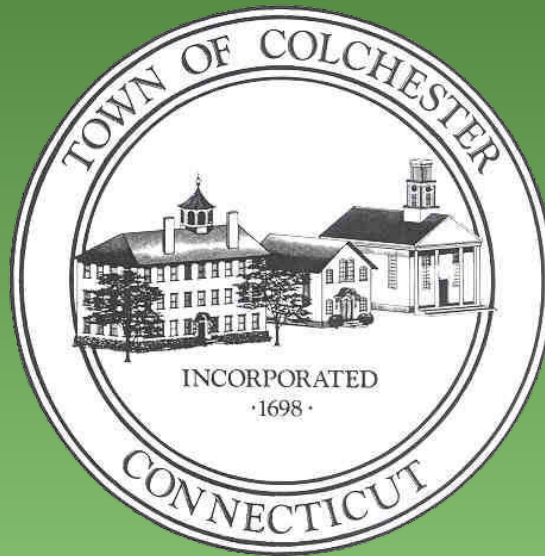


Town of Colchester



FY 2020 – 2021 PROPOSED BUDGET



Town Website



EXPENDITURE SUMMARY



TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET

**TOWN OF COLCHESTER
BUDGET SUMMARY BY FUNCTION**

	ACTUAL EXPENDITURES <u>FY 2017-2018</u>	ACTUAL EXPENDITURES <u>FY 2018-2019</u>	ADOPTED BUDGET <u>FY 2019-2020</u>	PROJECTED ACTUAL <u>FY 2019-2020</u>	PROPOSED BUDGET <u>FY 2020-2021</u>
GENERAL GOVERNMENT	3,434,529	3,495,149	3,731,345	3,504,305	3,804,008
PUBLIC SAFETY	2,757,852	2,885,321	2,972,696	2,937,679	3,113,690
PUBLIC WORKS	3,205,305	3,388,047	3,730,058	3,471,067	3,758,322
COMMUNITY & HUMAN SERVICES	1,516,496	1,559,447	1,668,570	1,641,265	1,699,641
DEBT	1,791,665	1,710,415	2,075,164	2,075,164	2,075,164
TRANSFERS	1,332,070	1,682,466	978,032	1,147,854	1,021,034
TOTAL TOWN	14,037,917	14,720,845	15,155,865	14,777,334	15,471,859
BOARD OF EDUCATION	39,659,108	40,367,299	41,237,122	41,604,220	42,470,088
TOTAL BUDGET	53,697,025	55,088,144	56,392,987	56,381,554	57,941,947

TOWN OF COLCHESTER
FY2020-2021
PROPOSED BUDGET

SUMMARY - GENERAL GOVERNMENT

	ACTUAL EXPENDITURES <u>FY 2017-2018</u>	ACTUAL EXPENDITURES <u>FY 2018-2019</u>	ADOPTED BUDGET <u>FY 2019-2020</u>	PROJECTED ACTUAL <u>FY 2019-2020</u>	PROPOSED BUDGET <u>FY 2020-2021</u>
LEGISLATIVE					
BOARDS AND COMMISSIONS	37,845	32,007	35,870	21,298	27,424
CONTINGENCY					
CONTINGENCY	0	0	60,212	0	61,570
MUNICIPAL MANAGEMENT					
FIRST SELECTMAN	266,053	243,930	249,564	277,710	242,917
HUMAN RESOURCES	27,951	9,542	66,880	78,546	107,712
FINANCE					
FINANCE	289,150	307,169	308,574	268,893	302,751
TAX OFFICE	141,504	160,641	171,559	166,930	175,769
ASSESSOR'S OFFICE	286,518	293,995	311,234	314,658	303,569
DEVELOPMENT AND PLANNING					
PLANNING/BUILDING CODE ADMIN.	486,318	467,666	478,181	445,935	500,659
TOWN CLERK					
TOWN CLERK	164,504	166,921	172,189	169,762	167,018

TOWN OF COLCHESTER
FY2020-2021
PROPOSED BUDGET

SUMMARY - GENERAL GOVERNMENT (CONTINUED)

	ACTUAL EXPENDITURES <u>FY 2017-2018</u>	ACTUAL EXPENDITURES <u>FY 2018-2019</u>	ADOPTED BUDGET <u>FY 2019-2020</u>	PROJECTED ACTUAL <u>FY 2019-2020</u>	PROPOSED BUDGET <u>FY 2020-2021</u>
REGISTRARS OF VOTERS					
REGISTRARS OF VOTERS	51,885	66,189	71,482	77,984	72,820
INSURANCES & PROBATE					
INSURANCES	1,570,658	1,636,603	1,683,540	1,553,401	1,721,911
PROBATE	5,365	5,258	5,271	5,271	5,347
INFORMATION TECHNOLOGY					
INFORMATION TECHNOLOGY	106,778	105,228	116,789	123,917	114,541
TOTAL GENERAL GOVERNMENT	3,434,529	3,495,149	3,731,345	3,504,305	3,804,008

TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET

SUMMARY - PUBLIC SAFETY

	ACTUAL EXPENDITURES <u>FY 2017-2018</u>	ACTUAL EXPENDITURES <u>FY 2018-2019</u>	ADOPTED BUDGET <u>FY 2019-2020</u>	PROJECTED ACTUAL <u>FY 2019-2020</u>	PROPOSED BUDGET <u>FY 2020-2021</u>
POLICE PROTECTION					
POLICE/RESIDENT TROOPER'S OFFICE	1,526,677	1,597,040	1,605,865	1,597,391	1,637,859
FIRE/EMERGENCY PROTECTION					
FIRE/EMERGENCY MEDICAL SERVICES	1,215,980	1,273,332	1,347,973	1,322,421	1,456,843
EMERGENCY MANAGEMENT					
EMERGENCY MANAGEMENT	15,195	14,949	18,858	17,867	18,988
TOTAL PUBLIC SAFETY	2,757,852	2,885,321	2,972,696	2,937,679	3,113,690

TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET

SUMMARY - PUBLIC WORKS

	ACTUAL EXPENDITURES <u>FY 2017-2018</u>	ACTUAL EXPENDITURES <u>FY 2018-2019</u>	ADOPTED BUDGET <u>FY 2019-2020</u>	PROJECTED ACTUAL <u>FY 2019-2020</u>	PROPOSED BUDGET <u>FY 2020-2021</u>
PUBLIC WORKS					
PUBLIC WORKS ADMINISTRATION	167,543	171,191	177,289	177,389	181,328
HIGHWAY	1,348,708	1,410,963	1,605,254	1,504,103	1,605,998
FLEET SERVICES	344,376	362,693	390,501	386,075	393,807
GROUNDS MAINTENANCE	351,363	437,417	504,931	471,275	507,679
SNOW REMOVAL	489,165	483,165	495,165	372,334	506,865
FACILITIES	123,550	118,811	125,539	126,282	129,820
ENGINEERING					
ENGINEERING	112,355	114,788	118,796	118,043	120,579
TRANSFER STATION					
TRANSFER STATION	268,245	289,019	312,583	315,566	312,246
TOTAL PUBLIC WORKS	3,205,305	3,388,047	3,730,058	3,471,067	3,758,322

TOWN OF COLCHESTER
FY 2020-2021 PROPOSED BUDGET

SUMMARY - COMMUNITY & HUMAN SERVICES

	ACTUAL EXPENDITURES <u>FY 2017-2018</u>	ACTUAL EXPENDITURES <u>FY 2018-2019</u>	ADOPTED BUDGET <u>FY 2019-2020</u>	PROJECTED ACTUAL <u>FY 2019-2020</u>	PROPOSED BUDGET <u>FY 2020-2021</u>
YOUTH & SOCIAL SERVICES					
YOUTH & SOCIAL SERVICES	319,334	348,376	388,949	370,157	402,968
HEALTH					
CHATHAM HEALTH DISTRICT	173,720	179,204	189,944	189,944	199,882
COMMUNITY AGENCIES					
COLCHESTER C3	25,000	25,000	25,000	25,000	25,000
LIBRARY					
CRAGIN MEMORIAL LIBRARY	567,606	592,112	609,796	598,827	610,419
RECREATION					
RECREATION	147,108	147,255	155,011	162,075	158,771
SENIOR SERVICES					
SENIOR SERVICES	283,728	267,500	299,870	295,262	302,601
TOTAL COMMUNITY & HUMAN SERVICES	1,516,496	1,559,447	1,668,570	1,641,265	1,699,641

TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET

SUMMARY - DEBT & TRANSFERS

	ACTUAL EXPENDITURES <u>FY 2017-2018</u>	ACTUAL EXPENDITURES <u>FY 2018-2019</u>	ADOPTED BUDGET <u>FY 2019-2020</u>	PROJECTED ACTUAL <u>FY 2019-2020</u>	PROPOSED BUDGET <u>FY 2020-2021</u>
DEBT					
DEBT SERVICE	1,791,665	1,710,415	2,075,164	2,075,164	2,075,164
TRANSFERS					
OTHER FINANCING USES	1,332,070	1,682,466	978,032	1,147,854	1,021,034
TOTAL DEBT & TRANSFERS	3,123,735	3,392,881	3,053,196	3,223,018	3,096,198

TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET

SUMMARY - EDUCATION

	ACTUAL EXPENDITURES <u>FY 2017-2018</u>	ACTUAL EXPENDITURES <u>FY 2018-2019</u>	ADOPTED BUDGET <u>FY 2019-2020</u>	PROJECTED ACTUAL <u>FY 2019-2020</u>	PROPOSED BUDGET <u>FY 2020-2021</u>
EDUCATION	39,659,108	40,367,299	41,237,122	41,604,220	42,470,088

Adopted budget for FY 2019-2020 and Proposed budget for FY 2020-2021 do not reflect tuition revenue from Norwich

General Government

**TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET**

General Government

Departments

- Boards & Commissions
- Contingency
- First Selectman
- Human Resources
- Finance
- Tax Office
- Assessor's Office
- Planning/Building Code Administration
- Town Clerk
- Registrars of Voters
- Insurances
- Probate
- Information Technology

**TOWN OF COLCHESTER
PROPOSED BUDGET**

BOARDS & COMMISSIONS

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Overtime	4,856	2,729	4,254	935	312
Contractual, Temporary, Occassional Payroll	1,680	1,620	2,040	3,628	5,753
FICA	357	200	325	120	245
Office Supplies	46	23	50	25	50
Mileage, Training & Meetings	0	0	150	100	150
Financial & Accounting	12,035	12,311	12,586	12,586	12,934
Professional Services	17,575	13,835	15,110	2,600	6,650
Postage	4	0	25	0	0
Legal Notices	20	20	30	20	30
Printing & Publications	1,272	1,269	1,300	1,284	1,300
TOTAL	37,845	32,007	35,870	21,298	27,424

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11105 - BOARDS AND COMMISSIONS						
40103 - OVERTIME				312		312
Meeting Clerk - Historic District Commission	1.00	312.00	312			
40105 - CONTR TEMP OCCAS				5,753		5,753
Meeting Clerk - Police Retirement Board	2.00	70.00	140			
Meeting Clerk - Fair Rent Commission	2.00	70.00	140			
Meeting Clerk - Commission on Aging	12.00	70.00	840			
Meeting Clerk - Senior Center Building Committee	1.00	1,125.00	1,125			
Meeting Clerk - Board of Assessment Appeals	1.00	418.00	418			
Meeting Clerk - Board of Finance	1.00	1,350.00	1,350			
Meeting Clerk - Norton Park Committee	12.00	70.00	840			
Board member stipend - Board of Assessment Appeals	3.00	300.00	900			
41230 - FICA				245		245
FICA/Medicare for Meeting Clerk's wages	1.00	245.00	245			
42301 - OFFICE SUPPLIES				50		50
43213 - MILEAGE, TRAINING & MEETINGS				150		150
Training seminars for BAA board members	3.00	50.00	150			
44202 - FINANCIAL & ACCOUNTING				12,934		12,934
Independent audit (Town share)	1.00	12,934.00	12,934			
44208 - PROFESSIONAL SERVICES				19,160		6,650
Police Retirement Plan - actuarial services (every other year valuations)	1.00	4,000.00	4,000			
Police Retirement Plan - disclosure information/accounting reports required for financial statements	1.00	2,650.00	2,650			
OpenGov software licensing fees	1.00	12,510.00	12,510		(12,510)	

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44230 - LEGAL NOTICES				30		30
Board of Assessment Appeals	1.00	30.00	30			
44232 - PRINTING & PUBLICATIONS				1,300		1,300
Commission on Aging	1.00	300.00	300			
Printing of adopted budget	1.00	1,000.00	1,000			
TOTAL BOARDS AND COMMISSIONS				39,934	(12,510)	27,424

**TOWN OF COLCHESTER
PROPOSED BUDGET**

CONTINGENCY

<u>ACCOUNT</u>	FY 2017-2018 ACTUAL <u>EXPENDITURES</u>	FY 2018-2019 ACTUAL <u>EXPENDITURES</u>	FY 2019-2020 ADOPTED <u>BUDGET</u>	FY 2019-2020 PROJECTED <u>ACTUALS</u>	FY 2020-2021 PROPOSED <u>BUDGET</u>
Contingency	0	0	60,212	0	61,570
TOTAL	0	0	60,212	0	61,570

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11110 - CONTINGENCY						
50900 - CONTINGENCY				62,790		61,570
Reserve for unanticipated expenditures	1.00	62,790.00	62,790		(1,220)	
TOTAL CONTINGENCY				62,790	(1,220)	61,570

**TOWN OF COLCHESTER
PROPOSED BUDGET**

FIRST SELECTMAN

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	150,582	152,106	158,600	158,712	164,921
Overtime	292	80	0	102	0
Contractual, Temporary, Occassional Payroll	540	657	750	881	750
Employee Related Insurances	503	503	526	472	526
FICA & Retirement	19,530	19,810	20,732	20,740	21,396
Copier	4,840	4,021	4,681	4,066	4,231
Office Supplies	1,388	1,826	1,900	1,900	1,500
Mileage, Training & Meetings	513	275	400	400	400
Professional Memberships	18,605	18,605	18,605	18,605	18,855
Legal	58,599	39,358	35,000	64,750	22,500
Professional Services	1,120	972	1,300	1,108	1,605
Postage	3,338	3,320	4,108	3,608	3,608
Legal Notices	1,240	0	0	0	0
Printing & Publications	327	160	280	150	0
Property Tax	2,320	167	175	166	175
Equipment Repairs	0	0	150	0	150
Parades & Celebrations	2,316	2,070	2,357	2,050	2,300
TOTAL	266,053	243,930	249,564	277,710	242,917

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11201 - FIRST SELECTMAN						
40101 - REGULAR PAYROLL				164,921		164,921
First Selectman	1.00	90,526.00	90,526			
Executive Assistant to the First Selectman	1.00	54,830.00	54,830			
Part-time Department Clerk (4 hrs/day)	1.00	19,565.00	19,565			
40105 - CONTR TEMP OCCAS				750		750
Temporary staff for office coverage	1.00	750.00	750			
41210 - EMPLOYEE RELATED INS.				526		526
Life/AD&D Insurance	1.00	281.00	281			
Long Term Disability	1.00	245.00	245			
41230 - FICA & RETIREMENT				21,396		21,396
FICA/Medicare	1.00	12,674.00	12,674			
Defined Contribution 401(a) Plan @ 6%	1.00	8,722.00	8,722			
42233 - COPIER				4,231		4,231
Central Copier - monthly lease payments	12.00	263.00	3,156			
Per image charges	1.00	750.00	750			
Copy paper	1.00	325.00	325			
42301 - OFFICE SUPPLIES				1,500		1,500
General office supplies & postage meter supplies	1.00	1,500.00	1,500			
43213 - MILEAGE, TRAINING & MEETINGS				400		400
Mileage, workshop & conference fees	1.00	400.00	400			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
43258 - PROFESSIONAL MEMBERSHIPS				18,855		18,855
Southeast CT Council of Governments	1.00	8,837.00	8,837			
CT Council of Small Towns	1.00	1,275.00	1,275			
CT Conference of Municipalities	1.00	8,653.00	8,653			
Colchester Business Association	1.00	90.00	90			
44203 - LEGAL				22,500		22,500
General legal matters	1.00	10,000.00	10,000			
Assessment appeals	1.00	12,500.00	12,500			
44208 - PROFESSIONAL SERVICES				1,605		1,605
Constant contact - communication with citizens	1.00	900.00	900			
GFOA Budget award application fees	1.00	345.00	345			
Survey Monkey - BOF budget survey to citizens	1.00	360.00	360			
44217 - POSTAGE				3,608		3,608
Postage	1.00	500.00	500			
Postage meter - quarterly lease payments	4.00	777.00	3,108			
45250 - PROPERTY TAXES				175		175
Property taxes paid to Town of Hebron	1.00	175.00	175			
46224 - EQUIPMENT REPAIRS				150		150
Office Equipment Repairs	1.00	150.00	150			
47242 - PARADES & CELEBRATIONS				2,300		2,300
Memorial Day	1.00	2,000.00	2,000			
Employee recognition & bereavement	1.00	300.00	300			
TOTAL FIRST SELECTMAN				242,917	0	242,917

**TOWN OF COLCHESTER
PROPOSED BUDGET**

HUMAN RESOURCES

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	0	0	0	10,328	33,825
FICA & Retirement	0	0	0	1,203	3,941
Office Supplies	0	0	0	475	150
Other Purchased Supplies	97	97	0	0	0
Mileage, Training & Meetings	485	424	700	500	700
Legal	23,087	4,035	60,000	30,000	30,000
Professional Services	3,210	3,210	3,600	34,460	3,600
Advertising	993	1,692	2,500	1,500	2,500
Printing & Publications	79	84	80	80	80
Contract Settlements	0	0	0	0	32,916
TOTAL	27,951	9,542	66,880	78,546	107,712

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11205 - HUMAN RESOURCES						
40101 - REGULAR PAYROLL				33,825		33,825
Director of Human Resources - 30% Town & 70% BOE	1.00	33,825.00	33,825			
41230 - FICA & RETIREMENT				3,941		3,941
FICA/Medicare	1.00	2,588.00	2,588			
Defined Contribution 457 Plan @ 4%	1.00	1,353.00	1,353			
42301 - OFFICE SUPPLIES				150		150
General office supplies	1.00	150.00	150			
43213 - MILEAGE, TRAINING & MEETINGS				700		700
Training & resources - Human Resources/Personnel	1.00	700.00	700			
44203 - LEGAL				30,000		30,000
Contract negotiations and other labor/personnel related matters						
3 union contracts expire on 6/30/21						
44208 - PROFESSIONAL SERVICES				3,600		3,600
Required Physicals & Testing for employment	1.00	200.00	200			
Employee Assistance Program (EAP) fees	1.00	2,500.00	2,500			
Section 125 Plan Administration fees	12.00	75.00	900			
44231 - ADVERTISING				2,500		2,500
Position advertising	1.00	2,500.00	2,500			
44232 - PRINTING & PUBLICATIONS				80		80
Forms, booklets, and employee notifications	1.00	80.00	80			
50950 - CONTRACT SETTLEMENTS				32,916		32,916
Estimated salary & benefit increase for union contract settlements	1.00	32,916.00	32,916			
Public Works & Library unions (contracts expire 6/30/2021)						
TOTAL HUMAN RESOURCES				107,712	0	107,712

