00	5,200.00	3,900.00	3,900.00	.00	.00
15101	42331	CUST/MAINT	5,700.00	2,000.00	2,000.00	2,000.00	.00	.00
15101	42340	OTH PR SUP	.00	.00	.00	.00	.00	.00
15101	42342	BKS,MAG,PE	37,000.00	35,000.00	45,000.00	45,000.00	.00	.00
15101	42344	LIB MEDIA	1,886.00	3,700.00	5,000.00	5,000.00	.00	.00
15101	43213	MILE/TRAIN	700.00	700.00	700.00	700.00	.00	.00
15101	43258	PROF MEMB	1,000.00	1,000.00	980.00	980.00	.00	.00
15101	44205	DATA PROC	.00	30,553.00	30,729.00	30,729.00	.00	.00
15101	44217	POSTAGE	1,700.00	850.00	350.00	350.00	.00	.00
15101	44223	SERV CONTR	9,451.00	7,980.00	8,334.00	8,334.00	.00	.00
15101	44231	ADVERT	.00	.00	.00	.00	.00	.00
15101	44232	PRINTING	.00	.00	.00	.00	.00	.00
15101	45216	TELEPHONE	3,062.00	2,800.00	3,000.00	3,000.00	.00	.00
15101	45221	FUEL/HTING	11,480.00	13,475.00	15,400.00	15,400.00	.00	.00
15101	45222	WTR & SWR	2,820.00	2,604.00	2,690.00	2,690.00	.00	.00
15101	45622	ELECTRIC	40,547.00	41,100.00	41,100.00	41,100.00	.00	.00
15101	46224	EQUIP REP	200.00	200.00	200.00	200.00	.00	.00
15101	46226	BLDG REPAR	1,500.00	1,500.00	1,500.00	1,500.00	.00	.00
15101	47282	PROGRAMS	500.00	500.00	500.00	500.00	.00	.00
15101	48404	MACH&EQUIP	.00	.00	.00	.00	.00	.00
15101	48416	OFF EQUIP	.00	.00	.00	.00	.00	.00
TOTAL CRAGIN LIBRARY			541,867.00	508,540.00	535,287.00	535,287.00	.00	.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 79
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15101	CRAGIN LIBRARY					
15101	40101 - REGULAR PAYROLL					327,495.00
	Director	0	1.00	74,193.00		74,193.00
	Union contract in negotiation					
	Assistant Director	0	1.00	48,591.00		48,591.00
	Children's Librarian	0	1.00	49,441.00		49,441.00
	Cataloger	0	1.00	34,630.00		34,630.00
	Circulation Supervisor	0	1.00	33,857.00		33,857.00
	Children's Assistant	0	1.00	27,708.00		27,708.00
	Part-time Reference Librarian (20 hours/week)	0	1.00	19,789.00		19,789.00
	Part-time Circulation Clerk (15 hours/week)	0	1.00	8,222.00		8,222.00
	Part-time Circulation Clerk (19 hours/week)	0	1.00	10,960.00		10,960.00
	Part-time Circulation Clerk (19 hours/week)	0	1.00	10,414.00		10,414.00
	Part-time Shelver (1.5 hrs/day)	0	1.00	3,230.00		3,230.00
	Part-time Shelver (1.5 hrs/day)	0	1.00	3,230.00		3,230.00
	Part-time Shelver (1.5 hrs/day)	0	1.00	3,230.00		3,230.00
		0	.00	.00		.00
		0	.00	.00		.00
15101	40102 - OTHER REG & PART-TIME P/R					.00
15101	40103 - OVERTIME					.00
15101	40105 - CONTR TEMP OCCAS					.00
15101	40106 - MISC P/R					.00
15101	41210 - EMPLOYEE RELATED INS.					1,217.00
	Life/AD&D insurance.		1.00	525.00		525.00
	Long Term Disability insurance.		1.00	692.00		692.00
15101	41230 - FICA & RETIREMENT					43,644.00
	FICA/Medicare @ 7.65% of wages	0	1.00	25,053.00		25,053.00
	Defined Contribution 401(a) Plan - Director @ 7.75%		1.00	5,750.00		5,750.00
	Defined Contribution 401(a) Plan - Library union @ 6%	0	1.00	12,841.00		12,841.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 80
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012 SLCTMN/SUP
15101	42233 - COPIER				1,548.00
	5 year lease - \$77 per month	0	12.00	77.00	924.00
	5 year lease - \$52 per month	0	12.00	52.00	624.00
15101	42301 - OFFICE SUPPLIES				3,900.00
	Office supplies. Copy Paper.	0	1.00	3,900.00	3,900.00
	Reallocation of funding to Library				
	Media Supplies				
15101	42331 - CUSTODIAL/MAINTENANCE SUPPLIES				2,000.00
	Custodial & building maintenance	0	1.00	2,000.00	2,000.00
	supplies				
15101	42340 - OTHER PURCHASED SUPPLIES				.00
15101	42342 - BOOKS,MAGAZINES & PERIODICALS				45,000.00
	Books, magazines, music, audio	0	1.00	45,000.00	45,000.00
15101	42344 - LIBRARY MEDIA SUPPLIES				5,000.00
	Processing and repair supplies for	0	1.00	5,000.00	5,000.00
	library materials				
	Reallocation of funding from Office				
	Supplies				
15101	43213 - MILEAGE, TRAINING & MEETINGS				700.00
	Staff development Mileage @ 51 cents	0	1.00	700.00	700.00
	per mile				
	Staff development.				
15101	43258 - PROFESSIONAL MEMBERSHIPS				980.00
	American Library Association (ALA)	0	1.00	130.00	130.00
	Connecticut Library Consortium	0	1.00	560.00	560.00
	Provides deep discounts for library				
	books, media and library supplies				
	Connecticut Library Association (CLA)	0	1.00	160.00	160.00
	Continuing Education and discounts.				
	Public Library Association (PLA)	0	1.00	50.00	50.00
	Colchester Business Association	0	1.00	80.00	80.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 81
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15101	44205 - DATA PROCESSING					
	Consortium membership	0	1.00	30,729.00		30,729.00
	Regionalization, resource sharing					30,729.00
15101	44217 - POSTAGE					
	Business correspondence, Interlibrary loans	0	1.00	350.00		350.00
15101	44223 - SERVICE CONTRACTS					
	HVAC system service & repair	0	1.00	1,350.00		8,334.00
	Mandated elevator service	0	1.00	850.00		1,350.00
	Elevator inspections	0	1.00	150.00		850.00
	Sprinkler system	0	1.00	600.00		150.00
	Fire alarm service & repair	0	1.00	450.00		600.00
	Fire alarm monitoring	0	1.00	216.00		450.00
	Security system service & repair	0	1.00	150.00		216.00
	Security system monitoring	0	1.00	216.00		150.00
	Fire extinguisher service	0	1.00	600.00		216.00
	Call backs for repair & service, and electrician	0	1.00	1,100.00		600.00
	CT State Library--ReQuest ILL	0	1.00	325.00		1,100.00
	Interlibrary loans from Academic libraries for students - not obtainable within CONNECT consortium.					325.00
	JobNow Online Services	0	1.00	200.00		
	Online service for job seekers, including live resume assistance & interview coaching.					200.00
	MARC profiler	0	1.00	85.00		
	Vendor interface that "pre-catalogs" on-order materials, reduces staff cataloging time.					85.00
	Anti-virus software	0	1.00	965.00		
	Movie licensing contract	0	1.00	380.00		965.00
	OCLC Cataloging Fees	0	1.00	467.00		380.00
	Paid to Library Connection, but billed separately from annual membership, as fees are paid to OCLC.					467.00
	Software contracts - desktop & workstation security	0	1.00	230.00		



