

TOWN OF SCITUATE
 FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24
 W/0% SALARY INCREASES

DECEMBER 31, 2022

BLDG./ZONING/CODE ENFORCEMENT

DEPT. SALARIES 04-1-2023 THRU 03-31-24

7-760-0100	Bldg./Zoning Official	75,000.00
	Adm. Asst.	53,725.10
	Adm. Officer	5,000.00
	Part-time Clerk	37,440.00
7-760-0117	Electrical Inspector (per inspection)	14,500.00
7-760-0600	Plumb/Mech. Inspector (per inspection)	7,633.10
	Salary Total	<u>\$193,298.20</u>
7-760-0760	Postage	<u>200.00</u>
	Total	\$200.00
7-760-0405	General Expenses	
	Office Supplies	<u>1,500.00</u>
	Total	\$ 1,500.00

7-760-0752	Building Inspectors Supplies	
	Misc. Project tools, equipment, field supplies	1,000.00
	Weights & Measure Misc. Exp.	<u>300.00</u>
	Total	\$ 1,300.00
7-760-0653	Building Software – EPermitting	\$6,600.00
	Computers	<u>2,000.00</u>
	Total	\$8,600.00
7-760-0505	Service Maint. Agreement Copier	<u>1,200.00</u>
	Total	1,200.00
7-760-0551	Building Vehicle Gas	<u>2,500.00</u>
	Total	\$2,500.00
7-760-0552	Vehicle Maintenance & Repair	<u>2,500.00</u>
	Total	\$2,500.00
7-760-0803	Telephones	
	Dept. Head Cell \$50/mo x 12	600.00
	5901-7833-7935	<u>1,940.00</u>
	Total	\$ 2,540.00
7-760-0757	Travel Expense	
	41 mi/day x 250 days/yr. x \$.685	<u>7,021.25</u>
	Total	\$7,021.25
7-760-0765	Code Enforcement	<u>\$2,500.00</u>
	Total	\$2,500.00
7-760-0759	Prof. Memberships/Dues	
	Minimum Housing	500.00
	RIBOA (100)	125.00
	Code Official Certification – Conf. & Courses	<u>800.00</u>
	Total	\$1,425.00
7-760-0610	Arbitrator/Stenographer Planning & Zoning	<u>\$ 8,800.00</u>
	Total	<u>\$ 8,800.00</u>
	Expense Total	\$34,865.00

TOWN OF SCITUATE
FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

TOWN OF SCITUATE PLAN COMMISSION

DEPT. SALARIES

7-760-0121	SALARIES	
	1 Chairman @ &750.00	750.00
375.00		
	6 Members (4 reg. & 2 alt.) @ \$475/yr.	2,850.00
1,425.00		
	1 Clerk – 11 mtg. x \$175/meeting	<u>2,100.00</u>
575.00		
	TOTAL	\$5,700.00
2,375.00		

DEPT. EXPENSES

7-760-0770	EXPENSES	
	Postage	200.00
	Envelopes, Letterhead,etc.	500.00
	Public Notices 8 x \$250 & Printing	2,000.00
	\$7.88/notice x 10 abutters x 3 appl. X 12 mo.	<u>2,836.80</u>
	TOTAL	\$ 5,536.80

TOWN OF SCITUATE
FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

TOWN OF SCITUATE ZONING BOARD

DEPT. SALARIES

7-760-0122 SALARIES

	1 Chairman @ &750.00	750.00
1,900.00	7 Members (4 reg. & 3 alt.) @ \$475/yr.	3,800.00
575.00	1 Clerk – 11 mtg. x \$175/meeting	<u>1,925.00</u>
2,850.00		TOTAL \$6,475.00

DEPT. EXPENSES

7-760-0771 EXPENSES

	Envelopes, Letterhead, Postage	400.00
	Public Notices 11 mo. X \$183	2,013.00
	Certified Mailings	
	\$7.88/notice x 10 abutters x 3 appl. X 11 mo.	<u>2,600.40</u>
	TOTAL	\$5,013.40

TOWN OF SCITUATE
 FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

TOWN OF SCITUATE CONSERVATION COMMISSION

SALARIES		
I.	Administrative Personnel	\$ 750.00
EXPENSES		
I.	General Operations	375.00
II.	Ongoing Programs	<u>\$ 8,600.00</u>
Total		\$ 9,725.00

21-22 BUDGET PROPOSAL
 SCITUATE CONSERVATION COMMISSION

#7-760-0122

I.	SALARIES/ADMINISTRATIVE PERSONNEL	
	Clerk compensation for the year (12 mtgs. @ \$75.00) Total	\$ 750.00

#7-760-0771

I.	GENERAL OPERATIONS – EXPENSES	
	Estimated Postage	\$150.00
	Estimates Copies	\$125.00
	Estimated Supplies	\$100.00
	Total	\$ 375.00

II. Ongoing Program

~ Neighbor to Neighbor Program

This program welcomes new property owners to the Town and provides them with useful information about the Town and issues to consider when living in a rural community.

