

Town Council

**TOWN OF COVENTRY  
BUDGET SUMMARY  
Fiscal Year 2010-2011**

	<u>ACTUAL</u> <u>2008-2009</u>	<u>BUDGET</u> <u>2009-2010</u>	<u>ESTIMATE</u> <u>2009-2010</u>	<u>PROPOSED</u> <u>2010-2011</u>	<u>BUDGET VS PROPOSED</u>	
					\$	%
<b><u>REVENUES</u></b>						
Taxes-Current	55,105,770	55,737,348	55,737,348	55,812,552	75,204	0.1%
Auto Excise Tax	<u>2,661,667</u>	<u>2,100,000</u>	<u>2,100,000</u>	<u>2,490,000</u>	390,000	18.6%
LEVY -- Collected or Budgeted	57,767,437	57,837,348	57,837,348	58,302,552	465,204	0.8%
Prior Year Taxes and Interest	1,070,788	800,000	750,000	600,000	(200,000)	-25.0%
State Aid	921,466	489,995	517,400	654,600	164,605	33.6%
State Reimbursement Auto Tax	2,952,305	2,900,000	2,900,000	2,540,000	(360,000)	-12.4%
Town Revenues	2,221,856	1,801,255	1,898,154	1,823,525	22,270	1.2%
State Aid to Education	17,025,769	19,567,550	17,549,070	17,549,070	(2,018,480)	-10.3%
State Gaming Revenue	217,005	100,000	-	-	(100,000)	0.0%
School Revenues	1,251,322	1,330,884	1,430,884	1,557,884	227,000	17.1%
State Aid to School Housing	1,646,976	1,468,778	1,528,778	1,525,108	56,330	3.8%
School Federal Stabilization Funds	1,166,987	-	991,787	991,787	991,787	NEW
Impact Fees and Property Rental	140,000	140,000	140,000	140,000	-	0.0%
Capital Non-Recurring Fund	20,072	0	0	0	-	0.0%
Grants	67,258	-	47,614	100,000	100,000	0.0%
CONE Lease Buy-Back	39,474	50,000	50,000	50,000	-	0.0%
School Health Insurance Reserve	200,000	176,720	176,720	176,720	-	0.0%
Cell Tower Reserve Fund	457,009	200,000	200,000	525,000	325,000	0.0%
Self-Insurance Fund	-	-	-	530,000	530,000	NEW
Fund Balance Allocated	656,000	159,138	(41,829)	-	(159,138)	-100.0%
Needed To Balance Budget	-	0	0	(0)	(0)	NEW
<b>Total</b>	<u>87,821,724</u>	<u>87,021,668</u>	<u>85,975,926</u>	<u>87,066,246</u>	<u>44,577</u>	<u>0.1%</u>
<b><u>EXPENDITURES</u></b>						
<b><u>OPERATIONS</u></b>						
Municipal Government	21,959,867	20,586,699	20,460,036	21,562,787	976,089	4.7%
School Department	62,008,158	62,895,882	61,976,803	62,371,189	(524,693)	-0.8%
Library -- Resource Sharing	119,995	119,995	119,995	119,995	-	0.0%
<b><u>DEBT SERVICE</u></b>						
School Housing Debt	3,235,785	3,059,954	3,059,954	2,968,974	(90,980)	-3.0%
Municipal Debt	-	-	-	43,300	43,300	0.0%
<b><u>Capital Improvement</u></b>						
Municipal Government	347,919	109,138	109,138	0	(109,138)	-100.0%
School Department	150,000	250,000	250,000	0	(250,000)	-100.0%
<b>Total</b>	<u>87,821,724</u>	<u>87,021,668</u>	<u>85,975,926</u>	<u>87,066,245</u>	<u>44,577</u>	<u>0.1%</u>

Town Council

**TOWN OF COVENTRY  
EXPENDITURE SUMMARY  
EXHIBIT A**

	ACTUAL	BUDGET	ESTIMATE	PROPOSED	BUDGET VS PROPOSED	
	2008-2009	2009-2010	2009-2010	2010-2011	\$	%
110 Town Council	26,940	27,784	26,091	25,841	(1,943)	-7.0%
210 Town Manager	150,605	258,060	307,321	280,280	22,221	8.6%
225 Information Technology	239,838	230,401	230,401	230,420	19	0.0%
310 Town Clerk	339,987	280,929	282,312	280,374	(555)	-0.2%
320 Board of Canvassers	112,622	53,982	49,582	111,120	57,138	105.8%
410 Town Solicitor	389,004	449,000	438,434	446,500	(2,500)	-0.6%
420 Municipal Court	47,255	37,420	37,090	43,530	6,109	16.3%
510 Probate Court	18,859	19,197	19,198	19,197	(0)	0.0%
610 Treasurer	311,052	294,718	324,558	292,749	(1,970)	-0.7%
620 Tax Assessor	233,315	171,249	167,131	170,787	(461)	-0.3%
630 Tax Collector	251,391	253,843	253,842	211,584	(42,259)	-16.6%
640 Bd. Assessment Review	3,284	3,760	2,691	3,437	(323)	-8.6%
710 Police	8,587,688	8,647,996	8,537,721	8,792,252	144,257	1.7%
720 Animal Control	205,237	203,789	199,738	204,289	500	0.2%
750 Civil Defense	622	4,000	4,771	27,250	23,250	581.3%
760 Town Sergeant	3,072	2,760	2,222	2,222	(538)	-19.5%
790 Crossing Guards	39,651	41,121	32,344	33,547	(7,575)	-18.4%
810 Engineering	184,787	96,601	96,144	97,210	609	0.6%
820 Inspections & Permits	210,063	191,197	191,197	191,936	739	0.4%
830 Roads & Bridges	2,114,893	1,762,207	1,738,672	1,761,485	(722)	0.0%
840 Snow Removal	373,483	297,503	247,793	266,738	(30,765)	-10.3%
850 Building Maintenance	504,676	413,076	447,046	448,724	35,648	8.6%
860 Refuse Collection	747,091	748,510	748,879	749,433	924	0.1%
870 Refuse Disposal	768,607	712,799	649,500	648,424	(64,375)	-9.0%
880 Vehicular Maintenance	1,242,925	973,256	1,059,613	975,603	2,347	0.2%
910 Recreation	1,175,908	1,067,355	1,053,457	1,040,044	(27,311)	-2.6%
925 Human Services	754,257	709,165	710,991	734,067	24,903	3.5%
930 Library	824,952	825,363	825,363	851,218	25,855	3.1%
940 Planning & Development	325,410	249,601	250,089	248,437	(1,163)	-0.5%
941 Planning Commission	14,702	17,692	20,042	17,919	227	1.3%
942 Zoning Board	10,454	12,129	12,629	12,674	546	4.5%
943 Conservation Commission	1,515	1,120	1,090	1,120	-	0.0%
944 Land Trust	215	867	617	867	-	0.0%
945 Economic Development	0	4,515	3,108	4,515	-	0.0%
950 Town General	1,653,503	1,519,680	1,484,305	2,332,939	813,259	53.5%
960 Contributions	89,275	-	-	-	-	0.0%
965 Housing Authority	<u>2,729</u>	<u>4,053</u>	<u>4,053</u>	<u>4,053</u>	-	0.0%
<b>Town -- Operating</b>	<b>21,959,867</b>	<b>20,586,699</b>	<b>20,460,036</b>	<b>21,562,787</b>	<b>976,089</b>	<b>4.7%</b>
Tranfers of Other Funds	-	-	-	-	-	0.0%
<b>Town -- Capital Improvements</b>	<b>347,919</b>	<b>109,138</b>	<b>109,138</b>	<b>-</b>	<b>(109,138)</b>	<b>-100.0%</b>
Library -- Resource Sharing	119,995	119,995	119,995	119,995	-	0.0%
Municipal Debt	-	-	-	43,300	43,300	0.0%
School -- Operations	62,008,158	62,895,882	61,976,803	62,371,189	(524,693)	-0.8%
School -- Capital Improvements	150,000	250,000	250,000	-	(250,000)	-100.0%
School Debt	<u>3,235,785</u>	<u>3,059,954</u>	<u>3,059,954</u>	<u>2,968,974</u>	<u>(90,980)</u>	<u>-3.0%</u>
<b>GRAND TOTAL BUDGET</b>	<b><u>87,821,724</u></b>	<b><u>87,021,668</u></b>	<b><u>85,975,926</u></b>	<b><u>87,066,245</u></b>	<b><u>44,578</u></b>	<b>0.1%</b>

Town Council

**TOWN OF COVENTRY**  
**REVENUE SUMMARY**  
**Fiscal Year 2010-2011**

max allowable  
61,669,762

under max Levy  
2,177,362

		59,107,574	59,017,702	59,014,126	59,492,400	478,274	
Levy							
Real Estate Taxes Budgeted		57,767,437	57,837,348	57,837,348	58,302,552	465,204	
Reserve %		2.3%	2.0%	2.0%	2.0%		
		ACTUAL	BUDGET	ESTIMATE	PROPOSED	BUDGET VS PROPOSED	
		2008-2009	2009-2010	2009-2010	2010-2011	\$	%
<b><u>MUNICIPAL GOVERNMENT</u></b>							
LM L	Real Estate Taxes Current	11,408,234	12,565,444	12,565,444	12,601,358	35,914	0.3%
PT	Prior Real Estate Taxes	570,525	600,000	500,000	400,000	(200,000)	-33.3%
LM L	Auto Excise Tax	2,661,667	2,100,000	2,100,000	2,490,000	390,000	18.6%
SM	State Reimbursement Auto Tax	2,952,305	2,900,000	2,900,000	2,540,000	(360,000)	-12.4%
PT	Interest & Penalties	500,263	200,000	250,000	200,000	-	0.0%
TR	Hotel Tax	66,859	60,000	65,000	60,000	-	0.0%
TR	Meal & Beverage Tax	326,275	320,000	332,829	330,000	10,000	3.1%
<b>Total Taxes</b>		<b>18,486,128</b>	<b>18,745,444</b>	<b>18,713,273</b>	<b>18,621,358</b>	<b>(124,086)</b>	<b>-0.7%</b>
<b><u>SCHOOL DEPARTMENT</u></b>							
SS	State Aid to Education	14,823,394	17,677,703	15,881,175	15,881,175	(1,796,528)	-10.2%
SS	State Aid Pension Reconciliation	534,480	-	0	-	-	-
SR	School Revenues	709,988	880,884	880,884	1,007,884	127,000	14.4%
SR	Medicaid	541,334	450,000	550,000	550,000	100,000	22.2%
SS	Student Equity	1,067,028	1,067,028	1,067,028	1,067,028	-	0.0%
SS	Early Childhood	231,758	231,758	231,758	231,758	-	0.0%
SS	Technology	129,453	129,453	129,453	129,453	-	0.0%
SS	Professional Development	-	221,952	-	-	(221,952)	-100.0%
SS	Language Assistance	5,202	5,202	5,202	5,202	-	0.0%
SS	Vocational Education	111,000	111,000	111,000	111,000	-	0.0%
SS	Charter School Indirect Aid	2,454	2,454	2,454	2,454	-	0.0%
SS	Group Home Aid	120,000	120,000	120,000	120,000	-	0.0%
SS	Full-Day Kindergarten	1,000	1,000	1,000	1,000	-	0.0%
R	Health Insurance Reserve	200,000	176,720	176,720	176,720	-	0.0%
SS	State Gaming Revenue	217,005	100,000	0	-	(100,000)	-100.0%
SR	Cell Tower Rental	40,000	40,000	40,000	40,000	-	0.0%
LS L	Real Estate Taxes Current	41,580,728	41,580,728	41,580,728	41,580,728	-	0.0%
GS	Grant	67,258	-	47,614	100,000	100,000	NEW
R	Impact Fees	100,000	100,000	100,000	100,000	-	0.0%
SS	State Housing Aid	134,089	-	60,000	100,000	100,000	NEW
F	Stabilization Funds	1,166,987	-	991,787	991,787	991,787	NEW
R	Self-Insurance Fund- School	-	-	-	175,000	175,000	NEW
FB	Use of Fund Balance	225,000	-	-	-	-	0.0%
<b>Total School Department</b>		<b>62,008,158</b>	<b>62,895,882</b>	<b>61,976,803</b>	<b>62,371,189</b>	<b>(524,693)</b>	<b>-0.8%</b>
<b><u>DEBT SERVICE</u></b>							
SD	State Aid School Housing	1,512,887	1,468,778	1,468,778	1,425,108	(43,670)	-3.0%
LD L	Taxes School	1,638,961	1,591,176	1,591,176	1,587,166	(4,010)	-0.3%
L	Taxes Town	-	-	-	43,300	43,300	0.0%
<b>Total Debt Service</b>		<b>3,151,848</b>	<b>3,059,954</b>	<b>3,059,954</b>	<b>3,055,574</b>	<b>(4,380)</b>	<b>-0.1%</b>

**TOWN OF COVENTRY  
REVENUE SUMMARY  
Fiscal Year 2010-2011**

		<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>PROPOSED</u>	<u>BUDGET VS PROPOSED</u>	
		<u>2008-2009</u>	<u>2009-2010</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>\$</u>	<u>%</u>
<b><u>TOWN REVENUES</u></b>							
	Building Permits	95,799	100,000	90,000	100,000	-	0.0%
	Plumbing & Heating	15,951	20,000	15,000	20,000	-	0.0%
	Electrical Permits	15,682	15,000	10,000	15,000	-	0.0%
	Recording Fees	340,564	250,000	300,000	300,000	50,000	20.0%
	Probate Fees	44,471	40,000	45,000	40,000	-	0.0%
	Marriage Licenses	1,312	1,500	1,300	1,500	-	0.0%
	Dog Licenses	19,465	20,000	19,000	20,000	-	0.0%
	Animal Rescue Fees	14,382	10,000	10,000	10,000	-	0.0%
	Realty Fees	64,868	40,000	40,000	40,000	-	0.0%
	Land Trust Fees	230,061	250,000	250,000	250,000	-	0.0%
	Alcoholic Beverage License	25,354	25,000	25,000	25,000	-	0.0%
	Hunting & Fishing License	21	25	25	25	-	0.0%
	Library Fees	26,752	22,000	22,000	22,000	-	0.0%
	Planning Commission	10,230	15,000	18,000	15,000	-	0.0%
	Planning -- Steno Fees	5,064	3,000	10,000	5,000	2,000	66.7%
	Police Car Rentals	125,640	30,000	50,000	30,000	-	0.0%
CO	CONE Lease Buy-Back	39,474	50,000	50,000	50,000	-	0.0%
	Miscellaneous License Fees	<u>77,347</u>	<u>60,000</u>	<u>65,000</u>	<u>60,000</u>	-	0.0%
TR	Total Licenses & Fees	<u>1,152,437</u>	<u>951,525</u>	<u>1,020,325</u>	<u>1,003,525</u>	52,000	5.5%
<b><u>MISCELLANEOUS</u></b>							
	Municipal Court	98,884	100,000	75,000	75,000	(25,000)	-25.0%
	Payment in Lieu of Taxes	75,924	50,000	55,000	55,000	5,000	10.0%
	Interest in Investment	293,052	200,000	250,000	200,000	-	0.0%
	Miscellaneous Receipts	<u>247,899</u>	<u>169,730</u>	<u>150,000</u>	<u>150,000</u>	(19,730)	-11.6%
TR	Total Miscellaneous	<u>715,759</u>	<u>519,730</u>	<u>530,000</u>	<u>480,000</u>	(39,730)	-7.6%
SM	Telephone Tax	327,405	300,000	327,405	325,000	25,000	8.3%
SM	State Aid General	389,992	-	-	-	-	0.0%
SM	State Aid Revaluation	-	-	-	131,600	131,600	0.0%
SM	Library Grant	<u>204,069</u>	<u>189,995</u>	<u>189,995</u>	<u>198,000</u>	8,005	4.2%
	Total State Aid & Grants	<u>921,466</u>	<u>489,995</u>	<u>517,400</u>	<u>654,600</u>	164,605	33.6%
<b><u>CAPITAL IMPROVEMENT</u></b>							
R	Impact Fees	-	-	-	-	-	0.0%
R	Capital Non-Recurring Fund	20,072	-	-	-	-	0.0%
	State School Housing Aid	-	-	-	-	-	0.0%
FB	Use of Fund Balance	-	159,138	159,138	-	(159,138)	0.0%
R	Cell Tower Reserve Fund	-	200,000	200,000	-	(200,000)	0.0%
LC L	Taxes	<u>477,847</u>	-	-	-	-	0.0%
	Total Capital Improvements	<u>497,919</u>	<u>359,138</u>	<u>359,138</u>	-	(359,138)	-100.0%
	<b>TOTAL</b>	<u><b>86,933,715</b></u>	<u><b>87,021,668</b></u>	<u><b>86,176,893</b></u>	<u><b>86,186,246</b></u>	(835,422)	-1.0%
FB	Use of Fund Balance	431,000	0	(200,967)	-	(0)	-100.0%
R	Cell tower Reserve Fund	457,009	-	-	525,000	525,000	
R	Self-Insurance Fund - Town	-	-	-	355,000	355,000	
	Needed To Balance Budget	-	-	-	(0)	(0)	
	<b>TOTAL REVENUE</b>	<u><b>87,821,724</b></u>	<u><b>87,021,668</b></u>	<u><b>85,975,926</b></u>	<u><b>87,066,245</b></u>	44,578	0.1%

**TOWN OF COVENTRY  
MUNICIPAL BUDGET CATEGORIES  
Fiscal Year 2010-2011**

<u>DEPARTMENT</u>	<b>100 PERSONAL SERVICES</b>	<b>200 CONTRACT. SERVICES</b>	<b>300 MATERIALS &amp; SUPPLIES</b>	<b>400 FIXED CHARGES</b>	<b>500 CAPITAL OUTLAY</b>	<b>TOTAL</b>
Town Council	24,221	520	100	1,000	0	25,841
Town Manager	273,205	4,200	1,250	1,625	0	280,281
Information Technology	80,770	149,300	300	50	0	230,420
Town Clerk	238,953	37,415	3,076	930	0	280,374
Board of Canvassers	50,080	52,690	5,860	2,490	0	111,120
Town Solicitor	0	446,500	0	0	0	446,500
Municipal Court	37,355	5,750	250	175	0	43,530
Probate Court	10,572	8,325	300	0	0	19,197
Treasurer	291,829	100	550	270	0	292,749
Tax Assessor	168,447	1,490	650	200	0	170,787
Tax Collector	202,204	8,150	1,230	0	0	211,584
Bd. Assessment Review	237	0	100	3,100	0	3,437
Police	8,394,612	108,590	235,300	43,550	10,200	8,792,252
Animal Control	173,264	8,550	11,850	10,425	200	204,289
Civil Defense	0	16,250	2,500	0	8,500	27,250
Town Sergeant	2,222	0	0	0	0	2,222
Crossing Guards	32,997	0	550	0	0	33,547
Engineering	92,235	2,700	1,075	200	1,000	97,210
Inspections & Permits	188,316	2,425	1,100	95	0	191,936
Roads & Bridges	1,519,605	141,900	99,930	50	0	1,761,485
Snow Removal	80,738	0	186,000	0	0	266,738
Building Maintenance	145,983	56,160	24,006	222,075	500	448,724
Refuse Collection	731,760	3,150	14,523	0	0	749,433
Refuse Disposal	0	644,424	0	4,000	0	648,424
Vehicular Maintenance	485,336	14,300	442,320	31,147	2,500	975,603
Recreation	829,395	63,058	83,164	60,027	4,400	1,040,044
Human Services	616,172	43,100	12,400	62,395	0	734,067
Library	716,120	38,848	96,000	250	0	851,218
Planning & Develop.	229,962	15,000	2,300	975	200	248,437
Planning Commission	2,319	7,500	300	7,800	0	17,919
Zoning Board	2,284	5,000	50	5,340	0	12,674
Conservation Comm.	0	1,020	0	100	0	1,120
Land Trust	517	100	150	100	0	867
Economic Development	215	3,600	500	200	0	4,515
Town General	0	774,890	4,000	1,554,049	0	2,332,939
Contribution	0	0	0	0	0	-
Housing Authority	288	0	0	3,765	0	4,053
Debt Service						
<b>TOTAL</b>	<b><u>15,622,215</u></b>	<b><u>2,665,005</u></b>	<b><u>1,231,684</u></b>	<b><u>2,016,383</u></b>	<b><u>27,500</u></b>	<b><u>21,562,787</u></b>

TOWN OF COVENTRY DEBT SERVICE SUMMARY  
Fiscal Year 2010-2011

TOWN OF COVENTRY  
DEBT SUMMARY  
FISCAL YEAR 2010-2011

	<u>ISSUE DATE</u>	<u>MATURITY DATE</u>	<u>ORIGINAL ISSUE</u>	<u>*INTEREST RATE</u>	<u>OUTSTANDING 06/30/2010</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>OUTSTANDING 06/30/2011</u>
<b><u>SCHOOL DEPARTMENT</u></b>								
Bond Refinancing	February 25, 1999	November 1, 2010	\$ 5,095,000	3.81% **	\$ 365,000	\$ 365,000	\$ 7,574	\$ -
School Construction	December 1, 2001	May 1, 2022	\$ 11,000,000	4.62% **	\$ 6,600,000	\$ 550,000	\$ 298,375	\$ 6,050,000
School Construction	June 15, 2002	June 15, 2022	\$ 15,000,000	5.25% **	\$ 9,000,000	\$ 750,000	\$ 416,625	\$ 8,250,000
School Construction	June 15, 2003	June 15, 2023	\$ 8,000,000	3.44% **	\$ 5,200,000	\$ 400,000	\$ 181,400	\$ 4,800,000
TOTAL SCHOOL DEPARTMENT			\$ 39,095,000		\$ 21,165,000	\$ 2,065,000	\$ 903,974	\$ 19,100,000

<b><u>TOWN</u></b>								
Settlement Bond	April 2010	April 2011	\$ 4,330,000	1.00% *	\$ 4,330,000	\$ -	\$ 43,300	\$ 4,330,000

This Bond will be replaced with a long term bond to be issued in FY 2011.

PRINCIPAL ON BONDS-SCHOOL	\$ 2,065,000
INTEREST ON BONDS-SCHOOL	\$ 903,974
TOTAL SCHOOL	\$ 2,968,974

\* estimated at this time

\*\* Interest rate is average of bond maturities for the 20-year period

PRINCIPAL ON BONDS-TOWN	\$ -
INTEREST ON BONDS-TOWN	\$ 43,300
TOTAL TOWN	\$ 43,300

GRAND TOTAL	\$ 3,012,274
LESS: STATE HOUSING AID at 48%	\$ (1,425,108)
	\$ -
TO BE RAISED FROM TAXES	\$ 1,587,166

## ALL MUNICIPAL DEPARTMENTS

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	15,414,880	15,451,892	15,327,377	15,622,215
200	CONTRACTUAL SERVICES	2,926,196	2,461,625	2,441,566	2,665,005
300	MATERIALS & SUPPLIES	1,889,736	1,246,352	1,294,638	1,231,684
400	FIXED CHARGES	1,536,428	1,396,604	1,368,924	2,016,383
500	CAPITAL OUTLAY	192,627	30,225	27,531	27,500
	TOTAL APPROPRIATION	21,959,867	20,586,699	20,460,036	21,562,787

## LEGISLATIVE: TOWN COUNCIL

Account No. 110

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	23,149	24,221	24,221	24,221
200 CONTRACTUAL SERVICES	1,194	2,213	770	520
300 MATERIALS & SUPPLIES	1,597	100	100	100
400 FIXED CHARGES	1,000	1,250	1,000	1,000
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>26,940</u>	<u>27,784</u>	<u>26,091</u>	<u>25,841</u>

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## LEGISLATIVE: TOWN COUNCIL

Account No. 110

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011		<u>BUDGET VS PROPOSED</u>	
<b><u>PERSONAL SERVICES</u></b>							
101 Regular Employees	21,462	22,500	22,500	22,500		0	0.0%
107 Fica/Medicare	1,687	1,721	1,721	1,721		0	0.0%
110 Educational Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	0.0%
Total Personal Services	<u>23,149</u>	<u>24,221</u>	<u>24,221</u>	<u>24,221</u>		<u>0</u>	0.0%
<b><u>CONTRACTUAL SERVICES</u></b>							
219 Professional Services	175	2,213	520	520		-1,693	-76.5%
224 Travel Expense	25	0	0	0		0	0.0%
231 Advertising	<u>994</u>	<u>0</u>	250	<u>0</u>		<u>0</u>	0.0%
Total Contractual Services	<u>1,194</u>	<u>2,213</u>	<u>770</u>	<u>520</u>		<u>-1,693</u>	-76.5%
<b><u>MATERIALS &amp; SUPPLIES</u></b>							
301 Office Supplies	1,158	100	100	100		0	0.0%
302 Books & Magazines	<u>439</u>	<u>0</u>	0	<u>0</u>		<u>0</u>	0.0%
Total Materials & Supplies	<u>1,597</u>	<u>100</u>	<u>100</u>	<u>100</u>		<u>0</u>	0.0%
<b><u>FIXED CHARGES</u></b>							
414 Expenses, Council President	1,000	1,000	1,000	1,000		0	0.0%
423 Dues & Membership	<u>0</u>	<u>250</u>	0	<u>0</u>		<u>-250</u>	-100.0%
Total Fixed Charges	<u>1,000</u>	<u>1,250</u>	<u>1,000</u>	<u>1,000</u>		<u>-250</u>	-20.0%
<b><u>CAPITAL OUTLAY</u></b>							
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	
<b>TOTAL APPROPRIATION</b>	<u>26,940</u>	<u>27,784</u>	<u>26,091</u>	<u>25,841</u>		<u>-1,943</u>	-7.0%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**Department: **TOWN COUNCIL****110****PERSONAL SERVICES**

<b>101 Regular Employees</b>		<b>\$22,500</b>
<b>Five Council Members @ \$4,500</b>	<b>\$22,500</b>	
<b>107 Fica &amp; Medicare</b>		<b>\$1,721</b>
<b>Fica:</b>	<b>\$1,395</b>	
<b>Medicare:</b>	<b>\$326</b>	
<b>110 Educational Services</b>	<b>\$0</b>	<b>\$0</b>

**CONTRACTUAL SERVICES**

<b>219 Professional Services</b>	<b>\$520</b>	<b>\$520</b>
<b>224 Travel Expense</b>	<b>\$0</b>	<b>\$0</b>
<b>231 Advertising</b>	<b>\$0</b>	<b>\$0</b>

**MATERIALS AND SUPPLIES**

<b>301 Office Supplies</b>	<b>\$100</b>	<b>\$100</b>
<b>302 Books &amp; Magazines</b>	<b>\$0</b>	<b>\$0</b>

**FIXED CHARGES**

<b>414 Expenses, Council President</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>423 Dues &amp; Memberships</b>	<b>\$0</b>	<b>\$0</b>
<b>540 Depreciation</b>	<b>\$0</b>	<b>\$0</b>

**\$25,841**

## ADMINISTRATIVE: TOWN MANAGER

Account No. 210

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	144,637	252,235	299,349	273,205
200	CONTRACTUAL SERVICES	0	2,700	4,847	4,200
300	MATERIALS & SUPPLIES	5,968	1,500	1,500	1,250
400	FIXED CHARGES	0	1,625	1,625	1,625
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>150,605</u>	<u>258,060</u>	<u>307,321</u>	<u>280,280</u>

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## ADMINISTRATIVE: TOWN MANAGER