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 82
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15101	44231 - ADVERTISING					.00
15101	44232 - PRINTING & PUBLICATIONS					.00
15101	45216 - TELEPHONE					3,000.00
	Monthly telephone & long distance charges	0	1.00	3,000.00		3,000.00
	Significant discounts through USF grant.					
15101	45221 - FUEL/HEATING					15,400.00
	Heating oil - estimated 5,500 gallons @ 2.80 per gallon.		5,500.00	2.80		15,400.00
15101	45222 - WATER & SEWER					2,690.00
	Water - quarterly billing	0	1.00	657.00		657.00
	Quarterly Sewer Usage & Fire Protection	0	1.00	2,033.00		2,033.00
15101	45622 - ELECTRIC					41,100.00
	Average of \$3,425/month		12.00	3,425.00		41,100.00
15101	46224 - EQUIPMENT REPAIRS					200.00
	Minor office equipment repair.	0	1.00	200.00		200.00
15101	46226 - BUILDING REPAIRS					1,500.00
	Painting, minor plumbing, electrical, and heating system repairs	0	1.00	1,500.00		1,500.00
15101	47282 - PROGRAMS					500.00
	Educational & cultural programs for all age groups	0	1.00	500.00		500.00
15101	48404 - MACHINERY & EQUIPMENT					.00
15101	48416 - OFFICE EQUIPMENT					.00
TOTAL CRAGIN LIBRARY						535,287.00

**Town of Colchester
FY 2011-2012
First Selectman's
Proposed Budget**

Department: Parks & Recreation

Mission

To create a healthy community through people, parks and programs.

Description

Colchester Parks & Recreation strives to build a stronger, healthier, more active community by providing safe and attractive parks and facilities and offering interesting and exciting programs and events that bring our residents together.

The Parks Maintenance Division maintains approximately 360 acres of public land, town parks, open space, municipal and school grounds, and athletic facilities. Additionally, they provide snow removal for all town properties, including sidewalks.

The Recreation Division administers a wide variety of programs and services for all ages and interests, including summer day camp, instructional programs, trips, special events (57 Fest, Summer Concerts), community theater and orchestra, sports, after-school programs, and more.

Staffing

Recreation Manager (full time)

Administrative Assistant (full time)

Recreation Supervisor (full time) (funded through P&R Program Fund)

Recreation Specialist (part time) (funded through P&R Program Fund)

Parks Crew (full time - 6)

2010-2011 Accomplishments

- Produced multiple large community events, including: 57 Fest, Summer Concerts, Spring Clean-Up, Tour de Trail, Holiday Homecoming, Hershey Track & Field Meet.
- Partnered with schools for inaugural "Walk to School" day
- Maintained over 360 acres of town and school grounds
- Processed 4,738 program registrations
- Secured approx. \$40,000 in event sponsorship
- Produced multiple cultural exhibitions through Colchester Community Theatre and Community Orchestra
- Implemented plans and obtained approvals for the Colchester Dog Park - opened in spring of 2010

2011-2012 Objectives

- Increase sponsorship revenue by 10%
- Implement new program registration and facility registration software to further enhance online services and access
- Complete a formal volunteer management plan to provide additional services and reduce expenses
- Develop a gift-giving and donation campaign to support parks improvements and financial assistance for program registration