\$ 300.00

~ Website

The Commission has developed a link to the Town's website. Regular maintenance and updating is required.

\$ 400.00

~ Public Education and Outreach

The Commission has been involved in a number of outreach efforts that educate the public about natural resources conservation issues such as: Best Management Practices (BMP's) for agriculture and forestry, the Forest Legacy Program, the Scituate Watershed Education Program, the Home-A-Syst Program, etc.

Annual Meeting	\$1,00.00	
Workshop(s)	\$ 500.00	
		\$ 1,500.00

~ Arbor Day/ Earth Day Ceremonies

To honor these national environmental events, the Commission proposed continuing its Tradition of Planting a tree at each of the schools in Town. This will require the purchase of (4) trees.

\$ 500.00

Meeting Attendance

Attendance at meetings, workshops, etc. to represent the Town or stay-up-to date on topics of importance to the Town. The Commission would like to have the opportunity to attend functions during the upcoming year.

\$ 300.00

Property Management Plan (s) – Lawton Farm, Westconnaug Meadows, etc.

To continue ongoing management of properties, we will need to do a variety of tasks including vegetation management, renewing the haying and fertilizing contracts for the fields, preparation of ecological inventories for the properties, GIS mapping/critical resources inventories, etc.

Total estimated Expenses (\$4,500.00)

\$ 5,000.00

Pre-Acquisition Natural Community Surveys

We are requesting that funds be allocated for pre-acquisition natural community surveys as may be warranted during the course of the year.

Dues/Membership	Estimated Cost:	\$ 400.00
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We are requesting funds to cover dues for the following organizations:

Rhode Island Tree Council (\$100)
RI Assoc. of Conservation Commission (\$100)

\$ 200.00

Total \$ 8,600.00

Northern Rhode Island Conservation District Contribution

#7-760-

The Northern Rhode Island Conservation District (NRICD) provides innovative programs to promote sustainable agriculture, forestry, water quality, land use planning, conservation education and environmental engineering in Scituate including: our Neighbor to Neighbor Program, the Scituate Reservoir Education Program; assessing water impacts in the village of North Scituate, workshops on septic system maintenance, well water protection and technical assistance for farm management plans.

Assistance with the continuation of the programs:

\$1,000.00

TOWN OF SCITUATE
FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

TOWN OF SCITUATE LAND TRUST

SALARIES

II. Administrative Personnel
Clerk Compensation 12 mtgs. X \$125.00 ÷ 2 \$ 750.00

EXPENSES

7-760-0773

I. Meeting attendance
To provide Land Trust members with the opportunity to represent the Town and stay up-to-date on topics of importance to the committee by attending functions such as the RI Land Trust Summit \$ 300.00

II. General Expenses
Estimated miscellaneous expenses associated with possible land acquisition (e.g. surveys, assessments, etc.)

Surveys, Assessments, etc.	\$ 4,375.00
Dues & Membership (Land Trust Council	\$ 175.00
Open Space Purchase & Management	<u>\$ 8,000.00</u>
Total	\$ 13,600.00

TOWN OF SCITUATE
FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

HOPE VILLAGE REVIEW COMMITTEE

7-760-0772

1 Clerk – 12 Mtg. X \$125/meeting + 8 Mtgs. X \$50	\$1,775.00
Conference Fees	100.00
Stationary Supplies	30.00
Audio Tapes	35.00
Film and developing	55.00
Xerox Supplies – Town Clerk	55.00
Total	\$2,175.00

TOWN OF SCITUATE
FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

NORTH SCITUATE VILLAGE REVIEW COMMITTEE

7-760-0774

1 Clerk – 12 Mtg. X \$125/meeting + 3 Mtgs. X \$50	\$1,525.00
Notice to Property Owners	200.00
Supplies, Postage & Envelopes	100.00
Stationary Supplies	30.00
Audio Tapes	35.00
Film and developing	55.00
Xerox Supplies – Town Clerk	55.00
Total	\$2,125.00