**TOWN OF COLCHESTER
PROPOSED BUDGET**

FINANCE

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	202,940	217,307	218,872	194,059	222,009
Contractual, Temporary, Occasional Payroll	4,943	5,054	5,168	5,168	5,285
Employee Related Insurances	868	769	913	643	852
FICA & Retirement	28,781	30,316	32,419	26,861	31,998
Copier	2,160	1,708	1,838	1,821	1,828
Office Supplies	1,085	737	1,100	1,000	1,000
Mileage, Training & Meetings	1,365	1,136	1,850	1,850	1,850
Professional Memberships	578	583	590	535	605
Data Processing	26,360	27,099	27,624	28,191	27,324
Professional Services	18,128	20,320	15,700	6,305	7,500
Postage	1,780	2,140	2,500	2,460	2,500
Equipment Repairs	162	0	0	0	0
TOTAL	289,150	307,169	308,574	268,893	302,751

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11301 - FINANCE						
40101 - REGULAR PAYROLL				222,009		222,009
Chief Financial Officer (CFO) - 50% Town & 50% BOE	1.00	70,250.00	70,250			
Deputy Chief Financial Officer - 50% Town & 50% BOE	1.00	46,013.00	46,013			
Current vacant position (reallocation from Director of Finance position)						
Accountant - 50% Town & 50% BOE	1.00	38,625.00	38,625			
Payroll/Employee Benefits & Accounts Payable Manager - 30% Town & 70% BOE	1.00	22,627.00	22,627			
Payroll & Accounts Payable Assistant - 40% Town & 60% BOE	1.00	21,907.00	21,907			
Payroll & Accounts Payable Assistant - 40% Town & 60% BOE	1.00	21,907.00	21,907			
Longevity	1.00	680.00	680			
40105 - CONTR TEMP OCCAS				5,285		5,285
Treasurer	1.00	5,285.00	5,285			
41210 - EMPLOYEE RELATED INS.				852		852
Life/AD&D Insurance	1.00	412.00	412			
Long Term Disability Insurance	1.00	440.00	440			
41230 - FICA & RETIREMENT				31,998		31,998
FICA/Medicare	1.00	17,388.00	17,388			
Defined Contribution 401(a) Plan - CFO, Deputy CFO & Accountant @ 6% (50% Town & 50% BOE)	1.00	9,294.00	9,294			
Defined Contribution 401(a) Plan - Payroll/Employee Benefits & Accounts Payable Manager @ 8% (30% Town & 70% BOE)	1.00	1,810.00	1,810			
Defined Contribution 401(a) Plan - Payroll & A/P Assistant @ 8% 2 positions (40% Town & 60% BOE)	2.00	1,753.00	3,506			
42233 - COPIER				1,828		1,828
Copier supplies - paper, etc.	1.00	310.00	310			
Monthly lease payments (shared with BOE) - Ricoh copier	12.00	101.50	1,218			
Per image charges	1.00	300.00	300			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42301 - OFFICE SUPPLIES				1,000		1,000
Office supplies	1.00	1,000.00	1,000			
43213 - MILEAGE, TRAINING & MEETINGS				1,850		1,850
Mileage for use of personal vehicle - attendance at educational seminars, professional organization and other meetings	1.00	550.00	550			
CCM, GFOA, CTCPA sponsored meetings & seminars	1.00	600.00	600			
Continuing education requirements for certification						
Staff Training - Finance, Payroll/Personnel, technology, Munis	1.00	700.00	700			
Keep current on legal mandates, improve operational efficiency, and implement cost saving measures						
43258 - PROFESSIONAL MEMBERSHIPS				605		605
CTGFOA membership - CFO, Deputy CFO	2.00	65.00	130			
National GFOA membership - CFO	1.00	190.00	190			
AICPA membership - CFO (50% Town/50% BOE)	1.00	147.50	148			
CTCPA membership - CFO (50% Town/50% BOE)	1.00	137.50	138			
44205 - DATA PROCESSING				27,324		27,324
Munis contract (shared with BOE) - 3 year contract renewal 7/1/19-6/30/22	1.00	25,824.00	25,824			
Check stock, Direct deposit paystubs, tax forms	1.00	1,500.00	1,500			
44208 - PROFESSIONAL SERVICES				7,500		7,500
Banking services fees	1.00	7,500.00	7,500			
44217 - POSTAGE				2,500		2,500
TOTAL FINANCE				302,751	0	302,751

**TOWN OF COLCHESTER
PROPOSED BUDGET**

TAX OFFICE

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	92,249	108,977	111,756	108,427	114,109
Overtime	85	0	0	18	0
Contractual, Temporary, Occasional Payroll	6,095	3,633	6,000	5,860	6,000
Employee Related Insurances	283	503	526	380	526
FICA & Retirement	11,582	15,206	16,587	16,055	16,924
Office Supplies	1,815	2,690	2,400	2,500	2,500
Mileage, Training & Meetings	1,508	2,216	2,500	2,800	3,000
Professional Memberships	95	115	230	230	230
Data Processing	13,310	12,331	14,000	13,500	15,000
Postage	12,882	13,194	15,000	15,000	15,000
Service Contracts	620	1,146	1,900	1,500	1,700
Legal Notices	980	630	660	660	780
TOTAL	141,504	160,641	171,559	166,930	175,769

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11303 - TAX OFFICE						
40101 - REGULAR PAYROLL				114,109		114,109
Tax Collector	1.00	69,676.00	69,676			
Assistant Tax Collector - Non Certified (7 hrs/day)	1.00	44,433.00	44,433			
40105 - CONTR TEMP OCCAS				8,000		6,000
Temporary staff for office coverage	1.00	6,000.00	6,000			
Increase temporary staff for office coverage	1.00	2,000.00	2,000		(2,000)	
41210 - EMPLOYEE RELATED INS.				526		526
Life/AD&D Insurance	1.00	281.00	281			
Long Term Disability Insurance	1.00	245.00	245			
41230 - FICA & RETIREMENT				17,077		16,924
FICA/Medicare	1.00	9,188.00	9,188			
Defined Contribution 401(a) Plan - Tax Collector @ 6%	1.00	4,181.00	4,181			
Defined Contribution 401(a) Plan - Assistant Tax Collector @ 8%	1.00	3,555.00	3,555			
FICA/Medicare - increase temporary staff for office coverage	1.00	153.00	153		(153)	
42301 - OFFICE SUPPLIES				2,500		2,500
General office supplies	1.00	2,500.00	2,500			
43213 - MILEAGE, TRAINING & MEETINGS				3,000		3,000
Annual workshops, training, professional organizations meetings, certification classes fees, and mileage	1.00	3,000.00	3,000			
43258 - PROFESSIONAL MEMBERSHIPS				230		230
CT Tax Collectors Association - annual membership dues	2.00	75.00	150			
Tax Collector & Assistant Tax Collector						
New London County Collectors Association - annual membership dues	2.00	40.00	80			
Tax Collector & Assistant Tax Collector						

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44205 - DATA PROCESSING				15,000		15,000
Annual software support fees; annual hardware maintenance plan including disaster recovery; annual subscription fee for web hosting service of tax records; printing and processing of all tax bills (July & January); final posted rate book	1.00	15,000.00	15,000			
44217 - POSTAGE				17,000		15,000
Tax bills, delinquent notices, demand letters, balance bills, and correspondence	1.00	17,000.00	17,000		(2,000)	
44223 - SERVICE CONTRACTS				1,700		1,700
DMV Civils web program	1.00	500.00	500			
Locksmith - changing combination to office safe	1.00	250.00	250			
Lexis Nexis People Finder Search Engine	1.00	950.00	950			
44230 - LEGAL NOTICES				780		780
Legal notices required by State Statute	6.00	130.00	780			
TOTAL TAX OFFICE				179,922	(4,153)	175,769

**TOWN OF COLCHESTER
PROPOSED BUDGET**

ASSESSOR'S OFFICE

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	222,991	227,992	234,451	225,814	229,303
Overtime	3,717	2,151	3,825	1,483	2,189
Employee Related Insurances	841	841	882	800	882
FICA & Retirement	33,093	33,840	36,852	35,323	35,957
Copier	2,231	2,465	2,452	2,452	2,452
Office Supplies	578	1,420	2,200	2,200	2,200
Other Purchased Supplies	50	0	50	50	50
Technical Reference Materials	465	550	500	500	500
Mileage, Training & Meetings	5,668	6,681	7,500	7,500	7,500
Professional Memberships	375	305	515	515	515
Data Processing	14,982	16,242	18,057	34,071	18,071
Professional Services	0	0	2,000	2,000	2,000
Postage	1,527	1,508	1,950	1,950	1,950
TOTAL	286,518	293,995	311,234	314,658	303,569

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11304 - ASSESSOR'S OFFICE						
40101 - REGULAR PAYROLL				229,303		229,303
Assessor	1.00	100,282.00	100,282			
Deputy Assessor	1.00	77,041.00	77,041			
Assistant Assessor - Non Certified (8 hrs/day)	1.00	50,780.00	50,780			
Longevity	1.00	1,200.00	1,200			
40103 - OVERTIME				2,189		2,189
Overtime (estimated 60 hours)	1.00	2,189.00	2,189			
41210 - EMPLOYEE RELATED INS.				882		882
Life/AD&D Insurance	1.00	515.00	515			
Long term Disability Insurance	1.00	367.00	367			
41230 - FICA & RETIREMENT				35,957		35,957
FICA/Medicare	1.00	17,709.00	17,709			
Defined Contribution 401(a) Plan - Assessor @ 8%	1.00	8,023.00	8,023			
Defined Contribution 401(a) Plan - Deputy Assessor, and Assistant Assessor @ 8%	1.00	10,225.00	10,225			
42233 - COPIER				2,452		2,452
Monthly lease	12.00	138.50	1,662			
Quarterly charges for black & white images	4.00	145.00	580			
Paper for copier	1.00	210.00	210			
42301 - OFFICE SUPPLIES				2,200		2,200
42340 - OTHER PURCHASED SUPPLIES				50		50
Data storage	1.00	50.00	50			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42343 - TECHNICAL REFERENCE MATERIALS				500		500
Subscription - NADA pricing guides, computer schedule, trailer/recreation vehicle guides	1.00	500.00	500			
43213 - MILEAGE, TRAINING & MEETINGS				7,500		7,500
Mileage for use of personal vehicles, State meetings, OPM training	1.00	7,500.00	7,500			
43258 - PROFESSIONAL MEMBERSHIPS				515		515
CAAO - CT Association of Assessing Officers	1.00	150.00	150			
IAAO - International Association of Assessing Officers	1.00	220.00	220			
SPA - Society of Professional Assessors	1.00	30.00	30			
HAAA - Hartford Area Assessors Association	1.00	35.00	35			
GNLAAA - Greater New London Area Assessors Association	1.00	40.00	40			
NRAAO - Northeastern Regional Association of Assessing Officers	1.00	40.00	40			
44205 - DATA PROCESSING				18,071		18,071
Quality Data Service Contract, including disaster recovery	1.00	6,496.00	6,496			
Vision CAMA - maintenance contract	1.00	10,262.00	10,262			
DMV service contract	1.00	275.00	275			
LEXISNEXIS Service contract	12.00	86.50	1,038			
44208 - PROFESSIONAL SERVICES				2,000		2,000
Personal property audits	1.00	2,000.00	2,000			
44217 - POSTAGE				1,950		1,950
TOTAL ASSESSOR'S OFFICE				303,569	0	303,569

**TOWN OF COLCHESTER
PROPOSED BUDGET**

PLANNING/BUILDING CODE ADMINISTRATION

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	353,629	336,778	347,407	329,866	376,506
Overtime	2,393	3,748	3,255	3,255	3,329
Contractual, Temporary, Occasional Payroll	8,025	2,895	2,000	8,198	2,000
Employee Related Insurances	1,455	1,517	1,594	1,348	1,594
FICA & Retirement	51,071	49,407	53,012	51,089	55,926
Copier	4,636	3,888	3,630	3,868	4,690
Office Supplies	1,297	1,213	2,500	2,000	2,000
Safety Equipment	0	0	300	0	300
Other Purchased Supplies	34	0	50	0	0
Technical Reference Materials	752	667	1,215	650	650
Mileage, Training & Meetings	1,285	1,534	2,850	1,500	2,850
Professional Memberships	5,643	5,110	5,710	7,580	11,474
Legal	45,621	35,226	30,000	10,000	10,000
Professional Services	2,300	8,450	4,000	8,500	10,000
Postage	987	825	1,500	1,000	1,500
Service Contracts	0	7,696	8,500	8,500	8,500
Legal Notices	2,071	1,298	3,000	2,700	3,000
Printing & Publications	691	465	1,000	500	1,000
Telephone	270	222	240	216	0
Equipment Repairs	0	0	150	0	0
Vehicle Maintenance & Fuel	4,158	6,727	6,268	5,165	5,340
TOTAL	486,318	467,666	478,181	445,935	500,659

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11411 - PLANNING/BUILDING CODE ADMINISTRATION						
40101 - REGULAR PAYROLL				376,506		376,506
Town Planner	1.00	86,913.00	86,913			
Building Official	1.00	81,140.00	81,140			
Zoning Enforcement Officer/Assistant Planner	1.00	67,225.00	67,225			
Wetlands Enforcement Officer	1.00	62,513.00	62,513			
Land Use Assistant (8 hrs/day)	1.00	57,900.00	57,900			
Longevity	1.00	1,250.00	1,250			
Department Clerk - 20 hrs/week	1.00	19,565.00	19,565			
New position request - part-time						
40103 - OVERTIME				3,329		3,329
Meeting Clerk - Planning & Zoning Commission	1.00	1,664.00	1,664			
Meeting Clerk - Zoning Board of Appeals	1.00	666.00	666			
Meeting Clerk - Wetlands Conservation Commission	1.00	999.00	999			
40105 - CONTR TEMP OCCAS				2,000		2,000
Coverage for Building Official	1.00	2,000.00	2,000			
41210 - EMPLOYEE RELATED INS.				1,594		1,594
Life/AD&D Insurance	1.00	983.00	983			
Long Term Disability Insurance	1.00	611.00	611			
41230 - FICA & RETIREMENT				55,926		55,926
FICA/Medicare	1.00	27,712.00	27,712			
Defined Contribution 401(a) Plan - Town Planner @ 6%	1.00	5,215.00	5,215			
Defined Contribution 401(a) Plan - ZEO, Building Official and Wetlands Officer @ 8%	1.00	16,870.00	16,870			
Defined Contribution 401(a) Plan - Land Use Assistant @ 8%	1.00	4,632.00	4,632			
FICA/Medicare - Department Clerk - 20 hrs/week	1.00	1,497.00	1,497			
New position request - part-time						

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42233 - COPIER				4,690		4,690
Per image charges	1.00	1,200.00	1,200			
Copy supplies	1.00	250.00	250			
Monthly lease - copier	12.00	270.00	3,240			
Includes reallocation from Engineering to consolidate lease payments in one account effective in FY 2020-2021						
42301 - OFFICE SUPPLIES				2,000		2,000
Shared cost with Engineering Department	1.00	2,000.00	2,000			
42323 - PROT CLOTHING& SAFETY EQUIP				300		300
Routine replacement due to damage of required equipment such as hand tools, first aid kits, gloves	1.00	300.00	300			
42343 - TECHNICAL REFERENCE MATERIALS				650		650
Technical Journals, Code Publications, reference materials	1.00	650.00	650			
43213 - MILEAGE, TRAINING & MEETINGS				2,850		2,850
Mileage for use of personal vehicles, staff training	1.00	2,850.00	2,850			
Classes, seminars and meetings						
43258 - PROFESSIONAL MEMBERSHIPS				11,474		11,474
Prof.Organization fees/membership dues for staff and Boards, Commissions	1.00	850.00	850			
Salmon River Watershed & Conservation Compact	1.00	5,000.00	5,000			
Southeastern CT Enterprise Region (SECTER)	1.00	5,624.00	5,624			
44203 - LEGAL				10,000		10,000
44208 - PROFESSIONAL SERVICES				15,000		10,000
Consultant services for projects, and review of applications	1.00	15,000.00	15,000		(5,000)	

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44217 - POSTAGE				1,500		1,500
44223 - SERVICE CONTRACTS				8,500		8,500
Electronic Permitting software	1.00	8,500.00	8,500			
44230 - LEGAL NOTICES				3,000		3,000
Legally required notices for ZPC, ZBA and CCC	1.00	3,000.00	3,000			
44232 - PRINTING & PUBLICATIONS				1,000		1,000
Printing cost for all administrative functions - regulations, Plan of Conservation & Development (POCD), permits and forms	1.00	1,000.00	1,000			
46390 - VEHICLE MAINTENANCE & FUEL				5,340		5,340
Vehicle maintenance/repairs	1.00	3,000.00	3,000			
Unleaded gasoline	1,200.00	1.80	2,160			
Estimated gross receipts tax - unleaded gasoline	1,200.00	0.15	180			
TOTAL PLANNING/BUILDING CODE ADMINISTRATION				505,659	(5,000)	500,659

**TOWN OF COLCHESTER
PROPOSED BUDGET**

TOWN CLERK

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	112,229	114,747	117,715	110,412	113,939
Overtime	0	318	1,000	633	500
Contractual, Temporary, Occasional Payroll	280	1,852	500	6,635	500
Employee Related Insurances	503	503	526	420	526
FICA & Retirement	15,917	16,398	17,178	16,477	16,518
Copier	3,010	3,177	3,400	3,250	3,300
Office Supplies	1,076	1,154	1,700	2,100	1,800
Technical Reference Materials	1,195	1,195	1,195	1,195	1,195
Mileage, Training & Meetings	898	703	1,000	1,050	1,150
Professional Memberships	385	475	425	490	490
Indexing & Recording	20,789	20,337	20,500	18,900	19,000
Professional Services	200	200	0	0	0
Postage	1,406	1,872	2,000	2,000	2,200
Legal Notices	1,578	2,259	2,000	2,650	2,000
Printing & Publications	4,405	456	2,000	2,050	2,100
Micro Film	633	1,090	750	1,500	1,500
Equipment Repairs	0	185	300	0	300
TOTAL	164,504	166,921	172,189	169,762	167,018

