

Budget Worksheet
FY 2019-2020 V2 12/5/18

ACCOUNT	APP'D FY 19	DESCRIPTION	PROPOSED FY 20
BUILDING MAINTENANCE			
01-1-3110-2.190 Building Supplies	800	parking lot light bulbs; interior light bulbs; flags; misc. electrical supplies; misc. supplies for the building (broom, plunger,etc)	800
01-1-3110-2.260 Custodial Supplies	1200	paper towels, soap, garbage bags, toilet paper, other expendable supplies	1,200
01-1-3110-2.310 Heating Fuel	8000	3,000 gallons.	4,000
01-1-3110-2.320 Electricity	15,000		16,000
01-1-3110-2.325 Old WWTF Elect & heat	1,000	This account line has been charged for heat and electricity at other WWTP buildings. PD uses only 2 battery chargers. Looking at adjusting charge accordingly.	500
01-1-3110-2.330 Water	600		600
01-1-3110-3.460 Postage	900		900
01-1-3110-3.470 Telephone	21,500	Consolidated \$26/mo \$312 connect. To town Earthlink 1,425/month \$17,470 s Comcast 240/mo 2,880 internet Contingency/ fees 1300	21,950
01-1-3110-3.800 Bldg. Maint & Repair	1500	repair door locks, carpet cleaning, paint, etc. Costs not covered by service contracts.	1,500
1-1-3110-3.810 Grounds Maintenance	4,000	landscaping; gardening; weed control, tree maint., etc, NEW: snow plowing (2,000) \$65/hr truck/ 28/ hr hand)	4,500
01-1-3110-3.820 HVAC Maintenance	3500	charges above and beyond service contract for repair of HVAC system. System off of warranty	3,500
01-1-3110-3.830 System Repair	2,000	repair of any building system – generator, electrical, telephone, security system, fire alarm, electrical/mechanical; hot water, etc Costs not covered service contracts.	2,000
01-1-3110-3.850 Mowing	2,000	18 mowings/yr. + or - @\$50/ Extra trim work \$150	2500
01-1-3110-3.870 Contracted Custdl Serv	20,000	Monthly cleaning bill and bio-hazard decontamination	20,000
01-1-3110-3.890			

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Service Contracts 01-1-3110-3.890 Service Contracts (Cont)	4,300	No Country Fire (sprinkler & alarm) 500.00 Brookfield(generator) 2,000.00 + VHV- HVAC System 2200.00 + Fire Pro – Extinguishers 200.00	5,000
01-1-3110-3.910 Rubbish/recycle Removal	2,500		2,500
01-1-3110-5.400 Capital Outlay	0	Energy saving per Zero by Degrees study Interior window storms \$2,200 Door improvements \$675 Wall-Floor air sealing \$375	\$3,400
TOTAL MAINTENANCE	89,000	+\$1,850 +2%	90,850

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ADMINISTRATION	Approved FY 19		Proposed FY 20																																
01-1-3111-1.110 Regular Full-time	137,927	88,982 and 45,248 Estimated 2% COLA	137,927																																
01-1-3111-1.120 Regular Part-time	0	This account should be deleted, combined with 01-1-3111-1-.110	0																																
01-1-3111-1.140 Temporary Part-time	12,005	18.73/hr X 25 hours X 28 weeks July1, 2019 – Nov 2, 2019 (18 weeks) \$13,111 Dec 9,2019– Dec 24, 2019 (2 weeks) \$936.50 May 4, 2020 – June 30, 2020 (8 weeks)\$3,746	17,794																																
Benefits																																			
01-1-3111-1.200 Incentive Pay	11,975	<table border="0"> <tr> <td><u>Physical Fitness</u></td> <td><u>Education</u></td> </tr> <tr> <td>Bowdish 425</td> <td>Bowdish 500</td> </tr> <tr> <td>Boe 425</td> <td>Boe 200</td> </tr> <tr> <td>Covey 425</td> <td>Covey 500</td> </tr> <tr> <td>Emilio 325</td> <td>Emilio 500</td> </tr> <tr> <td>Sousa 425</td> <td>Sousa 500</td> </tr> <tr> <td>Covey 425</td> <td>Covey 500</td> </tr> <tr> <td>Austin 425</td> <td>Austin 200</td> </tr> <tr> <td>Hintern'r 425</td> <td>Stewart 500</td> </tr> <tr> <td>Mason 425</td> <td>Mason500</td> </tr> <tr> <td>Hayes 425</td> <td>Christopher 500</td> </tr> <tr> <td>Harrington 425</td> <td>Harrington 500</td> </tr> <tr> <td>Stewart 425</td> <td>(\$4,900)</td> </tr> <tr> <td>New Ofc 425</td> <td></td> </tr> <tr> <td>(\$5425)</td> <td></td> </tr> <tr> <td>Specialist Pay 3,000</td> <td></td> </tr> </table>	<u>Physical Fitness</u>	<u>Education</u>	Bowdish 425	Bowdish 500	Boe 425	Boe 200	Covey 425	Covey 500	Emilio 325	Emilio 500	Sousa 425	Sousa 500	Covey 425	Covey 500	Austin 425	Austin 200	Hintern'r 425	Stewart 500	Mason 425	Mason500	Hayes 425	Christopher 500	Harrington 425	Harrington 500	Stewart 425	(\$4,900)	New Ofc 425		(\$5425)		Specialist Pay 3,000		13.650
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Specialist Pay 3,000																																			
01-1-3111-2.000 Supplies	3,000		3,000																																
01-1-3111-2.110 Paper Supplies	3,000	business cards, forms, parking tickets, copy machine and computer paper, all clerical related paper supplies.	3,000																																
01-1-3111-2.200 Uniforms	12,000		12,000																																
01-1-3111-2.220 Ammunition & Weapons	2,800	2800.00 Range & Other Firearms training supplies and OC Spray. Bullets, powder, primers, cleaning agents, targets, target frames, staples, etc.	3,000																																
01-1-3111-2.240 Books & Periodicals	800	800.00 Subscriptions, statute books.	900																																
01-1-3111-2.290 Other/Film	2300	MMPI, Pre-employment physicals, Polygraph Candidate testing, shipping, legal notices,	2,300																																