TOWN OF SCITUATE
 FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIATION 23-24
 W/1% SALARY INCREASES

DECEMBER 31, 2022

BLDG./ZONING/CODE ENFORCEMENT

DEPT. SALARIES 04-1-2023 THRU 03-31-24

		-12-	-3-
7-760-0100	Bldg./Zoning Official	75,750.00	17,307.72
	Adm. Asst.	54,262.35	12,522.08
	Adm. Officer	5,000.00	1,250.00
	Part-time Clerk	37,440.00	8,640.00
7-760-0117	Electrical Inspector (per inspection)	15,000.00	3,500.00
7-760-0600	Plumb/Mech. Inspector (per inspection)	7,633.10	
	Salary Total	<u>\$195,085.45</u>	<u>43,219.80</u>

7-760-0760	Postage	<u>200.00</u>
	Total	\$200.00

7-760-0405	General Expenses	
	Office Supplies	<u>1,500.00</u>
	Total	\$ 1,500.00

7-760-0752	Building Inspectors Supplies		
	Misc. Project tools, equipment, field supplies	1,000.00	
	Weights & Measure Misc. Exp.	<u>300.00</u>	
	Total	\$ 1,300.00	
7-760-0653	Building Software – EPermitting	\$6,600.00	
	Computers	<u>2,000.00</u>	
	Total	\$8,600.00	
7-760-0505	Service Maint. Agreement Copier	<u>1,200.00</u>	<u>200.00</u>
	Total	1,200.00	200.00
7-760-0551	Building Vehicle Gas	<u>2,500.00</u>	
	Total	\$2,500.00	
7-760-0552	Vehicle Maintenance & Repair	<u>2,500.00</u>	<u>300.00</u>
	Total	\$2,500.00	300.00
7-760-0803	Telephones		
	Dept. Head Cell \$50/mo x 12	600.00	<u>150.00</u>
	5901-7833-7935	<u>1,940.00</u>	
	Total	\$ 2,540.00	150.00
7-760-0757	Travel Expense		
	41 mi/day x 250 days/yr. x \$.685	<u>7,021.25</u>	<u>425.00</u>
	Total	\$7,021.25	
7-760-0765	Code Enforcement	<u>\$2,500.00</u>	<u>425.00</u>
	Total	\$2,500.00	
7-760-0759	Prof. Memberships/Dues		
	Minimum Housing	500.00	
	RIBOA (100)	125.00	
	Code Official Certification – Conf. & Courses	<u>800.00</u>	
	Total	\$1,425.00	
7-760-0610	Arbitrator/Stenographer Planning & Zoning	<u>\$ 8,800.00</u>	<u>2,220.00</u>
	Total	<u>\$ 8,800.00</u>	<u>2,220.00</u>
	Expense Total	\$40,086.25	3,295.00

TOWN OF SCITUATE
 FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

TOWN OF SCITUATE PLAN COMMISSION

DEPT. SALARIES

7-760-0121	SALARIES		
	1 Chairman @ &750.00	750.00	375.00
	6 Members (4 reg. & 2 alt.) @ \$475/yr.	2,850.00	1,425.00
	1 Clerk – 11 mtg. x \$175/meeting	<u>2,100.00</u>	575.00
	TOTAL	\$5,700.00	2,375.00

DEPT. EXPENSES

7-760-0770	EXPENSES		
	Postage	200.00	
	Envelopes, Letterhead, etc.	500.00	
	Public Notices 8 x \$250 & Printing	2,000.00	750.00
	\$7.88/notice x 10 abutters x 3 appl. X 12 mo.	<u>2,836.80</u>	550.00
	TOTAL	\$ 5,536.80	1,300.00

TOWN OF SCITUATE
 FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

TOWN OF SCITUATE ZONING BOARD

DEPT. SALARIES

7-760-0122 SALARIES

1 Chairman @ &750.00	750.00	375.00
7 Members (4 reg. & 3 alt.) @ \$475/yr.	3,800.00	1,900.00
1 Clerk – 11 mtg. x \$175/meeting	<u>1,925.00</u>	575.00
TOTAL	\$6,475.00	2,850.00