## Account No. 210

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011		BUDGET VS PROPOSED	
<b><u>PERSONAL SERVICES</u></b>							
101 Regular Employees	111,853	202,355	240,000	220,245		17,890	8.8%
102 Temporary Employees	525	0	0	0		-	
103 Overtime	0	0	0	0		-	
106 Deferred Compensation	0	0	9,760	9,760		9,760	
107 Fica/Medicare	8,597	15,480	17,880	16,849		1,369	8.8%
108 Life Insurance	386	288	1,316	1,657		1,369	475.3%
109 Group Insurance	21,823	29,829	25,091	20,867		(8,962)	-30.0%
110 Educational Services	500	500	500	500		-	0.0%
111 Disability Insurance	0	0	1,600	1,600		1,600	
113 Delta Dental	853	3,782	3,202	1,728		(2,055)	-54.3%
118 Safety Incentive	<u>100</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>-</u>	
Total Personal Services	<u>144,637</u>	<u>252,235</u>	<u>299,349</u>	<u>273,205</u>		<u>20,971</u>	8.3%
<b><u>CONTRACTUAL SERVICES</u></b>							
224 Travel Expense	<u>0</u>	<u>2,700</u>	<u>4,847</u>	<u>4,200</u>		<u>1,500</u>	55.6%
<b><u>MATERIALS &amp; SUPPLIES</u></b>							
301 Office Supplies	2,626	1,000	1,250	1,000		-	0.0%
302 Books & Magazines	<u>3,342</u>	<u>500</u>	<u>250</u>	<u>250</u>		<u>(250)</u>	-50.0%
Total Materials & Supplies	<u>5,968</u>	<u>1,500</u>	<u>1,500</u>	<u>1,250</u>		<u>(250)</u>	-16.7%
<b><u>FIXED CHARGES</u></b>							
423 Dues & Memberships	<u>0</u>	<u>1,625</u>	<u>1,625</u>	<u>1,625</u>		<u>-</u>	0.0%
<b><u>CAPITAL OUTLAY</u></b>							
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>-</u>	
<b>TOTAL APPROPRIATION</b>	<u>150,605</u>	<u>258,060</u>	<u>307,321</u>	<u>280,280</u>		<u>22,221</u>	8.6%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**

Department: Town Manager 210

<u>PERSONAL SERVICES</u>			
101	<u>Regular Employees</u>		\$220,245
	Town Manager		\$122,000
	Executive Assistant		\$55,201
	Administrative Secretary	takes waiver	\$38,744
	Medical waiver	\$4,300	\$4,300
102	<u>Temporary Employees</u>		\$0
	For hiring of personnel when regular switchboard operator is out ill or on vacation.		\$0
103	<u>Overtime</u>		\$0
	During preparation of budget and other work related to the Town Manager's Office.		\$0
106	<u>Deferred Compensation</u>		\$9,760
			\$9,760
107	<u>Fica &amp; Medicare</u>		\$16,849
	Fica:		\$13,655
	Medicare:		\$3,194
108	<u>Life Insurance</u>		\$1,657
	2 employees @	9.60 /mo	\$230
	1 employees @	118.87 /mo	\$1,426
109	<u>Group Insurance</u>		\$20,867
	1 employees @	1,242.86 /mo	\$14,914
	1 employees @	496.05 /mo	\$5,953
110	<u>Educational Services</u>		\$500
			\$500
111	<u>Disability Insurance</u>		\$1,600
			\$1,600
113	Dental Insurance		\$1,728
	1 employees @	109.22 /mo	\$1,311
	1 employees @	34.76 /mo	\$417
118	Safety Incentive		\$0
	0 employees @	100.00 /yr	\$0

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

Department: Town Manager 210

**CONTRACTUAL SERVICES**

<b>224 <u>Travel Expense</u></b>		<b>\$4,200</b>
<b>ICMA Conference (Town Manager)-CA</b>	<b>\$4,000</b>	
flight/hotel/registration/classes/meals		
<b>RI City and Town Managers</b>	<b>\$100</b>	
<b>RI League Annual Dinner</b>	<b>\$100</b>	

**MATERIALS AND SUPPLIES**

<b>301 <u>Office Supplies</u></b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>302 <u>Books &amp; Magazines</u></b>	<b>\$250</b>	<b>\$250</b>

**FIXED CHARGES**

<b>423 <u>Dues &amp; Memberships</u></b>		<b>\$1,625</b>
<b>ICMA</b>	<b>\$1,100</b>	
<b>RI City &amp; Town Manager's</b>	<b>\$525</b>	
<b>RI League of Cities &amp; Towns</b>	<b>\$0</b>	

**CAPITAL OUTLAY**

<b>540 Depreciation</b>	<b>\$0</b>	<b>\$0</b>
		<b>\$280,280</b>

## ADMINISTRATIVE: INFORMATION TECHNOLOGY

Account No. 225

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	80,737	80,751	80,751	80,770
200	CONTRACTUAL SERVICES	159,101	149,300	149,300	149,300
300	MATERIALS & SUPPLIES	0	300	300	300
400	FIXED CHARGES	0	50	50	50
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>239,838</u>	<u>230,401</u>	<u>230,401</u>	<u>230,420</u>

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## ADMINISTRATIVE: INFORMATION TECHNOLOGY

Account No. 225

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b>PERSONAL SERVICES</b>						
101 Regular Employees	74,910	74,923	74,923	74,923	-	0.0%
107 Fica/Medicare	5,730	5,732	5,732	5,732	-	0.0%
108 Life Insurance	97	96	96	115	19	20.0%
109 Group Insurance	0	0	0	0	-	
113 Delta Dental	0	0	0	0	-	
<b>Total Personal Services</b>	<b>80,737</b>	<b>80,751</b>	<b>80,751</b>	<b>80,770</b>	<b>19</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES</b>						
215 Data Processing	159,101	149,300	149,300	149,300	-	0.0%
224 Travel Expense	0	0	0	0	-	
<b>Total Contractual Services</b>	<b>159,101</b>	<b>149,300</b>	<b>149,300</b>	<b>149,300</b>	<b>-</b>	<b>0.0%</b>
<b>MATERIALS &amp; SUPPLIES</b>						
301 Office Supplies	0	0	0	0	-	
302 Books & Magazines	0	300	300	300	-	0.0%
<b>Total Materials &amp; Supplies</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>-</b>	<b>0.0%</b>
<b>FIXED CHARGES</b>						
423 Dues & Memberships	0	50	50	50	-	0.0%
<b>CAPITAL OUTLAY</b>						
525 Capital Outlay	0	0	0	0	-	
540 Depreciation	0	0	0	0	-	
<b>Total Capital Items</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>TOTAL APPROPRIATION</b>	<b>239,838</b>	<b>230,401</b>	<b>230,401</b>	<b>230,420</b>	<b>19</b>	<b>0.0%</b>



**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

Department:  
Information Technology

<u>PERSONAL SERVICES</u>			
101	<u>Regular Employees</u>		\$74,923
	Information Technology Coordinator	\$74,923	
	Information Technology Technician (admin pay grade 9)	\$0	
107	<u>Fica &amp; Medicare</u>		\$5,732
	Fica:	\$4,645	
	Medicare:	\$1,086	
108	<u>Life Insurance</u>		\$115
	1 employee @ 9.60 /mo	\$115	
109	<u>Group Insurance</u>		\$0
	0 employee @ 1,242.86 /mo	\$0	
	0 employee @ 496.05 /mo	\$0	
113	<u>Dental Insurance</u>		\$0
	0 employee @ 111.50 /mo	\$0	
	0 employee @ 35.48 /mo	\$0	
<u>CONTRACTUAL SERVICES</u>			
215	<u>DATA PROCESSING</u>		\$149,300
	Computer Hardware Maintenance/Replacement	\$27,000	
	Computer Software Maintenance Agreements	\$53,000	
	<u>HTE Phoenix</u>	\$10,000	
	<u>OPAL</u>	\$9,000	
	Sonicwall	\$8,000	
	AEN	\$5,000	
	Applied Geographics	\$12,000	
	Cartographics (Mapping Soft	\$9,000	
	Network WAN Connectivity	\$8,500	
	TOWN CLERK Dog License forms & notices	\$2,800	
	WEB Page Support	\$5,000	
	Support/Lease Network imaging devices	\$40,000	
	COMPUTER SUPPLIES	\$13,000	
224	<u>Travel Expense</u>		\$0
	Computer Conferences		
	Mileage Reimbursement-Travel to different Town facilities		
<u>MATERIALS AND SUPPLIES</u>			
301	<u>Office Supplies</u>		\$0
302	<u>Books &amp; Magazines</u>		\$300
	Various PC manuals		
<u>FIXED CHARGES</u>			
423	<u>Dues &amp; Memberships</u>		\$50
<u>CAPITAL OUTLAY</u>			
540	<u>Depreciation</u>		\$0
			\$230,420

## RECORDS &amp; PERSONNEL: TOWN CLERK

Account No. 310

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	305,870	235,868	240,392	238,953
200 CONTRACTUAL SERVICES	31,694	40,596	38,164	37,415
300 MATERIALS & SUPPLIES	2,058	3,300	3,076	3,076
400 FIXED CHARGES	365	1,165	680	930
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>339,987</u>	<u>280,929</u>	<u>282,312</u>	<u>280,374</u>

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## RECORDS &amp; PERSONNEL: TOWN CLERK

Account NO. 310

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<u>PERSONAL SERVICES</u>						
101 Regular Employees	237,961	186,078	189,829	188,472	2,394	1.3%
103 Overtime	1385	0	400	400	400	
107 Fica/Medicare	18,047	14,235	14,607	14,449	214	1.5%
108 Life Insurance	487	384	384	461	77	20.0%
109 Group Insurance	41,811	29,829	29,829	29,829	-	0.0%
113 Delta Dental	5,779	5,043	5,043	5,043	-	0.0%
118 Safety Incentive	400	300	300	300	-	0.0%
Total Personal Services	<u>305,870</u>	<u>235,868</u>	<u>240,392</u>	<u>238,953</u>	<u>3,085</u>	1.3%
<u>CONTRACTUAL SERVICES</u>						
208 Steno-Secretarial Serv.	486	1,000	1,000	1,000	-	0.0%
219 Professional Services	2,442	2,500	2,500	2,500	-	0.0%
224 Travel Expense	358	350	450	400	50	14.3%
231 Advertising	22,260	30,000	25,000	25,000	(5,000)	-16.7%
233 Printing	2,064	2,000	2,000	2,000	-	0.0%
245 Maintenance-Office Equipmt.	578	696	750	745	49	7.0%
284 Bindery Service	0	500	514	500	-	0.0%
285 Codification of Ordinances	654	550	4,150	2,270	1,720	312.7%
286 Microfilm Storage	1,558	1,500	1,300	1,500	-	0.0%
287 Security Microfilming	1,294	1,500	500	1,500	-	0.0%
Total Contractual Services	<u>31,694</u>	<u>40,596</u>	<u>38,164</u>	<u>37,415</u>	<u>(3,181)</u>	-7.8%
<u>MATERIALS &amp; SUPPLIES</u>						
301 Office Supplies	1,620	3,000	2,500	2,500	(500)	-16.7%
302 Books and Magazines	438	300	576	576	276	92.0%
Total Materials & Supplies	<u>2,058</u>	<u>3,300</u>	<u>3,076</u>	<u>3,076</u>	<u>(224)</u>	-6.8%
<u>FIXED CHARGES</u>						
421 Tuition	100	800	300	550	(250)	-31.3%
423 Dues & Memberships	265	365	380	380	15	4.1%
Total Fixed Charges	<u>365</u>	<u>1,165</u>	<u>680</u>	<u>930</u>	<u>(235)</u>	-20.2%
<u>CAPITAL OUTLAY</u>						
525 Office Equipment	0	0	0	0	-	
531 Computer Equipment	0	0	0	0	-	
540 Depreciation	0	0	0	0	-	
Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-</u>	
TOTAL APPROPRIATION	<u>339,987</u>	<u>280,929</u>	<u>282,312</u>	<u>280,374</u>	<u>(555)</u>	-0.2%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**

Department: TOWN CLERK

310

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<b>PERSONAL SERVICES</b>			
<b>101</b>	<b><u>Regular Employees</u></b>		<b>\$188,472</b>
	Town Clerk		\$64,120
	Deputy Town Clerk		\$43,442
	Special Duties Clerk	waiver	\$36,608
	Clerk	waiver	\$35,702
	Clerk P/T		\$0
	Medical Waiver for 2 clerks @ \$4,300		\$8,600
<b>102</b>	<b><u>Temporary Employees</u></b>		<b>\$0</b>
<b>103</b>	<b><u>Overtime</u></b>		
	License Dogs at Dog Clinic		\$400
<b>107</b>	<b><u>Fica &amp; Medicare</u></b>		<b>\$14,449</b>
	Fica:		\$11,710
	Medicare:		\$2,739
<b>108</b>	<b><u>Life Insurance</u></b>		<b>\$461</b>
	4 employees @	9.60 /mo	\$461
<b>109</b>	<b><u>Group Insurance</u></b>		<b>\$29,829</b>
	2 employees @	1,242.86 /mo	\$29,829
	0 employees @	496.05 /mo	\$0
<b>113</b>	<b><u>Delta Dental</u></b>		<b>\$5,043</b>
	4 employees @	105.07 /mo	\$5,043
	0 employees @	33.44 /mo	\$0
<b>118</b>	<b><u>Safety Incentive</u></b>		<b>\$300</b>
	3 employees @	100.00	\$300
	<b>TOTAL PERSONAL SERVICES</b>		<b>\$238,953</b>

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**Department: **TOWN CLERK**

310

**CONTRACTUAL SERVICES**

<b>208</b>	<b><u>Steno-Secretarial Services</u></b>	<b>\$1,000</b>	<b>\$1,000</b>
	Financial Town Meeting		
	2009	\$540	
	2008	\$486	
	2007	\$707	
<b>219</b>	<b><u>Professional Services</u></b>		<b>\$2,500</b>
	Cut last year from \$4,500 to 2,500. Two books currently on order for total of \$514.		
<b>224</b>	<b><u>Travel Expense</u></b>		<b>\$400</b>
	Town Clerk's quarterly meetings and workshops	\$200	
	R.I. Conference	\$0	
	N.E.A.C.T.C. Conference	\$200	
<b>231</b>	<b><u>Advertising</u></b>		<b>\$25,000</b>
	All town advertising with exception of zoning.		
	Advertise bids, notices, employment, zoning map changes, and all ordinances		
		<b>\$25,000</b>	
<b>233</b>	<b><u>Printing</u></b>		<b>\$2,000</b>
	Dog tags, license books, stationery, envelopes	\$2,000	
	<b>Revenues from Dog Licenses in 212009 totaled \$31,316</b>		
	<b>Revenues from Dog Licenses in 212008 totaled \$28,192</b>		
	<b>Revenues from Dog licenses in 202007 totaled \$25,600</b>		
<b>245</b>	<b><u>Maintenance of Office Equipment</u></b>		<b>\$745</b>
	Date & time stamp service	\$139	
	Spacesaver annual maintenance and repair	\$429	
	Cleaning and maintenance - three typewriters	\$177	
<b>284</b>	<b><u>Bindery Service</u></b>		<b>\$500</b>
	Yearly maintenance of record books, canvas covers for restored or repaired books.		
	Provide plat books, minute books, honorable discharge books, indexes and recording paper		
<b>285</b>	<b><u>Codification of Ordinances</u></b>	<b>\$2,270</b>	<b>\$2,270</b>
	Annual maintenance of electronic code.		
	Publishing, printing and updating ordinances in Coventry's Code of Ordinance book.		
<b>286</b>	<b><u>Microfilm Storage</u></b>		<b>\$1,500</b>
	Maintenance of units at Iron Mountain Storage facility with possibility of additional units in 2010-2011		
	Retrieval and accession fees.		

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**Department: **TOWN CLERK**

310

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<b>287</b>	<b><u>Security Microfilm</u></b>		<b>\$1,500</b>
	Council minutes, plat maps, ordinances, resolutions, etc. Currently updating our inventory to make sure that all permanent records are securely stored off-site for disaster re-creation if necessary.		
	<b><u>MATERIALS AND SUPPLIES</u></b>		
<b>301</b>	<b><u>Office Supplies</u></b>		<b>\$2,500</b>
	Purchase of copy paper and all other necessary supplies for staff.		<b>\$2,500</b>
<b>302</b>	<b><u>Books and Magazines</u></b>	<b>\$576</b>	<b>\$576</b>
	<b><u>FIXED CHARGES</u></b>		
<b>421</b>	<b><u>Tuition</u></b>		<b>\$550</b>
	NE Clerks Institute		<b>\$550</b>
<b>423</b>	<b><u>Dues and Memberships</u></b>		<b>\$380</b>
	R.I. Town & City Clerks Association		<b>\$100</b>
	N.E. Association of City and Town Clerks		<b>\$40</b>
	International Association of City and Town Clerks		<b>\$240</b>
	<b><u>CAPITAL OUTLAY</u></b>		
<b>525</b>	<b><u>Office Equipment</u></b>	<b>\$0</b>	<b>\$0</b>
<b>531</b>	<b><u>Computer Equipment</u></b>	<b>\$0</b>	<b>\$0</b>
<b>540</b>	<b><u>Depreciation</u></b>	<b>\$0</b>	<b>\$0</b>
			<b>\$280,374</b>

## RECORDS &amp; PERSONNEL: BD. OF CANVASSERS

Account No. 320

<u>PROGRAM SUMMARY</u>		ACTUAL	BUDGET	ESTIMATE	PROPOSED
		2008-2009	2009-2010	2009-2010	2010-2011
100	PERSONAL SERVICES	67,100	44,117	44,517	50,080
200	CONTRACTUAL SERVICES	39,579	6,875	2,075	52,690
300	MATERIALS & SUPPLIES	3,528	500	500	5,860
400	FIXED CHARGES	2,415	2,490	2,490	2,490
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>112,622</u>	<u>53,982</u>	<u>49,582</u>	<u>111,120</u>

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## RECORDS &amp; PERSONNEL: BD. OF CANVASSERS

Account No. 320

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>PROPOSED</u>	<u>BUDGET VS PROPOSED</u>	
	<u>2008-2009</u>	<u>2009-2010</u>	<u>2009-2010</u>	<u>2010-2011</u>		
<u>PERSONAL SERVICES</u>						
101 Regular Employees	50,564	33,098	33,098	33,648	550	1.7%
102 Temporary Employees	4,900	800	1,000	4,000	3,200	400.0%
103 Overtime	989	1,000	1,000	2,600	1,600	160.0%
107 Fica/Medicare	4,338	2,670	2,870	3,264	594	22.3%
108 Life Insurance	89	96	96	115	19	20.0%
109 Group Insurance	5,563	5,953	5,953	5,953	-	0.0%
113 Delta Dental	557	401	401	401	-	0.0%
118 Safety Incentive	100	100	100	100	-	0.0%
Total Personal Services	<u>67,100</u>	<u>44,117</u>	<u>44,517</u>	<u>50,080</u>	<u>5,963</u>	13.5%
<u>CONTRACTUAL SERVICES</u>						
201 Temp Serv (Poll Workers)	34,578	4,800	500	45,840	41,040	855.0%
224 Travel Expense	712	800	300	550	(250)	-31.3%
231 Advertising	1,889	1,275	1,275	1,500	225	17.6%
252 Rental (Polls)	<u>2,400</u>	<u>0</u>	<u>0</u>	<u>4,800</u>	<u>4,800</u>	
Total Contractual Services	<u>39,579</u>	<u>6,875</u>	<u>2,075</u>	<u>52,690</u>	<u>45,815</u>	666.4%
<u>MATERIALS &amp; SUPPLIES</u>						
301 Office Supplies	1,872	500	500	2,500	2,000	400.0%
343 Meals	<u>1,656</u>	<u>0</u>	<u>0</u>	<u>3,360</u>	<u>3,360</u>	
Total Materials & Supplies	<u>3,528</u>	<u>500</u>	<u>500</u>	<u>5,860</u>	<u>5,360</u>	1072.0%
<u>FIXED CHARGES</u>						
414 Expenses, Board Members	2,415	2,415	2,415	2,415	-	0.0%
423 Dues & Memberships	<u>0</u>	<u>75</u>	<u>75</u>	<u>75</u>	<u>-</u>	0.0%
Total Fixed Charges	<u>2,415</u>	<u>2,490</u>	<u>2,490</u>	<u>2,490</u>	<u>-</u>	0.0%
<u>CAPITAL OUTLAY</u>						
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-</u>	
TOTAL APPROPRIATION	<u>112,622</u>	<u>53,982</u>	<u>49,582</u>	<u>111,120</u>	<u>57,138</u>	105.8%



**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**

Department 320  
Board Canvassers

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<b>PERSONAL SERVICES</b>			
<b>101</b>	<b><u>Regular Employees</u></b>		<b>\$33,648</b>
	Clerk	33,648	
<b>102</b>	<b>Temporary Employees FTM</b>		<b>\$4,000</b>
	Financial Town Meeting		
	2 door checkers x 5hrs @ \$8/hr	\$80	
	17 checkers x 5hrs @ \$8/hr	\$680	
	6 Corridor Monitors x 5hrs @ \$8/hr	\$240	
	Temporary Employee - Office Help for Primary & General Elections (20 Hrs X \$10.00 X 15 Weeks)	\$3,000	
<b>103</b>	<b>Overtime</b>		<b>\$2,600</b>
	Elections		
	Canvass Meetings		
	Instruction classes		
<b>107</b>	<b>FICA/Medicare</b>		<b>\$3,264</b>
	FICA	\$2,645	
	MEDICARE	\$619	
<b>108</b>	<b>Life Insurance</b>		<b>\$115</b>
	1 employees @ 9.60 /mo	\$115	
<b>109</b>	<b>Group Insurance</b>		<b>\$5,953</b>
	0 employees @ 1,242.86 /mo	\$0	
	1 employees @ 496.05 /mo	\$5,953	
<b>113</b>	<b>Delta Dental</b>		<b>\$401</b>
	0 employees @ 105.07 /mo	\$0	
	1 employees @ 33.44 /mo	\$401	
<b>118</b>	<b>Safety incentive</b>		<b>\$100</b>
	1 full time ee @ \$100	\$100	

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

BUDGET COMMENTARY	Department 320 Board Canvassers	
<b>201 Contractual Services</b>		<b>\$45,840</b>
<u>General Election</u>	\$18,600	
21 moderators & 19 clerks @ \$ 180		
76 supervisors @ \$ 150		
state mandates 6 poll workers per poll		
<u>State Primary</u>	\$18,600	
21 moderators & 19 clerks @ \$ 180		
76 supervisors @ \$ 150		
state mandates 6 poll workers per poll		
<u>Local Election - Special Primary</u>	\$3,840	
4 moderators & 4 clerks @ \$ 180	\$1,440	
16 supervisors @ \$ 150	\$2,400	
<u>Local Election - Special General</u>		
4 moderators & 4 clerks @ \$ 180	1440	3840
16 supervisors @ \$ 150	2400	
<u>Referendum</u>		\$960
1 moderators & 2 clerks @ \$ 180	\$540	
supervisors	\$420	
<b>224 Travel</b>		<b>\$550</b>
Expenses for Board of Elections, Sec of State, Clerks Association, election day travel		
<b>231 Advertising</b>		<b>\$1,500</b>
<b>245 Maintenance of Office Equipment</b>		<b>\$0</b>
<b>252 Rental of Polls</b>		<b>\$4,800</b>
4 @ \$200 x 2 special elections	\$1,600	
8 @ \$200 X 2 Elections (Primary & General)	\$3,200	
<b>255 Equipment Rental</b>		<b>\$0</b>
<b>301 Office Supplies</b>		<b>\$2,500</b>
includes poll book printing, binding, labels, master		
<b>343 Meals</b>		<b>\$3,360</b>
<b>414 Board Members Expense</b>		<b>\$2,415</b>
Chairman	\$925	
Member	\$745	
Member	\$745	
<b>423 Dues &amp; Memberships</b>	\$75	\$75
<b>540 Depreciation</b>	\$0	<u>\$0</u>
		<b>\$111,120</b>

## LAW: TOWN SOLICITOR

Account No. 410

PROGRAM SUMMARY	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	53,872	0	0	0
200 CONTRACTUAL SERVICES	334,246	449,000	438,334	446,500
300 MATERIALS & SUPPLIES	80	0	0	0
400 FIXED CHARGES	806	0	100	0
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>389,004</u>	<u>449,000</u>	<u>438,434</u>	<u>446,500</u>

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## LAW: TOWN SOLICITOR

Account No. 410

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011		BUDGET VS PROPOSED	
<u>PERSONAL SERVICES</u>							
101 Regular Employees	50,044	0		0		-	
107 Fica/Medicare	<u>3,828</u>	<u>0</u>		<u>0</u>		-	
Total Personal Services	<u>53,872</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	
<u>CONTRACTUAL SERVICES</u>							
219 Professional Services	334,246	174,000	163,334	174,000		-	0.0%
Litigation Expenses	0	200,000	200,000	200,000		-	0.0%
School Legal Services	<u>0</u>	<u>75,000</u>	<u>75,000</u>	<u>72,500</u>		(2,500)	0.0%
	<u>334,246</u>	<u>449,000</u>	<u>438,334</u>	<u>446,500</u>		<u>(2,500)</u>	-0.6%
<u>MATERIALS &amp; SUPPLIES</u>							
302 Books & Magazines	<u>80</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	
<u>Town Solicitor</u>							
414 Expenses, Town Solicitor	806	0	100	0		-	
423 Dues & Memberships	<u>0</u>	<u>0</u>		<u>0</u>		-	
	<u>806</u>	<u>0</u>	<u>100</u>	<u>0</u>		-	
<u>CAPITAL OUTLAY</u>							
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	
TOTAL APPROPRIATION	<u>389,004</u>	<u>449,000</u>	<u>438,434</u>	<u>446,500</u>		<u>(2,500)</u>	-0.6%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY****Town Solicitor 410****PERSONNEL SERVICES**

101 **Regular Employees** \$0

Town Solicitor	\$0	
Assistant Town Solicitor-Police	\$0	
Assistant Town Solicitor	\$0	

107 **Fica & Medicare** \$0

FICA	\$0	
Medicare	\$0	

**CONTRACTUAL SERVICES**

219 **Professional Services** \$174,000

Outside Legal Services-General	\$149,000	
Stenographic Services -Transcripts needed for litigation support	\$10,000	
Stenographer	\$15,000	

**Litigation and Landfill Expenses** \$200,000

**School Legal Services** \$72,500

**MATERIALS & SUPPLIES**

302 **Books & Magazines** \$0

**FIXED CHARGES**

414 Expenses, Town Solicitor	\$0	\$0
423 Dues & Memberships	\$0	

**CAPITAL OUTLAY**

540 **Depreciation** \$0 \$0

**\$446,500**

## JUDICIAL: MUNICIPAL COURT

Account No. 420

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	41,772	31,245	31,245	37,355
200	CONTRACTUAL SERVICES	5,483	5,750	5,420	5,750
300	MATERIALS & SUPPLIES	0	250	250	250
400	FIXED CHARGES	0	175	175	175
500	CAPITAL OUTLAY	0	0	0	0
	TOTAL APPROPRIATION	<u>47,255</u>	<u>37,420</u>	<u>37,090</u>	<u>43,530</u>

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## JUDICIAL: MUNICIPAL COURT

Account No. 420

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<u>PERSONAL SERVICES</u>						
101 Regular Employees	38,804	29,025	29,025	34,700	5,675	19.6%
107 Fica/Medicare	<u>2,968</u>	<u>2,220</u>	2,220	<u>2,655</u>	<u>434</u>	19.6%
Total Personal Services	<u>41,772</u>	<u>31,245</u>	<u>31,245</u>	<u>37,355</u>	<u>6,109</u>	19.6%
<u>CONTRACTURAL SERVICES</u>						
204 Legal Services/Baliff	4,984	5,380	5,000	5,380	0	0.0%
233 Printing	365	350	350	350	0	0.0%
283 Laundry & Sanitary Services	<u>134</u>	<u>20</u>	70	<u>20</u>	<u>0</u>	0.0%
Total Contractural Services	<u>5,483</u>	<u>5,750</u>	<u>5,420</u>	<u>5,750</u>	<u>0</u>	0.0%
<u>MATERIALS &amp; SUPPLIES</u>						
301 Office Supplies	0	250	250	250	0	0.0%
339 Judicial Robe	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Total Materials & Supplies	<u>0</u>	<u>250</u>	<u>250</u>	<u>250</u>	<u>0</u>	0.0%
<u>FIXED CHARGES</u>						
423 Dues & Membership	<u>0</u>	<u>175</u>	<u>175</u>	<u>175</u>	<u>0</u>	0.0%
<u>CAPITAL OUTLAY</u>						
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL APPROPRIATION	<u>47,255</u>	<u>37,420</u>	<u>37,090</u>	<u>43,530</u>	<u>6,109</u>	16.3%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY****Municipal Court 420****PERSONNEL SERVICES**