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		miscellaneous expenses, food for major operations	
Fuel 01-1-3111-2.510 Fuel	18,000	Est. full staffing @ 9,500 Gal. 24 gallons/day for fleet 24 X7 (1 g/hr)	20,000
01-1-3111-3.230 Equip. Repair	500	Repair of office machines – shredder, furniture, recording machines	500
01-1-3111-3.410 Recruitment			0
01-1-3111-3.510 Mileage/Tolls	0		0
01-1-3111-3.520 Lodging	800		800
01-1-3111-3.600 Car Wash Expense	1,500		1,500
01-1-3111-3.720 Conference/Regis.	300	300.00 Chief’s meetings (meeting room charge) Town Fair, conference registration fees	300
01-1-3111-3.730 Tuition Reimbursement	7,500.00	7500.00 amount established by contract	7,500
01-1-3111-3.740 Special Training School	700		700
01-1-3111-3.750 Membership/Prof. Assoc	600	IACP, VACOP,, IAI, NEDIAI	1,200
01-1-3111-3.810 Service/Network/Comp	9,000	service/repair of network systems/computer equipment (keyboards, mouse, etc replacement)	9,000
01-1-3111-3. 820 Service Contracts	20,900	Symquest(copier) 2400 MTSI Drug Testing 180 Stericycle 2800 (biohazard waste) Medical / Hep 200 Proficiency Tests 350 Haslar 3,384 Comp Virus Software-Symantec 920 Cisco Firewall 800 Barricuda back up 1100 Speed sign (ATS) 1500 Domain name certificate 180 (every other year- even # yrs) HP Server fee 972 Cloud storage for video images 6,000 Symquest fee \$100	20,900
01-1-3111-3.890 Other/Uniform Cleaning	11,000.		10,000

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01-1-3111-3.895 Emer. Mgmt.	0		0
01-1-3111-3.910 Homeland Sec Grant Exp			
01-1-3111-3.895 Emergency Mgmt.			
01-1-3111-4.200 Trans to Equip/Veh.	43,165	Transfer to Equipment Fund for Vehicle O & M	31,694
01-1-3111-4.250 Trans. to Equip-Rpr.	39,861	Transfer to Equipment Fund for Vehicle Replacement	61,490
01-1-3111-5.000 Capital Outlay	7,900	2 sets, active shooter protection gear \$2,500. 2 portable radios 1,900	4,400
01-1-3111-5.900 Capital Outlay/LLEBG			
TOTAL ADMINISTRATION	345,833		363,555

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	Approved FY 19		Proposed FY 20
INVESTIGATIONS			
01-1-3113-1.150 Overtime	6000.00		<i>6,000</i>
01-1-3113-2.000 Supplies	1,300		<i>1,300</i>
01-1-3113-3.520 Lodging	450.00		<i>450</i>
01-1-3113-3.740 Special Training School	500		<i>500</i>
TOTAL INVESTIGATIONS	8,250	<i>+ - 0</i>	8,250

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COMMUNICATIONS			
01-1-3114-1.110 Regular Full-time	57,116	Dispatcher salary: 56,784 plus- 8 holidays 1747.	58,531
495 01-1-3114-1.120 Regular Part-time	19,000	16 hours/week + occasional fill-ins and call-ins. 18.73/hr X 16 X 52 + occ. Fill-ins	19,000
01-1-3114-1.150 Overtime	24,200		24,200
Benefits			
01-1-3114-3.220 Equipment Repair	2,800	Portable and mobile radios, telephone equipment, sirens, pagers, logging recorder. Repairs and parts for all communication equipment. NOT radar/cameras/ICV	3500
01-1-3114-3.230 Service Contracts	15,000	VLETS 2,000 Acorn – logging rec. 3,072.21 Valcour 3,500 Verizon ipad & cel Service 5,280 Private cel phones 840 Website (yahoo, CC charge) 240	15,000
01-1-3114-4.200 Trans Equip Fund	0		0
TOTAL COMMUNICATIONS	118,116	+3,862 +3.3%	120,231