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11501 - TOWN CLERK						
40101 - REGULAR PAYROLL				113,939		113,939
Town Clerk	1.00	69,506.00	69,506			
Assistant Town Clerk - Non Certified (7 hrs/day)	1.00	44,433.00	44,433			
40103 - OVERTIME				1,000		500
Overtime - additional hours for office coverage	1.00	1,000.00	1,000		(500)	
40105 - CONTR TEMP OCCAS				500		500
Temporary staff for office coverage	1.00	500.00	500			
41210 - EMPLOYEE RELATED INS.				526		526
Life/AD&D Insurance	1.00	281.00	281			
Long Term Disability Insurance	1.00	245.00	245			
41230 - FICA & RETIREMENT				16,556		16,518
FICA/Medicare	1.00	8,831.00	8,831		(38)	
Defined Contribution Plan - 401(a) - Town Clerk @ 6%	1.00	4,170.00	4,170			
Defined Contribution Plan - 401(a) - Assistant Town Clerk @ 8%	1.00	3,555.00	3,555			
42233 - COPIER				3,300		3,300
Copier - monthly lease payments	12.00	177.75	2,133			
Per image charges	1.00	300.00	300			
Paper & supplies for regular and map copier	1.00	372.00	372			
Annual map copier service contract.	1.00	495.00	495			
42301 - OFFICE SUPPLIES				1,800		1,800
Pens, vital paper, folders, paper, map strips, and other supplies	1.00	1,800.00	1,800			
42343 - TECHNICAL REFERENCE MATERIALS				1,195		1,195
General Code - E-code 360 annual subscription	1.00	1,195.00	1,195			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
43213 - MILEAGE, TRAINING & MEETINGS				1,150		1,150
State mandated training - classes, conferences, other training	1.00	850.00	850			
Mileage - classes, conferences, county meetings	1.00	300.00	300			
43258 - PROFESSIONAL MEMBERSHIPS				490		490
CT Town Clerks' Association	1.00	185.00	185			
New England Association of Town Clerks	1.00	35.00	35			
International Institute of Municipal Clerks	1.00	195.00	195			
New London County Town Clerks' Association	1.00	75.00	75			
44207 - INDEXING & RECORDING				19,000		19,000
Land Records - indexing & imaging - monthly contracted services	12.00	1,400.00	16,800			
Auditing services	1.00	2,200.00	2,200			
44217 - POSTAGE				2,200		2,200
Postage for returning recorded documents, absentee ballots, general correspondence, dog license notices	1.00	2,200.00	2,200			
44230 - LEGAL NOTICES				2,000		2,000
Warnings for Town meetings, budget referenda, Elections, audit, dog notices	1.00	2,000.00	2,000			
44232 - PRINTING & PUBLICATIONS				2,100		2,100
Minute books and stamps for boards & commissions, and vital records	1.00	1,400.00	1,400			
Codification for updates to code book & ordinances	1.00	700.00	700			
44271 - MICRO FILM REPAIRS				1,500		1,500
Annual microfilming & storage of maps.	1.00	750.00	750			
Microfilm creation	1.00	750.00	750			
Reallocation from Indexing & Recording						
46224 - EQUIPMENT REPAIRS				300		300
Office Equipment repairs	1.00	300.00	300			
TOTAL TOWN CLERK				167,556	(538)	167,018

**TOWN OF COLCHESTER
PROPOSED BUDGET**

REGISTRARS OF VOTERS

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	27,187	27,799	28,426	28,424	29,064
Contractual, Temporary, Occasional Payroll	9,337	17,198	22,622	25,916	22,622
FICA	2,080	2,127	2,404	2,404	2,454
Office Supplies	606	577	600	600	600
Other Purchased Supplies	809	2,347	2,000	2,000	2,000
Mileage, Training & Meetings	2,829	1,788	2,400	2,000	3,000
Professional Memberships	130	130	150	140	200
Professional Services	2,013	2,545	2,600	5,595	2,600
Postage	910	2,681	1,500	1,500	1,500
Service Contracts	3,280	3,280	3,280	3,405	3,280
Printing & Publications	2,704	5,717	5,500	6,000	5,500
TOTAL	51,885	66,189	71,482	77,984	72,820

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11601 - REGISTRARS OF VOTERS						
40101 - REGULAR PAYROLL				29,064		29,064
Registrar of Voters (2)	2.00	14,532.00	29,064			
40105 - CONTR TEMP OCCAS				22,622		22,622
Regular election - Deputy Registrars	2.00	500.00	1,000			
Regular election - Pollworkers	1.00	5,622.00	5,622			
Referenda (2) - Registrars	4.00	500.00	2,000			
Referenda (2) - Deputy Registrars	4.00	500.00	2,000			
Referenda (2) - Pollworkers	2.00	2,323.00	4,646			
Primary - Registrars	2.00	500.00	1,000			
Primary - Deputy Registrars	2.00	500.00	1,000			
Primary - Pollworkers	1.00	5,004.00	5,004			
Election Audit	1.00	350.00	350			
41230 - FICA				2,454		2,454
FICA/Medicare - Registrars	1.00	2,454.00	2,454			
42301 - OFFICE SUPPLIES				600		600
42340 - OTHER PURCHASED SUPPLIES				2,000		2,000
Meals for poll workers & canvassing supplies	1.00	2,000.00	2,000			
43213 - MILEAGE, TRAINING & MEETINGS				3,500		3,000
Trainng for Registrars	1.00	3,500.00	3,500		(500)	
Certification requirements						
43258 - PROFESSIONAL MEMBERSHIPS				200		200
Annual dues - ROVAC	1.00	200.00	200			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44208 - PROFESSIONAL SERVICES				5,100		2,600
Use of polling locations	1.00	100.00	100			
Coding of memory cards	1.00	5,000.00	5,000		(2,500)	
44217 - POSTAGE				1,500		1,500
44223 - SERVICE CONTRACTS				3,280		3,280
Voting machine maintenance	1.00	1,680.00	1,680			
Voter checklist software - licensing & maintenance fees	1.00	1,600.00	1,600			
44232 - PRINTING & PUBLICATIONS				5,500		5,500
Printing of ballots	1.00	5,500.00	5,500			
TOTAL REGISTRARS OF VOTERS				75,820	(3,000)	72,820

**TOWN OF COLCHESTER
PROPOSED BUDGET**

INSURANCES

<u>ACCOUNT</u>	FY 2017-2018 ACTUAL <u>EXPENDITURES</u>	FY 2018-2019 ACTUAL <u>EXPENDITURES</u>	FY 2019-2020 ADOPTED <u>BUDGET</u>	FY 2019-2020 PROJECTED <u>ACTUALS</u>	FY 2020-2021 PROPOSED <u>BUDGET</u>
Health Insurance	860,234	872,909	916,343	914,600	1,045,603
Other Post Employment Benefits	0	0	0	0	0
Workers Compensation Insurance	489,632	543,318	547,193	415,879	455,756
Municipal Insurance	214,882	218,533	217,504	212,307	217,452
Unemployment Compensation	5,910	1,843	2,500	10,615	3,100
TOTAL	1,570,658	1,636,603	1,683,540	1,553,401	1,721,911

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11701 - INSURANCES						
41211 - HEALTH INSURANCE				1,046,503		1,045,603
Projected claims - 100%	1.00	1,254,344.00	1,254,344			
Per Lockton estimate dated 12/13/19						
Fixed expenses - retention premium (ASO fees), Managed benefits fees, network access fees	1.00	54,953.00	54,953			
Per Lockton estimate dated 12/13/19						
Fixed expenses - Individual & Aggregate stop-loss insurance premiums	1.00	137,170.00	137,170			
Per Lockton estimate dated 12/13/19						
Estimated employer contributions to employee Health Savings accounts	1.00	100,000.00	100,000			
High deductible Health plan						
Consultant fees (Town share)	1.00	10,983.00	10,983			
Per Lockton estimate dated 12/13/19						
Consultant fees (Town share) - employee benefits	1.00	12,000.00	12,000			
Increase funding for expected claims based on 33% of deficit 12/31/19 balance in Town health insurance Reserve Fund plus 15% risk corridor	1.00	88,843.00	88,843			
Employee contributions	1.00	(230,000.00)	(230,000)			
Reduce for approximate amount allocated to Sewer/Water	1.00	(83,775.00)	(83,775)			
Reduce budget contribution to Self Insurance Reserve to phase in change in funding methodology over 10 years (starting FY 18/19)	1.00	(302,636.00)	(302,636)			
Fully insured premium for vision rider in Administrators' union contract	1.00	1,021.00	1,021			
Estimated 3% increase						
Estimated increase to employer contributions to employee Health Savings accounts (High deductible Health plan)	1.00	2,700.00	2,700			
New position requests (2) - Firefighter/EMT						
Estimated increase to employer contributions to employee Health Savings accounts (High deductible Health plan)	1.00	900.00	900		(900)	
New position request - Grounds Maintainer I						
41260 - WORKERS' COMP INSURANCE				455,941		455,756
Workers Compensation premium	1.00	455,176.00	455,176			
Per estimate from USI Connecticut dated 1/1/2020						
Adjust Workers Compensation - 2 additional Firefighter/EMT positions	2.00	290.00	580			
Adjust Workers Compensation - additional Grounds Maintainer I	1.00	185.00	185		(185)	

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44206 - MUNICIPAL INSURANCE				217,452		217,452
Property/I.M., including Boiler	1.00	30,068.00	30,068			
Per estimate from USI Connecticut dated 1/1/2020						
General Liability	1.00	18,089.00	18,089			
Per estimate from USI Connecticut dated 1/1/2020						
Law Enforcement Liability	1.00	6,850.00	6,850			
Per estimate from USI Connecticut dated 1/1/2020						
Automobile	1.00	16,068.00	16,068			
Per estimate from USI Connecticut dated 1/1/2020						
Public Officials, including EPLI	1.00	23,319.00	23,319			
Per estimate from USI Connecticut dated 1/1/2020						
Umbrella (annual)	1.00	41,158.00	41,158			
Per estimate from USI Connecticut dated 1/1/2020						
Crime	1.00	747.00	747			
Per estimate from USI Connecticut dated 1/1/2020						
Fire Department Package (VFIS), including umbrella	1.00	49,274.00	49,274			
Per estimate from USI Connecticut dated 1/1/2020						
Fire Department - Accident/sickness	1.00	2,806.00	2,806			
Per estimate from USI Connecticut dated 1/1/2020						
Bond (Tax Collector & Assistant Tax Collector)	1.00	1,717.00	1,717			
Per estimate from USI Connecticut dated 1/1/2020						
Fiduciary liability - Police Retirement Board	1.00	1,327.00	1,327			
Per estimate from USI Connecticut dated 1/1/2020						
Cyber Liability	1.00	5,729.00	5,729			
Per estimate from USI Connecticut dated 1/1/2020						
Miscellaneous Adds & Changes	1.00	2,000.00	2,000			
Per estimate from USI Connecticut dated 1/1/2020						
Insurance broker fees	1.00	18,300.00	18,300			
Per estimate from USI Connecticut dated 1/1/2020						
44243 - UNEMPLOYMENT COMPENSATION				3,100		3,100
Unemployment compensation paid per case.	1.00	2,000.00	2,000			
Third Party Administrator & claims management fees	4.00	275.00	1,100			
TOTAL INSURANCES				1,722,996	(1,085)	1,721,911

**TOWN OF COLCHESTER
PROPOSED BUDGET**

PROBATE

<u>ACCOUNT</u>	FY 2017-2018 ACTUAL <u>EXPENDITURES</u>	FY 2018-2019 ACTUAL <u>EXPENDITURES</u>	FY 2019-2020 ADOPTED <u>BUDGET</u>	FY 2019-2020 PROJECTED <u>ACTUALS</u>	FY 2020-2021 PROPOSED <u>BUDGET</u>
Windham/Colchester Probate District	5,365	5,258	5,271	5,271	5,347
TOTAL	5,365	5,258	5,271	5,271	5,347

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11702 - PROBATE						
47250 - WINDHAM-COLCHESTER PROBATE				5,347		5,347
Per capita fees	1.00	5,347.00	5,347			
TOTAL PROBATE				5,347	0	5,347

**TOWN OF COLCHESTER
PROPOSED BUDGET**

INFORMATION TECHNOLOGY

<u>ACCOUNT</u>	FY 2017-2018 ACTUAL <u>EXPENDITURES</u>	FY 2018-2019 ACTUAL <u>EXPENDITURES</u>	FY 2019-2020 ADOPTED <u>BUDGET</u>	FY 2019-2020 PROJECTED <u>ACTUALS</u>	FY 2020-2021 PROPOSED <u>BUDGET</u>
Regular Payroll	48,714	49,816	51,332	44,082	0
Employee Related Insurance	252	251	264	210	0
FICA & Retirement	6,661	6,811	7,007	5,684	0
Other Supplies	4,535	4,045	5,000	5,000	5,000
Professional Services	46,616	44,305	53,186	68,941	109,541
TOTAL	106,778	105,228	116,789	123,917	114,541

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
11801 - INFORMATION TECHNOLOGY						
42315 - OTHER SUPPLIES				5,000		5,000
Cables, network cards, memory, surge suppressors, video cards, hard drives, etc.	1.00	5,000.00	5,000			
44208 - PROFESSIONAL SERVICES				109,541		109,541
Website Hosting & Support (Virtual Town Hall)	1.00	3,600.00	3,600			
Hosted email	1.00	12,000.00	12,000			
Geographic Information System - software licensing (ArcGIS)	1.00	3,550.00	3,550			
Geographic Information System - software licensing (MapXpress GCX Internal GIS application)	1.00	2,500.00	2,500			
Geographic Information System - Online viewer (MapXpress Interactive Public GIS)	1.00	3,000.00	3,000			
Antivirus Software licensing	1.00	2,200.00	2,200			
Office 365	1.00	4,950.00	4,950			
Datacard CD800 card printer maintenance	1.00	386.00	386			
Scale computing care - Virtualization	1.00	6,600.00	6,600			
Contracted services - outsourced technical servies (phone system)	1.00	2,000.00	2,000			
Domain name - colchesterct.gov	1.00	400.00	400			
Sonicwall - remote access software licensing	1.00	3,600.00	3,600			
Monthly contracted services for IT support	12.00	4,390.00	52,680			
Reallocation from Town employee provided services						
Contracted services for specific projects to upgrade IT & phone systems	1.00	12,075.00	12,075			
TOTAL INFORMATION TECHNOLOGY				114,541	0	114,541

Public Safety

**TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET**

Public Safety

Departments

- Police/Resident Trooper's Office
- Fire/Emergency Medical Services
- Emergency Management

**TOWN OF COLCHESTER
PROPOSED BUDGET**

POLICE/RESIDENT TROOPER'S OFFICE

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	837,772	872,825	875,438	866,648	921,129
Overtime	146,629	142,375	146,953	156,315	143,799
Employee Related Insurances	5,234	5,218	5,562	5,205	5,598
FICA & Retirement	234,707	240,554	256,149	254,223	263,304
Copier	2,317	2,310	2,524	2,340	2,374
Office Supplies	2,289	932	1,400	1,400	1,650
Uniform Purchases	3,004	5,452	11,950	9,847	10,900
Police Equipment	9,170	2,222	5,400	5,400	5,500
Mileage, Training & Meetings	14,821	17,267	16,500	16,168	18,750
Professional Memberships	3,477	3,581	3,600	3,581	3,700
Resident Trooper	200,607	210,394	217,503	217,503	197,020
Resident Trooper Overtime	12,278	42,697	10,000	12,000	15,000
Professional Services	12,275	11,358	14,150	12,958	12,650
Postage	217	99	300	150	300
Printing & Publications	434	441	600	450	600
Telephone	5,388	5,437	5,100	5,747	6,060
Equipment Repairs	1,310	1,137	2,975	2,975	2,975
Vehicle Maintenance & Fuel	34,748	32,741	29,761	24,481	26,550
TOTAL	1,526,677	1,597,040	1,605,865	1,597,391	1,637,859

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
12101 - POLICE						
40101 - REGULAR PAYROLL				921,129		921,129
Sergeant	1.00	95,276.00	95,276			
Promotion of Officer First Class in FY 2019-2020						
Corporal	1.00	90,056.00	90,056			
Promotion of Officer First Class - new rank structure in union contract						
Corporal	1.00	90,056.00	90,056			
Promotion of Officer First Class - new rank structure in union contract						
Police Officer First Class	1.00	87,968.00	87,968			
Police Officer First Class	1.00	84,501.00	84,501			
Police Officer First Class	1.00	84,501.00	84,501			
Police Officer First Class	1.00	84,501.00	84,501			
Police Officer First Class	1.00	84,501.00	84,501			
Police Officer First Class	1.00	84,501.00	84,501			
Police Officer First Class	1.00	84,501.00	84,501			
Police Officer	1.00	65,125.00	65,125			
Assistant to Department Head (8 hrs/day)	1.00	57,900.00	57,900			
Longevity	1.00	8,350.00	8,350			
School Resource Officer salary to be paid by BOE (Police Officer First Class)	1.00	(87,968.00)	(87,968)			
Shift differential	1.00	7,360.00	7,360			
40103 - OVERTIME				143,799		143,799
Patrol overtime	1.00	135,000.00	135,000			
Overtime - Canine Officer	1.00	7,800.00	7,800			
Meeting Clerk - Police Commission	1.00	999.00	999			
41210 - EMPLOYEE RELATED INS.				5,598		5,598
Life/AD&D Insurance	1.00	2,715.00	2,715			
Long Term Disability Insurance.	1.00	2,883.00	2,883			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
41230 - FICA & RETIREMENT				263,304		263,304
FICA/Medicare	1.00	87,823.00	87,823			
Defined Benefit Pension Plan - Police Officers hired prior to 1/1/12 @ 21.45% of base pay (estimate based on actuarial valuation as of 7/1/18)	1.00	150,442.00	150,442			
Defined contribution 401(a) Plan @ 8% - Police Officers hired after 1/1/12	1.00	18,730.00	18,730			
Defined Contribution 401(a) Plan - Assistant to Department Head @ 8%	1.00	4,632.00	4,632			
FICA/Medicare - shift differential	1.00	563.00	563			
Defined Benefit/Defined Contribution 401(a) Plan - shift differential	1.00	1,114.00	1,114			
42233 - COPIER				2,374		2,374
Copier lease - monthly payments	12.00	127.00	1,524			
Per image charges	1.00	500.00	500			
Copy Paper	1.00	350.00	350			
42301 - OFFICE SUPPLIES				1,650		1,650
General office supplies	1.00	1,150.00	1,150			
Office furniture	1.00	500.00	500			
42324 - UNIFORM PURCHASES				10,900		10,900
Body armor (5 year replacement plan)	4.00	1,200.00	4,800			
Boot allowance (2 year replacement plan)	6.00	300.00	1,800			
Uniform pants	20.00	90.00	1,800			
Uniform shirts	20.00	100.00	2,000			
Replace web gear	1.00	500.00	500			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42338 - POLICE EQUIPMENT & SUPPLIES				5,500		5,500
Taser cartridges	50.00	50.00	2,500			
Vehicle mounted flashlights	4.00	100.00	400			
Replace Vehicle medical kits	4.00	100.00	400			
Hazmat/Bio kits	11.00	200.00	2,200			
43213 - MILEAGE, TRAINING & MEETINGS				18,750		18,750
Mileage for training & other police activities	1.00	2,000.00	2,000			
Personal vehicle use						
Ammunition (duty pistol/duty rifle)	1.00	10,750.00	10,750			
Armorer's training for officers	4.00	1,250.00	5,000			
POSTC class dues	10.00	100.00	1,000			
43258 - PROFESSIONAL MEMBERSHIPS				3,700		3,700
Law Enforcement Council (L.E.C.)	1.00	3,700.00	3,700			
44200 - RESIDENT TROOPER				197,020		197,020
Resident Trooper Supervisor	1.00	197,020.00	197,020			
Per letter from State of CT dated 3/5/20 - 85% cost allocated to the Town						
44204 - RESIDENT TROOPER OT				15,000		15,000
Trooper (State Police) overtime	1.00	15,000.00	15,000			
44208 - PROFESSIONAL SERVICES				12,650		12,650
Uniform allowance - 11 officers, 230 days/officer, \$5/day	2,530.00	5.00	12,650			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44217 - POSTAGE				300		300
44232 - PRINTING & PUBLICATIONS				600		600
Legal updates	1.00	600.00	600			
45216 - TELEPHONE				6,060		6,060
Mobile Data Terminal Service - 8 cruisers	12.00	425.00	5,100			
Comcast monthly service charges	12.00	80.00	960			
46224 - EQUIPMENT REPAIRS				2,975		2,975
Radar calibration - 6 units, 2 times/year	12.00	50.00	600			
Laser calibration - 3 units, once per year	3.00	125.00	375			
Electronic maintenance (vehicle equipment, MDT, emergency lights, MVR)	1.00	2,000.00	2,000			
46390 - VEHICLE MAINTENANCE & FUEL				26,550		26,550
Unleaded gasoline	9,000.00	1.80	16,200			
Estimated gross receipts tax - unleaded gasoline	9,000.00	0.15	1,350			
Repairs/parts	1.00	9,000.00	9,000			
48404 - MACHINERY & EQUIPMENT				5,000		0
Drone	1.00	5,000.00	5,000		(5,000)	
Missing person searches, crime scene and motor vehicle accident mapping						
Cost includes training of officers, and equipment						
TOTAL POLICE				1,642,859	(5,000)	1,637,859