101 <u>Regular Employees</u>		\$34,700
Judge	\$13,600	
Clerk - P/T Judge	\$5,500	
Assistant Clerk	\$15,600	
107 <u>Fica &amp; Medicare</u>		\$2,655
FICA	\$2,151	
Medicare	\$503	

**CONTRACTUAL SERVICES**

204 Legal Services/Baliff	\$5,380	\$5,380
233 Printing	\$350	\$350
283 Laundry & Sanitary Services	\$20	\$20

**MATERIALS & SUPPLIES**

301 Office Supplies	\$250	\$250
339 Judicial Robe	\$0	\$0

**FIXED CHARGES**

423 Dues & Membership	\$175	\$175
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**CAPITAL OUTLAY**

540 Depreciation	\$0	\$0
		\$43,530



## JUDICIAL: PROBATE COURT

Account No. 510

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	10,572	10,572	10,573	10,572
200 CONTRACTUAL SERVICES	7,907	8,325	8,325	8,325
300 MATERIALS & SUPPLIES	380	300	300	300
400 FIXED CHARGES	0	0	0	0
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>18,859</u>	<u>19,197</u>	<u>19,198</u>	<u>19,197</u>

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## JUDICIAL: PROBATE COURT

Account No. 510

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011		<u>BUDGET VS PROPOSED</u>	
<u>PERSONAL SERVICES</u>							
101 Regular Employees	9,821	9,821	9,821	9,821		0	0.0%
107 Fica/Medicare	751	751	751	751		0	0.0%
Total Personal Services	<u>10,572</u>	<u>10,572</u>	<u>10,573</u>	<u>10,572</u>		0	0.0%
<u>CONTRACTUAL SERVICES</u>							
219 Professional Services	1,923	3,000	3,000	3,000		0	0.0%
224 Travel	135	75	75	75		0	0.0%
231 Advertising	5,786	5,000	5,000	5,000		0	0.0%
233 Printing	63	250	250	250		0	0.0%
Total Contractual Services	<u>7,907</u>	<u>8,325</u>	<u>8,325</u>	<u>8,325</u>		0	0.0%
<u>MATERIALS &amp; SUPPLIES</u>							
301 Office Supplies	380	300	300	300		0	0.0%
<u>CAPITAL OUTLAY</u>							
540 Depreciation	0	0	0	0		0	
	0	0	0	0		0	
<b>TOTAL APPROPRIATION</b>	<u>18,859</u>	<u>19,197</u>	<u>19,198</u>	<u>19,197</u>		0	0.0%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

<b><u>BUDGET COMMENTARY</u></b>	<b><u>Department:</u></b>	<b><u>PROBATE COURT 510</u></b>		
<b><u>PERSONAL SERVICES</u></b>				
101 Regular Employees Probate Judge			\$9,821	\$9,821
107 <b><u>FICA &amp; MEDICARE</u></b>				\$751
Fica	9,821	X	6.20%	\$609
Medicare	9,821	X	1.45%	\$142
<b><u>CONTRACTUAL SERVICES</u></b>				
219 <b><u>Professional Services</u></b>				\$3,000
Indexing and Security Filming of Probate Records. Preservation and Restoration of Probate Records.				
224 <b><u>Travel</u></b>				\$75
Probate Judge's Conference and Quarterly Meetings				
231 <b><u>Advertising</u></b>				\$5,000
Paid Out of Estates and Returned to General Fund.				
233 <b><u>Printing</u></b>				\$250
Record Cards and Stationery.				
<b><u>MATERIAL AND SUPPLIES</u></b>				
301 <b><u>Office Supplies</u></b>				\$300
Archival Quality Materials				
<b><u>CAPITAL OUTLAY</u></b>				
531 <b><u>Computer Equipment</u></b>				\$0
				\$19,197

## FINANCE: TREASURER

Account No. 610

<u>PROGRAM SUMMARY</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011
100 PERSONAL SERVICES	309,028	293,468	323,698	291,829
200 CONTRACTUAL SERVICES	125	100	90	100
300 MATERIALS & SUPPLIES	1,554	1,050	500	550
400 FIXED CHARGES	345	100	270	270
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>311,052</u>	<u>294,718</u>	<u>324,558</u>	<u>292,749</u>

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## FINANCE: TREASURER

## Account No. 610

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<u>PERSONAL SERVICES</u>						
101 Regular Employees	247,784	248,439	248,500	246,558	(1,881)	-0.8%
103 Overtime	21,403	5,000	7,021	5,000	-	0.0%
107 Fica/Medicare	20,591	19,388	21,536	19,244	(144)	-0.7%
108 Life Insurance	390	384	384	461	77	20.0%
109 Group Insurance	13,937	14,914	14,914	14,914	-	0.0%
113 Delta Dental	4,623	5,043	5,043	5,352	309	6.1%
Retirement Buy-out	0	0	26,000	0	-	
118 Safety Incentive	300	300	300	300	-	0.0%
Total Personal Services	<u>309,028</u>	<u>293,468</u>	<u>323,698</u>	<u>291,829</u>	<u>(1,640)</u>	<u>-0.6%</u>
<u>CONTRACTUAL SERVICES</u>						
224 Travel Expense	125	100	90	100	-	0.0%
Total Contractual Services	<u>125</u>	<u>100</u>	<u>90</u>	<u>100</u>	<u>-</u>	
<u>MATERIALS &amp; SUPPLIES</u>						
301 Office Supplies	1,554	1,000	500	500	(500)	-50.0%
302 Books & Magazines	0	50	0	50	-	0.0%
Total Materials & Supplies	<u>1,554</u>	<u>1,050</u>	<u>500</u>	<u>550</u>	<u>(500)</u>	
<u>FIXED CHARGES</u>						
423 Dues & Memberships	345	100	270	270	170	170.0%
<u>CAPITAL OUTLAY</u>						
540 Depreciation	0	0	0	0	-	
TOTAL APPROPRIATION	<u>311,052</u>	<u>294,718</u>	<u>324,558</u>	<u>292,749</u>	<u>(1,970)</u>	<u>-0.7%</u>

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**

Department:  
**TREASURER            610**

101 Regular Employees				\$246,558
Finance Director			\$95,682	
Deputy Town Treasurer			\$56,054	
Finance Clerk			\$40,440	
Finance Clerk			\$41,482	
Medical Waiver	3 employees @	4300	\$12,900	
Dental Waiver		0	\$0	
103 Overtime			\$5,000	\$5,000
107 Fica & Medicare				\$19,244
6.20% of Regular & Temporary Employees Salaries			\$15,597	
1.45% of Regular & Temporary Employees Salaries			\$3,648	
108 Life Insurance				\$461
4 employees @	9.60 /mo		\$461	
109 Group Insurance				\$14,914
1 employees @	1,242.86 /mo		\$14,914	
0 employees @	496.05 /mo		\$0	
113 Dental Insurance				\$5,352
4 employees @	111.50 /mo		\$5,352	
0 employees @	35.48 /mo		\$0	
118 Safety Incentive				
3 employees @ 100.00			\$300	\$300
Total Personnel Service				\$291,829
224 Travel Expense				\$100
New England Conference				
RI Finance Officials Meeting				
National Municipal Finance Official Conference				
301 Office Supplies				\$500
Letterhead, Envelopes, Binders, Federal Forms, ...				
302 Books and Magazines				\$50
Governmental Accounting Practices Guide and Updates				
Professional Journals				
433 Dues and Membership				\$270
Government Finance Officials Association				
Municipal Treasurers' Association				
540 Depreciation				\$0
				<u>\$292,749</u>

## FINANCE: TAX ASSESSOR

Account No. 620

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	216,329	168,909	165,556	168,447
200 CONTRACTUAL SERVICES	16,060	1,490	1,025	1,490
300 MATERIALS & SUPPLIES	651	650	350	650
400 FIXED CHARGES	275	200	200	200
500 CAPITAL OUTLAY	0	0	0	0
TOTAL APPROPRIATION	<u>233,315</u>	<u>171,249</u>	<u>167,131</u>	<u>170,787</u>

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## FINANCE: TAX ASSESSOR

Account No. 620

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011		<u>BUDGET VS PROPOSED</u>	
<b><u>PERSONAL SERVICES</u></b>							
101 Regular Employees	179,026	140,348	138,388	139,866		(482)	-0.3%
107 Fica/Medicare	13,694	10,737	8,102	10,700		(37)	-0.3%
108 Life Insurance	390	288	288	346		58	20.0%
109 Group Insurance	20,371	14,914	16,157	14,914		-	0.0%
113 Delta Dental	2,648	2,522	2,521	2,522		-	0.0%
118 Safety Incentive	<u>200</u>	<u>100</u>	<u>100</u>	<u>100</u>		-	0.0%
Total Personal Services	<u>216,329</u>	<u>168,909</u>	<u>165,556</u>	<u>168,447</u>		<u>(461)</u>	<u>-0.3%</u>
<b><u>CONTRACTUAL SERVICES</u></b>							
214 Tax Valuation Services	485	830	500	830		-	0.0%
219 Professional Services	15,050	0	0	0		-	#DIV/0!
224 Travel Expense	50	160	25	160		-	0.0%
284 Bindery Services	<u>475</u>	<u>500</u>	<u>500</u>	<u>500</u>		-	0.0%
Total Contractual Services	<u>16,060</u>	<u>1,490</u>	<u>1,025</u>	<u>1,490</u>		-	0.0%
<b><u>MATERIALS &amp; SUPPLIES</u></b>							
301 Office Supplies	<u>651</u>	<u>650</u>	<u>350</u>	<u>650</u>		-	0.0%
<b><u>FIXED CHARGES</u></b>							
423 Dues & Memberships	<u>275</u>	<u>200</u>	<u>200</u>	<u>200</u>		-	0.0%
<b><u>CAPITAL OUTLAY</u></b>							
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	
<b>TOTAL APPROPRIATION</b>	<u>233,315</u>	<u>171,249</u>	<u>167,131</u>	<u>170,787</u>		<u>(461)</u>	<u>-0.3%</u>



**ANNUAL BUDGET**  
Fiscal Year 2010-2011

620

**BUDGET COMMENTARY**

DEPARTMENT: FINANCE/TAX ASSESSOR

PERSONAL SERVICES

101 REGULAR EMPLOYEES			\$139,866
TAX ASSESSOR			\$68,978
TOWN APPRAISER (PT)			\$25,092
FINANCE CLERK			\$41,496
SPECIAL DUTIES CLERK			\$0
1 MEDICAL WAIVER			\$4,300
107 FICA & MEDICARE			\$10,700
FICA:	\$139,866 X .062		\$8,672
MEDICARE:	\$139,866 X .0145		\$2,028
108 LIFE INSURANCE			\$346
3 employees @	9.60 /mo		\$346
109 GROUP INSURANCE			\$14,914
1 employees @	1,242.86 /mo		\$14,914
0 employees @	496.05 /mo		\$0
113 DENTAL INSURANCE			\$2,522
2 employees @	105.07 /mo		\$2,522
0 employees @	33.44 /mo		\$0
118 SAFETY INCENTIVE			<u>\$100</u>
1 employees @.	100 /yr		\$100
Total Personnel Service			<u>\$168,447</u>

CONTRACTUAL SERVICES

214 TAX VALUATION SERVICES			\$830
MARSHALL & SWIFT APPRAISAL GUIDE			\$330
RI MOTOR VEHICLE VALUE COMMISSION			<u>\$500</u>
219 PROFESSIONAL SERVICES			\$0
ANNUAL TAX MAP MAINTENCANCE CONTRACT			\$0
CAMA SOFTWARE UPDATES/TECHNICAL SUPPORT			<u>\$0</u>
(expense transferred to IT Dept - 225; FY 2010)			
224 TRAVEL XEPENSE			\$160
RIAAO MEETINGS			\$160
ANNUAL IAAO CONFERENCE			<u>\$0</u>
284 BINDERY SERVICES			\$500
6 BOOKS @ \$95.00 EACH			<u>\$500</u>
		TOTAL CONTRACTUAL SERVICES	<u>\$1,490</u>

MATERIALS & SUPPLIES

301 OFFICE SUPPLIES			<u>\$650</u>	<u>\$650</u>
		TOTAL MATERIALS & SUPPLIES		<u>\$650</u>

FIXED CHARGES

423 DUES & MEMBERSHIPS				\$200
RIAAO MEMBERSHIP			\$25	
NRAAO MEMBERSHIP			\$25	
IAAO MEMBERSHIP			<u>\$150</u>	
		TOTAL FIXED CHARGES		<u>\$200</u>

CAPITAL OUTLAY

540 Depreciation			\$0	<u>\$0</u>
		TOTAL APPROPRIATIONS		<u>\$170,787</u>

## FINANCE: TAX COLLECTOR

Account No. 630

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	245,010	246,533	247,234	202,204
200 CONTRACTUAL SERVICES	5,343	6,160	6,204	8,150
300 MATERIALS & SUPPLIES	1,038	1,150	405	1,230
400 FIXED CHARGES	0	0	0	0
500 CAPITAL OUTLAY	0	0	0	0
TOTAL APPROPRIATION	<u>251,391</u>	<u>253,843</u>	<u>253,842</u>	<u>211,584</u>

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## FINANCE: TAX COLLECTOR

Account No. 630

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011		BUDGET VS PROPOSED	
<u>PERSONAL SERVICES</u>							
101 Regular Employees	195,651	197,156	197,807	155,906		-41,250	-20.9%
102 Temporary Employees	2,192	0	0	0		0	#DIV/0!
107 Fica/Medicare	15,135	15,082	15,132	11,927		-3,156	-20.9%
108 Life Insurance	390	384	384	461		77	20.0%
109 Group Insurance	27,875	29,829	29,829	29,829		0	0.0%
113 Delta Dental	3,467	3,782	3,782	3,782		0	0.0%
118 Safety Incentive	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>		0	0.0%
Total Personal Services	<u>245,010</u>	<u>246,533</u>	<u>247,234</u>	<u>202,204</u>		-44,329	-18.0%
<u>CONTRACTUAL SERVICES</u>							
224 Travel Expense	201	160	212	200		40	25.0%
231 Advertising	0	0	0	0		0	#DIV/0!
233 Printing	<u>5,142</u>	<u>6,000</u>	<u>5,992</u>	<u>7,950</u>		1,950	32.5%
Total Contractual Services	<u>5,343</u>	<u>6,160</u>	<u>6,204</u>	<u>8,150</u>		1,990	32.3%
<u>MATERIALS &amp; SUPPLIES</u>							
301 Office Supplies	<u>1,038</u>	<u>1,150</u>	<u>405</u>	1,230		80	7.0%
<u>CAPITAL OUTLAY</u>							
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		0	
TOTAL APPROPRIATION	<u>251,391</u>	<u>253,843</u>	<u>253,842</u>	<u>211,584</u>		-42,259	-16.6%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

BUDGET COMMENTARY	Department	Tax Collector	630
<hr/>			
<b>PERSONAL SERVICES</b>			
101 <u>Regular Employees</u>			\$155,906
Tax Collector			\$62,571
Finance Clerk*			\$43,254
Finance Clerk			\$0
Finance Clerk*			\$41,481
*Medical Waivers	2 @ \$4,300		\$8,600
102 <u>Temporary Employees</u>			\$0
107 <u>Fica &amp; Medicare</u>			\$11,927
Fica:			\$9,666
Medicare:			\$2,261
108 <u>Life Insurance</u>			\$461
	4 employees @	9.60 /mo	\$461
109 <u>Group Insurance</u>			\$29,829
	2 employees @	1,242.86 /mo	\$29,829
	0 employees @	496.05 /mo	\$0
113 <u>Dental Insurance</u>			\$3,782
	3 employees @	105.07 /mo	\$3,782
	0 employees @	33.44 /mo	\$0
118 <u>Safety Incentive</u>			\$300
	3 employees @	100.00 /yr	\$300
224 <u>Travel</u>			\$200
Tax Collector's Association dues \$30, Meetings \$60, Tax Official's Association dues \$30, Meetings \$50, Travel to misc Tax Official meetings \$30.			
231 <u>Advertising</u>			\$0
Four advertisements ( Taxes due) Coventry Reminder			\$0
233 <u>Printing</u>			\$7,950
Approximately 41,000 Tax Bills,Sewer Use, Sewer Asmt			\$6,800
18,000 Delinquent Notices			\$800
Tax books			\$350
301 <u>Materials &amp; Supplies</u>			\$1,230
Office Supplies-Bankers boxes, envelopes, replcmnt stamps, adding machine & receipt printer rolls			\$1,230
<u>CAPITAL OUTLAY</u>			
540 Depreciation			\$0
			<u>\$0</u>
	TOTAL:		<u>\$211,584</u>

## FINANCE: BD. OF ASSESSMENT REVIEW

Account No. 640

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	142	560	191	237
200 CONTRACTUAL SERVICES	0	0	0	0
300 MATERIALS & SUPPLIES	0	100	0	100
400 FIXED CHARGES	3,142	3,100	2,500	3,100
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>3,284</u>	<u>3,760</u>	<u>2,691</u>	<u>3,437</u>

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## FINANCE: BOARD OF ASSESSMENT REVIEW

Account No. 640

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011		<u>BUDGET VS PROPOSED</u>	
<u>PERSONAL SERVICES</u>							
102 Temporary Employees	0	300	0	0		-300	-100.0%
107 Fica/Medicare	142	260	191	237		-23	-8.8%
Total Personal Services	142	560	191	237		-323	-57.7%
<u>MATERIALS &amp; SUPPLIES</u>							
301 Office Supplies	0	100	0	100		0	
<u>FIXED CHARGES</u>							
414 Expenses, Board Members	3,142	3,100	2,500	3,100		0	0.0%
423 Dues & Memberships	0	0	0	0		0	
Total Fixed Charges	3,142	3,100	2,500	3,100		0	0.0%
TOTAL APPROPRIATION	3,284	3,760	2,691	3,437		-323	-8.6%

ANNUAL BUDGET  
Fiscal Year 2010-2011

640

BUDGET COMMENTARY DEPARTMENT: FINANCE/BOARD OF REVIEW

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PERSONAL SERVICES

102 Temporary Employees - Board Secretary		\$0
107 FICA/Medicare		\$237
FICA	\$192	
MEDICARE	\$45	
	Total Personal Services	<u>\$237</u>

MATERIALS & SUPPLIES

301 Office Supplies	\$100	
	Total Materials & Supplies	<u>\$100</u>

FIXED CHARGES

414 Expenses - Board Members		<u>\$3,100</u>
Chairman (1)	\$700	
Members (4)	\$2,400	

TOTAL APPROPRIATION		<u><u>\$3,437</u></u>
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## SAFETY &amp; WELFARE: POLICE DEPARTMENT

Account No. 710

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	8,055,855	8,248,778	8,121,940	8,394,612
200	CONTRACTUAL SERVICES	108,656	108,670	129,690	108,590
300	MATERIALS & SUPPLIES	238,057	239,517	228,140	235,300
400	FIXED CHARGES	47,549	38,206	43,626	43,550
500	CAPITAL OUTLAY	<u>137,571</u>	<u>12,825</u>	<u>14,325</u>	<u>10,200</u>
	TOTAL APPROPRIATION	<u>8,587,688</u>	<u>8,647,996</u>	<u>8,537,721</u>	<u>8,792,252</u>

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## SAFETY &amp; WELFARE: POLICE DEPARTMENT

Account No. 710

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011		BUDGET VS PROPOSED	
<u>PERSONAL SERVICES</u>							
101 Regular Employees	4,067,643	4,086,629	4,076,000	4,147,119		60,491	1.5%
102 Temporary Employees	1,043	0	80	0		-	0.0%
103 Overtime	255,588	272,500	268,000	272,500		-	0.0%
104 Vacation	149,105	182,700	155,000	182,700		-	0.0%
106 Pension	2,274,733	2,274,733	2,274,733	2,274,733		-	0.0%
107 Fica/Medicare	349,212	369,545	355,611	371,982		2,437	0.7%
108 Life Insurance	6,997	6,821	6,911	8,198		1,377	20.2%
109 Group Insurance	599,646	673,368	670,000	699,795		26,427	3.9%
110 Educational Services	23,213	35,000	15,000	20,000		(15,000)	-42.9%
112 Clothing Allowance	86,192	85,875	87,750	87,000		1,125	1.3%
113 Delta Dental	53,559	58,655	61,405	69,291		10,635	18.1%
115 Shift Differential	6,620	8,000	7,500	8,500		500	6.3%
116 Retirement Compensation	181,454	194,002	143,000	251,845		57,843	29.8%
118 Safety Incentive	850	950	950	950		-	0.0%
Total Personal Services	<u>8,055,855</u>	<u>8,248,778</u>	<u>8,121,940</u>	<u>8,394,612</u>		<u>145,835</u>	1.8%
<u>CONTRACTUAL SERVICES</u>							
204 Legal Services	240	320	640	640		320	100.0%
205 Medical & Dental Services	3,068	5,000	4,000	4,000		(1,000)	-20.0%
207 Instructional Services	32,600	30,000	25,000	25,000		(5,000)	-16.7%
210 Testing Services	2,030	3,700	3,500	1,550		(2,150)	-58.1%
216 Photographic Micro.	4,728	1,000	1,000	1,000		-	0.0%
219 Professional Services	1,080	500	400	500		-	0.0%
224 Travel Expense	3,274	2,500	2,500	2,500		-	0.0%
231 Advertising	0	100	50	100		-	0.0%
233 Printing	11,156	8,000	8,000	8,000		-	0.0%
243 Repair-Fixed Plant Equipt.	2,866	2,500	7,500	6,000		3,500	140.0%
244 Repair-Operating Equipt.	3,743	4,500	2,500	2,500		(2,000)	-44.4%
245 Maintenance-Office Equipt.	4,402	3,000	4,000	4,000		1,000	33.3%
246 Maintenance-Comm. Equipt.	11,220	15,000	31,500	20,000		5,000	33.3%
247 Canine Unit	0	1,500	750	750		(750)	-50.0%
248 Property Maintenance	2,370	3,000	9,000	3,000		-	0.0%
249 Maintenance of Equipment	22,207	25,000	25,000	25,000		-	0.0%
255 Equipment Rental	0	0	0	0		-	-
274 Vehicular Maintenance	2,732	2,000	2,600	2,500		500	25.0%
275 Towing Services	940	1,000	1,750	1,500		500	50.0%
283 Laundry & Sanitary Services	0	50	0	50		-	0.0%
Total Contractual Services	<u>108,656</u>	<u>108,670</u>	<u>129,690</u>	<u>108,590</u>		<u>(80)</u>	-0.1%

## SAFETY &amp; WELFARE: POLICE DEPARTMENT

Account No. 710

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> <u>2008-2009</u>	<u>PROPOSED</u> <u>2010-2011</u>	<u>ESTIMATE</u> <u>2009-2010</u>	<u>PROPOSED</u> <u>2010-2011</u>		<u>BUDGET VS PROPOSED</u>	
<b><u>MATERIALS &amp; SUPPLIES</u></b>							
301 Office Supplies	6,312	6,000	6,500	6,500		500	8.3%
302 Books & Magazines	2,035	1,500	1,500	1,500		-	0.0%
323 Chemicals	1,027	1,200	1,200	1,200		-	0.0%
324 Cleaning Supplies	4,462	2,700	4,000	3,700		1,000	37.0%
327 Fuel Oil	7,124	7,000	7,500	7,500		500	7.1%
328 Wood Products	51	0	150	100		100	NEW
330 Drugs & Medicines	258	250	250	250		-	0.0%
331 Tires & Tubes	8,194	12,000	12,000	12,000		-	0.0%
332 Minor Tools & Equipt.	4,660	3,500	3,500	3,500		-	0.0%
333 Auto,Gas, Oil & Lube	113,119	120,000	110,000	115,000		(5,000)	-4.2%
334-1 Auto Repair Parts	46,348	55,000	53,000	54,000		(1,000)	-1.8%
335 Paints & Supplies	25	67	140	100		33	49.3%
336 Plumbing Supplies	1,210	1,200	1,200	1,200		-	0.0%
337 Electrical Supplies	2,775	3,000	3,000	3,000		-	0.0%
339 Wearing Apparel	12,197	4,000	4,150	4,150		150	3.8%
342 Ammunition & Weapons	21,973	13,000	13,000	13,000		-	0.0%
343 Meals	2,463	2,500	2,450	2,500		-	0.0%
347 Photographic Supplies	261	2,500	500	2,000		(500)	-20.0%
350 Scientific Supplies	2,063	3,000	3,000	3,000		-	0.0%
355 Investigative Funds	<u>1,500</u>	<u>1,100</u>	<u>1,100</u>	<u>1,100</u>		-	0.0%
Total Materials & Supplies	<u>238,057</u>	<u>239,517</u>	<u>228,140</u>	<u>235,300</u>		<u>(4,217)</u>	-1.8%
<b><u>FIXED CHARGES</u></b>							
403 Vehicle Registrations	10	50	20	50		-	0.0%
423 Dues & Memberships	2,187	1,500	2,000	2,000		500	33.3%
441 Electric Light & Power	22,349	21,000	26,000	26,000		5,000	23.8%
444 Water Service	391	500	450	500		-	0.0%
445 Sewer Service	4,087	0	200	0		-	0.0%
446 Telephone Service	<u>18,525</u>	<u>15,156</u>	<u>14,956</u>	<u>15,000</u>		<u>(156)</u>	-1.0%
Total Fixed Charges	<u>47,549</u>	<u>38,206</u>	<u>43,626</u>	<u>43,550</u>		<u>5,344</u>	14.0%
<b><u>CAPITAL OUTLAY</u></b>							
502 Buildings & Fixed Equipment	5,084	0	0	2,700		2,700	NEW
512 Protective Equipment	0	10,425	11,425	5,100		(5,325)	-51.1%
522 Weapons	3,182	2,400	2,400	2,400		-	0.0%
523 Motor Vehicles	118,743	0	0	0		-	0.0%
525 Office Equipt.	10,562	0	500	0		-	0.0%
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	0.0%
Total Capital Outlay	<u>137,571</u>	<u>12,825</u>	<u>14,325</u>	<u>10,200</u>		<u>(2,625)</u>	-20.5%
TOTAL APPROPRIATION	<u>8,587,688</u>	<u>8,647,996</u>	<u>8,537,721</u>	<u>8,792,252</u>		<u>144,257</u>	1.7%