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD



02/25/2011 15:34
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Colchester Board of Education and Town
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 34
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2010 ACTUAL	2011 ORIG BUD	2011 REVISED BUD	2011 ACTUAL	2011 PROJECTION	2012 SLCTMN/SUP	PCT CHANGE
15201 PARKS & RECREATION							
15201 40101 REGULAR PA	311,452.71	306,250.00	304,750.00	267,390.67	274,238.00	326,340.00	6.6%
15201 40103 OVERTIME	3,252.08	2,500.00	2,500.00	745.36	2,500.00	2,500.00	.0%
15201 40105 CONTR TEMP	10,886.39	37,720.00	37,720.00	13,077.75	22,480.00	37,720.00	.0%
15201 40106 MISC P/R	.00	.00	.00	.00	.00	.00	.0%
15201 41210 EMPL. INS.	2,200.99	1,276.00	1,276.00	1,326.57	1,327.00	1,560.00	22.3%
15201 41230 FICA/RET	35,104.78	40,046.00	40,046.00	21,213.26	34,257.00	43,024.00	7.4%
15201 42233 COPIER	3,545.55	3,490.00	3,490.00	3,715.72	3,716.00	3,490.00	.0%
15201 42301 OFFCE SUPL	1,420.08	1,500.00	1,500.00	297.50	1,500.00	1,500.00	.0%
15201 42323 SAFTY EQP	2,056.00	1,800.00	1,800.00	1,359.31	1,800.00	1,800.00	.0%
15201 42331 CUST/MAINT	2,921.49	3,000.00	3,000.00	328.88	3,000.00	3,000.00	.0%
15201 42334 GRNDS MAIN	13,373.39	15,400.00	15,400.00	3,448.03	15,400.00	15,600.00	1.3%
15201 42340 OTH PR SUP	5,081.35	4,550.00	4,550.00	2,908.78	4,550.00	4,550.00	.0%
15201 42343 TECH REF	.00	.00	.00	.00	.00	.00	.0%
15201 43213 MILE/TRAIN	1,131.55	1,205.00	1,205.00	41.89	1,000.00	1,208.00	.2%
15201 43258 PROF MEMB	390.00	390.00	390.00	290.00	290.00	390.00	.0%
15201 43342 SUBSCRIPT	.00	.00	.00	.00	.00	.00	.0%
15201 44205 DATA PROC	.00	.00	.00	.00	.00	.00	.0%
15201 44208 PROF SERV	5,128.42	7,140.00	7,140.00	3,216.85	7,140.00	7,140.00	.0%
15201 44217 POSTAGE	811.31	1,200.00	1,200.00	373.81	1,000.00	1,200.00	.0%
15201 44223 SERV CONTR	3,426.61	4,760.00	4,760.00	2,649.50	4,760.00	7,400.00	55.5%
15201 44231 ADVERT	35.00	200.00	200.00	.00	200.00	200.00	.0%
15201 44232 PRINTING	.00	200.00	200.00	.00	200.00	200.00	.0%
15201 44237 EQUIP RENT	545.75	300.00	300.00	99.00	300.00	500.00	66.7%
15201 44238 UNIFRM RNT	2,424.32	2,500.00	2,500.00	1,215.24	2,500.00	2,500.00	.0%
15201 45216 TELEPHONE	1,678.48	1,430.00	1,430.00	956.71	1,600.00	2,030.00	42.0%
15201 45221 FUEL/HTING	1,713.34	2,223.00	2,223.00	605.49	1,800.00	1,937.00	-12.9%
15201 45622 ELECTRIC	27,361.56	28,500.00	28,500.00	16,990.18	28,000.00	28,500.00	.0%
15201 46224 EQUIP REP	1,431.88	800.00	800.00	218.33	800.00	800.00	.0%
15201 46226 BLDG REPAR	697.78	1,500.00	1,500.00	3,555.48	3,556.00	1,500.00	.0%
15201 46229 OTHER REPR	3,296.16	2,000.00	2,000.00	3,709.12	3,710.00	2,000.00	.0%
15201 46390 VEH MAINT	61,627.57	68,200.00	68,200.00	55,075.00	77,000.00	69,756.00	2.3%
15201 48404 MACH&EQUIP	874.50	.00	.00	.00	.00	23,600.00	.0%
15201 48416 OFF EQUIP	.00	500.00	500.00	.00	500.00	500.00	.0%
15201 48417 BLDG/GRNDS	.00	.00	.00	.00	.00	.00	.0%
15201 48467 VEHC TRUCK	.00	.00	.00	.00	.00	.00	.0%
TOTAL PARKS & RECREATION	503,869.04	540,580.00	539,080.00	404,808.43	499,124.00	592,445.00	9.6%

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD



02/25/2011 13:07
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Colchester Board of Education and Town
NEXT YEAR BUDGET LEVELS REPORT