**TOWN OF COLCHESTER
PROPOSED BUDGET**

FIRE/EMERGENCY MEDICAL SERVICES

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	525,242	554,239	593,059	578,860	688,769
Overtime	29,868	26,697	32,500	38,014	35,000
Contractual, Temporary, Occasional Payroll	117,841	107,916	120,429	91,260	110,904
Employee Related Insurances	2,870	2,578	3,018	2,786	3,731
FICA & Retirement	81,137	86,816	97,960	94,917	112,296
Copier	2,064	1,773	2,080	2,080	2,080
Office Supplies	2,542	3,303	3,000	3,000	3,000
Safety Equipment	31,515	38,657	47,643	37,975	50,975
Custodial/Maintenance Supplies	3,612	4,161	4,000	4,000	4,000
Operating Supplies	107	170	400	400	400
Technical Reference Materials	326	131	350	350	350
Emergency Medical Supplies	23,849	22,599	31,400	23,400	24,400
Fire Equipment Supplies	25,747	28,502	31,680	33,480	34,905
Firefighting Foam	1,510	1,740	1,700	0	1,700
Mileage, Training & Meetings	25,831	39,665	37,925	38,425	37,925
Professional Memberships	1,886	904	1,800	1,750	1,800
Professional Services	44,448	47,897	18,250	21,950	17,500
Postage	374	704	400	400	400
Service Contracts	82,566	84,162	94,968	90,823	96,195
Advertising	273	1,260	1,250	0	500
Printing & Publications	0	2,120	2,500	1,675	1,500
Fuel Compensation	40,586	45,714	45,000	45,000	45,000
Physicals & Testing	8,605	7,531	8,000	13,000	10,500
Telephone	9,923	10,835	12,437	8,002	13,169
Fuel & Heating	10,622	12,281	14,814	14,814	10,419
Water	799	500	1,000	800	1,000
Electricity	20,112	22,308	24,204	21,500	24,200
Equipment Repairs	5,443	8,661	11,560	13,260	11,560
Building Repairs	14,010	6,256	8,750	8,800	8,750
Other Equipment Repairs	6,380	0	0	0	0
Vehicle Maintenance & Fuel	91,916	102,242	89,896	129,200	101,415
Machinery & Equipment	2,126	0	0	0	0
Building & Grounds Improvements	1,850	1,010	6,000	2,500	2,500
TOTAL	1,215,980	1,273,332	1,347,973	1,322,421	1,456,843

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
12202 - FIRE/EMERGENCY MEDICAL SERVICES						
40101 - REGULAR PAYROLL				688,769		688,769
Fire Chief	1.00	84,664.00	84,664			
Deputy Chief	1.00	81,343.00	81,343			
Lieutenant Shift Supervisor/Safety Officer	1.00	75,143.00	75,143			
Firefighter/EMT	1.00	65,605.00	65,605			
Firefighter/EMT	1.00	60,343.00	60,343			
Firefighter/EMT	1.00	49,924.00	49,924			
Firefighter/EMT	1.00	46,479.00	46,479			
Assistant to Department Head (8 hrs/day)	1.00	57,900.00	57,900			
Fire Marshal	1.00	71,310.00	71,310			
Longevity	1.00	3,100.00	3,100			
Firefighter/EMT	1.00	46,479.00	46,479			
New position request						
Firefighter/EMT	1.00	46,479.00	46,479			
New position request						
40103 - OVERTIME				35,000		35,000
Overtime	1.00	35,000.00	35,000			
40105 - CONTR TEMP OCCAS				110,904		110,904
Assistant Chief Officers (2)	2.00	5,200.00	10,400			
Captains (3) - Fire, EMS, Fire Police	3.00	1,127.00	3,381			
Lieutenants/Engineers/ISO/Duty Officer (20)	15.00	255.00	3,825			
Fire Police	1.00	1,242.00	1,242			
Per Diem	1.00	32,516.00	32,516			
Ambulance staffing	1.00	58,500.00	58,500			
Shift differential	1.00	1,040.00	1,040			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
41210 - EMPLOYEE RELATED INS.				3,731		3,731
Life/AD&D Insurance	1.00	1,919.00	1,919			
Long Term Disability Insurance	1.00	1,099.00	1,099			
Life/AD&D Insurance - Firefighter/EMT	1.00	468.00	468			
New position requests (2)						
Long Term Disability Insurance - Firefighter/EMT	1.00	245.00	245			
New position requests (2)						
 41230 - FICA & RETIREMENT				112,296		112,296
FICA/Medicare	1.00	56,740.00	56,740			
Defined Contribution 401(a) Plan @ 6% - Fire Chief	1.00	5,080.00	5,080			
Defined Contribution 401(a) Plan - Assistant to Department Head @ 8%	1.00	4,632.00	4,632			
Defined Contribution 401(a) Plan @ 7% - Fire Union	1.00	26,519.00	26,519			
Defined Contribution 401(a) Plan @ 8% - Fire Marshal	1.00	5,705.00	5,705			
FICA/Medicare - Firefighter/EMT	1.00	7,112.00	7,112			
New position requests (2)						
Defined Contribution 401(a) Plan @ 7% - Firefighter/EMT	1.00	6,508.00	6,508			
New position requests (2)						
 42233 - COPIER				2,080		2,080
Monthly lease payments	12.00	115.00	1,380			
Per image charges	1.00	300.00	300			
Copy Paper	1.00	400.00	400			
 42301 - OFFICE SUPPLIES				3,000		3,000
General office and computer supplies	1.00	3,000.00	3,000			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42323 - PROT CLOTHING& SAFETY EQUIP				50,975		50,975
Turnout gear, helmets, bunker coats, pants, boots (8 sets)	8.00	3,550.00	28,400			
Continuing replacement required by NFPA/OSHA/NIOSH						
Protective clothing repair - used & worn gear	1.00	1,500.00	1,500			
Flame-resistant work uniforms for paid staff and Chief	1.00	4,625.00	4,625			
Annual replacement						
NFPA/EMS Winter response clothing	1.00	900.00	900			
Career staff annual replacement						
Cadet turnout gear updates.	1.00	1,700.00	1,700			
EMS Division Gear	1.00	4,500.00	4,500			
Increase in EMS personnel						
Miscellaneous supplies	1.00	2,250.00	2,250			
Turnout gear, helmets, bunker coats, pants, boots	2.00	3,550.00	7,100			
New position requests (2) - Firefighter/EMT						
42331 - CUSTODIAL/MAINTENANCE SUPPLIES				4,000		4,000
Cleaning & maintenance supplies for station and grounds	1.00	4,000.00	4,000			
42340 - OPERATING SUPPLIES				400		400
Cleaning agents, vehicle maintenance supplies, water softener salts, wax, rags, etc.	1.00	400.00	400			
42343 - TECHNICAL REFERENCE MATERIALS				350		350
Annual periodicals & subscriptions for various Fire Rescue & EMS topics	1.00	350.00	350			
42345 - EMERGENCY MEDICAL SUPPLIES				24,400		24,400
Emergency food	1.00	1,000.00	1,000			
EMS Supplies - replenishment of all Town dept. first aid kits, first responder bags, glucometry readings, Narcan	1.00	15,870.00	15,870			
Dated Medical Supplies - Sterile water, glucose, epi-pens, d-fib pads	1.00	1,100.00	1,100			
Medical Oxygen - refills, rental, testing	1.00	4,000.00	4,000			
EMS Cleaning Supplies	1.00	1,930.00	1,930			
Mass Casualty - large incident materials	1.00	500.00	500			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42346 - FIRE EQUIP SUPPLIES				34,905		34,905
Batteries, Hazmat materials, sealant, fire extinguishers, breathing air, fasteners	1.00	7,000.00	7,000			
Hydro test 10 pressurized water extinguishers - required testing	1.00	500.00	500			
Hydro-test SCBA 4500 psi bottles - required testing	1.00	1,400.00	1,400			
Flow testing - SCBA 4500 psi bottles	1.00	3,125.00	3,125			
Hazmat meters, gas meters, module replacement cal materials	1.00	1,600.00	1,600			
Required testing						
Replacement of portable radios	1.00	4,000.00	4,000			
Replacement of portable radio chargers	1.00	1,200.00	1,200			
Replacement of pagers (Fire/EMS/Cadet)	1.00	2,500.00	2,500			
Rescue equipment - trench, water, ice rescue	1.00	2,000.00	2,000			
Fire Police equipment (personnel gear & equipment)	1.00	3,380.00	3,380			
Replacement of portable radio batteries	1.00	1,700.00	1,700			
Replacement of fire hose	1.00	6,000.00	6,000			
Firefighting supplies, hand tools, ropes - Company 2	1.00	500.00	500			
42347 - FIRE FIGHTING FOAM				1,700		1,700
43213 - MILEAGE, TRAINING & MEETINGS				37,925		37,925
Meeting, training & conference travel	1.00	2,000.00	2,000			
Training programs & reference materials	1.00	900.00	900			
Public Fire prevention materials (Fire Marshal)	1.00	3,000.00	3,000			
Mandatory training OSHA, NFPA, etc.	1.00	26,500.00	26,500			
Ongoing training for Career staff/volunteers						
EMS mandatory training equipment	1.00	1,000.00	1,000			
Fire Marshal - travel & training, technical manuals	1.00	525.00	525			
Recruitment and retention	1.00	4,000.00	4,000			
43258 - PROFESSIONAL MEMBERSHIPS				1,800		1,800
Professional Affiliations - dues for NFPA, Fire Chiefs, Safety Officer	1.00	850.00	850			
Chief - NFPA membership and ancillary expenses (2 yrs),	1.00	950.00	950			
Fire Marshal - IAAI membership						
44208 - PROFESSIONAL SERVICES				17,500		17,500
Comstar payments - 3.5% of revenue from ambulance billings	1.00	17,500.00	17,500			
Estimated revenue of \$500,000 (BLS)						
44217 - POSTAGE				400		400
Postage fees to send out equipment for repair/return postage of repaired items	1.00	400.00	400			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44223 - SERVICE CONTRACTS				96,195		96,195
Emergency dispatch services	1.00	27,753.00	27,753			
Paramedic services	1.00	15,936.00	15,936			
Breathing air testing - required	5.00	210.00	1,050			
Annual furnace/hot water maintenance - required	1.00	2,900.00	2,900			
EMS Biohazard waste removal - required (contract thru 2023)	1.00	1,200.00	1,200			
Hazardous waste removal - required	1.00	865.00	865			
Pager radio service - maintenance & service	1.00	1,500.00	1,500			
Annual fire pump testing/certifications - required	1.00	1,768.00	1,768			
Annual ground ladder testing & certification - required	1.00	500.00	500			
Annual aerial ladder testing & certification - required (1 aerial)	1.00	600.00	600			
5 year NDT due in 2021						
Annual defibrillator calibration/certification - required (7 units)	1.00	2,772.00	2,772			
Annual hydraulic rescue tool service (base set & additional tools) - required	1.00	1,849.00	1,849			
Overhead door preventative maintenance/repairs - Company 1	1.00	1,250.00	1,250			
Annual stretchers preventative maintenance inspection and chair stair inspections/repairs/parts (contract thru 2023)	1.00	4,530.00	4,530			
Annual posi-chek calibration/certification	1.00	750.00	750			
Fire Extinguisher inspections, recharging, hydrotesting - required	1.00	1,800.00	1,800			
Emergency generator services - Company 1 - required	1.00	400.00	400			
Annual firehouse - NFIRS reporting system - software contract	1.00	2,897.00	2,897			
Building Alarm system testing and monitoring - required	1.00	480.00	480			
Kitchen hood inspections - required	2.00	304.00	608			
Sprinkler system - quarterly inspections - required	4.00	90.00	360			
Mask-fit tester certification/calibration, annual OHD - required	1.00	950.00	950			
ESO Charts software - OEMS Run Forms - ALS & BLS (HDE interface only)	1.00	3,798.00	3,798			
Billing company to pay for mobile fee, fax capability, cardiac interface, and billing interface						
Air-fill station - breathing air compressor service contract	1.00	1,120.00	1,120			
Fire hose testing @ \$.21/ft - includes re-coupling/testing	24,000.00	0.21	5,040			
Fire alarm testing, monitoring & maintenance service contract - Company 1	1.00	785.00	785			
Fire alarm testing, monitoring & maintenance service contract - Company 2	1.00	455.00	455			
IamResponding system	1.00	650.00	650			
Exterminating Services - Company 2	12.00	25.00	300			
Annual furnace/hot water preventative maintenance/repair - Company 2	1.00	452.00	452			
Water Testing - Company 2	1.00	500.00	500			
Emergency Generator - preventative maintenance and repairs - Company 2	1.00	400.00	400			
Overhead Doors - preventative maintenance and repairs - Company 2	1.00	350.00	350			
Building Alarm system testing and monitoring - Company 2	1.00	100.00	100			
Annual maintenance contract - Ladder 128, parts & labor 5 vehicles	5.00	750.00	3,750			
Annual air conditioning inspection/maintenance - Company 1	1.00	400.00	400			
Chest compression unit - on-site preventative maintenance (2 units)	1.00	2,387.00	2,387			
Boiler inspection - State requirement - Company 1 & 2	1.00	240.00	240			
Annual pump service (5 apparatus)	5.00	550.00	2,750			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44231 - ADVERTISING				1,250		500
Recruitment and retention	1.00	1,250.00	1,250		(750)	
44232 - PRINTING & PUBLICATIONS				2,500		1,500
Recruitment and retention	1.00	2,500.00	2,500		(1,000)	
44243 - COMPENSATION				45,000		45,000
Fuel compensation for volunteer staff	1.00	45,000.00	45,000			
44286 - PHYSICALS & TESTING				10,500		10,500
Physicals & Testing - required physicals	1.00	7,500.00	7,500			
Annual OSHA Pulmonary Function Tests - required	1.00	1,000.00	1,000			
TB screening, random drug testing - required	1.00	2,000.00	2,000			
45216 - TELEPHONE				13,169		13,169
Headquarters telephones, fax, internet	12.00	267.00	3,204			
Cell phone service - Fire Chief	12.00	25.00	300			
Modems/aircards for laptops on ER vehicles	12.00	192.00	2,304			
Cell phone service - Fire Marshal (mobile phone app for personal cell phone)	12.00	28.00	336			
Telephone maintenance & repair	1.00	400.00	400			
Ipad/cell phone for ambulances electronic patient care reporting	2.00	800.00	1,600			
Verizon modem for Deputy Chief Officer's vehicle	12.00	20.00	240			
Telephone & alarm circuits - Company 2	12.00	48.00	576			
Company 1 Dispatch landline & emergency direct connection to Co. 2 & EOC	12.00	250.75	3,009			
Monthly service fee for 5 units - Vehicle tracking system	12.00	100.00	1,200			
45221 - FUEL/HEATING				10,419		10,419
Heating oil - Company 1 - 7 furnaces, 2 hot water heaters, generator	3,700.00	1.95	7,215			
Propane - stove - Company 1	400.00	1.60	640			
Heating oil - Company 2	1,200.00	1.95	2,340			
Propane - Company 2	140.00	1.60	224			
45350 - WATER				1,000		1,000
Static & dry hydrants.	1.00	1,000.00	1,000			
45622 - ELECTRIC				24,200		24,200
Electricity - Company 1	1.00	20,000.00	20,000			
Electricity - Company 2	1.00	4,200.00	4,200			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
46224 - EQUIPMENT REPAIRS				11,560		11,560
Office equipment repairs.	1.00	1,000.00	1,000			
Radio & alarm repairs, lights & sirens	1.00	4,200.00	4,200			
Radio licensing modifications	1.00	200.00	200			
Small equipment repairs - Company 2	1.00	100.00	100			
Security system- continuous - entry identification	1.00	2,000.00	2,000			
Repair/maintenance of small engine tools, building/grounds maintenance equipment and other equipment	1.00	2,600.00	2,600			
SCBA - ISI repair parts for breathing apparatus	1.00	500.00	500			
Small equipment repairs (fire pumps, doors, tools)	1.00	960.00	960			
46226 - BUILDING REPAIRS				8,750		8,750
Plumbing, electrical, miscellaneous building repairs	1.00	5,000.00	5,000			
Ground maintenance & supplies	1.00	400.00	400			
Training facility maintenance and repairs	1.00	2,000.00	2,000			
Building repairs - Company 2	1.00	450.00	450			
Overhead door repairs - Company 2	1.00	900.00	900			
46390 - VEHICLE MAINTENANCE & FUEL				101,415		101,415
Emergency account to purchase fuel when Town pumps are unavailable	1.00	200.00	200			
Unleaded Gasoline	3,700.00	1.80	6,660			
Estimated gross receipts tax - unleaded gasoline	3,700.00	0.15	555			
Truck repairs & parts	1.00	51,000.00	51,000			
Diesel gasoline	9,000.00	2.00	18,000			
Unanticipated truck repairs & parts	1.00	25,000.00	25,000			
48417 - BLDG & GROUNDS IMPROVEMENTS				2,500		2,500
50% of fees for installing fire hydrants. Remaining 50% paid by Water Dept.	1.00	2,500.00	2,500			
Joint infrastructure program for water distribution system						
TOTAL FIRE/EMERGENCY MEDICAL SERVICES				1,458,593	(1,750)	1,456,843

**TOWN OF COLCHESTER
PROPOSED BUDGET**

EMERGENCY MANAGEMENT

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	3,199	2,617	4,967	4,512	5,071
FICA	245	200	380	345	388
Office Supplies	141	177	200	200	200
Other Purchased Supplies	2,475	3,291	3,500	3,500	3,500
Emergency Medical Supplies	250	243	250	250	250
Mileage, Training and Meetings	138	0	250	250	250
Postage	0	33	25	25	25
Service Contracts	425	1,606	1,500	990	1,500
Printing & Publications	35	0	250	250	250
Telephone	4,371	3,946	4,536	4,545	4,554
Equipment Repairs	3,916	2,836	3,000	3,000	3,000
TOTAL	15,195	14,949	18,858	17,867	18,988