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PATROL	Approved FY 19		Proposed FY 20
01-1-3115-1.11 Reg Full Time	811,734	salaries for 9 officers, Invest & 3 sgts . Includes patrol officer assigned to dispatch Salaries (13 officers): 767,161 Holidays (13 officers): 35,580 Shift Premium: 15,184 Sgts. Pager Pay: 7,800 (contingent on contract neg.)	825,725
01-1-3115-1.120 Regular Part-time	0		0
01-1-3115-1.130 School Resource Officer	54,391	Base salary + 12 holidays 56,055 + 2,545	58,589
01-1-3115-1.150 Over-time/Shift Replace	85,000	Filling 300 (8) hr shifts @ 1.5 + shift differential	105,480
01-1-3115-1.160 Over-time/Court	5,000		5,000
01-1-3115-1.170 Over-time/Other	28,000	Staffing for special events inflates the actual.	30,000
Benefits			
01-1-3115-2.290 Supplies	4,200	Supplies used to support patrol function – expendables – radio batteries; batteries; flashlight batteries; bulbs; ; media; flares; etc.	4,200
01-1-3115-3.000 Other Services/Charges	300	presentation work (displays, etc); miscellaneous processing.	300
01-1-3115-3.510 Mileage/Tolls	850		850
01-1-3115-3.520 Lodging	800	background investigations & training	800
01-1-3115-3.530 Meals	500		500
01-1-3115-3.600 Equipment Repair Serv	2,500	Mobile video equipment; radar; night vision; cameras; flashlights; weapons; patrol bikes (repair and annual tune-up); other patrol equipment	2,500
01-1-3115-3.740 Special Training School	2,800		4,000
01-1-3115-3.750 Memshp in Prof Assoc	500.00		500

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01-1-3115-3.890 Service Contracts	12,900	Service for 5 yr plan for replacement in-car systems 4,600/yr ACSD 800 Identikit 400.00 DUI drug testing 600 Morphotrak 3900 Taser 197.22/unit X 12 2,367 Taser 5 year package: \$3,826	17,086
01-1-3115-4.200 Transf to Equip Fund			
TOTAL PATROL	1,009,475	+ \$46,055 +4.6%	1,055,530

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COMMUNITY PROGRAM			
01-1-3117-1.150 Overtime	2,200		2,200
01-1-3117-2.000 Supplies	800.00		800
TOTAL COMMUNITY PROG	3,000	+ - 0	3,000
TRAINING			
01-1-3118-1.140 Training/Part-time	500		900
01-1-3118-1.150 Training/Over-time	12,000		12,000
TOTAL TRAINING	12,900	+0	12,900
DOG WARDEN			
01-1-3210-1.120 Regular Part-time	9,832	17.54/hr X 4 hours X 90 call-outs= 6314 Pager Pay: \$70/week X 52 weeks= 3640	9,954
01-1-3210-1.190 Car Allowance	2,700	2700.00 90 call-outs at \$30/call out	2,700
01-1-3210-2.000 Supplies	100.00		100
01-1-3210-2.890 Service Contract	900	ACHS contract	900
TOTAL DOG WARDEN	13,532	+ \$122 + .09%	13,654
Sub-Total POLICE DEPARTMENT	1,592,624		

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ACCOUNT	APPR. FY 18	DESCRIPTION	PROPOSED FY 19
CANINE			
Overtime 01-1-3120-1-150	1,000	Overtime for maintenance/handling of the canine And call-outs. Anticipated 5 call outs @ 4 hours OT; Maintenance @ 3.5 hours straight time/week, pending contract negotiations.	6,120
Supplies & Equip 01-1-3120-2.400	850		1,000
Other Service 01-1-3120-2.420	1,000	Boarding and vet services	1,000
01-1-3120-3.500	3,200	Equipment Fund Maintenance	3,200
TOTAL CANINE	6,050		11,320
TOTAL POLICE DEPARTMENT	1,606,156		Pending EQ Fund figures.

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PUBLIC SAFETY		Approved Budget FY 2018	FY 2019
01-1-9934-2.100 Sale/Accident Reports		500	500
01-1-9934-2.150 Canine Revenue			
01-1-9934-2.200 Escort/Alarms Services		1,000	1,000
01-1-9934-2.250 Fire Dept Services			
01-1-9934-2.300 Miscellaneous			
TOTAL PUBLIC SAFETY		1,500	1,500
FINES			
01-1-9935-1.100 Traffic Violations		0	0
01-1-9935-1.200 Parking Violations		9,000	0
01-1-9935-1.250 Out-of-town Services		0	0
01-1-9935-1.300 Vehicle Storage		200	200
01-1-9935-1.400 Dog Fees		300	300
01-1-9935-1.500 Zoning Enforcement			
01-1-9935-1.600 Vin Verifications		50	50
TOTAL FINES		9,550	550