PG 34
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

FOR PERIOD 13

GENERAL FUND	2010 REVISED BUD	2011 REVISED BUD	2012 DEPARTMENT	2012 SLCTMN/SUP	2012 BOS / BOE	2012 BD OF FIN		
15201	PARKS & RECREATION							
15201	40101	REGULAR PA	311,453.00	304,750.00	326,340.00	326,340.00	.00	.00
15201	40103	OVERTIME	3,253.00	2,500.00	2,500.00	2,500.00	.00	.00
15201	40105	CONTR TEMP	10,887.00	37,720.00	37,720.00	37,720.00	.00	.00
15201	40106	MISC P/R	.00	.00	.00	.00	.00	.00
15201	41210	EMPL. INS.	2,427.00	1,276.00	1,560.00	1,560.00	.00	.00
15201	41230	FICA/RET	35,105.00	40,046.00	43,024.00	43,024.00	.00	.00
15201	42233	COPIER	3,546.00	3,490.00	3,490.00	3,490.00	.00	.00
15201	42301	OFFCE SUPL	1,500.00	1,500.00	1,500.00	1,500.00	.00	.00
15201	42323	SAFTY EQP	2,056.00	1,800.00	1,800.00	1,800.00	.00	.00
15201	42331	CUST/MAINT	3,000.00	3,000.00	3,000.00	3,000.00	.00	.00
15201	42334	GRNDS MAIN	14,622.00	15,400.00	15,600.00	15,600.00	.00	.00
15201	42340	OTH PR SUP	5,082.00	4,550.00	4,550.00	4,550.00	.00	.00
15201	42343	TECH REF	.00	.00	.00	.00	.00	.00
15201	43213	MILE/TRAIN	1,205.00	1,205.00	1,208.00	1,208.00	.00	.00
15201	43258	PROF MEMB	390.00	390.00	390.00	390.00	.00	.00
15201	43342	SUBSCRIPT	.00	.00	.00	.00	.00	.00
15201	44205	DATA PROC	.00	.00	.00	.00	.00	.00
15201	44208	PROF SERV	7,259.00	7,140.00	7,140.00	7,140.00	.00	.00
15201	44217	POSTAGE	1,200.00	1,200.00	1,200.00	1,200.00	.00	.00
15201	44223	SERV CONTR	4,825.00	4,760.00	7,400.00	7,400.00	.00	.00
15201	44231	ADVERT	200.00	200.00	200.00	200.00	.00	.00
15201	44232	PRINTING	200.00	200.00	200.00	200.00	.00	.00
15201	44237	EQUIP RENT	546.00	300.00	500.00	500.00	.00	.00
15201	44238	UNIFRM RNT	2,450.00	2,500.00	2,500.00	2,500.00	.00	.00
15201	45216	TELEPHONE	1,679.00	1,430.00	2,030.00	2,030.00	.00	.00
15201	45221	FUEL/HTING	2,050.00	2,223.00	1,937.00	1,937.00	.00	.00
15201	45622	ELECTRIC	29,415.00	28,500.00	28,500.00	28,500.00	.00	.00
15201	46224	EQUIP REP	1,432.00	800.00	800.00	800.00	.00	.00
15201	46226	BLDG REPAR	1,500.00	1,500.00	1,500.00	1,500.00	.00	.00
15201	46229	OTHER REPR	3,297.00	2,000.00	2,000.00	2,000.00	.00	.00
15201	46390	VEH MAINT	61,628.00	68,200.00	69,756.00	69,756.00	.00	.00
15201	48404	MACH&EQUIP	875.00	.00	23,600.00	23,600.00	.00	.00
15201	48416	OFF EQUIP	.00	500.00	500.00	500.00	.00	.00
15201	48417	BLDG/GRNDS	.00	.00	.00	.00	.00	.00
15201	48467	VEHC TRUCK	.00	.00	.00	.00	.00	.00
TOTAL PARKS & RECREATION			513,082.00	539,080.00	592,445.00	592,445.00	.00	.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 83
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15201	PARKS & RECREATION					
15201	40101 - REGULAR PAYROLL					326,340.00
	Recreation Manager	0	1.00	60,000.00		60,000.00
	New position to replace Director of Parks & Recreation					
	Administrative Assistant		1.00	35,828.00		35,828.00
			.00	.00		.00
	PARK MAINTENANCE					
	Crew Leader - Step 9		1.00	54,037.00		54,037.00
	Maintainer II - Step 9		1.00	38,148.00		38,148.00
	Maintainer II - Step 4		1.00	33,241.00		33,241.00
	Maintainer II - Step 3		1.00	32,594.00		32,594.00
	Maintainer II - Step 9		1.00	38,148.00		38,148.00
	Maintainer II - Step 3		1.00	32,594.00		32,594.00
	Longevity	0	1.00	1,750.00		1,750.00
		0	.00	.00		.00
15201	40103 - OVERTIME					2,500.00
		0	1.00	2,500.00		2,500.00
15201	40105 - CONTR TEMP OCCAS					37,720.00
	Seasonal Park Maintenance Crew	0	1.00	37,000.00		37,000.00
	Meeting Clerk - Parks & Recreation	0	12.00	60.00		720.00
	Commission - 12 meetings					
15201	40106 - MISC P/R					.00
15201	41210 - EMPLOYEE RELATED INS.					1,560.00
	Life/AD&D insurance.		1.00	630.00		630.00
	Long Term Disability insurance.		1.00	930.00		930.00
15201	41230 - FICA & RETIREMENT					43,024.00
	FICA/Medicare @ 7.65% of wages		1.00	27,986.00		27,986.00
	Defined Contribution 401(a) Plan - Park Maintenance Crew @ 5%	0	1.00	11,438.00		11,438.00
	Defined Contribution 401(a) Plan - Recreation Manager at 6%	0	1.00	3,600.00		3,600.00
	New position to replace Director of Parks & Recreation					