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
12301 - EMERGENCY MANAGEMENT						
40101 - REGULAR PAYROLL				5,071		5,071
Emergency Management Director - stipend	1.00	2,737.00	2,737			
Deputy Emergency Management Director - stipend	1.00	2,334.00	2,334			
41230 - FICA				388		388
FICA/Medicare	1.00	388.00	388			
42301 - OFFICE SUPPLIES				200		200
42340 - OTHER PURCHASED SUPPLIES				3,500		3,500
Supplies for planned activation of EOC for training or live emergency event	1.00	3,500.00	3,500			
Includes radio replacements, batteries for radios, and sirens						
42345 - EMERGENCY MEDICAL SUPPLIES				250		250
43213 - MILEAGE, TRAINING & MEETINGS				250		250
EMD training, State programs, mileage	1.00	250.00	250			
44217 - POSTAGE				25		25
44223 - SERVICE CONTRACTS				1,500		1,500
Emergency Operations Center - Alarm monitoring	1.00	480.00	480			
Emergency Operations Center - monthly pest control services	12.00	85.00	1,020			
44232 - PRINTING & PUBLICATIONS				250		250
Publication for Public Emergency Information	1.00	250.00	250			
45216 - TELEPHONE				4,554		4,554
Internet, static IP, U-verse, DSL, Centrix, fax, phone lines, alarm	12.00	210.00	2,520			
Mobile cell phone (hot spot) - unlimited	12.00	20.00	240			
Internet (Comcast)	12.00	149.50	1,794			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
46224 - EQUIPMENT REPAIRS				3,000		3,000
Antenna replacement, sirens and other equipment repairs - as needed	1.00	3,000.00	3,000			
TOTAL EMERGENCY MANAGEMENT				18,988	0	18,988

Public Works

TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET

Public Works

Departments

- Public Works Administration
- Highway
- Fleet Services
- Grounds Maintenance
- Snow Removal
- Facilities
- Engineering
- Transfer Station

**TOWN OF COLCHESTER
PROPOSED BUDGET**

PUBLIC WORKS ADMINISTRATION

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	144,566	147,374	151,387	151,342	154,671
Employee Related Insurances	564	564	593	565	593
FICA & Retirement	21,054	21,584	22,730	22,728	23,225
Copier	225	223	254	254	254
Office Supplies	52	235	300	300	300
Safety Equipment	0	241	605	605	625
Professional Memberships	255	285	500	500	500
Postage	0	0	100	100	100
Advertising	80	0	100	100	100
Telephone	747	685	720	895	960
TOTAL	167,543	171,191	177,289	177,389	181,328

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
13200 - PUBLIC WORKS ADMINISTRATION						
40101 - REGULAR PAYROLL				154,671		154,671
Public Works Director (40% Town, 10% BOE & 50% Sewer & Water)	1.00	47,200.00	47,200			
Director of Operations	1.00	78,046.00	78,046			
Assistant to Department Head - 8 hrs/day (50% Town & 50% S/W)	1.00	28,950.00	28,950			
Longevity	1.00	475.00	475			
41210 - EMPLOYEE RELATED INS.				593		593
Life/AD&D Insurance	1.00	361.00	361			
Long Term Disability	1.00	232.00	232			
41230 - FICA & RETIREMENT				23,225		23,225
FICA/Medicare	1.00	11,833.00	11,833			
Defined Contribution 401(a) Plan - Director of Public Works @ 6% (40% Town, 10% BOE & 50% S&W)	1.00	2,832.00	2,832			
Defined Contribution 401(a) Plan - Director of Operations @ 8%	1.00	6,244.00	6,244			
Defined Contribution 401(a) Plan - Assistant to Department Head @ 8% (50% Town, 50% S&W)	1.00	2,316.00	2,316			
42233 - COPIER				254		254
Copier - monthly lease payments	12.00	17.00	204			
Per image charges	1.00	50.00	50			
42301 - OFFICE SUPPLIES				300		300

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42323 - PROT CLOTHING& SAFETY EQUIP				625		625
Safety Shoes - PW Director & Director of Operations	2.00	200.00	400			
Rain gear - Director of Operations	1.00	75.00	75			
First aid supplies - Director of Operations	1.00	40.00	40			
Gloves, 6 pairs - Director of Operations	6.00	5.00	30			
Winter gloves - 2 pair - Director of Operations	2.00	10.00	20			
Eye Protection - Director of Operations	1.00	15.00	15			
Rubber boots - Director of Operations	1.00	45.00	45			
43258 - PROFESSIONAL MEMBERSHIPS				500		500
American Public Works Association, Tree Warden Association	1.00	500.00	500			
44217 - POSTAGE				100		100
Postage, citations, warning letters	1.00	100.00	100			
44231 - ADVERTISING				100		100
Advertising for bids, project data	1.00	100.00	100			
45216 - TELEPHONE				960		960
Cell phone - 50% for Public Works Director	12.00	10.00	120			
Cell phone - Director of Operations & PW Supervisor	12.00	70.00	840			
TOTAL PUBLIC WORKS ADMINISTRATION				181,328	0	181,328

**TOWN OF COLCHESTER
PROPOSED BUDGET**

HIGHWAY

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	384,312	356,511	437,641	369,137	436,964
Overtime	13,736	12,479	15,000	5,049	15,000
Contractual, Temporary, Occasional Payroll	100	100	100	100	100
Employee Related Insurances	1,685	1,793	1,913	1,528	1,913
FICA & Retirement	49,862	48,681	64,993	54,237	64,892
Safety Equipment	3,760	3,897	4,254	4,254	4,254
Other Purchased Supplies	79,981	145,381	156,030	152,100	158,280
Mileage, Training & Meetings	1,050	170	1,500	1,500	1,500
Professional Services	51,945	47,230	45,470	65,480	56,315
Equipment Rental	10,213	3,626	10,350	10,500	10,500
Uniform Rental	2,664	3,159	4,602	2,500	3,380
Traffic Control	65,056	53,463	63,000	54,000	63,000
Equipment Repairs	210	231	200	200	200
Vehicle Maintenance & Fuel	142,418	134,242	150,201	133,518	139,700
Road Improvements	541,716	600,000	650,000	650,000	650,000
TOTAL	1,348,708	1,410,963	1,605,254	1,504,103	1,605,998

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
13201 - HIGHWAY						
40101 - REGULAR PAYROLL				436,964		436,964
Public Works Supervisor	1.00	64,707.00	64,707			
Union contract in negotiation						
Maintainer III	1.00	57,149.00	57,149			
Union contract in negotiation						
Maintainer III	1.00	57,149.00	57,149			
Union contract in negotiation						
Maintainer III	1.00	57,149.00	57,149			
Union contract in negotiation						
Maintainer II	1.00	52,805.00	52,805			
Union contract in negotiation						
Maintainer II	1.00	52,805.00	52,805			
Union contract in negotiation						
Maintainer II	1.00	42,533.00	42,533			
Union contract in negotiation						
Maintainer II	1.00	48,817.00	48,817			
Union contract in negotiation						
Longevity	1.00	3,850.00	3,850			
40103 - OVERTIME				15,000		15,000
Roads Overtime (not snow)	1.00	15,000.00	15,000			
40105 - CONTR TEMP OCCAS				100		100
Tree Warden -\$100 stipend	1.00	100.00	100			
41210 - EMPLOYEE RELATED INS.				1,913		1,913
Life/AD&D Insurance	1.00	936.00	936			
Long Term Disability	1.00	977.00	977			
41230 - FICA & RETIREMENT				64,892		64,892
FICA/Medicare	1.00	34,574.00	34,574			
Defined Contribution 401(a) Plan - Road Crew @ 7% (8 employees)	1.00	30,318.00	30,318			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42323 - PROT CLOTHING& SAFETY EQUIP				4,254		4,254
Safety Shoes	8.00	200.00	1,600			
Rain gear - OSHA reflective	8.00	72.00	576			
First aid supplies	8.00	20.00	160			
Gloves, 6 pairs each	48.00	5.00	240			
Forestry hard hat replacement - one per year	1.00	110.00	110			
Winter gloves - 2 pair each	16.00	10.00	160			
Eye Protection	8.00	15.00	120			
Rubber boots	8.00	55.00	440			
Coverall replacements	6.00	100.00	600			
Safety Traffic Vests - OSHA compliant reflectivity	8.00	31.00	248			
42340 - OTHER PURCHASED SUPPLIES				158,280		158,280
Meals in storms (emergencies)	1.00	150.00	150			
3 palletts CB Block, 1 pallett cement brick for catch basin repairs	1.00	1,000.00	1,000			
Misc. items (bottled gas propane, rags, truck soap, flashlights, batteries), etc.	1.00	1,000.00	1,000			
1,000/tons hot patch (class 2)	1,000.00	75.00	75,000			
40/tons cold patch	40.00	110.00	4,400			
Drain pipe for repairs	1.00	6,000.00	6,000			
Crack filling material - 5 pallets	5.00	2,500.00	12,500			
Hand tools, rakes, shovels, grease guns, wrenches, etc.	1.00	1,500.00	1,500			
52 miles of center line road painting	52.00	395.00	20,540			
Annual stop bars & crosswalks painting & paints	450.00	15.00	6,750			
SAND, SALT, GRAVEL, CEMENT						
Cement & ready mix concrete	1.00	1,200.00	1,200			
Drainage stone & Rip Rap for road drainage repairs - 500 tons	500.00	28.00	14,000			
Topsoil for backup curb repairs - 180 tons	180.00	22.00	3,960			
Ground supplies: Seed, erosion control, hay bales, fertilizers	1.00	1,000.00	1,000			
TRAFFIC CONTROL SIGNS						
Street Signs and traffic warning signs, cones	1.00	7,000.00	7,000			
Catch basin tops, manhole and water valve risers for emergency repairs	8.00	285.00	2,280			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
43213 - MILEAGE, TRAINING & MEETINGS				1,500		1,500
Training seminars & educational programs, mileage reimbursement	1.00	1,500.00	1,500			
44208 - PROFESSIONAL SERVICES				156,315		56,315
Tree removal services bucket truck. Blasting & other contracted services	1.00	25,000.00	25,000			
Average year						
Catch basin Vacuum truck contractor services	12.00	1,500.00	18,000			
PHYSICALS:						
DOT - CDL annual physicals	8.00	110.00	880			
2 staff pulmonary testing (respirator monitoring)	2.00	140.00	280			
CDL random drug testing	6.00	85.00	510			
CDL random alcohol testing	3.00	40.00	120			
Combined drug & alcohol test for post accident/reasonable cause	2.00	100.00	200			
Pre-employment physicals	5.00	185.00	925			
Hearing tests per OSHA regulations	8.00	50.00	400			
Town wide Tree Survey - Tree removal	1.00	110,000.00	110,000	(100,000)		
Year 1 of 3 year funding plan						
44237 - EQUIPMENT RENTAL				10,500		10,500
Equipment rental - mini excavator, bobcat with forestry attachment, pumps, generators, etc.	1.00	7,000.00	7,000			
Brush removal drainage - right of ways (shared cost with Water & Sewer)	1.00	3,500.00	3,500			
44238 - UNIFORM RENTALS				3,380		3,380
Uniform rental - 8 employees	52.00	65.00	3,380			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
45389 - TRAFFIC CONTROL LIGHTS				63,000		63,000
Electricity for traffic control lights	1.00	63,000.00	63,000			
46224 - EQUIPMENT REPAIRS				200		200
Radio repairs and batteries	1.00	200.00	200			
46390 - VEHICLE MAINTENANCE & FUEL				139,700		139,700
Unleaded Gas	6,000.00	1.80	10,800			
Estimated gross receipts tax - unleaded gasoline	6,000.00	0.15	900			
Diesel gasoline	14,000.00	2.00	28,000			
Vehicle Repair Parts	1.00	100,000.00	100,000			
48439 - ROAD IMPROVEMENT				700,000		650,000
Road Improvement/Paving projects and Maintenance	1.00	700,000.00	700,000		(50,000)	
TOTAL HIGHWAY				1,655,998	(50,000)	1,605,998

**TOWN OF COLCHESTER
PROPOSED BUDGET**

FLEET SERVICES

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	223,378	232,134	260,474	259,468	264,212
Overtime	4,729	12,579	4,000	0	4,000
Contractual, Temporary, Occasional Payroll	1,550	1,550	1,800	1,800	1,800
Employee Related Insurances	876	874	1,074	1,029	1,074
FICA & Retirement	29,856	32,123	39,389	38,965	39,987
Office Supplies	930	447	450	450	450
Safety Equipment	1,230	1,425	1,400	1,400	1,400
Custodial/Maintenance Supplies	1,292	1,330	1,300	1,300	1,300
Fleet Repair & Maintenance Supplies	24,999	25,933	25,000	25,000	25,000
Mileage, Training & Meetings	325	150	270	270	270
Professional Memberships	200	200	200	200	200
Professional Services	352	692	580	647	728
Service Contracts	17,906	14,994	19,211	19,615	17,436
Uniform Rental	1,543	2,070	2,184	2,184	2,000
Fuel & Heating	4,609	3,874	5,440	5,920	6,400
Electricity	11,769	12,764	11,000	12,745	13,000
Equipment Repairs	2,072	1,471	1,500	100	500
Building Repairs	8,392	9,050	6,000	6,000	6,000
Vehicle Maintenance & Fuel	8,368	9,033	9,229	8,982	8,050
TOTAL	344,376	362,693	390,501	386,075	393,807

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
13202 - FLEET SERVICES						
40101 - REGULAR PAYROLL				264,212		264,212
Fleet Maintenance Supervisor	1.00	92,025.00	92,025			
Mechanic III	1.00	61,784.00	61,784			
Union contract in negotiation						
Mechanic III	1.00	58,172.00	58,172			
Union contract in negotiation						
Mechanic II	1.00	51,031.00	51,031			
Union contract in negotiation						
Longevity	1.00	1,200.00	1,200			
40103 - OVERTIME				4,000		4,000
Overtime	1.00	4,000.00	4,000			
40105 - CONTR TEMP OCCAS				1,800		1,800
Tool allowance - 3 employees @ \$50 per month	3.00	600.00	1,800			
41210 - EMPLOYEE RELATED INS.				1,074		1,074
Life/AD&D Insurance	1.00	585.00	585			
Long Term Disability Insurance	1.00	489.00	489			
41230 - FICA & RETIREMENT				39,987		39,987
FICA/Medicare	1.00	20,656.00	20,656			
Defined Contribution 401(a) Plan - Fleet Maintenance Supervisor @ 8%	1.00	7,362.00	7,362			
Defined Contribution 401(a) Plan - Mechanics @ 7%	1.00	11,969.00	11,969			
42301 - OFFICE SUPPLIES				450		450
Copy/Printer Paper	3.00	25.00	75			
General Office Supplies	1.00	75.00	75			
Printer Supplies	1.00	300.00	300			
42323 - PROT CLOTHING& SAFETY EQUIP				1,400		1,400
OSHA required safety shoes	4.00	200.00	800			
Protective equipment for steam cleaning	1.00	200.00	200			
Protective Eyewear for welding, cutting & grinding	1.00	300.00	300			
Rubber & Regular work gloves	1.00	100.00	100			
42331 - CUSTODIAL/MAINTENANCE SUPPLIES				1,300		1,300
Paper towels, toilet paper, soaps & cleaners	1.00	1,300.00	1,300			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42341 - FLEET REPAIR & MAINT SUPPLIES				25,000		25,000
Shop supplies, oils & lubricants, nuts, bolts, welding & grinding material, etc.	1.00	25,000.00	25,000			
43213 - MILEAGE, TRAINING & MEETINGS				270		270
On-line training courses	5.00	54.00	270			
43258 - PROFESSIONAL MEMBERSHIPS				200		200
Motor Transport Association membership, drug and alcohol testing	1.00	200.00	200			
44208 - PROFESSIONAL SERVICES				728		728
OSHA required audiograms	4.00	67.00	268			
Random Drug Testing	2.00	65.00	130			
CDL physicals	3.00	110.00	330			
44223 - SERVICE CONTRACTS				17,436		17,436
Annual monitoring fee for security system	1.00	180.00	180			
Annual monitoring fee for fire alarm	1.00	300.00	300			
Annual service of fire alarm	1.00	150.00	150			
Annual service & repair of four propane heating units	1.00	500.00	500			
Annual Pressure washer service	1.00	600.00	600			
Annual Overhead hoist inspection	3.00	215.00	645			
Annual fire extinguisher inspection - OSHA required	70.00	6.00	420			
Internet	12.00	202.00	2,424			
Oxygen & acetylene bottle lease	1.00	475.00	475			
Oil filter removal	2.00	130.00	260			
Parts washer service	4.00	440.00	1,760			
Service/repair of overhead doors (15) & one opener scheduled for replacement	1.00	2,200.00	2,200			
Annual RTA software maintenance fee	1.00	1,500.00	1,500			
Annual Navistar engine software fee	1.00	1,400.00	1,400			
Fire extinguisher testing/replacement (not inspection)	1.00	200.00	200			
Annual Tire Pressure Monitor System tool update	1.00	252.00	252			
Annual engine diagnostic tool update	1.00	800.00	800			
Annual Cummins engine software update fee	1.00	720.00	720			
Boiler inspection	1.00	100.00	100			
Annual inspection - vehicle lifts	2.00	250.00	500			
Update for online vehicle repair service	1.00	1,700.00	1,700			
Removal of waste gasoline	1.00	350.00	350			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44238 - UNIFORM RENTALS				2,000		2,000
Uniforms and cloth wipers	1.00	2,000.00	2,000			
45221 - FUEL/HEATING				6,400		6,400
Propane for Town Garage	3,000.00	1.60	4,800			
Propane for Wash Bay	1,000.00	1.60	1,600			
45622 - ELECTRIC				13,000		13,000
Electricity for Town Garage complex	1.00	13,000.00	13,000			
46224 - EQUIPMENT REPAIRS				500		500
Maintenance, testing and repairs - Fuel monitor & delivery systems	1.00	500.00	500			
46226 - BUILDING REPAIRS				6,000		6,000
Maintain Interior/Exterior of Town Garage	1.00	6,000.00	6,000			
46390 - VEHICLE MAINTENANCE & FUEL				8,050		8,050
Unleaded gasoline - Water Department	1,600.00	1.80	2,880			
Estimated gross receipts tax - unleaded gasoline	1,600.00	0.15	240			
Unleaded gasoline - Fleet	200.00	1.80	360			
Estimated gross receipts tax - unleaded gasoline	200.00	0.15	30			
Diesel gasoline - Water Department	50.00	2.00	100			
Diesel gasoline - Fleet	100.00	2.00	200			
Propane for forklift	8.00	30.00	240			
Vehicle & Equipment Repairs for Fleet	1.00	4,000.00	4,000			
TOTAL FLEET SERVICES				393,807	0	393,807