## ANNUAL BUDGET

BUDGET COMMENTARY  
2010-2011

DEPARTMENT: Safety & Welfare  
PROGRAM: Police

71-101	PAYROLL				
	SEE PERSONNEL ANALYSIS FOR BREAKDOWN OF POLICE AND CIVILIAN PERSONNEL'S STATUS OF BASE, HOLIDAY, LONGEVITY, SHIFT DIFFERENTIAL PAY, WAIVERS AND BONUS.				<b>\$4,147,119</b>
71-102	TEMPORARY EMPLOYEES				<b>\$0</b>
71-103	OVERTIME				<b>\$272,500</b>
	BASED ON OUR STUDY OF THE PREVIOUS YEARS AND THE CURRENT YEAR'S PROGRESS AND PROJECTION, THIS INCREASE SHOWS THE ADEQUATE AMOUNT NEEDED TO COVER MINIMUM MANPOWER REQUIREMENTS, COURT APPEARANCES, CALL BACK CASES, DISPATCHING AND THE REQUIRED CIRCUMSTANCES OF AN OFFICER HAVING TO STAY LATER THAN HIS/HER SHIFT. THIS ALSO INCLUDES FOR 40 HOURS OF IN-SERVICE TRAINING				
71-104	VACATION				<b>\$182,700</b>
	VACATION REPLACEMENT IS PAID BY CONTRACT AT STRAIGHT TIME, EXCEPT WHEN AN OFFICER IS ORDERED TO FILL A POSITION TO MEET MINIMUM MANPOWER REQUIREMENTS. THIS ACCOUNT IS CALCULATED BY THE AVERAGE TIME OF VACATION EARNED (18), BY EACH OFFICER (34) FOR THE YEAR, BY THE AVERAGE HOURLY RATE OF AN OFFICER @ (\$190/DAY), AND AN ALLOTMENT FOR THE ABOVE. ALSO INCLUDES CYCLE (\$800/MO)				
71-106	PENSION				<b>\$2,274,733</b>
	BASED ON THIS YEARS FUNDING NEEDS				
71-107	F.I.C.A. AND MEDICARE		Payroll & applicable accounts		
	F.I.C.A.	6.20%	\$4,862,507		\$301,475
	MEDICARE	1.45%	\$4,862,507		<u>\$70,506</u>
					<b>\$371,982</b>
71-108	LIFE INSURANCE				
		71.16 EMPL @	9.60 /mo (includes recruits)		<b>\$8,198</b>
71-109	GROUP INSURANCE				
	Police Officers per detail personnel schedule		\$	589,442	
	Police Civilians per detail personnel schedule		\$	110,353	
					<b>\$699,795</b>
71-110	EDUCATIONAL				
	COLLEGE COURSES TAKEN BY POLICE AND CIVILIAN EMPLOYEES				<b>\$20,000</b>
71-112	CLOTHING ALLOWANCE				
	58 EMPL @ \$1,500				<b>\$87,000</b>
71-113	DELTA DENTAL				
	Police Officers per detail personnel schedule		\$	56,823	
	Police Civilians per detail personnel schedule		\$	12,467	
					<b>\$69,291</b>
71-115	OUT OF RANK				
	BASED ON 2009-2010 RECORDS				<b>\$8,500</b>

## 71-116 RETIRED EMPLOYEES

THIS ACCOUNT SERVICES THOSE RETIRED EMPLOYEES WHO  
ARE REQUIRED BY AGREEMENT TO RECEIVE THE FOLLOWING:

R. & C. LALIBERTE -MEDICAL REIMB. AND LIFE INS.	\$2,521
MRS. A. WALLACE - BLUE CROSS/1 OVER 65 \$140/MO	\$1,680
ROLLO CHAMPLIN - B.C. FAMILY, PENSION @ 948.54/MO LIFE INSURANCE, 8.00/MO, DELTA DENTAL	\$27,732
DENNIS SEELENBRANDT - PENSION 912.32/MO, 1/2 LIFE INS. 4.00/MO, B.C. & DELTA DENTAL, FAMILY	\$26,034
DOMENIC PERNARDO - PENSION (518.99/MO) LIFE INS 8.00/MO	\$6,325
DENNIS FOURNIER - SPOUSE B.C. SINGLE PLAN	\$5,953
BRIAN VITI \$1,609.37/MO JULY 2010 IS LAST MONTH	\$1,609
BRIAN O'ROURKE MEDICAL AND DENTAL	\$16,252
Potential retirees (4)	<u>\$163,738</u>
	<b>\$251,845</b>

## 71-118 SAFETY INCENTIVE

9 FULL TIME - 1 PART TIME EMPLOYEES @ \$100/\$50 EACH **\$950**

## 71-204 LEGAL SERVICES

TRANSCRIPT, WITNESS COSTS & NEGOTIATIONS \$0  
NOTARY PUBLIC NEW & RENEWALS \$640  
**\$640**

## 71-205 MEDICAL &amp; DENTAL

R. CHAMPLIN \$3,000  
ANNUAL PHYSICALS PER LABOR CONTRACT, 20 @ \$10 co-pay \$200  
HEPATITIS SHOTS / FITNESS FOR DUTY \$800  
**\$4,000**

## 71-207 INSTRUCTIONAL SERVICES

COST OF OUTSIDE SCHOOLS FOR LAW ENFORCEMENT SUBJECTS \$7,000  
INSTRUCTOR SCHOOLS \$6,000  
TRAINING MATERIAL \$7,200  
LAW ENFORCEMENT VIDEOS \$1,800  
IN-SERVICE TRAINING \$7,000  
COMMUNITY POLICE ACADEMY \$1,000  
BUDGET REDUCTION -\$5,000  
**\$25,000**

## 71-210 TESTING SERVICES

PSYCHOLOGICAL & PHYSICAL TESTING AS REQUIRED FOR PERSONNEL; PROMOTIONAL EXAMS **\$1,550**

## 71-216 PHOTO MICROFILMING

SUPPLIES FOR MICROFILM MACHINE AND SAFE DEPOSIT BOXES **\$1,000**  
FOR PREVIOUS YEARS COPIES OF FILMS

## 71-219 PROFESSIONAL SERVICES

MISC CONSULTANTS IE. AIR QUALITY TEST, SAFE OPENING **\$500**

## 71-224 TRAVEL EXPENSES

MISC TRAVEL FOR DEPARTMENT PERSONNEL  
MISC MEETINGS  
FRAUD MEETINGS  
ARSON MEETINGS  
CHIEF'S VARIOUS MEETINGS **\$2,500**

## 71-231 ADVERTISING

MISC ADVERTISING (COVERS RECRUITING ADS & HOLIDAY SAFETY MESSAGES) **\$100**

## 71-233 PRINTING

VARIOUS FORMS \$3,000  
SEX OFFENDER NOTIFICATIONS \$5,000  
**\$8,000**

71-243 REPAIR FIXED EQUIPMENT HEATING SYSTEM, GENERATOR, AIR CONDITIONERS, CAMERA	<b>\$6,000</b>
71-244 REPAIR OPERATING EQUIPMENT LAB EQUIPMENT, WEAPONS, TIMECLOCKS, RADAR	<b>\$2,500</b>
71-245 MAINTENANCE OFFICE EQUIPMENT TYPEWRITERS AND FAXES REPAIRS AS REQUIRED COPIERS: IKON (4 COPIERS) 2 IMAGE RUNNER, Ricoh, Cannon 3050 QMS COLOR COPIER IMAGING UNIT	<b>\$4,000</b>
71-246 MAINTENANCE COMMUNICATIONS EQUIPMENT PORTABLES, BASE STATION, MOBILE UNITS, ANTENNAS & NEW SYSTEM IP MOBILE NET CONTRACT CYBERCOM CONTRACT LOGGING MACHINE	<b>\$20,000</b>
71-247 CANINE UNIT TRAINING,VET CARE, EQUIPMENT, FOOD	<b>\$750</b>
71-248 PROPERTY MAINTENANCE RENTAL EQUIPMENT FOR GROUNDS MAINTENANCE, PURCHASE OF GROUNDS SUPPLIES, IE. ICE MELT, FERTILIZER, FLOWERS, REPAIRS OF MINOR ITEMS, IE. GLASS, LOCKS NEW RUGS PEST CONTROL CONTRACT	\$2,650    <u>\$0</u> <b>\$350</b> <b>\$3,000</b>
71-249 MAINTENANCE OF COMPUTER EQUIPMENT IMC MAINTENANCE MISC REPLACEMENT ITEMS COGENT (FINGERPRINT CONTRACT) SOFTWARE UPDATE & SYSTEM SUPPORT HARDWARE REPAIRS CRITICAL REACH ANNUAL FEE BUDGET REDUCTION	\$17,500 \$4,300 \$7,200 \$500 \$500 \$525 <u>-\$5,525</u> <b>\$25,000</b>
71-255 EQUIPMENT RENTAL	<u>\$0</u> <b>\$0</b>
71-274 VEHICLE WASHES ADMINISTRATION,DETECTIVES,PATROL	<b>\$2,500</b>
71-275 TOWING SERVICES TOWING OF DISABLED POLICE VEHICLES & IMPOUNDS	<b>\$1,500</b>
71-283 LAUNDRY SERVICES CLEANING OF UNIFORMS THAT ARE SOILED BY BLOOD OR OTHER UNUSUAL JOB RELATED ACTIONS CLEANING OF FIRE BLANKETS	<b>\$50</b>
71-301 OFFICE SUPPLIES PURCHASE OF GENERAL OFFICE SUPPLIES, IE. CALENDARS, RIBBONS, ENVELOPES, PENS, FOLDERS, PADS, BINDERS, PAPER, PAPER CLIPS, STAPLES, WHITE OUT, MISC SUPPLIES, COMMUNITY RELATIONS AND RECRUITMENT	<b>\$6,500</b>
71-302 MAGAZINE & SUBSCRIPTION CLARK BOARDMAN, MITCHIE, MATHEW BENDER, COLE DIRECTORY, U.S. IDENTIFICATION, GRANT PUBLICATIONS	<b>\$1,500</b>

71-323 CHEMICALS RECHARGE FIRE EXTINGUISHERS	<b>\$1,200</b>
71-324 CLEANING & SANITARY SUPPLIES SOAPS, TISSUE, POLISHES, DISINFECTANTS, TRASH BAGS, CLEANERS, PAPER TOWEL, CPR MASKS	<b>\$3,700</b>
71-327 FUEL OIL OIL -2500 GALS BOILER CONTRACTS	\$6,850 <u>\$650</u> <b>\$7,500</b>
71-328 WOOD PRODUCTS TO PURCHASE WOOD FOR SHELVING & MISC WORK	<b>\$100</b>
71-330 MEDICINE FIRST AID	<b>\$250</b>
71-331 TIRES & TUBES 120 TIRES	<b>\$12,000</b>
71-332 MINOR TOOLS & EQUIPMENT MISC EXPENDITURES INCLUDING FLASHLIGHTS, BULBS, FLARES	<b>\$3,500</b>
71-333 AUTO, GAS, & LUBE EST. USE OF GASOLINE 45,000 GALS.; \$2.55/GAL OIL CHANGES GAS FOR BOATS	\$110,500 \$4,000 <u>\$500</u> <b>\$115,000</b>
71-334 AUTO REPAIR ESTIMATED PARTS & REPAIRS BASED ON 7/09-1/10	<b>\$54,000</b>
71-335 PAINTS & SUPPLY MISC PAINT FOR VARIOUS AREAS OF THE BUILDING	<b>\$100</b>
71-336 PLUMBING SUPPLY EST COST OF SUPPLIES	<b>\$1,200</b>
71-337 ELECTRICAL SUPPLIES COST OF SUPPLIES TO REPAIR EQUIPMENT AND OLD ELECTRICAL APPARATUS	<b>\$3,000</b>
71-339 WEARING APPAREL 2 NEW OFFICER'S UNIFORMS SUMMER - CLOTHES, HAT, MISC. WINTER - CLOTHES, HAT, COAT, MISC. ACADEMY CLOTHES DISPATCHER UNIFORMS MISC EQUIPMENT REPLACEMENT OF DAMAGED UNIFORMS BUDGET REDUCTION	\$1,500 \$1,500 \$438 \$1,000 \$2,000 \$322 <u>-\$2,610</u> <b>\$4,150</b>
71-342 AMMUNITION & WEAPONS AMMUNITION FOR QUALIFICATIONS, DUTY, RECRUIT ACADEMY TRAINING, TARGETS, TARGET STANDS, VARIOUS TYPES OF EQUIPMENT AND WEAPONS, TASERS AND TASER SUPPLIES	<b>\$13,000</b>
71-343 MEALS PRISONER'S MEALS	<b>\$2,500</b>
71-347 PHOTO SUPPLIES CAMERAS FOR PATROL, FINGERPRINT & CRIME SCENE CAMERA MISC PHOTOGRAPHIC SUPPLIES MUG SHOT PROCESSING, CAMERA REPAIRS COST OF OUTSIDE COLOR FILM DEVELOPING DIGITAL PHOTO PRINTING	<b>\$2,000</b>



## SAFETY &amp; WELFARE: ANIMAL CONTROL

Account No. 720

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	165,655	168,126	171,438	173,264
200	CONTRACTUAL SERVICES	16,408	7,788	8,175	8,550
300	MATERIALS & SUPPLIES	13,721	12,650	10,825	11,850
400	FIXED CHARGES	8,393	15,025	9,100	10,425
500	CAPITAL OUTLAY	<u>1,060</u>	<u>200</u>	<u>200</u>	<u>200</u>
	TOTAL APPROPRIATION	<u>205,237</u>	<u>203,789</u>	<u>199,738</u>	<u>204,289</u>

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## SAFETY &amp; WELFARE: ANIMAL CONTROL

Account No. 720

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b><u>PERSONAL SERVICES</u></b>						
101 Regular Employees	125,004	123,995	125,795	126,903	2,908	2.3%
103 Overtime	1,599	2,300	4,000	4,000	1,700	73.9%
107 Fica/Medicare	9,614	9,854	9,930	10,206	353	3.6%
108 Life Insurance	292	292	292	346	53	18.2%
109 Group Insurance	25,063	26,822	26,820	26,820	-2	0.0%
113 Delta Dental	1,892	2,063	2,101	2,190	126	6.1%
115 Shift Differential	1,891	2,500	2,200	2,500	0	0.0%
118 Safety Incentive	300	300	300	300	0	0.0%
Total Personal Services	<u>165,655</u>	<u>168,126</u>	<u>171,438</u>	<u>173,264</u>	<u>5,138</u>	3.1%
<b><u>CONTRACTUAL SERVICES</u></b>						
205 Medical & Dental Services	50	100	100	100	0	0.0%
207 Instructional Services	1,338	0	0	500	500	NEW
224 Travel Expense	1,431	0	25	0	0	0.0%
233 Printing	595	250	450	450	200	80.0%
243 Repair-Fixed Plant Equipmt.	3,585	1,000	1,000	1,000	0	0.0%
244 Repair-Operating Equipmt.	0	150	100	100	-50	-33.3%
245 Maintenance-Office Equipmt.	96	100	100	100	0	0.0%
248 Property Maintenance	5,727	600	800	700	100	16.7%
255 Equipment Rental	0	0	0	0	0	0.0%
274 Vehicular Washes	156	88	100	100	12	13.6%
276 Exterminating Services	3,430	5,500	5,500	5,500	0	0.0%
Total Contractual Services	<u>16,408</u>	<u>7,788</u>	<u>8,175</u>	<u>8,550</u>	<u>762</u>	9.8%
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
301 Office Supplies	290	350	300	300	-50	-14.3%
323 Chemicals	617	700	700	700	0	0.0%
324 Cleaning & Sanitary Supplies	3,095	2,000	2,000	2,000	0	0.0%
331 Tire & Tubes	861	700	700	700	0	0.0%
332 Minor Tools & Equipment	1,212	850	850	850	0	0.0%
333 Auto, Gas, Oil & Lube	5,871	5,500	4,300	5,000	-500	-9.1%
334 -01 Auto Repair Parts	290	1,500	1,000	1,250	-250	-16.7%
339 Wearing Apparel	1,436	900	900	900	0	0.0%
342 Ammun. Tear Gas & Weapons	0	50	0	50	0	0.0%
344 Animal Food	46	75	50	75	0	0.0%
347 Photographic Supplies	3	25	25	25	0	0.0%
Total Materials & Supplies	<u>13,721</u>	<u>12,650</u>	<u>10,825</u>	<u>11,850</u>	<u>-800</u>	-6.3%
<b><u>FIXED CHARGES</u></b>						
423 Dues and Subscriptions	0	250	0	250	0	0.0%
441 Electric Light & Power	2,577	2,500	2,900	3,000	500	20.0%
443 Gas Service	5,616	12,100	6,000	7,000	-5,100	-42.1%
445 Sewer Service	200	175	200	175	0	0.0%
Total Fixed Charges	<u>8,393</u>	<u>15,025</u>	<u>9,100</u>	<u>10,425</u>	<u>-4,600</u>	-30.6%
<b><u>CAPITAL OUTLAY</u></b>						
525 Office Equipment	1,060	200	200	200	0	0.0%
540 Depreciation	0	0	0	0	0	0.0%
Total Capital Outlay	<u>1,060</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>0</u>	0.0%
<b>TOTAL APPROPRIATION</b>	<b><u>205,237</u></b>	<b><u>203,789</u></b>	<b><u>199,738</u></b>	<b><u>204,289</u></b>	<b><u>500</u></b>	<b>0.2%</b>

## ANNUAL BUDGET

**BUDGET COMMENTARY**  
Fiscal Year 2010-2011

**DEPARTMENT: SAFETY & WELFARE**  
**PROGRAM: ANIMAL CONTROL**

72-101 PAYROLL INCLUDES 3 FULL TIME ACO'S			<b>\$126,903</b>	<b>\$126,903</b>
72-103 OVERTIME PRESENTLY, OVERTIME IS UTILIZED WHEN NEEDED TO RESPOND TO PRIORITY CALLS BEYOND NORMAL SHIFT HOURS. IN ADDITION, OVERTIME IS PROVIDED FOR OFFICERS TO APPEAR IN MUNICIPAL AND DISTRICT COURTS.			<b>\$4,000</b>	<b>\$4,000</b>
72-107 F.I.C.A. FICA PORTION OF SALARIES FICA PORTION OF OVERTIME FICA PORTION OF SHIFT DIFF MEDICARE PORTION OF SALARIES MEDICARE PORTION OF OVERTIME MEDICARE PORTION OF SHIFT DIFF			<b>\$7,868</b> <b>\$248</b> <b>\$155</b> <b>\$1,840</b> <b>\$58</b> <b><u>\$36</u></b>	<b>\$10,206</b> <b>\$10,206</b>
72-108 LIFE INS. 3 EMPL @ 9.60 /mo			<b>\$346</b>	<b>\$346</b>
72-109 GROUP INS. 1 EMPL @ 1,242.86 /mo 2 EMPL @ 496.05 /mo TOTAL			<b>\$14,914</b> <b><u>\$11,905</u></b> <b>\$26,820</b>	<b>\$26,820</b>
72-113 DELTA DENTAL 1 EMPL @ 111.50 /mo 2 EMPL @ 35.48 /mo TOTAL			<b>\$1,338</b> <b><u>\$852</u></b> <b>\$2,190</b>	<b>\$2,190</b>
72-115 SHIFT DIFFERENTIAL			<b>\$2,500</b>	<b>\$2,500</b>
72-118 SAFETY INCENTIVE 3 EMPL @ 100.00 /yr			<b>\$300</b>	<b>\$300</b>
72-205 MEDICAL & DENTAL MISC. IE. ANIMAL BITES, FIRST AID KITS			<b>\$100</b>	<b>\$100</b>
72-207 INSTRUCTIONAL SERVICES LOCAL WORKSHOPS			<b>\$500</b>	<b>\$500</b>
72-224 TRAVEL EXPENSES VARIOUS WORKSHOPS HELD IN THE AREA FOR ANIMAL CONTROL PERSONNEL ANIMAL CONTROL ACADEMY			<b>\$0</b> <b><u>\$0</u></b> <b>\$0</b>	<b>\$0</b>
72-233 PRINTING & DUPLICATION PRINTING OF VIOLATION TICKETS AND REPORT FORMS 4,000 NOTICE TO LICENSE FORMS, VARIOUS FORMS			<b>\$450</b>	<b>\$450</b>

## ANNUAL BUDGET

**BUDGET COMMENTARY**  
**Fiscal Year 2010-2011**

**DEPARTMENT: SAFETY & WELFARE**  
**PROGRAM: ANIMAL CONTROL**

72-243 REPAIRS TO FIXED PLANT EQUIPMENT REPAIRS TO ITEMS SUCH AS PIPES, HEATERS, ELECTRICAL UNITS	<b>\$1,000</b>	<b>\$1,000</b>
72-244 REPAIRS TO OPERATING EQUIPMENT REPAIRS OF DOG RUNS, RADIO EQUIPMENT AND MISC EQUIPT.	<b>\$100</b>	<b>\$100</b>
72-245 MAINTENANCE - OFFICE EQUIPMENT SERVICE TYPEWRITERS AS NEEDED MAINTENANCE OF COPIER	<b>\$0</b> <b><u>\$100</u></b> <b>\$100</b>	<b>\$100</b>
72-248 PROPERTY MAINTENANCE S / C FOR PEST CONTROL AND MISC	<b>\$700</b>	<b>\$700</b>
72-255 EQUIPMENT RENTAL MONTHLY RENTAL OF FREEZERS USED TO HOLD DECEASED ANIMALS	<b>\$0</b>	<b>\$0</b>
72-274 VEHICLE WASHES WASHING & WAXING SUPPLIES AND OCCASIONAL CAR WASHES 3 VEHICLES WASHED OCCATIONALLY	<b>\$100</b>	<b>\$100</b>
72-276 EXTERMINATION SERVICES COST TO HAVE EXPIRED ANIMALS PICKED UP AND DISPOSED BY A PRIVATE COMPANY. COST OF VETERINARY CARE.	<b>\$1,000</b> <b><u>\$4,500</u></b> <b>\$5,500</b>	<b>\$5,500</b>
72-301 OFFICE SUPPLIES GENERAL OFFICE SUPPLIES, INCLUDING FOLDERS, PENS, PENCILS, RIBBON, PAPER, ENVELOPES, ETC.	<b>\$300</b>	<b>\$300</b>
72-323 CHEMICALS PROVIDES FOR FIRE EXTINGUISHER REFILLS, CHLORINE, DISINFECTANT, FLEA/TICK SPRAY, ETC.	<b>\$700</b>	<b>\$700</b>
72-324 CLEANING AND SANITARY SUPPLY DEODORANT SPRAYS FOR THE POUND AND 2 VANS, PAPER TOWELS, BATHROOM ITEMS, MOPS, CLEANSERS, PLASTIC BAGS, 3-PLY LINERS AND HEAVY DUTY BODY BAGS FOR ANIMALS STORED IN FREEZER (MANDATED BY DISPOSAL SERVICE). ETC.	<b>\$2,000</b>	<b>\$2,000</b>
72-327 FUEL OIL NO OIL USED	<b>\$0</b>	<b>\$0</b>
72-331 TIRES AND TUBES 8 TIRES AT \$105 FOR 3 VANS	<b>\$700</b>	<b>\$700</b>

## ANNUAL BUDGET

**BUDGET COMMENTARY**  
Fiscal Year 2010-2011

**DEPARTMENT: SAFETY & WELFARE**  
**PROGRAM: ANIMAL CONTROL**

72-332 MINOR TOOLS & EQUIPMENT CATCHPOLES, REPAIR OF ANIMAL HANDLING EQUIPMENT, REPLACE TIME-WORN TRAPS, SHOVELS, RAKES, GLOVES, LOCKS, LIGHTBULBS, PAINT FOR THE FACILITY.	\$850	\$850
72-333 AUTO GAS, OIL & LUBE GAS FOR 3 VANS OIL CHANGES	\$5,000	\$5,000
72-334-01 AUTO REPAIRS PARTS TO MAINTAIN AND REPAIR TO CARS	\$1,250	\$1,250
72-339 WEARING APPAREL 15 SETS OF UNIFORMS FOR F.T. ACO'S MISC. (DAMAGED UNIFORMS)	\$900 \$0 \$900	\$900
72-342 SHELL, CARTRIDGES & AMMUNITION TRANQUILIZER GUN	\$50	\$50
72-344 ANIMAL FOOD FOOD FOR DOGS & CATS, SHAVINGS, HAY AND OCCASIONAL FEED FOR OTHER ANIMALS	\$75	\$75
72-347 PHOTOGRAPHIC SUPPLIES FILM FOR THE POLAROID CAMERA USED TO OBTAIN EVIDENCE OF CRUELTY COMPLAINTS AND DAMAGE DONE BY STRAY DOGS	\$25	\$25
72-423 DUES AND SUBSCRIPTIONS	\$250	\$250
72-441 ELECTRIC LIGHT & POWER BASED ON LAST YEAR'S RATES AND USAGE	\$3,000	\$3,000
72-443 GAS SERVICE GAS USED TO HEAT THE SHELTER AND HOT WATER 3500 gal @ \$2.00	\$7,000	\$7,000
72-445 SEWER SERVICE DRAINS CLEANED AND SEPTIC TANK EMPTIED 1 TIME	\$175	\$175
<b>CAPITAL OUTLAY</b>		
72-525 OFFICE EQUIPMENT MISC. EQUIPMENT	\$200	\$200
72-540 DEPRECIATION		\$0
<b>GRAND TOTAL</b>		<u><u>\$204,289</u></u>

## SAFETY &amp; WELFARE: EMERGENCY MANAGEMENT (CD) Account No. 750

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	0	0	0	0
200	CONTRACTUAL SERVICES	0	0	1,271	16,250
300	MATERIALS & SUPPLIES	572	1,000	500	2,500
400	FIXED CHARGES	50	0	0	0
500	CAPITAL OUTLAY	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>8,500</u>
	TOTAL APPROPRIATION	<u>622</u>	<u>4,000</u>	<u>4,771</u>	<u>27,250</u>

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## SAFETY &amp; WELFARE: EMERGENCY MANAGEMENT (CD) Account No. 750

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b><u>CONTRACTUAL SERVICES</u></b>						
207 Instructional	0	0	0	1,000	1,000	NEW
219 Professional Services	0	0	1,271	2,000	2,000	NEW
224 Travel	0	0	0	500	500	NEW
244 Repair Equipment	0	0	0	2,500	2,500	NEW
246 Maint of Comm. Equip	0	0	0	10,000	10,000	NEW
249 Maint of Computer Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>250</u>	<u>250</u>	NEW
Total Contractual Services	0	0	1,271	16,250	16,250	NEW
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
301 Office Supplies	0	0	0	500	500	NEW
302 Books and Magazines	0	0	0	500	500	NEW
326 Sand, & Gravel	0	500	0	500	0	0.0%
332 Minor Tools & Equip.	572	500	500	500	0	0.0%
339 Wearing Apparel	<u>0</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>	NEW
	572	1,000	500	2,500	<u>1,500</u>	150.0%
<b><u>FIXED CHARGES</u></b>						
423 Dues & Memberships	50	0	0	0	0	0.0%
446 Telephone	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%
Total Fixed Charges	50	0	0	<u>0</u>	<u>0</u>	0.0%
<b><u>CAPITAL OUTLAY</u></b>						
525 Office Equipment	0	0	0	2,500	2,500	NEW
529 Radio & Comm. Equip.	0	3,000	3,000	3,000	0	0.0%
531 Computer Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	NEW
Total Capital Outlay	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>8,500</u>	<u>5,500</u>	183.3%
<b>TOTAL APPROPRIATION</b>	<u>622</u>	<u>4,000</u>	<u>4,771</u>	<u>27,250</u>	<u>23,250</u>	581.3%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**Department: **Emergency Management 750****CONTRACTUAL SERVICES**

75-207	Instructional Services To provide seminars for the members who represent various agencies and volunteer organizations who are involved in Emergency Management functions	\$ 1,000
75-219	Professional Services Various studies, evaluations and plans which must be conducted and audited on an ongoing basis.	\$ 2,000
75-224	Travel Cost of the travel to attend seminars	\$ 500
75-244	Repair of Equipment Maintain & repair equipment in EOC and field equipment used by assisting agencies / organizations	\$ 2,500
75-246	Maint of Comm. Equipment Radio maintenance for EMA & firealarm. Match at what is paid by fire districts.	\$ 10,000
75-249	Maint of Computer Equipment Software & hardware maintenance & update	\$ 250

**MATERIALS & SUPPLIES**

75-301	Office Supplies Purchase of general office equipment and misc. medical supplies, signage, etc.	\$ 500
75-302	Books & Magazines Emergency management publications	\$ 500
75-326	Sand, Stone & Gravel Bags of sand to help block flooding	\$ 500
75-332	Minor tools and equipment Necessary items and minor equipment	\$ 500
75-339	Wearing Apparel Safety and hazardous operations clothing	\$ 500

**FIXED CHARGES**

75-423	Dues & Memberships	\$0
75-446	Telephone	\$0

**CAPITAL OUTLAY**

75-525	Office Equipment Misc furniture, chairs and tables	\$ 2,500
75-529	Radio & Comm. Equipt. Purchase of 800 mhz communications equipment	\$ 3,000
75-531	Computer Equipment Computer, phones and smartboard	\$ 3,000

TOTAL	<u>\$ 27,250</u>
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## SAFETY &amp; WELFARE: TOWN SERGEANT