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 84
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15201	42233 - COPIER					3,490.00
	Annual lease @ \$229.17/month	0	1.00	2,750.00		2,750.00
	Copier paper & supplies - estimated 12 cases		1.00	440.00		440.00
	Property Tax		1.00	300.00		300.00
15201	42301 - OFFICE SUPPLIES	0	1.00	1,500.00		1,500.00
15201	42323 - PROT CLOTHING& SAFETY EQUIP					1,800.00
	Safety shoes - \$200 per employee		6.00	200.00		1,200.00
	Union contract					
	Gloves - work, latex & waterproof; safety glasses etc.		1.00	600.00		600.00
15201	42331 - CUSTODIAL/MAINTENANCE SUPPLIES					3,000.00
	Custodial supplies for parks, garage & restrooms	0	1.00	3,000.00		3,000.00
15201	42334 - GROUNDS MAINTENANCE SUPPLIES					15,600.00
	Infield clay mix, turface, topsoil, etc.	0	1.00	4,500.00		4,500.00
	Fertilizer	0	1.00	4,500.00		4,500.00
	Grass seed	0	1.00	4,100.00		4,100.00
	Bark mulch - landscaping & playgrounds	0	1.00	2,000.00		2,000.00
	Chemicals for water filtration	0	1.00	500.00		500.00
15201	42340 - OTHER PURCHASED SUPPLIES					4,550.00
	Motor oil and lubricants	0	1.00	50.00		50.00
	String, tape, etc.	0	1.00	500.00		500.00
	Paint & paint supplies	0	1.00	1,500.00		1,500.00
	Signs	0	1.00	500.00		500.00
	Hand tools & equipment	0	1.00	1,500.00		1,500.00
	Hardware (spikes, nets, parts, etc.)	0	1.00	500.00		500.00
15201	42343 - TECHNICAL REFERENCE MATERIALS					.00
15201	43213 - MILEAGE, TRAINING & MEETINGS					1,208.00
	Mileage @ 51 cents per mile - estimated 210 miles	0	1.00	108.00		108.00
	CRPA Conference	0	1.00	600.00		600.00
	Parks Crew training	0	1.00	250.00		250.00
	Office staff training	0	1.00	250.00		250.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 85
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012 SLCTMN/SUP
15201	43258 - PROFESSIONAL MEMBERSHIPS				390.00
	Professional certification renewal fee.		1.00	15.00	15.00
	(CPRP CEUs)				
	National Recreation & Parks Assoc.		1.00	140.00	140.00
	CRPA		1.00	235.00	235.00
		0	.00	.00	.00
15201	43342 - SUBSCRIPTIONS				.00
15201	44205 - DATA PROCESSING				.00
15201	44208 - PROFESSIONAL SERVICES				7,140.00
	Electrical services - repair for lights, gazebo, irrigation, etc.	0	1.00	670.00	670.00
	Locksmith services	0	1.00	300.00	300.00
	Fence - ongoing repairs to gates & fences	0	1.00	670.00	670.00
	Irrigation repairs & winterization	0	1.00	1,000.00	1,000.00
	Tree services	0	1.00	1,000.00	1,000.00
	Pesticides	0	1.00	2,000.00	2,000.00
	Testing (drug, physical, alcohol, pre-employ physical)	0	1.00	500.00	500.00
	Plumbing	0	1.00	1,000.00	1,000.00
15201	44217 - POSTAGE				1,200.00
		0	1.00	1,200.00	1,200.00
15201	44223 - SERVICE CONTRACTS				7,400.00
	Fire extinguisher service	0	1.00	120.00	120.00
	Parks garage security - monitoring	0	1.00	540.00	540.00
	Recware/Facility Reservation software	0	1.00	3,500.00	3,500.00
	Portable toilet rental - Town Green, Cohen Property		1.00	3,000.00	3,000.00
	Heater inspection - Parks Garage	0	1.00	240.00	240.00
15201	44231 - ADVERTISING				200.00
	Bid Advertising	0	1.00	200.00	200.00
15201	44232 - PRINTING & PUBLICATIONS				200.00
		0	1.00	200.00	200.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 86
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

GENERAL FUND	VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15201 44237 - EQUIPMENT RENTAL Leaf blowers, generators, light towers, etc.		1.00	500.00		500.00 500.00
15201 44238 - UNIFORM RENTALS Maintenance Crew uniforms		1.00	2,500.00		2,500.00 2,500.00
15201 45216 - TELEPHONE Monthly base & long distance charges - Town Hall office	0	1.00	900.00		2,030.00 900.00
Cell Phone - Parks Maintenance Crew	0	1.00	420.00		420.00
Leader - monthly charges					
On-line faxes (within computer) - annual charge	0	1.00	110.00		110.00
Cell Phone Reimb - Recreation Manager	0	12.00	50.00		600.00
15201 45221 - FUEL/HEATING Parks Garage - Propane estimated 1,300 gal @ \$1.49/gallon		1,300.00	1.49		1,937.00 1,937.00
15201 45622 - ELECTRIC Recplex/Garage - Electricity est \$2,375 per month	0	12.00	2,375.00		28,500.00 28,500.00
15201 46224 - EQUIPMENT REPAIRS General repairs on Park equipment.		1.00	800.00		800.00 800.00
15201 46226 - BUILDING REPAIRS General repairs on Parks Garage, alarm, storage areas, dugouts, etc. Incl. plumbing, heating, electricity & carpentry		1.00	1,500.00		1,500.00 1,500.00
15201 46229 - OTHER REPAIR SERVICES Repairs for picnic tables, bleachers, batting cages, equipment, scoreboards, etc. Not for buildings		1.00	2,000.00		2,000.00 2,000.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 87
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

			VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15201	46390 - VEHICLE MAINTENANCE & FUEL						
	Vehicle & Equipment repairs		0	1.00	50,000.00		69,756.00
	Diesel gasoline - estimated 2,400 gallons at \$2.97/gallon		0	2,400.00	2.97		50,000.00
	Unleaded Gasoline - estimated 4,400 gallons at \$2.87/gallon		0	4,400.00	2.87		7,128.00
							12,628.00
15201	48404 - MACHINERY & EQUIPMENT						23,600.00
	Line painter (replacement)		0	1.00	4,400.00		4,400.00
	Scag mower		0	1.00	9,200.00		9,200.00
	Replace 2001 scag mower per Vehicle Replacement plan						
	Z-trak mower		0	1.00	10,000.00		10,000.00
	Replace 2000 Z-trak mower per Vehicle Replacement plan						
15201	48416 - OFFICE EQUIPMENT						500.00
	Desk Chairs - replacement of broken chairs		0	4.00	125.00		500.00
15201	48417 - BLDG & GROUNDS IMPROVEMENTS						.00
15201	48467 - VEHICLES & TRUCKS						.00
TOTAL PARKS & RECREATION							592,445.00

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**Town of Colchester
FY 2011-2012
First Selectman's
Proposed Budget**

Department: Senior Services

Mission Statement

To help older adults age successfully by providing an array of programming activities designed to maximize their independence, health and wellness, and overall quality of life.