**TOWN OF COLCHESTER
PROPOSED BUDGET**

GROUNDS MAINTENANCE

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	206,681	262,469	317,676	299,527	320,735
Overtime	9,221	19,961	7,500	7,672	7,500
Employee Related Insurances	838	1,123	1,607	1,321	1,665
FICA & Retirement	26,913	36,417	46,369	44,380	47,474
Safety Equipment	1,446	1,847	2,500	2,500	2,500
Custodial/Maintenance Supplies	2,573	2,994	3,000	3,000	3,000
Grounds Maintenance Supplies	15,470	14,736	31,000	31,000	31,000
Other Purchased Supplies	5,022	3,870	5,000	5,895	5,000
Mileage, Training & Meetings	0	0	525	525	525
Professional Services	5,796	17,115	5,700	9,635	6,150
Service Contracts	4,090	3,901	4,880	4,870	5,180
Equipment Rental	331	0	500	500	500
Uniform Rental	1,575	2,250	2,800	2,800	2,800
Telephone	303	515	340	300	300
Fuel & Heating	692	965	1,760	1,100	1,600
Electricity	29,016	29,056	30,000	25,000	30,000
Equipment Repairs	1,132	755	1,200	1,200	1,200
Building Repairs	2,455	3,765	1,800	1,800	1,800
Other Repairs	1,272	472	2,000	2,000	2,000
Vehicle Maintenance & Fuel	36,537	35,206	38,774	26,250	36,750
TOTAL	351,363	437,417	504,931	471,275	507,679

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
13203 - GROUNDS MAINTENANCE						
40101 - REGULAR PAYROLL				358,319		320,735
Public Works Supervisor	1.00	64,707.00	64,707			
Union contract in negotiation						
Maintainer II	1.00	44,266.00	44,266			
Union contract in negotiation						
Maintainer II	1.00	45,184.00	45,184			
Union contract in negotiation						
Maintainer I	1.00	42,324.00	42,324			
Union contract in negotiation						
Maintainer I	1.00	45,685.00	45,685			
Union contract in negotiation						
Maintainer I	1.00	39,025.00	39,025			
Union contract in negotiation						
Maintainer I	1.00	38,294.00	38,294			
Union contract in negotiation						
Longevity	1.00	1,250.00	1,250			
Maintainer I	1.00	37,584.00	37,584		(37,584)	
New position request						
Union contract in negotiation						
40103 - OVERTIME				7,500		7,500
Overtime	1.00	7,500.00	7,500			
41210 - EMPLOYEE RELATED INS.				1,897		1,665
Life/AD&D insurance	1.00	819.00	819			
Long Term Disability insurance	1.00	846.00	846			
Life/AD&D insurance - Maintainer I	1.00	117.00	117		(117)	
New position request						
Long Term Disability insurance - Maintainer I	1.00	115.00	115		(115)	
New position request						

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
41230 - FICA & RETIREMENT				52,980		47,474
FICA/Medicare	1.00	25,110.00	25,110			
Defined Contribution 401(a) Plan - Grounds Maintenance Crew @ 7%	1.00	22,364.00	22,364			
FICA/Medicare - Maintainer I	1.00	2,875.00	2,875		(2,875)	
New position request						
Defined Contribution 401(a) Plan - Maintainer I @ 7%	1.00	2,631.00	2,631		(2,631)	
New position request						
42323 - PROT CLOTHING& SAFETY EQUIP				2,800		2,500
Safety shoes	7.00	200.00	1,400			
Gloves - work, latex & winter, eye protection, hardhats, etc.	1.00	700.00	700			
Replace chaps - 2 per year	2.00	200.00	400			
Safety shoes - Maintainer I	1.00	200.00	200		(200)	
New position request						
Gloves - work, latex & winter, eye protection, hardhats, etc. - Maintainer I	1.00	100.00	100		(100)	
New position request						
42331 - CUSTODIAL/MAINTENANCE SUPPLIES				3,000		3,000
Custodial supplies for restrooms at Park & Garage	1.00	3,000.00	3,000			
42334 - GROUNDS MAINTENANCE SUPPLIES				31,000		31,000
Paint, Infield clay mix, topsoil, fertilizer, bark mulch	1.00	19,000.00	19,000			
Park & Town Facilities						
RecPlex annual overseeding program	1.00	12,000.00	12,000			
42340 - OTHER PURCHASED SUPPLIES				5,000		5,000
Motor oil and lubricants, trimmer string, tape, paint & supplies, hand tools, portable generator, small power tools	1.00	5,000.00	5,000			
43213 - MILEAGE, TRAINING & MEETINGS				600		525
Grounds maintenance crew training	7.00	75.00	525			
Grounds maintenance crew training - Maintainer I	1.00	75.00	75		(75)	
New position request						

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44208 - PROFESSIONAL SERVICES				6,150		6,150
Electrical services - repairs for lights, gazebo, etc.	1.00	800.00	800			
Locksmith services	1.00	250.00	250			
Fence repairs - annual maintenance	1.00	800.00	800			
Existing Irrigation system repairs and winterization	1.00	800.00	800			
Tree services - one day bucket truck and crew	1.00	1,500.00	1,500			
CDL drug/alcohol testing, pre-employment physicals	1.00	500.00	500			
Aerial lift for sports lighting bulb replacement	1.00	1,500.00	1,500			
44223 - SERVICE CONTRACTS				5,180		5,180
Fire extinguisher service	1.00	260.00	260			
Parks garage security monitoring	12.00	40.00	480			
Heater/Boiler inspection - Parks Garage	1.00	240.00	240			
Skylogix annual service agreement - sports lighting	1.00	1,200.00	1,200			
Plumbing & portable toilet facilities (Town Green/Ruby Cohen)	1.00	3,000.00	3,000			
44237 - EQUIPMENT RENTAL				500		500
Rental of generators, sod cutter, miscellaneous equipment	1.00	500.00	500			
44238 - UNIFORM RENTALS				3,200		2,800
Grounds Maintenance Crew uniforms	7.00	400.00	2,800			
Grounds Maintenance Crew uniforms - Maintainer I	1.00	400.00	400		(400)	
New position request						
45216 - TELEPHONE				300		300
Cell Phone - PW Supervisor - monthly charges	12.00	25.00	300			
45221 - FUEL/HEATING				1,600		1,600
Parks Garage - Propane	1,000.00	1.60	1,600			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
45622 - ELECTRIC				30,000		30,000
RecPlex sports lighting, Town Green, Grounds Garage, Concession Stand	1.00	30,000.00	30,000			
46224 - EQUIPMENT REPAIRS				1,200		1,200
General repairs on Parks equipment	1.00	1,200.00	1,200			
46226 - BUILDING REPAIRS				1,800		1,800
General Building repairs, Storage areas, dugouts, bathrooms, pavilion roof	1.00	1,800.00	1,800			
46229 - OTHER REPAIR SERVICES				2,000		2,000
Repairs for picnic tables, bleachers, batting cages, equipment, scoreboards, fountains, etc. (Not for buildings)	1.00	2,000.00	2,000			
46390 - VEHICLE MAINTENANCE & FUEL				36,750		36,750
Unleaded gasoline for vehicles and equipment	5,000.00	1.80	9,000			
Estimated gross receipts tax - unleaded gasoline	5,000.00	0.15	750			
Diesel gasoline	1,000.00	2.00	2,000			
Vehicle and large equipment repairs	1.00	25,000.00	25,000			
TOTAL GROUNDS MAINTENANCE				551,776	(44,097)	507,679

**TOWN OF COLCHESTER
PROPOSED BUDGET**

SNOW REMOVAL

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Overtime	128,951	106,593	110,000	70,085	110,000
FICA	9,499	7,800	8,415	5,362	8,415
Sand & Salt Supplies	163,881	162,998	161,700	99,000	173,400
Other Purchased Supplies	18,284	20,244	25,050	15,412	25,050
Professional Services	168,550	185,530	190,000	182,475	190,000
TOTAL	489,165	483,165	495,165	372,334	506,865

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
13204 - SNOW REMOVAL						
40103 - OVERTIME				110,000		110,000
Town Crew - snow removal	1.00	110,000.00	110,000			
41230 - FICA				8,415		8,415
FICA/Medicare	1.00	8,415.00	8,415			
42333 - SAND SALT GRAVEL				173,400		173,400
Sand - 300 tons	300.00	31.00	9,300			
Treated Salt - 1,800 tons	1,800.00	90.00	162,000			
Icemelt for sidewalks - 6 pallets	6.00	350.00	2,100			
42340 - OTHER PURCHASED SUPPLIES				25,050		25,050
Mail boxes and posts	50.00	45.00	2,250			
Snow Plow cutting edges/blades	1.00	12,000.00	12,000			
Meals for town crew during snow storms	1.00	10,600.00	10,600			
Tools for grounds crew - shovels and spreaders	1.00	200.00	200			
44208 - PROFESSIONAL SERVICES				190,000		190,000
Contracted truck routes, emergency loaders, sanders and drivers	1.00	96,000.00	96,000			
Contract to be bid FY 2020-2021						
School parking lots	1.00	94,000.00	94,000			
Contract to be bid FY 2020-2021						
TOTAL SNOW REMOVAL				506,865	0	506,865

**TOWN OF COLCHESTER
PROPOSED BUDGET**

FACILITIES

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	9,264	9,292	13,283	12,767	14,566
FICA & Retirement	0	0	1,016	977	1,114
Safety Equipment	0	36	100	100	100
Custodial/Maintenance Supplies	5,300	4,782	5,300	5,300	5,300
Paint & Paint Supplies	315	827	1,000	800	1,000
Service Contracts	11,913	9,232	18,040	12,270	17,690
Advertising	6	0	0	0	0
Telephone	10,632	15,990	8,250	13,693	10,140
Fuel & Heating	3,852	7,550	8,550	7,875	7,410
Electricity	51,133	50,403	45,000	47,500	47,500
Building Repairs	31,135	20,699	25,000	25,000	25,000
TOTAL	123,550	118,811	125,539	126,282	129,820

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
13205 - FACILITIES						
40101 - REGULAR PAYROLL				14,566		14,566
Part-time Custodian - Senior Center & Youth Services Center (19.5 hrs/week)	1.00	12,087.00	12,087			
Part-time Custodian - Fire Department - (4 hrs/week)	1.00	2,479.00	2,479			
41230 - FICA & RETIREMENT				1,114		1,114
FICA/Medicare	1.00	1,114.00	1,114			
42323 - PROTECTIVE CLOTHING & SAFETY EQUIPMENT				100		100
Gloves, eye protection, personal protective equipment	1.00	100.00	100			
42331 - CUSTODIAL/MAINTENANCE SUPPLIES				5,300		5,300
Paper goods and general cleaning supplies for Town Hall	1.00	5,300.00	5,300			
42332 - PAINT & PAINT SUPPLIES				1,000		1,000
Supplies to paint offices as needed	1.00	1,000.00	1,000			
44223 - SERVICE CONTRACTS				17,690		17,690
Security System Service and Monitoring - Town Hall	12.00	40.00	480			
Elevator inspection and service - Town Hall	4.00	220.00	880			
Emergency Generator annual service and repair - Town Hall	1.00	650.00	650			
Heating/cooling system maintenance - Town Hall	1.00	2,400.00	2,400			
Sprinkler system inspection and service - Town Hall	1.00	1,500.00	1,500			
PA system maintenance and repair (meeting room) - Town Hall	1.00	500.00	500			
Exterminating services, pest control - Town Hall	4.00	180.00	720			
Annual Fire Extinguisher maintenance - Town Hall	1.00	200.00	200			
Fire Alarm Service and Monitoring - Town Hall	12.00	30.00	360			
Estimate of additional calls at contract rates - repairs - Town Hall	1.00	10,000.00	10,000			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
45216 - TELEPHONE				10,140		10,140
Emergency phone - Elevator and VoIP redundancy backup line for alarms	12.00	45.00	540			
Continuing Comcast VoIP and fax lines	6.00	600.00	3,600			
Waiting to be converted to CEN Network - work to be conducted by IT Department - originally scheduled FY 2019-2020						
CEN Internet/New VoIP	4.00	1,500.00	6,000			
45221 - FUEL/HEATING				7,410		7,410
Heating oil - Town Hall	3,800.00	1.95	7,410			
45622 - ELECTRICITY				47,500		47,500
Electricity - Town Hall	1.00	47,500.00	47,500			
46226 - BUILDING REPAIRS				25,000		25,000
General building repairs - contracted services - Town Hall	1.00	25,000.00	25,000			
TOTAL FACILITIES				129,820	0	129,820

**TOWN OF COLCHESTER
PROPOSED BUDGET**

ENGINEERING

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	96,047	98,191	100,384	100,384	102,626
Employee Related Insurances	328	338	357	339	357
FICA & Retirement	14,249	14,783	15,650	15,650	16,001
Copier	754	660	810	810	0
Office Supplies	0	0	445	0	445
Mileage, Training & Meetings	367	206	500	250	500
Professional Memberships	610	610	650	610	650
TOTAL	112,355	114,788	118,796	118,043	120,579

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
13301 - ENGINEERING						
40101 - REGULAR PAYROLL				102,626		102,626
Town Engineer	1.00	101,876.00	101,876			
Longevity	1.00	750.00	750			
41210 - EMPLOYEE RELATED INS.				357		357
Life/AD&D Insurance	1.00	234.00	234			
Long Term Disability Insurance	1.00	123.00	123			
41230 - FICA & RETIREMENT				16,001		16,001
FICA/Medicare	1.00	7,851.00	7,851			
Defined Contribution 401(a) Plan @ 8%	1.00	8,150.00	8,150			
42301 - OFFICE SUPPLIES				445		445
Shared cost with Planning & Code Administration	1.00	445.00	445			
43213 - MILEAGE, TRAINING & MEETINGS				500		500
Inspections, meetings, & workshops	1.00	500.00	500			
43258 - PROFESSIONAL MEMBERSHIPS				650		650
Membership dues - CASHO	1.00	50.00	50			
Membership dues - ASCE	1.00	300.00	300			
State of CT license fees - Professional Engineer	1.00	300.00	300			
TOTAL ENGINEERING				120,579	0	120,579

**TOWN OF COLCHESTER
PROPOSED BUDGET**

TRANSFER STATION

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	89,212	90,942	96,304	87,778	84,230
Overtime	7,538	5,103	5,500	12,850	5,500
Employee Related Insurances	460	440	479	355	479
FICA & Retirement	12,136	11,588	14,488	13,642	12,761
Office Supplies	118	29	250	250	250
Safety Equipment	346	424	600	400	400
Other Purchased Supplies	16	685	1,146	1,146	1,146
Transportation	112,717	121,886	138,000	139,500	146,000
Mileage, Training & Meetings	378	541	630	630	630
Professional Services	22,629	34,261	27,640	32,207	33,340
Service Contracts	804	786	1,266	1,308	1,410
Uniform Rental	554	670	780	780	780
Landfill Operation	800	0	1,000	1,000	1,000
Telephone	449	686	1,020	1,020	1,020
Electricity	1,885	1,688	1,800	1,200	1,800
Building Repairs	250	0	1,000	1,000	1,000
Household Hazardous Waste Disposal	12,599	15,266	15,000	15,000	15,000
Vehicle Maintenance & Fuel	5,354	4,024	5,680	5,500	5,500
TOTAL	268,245	289,019	312,583	315,566	312,246

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
13601- TRANSFER STATION						
40101 - REGULAR PAYROLL				84,230		84,230
Transfer Station Operator (current vacant position)	1.00	41,697.00	41,697			
Union contract in negotiation						
Equipment Operator (current vacant position)	1.00	42,533.00	42,533			
Union contract in negotiation						
40103 - OVERTIME				5,500		5,500
Overtime (not Saturday)	1.00	5,500.00	5,500			
41210 - EMPLOYEE RELATED INS.				479		479
Life/AD&D Insurance	1.00	234.00	234			
Long Term Disability	1.00	245.00	245			
41230 - FICA & RETIREMENT				12,761		12,761
FICA/Medicare	1.00	6,865.00	6,865			
Defined Contribution 401(a) Plan @ 7%	1.00	5,896.00	5,896			
42301 - OFFICE SUPPLIES				250		250
Cash register supplies, wasp spray, garbage bags, rags, etc.	1.00	250.00	250			
42323 - PROT CLOTHING& SAFETY EQUIP				400		400
Safety boot allowance	2.00	200.00	400			
Gloves, dust mask, eye/ear protection, etc.			0			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42340 - OTHER PURCHASED SUPPLIES				1,146		1,146
Poles, covers, signage	1.00	300.00	300			
Hand tools - day to day maintenance	1.00	200.00	200			
Paint & paint supplies	1.00	100.00	100			
Sand, speedy dry, cements for roads and tipping pad	1.00	250.00	250			
Ground supplies - seed, fertilizer, erosion control mats, hay bales, etc.	1.00	200.00	200			
Bottled water	12.00	8.00	96			
43212 - TRANSPORTATION				146,000		146,000
Monthly fee - Town Facilities - disposal and haul municipal solid waste (MSW), recycling, bulky, C&D, tires, waste oil & PCB test	1.00	146,000.00	146,000			
Note - recycling no longer a free commodity						
43213 - MILEAGE, TRAINING & MEETINGS				630		630
2 training courses @ \$75 per course	2.00	75.00	150			
Mileage	12.00	40.00	480			
44208 - PROFESSIONAL SERVICES				33,340		33,340
Quarterly ground water monitoring	4.00	3,500.00	14,000			
Annual report/hydrogeologic study	1.00	1,500.00	1,500			
Contracted grinding services	1.00	15,000.00	15,000			
Staff physicals	2.00	85.00	170			
Drug/alcohol random testing	2.00	35.00	70			
General discharge permit - water quality monitoring	1.00	800.00	800			
Landfill contracted hillside mowing	1.00	1,800.00	1,800			
44223 - SERVICE CONTRACTS				1,410		1,410
Portable restroom	12.00	80.00	960			
Annual fire extinguisher services	1.00	90.00	90			
Rodent and pest control	12.00	30.00	360			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44238 - UNIFORM RENTALS				780		780
2 employees, 52 weeks	52.00	15.00	780			
44259 - LANDFILL OPERATION				1,000		1,000
DEEP Transfer Station Operation	1.00	850.00	850			
Incidental operating expenses	1.00	150.00	150			
45216 - TELEPHONE				1,020		1,020
Monthly charges & DSL for credit card processing	12.00	85.00	1,020			
45622 - ELECTRIC				1,800		1,800
Electricity	12.00	150.00	1,800			
46226 - BUILDING REPAIRS				1,000		1,000
Repairs to tipping pad railings and posts, gatehouse, garage, storage areas, etc.	1.00	1,000.00	1,000			
46228 - HOUSEHOLD HAZARD DISPOSAL				15,000		15,000
Household Hazardous Waste collection program	1.00	15,000.00	15,000			
46390 - VEHICLE MAINTENANCE & FUEL				5,500		5,500
Diesel gasoline	750.00	2.00	1,500			
Equipment Repairs	1.00	4,000.00	4,000			
TOTAL TRANSFER STATION				312,246	0	312,246

Community & Human Services

TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET

Community & Human Services

Departments

- Youth & Social Services
- Health
- Community Agencies
- Cragin Memorial Library
- Recreation
- Senior Services