Account No. 760

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	3,052	2,760	2,222	2,222
200	CONTRACTUAL SERVICES	20	0	0	0
300	MATERIALS & SUPPLIES	0	0	0	0
400	FIXED CHARGES	0	0	0	0
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>3,072</u>	<u>2,760</u>	<u>2,222</u>	<u>2,222</u>

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## SAFETY &amp; WELFARE: TOWN SERGEANT

Account No. 760

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011		BUDGET VS PROPOSED	
<u>PERSONAL SERVICES</u>							
101 Regular Employees	2,387	2,064	2,064	2,064		0	0.0%
102 Temporary Employees	465	500	0	0		-500	-100.0%
107 Fica/Medicare	<u>200</u>	<u>196</u>	<u>158</u>	<u>158</u>		<u>-38</u>	-19.5%
Total Personal Services	<u>3,052</u>	<u>2,760</u>	<u>2,222</u>	<u>2,222</u>		<u>-538</u>	-19.5%
<u>CONTRACTUAL SERVICES</u>							
224 Travel Expense	<u>20</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	0.0%
<u>MATERIALS &amp; SUPPLIES</u>							
329 Household Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	0.0%
<u>CAPITAL OUTLAY</u>							
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	
TOTAL APPROPRIATION	<u>3,072</u>	<u>2,760</u>	<u>2,222</u>	<u>2,222</u>		<u>-538</u>	-19.5%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY****Town Sergeant 760****PERSONNEL SERVICES**

101	<b><u>Regular Employees</u></b>	<b>\$2,064</b>
	Town Sergeant	

102	<b>Temporary Employees</b>	<b>\$0</b>
	Financial Town Meeting	

107	<b><u>Fica &amp; Medicare</u></b>	<b>\$158</b>
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	FICA	\$128
	Medicare	\$30

**CONTRACTUAL SERVICES**

224	<b><u>Travel Expense</u></b>	<b>\$0</b>
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**MATERIALS & SUPPLIES**

329	<b><u>Household Supplies</u></b>	<b>\$0</b>
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**CAPITAL OUTLAY**

540	Depreciation	<b>\$0</b>
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	<b>\$2,222</b>
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## SAFETY &amp; WELFARE: SCHOOL CROSSING GUARDS Account No. 790

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	39,615	40,571	32,219	32,997
200	CONTRACTUAL SERVICES	0	0	0	0
300	MATERIALS & SUPPLIES	36	550	125	550
400	FIXED CHARGES	0	0	0	0
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>39,651</u>	<u>41,121</u>	<u>32,344</u>	<u>33,547</u>

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## SAFETY &amp; WELFARE: SCHOOL CROSSING GUARDS

Account No. 790

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b>PERSONAL SERVICES</b>						
101 Regular Employees	35,871	36,759	29,000	29,723	-7,037	-19.1%
107 Fica/Medicare	2,744	2,812	2,219	2,274	-538	-19.1%
112 Clothing Allowance	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>0.0%</u>
Total Personal Services	<u>39,615</u>	<u>40,571</u>	<u>32,219</u>	<u>32,997</u>	<u>-7,575</u>	<u>-18.7%</u>
<b>MATERIALS &amp; SUPPLIES</b>						
332 Minor Tools & Equipment	0	50	0	50	0	0.0%
339 Wearing Apparel	<u>36</u>	<u>500</u>	<u>125</u>	<u>500</u>	<u>0</u>	<u>0.0%</u>
Total Materials & Supplies	<u>36</u>	<u>550</u>	<u>125</u>	<u>550</u>	<u>0</u>	<u>0.0%</u>
<b>CAPITAL OUTLAY</b>						
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL APPROPRIATION	<u>39,651</u>	<u>41,121</u>	<u>32,344</u>	<u>33,547</u>	<u>-7,575</u>	<u>-18.4%</u>

## ANNUAL BUDGET

BUDGET COMMENTARY  
Fiscal Year 2010-2011

DEPARTMENT: SAFETY & WELFARE  
PROGRAM: CROSSING GUARD

79-101 PAYROLL				\$29,723
J. BUTZIER	5 POST @ \$9.40 FOR 180 DAYS		\$8,460	
T. ONUSCHAK	3 POST @ \$9.40 FOR 180 DAYS		\$5,076	
J. SUORSA	3 POST @ \$9.40 FOR 180 DAYS		\$5,076	
C. COLE	3 POST @ \$9.40 FOR 180 DAYS		\$5,076	
D. BEHM	3 POST @ \$9.40 FOR 180 DAYS		\$5,076	
F. HAIBON	SPARE			
BUDGETED SICK TIME - 6 DAYS @ \$9.40, 17 POST/DAY			\$959	
			-----	
TOTAL			\$29,723	
79-107 FICA/MEDICARE				\$2,274
FICA	6.2% X \$29,723		\$1,843	
MEDICARE	1.45% X \$29,723		\$431	
79-112 CLOTHING ALLOWANCE				
SAME AS LAST YEAR			\$1,000	\$1,000
79-332 MINOR TOOLS			\$50	\$50
79-339 WEARING APPAREL			\$500	\$500
79-540 DEPRECIATION				\$0
GRAND TOTAL - CROSSING GUARDS				<u><u>\$33,547</u></u>

## PUBLIC WORKS: ENGINEERING

Account No. 810

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	17,434	91,626	71,225	92,235
200	CONTRACTUAL SERVICES	167,353	2,700	23,663	2,700
300	MATERIALS & SUPPLIES	0	1,075	1,056	1,075
400	FIXED CHARGES	0	200	200	200
500	CAPITAL OUTLAY	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>
	TOTAL APPROPRIATION	<u>184,787</u>	<u>96,601</u>	<u>96,144</u>	<u>97,210</u>

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## PUBLIC WORKS: ENGINEERING

Account No. 810

	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011	BUDGET VS PROPOSED	
<u>EXPENDITURE DETAIL</u>						
<u>PERSONAL SERVICES</u>						
101 Regular Employees	12,572	70,000	53,846	70,548	548	0.8%
102 Temporary Employees	0	0	0	0	-	0.0%
103 Overtime	0	0	0	0	-	0.0%
107 Fica/Medicare	962	5,355	4,119	5,397	42	0.8%
108 Life Insurance	24	96	1	115	19	20.0%
109 Group Insurance	3,250	14,914	12,428	14,914	-	0.0%
113 Delta Dental	626	1,261	830	1,261	-	0.0%
Total Personal Services	<u>17,434</u>	<u>91,626</u>	<u>71,225</u>	<u>92,235</u>	<u>609</u>	<u>0.7%</u>
<u>CONTRACTUAL SERVICES</u>						
202 Engineering Services	167,353	0	21,000	0	-	0.0%
224 Travel Expense	0	2,500	2,463	2,500	-	0.0%
233 Printing	0	200	200	200	-	0.0%
245 Maint. Office Equip.	0	0	0	0	-	0.0%
Total Contractual Services	<u>167,353</u>	<u>2,700</u>	<u>23,663</u>	<u>2,700</u>	<u>-</u>	<u>0.0%</u>
<u>MATERIALS &amp; SUPPLIES</u>						
301 Office Supplies	0	400	398	400	-	0.0%
302 Books & Magazines	0	75	68	75	-	0.0%
332 Minor Tools & Equipment	0	100	98	100	-	0.0%
347 Photographic Supplies	0	500	492	500	-	0.0%
Total Materials & Supplies	<u>0</u>	<u>1,075</u>	<u>1,056</u>	<u>1,075</u>	<u>-</u>	<u>0.0%</u>
<u>FIXED CHARGES</u>						
402 Licenses & Permits	0	100	100	100	-	0.0%
423 Dues & Memberships	0	100	100	100	-	0.0%
Total Fixed Charges	<u>0</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>-</u>	<u>0.0%</u>
<u>CAPITAL OUTLAY</u>						
525 Office Equipment	0	1,000	0	1,000	-	0.0%
540 Depreciation	0	0	0	0	-	0.0%
Total Capital Outlay	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>-</u>	<u>0.0%</u>
TOTAL APPROPRIATION	<u>184,787</u>	<u>96,601</u>	<u>96,144</u>	<u>97,210</u>	<u>609</u>	<u>0.6%</u>

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

BUDGET COMMENTARY				Public Works Engineering - 810	
101	Regular Employees Engineer			\$70,548	
				\$70,548	
102	Temporary Employees			\$0	\$0
103	Overtime			\$0	\$0
107	Fica & Medicare	7.65%	\$70,548		\$5,397
108	Life Insurance 1 employees @	9.60 /mo		\$115	\$115
109	Group Insurance 1 employees @	1,242.86 /mo		\$14,914	\$14,914
	0 employees @	496.05 /mo		\$0	
113	Dental Insurance 1 employees @	105.07 /mo		\$1,261	\$1,261
	0 employees @	33.44 /mo		\$0	
118	Safety Incentive 0 employees @	100.00 /yr		\$0	\$0
	Total Personnel Service				\$92,235
 <u>CONTRACTUAL SERVICES</u>					
202	<u>Engineering Services</u>				\$0
224	<u>Travel</u>				\$2,500
233	<u>Printing</u> For professional printing of specifications, bid documents, and bulk printing as needed.				\$200
245	<u>Maintenance Office Equipment</u> Maintenance contract for engineering copier.				\$0
	TOTAL CONTRACTUAL SERVICES				<u>\$2,700</u>
 <u>MATERIALS AND SUPPLIES</u>					
301	<u>Office Supplies</u> This account is for copy paper, print cartridges, software upgrades, binding materials, drafting supplies, calendars, computer supplies such as disks, toner, and cleaners as well as other small expendable items needed to operate the Engineering Department.				\$400
302	<u>Books and Magazines</u> This provides funding to keep a current professional library for the use of the Engineering Staff and for technical periodicals in the office.				\$75
332	<u>Minor Tools and Equipment</u> This account is for survey stakes, flagging, paint, field books, nails, tacks, and any other items needed for surveying and inspections.				\$100
347	<u>Photographic Supplies</u> Paper and supplies are required for both the engineering copier and the blue line machine. We also buy 35mm film and video cassettes for our cameras.				\$500
	TOTAL MATERIAL AND SUPPLIES				<u>\$1,075</u>
 <u>FIXED CHARGES</u>					
402	<u>Licenses and Permits</u> Professional Engineers License				\$100
423	<u>Dues and Memberships</u> APWA, NEAPWA, NSPE, PES, RIPWA, RIMPAA One line item is used for all dues and fees per employee with a total of 8 persons.				\$100
	TOTAL FIXED CHARGES				<u>\$200</u>
 <u>CAPITAL OUTLAY</u>					
525	Office Equipment Computer replacements				\$1,000 \$0
540	Depreciation				\$0 \$0
					<u>\$97,210</u>



## PUBLIC WORKS: INSPECTIONS &amp; PERMITS

Account No. 820

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	202,179	188,027	188,027	188,316
200	CONTRACTUAL SERVICES	3,532	2,425	2,425	2,425
300	MATERIALS & SUPPLIES	4,282	650	650	1,100
400	FIXED CHARGES	70	95	95	95
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>210,063</u>	<u>191,197</u>	<u>191,197</u>	<u>191,936</u>

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## PUBLIC WORKS: INSPECTIONS &amp; PERMITS

Account No. 820

<u>EXPENDITURE DETAIL</u>	ACTUAL	BUDGET	ESTIMATE	PROPOSED		BUDGET VS PROPOSED	
	2008-2009	2009-2010	2009-2010	2010-2011			
<u>PERSONAL SERVICES</u>							
101 Regular Employees	145,048	128,763	128,763	128,763		0	0.0%
102 Temporary Employees	0	0	0	0		0	0.0%
107 Fica/Medicare	10,975	9,850	9,850	9,850		0	0.0%
108 Life Insurance	292	288	288	346		58	20.0%
109 Group Insurance	41,812	44,743	44,743	44,743		0	0.0%
110 Educational Services	485	500	500	500		0	0.0%
113 Delta Dental	3,467	3,782	3,782	4,014		231	6.1%
118 Safety Incentive	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>		<u>0</u>	<u>0.0%</u>
Total Personal Services	<u>202,179</u>	<u>188,027</u>	<u>188,027</u>	<u>188,316</u>		<u>289</u>	<u>0.2%</u>
<u>CONTRACTUAL SERVICES</u>							
224 Travel Expense	1,554	0	0	0		0	0.0%
233 Printing	864	1,000	1,000	1,000		0	0.0%
246 Maintenance-Comm. Equipt.	0	75	75	75		0	0.0%
255 Equipment Rental	<u>1,114</u>	<u>1,350</u>	<u>1,350</u>	<u>1,350</u>		<u>0</u>	<u>0.0%</u>
Total Contractual Services	<u>3,532</u>	<u>2,425</u>	<u>2,425</u>	<u>2,425</u>		<u>0</u>	<u>0.0%</u>
<u>MATERIALS &amp; SUPPLIES</u>							
301 Office Supplies	119	500	500	500		0	0.0%
302 Books & Magazines	0	150	150	600		450	300.0%
331 Tires & Tubes	0	0	0	0		0	0.0%
332 Minor Tools & Equipment	223	0	0	0		0	0.0%
333 Auto, Gas, Oil & Lube	3,011	0	0	0		0	0.0%
334 -1 Auto Repair Parts	<u>929</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>0.0%</u>
Total Materials & Supplies	<u>4,282</u>	<u>650</u>	<u>650</u>	<u>1,100</u>		<u>450</u>	<u>69.2%</u>
<u>FIXED CHARGES</u>							
403 Inspections & Registrations	0	0	0	0		0	0.0%
423 Dues & Memberships	<u>70</u>	<u>95</u>	<u>95</u>	<u>95</u>		<u>0</u>	<u>0.0%</u>
Total Fixed Charges	<u>70</u>	<u>95</u>	<u>95</u>	<u>95</u>		<u>0</u>	<u>0.0%</u>
<u>CAPITAL OUTLAY</u>							
525 Office Equipment	0	0	0	0		0	
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	
Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	
TOTAL APPROPRIATION	<u>210,063</u>	<u>191,197</u>	<u>191,197</u>	<u>191,936</u>		<u>739</u>	<u>0.4%</u>

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

BUDGET COMMENTARY

DEPARTMENT: 820 Building Official

PERSONAL SERVICES

101	<u>REGULAR EMPLOYEES</u>			\$128,763
	Building Official		\$59,387	
	Assistant Building Official *		\$33,129	
	Special Duty Clerk		\$36,247	
	Medical waiver - none		\$0	
102	<u>TEMPORARY EMPLOYEES</u>			\$0
107	<u>FICA &amp; MEDICARE</u>			\$9,850
	Fica		\$7,983	
	Medicare		\$1,867	
108	<u>LIFE INSURANCE</u>			\$346
	3 employees @	9.60 /mo	\$346	
109	<u>GROUP INSURANCE</u>			\$44,743
	3 employees @	1,242.86 /mo	\$44,743	
	0 employees @	496.05 /mo	\$0	
110	<u>EDUCATIONAL SERVICES</u>			\$500
	Amherst and BOCCA Seminars			
	Miscellaneous 1 day seminars			
113	<u>DENTAL INSURANCE</u>			\$4,014
	3 employees @	111.50 /mo	\$4,014	
	0 employees @	35.48 /mo	\$0	
118	<u>SAFETY INCENTIVE</u>			\$100
	1 employees @	100.00 /yr	\$100	
	<u>TOTAL PERSONAL SERVICES</u>			<u>\$188,316</u>

CONTRACTUAL SERVICES

224	<u>TRAVEL EXPENSES</u>			\$0
233	<u>PRINTING &amp; DUPLICATING</u>			\$1,000
	Building permit application forms		\$500	
	Stock cards for permits		\$166	
	Miscellaneous printing		\$120	
	Certificate of Occupancy forms		\$139	
	Zoning Certifica #REF!	#REF!	\$75	

ANNUAL BUDGET  
Fiscal Year 2010-2011

## BUDGET COMMENTARY

DEPARTMENT: 820 Building Official

246	<u>MAINTENANCE OF COMMUNICATION EQUIPMENT</u>		\$75
	Maintenance as necessary	\$75	
255	<u>EQUIPMENT RENTAL</u>		\$1,350
	Rental and useage of cell/2way telephones	\$1,350	
 <u>MATERIALS AND SUPPLIES</u>			
301	<u>OFFICE SUPPLIES</u>		\$500
	Miscellaneous supplies to suport necessary office procedures	\$500	
302	<u>BOOKS AND MAGAZINES</u>		\$600
	State Building Code Books	\$600	
331	<u>TIRES &amp; TUBES</u>		\$0
332	<u>MINOR TOOLS &amp; EQUIPMENT</u>		\$0
	For purchase of photo supplies, electrical equipment and minor tools		
333	<u>AUTO GAS, OIL, AND LUBE</u>		\$0
334-01	<u>AUTO REPAIR PARTS</u>		\$0
	General repairs for 2 vehicles		
 <u>FIXED CHARGES</u>			
403	<u>AUTO INSPECTION STICKERS</u>		\$0
423	<u>DUES &amp; MEMBERSHIPS</u>		\$95
	RI Building Inspetor's Association (2)	\$70	
	N.E. Building Code Association	\$25	
 <u>CAPITAL OUTLAY</u>			
540	Depreciation	\$0	\$0
			<u>\$191,936</u>

## PUBLIC WORKS: ROADS &amp; BRIDGES

Account No. 830

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	1,501,444	1,512,527	1,497,247	1,519,605
200	CONTRACTUAL SERVICES	174,459	147,900	143,125	141,900
300	MATERIALS & SUPPLIES	438,165	101,680	98,250	99,930
400	FIXED CHARGES	825	100	50	50
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>2,114,893</u>	<u>1,762,207</u>	<u>1,738,672</u>	<u>1,761,485</u>

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## PUBLIC WORKS: ROADS &amp; BRIDGES

Account No. 830

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011		BUDGET VS PROPOSED	
<b><u>PERSONAL SERVICES</u></b>							
101 Regular Employees	1,081,198	1,067,132	1,050,000	1,067,698		565	0.1%
103 Overtime	28,222	25,000	28,822	29,000		4,000	16.0%
107 Fica/Medicare	84,177	83,709	82,530	84,058		349	0.4%
108 Life Insurance	2,209	2,208	2,152	2,650		442	20.0%
109 Group Insurance	279,186	304,239	304,239	304,239		-	0.0%
113 Delta Dental	24,152	28,139	27,404	29,861		1,722	6.1%
118 Safety Incentive	<u>2,300</u>	<u>2,100</u>	<u>2,100</u>	<u>2,100</u>		-	0.0%
Total Personal Services	<u>1,501,444</u>	<u>1,512,527</u>	<u>1,497,247</u>	<u>1,519,605</u>		<u>7,078</u>	0.5%
<b><u>CONTRACTUAL SERVICES</u></b>							
201 Temporary Services	86,666	87,200	87,000	87,200		-	0.0%
205 Medical & Dental Services	0	0	0	0		-	0.0%
206 Blasting Services	0	0	0	0		-	0.0%
219 Tree Removal Services	7,435	2,000	3,450	2,000		-	0.0%
224 Travel Expense	100	0	0	0		-	0.0%
242 Repair Streets & Sidewalks	67,396	50,000	45,000	45,000		(5,000)	-10.0%
244 Repair-Operating Equipt.	843	1,200	1,200	1,200		-	0.0%
254 Machinery Rental	12,019	7,500	6,475	6,500		(1,000)	-13.3%
275 Towing Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	
Total Contractual Services	<u>174,459</u>	<u>147,900</u>	<u>143,125</u>	<u>141,900</u>		<u>(6,000)</u>	-4.1%
<b><u>MATERIALS &amp; SUPPLIES</u></b>							
321 Agricultural & Hort. Services	1,149	3,000	2,500	2,500		(500)	-16.7%
322 Asphalt Services	319,603	10,000	10,000	10,000		-	0.0%
325 Concrete & Materials	8,004	15,000	15,000	15,000		-	0.0%
326 Sand, Stone & Gravel	30,426	30,000	30,000	30,000		-	0.0%
328 Wood Products	2,211	2,800	2,500	2,800		-	0.0%
332 Minor Tools & Equipt.	33,897	5,000	5,000	5,000		-	0.0%
335 Paints & Supplies	151	1,000	250	750		(250)	-25.0%
338 Manhole Frames & Covers	8,031	5,000	5,000	5,000		-	0.0%
339 Wearing Apparel	17,409	13,880	13,000	13,880		-	0.0%
340 Street Sign Material	9,969	7,000	7,000	7,000		-	0.0%
341 Pipe	<u>7,315</u>	<u>9,000</u>	<u>8,000</u>	<u>8,000</u>		<u>(1,000)</u>	-11.1%
Total Materials & Supplies	<u>438,165</u>	<u>101,680</u>	<u>98,250</u>	<u>99,930</u>		<u>(1,750)</u>	-1.7%
<b><u>FIXED CHARGES</u></b>							
423 Dues & Memberships	<u>825</u>	<u>100</u>	<u>50</u>	<u>50</u>		<u>(50)</u>	-50.0%
<b><u>CAPITAL OUTLAY</u></b>							
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	
Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	
<b>TOTAL APPROPRIATION</b>	<u>2,114,893</u>	<u>1,762,207</u>	<u>1,738,672</u>	<u>1,761,485</u>		<u>(722)</u>	0.0%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

DEPARTMENT: Public Works - 830

**PERSONAL SERVICES**

<b>101</b>	<b><u>Regular Employees</u></b>				<b>\$1,067,698</b>
	1 Superintendent of Public Works		waiver		\$87,269
	2 Working Foreman				\$53,856
	Working Foreman				\$53,856
	1 Lead Operator				\$47,781
	5 Operator				\$45,677
	Operator				\$45,677
	Operator				\$44,833
	Operator				\$43,690
	Operator				\$42,658
	12 Driver				\$43,447
	Driver				\$43,447
	Driver				\$43,447
	Driver				\$42,607
	Driver				\$42,454
	Driver		waiver		\$42,454
	Driver				\$42,454
	Driver				\$42,454
	Driver				\$41,422
	Driver				\$41,298
	Driver				\$40,349
	Driver				\$40,349
	2 Transfer Attd.				\$43,690
	Transfer Attd.				\$43,929
	2 Medical waiver @ \$4,300				<b>\$8,600</b>
	0 Single Medical waiver @ \$2,000			<b>\$0</b>	
<b>103</b>	<b><u>Overtime</u></b>				<b>\$29,000</b>
	This account is for overtime incurred by wind storms, flooding, hazardous material cleanup, building cleaning, paving and the running of the transfer station on Saturdays when there is a holiday during the week.				
	<b><u>YEAR</u></b>	<b><u>ACTUAL</u></b>			
	07-08	24,680			
	08-09	28,222			
<b>107</b>	<b><u>F.I.C.A.</u></b>				<b>\$84,058</b>
	F.I.C.A.				
	\$1,098,798	(x .062) =		<b>\$68,125</b>	
	MEDICARE				
	\$1,098,798	(x .0145) =		<b>\$15,933</b>	
<b>108</b>	<b><u>Life Insurance</u></b>				<b>\$2,650</b>
	23 employees @	9.60 /mo		<b>\$2,650</b>	
<b>109</b>	<b><u>Group Insurance</u></b>				<b>\$304,239</b>
	20 employees @	1,242.86 /mo		<b>\$ 298,286</b>	
	1 employees @	496.05 /mo		<b>\$5,953</b>	
<b>113</b>	<b><u>Delta Dental</u></b>				<b>\$29,861</b>
	22 employees @	111.50 /mo		<b>\$29,435</b>	
	1 employees @	35.48 /mo		<b>\$426</b>	
<b>118</b>	<b><u>Safety Incentive</u></b>				<b>\$2,100</b>
	21 employees @	100 /yr		<b>\$2,100</b>	
	<b>TOTAL PERSONAL SERVICES</b>				<b>\$1,519,605</b>

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

## BUDGET COMMENTARY

DEPARTMENT: Public Works - 830

## CONTRACTUAL SERVICES

<b>201</b>	<b><u>Temporary Services</u></b>	<b>\$87,200</b>																																				
	This service is to clean some of the many catch basins in our town.																																					
	<b><u>1. Catch Basin Cleaning</u></b>	<b>\$25,200</b>																																				
	<table border="0"> <thead> <tr> <th><u>YEAR</u></th> <th><u>COST</u></th> <th><u>BID Price</u></th> <th><u>BASINS CLEANED</u></th> </tr> </thead> <tbody> <tr> <td>84-85</td> <td>2,907</td> <td>\$3.80</td> <td>765</td> </tr> <tr> <td>02-03</td> <td>16,779</td> <td>\$7.90</td> <td>2,124</td> </tr> <tr> <td>03-04</td> <td>17,727</td> <td>\$7.90</td> <td>2,244</td> </tr> <tr> <td>04-05</td> <td>17,822</td> <td>\$7.90</td> <td>2,256</td> </tr> <tr> <td>06-07</td> <td>19,153</td> <td>\$8.15</td> <td>2,350</td> </tr> <tr> <td>07-08</td> <td>22,198</td> <td>\$9.45</td> <td>2,349</td> </tr> <tr> <td>08-09</td> <td>27,323</td> <td>\$11.30</td> <td>2,418</td> </tr> </tbody> </table>	<u>YEAR</u>	<u>COST</u>	<u>BID Price</u>	<u>BASINS CLEANED</u>	84-85	2,907	\$3.80	765	02-03	16,779	\$7.90	2,124	03-04	17,727	\$7.90	2,244	04-05	17,822	\$7.90	2,256	06-07	19,153	\$8.15	2,350	07-08	22,198	\$9.45	2,349	08-09	27,323	\$11.30	2,418					
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08-09	27,323	\$11.30	2,418																																			
	<b><u>2. Street Sweeping</u></b>	<b>\$28,000</b>																																				
	This service is a supplement to our own street sweeping service. Since we changed the specifications so we pay by the curb mile instead of the hour, this has proved to be quite beneficial. This year we will assume a bid price of 215/curb mile.																																					
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<u>YEAR</u>	<u>COST</u>	<u>BID PRICE</u>																																				
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08-09	27,107	215/curb mile	126.08																																			
	<b><u>3. Street Line and Cross Walk Painting</u></b>	<b>\$14,000</b>																																				
	This is for the annual line painting of the streets, roads and crosswalks. This function takes place in the Spring so that the benefit of the lines to the motorists will be experienced over a longer period of time. This year's request is 15,000																																					
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08-09	\$13,148																																					
	<b><u>4. Special Police Detail</u></b>	<b>\$5,000</b>																																				
	More emphasis is being placed on roadside construction safety. The Police Department provides the special traffic detail when we are working in high volume traffic areas. This year's request is for 6,000.																																					
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03-04	n/a																																					
04-05	5626																																					
	<b><u>5. Storm Drain Line Cleaning</u></b>	<b>\$15,000</b>																																				
	This is for the rental of a high pressure vacuum truck and high pressure jet machine to clean out catch basins and storm drains.																																					
<b>205</b>	<b><u>Medical and Dental Services</u></b>	<b>\$0</b>																																				
	This account is used for the replacement of eyeglasses damaged on the job and for physicals.																																					
<b>206</b>	<b><u>Blasting Services</u></b>	<b>\$0</b>																																				
	This account is used for the blasting of large rocks and boulders usually found in the right-of-way of roads that we are improving on a yearly basis. This year's request is the same as last year's, 3,000.																																					