Description

The Colchester Senior Services department serves as a vital resource for the entire community for information on aging, and related issues, including support for caregivers and family members. Information and referral services are provided on housing, health care, energy assistance and other benefit and entitlement programs.

Recreational and health activities are provided to seniors including hearing, blood pressure and skin screenings, exercise, chair yoga, Tai Chi, bridge, pinochle, Wii Fitness games, bingo, arts and craft classes, singing and gardening groups, recreational travel, and an array of other enriching activities.

Staffing

Director (full time)

Program Assistant (full time)

Administrative Assistant (full time)

Bus Driver (full time -1)

Bus Drivers (part time -3)

Recreational Therapy Coordinator (part-time, grant funded)

Making Memories Program Aide (part-time, grant funded)

2010-2011 Accomplishments

- Increased participation of Colchester seniors in center activities by 40%
- 117 seniors have registered for Center participants
- Developed and implemented increased health and wellness programming
- Organized flu clinic for 123 seniors in collaboration with health department.
- Introduced new computer classes, yoga, benefits enhancement counseling, needlework, and friendly visitors programs
- Created additional fee-for-service program activities
- Received \$10,000 grant from Title III Older Americans Act for continuation of the Memories program.
- Increased Annual Fair revenue by 21%

2011-2012 Objectives

- Increase participation of seniors in overall center activities by 10%
- Increase collaboration on recreational trips and activities with Parks & Rec Department.
- Increase collaboration with Youth and Social Services Department on Energy Assistance applications for seniors and disabled residents.
- Obtain continuation funding to support the Making Memories program
- Obtain funding for a new wheel chair accessible van
- Develop and implement increased health and wellness programming
- Develop and implement reverse 911 Program for seniors in Colchester
- Increase ridership of senior center transportation programs by 20%
- Ensure that all center staff are trained and certified in CPR
- Ensure that all appropriate staff are trained in Safe Food Handling
- Work with the town facilities department to develop cleaning protocols for maintenance staff to follow at center
- Increase participation in Friendly Visitors Program by 20%

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD



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Colchester Board of Education and Town
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 35
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

FOR PERIOD 13

ACCOUNTS FOR: GENERAL FUND	2010 ACTUAL	2011 ORIG BUD	2011 REVISED BUD	2011 ACTUAL	2011 PROJECTION	2012 SLCTMN/SUP	PCT CHANGE
15401 SENIOR SERVICES							
15401 40101 REGULAR PA	164,091.73	168,390.00	168,390.00	162,329.08	168,120.00	169,408.00	.6%
15401 40102 OTHER REG	.00	.00	.00	.00	.00	.00	.0%
15401 40103 OVERTIME	.00	.00	.00	.00	.00	.00	.0%
15401 40105 CONTR TEMP	3,159.53	2,910.00	2,910.00	927.90	2,020.00	3,220.00	10.7%
15401 40106 MISC P/R	.00	.00	.00	.00	.00	.00	.0%
15401 41210 EMPL. INS.	1,551.96	841.00	841.00	831.72	832.00	835.00	-.7%
15401 41230 FICA/RET	19,975.25	23,127.00	23,127.00	14,211.36	23,038.00	23,294.00	.7%
15401 42233 COPIER	669.85	652.00	652.00	887.37	888.00	720.00	10.4%
15401 42301 OFFCE SUPL	582.71	600.00	600.00	597.36	600.00	1,200.00	100.0%
15401 42331 CUST/MAINT	679.24	1,000.00	1,000.00	632.97	1,000.00	1,200.00	20.0%
15401 42332 PAINT SUPP	.00	.00	.00	.00	.00	.00	.0%
15401 42340 OTH PR SUP	.00	100.00	100.00	.00	100.00	100.00	.0%
15401 43213 MILE/TRAIN	449.00	850.00	850.00	85.00	400.00	706.00	-16.9%
15401 43258 PROF MEMB	50.00	.00	.00	.00	.00	75.00	.0%
15401 44208 PROF SERV	271.86	600.00	600.00	.00	600.00	670.00	11.7%
15401 44217 POSTAGE	132.88	300.00	300.00	225.60	300.00	300.00	.0%
15401 44223 SERV CONTR	5,010.98	2,731.00	2,731.00	5,641.00	5,642.00	2,601.00	-4.8%
15401 44231 ADVERT	.00	.00	.00	.00	.00	.00	.0%
15401 44232 PRINTING	.00	250.00	250.00	6.95	250.00	250.00	.0%
15401 44256 TVCCA	.00	.00	.00	.00	.00	.00	.0%
15401 44283 DRIVER LIC	.00	.00	.00	.00	.00	.00	.0%
15401 44296 SNR EMPLO	.00	.00	.00	.00	.00	.00	.0%
15401 45216 TELEPHONE	2,931.99	3,018.00	3,018.00	1,845.74	3,072.00	3,318.00	9.9%
15401 45221 FUEL/HTING	7,308.30	8,849.00	8,849.00	7,427.94	8,100.00	10,039.00	13.4%
15401 45235 UTILITIES	.00	.00	.00	.00	.00	.00	.0%
15401 45622 ELECTRIC	5,441.43	6,000.00	6,000.00	4,062.41	6,200.00	6,000.00	.0%
15401 46224 EQUIP REP	.00	.00	.00	.00	.00	.00	.0%
15401 46226 BLDG REPAR	4.49	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
15401 46390 VEH MAINT	12,102.48	12,700.00	12,700.00	8,237.97	12,700.00	19,171.00	51.0%
15401 47282 PROGRAMS	.00	.00	.00	.00	.00	.00	.0%
15401 48416 OFF EQUIP	.00	.00	.00	.00	.00	.00	.0%
15401 48467 VEHC TRUCK	.00	.00	.00	.00	.00	.00	.0%
TOTAL SENIOR SERVICES	224,413.68	233,918.00	233,918.00	207,950.37	234,862.00	244,107.00	4.4%