**TOWN OF COLCHESTER
PROPOSED BUDGET**

YOUTH & SOCIAL SERVICES

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	236,024	253,009	274,727	265,055	280,579
Contractual, Temporary, Occasional Payroll	10,893	9,092	13,010	9,333	18,086
Employee Related Insurances	957	1,072	1,343	1,104	1,372
FICA & Retirement	32,865	35,816	43,930	41,243	45,198
Copier	1,771	1,833	2,140	1,840	2,340
Office Supplies	942	1,542	1,500	1,200	1,500
Custodial/Maintenance Supplies	750	750	750	750	750
Mileage, Training & Meetings	1,438	703	2,000	1,600	1,600
Professional Memberships	655	655	680	655	680
Professional Services	15,521	18,016	20,460	17,475	20,650
Postage	691	327	600	600	600
Service Contracts	748	1,276	1,626	1,410	1,575
Printing & Publications	185	300	150	200	150
Telephone	2,006	1,978	2,028	3,029	3,900
Fuel & Heating	1,677	2,636	2,475	2,500	2,145
Electricity	2,008	2,390	2,300	3,200	2,880
Building Repairs	475	2,120	2,000	2,000	2,000
Vehicle Maintenance & Fuel	2,420	3,637	3,230	2,963	2,963
Programs	7,308	11,224	14,000	14,000	14,000
TOTAL	319,334	348,376	388,949	370,157	402,968

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
14102 - YOUTH & SOCIAL SERVICES						
40101 - REGULAR PAYROLL				280,579		280,579
Youth & Social Services Director	1.00	84,493.00	84,493			
Program Coordinator I (7 hrs/day)	1.00	50,809.00	50,809			
Program Coordinator I (7 hrs/day)	1.00	50,809.00	50,809			
Current vacant position						
Administrative Assistant & Program Coordinator (7 hrs/day)	1.00	47,593.00	47,593			
Social Services Coordinator - (35 hrs/week)	1.00	45,675.00	45,675			
Longevity	1.00	1,200.00	1,200			
40105 - CONTR TEMP OCCAS				18,086		18,086
YSB Center Supervisor (2 hrs/day, 68 days)	1.00	2,285.00	2,285			
YSB Center Supervisor (2 hrs/day, 68 days)	1.00	2,134.00	2,134			
YSB Center Supervisor (2 hrs/day, 68 days)	1.00	2,285.00	2,285			
YSB Center Supervisor (2 hrs/day, 68 days)	1.00	2,134.00	2,134			
YSB Center Supervisor (3 hrs/day, 77 days)	1.00	4,248.00	4,248			
Social Services - Fuel Assistance & Renters Rebate applications (estimated 200 hrs)	200.00	25.00	5,000			
Additional hours						
41210 - EMPLOYEE RELATED INS.				1,372		1,372
Life/AD&D insurance	1.00	761.00	761			
Long Term Disability insurance	1.00	611.00	611			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
41230 - FICA & RETIREMENT				45,198		45,198
FICA/Medicare	1.00	22,465.00	22,465			
Defined Contribution 401(a) Plan - Youth & Social Services Director @ 8%	1.00	6,759.00	6,759			
Defined Contribution 401(a) Plan - Program Coordinators and Administrative Assistant/Program Coordinator @ 8%	1.00	15,591.00	15,591			
FICA/Medicare - SocialServices - Fuel Assistance & Renters Rebate applications (estimated 200 hrs)	1.00	383.00	383			
Additional hours						
42233 - COPIER				3,540		2,340
Copier lease - Youth Services office	12.00	95.00	1,140			
Copier lease - Social Services office	12.00	100.00	1,200		(1,200)	
Additional copier - confidentiality of client records						
Per image charges	1.00	1,200.00	1,200			
42301 - OFFICE SUPPLIES				1,500		1,500
42331 - CUSTODIAL/MAINTENANCE SUPPLIES				750		750
Custodial/maintenance supplies for the Youth Center	1.00	750.00	750			
43213 - MILEAGE, TRAINING & MEETINGS				1,600		1,600
Registration fees - training & professional development - all staff	1.00	1,000.00	1,000			
Mileage reimbursement - all staff	1.00	600.00	600			
43258 - PROFESSIONAL MEMBERSHIPS				680		680
CYSA Membership	1.00	600.00	600			
CT Local Administrators of Social Services	1.00	80.00	80			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44208 - PROFESSIONAL SERVICES				20,650		20,650
Substance Abuse counseling program	1.00	20,350.00	20,350			
Fees For Public Passenger Endorsement (DMV, physicals, background checks)	1.00	300.00	300			
44217 - POSTAGE				600		600
44223 - SERVICE CONTRACTS				1,575		1,575
Fire alarm testing - Youth Center	1.00	150.00	150			
Fire alarm monitoring - Youth Center	1.00	300.00	300			
Boiler & Hot Water Heater inspection and maintenance - Youth Center	1.00	480.00	480			
Water cooler rental - Youth Center	12.00	10.00	120			
Fire extinguisher inspection	1.00	65.00	65			
On-line registration/credit card payment processing	12.00	30.00	360			
Pest control - Youth Center	1.00	100.00	100			
44232 - PRINTING & PUBLICATIONS				150		150
Printing (projects that can't be printed in-house)	1.00	150.00	150			
45216 - TELEPHONE				3,900		3,900
Youth Center phone line for alarm monitoring	12.00	35.00	420			
Youth Center phone & internet	12.00	290.00	3,480			
45221 - FUEL/HEATING				2,145		2,145
Heating oil - Youth Center	1,100.00	1.95	2,145			
45622 - ELECTRIC				2,880		2,880
Electricity - Youth Center	12.00	240.00	2,880			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
46226 - BUILDING REPAIRS				2,000		2,000
Youth Center - plumbing, HVAC, general repairs	1.00	2,000.00	2,000			
46390 - VEHICLE MAINTENANCE & FUEL				2,963		2,963
Unleaded gasoline	750.00	1.80	1,350			
Estimated gross receipts tax - unleaded gasoline	1.00	113.00	113			
Repairs and maintenance	1.00	1,500.00	1,500			
47282 - PROGRAMS				14,000		14,000
Program supplies (speakers, curriculums, materials, refreshments, etc)	1.00	14,000.00	14,000			
TOTAL YOUTH & SOCIAL SERVICES				404,168	(1,200)	402,968

**TOWN OF COLCHESTER
PROPOSED BUDGET**

HEALTH

<u>ACCOUNT</u>	FY 2017-2018 ACTUAL <u>EXPENDITURES</u>	FY 2018-2019 ACTUAL <u>EXPENDITURES</u>	FY 2019-2020 ADOPTED <u>BUDGET</u>	FY 2019-2020 PROJECTED <u>ACTUALS</u>	FY 2020-2021 PROPOSED <u>BUDGET</u>
Chatham Health District	173,720	179,204	189,944	189,944	199,882
TOTAL	173,720	179,204	189,944	189,944	199,882

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
14201 - HEALTH						
47260 - CHATHAM HEALTH DISTRICT				199,882		199,882
Per capita fees	1.00	198,882.00	198,882			
Based on Department of Public Health 2018 population estimate of 15,936						
Everbridge System cost share	1.00	1,000.00	1,000			
TOTAL HEALTH				199,882	0	199,882

**TOWN OF COLCHESTER
PROPOSED BUDGET**

COMMUNITY AGENCIES

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Colchester Collaborative for Children (C3)	25,000	25,000	25,000	25,000	25,000
TOTAL	25,000	25,000	25,000	25,000	25,000

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
14301 - COMMUNITY AGENCIES						
47270 - CONTRIBUTION TO COLCHESTER COLLABORATIVE FOR CHILDREN (C3)				25,000		25,000
Contribution to C3	1.00	25,000.00	25,000			
TOTAL COMMUNITY AGENCIES				25,000	0	25,000

**TOWN OF COLCHESTER
PROPOSED BUDGET**

CRAGIN MEMORIAL LIBRARY

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	365,877	376,627	387,761	382,340	391,000
Employee Related Insurances	1,457	1,463	1,531	1,468	1,531
FICA & Retirement	47,492	49,014	51,015	50,601	51,378
Copier	2,751	2,778	4,968	2,728	4,210
Office Supplies	3,126	3,215	3,900	3,795	3,900
Custodial/Maintenance Supplies	3,717	3,682	5,000	4,925	5,000
Books, Magazines, & Periodicals	46,490	55,106	53,000	53,000	53,000
Library Media Supplies	4,859	2,985	4,000	3,935	4,000
Mileage, Training & Meetings	545	1,060	1,000	945	1,000
Professional Memberships	1,403	1,330	1,588	1,355	1,510
Data Processing	32,056	32,056	32,457	32,457	32,619
Postage	69	22	100	100	100
Service Contracts	8,510	8,196	9,300	9,773	9,977
Printing & Publications	1,112	640	1,000	1,000	0
Telephone	3,282	3,847	3,756	3,708	3,708
Fuel & Heating	6,306	9,615	9,000	7,800	7,800
Water & Sewer	3,011	3,070	3,070	3,166	3,186
Electricity	33,679	34,035	34,000	32,586	33,150
Equipment Repairs	650	358	600	468	600
Building Repairs	840	2,676	2,000	1,942	2,000
Programs	374	337	750	735	750
TOTAL	567,606	592,112	609,796	598,827	610,419

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
15101 - CRAGIN MEMORIAL LIBRARY						
40101 - REGULAR PAYROLL				394,265		391,000
Director	1.00	93,819.00	93,819			
Adult Services Librarian (7 hrs/day)	1.00	58,208.00	58,208			
Union contract in negotiation						
Children's Librarian (7 hrs/day)	1.00	59,213.00	59,213			
Union contract in negotiation						
Cataloger (7 hrs/day)	1.00	41,491.00	41,491			
Union contract in negotiation						
Circulation Supervisor (7 hrs/day)	1.00	40,560.00	40,560			
Union contract in negotiation						
Assistant to Children's Librarian (7 hrs/day)	1.00	33,178.00	33,178			
Union contract in negotiation						
Programming Assistant (13 hrs/week)	1.00	14,468.00	14,468			
Part-time Library Assistant (17.25 hrs/week) - includes Saturday hours	1.00	13,930.00	13,930			
Part-time Library Assistant (3 hrs/week) - includes Saturday hours	1.00	2,092.00	2,092			
Part-time Library Assistant (17 hrs/week) - includes Saturday hours	1.00	11,643.00	11,643			
Part-time Library Assistant (8.5 hrs/week) - includes Saturday hours	1.00	6,101.00	6,101			
Part-time Shelver (1.5 hrs/day)	1.00	4,649.00	4,649			
Part-time Shelver (1.5 hrs/day)	1.00	4,649.00	4,649			
Part-time Shelver (1.5 hrs/day)	1.00	4,649.00	4,649			
Longevity	1.00	2,350.00	2,350			
Programming Assistant (additional 3 hrs/week)	1.00	3,265.00	3,265		(3,265)	
Increase capacity to offer more programming to preschoolers and school-age children						
41210 - EMPLOYEE RELATED INS.				1,531		1,531
Life/AD&D insurance	1.00	819.00	819			
Long Term Disability insurance	1.00	712.00	712			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
41230 - FICA & RETIREMENT				51,628		51,378
FICA/Medicare	1.00	29,913.00	29,913			
Defined Contribution 401(a) Plan - Director @ 8%	1.00	7,506.00	7,506			
Defined Contribution 401(a) Plan - Staff @ 6%	1.00	13,959.00	13,959			
FICA/Medicare - increased hours for Programming Assistant	1.00	250.00	250		(250)	
42233 - COPIER				4,210		4,210
Annual lease payments - public copier/printer	12.00	149.00	1,788			
Per image charges - public copier/printer	1.00	330.00	330			
Annual lease payments -staff copier/printer	12.00	84.00	1,008			
Per image charges - staff copier/printer	1.00	1,084.00	1,084			
42301 - OFFICE SUPPLIES				3,900		3,900
Office supplies. Copier and printer paper, toner, general office materials	1.00	3,900.00	3,900			
42331 - CUSTODIAL/MAINTENANCE SUPPLIES				5,000		5,000
Custodial & building maintenance supplies: cleaners, carpet shampoo, toilet paper, paper towels, lightbulbs and ballasts, ceiling tiles	1.00	5,000.00	5,000			
42342 - BOOKS, MAGAZINES & PERIODICALS				55,775		53,000
Books, magazines, DVDs, music, audiobooks, ebooks and databases for all ages	1.00	53,000.00	53,000			
Increase funding for materials	1.00	2,775.00	2,775		(2,775)	
42344 - LIBRARY MEDIA SUPPLIES				4,000		4,000
Processing and repair materials for library books, magazines and media items. Library cards for patrons	1.00	4,000.00	4,000			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
43213 - MILEAGE, TRAINING & MEETINGS				1,000		1,000
Mileage & fees - workshops, continuing education, conferences	1.00	1,000.00	1,000			
43258 - PROFESSIONAL MEMBERSHIPS				1,510		1,510
American Library Association (ALA) - Library Director	1.00	148.00	148			
Professional journal, continuing education and discounted purchases, conference attendance						
Connecticut Library Consortium (CLC) - Institutional membership	1.00	950.00	950			
Statewide Library discount program & continuing education						
Connecticut Library Association (CLA) - Library Director	1.00	120.00	120			
Continuing Education and discounts.						
Public Library Association (PLA) - Library Director	1.00	77.00	77			
Professional journal, continuing education and discounted purchases						
Friends of Connecticut Libraries - newsletter, fundraising and volunteer development	1.00	25.00	25			
Connecticut Library Association (CLA) - Adult Services Librarian and Children's and Young Adult Services Librarian	2.00	95.00	190			
Continuing Education and discounts.						
44205 - DATA PROCESSING				32,619		32,619
Library Connection Inc. (LCI) - consortium membership	1.00	32,619.00	32,619			
Regionalization, resource sharing, & integrated library software system						
44217 - POSTAGE				100		100
Business correspondence, out-of-State inter-library loans, overdue notices	1.00	100.00	100			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44223 - SERVICE CONTRACTS				9,977		9,977
CEN Fiber internet connection - annual maintenance & monitoring	1.00	1,800.00	1,800			
Annual Cataloging Fee	1.00	600.00	600			
Movie licensing fees (MPLC & MLUSA)	1.00	465.00	465			
Historical Hartford Courant	1.00	482.00	482			
Software contracts - desktop & workstation security, public computer session & print management	1.00	875.00	875			
HVAC system service & repair	1.00	1,450.00	1,450			
Elevator service	1.00	100.00	100			
Elevator inspections	1.00	700.00	700			
Sprinkler system	1.00	300.00	300			
Fire alarm service & repair	1.00	100.00	100			
Fire alarm monitoring	1.00	125.00	125			
Security system service & repair	1.00	100.00	100			
Security system monitoring	1.00	480.00	480			
Fire extinguisher service	1.00	600.00	600			
Call backs for repairs	1.00	1,800.00	1,800			
45216 - TELEPHONE				3,708		3,708
Monthly telephone charges	12.00	73.00	876			
Monthly VOIP service	12.00	236.00	2,832			
45221 - FUEL/HEATING				7,800		7,800
Heating oil - Library	4,000.00	1.95	7,800			
45222 - WATER & SEWER				3,186		3,186
Water - quarterly billing	4.00	188.00	752			
Sewer - quarterly billing	4.00	162.00	648			
Fire protection - quarterly billing	4.00	399.00	1,596			
Backflow inspection	1.00	80.00	80			
Backflow test	1.00	110.00	110			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
45622 - ELECTRIC				33,150		33,150
Cragin Library	1.00	33,150.00	33,150			
46224 - EQUIPMENT REPAIRS				600		600
Minor office equipment and furnishing repairs	1.00	600.00	600			
46226 - BUILDING REPAIRS				2,000		2,000
Painting and minor building repairs	1.00	2,000.00	2,000			
47282 - PROGRAMS				750		750
Supplies for library programs for all ages	1.00	750.00	750			
TOTAL CRAGIN MEMORIAL LIBRARY				616,709	(6,290)	610,419

**TOWN OF COLCHESTER
PROPOSED BUDGET**

RECREATION

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	122,891	121,624	124,361	124,363	127,159
Overtime	1,012	716	977	0	0
Contractual, Temporary, Occasional Payroll	0	0	0	7,200	840
Employee Related Insurances	398	503	526	505	526
FICA & Retirement	15,059	16,462	18,241	18,717	18,650
Copier	2,841	2,731	3,046	3,720	3,746
Office Supplies	693	1,993	1,900	1,800	1,900
Mileage, Training & Meetings	1,780	1,565	2,800	2,800	2,800
Professional Memberships	520	600	850	650	650
Professional Services	0	175	350	120	120
Postage	675	264	700	690	700
Telephone	1,239	622	1,260	1,510	1,680
TOTAL	147,108	147,255	155,011	162,075	158,771

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
15201 - RECREATION						
40101 - REGULAR PAYROLL				127,159		127,159
Recreation Director	1.00	66,280.00	66,280			
Recreation Supervisor	1.00	60,879.00	60,879			
40105 - CONTR TEMP OCCAS				840		840
Meeting Clerk - Parks & Recreation Commission	12.00	70.00	840			
Reallocation from Overtime						
41210 - EMPLOYEE RELATED INS.				526		526
Life/AD&D insurance.	1.00	281.00	281			
Long Term Disability insurance.	1.00	245.00	245			
41230 - FICA & RETIREMENT				18,650		18,650
FICA/Medicare	1.00	9,803.00	9,803			
Defined Contribution 401(a) Plan - Recreation Director @ 6%	1.00	3,977.00	3,977			
Defined Contribution 401(a) Plan - Recreation Supervisor @ 8%	1.00	4,870.00	4,870			
42233 - COPIER				3,746		3,746
Monthly lease payments	12.00	120.50	1,446			
Copier paper	1.00	300.00	300			
Per image charges	1.00	2,000.00	2,000			
42301 - OFFICE SUPPLIES				1,900		1,900
43213 - MILEAGE, TRAINING & MEETINGS				2,800		2,800
Mileage	1.00	1,000.00	1,000			
CT Recreation & Parks Association - training/conference	1.00	1,110.00	1,110			
National Recreation & Parks Association - training/conference	1.00	350.00	350			
Staff training	1.00	340.00	340			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
43258 - PROFESSIONAL MEMBERSHIPS				650		650
Professional certification renewal (CEUs)	1.00	200.00	200			
National Recreation & Parks Association	1.00	175.00	175			
CT Recreation & Parks Association	1.00	275.00	275			
44208 - PROFESSIONAL SERVICES				120		120
Canva (program to create marketing/brochure/flyer)	1.00	120.00	120			
44217 - POSTAGE				700		700
45216 - TELEPHONE				1,680		1,680
Cell phone (shared by staff for camps/programs)	12.00	25.00	300			
RecPlex internet (increased for camera needs)	12.00	115.00	1,380			
TOTAL RECREATION				158,771	0	158,771