**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**DEPARTMENT: **Public Works - 830**

<b>219</b>	<b><u>Professional Services</u></b>	<b>(TREE REMOVAL)</b>	<b>\$2,000</b>
	This account is for the removal of trees on Town property that cannot be removed by Town forces. The demand for this service has grown tenfold. Over the years the many hurricanes, gypsy moth infestations and general diseases have left hundreds of trees on our roads dead or dying. These trees are a liability concern.		
<b>224</b>	<b><u>Travel</u></b>		<b>\$0</b>
	This provides monies for the Superintendent and Safety Compliance Officer and other employees to attend job training seminars.		
<b>242</b>	<b><u>Repairs to Streets and Sidewalks</u></b>		<b>\$45,000</b>
	This account funds asphalt work done by the Public Works Dept. such as pot holes, berms and excavation patches.		
	<b><u>YEAR</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>
	02-03	70,000	20,906
	03-04	70,000	10,541
	04-05	70,000	22,115
	05-06	40,000	22,537
	06-07	40,000	81,111
	07-08	50,000	40,156
	08-09	50,000	67,396
<b>244</b>	<b><u>Repair of Operating Equipment</u></b>		<b>\$1,200</b>
	This account is for the repair of power tools and equipment such as chain saws and brush cutters that are sent out to be repaired.		
<b>254</b>	<b><u>Machinery Rental</u></b>		<b>\$6,500</b>
	This account allows us to rent equipment that we do not own but need to accomplish our projects. Items such as rollers, chipperspreaders, drain cleaners, screeners and excavators.		
<b>275</b>	<b><u>Towing Service</u></b>		<b>\$0</b>
	This is for towing of department vehicles.		
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>\$141,900</b>
<b>MATERIALS AND SUPPLIES</b>			
<b>321</b>	<b><u>Agricultural &amp; Horticultural Services</u></b>		<b>\$2,500</b>
	This account is for the purchase of grass seed, fertilizer, hay bales for erosion control and all other related items.		
<b>322</b>	<b><u>Asphalt Products</u></b>		<b>\$10,000</b>
	This account was for the annual road resurfacing program and all other contracted street repairs all other related asphalt repairs.		
	<b><u>YEAR</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>
	02-03	240,000	333,723
	03-04	270,000	295,008
	04-05	270,000	303,064
	05-06	275,000	273,693
	06-07	275,000	291,398
	07-08	275,000	323,807
	08-09	275,000	319,603
<b>325</b>	<b><u>Concrete and Materials</u></b>		<b>\$15,000</b>
	This account is for the purchase of concrete, bags of mortar, concrete blocks, precast manholes and curbing, and other materials related to concrete construction.		
	<b><u>YEAR</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>
	02-03	20,000	18,060
	03-04	20,000	15,637
	04-05	20,000	8,595
	05-06	15,000	19,067
	06-07	20,000	22,827
	07-08	20,000	22,243
	08-09	20,000	8,004

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**DEPARTMENT: **Public Works - 830**

<b>326</b>	<b><u>Sand, Stone and Gravel</u></b>				<b>\$30,000</b>
	This is for the purchase of processed gravel for road repairs, sand for cement, crushed stone, and rip rap materials for drainage projects.				
	<b><u>YEAR</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>		
	02-03	45,000	29,425		
	03-04	45,000	37,490		
	04-05	45,000	29,259		
	05-06	40,000	25,687		
	06-07	40,000	22,549		
	07-08	40,000	28,528		
	08-09	30,000	30,426		
<b>328</b>	<b><u>Lumber and Wood Products</u></b>				<b>\$2,800</b>
	Purchased for various Public Works maintenance functions.				
<b>332</b>	<b><u>Minor Tools and Equipment</u></b>				<b>\$5,000</b>
	This account is for the purchase of shovels, rakes, hand tools, brush cutting equipment, and miscellaneous equipment needed for the daily operation of the Roads & Bridges Division.				
<b>335</b>	<b><u>Paint and Supplies</u></b>				<b>\$750</b>
<b>338</b>	<b><u>Manhole Covers and Frames</u></b>				<b>\$5,000</b>
	For the replacement of damaged frames and covers and for new catch basins				
<b>339</b>	<b><u>Wearing Apparel</u></b>				<b>\$13,880</b>
	Uniform rental and boots mandated by the union contract plus tee shirts and gloves.				
	Uniforms:				
	22 employees :	8.00 per week x	52 weeks =		<b>\$9,152</b>
	Environmental Charg	8.00 per week x	52 weeks =		<b>\$416</b>
	Glove (cloth):				
	22 employees :	30.00 /doz. /year )	2 dozen/year =		<b>\$1,320</b>
	Tee Shirts				
	22 employees :	12.00 each x	8 each/year =		<b>\$2,112</b>
	Rain Gear				
	22 employees	40.00 each x	1 each/year =		<b>\$880</b>
<b>340</b>	<b><u>Street Sign Material</u></b>				<b>\$7,000</b>
	This account is for the purchase of street signs, warning signs, stop signs, . posts and hardware to hang signs. New Federal regulations require all signs be changed to the new sizes and meet the new reflectivity requirements by 2011.				
	<b><u>YEAR</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>		
	02-03	7,500	13,501		
	03-04	7,500	10,865		
	04-05	7,000	4,393		
	05-06	7,500	2,810		
	06-07	7,500	4,816		
	07-08	7,500	7,108		
	08-09	7,500	9,969		
<b>341</b>	<b><u>Pipe</u></b>				<b>\$8,000</b>
	This account is for the purchase of pipe to use in our drainage projects.				
	<b><u>YEAR</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>		
	02-03	10,000	8,640		
	03-04	10,000	6,984		
	04-05	10,000	9,770		
	05-06	8,000	14,359		
	06-07	8,000	8,483		
	07-08	8,000	14,359		
	08-09	8,000	7,315		
	<b>TOTAL MATERIAL AND SUPPLIES</b>				<b><u>\$99,930</u></b>

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**DEPARTMENT: **Public Works - 830****FIXED CHARGES**

**423 Dues and Memberships** **\$50**

**TOTAL FIXED CHARGES** **\$50**

**CAPITAL OUTLAY**

**505 Trees and Shrubs** **\$0**

This is for the purchase of additional trees and shrubbery for the Town Hall, Public Works, and other town maintained areas.

**527 Production & Construction Equipment** **\$0**

This is for the purchase of a walk behind concrete and asphalt scarifier. This is used to smooth sidewalks at joints to mitigate trip hazards, make keyways for matching asphalt, cutting high spots out of asphalt to allow water to run (eliminate puddles) and painted line removal on streets and parking lots.

**540 Depreciation** **\$0**

**TOTAL CAPITAL OUTLAY** **\$0**

Total

**\$1,761,485****Roads & Bridges Narrative**

There is one (1) Superintendent, two (2) working foremen, six (6) equipment operators, twelve (12) drivers, and two (2) transfer station attendants. Each and every position is stretched to the maximum effort.

The Roads and Bridges Division of Public Works is responsible for the maintenance of all the towns transportation infrastructure. This is a very visible and substantial task that at some point during the years time effects every resident eligible for Town services. Some of the services performed by this division include street sweeping, snow removal, pot hole patching, street signs, brush cutting, drainage installation and repair, and bridge repair.. Roads and Bridges is also proud that it is able to maintain eight (8) bridges throughout the Town of Coventry as well as 140+ culverts that require maintenance. We maintain gravel roads in the western end of our Municipality by grading these roads frequently. In addition to this we lend direct support to the Recreation Department, School Department and the Coventry Senior Center.

community is one of the most affordable and desirable areas in southeastern New England. During this time we have added new subdivisions, many miles of new road, new homes, new schools. In recent years additional personnel has been added to the Police Department, Recreation Department, School Maintenance and School teaching Staff, but none to the Public Works Department.

The Department of Public Works has not increased its manpower during the last twenty (20) years. We manage to keep our roads functional, bridges maintained, brush cut, catchbasins clear, fill potholes, and the numerous other highway tasks including drainage, snow plowing during winter operations, town grounds maintenance, road resurfacing, patching, street cleaning, line painting and garbage and recycling collection. We maintain all Town buildings. We need more personnel to help accomplish all of these duties in a safe and timely manner.

The numbers tell the truth. Our population in 1980 was 27,000, in 1990 our population was 31,000 and thus far in the year 2008, our population is over 35,000 strong. This is an increase of 10,000 and rising. New subdivisions and extensions to original subdivisions not including residential clusters have added 60 miles of new paved roads. Add these to the original 165 miles of paved roads and you have two (2) more plow routes, that many more miles of street sweeping, brush cutting, pot holes and overall maintenance. Our roads and bridges must remain safe and passable for our residents, our children.

## PUBLIC WORKS: SNOW REMOVAL

Account No. 840

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	122,757	91,503	75,893	80,738
200 CONTRACTUAL SERVICES	0	0	0	0
300 MATERIALS & SUPPLIES	250,726	206,000	171,900	186,000
400 FIXED CHARGES	0	0	0	0
500 CAPITAL OUTLAY	0	0	0	0
TOTAL APPROPRIATION	<u>373,483</u>	<u>297,503</u>	<u>247,793</u>	<u>266,738</u>

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## PUBLIC WORKS: SNOW REMOVAL

Account No. 840

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<u>PERSONAL SERVICES</u>						
103 Overtime	114,088	85,000	70,500	75,000	-10,000	-11.8%
107 Fica/Medicare	8,669	6,503	5,393	5,738	-765	-11.8%
Total Personal Services	<u>122,757</u>	<u>91,503</u>	<u>75,893</u>	<u>80,738</u>	<u>-10,765</u>	-11.8%
<u>CONTRACTUAL SERVICES</u>						
275 Towing Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
<u>MATERIALS &amp; SUPPLIES</u>						
319 Salt	152,365	140,000	127,350	130,000	-10,000	-7.1%
326 Sand, Stone & Gravel	68,279	35,000	13,900	25,000	-10,000	-28.6%
334- 3 Equipment Repair Parts	28,594	30,000	30,000	30,000	0	0.0%
358 Snow Plow Damage	1,488	1,000	650	1,000	0	0.0%
Total Materials & Supplies	<u>250,726</u>	<u>206,000</u>	<u>171,900</u>	<u>186,000</u>	<u>-20,000</u>	-9.7%
<u>CAPITAL OUTLAY</u>						
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL APPROPRIATION	<u>373,483</u>	<u>297,503</u>	<u>247,793</u>	<u>266,738</u>	<u>-30,765</u>	-10.3%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY****DEPARTMENT: Snow Removal - 840****PERSONAL SERVICES**

**103 Overtime** **\$75,000**

Determining budget figure for overtime expenditures falls into the best guess category. As housing grows in the Town, so does the overtime expense for Snow Removal. There are more houses and more streets which means it takes more time to clear the snow. The only way to reduce the response time is to add men and equipment. The public expects the streets to be cleaned in a reasonable amount of time. Obviously, the amount of overtime used is dependent upon when it snows. The more snow clearing operations that occur on weekends and holidays, the higher the annual overtime expense. This is, unfortunately, what tends to happen. This year's request is a realistic . The chart below does show what our actual expense's have been.

**TOTAL**

**107 F.I.C.A.** **\$5,738**

F.I.C.A.				
\$75,000	x		0.062	<b>\$4,650</b>
Medicare				
\$75,000	x		0.0145	<b>\$1,088</b>

**TOTAL PERSONAL SERVICES** **\$80,738**

**CONTRACTUAL SERVICES**

**201 Temporary Services** **\$0** **\$0**

**275 Towing** **\$0** **\$0**

This account is for the towing of vehicles broken down during Snow Removal operations.

**TOTAL CONTRACTUAL SERVICES** **\$0**

**MATERIALS AND SUPPLIES**

**319 Salt** **\$130,000**

The chart below shows the history of our salt account budgeting figures, the actual amount spent, delivery price and actual tons purchased in that year. What the chart does not show is the type of winter storm and the frequency that they occurred. We now mix two salt to one sand. This gives us better melting action thus reducing to total amount of material used. The construction of new subdivisions not only effects plowing efficiency but also requires the use of more salt and sand which ultimately is depleted.

YEAR	BUDGET	ACTUAL	\$ D'LVRY	TONS
02-03	43,500	86,402	32.98	2,620
03-04	35,000	75,415	32.98	2,286
04-05	35,000	107,735	41.82	2576
05-06	70,000	123,666	46.76	2,242
06-07	85,000	84,817	46.76	1,637
07-08	105,000	110,332	46.76	2,360
09-10	140,000		72.38	

**326 Sand** **\$25,000**

Over the last 13 years we have averaged 5597 tons per year with a high of 11,607 tons in 95-96. The price of sand has risen to 8.00 a ton. The chart shows there's no logical estimation of what the price may be next year.

YEAR	BUDGET	ACTUAL	\$/TON	TONS
01-02	42,000	18,277	6.90	2,649
02-03	38,000	43,114	7.90	5,457
03-04	25,000	33,760	8.00	4,220
04-05	27,500	48,327	8.50	5,686
05-06	30,000	14,405	10.75	1,340
06-07	40,000	20,275	12.50	1,622
07-08	40,000	41,931	12.00	2,414
08-09	40,000	68,279	11.50	1,911

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY****DEPARTMENT: Snow Removal - 840**

<b>334</b>	<b>Equipment Repair Parts</b>		<b>\$30,000</b>																											
	<p>The maintenance of our snow fighting equipment is a never ending task. As soon as the plows and sanders come off in the spring, maintenance begins. Plows are fixed and painted , and sanders are washed, oiled, and repaired. Some of the items purchased with this account are plow blades, bolts, nuts, sander tie downs, hydraulic pistons, hoses, fittings, spinners, sander chains, paint, stock steel, wiper blades, light bars and many other related items. As our fleet grows older, our maintenance costs rise as is reflected by the actual amounts needed last year and already this year.</p>																													
	<table border="0"> <thead> <tr> <th>YEAR</th> <th>BUDGET</th> <th>ACTUAL</th> </tr> </thead> <tbody> <tr> <td>01-02</td> <td>19,000</td> <td>22,702</td> </tr> <tr> <td>02-03</td> <td>19,000</td> <td>22,027</td> </tr> <tr> <td>03-04</td> <td>19,000</td> <td>19,050</td> </tr> <tr> <td>04-05</td> <td>19,000</td> <td>34,106</td> </tr> <tr> <td>05--06</td> <td>30,000</td> <td>29,956</td> </tr> <tr> <td>06-07</td> <td>30,000</td> <td>25,570</td> </tr> <tr> <td>07-08</td> <td>30,000</td> <td>24,426</td> </tr> <tr> <td>08-09</td> <td>30,000</td> <td>28,594</td> </tr> </tbody> </table>	YEAR	BUDGET	ACTUAL	01-02	19,000	22,702	02-03	19,000	22,027	03-04	19,000	19,050	04-05	19,000	34,106	05--06	30,000	29,956	06-07	30,000	25,570	07-08	30,000	24,426	08-09	30,000	28,594		
YEAR	BUDGET	ACTUAL																												
01-02	19,000	22,702																												
02-03	19,000	22,027																												
03-04	19,000	19,050																												
04-05	19,000	34,106																												
05--06	30,000	29,956																												
06-07	30,000	25,570																												
07-08	30,000	24,426																												
08-09	30,000	28,594																												
<b>358</b>	<b>Snow Plow Damage</b>		<b><u>\$1,000</u></b>																											
	<p>This line item is for the purchase of materials and things that are damaged by snow plowing. Some examples of things that are inadvertently damaged are: mailboxes and posts, shrubbery, curbing and lawns.</p>																													
	<b>TOTAL MATERIALS AND SUPPLIES</b>		<b>\$186,000</b>																											
<b>540</b>	<b>Depreciation</b>		<b><u>\$0</u></b>																											
			<b><u>\$266,738</u></b>																											

**BUDGET NARRATIVE**

The removal of snow and ice from town roads is an essential service which is critical to public safety, is expected by the taxpayers and is a service complicated by the concern for liability.

This years total budget dollar request is the same as last year except the salt and sand line items which reflect the amounts needed to purchase salt and sand at ratio of two salt to one sand.

In past years we used to mix our sand pile in a three sand to one salt mixture because that was always the way it was done. This ratio produced little melting action thus we would use a lot more sand and salt trying to clear our roadways. Our new philosophy is to get out early, pretreat the roadways as soon as possible, create a brine to produce melting to prevent the bonding of the snow to the pavement so that it may be plowed off; thus leaving bare pavement that can dry as quickly as possible after a storm. Ultimately by using more alt and less sand we will have less material on our streets to sweep and less sand in our catchbasins to clean.

## PUBLIC WORKS: BUILDING MAINTENANCE

Account No. 850

<u>PROGRAM SUMMARY</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011
100 PERSONAL SERVICES	120,361	141,385	145,010	145,983
200 CONTRACTUAL SERVICES	80,101	56,460	59,528	56,160
300 MATERIALS & SUPPLIES	14,760	18,656	19,696	24,006
400 FIXED CHARGES	285,723	196,075	222,312	222,075
500 CAPITAL OUTLAY	<u>3,731</u>	<u>500</u>	<u>500</u>	<u>500</u>
TOTAL APPROPRIATION	<u>504,676</u>	<u>413,076</u>	<u>447,046</u>	<u>448,724</u>

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## PUBLIC WORKS: BUILDING MAINTENANCE

Account No. 850

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011	BUDGET VS PROPOSED	
<b>PERSONAL SERVICES</b>						
101 Regular Employees	83,313	99,512	99,500	100,233	721	0.7%
103 Overtime	5,341	1,500	5,000	5,000	3,500	233.3%
107 Fica/Medicare	6,685	7,727	7,800	8,066	338	4.4%
108 Life Insurance	195	192	192	230	38	20.0%
109 Group Insurance	23,229	29,829	29,828	29,829	-	0.0%
113 Delta Dental	1,398	2,425	2,490	2,425	-	0.0%
118 Safety Incentive	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	-	0.0%
Total Personal Services	<u>120,361</u>	<u>141,385</u>	<u>145,010</u>	<u>145,983</u>	<u>4,598</u>	3.3%
<b>CONTRACTUAL SERVICES</b>						
210 Testing Services	7,325	6,190	6,300	6,190	-	0.0%
211 Janitorial Services	923	700	698	700	-	0.0%
225 Security Monitoring	5,889	5,920	5,920	5,920	-	0.0%
243 Repair-Fixed Plant Equipmt.	48,611	32,000	32,000	32,000	-	0.0%
244 Repair Operating Equipment	1,951	200	1,460	200	-	0.0%
276 Exterminating Services	1,788	2,950	2,950	2,950	-	0.0%
277 Electrical Services	8,302	5,000	7,000	5,000	-	0.0%
278 Plumbing Services	<u>5,312</u>	<u>3,500</u>	<u>3,200</u>	<u>3,200</u>	<u>(300)</u>	-8.6%
	<u>80,101</u>	<u>56,460</u>	<u>59,528</u>	<u>56,160</u>	<u>(300)</u>	-0.5%
<b>MATERIALS &amp; SUPPLIES</b>						
305 Decorations-Town Building	614	900	700	300	(600)	-66.7%
321 Agricultural Services	550	2,000	1,785	1,800	(200)	-10.0%
324 Cleaning & Sanitary Supplies	2,908	5,000	5,544	5,000	-	0.0%
328 Lumber and Wood Products	12	200	156	200	-	0.0%
330 Medicines	0	50	50	6,200	6,150	12300.0%
332 Minor Tools & Equipmt.	2,416	1,000	991	1,000	-	0.0%
333 Gas, Oil & Lube	3,475	3,000	2,298	3,000	-	0.0%
334 -2 Truck Repair Parts	1,377	250	628	250	-	0.0%
334 -3 Equipment Repair Parts	579	450	438	450	-	0.0%
335 Paints & Supplies	785	500	250	500	-	0.0%
336 Plumbing Supplies	643	800	2,356	800	-	0.0%
337 Electrical Supplies	904	2,250	2,250	2,250	-	0.0%
339 Wearing Apparel	<u>497</u>	<u>2,256</u>	<u>2,250</u>	<u>2,256</u>	-	0.0%
Total Materials & Supplies	<u>14,760</u>	<u>18,656</u>	<u>19,696</u>	<u>24,006</u>	<u>5,350</u>	28.7%
<b>FIXED CHARGES</b>						
441 Electric Light & Power	143,936	92,000	118,000	118,000	26,000	28.3%
443 Gas Service	117,061	90,000	90,000	90,000	-	0.0%
444 Water Service	8,816	5,875	5,000	5,875	-	0.0%
445 Sewer Services	6,200	2,200	1,950	2,200	-	0.0%
446 Telephone Service	<u>9,710</u>	<u>6,000</u>	<u>7,362</u>	<u>6,000</u>	-	0.0%
Total Fixed Charges	<u>285,723</u>	<u>196,075</u>	<u>222,312</u>	<u>222,075</u>	<u>26,000</u>	13.3%
<b>CAPITAL OUTLAY</b>						
502 Buildings & Fixed Equipmen	1,983	500	500	500	-	0.0%
530 Annex Repair & Maint.	1,748	0	0	0	-	0.0%
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	-	0.0%
Total Capital Outlay	<u>3,731</u>	<u>500</u>	<u>500</u>	<u>500</u>	-	0.0%
<b>TOTAL APPROPRIATION</b>	<u>504,676</u>	<u>413,076</u>	<u>447,046</u>	<u>448,724</u>	<u>35,648</u>	8.6%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

## BUDGET COMMENTARY

DEPARTMENT: Building Maintenance - 850

<b>PERSONNEL SERVICES</b>					<b>\$100,233</b>		
<b>101</b>	<b><u>Regular Employees</u></b>						
	1 Townwide Maintenance Worker				<b>\$43,332</b>		
	1 Custodian includes \$.15 shift differential				<b>\$39,201</b>		
	1 Custodian Part Time				<b>\$17,701</b>		
<b>103</b>	<b><u>Overtime</u></b>					<b>\$5,000</b>	
<b>107</b>	<b><u>F.I.C.A.</u></b>						
	F.I.C.A.	105,433	x	0.062000	<b>\$6,537</b>	<b>\$8,066</b>	
	Medicare	105,433	x	0.014500	<b>\$1,529</b>		
<b>108</b>	<b><u>Life Insurance</u></b>						
	2 employees @	9.60		/mo	<b>\$230</b>	<b>\$230</b>	
				-			
<b>109</b>	<b><u>Group Insurance</u></b>					<b>\$29,829</b>	
	2 employees @	1,242.86		/mo	<b>\$29,829</b>		
<b>113</b>	<b><u>Delta Dental</u></b>					<b>\$2,425</b>	
	2 employees @	101.05		/mo	<b>\$2,425</b>		
<b>118</b>	<b><u>Safety Incentive</u></b>					<b>\$200</b>	
	2 employees @	100.00		/yr	<b>\$200</b>		
	<b>TOTAL PERSONAL SERVICES</b>					<b><u>\$145,983</u></b>	
<b>CONTRACTUAL SERVICES</b>							
<b>210</b>	<b><u>Testing Services</u></b>				<b>\$6,190</b>	<b>\$6,190</b>	
	This account funds contracts for testing and maintenance of the fire alarm systems and fire extinguishers for the Town Hall/ Library, Public Works, Quidnick School and Town Hall Annex						
	Fire extinguisher check			893			
	TH/DPW FIRE ALARM SYSTEMS			1,030			
	Quidnick School Fire Alarm			515			
	Quidnick School Lift Service			3,600			
	Senior Center Fire Alarm			952			
	Town Hall Annex			700			
<b>211</b>	<b><u>Janitorial Services</u></b>					<b>\$700</b>	
	This account is for commercial cleaning of the carpets and windows in the Town Hall/Library, Public Works Garage and the Townhall Annex.						
	Town Hall/Library						
	Public Works						
	Window Wash						
	Town Hall Annex						
<b>225</b>	<b><u>Security Monitoring</u></b>					<b>\$5,920</b>	
	Security Monitoring is provided for the Town Hall/Library and Town Hall Annex.						

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY****DEPARTMENT: Building Maintenance - 850**

<b>243</b>	<b><u>Fixed Plant Equipment</u></b>	<b>\$32,000</b>
	This account funds repairs and service agreements to the Town Hall/Library HVAC, DPW, Quidnick School and the Town Hall Annex systems as well as other operating systems in the building. Labor and parts charges are not covered by the contract. The costs are rising as the systems being serviced age.	
	<u>YEAR</u>	<u>ACTUAL</u>
	02-03	13,476
	03-04	13,508
	04-05	13,258
	05-06	16,193
	06-07	33,311
	07-08	40,515
	08-09	48,611 Estimate
<b>244</b>	<b><u>Repair Building &amp; Operating Equipment</u></b>	<b>\$200</b>
	Emergency Dispatch Service Headquarters	
<b>246</b>	<b><u>Maint. - Communication Equipment</u></b>	<b>\$0</b>
	Emergency Dispatch Services Headquarters. Frequency checks and tuneup of radios.	
<b>276</b>	<b><u>Exterminating Services</u></b>	<b>\$2,950</b>
	This account is for the spraying of insecticides in the Town Hall/Library (517) DPW (97), Quidnick (602), Town Hall Annex and other special needs.	
<b>277</b>	<b><u>Electrical Services</u></b>	<b>\$5,000</b>
	This account pays for the services of licensed electricians that are called for work that must be done in the Town Hall or Public Works facility. Typical types of work performed have been for heating elements for the hot water tank, light switches, lighting problems, new lights, security devices, computer room repairs and other miscellaneous repairs and additions.	
<b>278</b>	<b><u>Plumbing Services</u></b>	<b>\$3,200</b>
	This account covers minor plumbing repairs by an outside contractor.	
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b><u>\$56,160</u></b>
	<b>MATERIALS AND SUPPLIES</b>	
<b>305</b>	<b><u>Decorations for Town Buildings</u></b>	<b>\$300</b>
	This request is for the purchase of flags for the Town Hall.	
<b>321</b>	<b><u>Agricultural and Horticultural Supplies</u></b>	<b>\$1,800</b>
	This request is for the purchase of annual and perennial flowers, fertilizer, grass seed, and lime.	
<b>324</b>	<b><u>Cleaning and Sanitary Supplies</u></b>	<b>\$5,000</b>
	This account is for the purchase of mops, paper towels, trash bags, soaps, cleaners, sponges, squeegees, window cleaner, vacuum cleaner bags, etc. for the Town Hall/Library and Town Hall Annex	
	<u>YEAR</u>	<u>ACTUAL</u>
	02-03	3,903
	03-04	3,222
	04-05	5,273
	05-06	5,311
	06-07	5,279
	07-08	4,981
	08-09	2,908

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY****DEPARTMENT: Building Maintenance - 850**

<b>328</b>	<b><u>Lumber and Wood Products</u></b>	<b>\$200</b>
	This account is for the purchase of lumber & related materials for the Townwide maintenance worker.	
<b>330</b>	<b><u>Medicines</u></b>	<b>\$6,200</b>
	This account is for the purchase of medical supplies for the Town Hall/Library first aid kit. Three new automated external defibrillators for Town Hall, Annex, Public Works and CPR Training.	
<b>332</b>	<b><u>Minor Tools and Equipment</u></b>	<b>\$1,000</b>
	This account is for the maintenance items to support the Town Hall/Library, Public Works garage, Police Station, Dog Pound, and Quidnick School. These items range from tools, ground maintenance items to nuts & bolts.	
<b>333</b>	<b><u>Auto Gas, Oil and Lube</u></b>	<b>\$3,000</b>
	This account is for the purchase of gas, oil, and grease for the townwide maintenance van.	
<b>33402</b>	<b><u>Truck Repair Parts</u></b>	<b>\$250</b>
	This account is for the purchase of repair parts for the town maintenance pickup. This year's request is 250.	
<b>33403</b>	<b><u>Equipment Repair Parts</u></b>	<b>\$450</b>
	This account is for the maintenance and repair parts of the two garden tractors, snow blower and other equipment utilized by the custodian an the townwide maintenance worker.	
<b>335</b>	<b><u>Paints and Supplies</u></b>	<b>\$500</b>
	This account is for paint and painting supplies for the Town Hall/Library and Public Works garage, Police Station and Quidnick School.	
<b>336</b>	<b><u>Plumbing Supplies</u></b>	<b>\$800</b>
	This account is for the purchase of plumbing supplies throughout the town buildings.	
<b>337</b>	<b><u>Electrical Supplies</u></b>	<b>\$2,250</b>
	This account is for the purchase of light bulbs, ballasts for fixtures, switches, relays, parking lot light bulbs, and other similar supplies.	
	<b><u>YEAR</u></b>	<b><u>ACTUAL</u></b>
	01-02	1,696
	02-03	2,954
	03-04	1,369
	04-05	2,842
	05-06	3,050
	06-07	2,114
	07-08	2,667
	08-09	904
<b>339</b>	<b><u>Wearing Apparel</u></b>	<b>\$2,256</b>
	For the rental of uniforms	
	<b>TOTAL MATERIALS AND SUPPLIES</b>	<b><u>\$24,006</u></b>

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY****DEPARTMENT: Building Maintenance - 850****441 Electric Light and Power \$118,000**

The cost of the electrical consumption for the Town Hall/Library, Quidnick School and Town Hall Annex and the traffic lights on New London Tpke. for the past few years is as shown.