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Colchester Board of Education and Town
NEXT YEAR BUDGET LEVELS REPORT

PG 35
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

FOR PERIOD 13

GENERAL FUND	2010 REVISED BUD	2011 REVISED BUD	2012 DEPARTMENT	2012 SLCTMN/SUP	2012 BOS / BOE	2012 BD OF FIN
15401 SENIOR SERVICES						
15401 40101 REGULAR PA	166,145.00	168,390.00	169,408.00	169,408.00	.00	.00
15401 40102 OTHER REG	.00	.00	.00	.00	.00	.00
15401 40103 OVERTIME	.00	.00	.00	.00	.00	.00
15401 40105 CONTR TEMP	4,196.00	2,910.00	3,220.00	3,220.00	.00	.00
15401 40106 MISC P/R	.00	.00	.00	.00	.00	.00
15401 41210 EMPL. INS.	1,552.00	841.00	835.00	835.00	.00	.00
15401 41230 FICA/RET	19,976.00	23,127.00	23,294.00	23,294.00	.00	.00
15401 42233 COPIER	670.00	652.00	720.00	720.00	.00	.00
15401 42301 OFFCE SUPL	1,112.00	600.00	1,200.00	1,200.00	.00	.00
15401 42331 CUST/MAINT	800.00	1,000.00	1,200.00	1,200.00	.00	.00
15401 42332 PAINT SUPP	.00	.00	.00	.00	.00	.00
15401 42340 OTH PR SUP	200.00	100.00	100.00	100.00	.00	.00
15401 43213 MILE/TRAIN	1,010.00	850.00	706.00	706.00	.00	.00
15401 43258 PROF MEMB	225.00	.00	75.00	75.00	.00	.00
15401 44208 PROF SERV	795.00	600.00	670.00	670.00	.00	.00
15401 44217 POSTAGE	360.00	300.00	300.00	300.00	.00	.00
15401 44223 SERV CONTR	5,011.00	2,731.00	2,601.00	2,601.00	.00	.00
15401 44231 ADVERT	.00	.00	.00	.00	.00	.00
15401 44232 PRINTING	500.00	250.00	250.00	250.00	.00	.00
15401 44256 TVCCA	.00	.00	.00	.00	.00	.00
15401 44283 DRIVER LIC	.00	.00	.00	.00	.00	.00
15401 44296 SNR EMPLO	.00	.00	.00	.00	.00	.00
15401 45216 TELEPHONE	3,048.00	3,018.00	3,318.00	3,318.00	.00	.00
15401 45221 FUEL/HTING	7,560.00	8,849.00	10,039.00	10,039.00	.00	.00
15401 45235 UTILTIES	.00	.00	.00	.00	.00	.00
15401 45622 ELECTRIC	5,500.00	6,000.00	6,000.00	6,000.00	.00	.00
15401 46224 EQUIP REP	.00	.00	.00	.00	.00	.00
15401 46226 BLDG REPAR	200.00	1,000.00	1,000.00	1,000.00	.00	.00
15401 46390 VEH MAINT	15,778.00	12,700.00	19,171.00	19,171.00	.00	.00
15401 47282 PROGRAMS	750.00	.00	.00	.00	.00	.00
15401 48416 OFF EQUIP	.00	.00	.00	.00	.00	.00
15401 48467 VEH TRUCK	.00	.00	.00	.00	.00	.00
TOTAL SENIOR SERVICES	235,388.00	233,918.00	244,107.00	244,107.00	.00	.00