DEPT. EXPENSES

7-760-0771 EXPENSES

Envelopes, Letterhead, Postage	400.00	
Public Notices 11 mo. X \$250	2,013.00	750.00
Certified Mailings		
\$7.88/notice x 10 abutters x 3 appl. X 11 mo.	<u>2,600.40</u>	<u>700.00</u>
TOTAL	\$5,013.40	1,450.00

TOWN OF SCITUATE
 FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

TOWN OF SCITUATE CONSERVATION COMMISSION

SALARIES

I.	Administrative Personnel	\$ 750.00
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EXPENSES

I.	General Operations	375.00
II.	Ongoing Programs	<u>\$ 8,600.00</u>

Total	\$ 9,725.00
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21-22 BUDGET PROPOSAL
 SCITUATE CONSERVATION COMMISSION

#7-760-0122

I.	SALARIES/ADMINISTRATIVE PERSONNEL	
	Clerk compensation for the year (12 mtgs. @ \$75.00) Total	\$ 750.00

#7-760-0771

I. GENERAL OPERATIONS – EXPENSES

Estimated Postage	\$150.00	
Estimates Copies	\$125.00	
Estimated Supplies	\$100.00	

Total	\$ 375.00
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II. Ongoing Program

~ Neighbor to Neighbor Program

This program welcomes new property owners to the Town and provides them with useful information about the Town and issues to consider when living in a rural community.

\$ 300.00

~ Website

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~ Public Education and Outreach

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Annual Meeting	\$1,00.00	
Workshop(s)	\$ 500.00	
		\$ 1,500.00

~ Arbor Day/ Earth Day Ceremonies

To honor these national environmental events, the Commission proposed continuing its Tradition of Planting a tree at each of the schools in Town. This will require the purchase of (4) trees.

\$ 500.00

Meeting Attendance

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Property Management Plan (s) – Lawton Farm, Westconnaug Meadows, etc.

To continue ongoing management of properties, we will need to do a variety of tasks including vegetation management, renewing the haying and fertilizing contracts for the fields, preparation of ecological inventories for the properties, GIS mapping/critical resources inventories, etc.

Total estimated Expenses (\$4,500.00)

\$ 5,000.00

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Estimated Cost: \$ 400.00

Dues/Membership

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Rhode Island Tree Council (\$100)

RI Assoc. of Conservation Commission (\$100)

\$ 200.00

Total \$ 8,600.00

Northern Rhode Island Conservation District Contribution
#7-760-

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Assistance with the continuation of the programs: \$1,000.00

TOWN OF SCITUATE
FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIATION 23-24

DECEMBER 31, 2022

TOWN OF SCITUATE LAND TRUST

SALARIES

II. Administrative Personnel
Clerk Compensation 12 mtgs. X \$125.00 ÷ 2 \$ 750.00

EXPENSES

7-760-0773

I. Meeting attendance
To provide Land Trust members with the opportunity to represent the Town and stay up-to-date on topics of importance to the committee by attending functions such as the RI Land Trust Summit

\$ 300.00

II. General Expenses

Estimated miscellaneous expenses associated with possible land acquisition
(e.g. surveys, assessments, etc.)

Surveys, Assessments, etc. \$ 4,375.00

Dues & Membership (Land Trust Council \$ 175.00

Open Space Purchase & Management \$ 8,000.00

Total \$ 13,600.00

TOWN OF SCITUATE
FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

HOPE VILLAGE REVIEW COMMITTEE

7-760-0772

1 Clerk – 12 Mtg. X \$125/meeting + 8 Mtgs. X \$50	\$1,900.00	125.00
Conference Fees	100.00	
Stationary Supplies	30.00	
Audio Tapes	35.00	
Film and developing	55.00	
Xerox Supplies – Town Clerk	55.00	
Total	\$2,175.00	

TOWN OF SCITUATE
FISCAL YEAR ENDING 3/31/2024
BUDGET SUBSTANTIAION 23-24

DECEMBER 31, 2022

NORTH SCITUATE VILLAGE REVIEW COMMITTEE

7-760-0774

1 Clerk – 12 Mtg. X \$125/meeting + 3 Mtgs. X \$50	\$1,650.00	125.00
Notice to Property Owners	200.00	
Supplies, Postage & Envelopes	100.00	
Stationary Supplies	30.00	
Audio Tapes	35.00	
Film and developing	55.00	
Xerox Supplies – Town Clerk	55.00	
Total	\$2,125.00	