<u>YEAR</u>	<u>EXPENDITURE</u>	
01-02	59,635	
03-04	64,620	
04-05	54,779	
05-06	51,465	relamped
06-07	52,662	
07-08	85,259	
08-09	143,936	

**443 Gas Service \$90,000**

This account provides funds to purchase natural gas for the heating of the Town Hall/Library, Quidnick School and Town Hall Annex.

<u>YEAR</u>	<u>EXPENDITURE</u>
01-02	19,543
02-03	23,603
03-04	26,534
04-05	21,042
05-06	24,354
06-07	24,099
07/08	104,003
08/09	117,061

**444 Water Service \$5,875**

This account pays for the water provided by Kent County Water Authority, which is billed quarterly. Includes Emergency Dispatch Services Headquarters, Town Hall, Quidnick School, Focal Point and Town Hall Annex.

<u>YEAR</u>	<u>ACTUAL</u>
01-02	3,771
02-03	2,745
03-04	1,990
04-05	2,476
05-06	2,545
06-07	2,344
07-08	4,572
08-09	8,816

**445 Sewer Service \$2,200**

Emergency Dispatch Services Headquarters, Town Hall/Library, Public Works, Quidnick School and the Town Hall Annex.

**446 Telephone Service \$6,000**

Emergency Dispatch Service Headquarters and Town Hall

**TOTAL FIXED CHARGES** **\$222,075**

**CAPITAL OUTLAY****502 Buildings and Fixed Equipment \$500**

For minor repairs to Town Buildings, such as hardware for the double doors. Gutters, downspouts, fencing, ceiling tiles, roof sealers, plasters.

**540 Depreciation \$0**

**\$448,724**

## PUBLIC WORKS: REFUSE COLLECTION

Account No. 860

<u>PROGRAM SUMMARY</u>	<u>ACTUAL</u> <u>2008-2009</u>	<u>BUDGET</u> <u>2009-2010</u>	<u>ESTIMATE</u> <u>2009-2010</u>	<u>PROPOSED</u> <u>2010-2011</u>
100 PERSONAL SERVICES	724,467	730,437	731,179	731,760
200 CONTRACTUAL SERVICES	1,731	3,550	2,500	3,150
300 MATERIALS & SUPPLIES	20,843	14,523	15,200	14,523
400 FIXED CHARGES	50	0	0	0
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>747,091</u>	<u>748,510</u>	<u>748,879</u>	<u>749,433</u>

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## PUBLIC WORKS: REFUSE COLLECTION

Account No. 860

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b>PERSONAL SERVICES</b>						
101 Regular Employees	468,378	473,673	477,772	474,707	1,034	0.2%
103 Overtime	34,035	38,000	39,166	38,000	-	0.0%
107 Fica/Medicare	37,223	39,211	32,050	39,290	79	0.2%
108 Life Insurance	1,234	1,056	1,056	1,267	211	20.0%
109 Group Insurance	167,477	164,058	164,055	164,058	-	0.0%
113 Delta Dental	14,970	13,339	15,980	13,339	-	0.0%
118 Safety Incentive	1,150	1,100	1,100	1,100	-	0.0%
Total Personal Services	<u>724,467</u>	<u>730,437</u>	<u>731,179</u>	<u>731,760</u>	<u>1,324</u>	0.2%
<b>CONTRACTUAL SERVICES</b>						
205 Medical & Dental Services	182	150	0	150	-	0.0%
224 Travel Expense	0	0	0	0	-	
233 Printing	246	900	0	500	(400)	-44.4%
254 Equipment Rental	1,303	2,500	2,500	2,500	-	0.0%
Total Contractual Services	<u>1,731</u>	<u>3,550</u>	<u>2,500</u>	<u>3,150</u>	<u>(400)</u>	-11.3%
<b>MATERIALS &amp; SUPPLIES</b>						
301 Office Supplies	193	250	250	250	-	0.0%
302 Books & Magazines	50	100	50	100	-	0.0%
339 Wearing Apparel	8,259	8,173	8,057	8,173	-	0.0%
357 Recycling Bins	12,341	6,000	6,843	6,000	-	0.0%
Total Materials & Supplies	<u>20,843</u>	<u>14,523</u>	<u>15,200</u>	<u>14,523</u>	<u>-</u>	0.0%
<b>FIXED CHARGES</b>						
423 Dues & Memberships	50	0	0	0	-	0.0%
<b>CAPITAL OUTLAY</b>						
540 Depreciation	0	0	0	0	-	
<b>TOTAL APPROPRIATION</b>	<u>747,091</u>	<u>748,510</u>	<u>748,879</u>	<u>749,433</u>	<u>924</u>	0.1%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**DEPARTMENT: Public Works - 860**

<b>PERSONAL SERVICES</b>					
	<b>Regular Employees</b>				<b>\$474,707</b>
101	Working Foreman			\$52,904	
	Driver Collector			\$43,026	
	Driver Collector			\$43,026	
	Driver Collector			\$43,026	
	Driver Collector			\$41,994	
	Driver Collector			\$41,994	
	Driver Collector			\$41,994	
	Driver Collector			\$41,994	
	Driver Collector			\$41,994	
	Driver Collector			\$41,901	
	Driver Collector			\$40,856	
	Medical waiver			\$0	
103	<b>Overtime</b>				<b>\$38,000</b>
	When Holidays fall on Monday or during the week, trash will be delayed one day and picked up on Saturday of that week. We are required to pay time-and-one-half for that day. Two Saturdays are budgeted for snow storms that interrupt normal garbage collection during the weekly schedule and is collected a day late. Holidays are as follows:				
	Independence Day		July 4, work will be on July 10		
	V.J. Day:		Monday, August 9, work will be on Saturday, August 14		
	Labor Day:		Monday, September 6, work Saturday, September 11		
	Columbus Day:		Monday, October 11, work Saturday October 16		
	Veterans Day		Thursday, November 11, work Saturday November 13		
	Thanksgiving Day:		Thursday, November 25, work Saturday, November 27		
	Martin Luther King:		Monday, January 17, work Saturday, January 22		
	Presidents Day:		Monday, February 21, work Saturday, February 26		
	Memorial Day:		Monday, May 30, work Saturday, June 4		
	9 Saturdays		9 hr/day 11 Emp.	32.44 /hour	
	The days in which double time is required to be paid.				
	Thanksgiving Day		1 Work Friday, November 26, 2009		
	Christmas Eve		1 Work Thursday December 23		
	Christmas Day		1 Work Friday December 24		
	New Years Day		1 Saturday, January 1, Work Friday December 31		
	Good Friday		0.5 Work April 22, 2010		
	4,5 Double time days		8 hr/day 11 Emp.	43.24	
107	<b>F.I.C.A.</b>				
	Social Security	513,807		6.20%	\$31,856
	Medicare	513,807		1.45%	\$7,434
108	<b>Life Insurance</b>				<b>\$1,267</b>
	11 employees	9.60 /month	x	12 months =	\$1,267
109	<b>Group Insurance</b>				<b>\$164,058</b>
	11 employees	1,242.86 /month	x	12 months =	\$164,058
	0 employees	496.05 /month	x	12 months =	\$0
113	<b>Delta Dental</b>				<b>\$13,339</b>
	11 employees	105.07 /month	x	12 months =	\$13,339
	0 employees	33.44 /month	x	12 months =	
118	<b>Safety Incentive</b>				
	11 employees @	100.00 year	x		\$1,100
	<b>TOTAL PERSONAL SERVICES</b>				<b>\$731,760</b>
<b>CONTRACTUAL SERVICES</b>					
205	<b>Medical &amp; Dental Services</b>				<b>\$150</b>
	This account is for the replacement of employee eyeglasses when damaged or broken and physicals for new employees.				
224	<b>Travel</b>				<b>\$0</b>
	This account provides money for Public Works personnel to attend conferences and meetings concerning Solid Waste Disposal, Recycling and other related topics.				
233	<b>Printing</b>				<b>\$500</b>
	This account provides money for the non compliance recycling stickers printed and educational pamphlets that support our waste reduction efforts.				
254	<b>Equipment Rental</b>				<b>\$2,500</b>
	This account is for the rental of recycling equipment such as trucks and earth materials screeners and equipment.				
	<b>TOTAL CONTRACTUAL SERVICES</b>				<b>\$3,150</b>



**ANNUAL BUDGET**  
Fiscal Year 2010-2011

DEPARTMENT: Public Works - 860

**MATERIALS AND SUPPLIES**

<b>301</b>	<b><u>Office Supplies</u></b>		<b>\$250</b>
		This account provides money for the purchase of pads, pens, pencils, recycled stationery, copy paper, computer paper and all related office materials.	
<b>302</b>	<b><u>Books &amp; Magazines</u></b>		<b>\$100</b>
		This account funds books and magazines relating to Solid Waste, Waste Reduction, and disposal.	
<b>339</b>	<b><u>Wearing Apparel</u></b>		<b>\$8,173</b>
		This account is for uniform rentals, and for the purchase of boots, t-shirts, and gloves.	
	Uniforms:	11 employees x 8.00/wk. x 52 wks.	<b>\$4,576</b>
	Gloves:	11 employees x 4 dz/yr. each x 39	<b>\$1,716</b>
	Tee Shirts: Green Safety	11 employees x 8 each 12.00	<b>\$1,056</b>
	Rain Gear:	11 employees x 75 each	<b>\$825</b>
<b>357</b>	<b><u>Recycling Bins</u></b>		<b>\$6,000</b>
		This account is for the purchase of new recycling bins and replacement cans.	
	<b>TOTAL MATERIALS AND SUPPLIES</b>		<b>\$14,523</b>
	<b>FIXED CHARGES</b>		
<b>423</b>	<b><u>Dues and Membership</u></b>		<b>\$0</b>
	<b>TOTAL FIXED CHARGES</b>		<b>\$0</b>
<b>540</b>	<b>Depreciation</b>		<b>\$0</b>
			<b>\$749,433</b>

**BUDGET COMMENTARY**

**REDUCTION THROUGH RECYCLING**

The chart below shows the Town of Coventry's disposal habits for the last 7 years. As the years have progressed so has our efforts to take more items out of the waste stream that goes to the central landfill. Last year we achieved the %21 recycling rate and received a \$90862 success grant from RIRRC. The most significant change this year was to put a 880ton cap on the total amount of yard waste they will accept for no fee. This year all yard waste over the new cap will cost \$25.00/ton. Starting Feb. 1, 2009 E Waste will no longer be accepted at the landfill either.

	02-03	03-04	04-05	05 - 06	06-07	07-08	08-09
Garbage	11,720	12,771	12944	14103	13065	11,781	11,800
Bulk	2,114	1770	1691	1414	1207	1,028	869
Tires	27	22	19	17	23	24	25
Blue Bin	1,428	1367	1387	1384	1394	1,461	1,582
Green Bin	2,003	2092	2213	2141	1861	2,091	1,829
Metal	217	219	232	251	222	197	169
Yard Waste	2,304	1855	1950	1754	1973	2,195	2,136

## PUBLIC WORKS: REFUSE DISPOSAL

Account No. 870

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	0	0	0	0
200	CONTRACTUAL SERVICES	763,622	708,799	646,500	644,424
300	MATERIALS & SUPPLIES	0	0	0	0
400	FIXED CHARGES	4,985	4,000	3,000	4,000
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>768,607</u>	<u>712,799</u>	<u>649,500</u>	<u>648,424</u>

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## PUBLIC WORKS: REFUSE DISPOSAL

Account No. 870

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL 2008-2009</u>	<u>BUDGET 2009-2010</u>	<u>ESTIMATE 2009-2010</u>	<u>PROPOSED 2010-2011</u>		<u>BUDGET VS PROPOSED</u>	
<b><u>CONTRACTUAL SERVICES</u></b>							
223 Refuse Disposal Service	<u>763,622</u>	<u>708,799</u>	<u>646,500</u>	<u>644,424</u>		(64,375)	-9.1%
<b><u>FIXED CHARGES</u></b>							
402 Licenses & Permits	<u>3,000</u>	<u>0</u>	<u>0</u>	<u>0</u>		-	
441 Electric Light & Power	<u>1,985</u>	<u>4,000</u>	<u>3,000</u>	<u>4,000</u>		-	0.0%
Total Fixed Charges	<u>4,985</u>	<u>4,000</u>	<u>3,000</u>	<u>4,000</u>		-	0.0%
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	
<b>TOTAL APPROPRIATION</b>	<u>768,607</u>	<u>712,799</u>	<u>649,500</u>	<u>648,424</u>		(64,375)	-9.0%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY****DEPARTMENT: Refuse Disposal - 870****CONTRACTUAL SERVICES****223 Refuse Disposal Services**

The current municipal tipping fee is 32.00/ton and the new over the cap tipping fee is \$54.00/Ton.

**1. Rhode Island Solid Waste Management Corporation \$412,166**

Coventry's Municipal Solid Waste Cap for F.Y. 2010 will be about 11,947 Tons. Our Total estimated waste disposal tonnage for F.Y. 2010 is 12,500 ton.

$$11,947 \text{ tons} \times \$32/\text{ton cap} = 382,304$$

$$553 \text{ ton} \times \$54/\text{ton over cap} = 29,862$$

**\$382,304**  
**\$29,862**

**2. Disposal Service \$156,125**

Rambone Brothers is our hauling company and they charge the town \$12.49 per ton.

$$12500 \text{ Tons} \times \$12.49 \text{ per ton} = 156,125$$

**\$156,125****3. Yard Waste:**

Yard waste is all the grass, leaves, brush and Christmas Trees that is picked up curbside or dropped off at the transfer station. Last year we disposed of 2195 tons or 12% of the garbage and recycleable materials combined. There's 880 ton cap on the amount of Yard Waste that is tipped for free Everything over that amount there is a \$25 per ton charge. 2200 T - 880 T = 1320 T

**\$60,478**

$$2200 \text{ tons} \times \$12.49 =$$

$$1320 \text{ ton} \times \$25 =$$

**\$27,478**  
**\$33,000**

**4. Refrigerators and Mattresses**

Last year 228 refrigerators were picked up or dropped off. This year we are on track to dispose of 228 at \$10 each to have the freon taken out and 53.50 TONS of mattresses at \$250/ton.

**\$15,655**

$$228 \text{ Refrigerators} \times \$10.00 \text{ each} =$$

$$\text{Mattresses, } 53.5 \text{ ton} \times \$250/\text{ton}$$

**\$2,280**  
**\$13,375**

**TOTAL CONTRACTUAL SERVICES****\$644,424****FIXED CHARGES****402 Licenses and Permits****\$0**

This is for the license fee for the Transfer Station. This fee is paid to the Department of Environmental Management's Solid Waste Division and will be due on December 30, 2011. License is for 3 yrs -- paid 12/30/08, Next due on December 2011.

**441 Electric Light and Power****\$4,000**

For electric service at the Transfer Station.

<u>YEAR</u>	<u>COST</u>
02-03	2,014
03-04	5,287
04-05	4,062
05-06	3,250
06-07	2,971
07-08	5,000
08-09	8,000

**TOTAL FIXED CHARGES****\$4,000**

**NOTE** Solid Waste & Recycle Agreement ends June 30 2011  
Transfer Station License due Dec 2011

**\$648,424**

## PUBLIC WORKS: VEHICULAR MAINTENANCE

Account No. 880

<u>PROGRAM SUMMARY</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011
100 PERSONAL SERVICES	521,678	481,689	487,889	485,336
200 CONTRACTUAL SERVICES	20,743	14,800	14,182	14,300
300 MATERIALS & SUPPLIES	642,485	437,120	518,833	442,320
400 FIXED CHARGES	53,319	31,147	33,204	31,147
500 CAPITAL OUTLAY	<u>4,700</u>	<u>8,500</u>	<u>5,506</u>	<u>2,500</u>
TOTAL APPROPRIATION	<u>1,242,925</u>	<u>973,256</u>	<u>1,059,613</u>	<u>975,603</u>

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## PUBLIC WORKS: VEHICULAR MAINTENANCE

Account No. 880

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b>PERSONAL SERVICES</b>						
101 Regular Employees	392,058	343,131	352,651	345,695	2,564	0.7%
103 Overtime	35,796	40,927	32,590	40,927	-	0.0%
107 Fica/Medicare	32,613	29,426	29,471	29,622	196	0.7%
108 Life Insurance	763	672	672	806	134	20.0%
109 Group Insurance	52,331	59,657	64,629	59,657	-	0.0%
113 Delta Dental	7,417	7,276	7,276	8,028	752	10.3%
118 Safety Incentive	<u>700</u>	<u>600</u>	<u>600</u>	<u>600</u>	-	0.0%
Total Personal Services	<u>521,678</u>	<u>481,689</u>	<u>487,889</u>	<u>485,336</u>	<u>3,647</u>	0.8%
<b>CONTRACTUAL SERVICES</b>						
207 Instructional Services	635	500	470	500	-	0.0%
210 Testing Services	747	1200	1100	1,200	-	0.0%
222 Freight & Demurrage	8,943	3,500	3,553	3,500	-	0.0%
243 Repair-Fixed Plant Equipt.	1,527	2,000	1,979	2,000	-	0.0%
244 Repair-Operating Equipt.	308	3,000	2,980	3,000	-	0.0%
245 Maintenance-Office Equipt.	0	500	0	0	(500)	-100.0%
246 Maintenance-Comm. Equipt.	1,865	1,000	1,000	1,000	-	0.0%
254 Machinery Rental	0	1,600	1,600	1,600	-	0.0%
274 Vehicular Washes	0	0	0	0	-	0.0%
275 Towing Service	<u>6,718</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	-	0.0%
Total Contractual Services	<u>20,743</u>	<u>14,800</u>	<u>14,182</u>	<u>14,300</u>	<u>(500)</u>	-3.4%
<b>MATERIALS &amp; SUPPLIES</b>						
301 Office Supplies	1,332	1,500	1,444	1,500	-	0.0%
323 Chemicals	14,514	6,500	7,900	6,500	-	0.0%
324 Cleaning & Sanitary Supplies	5,317	1,500	2,237	2,000	500	33.3%
330 Medicines	561	500	500	500	-	0.0%
331 Tires & Tubes	34,694	20,000	33,800	25,000	5,000	25.0%
332 Minor Tools & Equipt.	10,524	10,000	10,000	10,000	-	0.0%
333 Auto, Gas Oil & Lube	268,976	210,000	217,302	210,000	-	0.0%
334 -1 Auto Repair Parts	11,869	8,000	8,000	8,000	-	0.0%
332 -2 Truck Repair Parts	131,844	75,000	105,000	75,000	-	0.0%
331 -3 Equipment Repair Parts	51,988	26,000	25,000	26,000	-	0.0%
330 -4 Sanitation Repair Parts	102,596	70,000	100,000	70,000	-	0.0%
335 Paints & Supplies	808	1,500	900	1,200	(300)	-20.0%
337 Electrical Supplies	66	50	50	50	-	0.0%
339 Wearing Apparel	3,485	3,000	3,200	3,000	-	0.0%
358 Welding Supplies	<u>3,911</u>	<u>3,570</u>	<u>3,500</u>	<u>3,570</u>	-	0.0%
Total Materials & Supplies	<u>642,485</u>	<u>437,120</u>	<u>518,833</u>	<u>442,320</u>	<u>5,200</u>	1.2%
<b>FIXED CHARGES</b>						
403 Inspections & Registrations	2,091	1,747	1,704	1,747	-	0.0%
441 Electric Light & Power	23,994	11,000	15,000	11,000	-	0.0%
443 Gas Service	26,144	16,500	15,000	16,500	-	0.0%
444 Water Service	<u>1,090</u>	<u>1,900</u>	<u>1,500</u>	<u>1,900</u>	-	0.0%
Total Fixed Charges	<u>53,319</u>	<u>31,147</u>	<u>33,204</u>	<u>31,147</u>	-	0.0%
<b>CAPITAL OUTLAY</b>						
502 Building and Fixed Plant	0	2,500	2,500	2,500	-	0.0%
527 Production & Construction	0	0	0	0	-	
529 Equipment	4,700	6,000	5,000	0	(6,000)	-100.0%
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	-	
Total Capital Outlay	<u>4,700</u>	<u>8,500</u>	<u>5,506</u>	<u>2,500</u>	<u>(6,000)</u>	-70.6%
TOTAL APPROPRIATION	<u>1,242,925</u>	<u>973,256</u>	<u>1,059,613</u>	<u>975,603</u>	<u>2,347</u>	0.2%



**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**

**DEPARTMENT: Vehicular Maintenance - 880**

<b>207</b>	<b><u>Instructional Services</u></b>	<b>\$500</b>
	This line item is for seminars and instructional training that could be available for our mechanics. Organizations such as the American Public Works Association and the Ford Motor Company offer annual training on various topics related to vehicular maintenance.	
<b>210</b>	<b><u>Testing Service</u></b>	<b>\$1,200</b>
	This request is for the possible leak detection test of the heating oil tank at the police station. and to have our underground tank at the Public Works Garage done.	
<b>222</b>	<b><u>Freight and Demurrage</u></b>	<b>\$3,500</b>
	This account pays for freight charges for repair parts in the budget as well as the rest of the Public Works Department. It also pays for the rental of oxygen, acetylene and argon tanks.	
<b>243</b>	<b><u>Repair Fixed Plant Equipment</u></b>	<b>\$2,000</b>
	This account is used for repairs to shop equipment such as jacks, grinders, drill presses, impact guns, compressors, and building equipment such as lights, doors, windows, electrical problems, and HVAC system repairs.	
<b>244</b>	<b><u>Repair of Operating Equipment</u></b>	<b>\$3,000</b>
	This account covers the repair of equipment that cannot be repaired by town forces. The type of services done are welding, painting, air conditioner repairs, and other specialized problems.	
<b>245</b>	<b><u>Maintenance of Office Equipment</u></b>	<b>\$0</b>
	This account is for the service agreement for the copy machine.	
<b>246</b>	<b><u>Maintenance of Communication Equipment</u></b>	<b>\$1,000</b>
	This account is for the repair and installation of radios in our vehicles and equipment. Some of the repairs required are new antennas, broken wires, microphones and other similar inherent problems related to radios.	
<b>254</b>	<b><u>Machinery Maintenance Contracts</u></b>	<b>\$1,600</b>
	This account is for the Annual inspection of our lifts in the garage.	
<b>274</b>	<b><u>Vehicular Washes</u></b>	<b>\$0</b>
	This account is for full service cleaning and washing of administrative sedans on a monthly basis.	
<b>275</b>	<b><u>Towing Services</u></b>	<b>\$1,500</b>
	This account is for all public works towing.	
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b><u>\$14,300</u></b>



**ANNUAL BUDGET**  
Fiscal Year 2010-2011

## BUDGET COMMENTARY

DEPARTMENT: Vehicular Maintenance - 880

**MATERIALS AND SUPPLIES**

<b>301</b>	<b><u>Office Supplies</u></b>	<b>\$1,500</b>																					
	This account supplies both the Vehicular Maintenance Office and Public Works.																						
<b>323</b>	<b><u>Chemicals</u></b>	<b>\$6,500</b>																					
	This account is for the purchase of fuel additives, solvents, windshield de-icers, fire extinguisher refills, parts cleaner, truck washing detergents, garbage truck deodorant, battery cleaner, glass cleaner, carburator cleaner, brake cleaner, starter fluid, simple green, air brake conditioner.																						
	<table border="0"> <thead> <tr> <th style="text-align: left;">YEAR</th> <th style="text-align: left;">ACTUAL</th> </tr> </thead> <tbody> <tr><td>01-02</td><td>8,463</td></tr> <tr><td>02-03</td><td>9,118</td></tr> <tr><td>03-04</td><td>6,278</td></tr> <tr><td>04-05</td><td>5,710</td></tr> <tr><td>05-06</td><td>6,394</td></tr> <tr><td>06-07</td><td>2,189</td></tr> <tr><td>07-08</td><td>7,671</td></tr> <tr><td>08-09</td><td>14,514</td></tr> </tbody> </table>	YEAR	ACTUAL	01-02	8,463	02-03	9,118	03-04	6,278	04-05	5,710	05-06	6,394	06-07	2,189	07-08	7,671	08-09	14,514				
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<b>324</b>	<b><u>Cleaning and Sanitary Supplies</u></b>	<b>\$2,000</b>																					
	Account provides funds for purchase of restroom supplies, hand towels, hand cleaner, toilet paper and similar supplies.																						
<b>330</b>	<b><u>Medicines</u></b>	<b>\$500</b>																					
	This account funds first aid supplies for the first aid kit in the Public Works garage.																						
<b>331</b>	<b><u>Tires and Tubes</u></b>	<b>\$25,000</b>																					
	This account provides replacement tires for some of the department trucks, equipment and garbage trucks. This year's request is based on putting one new set of tires on all of our trucks and two sets on the garbage trucks. The recycling trucks are also included in this budget.																						
	<table border="0"> <thead> <tr> <th style="text-align: left;">YEAR</th> <th style="text-align: left;">EXPENDED</th> </tr> </thead> <tbody> <tr><td>02-03</td><td>28,390</td></tr> <tr><td>03-04</td><td>23,199</td></tr> <tr><td>04-05</td><td>44,278</td></tr> <tr><td>05-06</td><td>32,301</td></tr> <tr><td>06-07</td><td>12,702</td></tr> <tr><td>07-08</td><td>31,260</td></tr> <tr><td>08-09</td><td>51,988</td></tr> </tbody> </table>	YEAR	EXPENDED	02-03	28,390	03-04	23,199	04-05	44,278	05-06	32,301	06-07	12,702	07-08	31,260	08-09	51,988						
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08-09	51,988																						
<b>332</b>	<b><u>Minor Tools and Equipment</u></b>	<b>\$10,000</b>																					
	This account is for the replacement and addition to the tools and equipment used by the mechanics in the garage.																						
<b>333</b>	<b><u>Auto, Gas, Oil and Lube</u></b>	<b>\$210,000</b>																					
	This account funds all gasoline, diesel fuel, hydraulic oil, anti-freeze, transmission fluid, grease and gear oil used for operation and maintenance of the Public Works Department.																						
	<table border="0"> <thead> <tr> <th style="text-align: left;">YEAR</th> <th style="text-align: left;">BUDGET</th> <th style="text-align: left;">ACTUAL</th> </tr> </thead> <tbody> <tr><td>03-04</td><td></td><td>150,506</td></tr> <tr><td>04-05</td><td>92,00</td><td>123,888</td></tr> <tr><td>05-06</td><td>160,00</td><td>198,580</td></tr> <tr><td>06-07</td><td>220,000</td><td>219,354</td></tr> <tr><td>07-08</td><td>247,271</td><td>247,271</td></tr> <tr><td>08-09</td><td>270,000</td><td>268,976</td></tr> </tbody> </table>	YEAR	BUDGET	ACTUAL	03-04		150,506	04-05	92,00	123,888	05-06	160,00	198,580	06-07	220,000	219,354	07-08	247,271	247,271	08-09	270,000	268,976	
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08-09	270,000	268,976																					
<b>33401</b>	<b><u>Auto Repair Parts</u></b>	<b>\$8,000</b>																					
	This account provides funds for Preventative Maintenance to the four cars utilized by the Public Works Departments, and all other Town Hall departments..																						

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY****DEPARTMENT: Vehicular Maintenance - 880****33402 Truck Repair Parts \$75,000**

This account provides funds for the repair of dump trucks and pickup trucks that are assigned to the Public Works Department.