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 88
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15401	SENIOR SERVICES					
15401	40101 - REGULAR PAYROLL					169,408.00
	Director		1.00	51,755.00		51,755.00
	Union contract in negotiation					
	Program Coordinator	0	1.00	34,636.00		34,636.00
	Administrative Assistant	0	1.00	38,387.00		38,387.00
	Bus Driver	0	1.00	25,982.00		25,982.00
	Part-time bus driver (25 hours/week)	0	1.00	17,448.00		17,448.00
	Longevity	0	1.00	1,200.00		1,200.00
15401	40102 - OTHER REG & PART-TIME P/R					.00
15401	40103 - OVERTIME					.00
15401	40105 - CONTR TEMP OCCAS					3,220.00
	Meeting Clerk - Commission on Aging - 12 meetings		12.00	60.00		720.00
	Substitute drivers to cover vacations, etc. - part-time bus driver hourly rate	0	1.00	2,500.00		2,500.00
15401	40106 - MISC P/R					.00
15401	41210 - EMPLOYEE RELATED INS.					835.00
	Life/AD&D Insurance.		1.00	390.00		390.00
	Long Term Disability insurance.		1.00	445.00		445.00
15401	41230 - FICA & RETIREMENT					23,294.00
	FICA/Medicare @ 7.65% of wages		1.00	13,151.00		13,151.00
	Defined Contribution 401(a) Plan - Senior Citizens Director @ 7.75%		1.00	4,011.00		4,011.00
	Defined Contribution 401(a) Plan - Program Coordinator & FT Bus driver @ 6%	0	1.00	3,637.00		3,637.00
	Defined Contribution 401(a) Plan - Administrative Assistant @ 6.5%	0	1.00	2,495.00		2,495.00
15401	42233 - COPIER					720.00
	Monthly lease payments	0	12.00	38.00		456.00
	Per copy charges - estimated 37,714 copies @ \$.007 per copy	0	1.00	264.00		264.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 89
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15401	42301 - OFFICE SUPPLIES Folders, paper goods, ink cartridges Estimated \$100 per month	0	12.00	100.00		1,200.00 1,200.00
15401	42331 - CUSTODIAL/MAINTENANCE SUPPLIES Kitchen and bath paper goods, Estimated \$100 per month	0	12.00	100.00		1,200.00 1,200.00
15401	42332 - PAINT & PAINT SUPPLIES					.00
15401	42340 - OTHER PURCHASED SUPPLIES Health supplies .Flu clinic supplies and first aid supplies. One first aid replacement kit and flu clinic supplies as needed.		1.00	100.00		100.00 100.00
15401	43213 - MILEAGE, TRAINING & MEETINGS Mileage for home visits, meetings, training and conferences. Mileage @ 51 cents per mile x estimated 600 miles. Local conferences, training for local and state programs. 4 conferences/training sessions @ \$100 each.		600.00 4.00	.51 100.00		706.00 306.00 400.00
15401	43258 - PROFESSIONAL MEMBERSHIPS CAMAЕ membership CASCP membership	0 0 0 0	1.00 1.00 .00 .00	25.00 50.00 .00 .00		75.00 25.00 50.00 .00 .00
15401	44208 - PROFESSIONAL SERVICES Vehicle drivers physicals to ensure health & fitness of drivers 2 physicals @ \$125 Drug and alcohol testing Random testing for safety. 4 tests @ \$50 each. Bus Driver License Renewals 2 licenses x \$110	0 0 0	2.00 4.00 2.00	125.00 50.00 110.00		670.00 250.00 200.00 220.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012 SLCTMN/SUP
15401	44217 - POSTAGE				300.00
	Funding for mailings to clients, other agencies, service providers and funders. Estimated \$25 per month		12.00	25.00	300.00
15401	44223 - SERVICE CONTRACTS				2,601.00
	Fire Extinguishers	0	1.00	400.00	400.00
	Yearly inspection for safety				
	Exterminator	0	12.00	85.00	1,020.00
	Pest control - \$85 per month (changed exterminator)				
	Furnace/Air conditioning/Water	0	1.00	700.00	700.00
	Annual cleaning and service for all equipment				
	Fire Alarm service and monitor	0	1.00	480.00	480.00
	Building rental	0	1.00	1.00	1.00
	Annual donation to the Bacon Board of Trustees				
		0	.00	.00	.00
		0	.00	.00	.00
15401	44231 - ADVERTISING				.00
15401	44232 - PRINTING & PUBLICATIONS				250.00
	Outreach information - pamphlets, survey welcome packets, promotional material etc. 1 annually		1.00	250.00	250.00
15401	44256 - TVCCA				.00
15401	44283 - DRIVER LICENSES				.00
15401	44296 - SNR EMPLOYMENTS				.00
15401	45216 - TELEPHONE				3,318.00
	Monthly phone service - 3 lines, fax and DSL	0	12.00	200.00	2,400.00
	Estimated \$200 per month				
	Monthly cell phone service -	0	12.00	60.00	720.00
	Communication with drivers for client safety				
	Estimated \$60 per month				
	Monthly charge - voicemail	0	12.00	16.50	198.00



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Colchester Board of Education and Town
NEXT YEAR BUDGET DETAIL REPORT

PG 91
bgnyrpts

PROJECTION: 20121 Town General Fund Expenditures 2011-2012

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2012	SLCTMN/SUP
15401	45221 - FUEL/HEATING					10,039.00
	Heating oil - estimated 3,500 gallons	0	3,500.00	2.80		9,800.00
	Propane for stove - estimated 160 gallons at \$1.49 per gallon	0	1.00	239.00		239.00
15401	45235 - UTILITIES					.00
15401	45622 - ELECTRIC					6,000.00
	Average \$500 per month		12.00	500.00		6,000.00
15401	46224 - EQUIPMENT REPAIRS					.00
15401	46226 - BUILDING REPAIRS					1,000.00
	Minor building repairs	0	1.00	1,000.00		1,000.00
15401	46390 - VEHICLE MAINTENANCE & FUEL					19,171.00
	Equipment repair /parts -To keep vehicles in safe condition for participants	0	1.00	4,600.00		4,600.00
	Would fund existing fleet.					
	Gasoline-Fuel to provide transportation for needed services, social, doctors, shopping, etc.	0	1.00	11,102.00		11,102.00
	Estimated 3,868 gallons @ \$2.87 per gallon					
	Diesel fuel for 1999 bus - estimated 1,168 gallons at \$2.97 per gallon	0	1.00	3,469.00		3,469.00
15401	47282 - PROGRAMS					.00
15401	48416 - OFFICE EQUIPMENT					.00
15401	48467 - VEHICLES & TRUCKS					.00
TOTAL SENIOR SERVICES						244,107.00