**TOWN OF COLCHESTER
PROPOSED BUDGET**

SENIOR SERVICES

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Regular Payroll	193,673	184,349	202,074	198,950	206,255
Contractual, Temporary, Occasional Payroll	5,854	1,833	3,000	3,000	3,000
Employee Related Insurances	1,065	903	1,116	1,002	1,118
FICA & Retirement	26,944	23,787	28,755	28,339	29,353
Copier	2,766	2,622	2,928	3,428	2,928
Office Supplies	561	743	1,000	1,000	1,000
Custodial/Maintenance Supplies	1,480	1,499	1,600	1,600	1,600
Mileage, Training & Meetings	147	100	250	225	250
Professional Memberships	150	100	295	225	295
Professional Services	16,116	16,318	18,250	14,170	18,997
Postage	200	0	500	500	500
Service Contracts	3,542	2,818	3,370	3,490	3,490
Printing & Publications	757	401	800	900	500
Telephone	3,545	3,280	3,600	3,851	3,960
Fuel & Heating	7,278	7,285	7,875	7,875	6,825
Electricity	5,763	4,964	6,000	6,000	6,000
Equipment Repairs	0	0	500	250	500
Building Repairs	670	3,138	1,500	4,000	1,500
Vehicle Maintenance & Fuel	13,217	13,360	16,457	16,457	14,530
TOTAL	283,728	267,500	299,870	295,262	302,601

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
15401 - SENIOR SERVICES						
40101 - REGULAR PAYROLL				206,255		206,255
Senior Services Director	1.00	62,130.00	62,130			
Program Coordinator (7.5 hrs/day)	1.00	44,819.00	44,819			
Administrative Assistant (7.5 hrs/day)	1.00	47,607.00	47,607			
Bus Driver (7 hrs/day)	1.00	31,260.00	31,260			
Part-time bus driver (5 hrs/day)	1.00	20,439.00	20,439			
40105 - CONTR TEMP OCCAS				3,000		3,000
Substitute drivers to cover employee leaves	1.00	1,500.00	1,500			
Temporary staff for office coverage	1.00	1,500.00	1,500			
41210 - EMPLOYEE RELATED INS.				1,118		1,118
Life/AD&D Insurance	1.00	656.00	656			
Long Term Disability insurance	1.00	462.00	462			
41230 - FICA & RETIREMENT				29,353		29,353
FICA/Medicare	1.00	16,009.00	16,009			
Defined Contribution 401(a) Plan - Senior Services Director @ 8%	1.00	4,970.00	4,970			
Defined Contribution 401(a) Plan - Program Coordinator & FT Bus driver @ 6%	1.00	4,565.00	4,565			
Defined Contribution 401(a) Plan - Administrative Assistant @ 8%	1.00	3,809.00	3,809			
42233 - COPIER				5,928		2,928
Monthly lease payments	12.00	119.00	1,428			
Per image charges	1.00	4,500.00	4,500		(3,000)	

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
42301 - OFFICE SUPPLIES				1,000		1,000
Folders, cardstock, colored paper, miscellaneous supplies	1.00	1,000.00	1,000			
42331 - CUSTODIAL/MAINTENANCE SUPPLIES				1,600		1,600
Kitchen and bath paper goods, soap and miscellaneous disposable goods	1.00	1,600.00	1,600			
43213 - MILEAGE, TRAINING & MEETINGS				250		250
Mileage for meetings, training and conferences	1.00	100.00	100			
Local CASCPC & CAMAE conferences, training for local and state programs	1.00	150.00	150			
43258 - PROFESSIONAL MEMBERSHIPS				295		295
National Institute of Senior Centers (NISC)	1.00	145.00	145			
Connecticut Association of Senior Center Personnel (CASCPC)	2.00	50.00	100			
Connecticut Association of Municipal Agents for the Elderly	1.00	50.00	50			
44208 - PROFESSIONAL SERVICES				18,997		18,997
Random drug/alcohol testing for drivers	3.00	50.00	150			
Licenses for drivers	1.00	125.00	125			
Copyright license to show movies on site	1.00	225.00	225			
TVCCA - Nutrition Site Supervisor	1.00	18,372.00	18,372			
Coordinate Senior nutrition program and Meals on Wheels deliveries						
Medical physicals for drivers to ensure health/fitness to drive	1.00	125.00	125			
44217 - POSTAGE				500		500
Mailings to clients, agencies, service providers, and funders	1.00	500.00	500			
44223 - SERVICE CONTRACTS				3,490		3,490
Annual inspection of fire equipment	1.00	150.00	150			
Pest control services	12.00	85.00	1,020			
Furnace/Water heater service contract	1.00	700.00	700			
Alarm service - monthly inspections	12.00	35.00	420			
MySeniorCenter data tracking system	1.00	1,200.00	1,200			

TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
44232 - PRINTING & PUBLICATIONS				500		500
Outreach information, marketing materials & business cards, bus inspection books	1.00	500.00	500			
45216 - TELEPHONE				3,960		3,960
Monthly VOIP phone service	12.00	235.00	2,820			
Monthly cell phone service for senior transportation drivers	12.00	95.00	1,140			
45221 - FUEL/HEATING				6,825		6,825
Heating oil	3,500.00	1.95	6,825			
45622 - ELECTRIC				6,000		6,000
Electricity	1.00	6,000.00	6,000			
46224 - EQUIPMENT REPAIRS				500		500
Small equipment repairs	1.00	500.00	500			
46226 - BUILDING REPAIRS				1,500		1,500
Minor building repairs	1.00	1,500.00	1,500			
46390 - VEHICLE MAINTENANCE & FUEL				14,530		14,530
Equipment repairs/parts	1.00	4,000.00	4,000			
Unleaded gasoline - Senior Center fleet	5,400.00	1.80	9,720			
Estimated gross receipts tax - unleaded gasoline	5,400.00	0.15	810			
TOTAL SENIOR SERVICES				305,601	(3,000)	302,601

Debt Service



**TOWN OF COLCHESTER
PROPOSED BUDGET**

DEBT SERVICE

<u>ACCOUNT</u>	FY 2017-2018 ACTUAL <u>EXPENDITURES</u>	FY 2018-2019 ACTUAL <u>EXPENDITURES</u>	FY 2019-2020 ADOPTED <u>BUDGET</u>	FY 2019-2020 PROJECTED <u>ACTUALS</u>	FY 2020-2021 PROPOSED <u>BUDGET</u>
Bond Principal	1,525,000	1,495,000	1,490,000	1,490,000	1,550,000
Bond Interest	266,665	215,415	585,164	585,164	525,164
TOTAL	1,791,665	1,710,415	2,075,164	2,075,164	2,075,164

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
18101 - DEBT SERVICE						
49245 - BOND PRINCIPAL				1,550,000		1,550,000
Advance Refunding Bond Issue 6/3/10 - Refunding 2001 bond issue	1.00	390,000.00	390,000			
Advance Refunding Bond Issue 3/1/12 - Refunding 2002 & 2005 bond issues	1.00	810,000.00	810,000			
Bond Issue 10/3/18 - William J. Johnston Middle School (WJJMS) Project	1.00	350,000.00	350,000			
49246 - BOND INTEREST				525,164		525,164
Advance Refunding Bond Issue 6/3/10 - Refunding 2001 bond issue	1.00	13,650.00	13,650			
Advance Refunding Bond Issue 3/1/12 - Refunding 2002 & 2005 bond issues	1.00	85,415.00	85,415			
Bond Issue 10/3/18 - William J. Johnston Middle School (WJJMS) Project	1.00	447,063.00	447,063			
Bond Issue 10/8/19 - William J. Johnston Middle School (WJJMS) Project	1.00	278,056.00	278,056			
Available funding - Debt Service Fund	1.00	(299,020.00)	(299,020)			
TOTAL DEBT SERVICE				2,075,164	0	2,075,164

Transfers & Capital



**TOWN OF COLCHESTER
PROPOSED BUDGET**

TRANSFERS & CAPITAL

<u>ACCOUNT</u>	<u>FY 2017-2018 ACTUAL EXPENDITURES</u>	<u>FY 2018-2019 ACTUAL EXPENDITURES</u>	<u>FY 2019-2020 ADOPTED BUDGET</u>	<u>FY 2019-2020 PROJECTED ACTUALS</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
Transfer to Capital Reserve	366,100	419,300	471,700	471,700	524,325
Transfer to Snow Reserve	0	0	0	122,831	0
Transfer to Animal Control Fund	30,223	35,830	48,272	48,272	48,399
Transfer to Capital Improvement Fund	573,517	687,715	323,750	370,741	314,000
Transfer to Debt Service Fund	362,230	539,621	134,310	134,310	134,310
Transfer to BOE Capital Reserve	0	0	0	0	0
TOTAL	1,332,070	1,682,466	978,032	1,147,854	1,021,034

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
18501 - TRANSFERS						
50474 - TRANSFER TO CAPITAL RESERVE				524,325		524,325
Contribution to Equipment Reserve	1.00	50,000	50,000			
Contribution to Vehicle Replacement Reserve	1.00	384,325	384,325			
Contribution to Buildings & Grounds Maintenance Capital Reserve	1.00	90,000	90,000			
50496 - ACO - TOWN FUNDING				48,399		48,399
General Fund contribution to support Animal Control Fund	1.00	48,399	48,399			
50500 - TRANSFER TO CAPITAL				368,497		314,000
Town Wide Revaluation	1.00	26,000	26,000			
Open Space	1.00	5,000	5,000			
Police cruiser	1.00	60,000	60,000			
Per vehicle replacement plan						
Information Technology - equipment replacement	1.00	25,000	25,000			
GIS - Map corrections, GPS location	1.00	10,000	10,000			
Fire - SCBA units/masks/bottles - 15 year funding plan	1.00	18,000	18,000			
Parks & Grounds - pavement overlay & striping	1.00	16,000	16,000		(16,000)	
Town Hall - replacement of 3 AHUs - 3 year funding plan	1.00	8,750	8,750		(8,750)	
Cragin Library - HVAC, Boiler, Roof repair/replacement	1.00	9,000	9,000		(9,000)	
Senior Center - oil tank replacement	1.00	20,000	20,000			
Planning/Code Administration - replace F-150 4x4 Pickup	1.00	35,000	35,000			
Fire - replace Chief 128 Ford F-250 Pickup	1.00	45,000	45,000			
Planning/Code Administration - File Storage System	1.00	20,747	20,747		(20,747)	
Fleet/Highway Garage - Replace roofs - Washbay, Salt Storage Shed and Equipment Storage Shed	1.00	35,000	35,000			
Field Irrigation	1.00	35,000	35,000			

**TOWN OF COLCHESTER
FY 2020 - 2021 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
50700 - TRANSFER TO DEBT SERVICE FUND				134,310		134,310
Heavy Rescue lease purchase dated 1/20/14 - payments due 4/27/21, 7/27/21, 10/27/21 and 1/27/22	1.00	51,598	51,598			
Energy Project lease payment due 1/5/21 (Town share)	1.00	82,712	82,712			
TOTAL TRANSFERS				1,075,531	(54,497)	1,021,034



Animal Control Fund



TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET

ANIMAL CONTROL FUND

	FY 2017-2018 ACTUAL <u>EXPENDITURES</u>	FY 2018-2019 ACTUAL <u>EXPENDITURES</u>	FY 2019-2020 ADOPTED <u>BUDGET</u>	FY 2019-2020 PROJECTED <u>ACTUALS</u>	FY 2020-2021 PROPOSED <u>BUDGET</u>
EXPENDITURES:					
OTHER PURCHASED SUPPLIES	120	0	150	0	0
PROFESSIONAL SERVICES	275	685	720	660	660
DUE TO STATE OF CT	6,747	6,072	6,200	0	0
PRINTING	0	72	0	0	0
FUEL/HEATING	786	1,114	1,040	1,040	1,040
ELECTRICITY	619	696	720	720	750
BUILDING REPAIRS	1,810	1,096	750	750	750
REGIONAL ANIMAL CONTROL DISTRICT	52,423	50,592	50,492	50,492	50,199
TOTAL EXPENDITURES	62,780	60,327	60,072	53,662	53,399

	FY 2017-2018 ACTUAL <u>REVENUES</u>	FY 2018-2019 ACTUAL <u>REVENUES</u>	FY 2019-2020 ADOPTED <u>BUDGET</u>	FY 2019-2020 PROJECTED <u>ACTUALS</u>	FY 2020-2021 PROPOSED <u>BUDGET</u>
REVENUES:					
TOWN CLERK DOG LICENSES	11,764	4,910	11,800	5,000	5,000
RENT & ASSISTANT ACO	2,340	1,560	0	4,000	0
TRANSFER FROM GENERAL FUND	30,223	35,830	48,272	48,272	48,399
USE OF FUND BALANCE	15,000	10,000	0	0	0
TOTAL REVENUES	59,327	52,300	60,072	57,272	53,399

TOWN OF COLCHESTER
FY2020-2021 PROPOSED
BUDGET

Animal Control Fund - Detail Budget

<u>EXPENDITURES</u>	<u>FY 2020-2021 PROPOSED BUDGET</u>
PROFESSIONAL SERVICES Exterminating services - Dog Pound	660
FUEL/HEATING	1,040
ELECTRICITY	750
BUILDING REPAIRS Minor repairs to the dog pound	750
REGIONAL ANIMAL CONTROL DISTRICT Per capita fees	50,199
TOTAL EXPENDITURES	53,399

TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET
CAPITAL IMPROVEMENT PLAN SUMMARY

CATEGORY	ITEM	DEPARTMENT	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25
Facilities & Grounds							
	Replacement of 3 AHUs Town Hall	Facilities		\$ 8,750	\$ 8,750	\$ 8,750	\$ 8,750
	Rugs, Shades, Dividers - Town Hall	Facilities					
	HVAC Replacement - Cragin Library	Facilities		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
	Boiler Replacement - Cragin Library	Facilities		\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
	Roof Repair/Replacement - Cragin Library	Facilities		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
	Oil Tank Replacement - Senior Center	Facilities	\$ 20,000				
	Carpet Replacement - Company 1 (Buildings/Grounds Reserve)	Facilities	\$ 18,000				
	Basketball Courts (Program Fund)	Grounds Maintenance	\$ 10,000	\$ 12,000	\$ 12,000		
	Concession Stand-Pre-cast (Program Fund)	Grounds Maintenance			\$ 35,000		
	Pavement Overlay & Striping	Grounds Maintenance		\$ 16,000			
	Field Irrigation	Grounds Maintenance	\$ 35,000	\$ 40,000	\$ 40,000		
	Field Irrigation (Field Sustainability Fund)	Grounds Maintenance	\$ 45,000				
	Field Irrigation/Reconstruction	Grounds Maintenance				\$ 225,000	\$ 225,000
	RecPlex - Reconstruct Tennis Courts	Grounds Maintenance			\$ 135,000		
	Repair Asphalt Shingles - Town Garage (Buildings/Grounds Reserve)	Fleet/Highway	\$ 6,500				
	Replace Roofs - Wash Bay & Storage Shed areas	Fleet/Highway	\$ 35,000				
	Automatic Transfer Genset 50kw (Buildings & Grounds Reserve)	Fleet/Highway	\$ 35,000				
	Cement Pads - Generator/Propane Tank (Buildings/Grounds Reserve)	Fleet/Highway	\$ 12,000				
	Road Improvements	Public Works	\$ 650,000	\$ 750,000	\$ 800,000	\$ 800,000	\$ 800,000
	Road Improvements (TAR)	Public Works	\$ 50,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
		ANNUAL TOTAL	\$ 916,500	\$ 1,035,750	\$ 1,239,750	\$ 1,242,750	\$ 1,242,750
Equipment							
	Equipment Replacement	Information Technology	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 30,000
	GIS Improvements	Information Technology	\$ 10,000				
	File Storage System	Code Enforcement		\$ 20,747			
	SCBA Units/Masks/Bottles	Fire Department	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
	Thermal Imaging Cameras	Fire Department					
		ANNUAL TOTAL	\$ 53,000	\$ 63,747	\$ 43,000	\$ 43,000	\$ 48,000

TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET
CAPITAL IMPROVEMENT PLAN SUMMARY

CATEGORY	ITEM	DEPARTMENT	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25
Vehicles							
	F-150 4x4 Pickup	Code Enforcement	\$ 35,000				
	F-250 4x4 Pickup	Emergency Management		\$ 35,000			
	Cruiser	Police Department	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
	Plow Truck (Town Aid Road)	Public Works	\$ 160,000				
	Plow Truck (Vehicle Reserve)	Public Works		\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000
	Service 128 (Forestry)	Fire Department					
	Utility 128	Fire Department				\$ 80,000	
	Chief 128 (Command Vehicle) - F-250 Pickup	Fire Department	\$ 45,000				
	F-250 4x4 Pickup & Plow (Vehicle Reserve)	Public Works					
	Crack Sealing Machine (Town Aid Road)	Public Works	\$ 75,000				
	Roller (Town Aid Road)	Public Works		\$ 30,000			
	Rail Mower (Town Aid Road)	Public Works			\$ 120,000		
	Scag Mower (Vehicle Reserve)	Grounds Maintenance	\$ 10,000				
	Scag Mower (Equipment Reserve)	Grounds Maintenance			\$ 10,000		
	Skidsteer	Grounds Maintenance		\$ 30,000			
	Mower Attachment - Compact Tractor (Vehicle Reserve)	Grounds Maintenance	\$ 14,000				
		ANNUAL TOTAL	\$ 399,000	\$ 320,000	\$ 355,000	\$ 305,000	\$ 225,000

Lease Financing							
	Heavy Rescue 128 lease (January 2014)	Fire Department	\$ 51,598	\$ 51,598	\$ 51,598	\$ -	
	Energy Project lease (March 2013)	Facilities	\$ 82,712	\$ 82,712	\$ 82,712	\$ 82,712	\$ 82,712
		ANNUAL TOTAL	\$ 134,310	\$ 134,310	\$ 134,310	\$ 82,712	\$ 82,712

**TOWN OF COLCHESTER
FY2020-2021 PROPOSED BUDGET
CAPITAL IMPROVEMENT PLAN SUMMARY**

CATEGORY	ITEM	DEPARTMENT	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25
Reserves							
	Revaluation	Assessor (annual funding)	\$ 26,000	\$ 28,500	\$ 28,500	\$ 28,500	\$ 28,500
	Open Space	Planning & Zoning	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
	Building & Grounds Maintenance	Facilities	\$ 90,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	Equipment	Various	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Fire Vehicles (excluding large apparatus)	Fire Department	\$ 77,050	\$ 81,050	\$ 81,050	\$ 81,050	\$ 81,050
	Pick-Up Trucks	Public Works & Grounds	\$ 43,200	\$ 43,200	\$ 43,200	\$ 43,200	\$ 43,200
	Plow Trucks	Public Works	\$ 150,850	\$ 150,850	\$ 150,850	\$ 150,850	\$ 150,850
	Specialized Vehicles	Public Works & Grounds	\$ 78,925	\$ 81,925	\$ 98,625	\$ 98,625	\$ 98,625
	Town Hall/Community Service Vehicles	Various	\$ 34,300	\$ 37,800	\$ 37,800	\$ 37,800	\$ 37,800
		ANNUAL TOTAL	\$ 555,325	\$ 578,325	\$ 595,025	\$ 595,025	\$ 595,025
GRAND TOTAL			\$ 2,058,135	\$ 2,132,132	\$ 2,367,085	\$ 2,268,487	\$ 2,193,487

Note: Funding for the Capital Improvement Plan for all years presented, including any lease financing is subject to funding authorizations.