1. #1	90 Ford F800	17	
2. #2	91 Ford F800	18. #18	05 Ford F550
3. #3	92 Ford F800	19. #19	89 Ford F800
4. #4	02 Ford F550	20. #31	98 Ford F800
5. #5	96 Ford F350	21. #33	2001 Freight Liner
6. #6	96 Ford F350	22. #32	90 Ford F350
7. #7	84 Ford F800	23. #30	96 Ford F350
8. #8	03 Freightliner	24. #31	98 Ford F800
9. #9	95 Ford F800	25. #34	96 Ford F800
10. #10	00 INT	26	07 Sprinter Service Truck
11. #11	86 Ford F350	27.	95 Ford Van
12. #12	88 Ford F800	28.	01 F250 Pickup
13. #13	02 Ford 550	29.	92 Dodge Ram
14. #14	97 Ford F800	30.	
15. #15	97 Ford F800	31. #38	02 Freightliner
16. #16	94 Ford F800	32.	93 GMC Pickup

An upward trend in repair costs to vehicles can be expected due to the fact that 60% of our trucks are ten years old or older. Some of the other associated costs with good preventative maintenance.

Brake Job w/ hardware & drums  
Leaf Spring Rear  
Alternator  
Exhaust Pipes  
Universals

Air Chambers  
Batteries/ 2 each  
Starters  
Master Cyl. Clutch  
Radiators

<u>YEAR</u>	<u>ACTUAL</u>	<u>YEAR</u>	<u>ACTUAL</u>
00-01	72,179	05-06	
01-02	66,789	06-07	
02-03	59,507	07-08	74,511
03-04	58,158	08-09	131,844
04-05	62,195	09-10	

**33403 Equipment Repair Parts \$26,000**

This account provides parts for the loader, grader, brush tractor, roller, trailers, 1 sweeper, two backhoes, two chippers, 2 mini excavators, compressor and forklift. These pieces have highly consumable parts such as cutting edges for the loader and backhoes, blades for the grader and brooms for the sweeper.

<u>YEAR</u>	<u>ACTUAL</u>
01-02	41,034
02-03	29,547
03-04	34,921
04-05	56,891
05-06	24,787
06-07	43,976
07-08	25,533
08-09	51,988

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**

**DEPARTMENT: Vehicular Maintenance - 880**

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**33404 Sanitation Repair Parts** **\$70,000**

This account is used to purchase repair parts for the garbage trucks, recycling trucks, bulk truck and recycle transfer truck. Some of the most frequent items constantly under repair or replacement are: pistons, belts, brake components, front and rear springs, hydraulic hoses, control buttons, main pumps, alternators, batteries, micro switches, compressors, and exhaust systems.

**Garbage Trucks**

1. 95 Crane Carrier #20
2. 01 Crane Carrier #22
3. 98 Crane Carrier #24
4. 98 Crane Carrier #28
5. 03 Crane Carrier #26
6. 04 Crane Carrier #27

**Recycle Trucks**

1. 2004 Crane Carrier #40
2. 2005 Crane Carrier #41
3. 1995 Crane Carrier #44
4. 2003 Crane Carrier #46
5. 2007 F750 lift truck
6. 1999 F550 Bulk Truck

**YEAR**

**ACTUAL**

01-02	62,031
02-03	79,529
03-04	60,841
04-05	74,466
05-06	46,934
06-07	60,145
07-08	60,419
08-09	102,596

**335 Paints and Supplies** **\$1,200**

This account is used to purchase paint for vehicles, plows, sanders, equipment and building needs.

**337 Electrical Supplies** **\$50**

This account funds the purchase of light bulbs, drop lights, extension cords, electrical supplies, etc. for the Public Works facility.

**339 Wearing Apparel** **\$3,000**

Uniform rental and boots mandated by union contract plus t-shirts and gloves.

**358 Welding Supplies** **\$3,570**

These are the supplies needed to support our welding needs.

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**TOTAL MATERIALS & SUPPLIES** **\$442,320**

**FIXED CHARGES**

**403 Licenses and Registrations** **\$1,747**

This account funds vehicle inspections, registration and hoisting engineers licenses.

	<b><u>INSPECTIONS</u></b>
Trucks	38 trucks x 15 per inspection
Cars	11 Cars x 47 per inspection
	<b><u>REGISTRATIONS</u></b>
Town Vehicles	60 Registrations x \$4 per
	<b><u>LICENSES</u></b>
Hoisting	12 X 35

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

## BUDGET COMMENTARY

DEPARTMENT: Vehicular Maintenance - 880

<b>441</b>	<b><u>Electric Light and Power</u></b>		<b>\$11,000</b>
	Funds electric bill at Public Works garage and salt dome.		
	<u>YEAR</u>	<u>ACTUAL</u>	
	01-02	6,661	
	02-03	13,277	
	03-04	9,089	
	04-05	8,814	
	05-06	12,393	
	06-07	9,932	
	07-08	8,866	
<b>443</b>	<b><u>Gas Service</u></b>		<b>\$16,500</b>
	Funds heating and cooling requirements at the Public Works garage.		
	<u>YEAR</u>	<u>ACTUAL</u>	
	00-01	14,291	
	01-02	9,586	
	02-03	11,994	
	03-04	8,217	
	04-05	15,748	
	05-06	16,850	
	06-07	15,629	
	07-08	15,836	
<b>444</b>	<b><u>Water Service</u></b>		<b>\$1,900</b>
	This account pays the Quarterly water bills from Kent County Water.		
<b>TOTAL FIXED CHARGES</b>			<b><u>\$31,147</u></b>
<b>CAPITAL OUTLAY</b>			
<b>502</b>	<b><u>Building and Fixed Plant Equipment</u></b>		<b>\$2,500</b>
	This account is for safety repairs to the garage and grounds.		
<b>527</b>	<b><u>Production and Construction Equipment</u></b>		<b>\$0</b>
<b>529</b>	<b><u>Radio &amp; Communication Equipment</u></b>		<b>\$0</b>
	We need to purchase four new radios to replace older, malfunctioning models.		
<b>540</b>	<b><u>Depreciation</u></b>		<b>\$0</b>
<b>TOTAL CAPITAL OUTLAY</b>			<b><u>\$2,500</u></b>
<b>TOTAL</b>			<b><u>975,603</u></b>

The Vehicular Maintenance Division is the "life line" for the Public Works Department. This division is responsible for the care and maintenance of all the vehicles and equipment associated with the Public Works Department.

The are:

<u>DIVISION</u>	<u>VEHICLES</u>	<u>EQUIPMENT</u>
Roads & Bridges	26	27
Sanitation	14	
Vehicular Maintenance	3	1
Building Maintenance	1	2
Building Inspector	2	
Town Manager	5	
Engineering	0	
Planning	2	
<b>TOTAL</b>	<b><u>48</u></b>	<b><u>19</u></b>

## PARKS &amp; RECREATION: RECREATION DEPT.

Account No. 910

<u>PROGRAM SUMMARY</u>	<u>ACTUAL</u> <u>2008-2009</u>	<u>BUDGET</u> <u>2009-2010</u>	<u>ESTIMATE</u> <u>2009-2010</u>	<u>PROPOSED</u> <u>2010-2011</u>
100 PERSONAL SERVICES	905,881	863,557	843,439	829,395
200 CONTRACTUAL SERVICES	99,486	64,011	64,627	63,058
300 MATERIALS & SUPPLIES	102,373	85,031	89,969	83,164
400 FIXED CHARGES	52,722	54,756	55,422	60,027
500 CAPITAL OUTLAY	<u>15,446</u>	<u>0</u>	<u>0</u>	<u>4,400</u>
TOTAL APPROPRIATION	<u>1,175,908</u>	<u>1,067,355</u>	<u>1,053,457</u>	<u>1,040,044</u>

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## PARKS &amp; RECREATION: RECREATION DEPT.

Account No. 910

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> <u>2008-2009</u>	<u>BUDGET</u> <u>2009-2010</u>	<u>ESTIMATE</u> <u>2009-2010</u>	<u>PROPOSED</u> <u>2010-2011</u>	<u>BUDGET VS PROPOSED</u>	
<u>PERSONNEL SERVICES</u>						
101 Regular Employees	462,484	510,835	494,335	509,141	(1,694)	-0.3%
102 Temporary Employees	279,651	162,157	162,157	160,098	(2,059)	-1.3%
103 Overtime	1,889	2,494	2,494	2,494	-	0.0%
107 Fica/Medicare	55,266	52,332	51,069	51,197	(1,135)	-2.2%
108 Life Insurance	1,039	1,056	900	1,267	211	20.0%
109 Group Insurance	94,290	119,315	116,815	92,429	(26,885)	-22.5%
113 Delta Dental	9,991	13,869	13,869	11,069	(2,800)	-20.2%
115 Shift Differential	471	500	800	700	200	40.0%
118 Safety Incentive	800	1,000	1,000	1,000	-	0.0%
Total Personnel Services	905,881	863,557	843,439	829,395	(34,162)	-4.0%
<u>CONTRACTUAL SERVICES</u>						
210 Testing Services	2,502	1,490	1,691	2,000	510	34.2%
217 Entertainment	6,875	6,995	7,410	6,975	(20)	-0.3%
222 Freight & Demurrage	469	400	400	400	-	0.0%
224 Travel Expense	109	301	301	156	(145)	-48.2%
225 Security Monitoring	869	936	936	936	-	0.0%
231 Advertising	4,569	6,521	6,521	6,500	(21)	-0.3%
233 Printing	5,096	2,167	2,167	878	(1,289)	-59.5%
243 Repair-Fixed Plant Equip.	2,797	1,600	1,600	1,600	-	0.0%
244 Repair-Operating Equip.	509	565	565	565	-	0.0%
248 Property Maintenance	7,607	4,988	4,988	5,000	12	0.2%
252 Gymnasium Rental	13,850	11,815	11,815	11,815	-	0.0%
253 Bus Rental	18,208	18,208	18,208	18,208	-	0.0%
255 Equipment Rental	49	250	250	250	-	0.0%
259 Sanitary Facilities Rental	4,434	3,740	3,740	3,740	-	0.0%
272 Athletic Leagues	27,072	0	0	0	-	0.0%
276 Exterminating Services	53	35	35	35	-	0.0%
277 Electrical Services	4,418	4,000	4,000	4,000	-	0.0%
290 Blasting Services	0	0	0	0	-	0.0%
Total Contractual Services	99,486	64,011	64,627	63,058	(953)	-1.5%
<u>MATERIALS &amp; SUPPLIES</u>						
301 Office Supplies	1,980	1,800	1,800	1,800	-	0.0%
302 Books & Magazines	99	100	100	100	-	0.0%
305 Decorations-Town Buildings	36	400	400	400	-	0.0%
321 Agricultural & Hort. Supplies	11,074	6,671	6,671	6,700	29	0.4%
322 Asphalt Products	0	0	0	0	-	0.0%
324 Cleaning & Sanitary Supplies	6,051	5,460	5,800	5,800	340	6.2%
325 Concrete & Materials	521	700	600	700	-	0.0%
326 Sand, Stone & Gravel	8,336	8,498	8,200	8,498	-	0.0%
328 Wood Products	5,175	3,800	3,800	3,800	-	0.0%
330 Medicines	358	400	400	400	-	0.0%
331 Tires & Tubes	2,039	1,500	1,500	1,500	-	0.0%
332 Minor Tools & Equip.	7,913	4,943	5,000	5,000	57	1.2%

## PARKS &amp; RECREATION: RECREATION DEPT.

<u>EXPENDITURE DETAIL</u>	Account No. 910				BUDGET VS PROPOSED	
	<u>ACTUAL</u> <u>2008-2009</u>	<u>BUDGET</u> <u>2009-2010</u>	<u>ESTIMATE</u> <u>2009-2010</u>	<u>PROPOSED</u> <u>2010-2011</u>		
333 Auto, Gas, Oil & Lube	20,560	23,061	22,000	20,028		(3,033) -13.2%
334 -1 Auto Repair Parts	2,577	1,440	1,440	1,500		60 4.2%
334 -2 Truck Repair Parts	8,844	8,830	8,630	8,830		- 0.0%
334 -3 Equipment Repair Parts	4,237	5,126	5,126	5,200		74 1.4%
335 Paints & Supplies	1,092	1,100	1,100	750		(350) -31.8%
337 Electrical Supplies	835	1,000	1,200	1,000		- 0.0%
338 Sewer Grates, Manhole Frame	0	0	0	0		- 0.0%
339 Wearing Apparel	5,944	602	6,602	1,558		956 158.8%
340 Traffic & Street Signs	784	800	1,000	800		- 0.0%
341 Pipe	2,876	1,300	1,100	1,300		- 0.0%
343 Meals	710	0	0	0		- 0.0%
348 Recreation Supplies	<u>10,332</u>	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>		- 0.0%
Total Materials & Supplies	<u>102,373</u>	<u>85,031</u>	<u>89,969</u>	<u>83,164</u>		<u>(1,867)</u> -2.2%
<u>FIXED CHARGES</u>						
402 Licenses and Permits	1,350	245	245	245		- 0.0%
403 Auto Inspections	180	350	350	350		- 0.0%
423 Dues & Memberships	160	735	735	735		- 0.0%
441 Electric Light & Power	35,674	34,325	36,000	42,277		7,952 23.2%
443 Gas Service	9,090	9,971	9,000	8,134		(1,837) -18.4%
444 Water Service	2,127	4,738	4,700	5,006		268 5.7%
446 Telephone Service	<u>4,141</u>	<u>4,392</u>	<u>4,392</u>	<u>3,280</u>		<u>(1,112)</u> -25.3%
Total Fixed Charges	<u>52,722</u>	<u>54,756</u>	<u>55,422</u>	<u>60,027</u>		<u>5,271</u> 9.6%
<u>CAPITAL OUTLAY</u>						
502 Buildings & Equipmt.	5,382	0	0	4,400		4,400 NEW
513 Household Equipment	3,442	0	0	0		-
523 Motor Vehicles	3,500	0	0	0		-
524 Agricultural Equipment	0	0	0	0		-
526 Recreation Equipment	2,122	0	0	0		-
527 Production & Const. Equipmt.	1,000	0	0	0		-
540 Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		-
Total Capital Outlay	<u>15,446</u>	<u>0</u>	<u>0</u>	<u>4,400</u>		<u>4,400</u>
TOTAL APPROPRIATION	<u>1,175,908</u>	<u>1,067,355</u>	<u>1,053,457</u>	<u>1,040,044</u>		<u>(27,311)</u> -2.6%

**COVENTRY PARKS AND RECREATION DEPARTMENT**  
**2010/2011 PROPOSED OPERATING BUDGET**  
**BUDGET NARRATIVE**

The Coventry Parks and Recreation Department is charged with developing a comprehensive, year round, fee based program schedule for all populations from preschoolers to senior citizens. In 2009 the revenue report for the department reflects collections of \$244,978.69 in program fees and admissions. We will continue with our comprehensive program planning for all populations and the addition of the Flat River Gymnasium should enable us to expand activities. In addition to the ever popular summer playground program and other seasonal activities, new initiatives for 2010/2011 may include specialty camps, Kinder Kamp, school vacation camps, expanded middle school camp, and seasonal blocks of environmental and outdoor education/recreation programs and other new seasonal special events. The 2010 summer camp is proposed for 7 weeks with field trips concentrated over the first 5 weeks and in-camp activities scheduled for the final 2 weeks.

Our maintenance staff is responsible for over 487 acres of park property and municipal buildings through a seasonal maintenance program for servicing athletic fields, playgrounds, beaches, open space, and play courts. An effort is made to coordinate maintenance of facilities in keeping with the schedules of 30 youth and adult athletic programs. Youth sports enrollment numbers are projected at 4222 and all of the leagues continue to improve facilities with various amenities supported through fund raising programs as evidenced by the 2009 Little League Diamond makeover at Paine Field. Two seasonal part-time staff are proposed in the budget for 2010/2011 due to expanding responsibilities in buildings and grounds maintenance. From Ravenwood Recreation Area off Rte. 102 to the Harris Mill Park on Main Street in Harris, our maintenance responsibilities continue to expand annually. We are now attempting to implement the DEM approved Land Management plans for the Neylon Conservation Area and the Hall Conservation Area, that together, surround Stump Pond in Coventry Center. In 2009 two older vehicle replacements were achieved to help us address these tasks.

The Recreation Department, with a full time maintenance staff of 7, is also charged with the management of the Coventry Recreation Community Center where numerous recreation programs are held and where over 50 non-profit organizations meet for social, civic and charitable functions. Last winter our staff performed a complete remodel of the Community Center kitchen and Teen Center kitchen as well. In the summer of 2009 air conditioning was installed in the main hall of the Center. The basement heating system is scheduled for an upgrade in 2010. The department administers policies and assesses fees for use of one of the Towns greatest resources; Lake Tiogue. Fishing, boating, and swimming are offered for everyone's enjoyment. Limiting admissions to Briar Point Beach have challenged the staff and reduced revenues from prior years but have also improved lifeguard to patron ratio's. The new restrooms/picnic pavilion has enhanced the experience for all. New passive facilities along the east shore of Tiogue Lake are proposed in concert with new residential development.

In an effort to meet the continued demand for passive and active recreational facilities, the Parks and Recreation Department continues with the development of three major park sites; the new Ravenwood Recreation Area as well as Foster Memorial Park and Central Coventry Park. The Coventry Greenway, now officially part of the East Coast Greenway, will consist of a paved bicycle path and trails for hiking, jogging, and horseback riding. Coupled with the RIDEM's Trestle Trail Shared Use Path (Currently at 90% design) residents will one day enjoy a 15 mile continuous trail that literally bi-sects the community. We anticipate construction in the unimproved section of the Coventry Greenway from Quidnick to Washington Village to be completed by June 2010. We apologize for any inconvenience while the easterly most segment is closed for work. The completion of a new restroom/pavilion at Central Coventry Park is a welcome addition for all patrons and will be accessible to Greenway users as are three other public restrooms along the Town's five mile route. All public park restrooms are available from April 1 - November 1. Significant strides were made in 2009 as 4,677 linear feet of chain link fences and post and rail fence were installed to help secure Town/State investments in public recreation property.



The Recreation Department continually reviews newly proposed developments and makes recommendations as to the impact on existing recreational services and facilities and the need to acquire land to expand facilities. Three new parcels are anticipated in 2010 from Lake Tiogue to Coventry Center. Ravenwood, opened in May 2007, is our most recent example of a partnership between the Town and the developer to add recreational resources to help keep pace with growth. Once completed the Western Coventry Park will provide ballfields, courts, parking, picnic facilities, trails and playground facilities. Through the use of the newly adopted Fair Share Development Fees, we should see greater success in keeping pace with a rapidly expanding community. Three recreation projects were approved by RI DEM for improving and expanding facilities under matching grant programs. Those projects include Paine Field parking and skate park expansion, the Anthony Village Green makeover and Rice Memorial Field lighting, irrigation and field redevelopment. All of these projects should be completed in 2010. The department has done well historically in securing grants for these types of projects and works closely with the Planning Department and the Land Trust in reviewing potentially new recreational and open space areas. New acquisitions were featured in the Seasonal Hiking Series expected to resume in September 2010.

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 9100 Recreation

PROGRAM Personnel Services

100 PERSONNEL SERVICES101 Regular Employees

1	<u>Director</u> (1) Administrative Pay Plan Grade 12, 25 Year Step \$1,350.00 x 52 weeks = \$70,200.00			\$70,200.00
2	<u>Program Supervisor</u> (1) Administrative Pay Plan Grade 7, 7 Year Step \$1,001.00 x 52 weeks = \$52,052.00			\$52,052.00
3	<u>Park Maintenance Supervisor</u> (1) Council 94 contract, 20 Year Step \$1,017.38 x 52 weeks = \$52,904.00	(Medical Waiver)	= \$4,300.00	\$52,904.00 \$4,300.00
4	<u>Mechanic</u> (1) Council 94 Contract, 5 Year Step \$959.31 x 52 weeks = \$49,884.00			\$49,884.00
5	<u>Maintenance Worker</u> (1) Council 94 Contract, 5 Year Step \$792.80 x 52 weeks = \$41,225.60	(Medical Waiver)	= \$4,300.00	\$41,226.00 \$4,300.00
6	<u>Maintenance Worker</u> (1) Council 94 Contract, 5 Year Step \$792.80 x 52 weeks = \$41,225.60			\$41,226.00
7	<u>Maintenance Worker</u> (1) Council 94 Contract, 18 Months Step \$772.96 x 45 weeks = \$34,783.20 Council 94 Contract, 5 Year Step \$792.80 x 7 weeks = \$5,549.60			\$40,333.00
8	<u>Maintenance Worker</u> (1) Council 94 Contract, 18 Months Step \$772.96 x 52 weeks = \$40,193.92	(Medical Waiver)	= \$1,997.00	\$40,194.00 \$1,997.00
9	<u>Maintenance Worker</u> (1) Council 94 Contract, 6 Month Step \$742.72 x 52 weeks = \$38,621.00			\$38,621.00
10	<u>Recreation Program Assistant</u> (1) Administrative Pay Plan Grade F, 1 Year Step \$671.30 x 14 weeks = \$9,398.20 Grade F, 2 Year Step \$691.01 x 38 weeks = \$26,258.38			\$35,657.00
11	<u>Special Duties Clerk</u> (1)			\$36,247.00
9	<u>Mechanic</u> (1) Council 94 Contract \$744.56 x 26 weeks = \$19,359.00 \$776.15 x 26 weeks = \$20,180.00			\$0.00
10	<u>Custodian</u> (1) Council 94 Contract \$606.14 x 26 weeks = \$15,760.00 \$634.96 x 26 weeks = \$16,509.00 Council 94 Contract, 5 Year Step \$697.05 x 52 weeks = \$36,246.60			\$0.00

**TOTAL REGULAR EMPLOYEES (11)****\$509,141.00**

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Personnel Services

102 Temporary EmployeesSUB-SECTION - SUMMER CAMP PROGRAMS (LIMIT 760)

12	* <u>Playground Supervisor (16)</u> (Pee Wee 210, Juniors 210, Discovery 340 = Limit 760) Each position: 35 hours per week x 5 weeks 175 hours x \$8.00 = \$1,400.00 \$1,400.00 x 16 = \$22,400.00 Each supervisor works 9am-4pm, Monday thru Friday	22,400
13	<u>Playground Supervisor (6)</u> Each position 40 hours per week x 7 weeks 40 hours x \$8.00 = \$320.00 \$320.00 X 7 weeks = \$2,240.00 x 6 positions = \$13,440.00 2.5 hours X \$12.00 = \$30.00 weekly wage \$350.00 X 7 weeks = \$2,450.00 X 6 (six) positions = \$14,700.00 Each supervisor works 8:00am-4:30pm, Monday thru Friday	14,700
14	<u>Playground Supervisor/Lead Staff (3)</u> Each position: 40 hours per week x 7 weeks 40 hours x \$8.00 = \$320.00 plus \$320.00 X 7 weeks = \$2,240.00 x 3 positions = \$6,720.00 The supervisor/Lead Staff works 8:00am-4:00pm, Monday thru Friday	6,720
15	<u>Special Event Supervisor (2)</u> Each position: 40 hours per week x 7 weeks 280 hours x \$9.50 = \$2,660.00 \$2,660.00 x 2 = \$5,320.00 Each Special Event Supervisor works 8am-4pm, Monday thru Friday	5,320
16	<u>Playground Coordinator (2)</u> Each position: 40 hours per week x 7 weeks 280 hours x \$11.00 = \$3,080.00 total salary \$3,080.00 x 2 = \$6,160.00 Each coordinator works 8:30am-4:30pm, Monday thru Friday	6,160

NOTE: A \$195.00 proposed registration fee is assessed for Pee Wee, Junior and Discovery Camp for seven (7) weeks.  
Maximum net assessment based on camp limits (760) = \$148,200.00  
According to last years enrollment (500) at \$195.00 registration fee = \$97,500.00  
Fees are applied to transportation needs for the summer program.

**SUB-TOTAL SUMMER CAMP PROGRAMS (29)****55,300**

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 9100 Recreation

PROGRAM Personnel Services

SUB-SECTION - PUBLIC BEACH OPERATION

17	<u>Beach Manager</u> (1)	4,902
	One position: 42 hours per week x 10 weeks = 420 hours	
	40 hours per week x \$11.40 = \$456.00 per week x 10 weeks = \$4,560.00	4,560
	2 hours per week x \$17.10 per hour = \$34.20 x 10 weeks = \$342.00	342

Beach manager proposed to work 10am-6pm (Wednesday through Sunday)  
Acts as beach supervisor (in charge of entire beach, including lifeguards, gate attendants, group admissions, scheduling, trouble shooting, collections and the new restroom/pavilion.  
No Beach Manager on Monday and Tuesday

18	* <u>Lifeguard</u> (3)	11,424
	Each position: 40 hours per week x 10 weeks	
	400 hours x \$10.20 = \$4,080.00 total salary	
	\$4,080.00 x 2 = \$8,160.00	8,160
	Each guard (2) proposed to work 10am-6pm, 5 days	
	Each position: 32 hours per week x 10 weeks	
	320 hours x \$10.20 = \$3,264.00 total salary	
	\$3,264.00 x 1 = \$3,264.00	3,264
	Each guard (1) proposed to work 10am-6pm, 4 days	

NOTE: a \$5.00 resident/\$10.00 non-resident parking fee is assessed to help defray these budgetary expenses

(Daily Collections)

Receipts for the 2007 season totaled \$6,978.00 + (Season Passes) \$310.00 = \$7,288.00 PWC Permits  
Receipts for the 2008 season totaled \$7,397.28 + (Season Passes) \$350.00 = \$7,747.28 PWC Permits  
Receipts for the 2009 season totaled \$9,554.44 + (Season Passes) \$230.00 = \$9,784.44 PWC Permits  
(Fees are projected to offset both the Beach Manager and Gate Attendant positions.)

**NOTE:** the proposed resident day rate for 2010 will be \$5.00 with a 50 car limit  
Non-resident \$10.00 with a 25 car limit. Season passes \$50.00 for residents. No non-resident passes available.  
Resident van rate will be \$10.00, non-resident \$20.00.  
Resident bus rate will be \$20.00, non resident \$40.00.  
Resident walk in rate will be \$1.00 per person/season pass \$10.00. No non-resident walk-ins allowed

19	<u>Gate Attendant</u> (2) (Briar Point Beach)	4,928
	One position of 32 hours per week, one position of 24 hours per week	
	Total of 56 hours per week x 10 weeks = 560 hours x \$8.80 = \$4,928.00	
	Gate attendants work 10am-6pm, 7 days	
	Gate attendant will collect the fee as discussed above	
	(2,138 vehicles entered the beach in 1999, attendance 5,835)	
	(2,244 vehicles entered the beach in 2000, attendance 6,787)	
	(2,495 vehicles entered the beach in 2001, attendance 8,139)	
	(2,084 vehicles entered the beach in 2002, attendance 6,966)	
	(1,322 vehicles entered the beach in 2003, attendance 4,497)	
	(953 vehicles entered the beach in 2004, attendance 4,068)	
	(1246 vehicles entered the beach in 2005, attendance 3,739)	
	(1060 vehicles entered the beach in 2006, attendance 2,861)	
	(859 vehicles entered the beach in 2007, attendance 3,219)	
	(937 vehicles entered the beach in 2008, attendance 3,178)	
	(1,211 vehicles entered the beach in 2009, attendance 3,617)	

\* The daily admission fee is collected based on the registration of the vehicle and not the age, status or residency of occupants. This fee structure and limitations set on resident/non-resident car admissions is and will continue to have implications for staffing resources.

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 9100 Recreation

PROGRAM Personnel Services

20	<u>Police Auxillary - (1 staff) Holidays</u> A detail officer is assigned to the beach during the holidays and anticipate heavy use weekends. The officer monitors traffic and enforces regulations/limits Anticipate coverage for 1 day (July 4th) x 8 hours x \$40.00 per hour = \$320.00 (Propose charging twice the normal admission fee to defray this expense. \$5/\$10 to \$10/\$20)	320
<b><u>SUB-TOTAL WATERFRONT/BEACH OPERATION (7) Reduce by \$1,627.00</u></b>		<b><u>21,574</u></b>
<b><u>SUB-SECTION - OTHER SUMMER PROGRAM STAFF (LIMIT 340)</u></b>		
21	* <u>Tennis Instructor</u> (1) (Limit 88 enrollees) Each position: 10 hours per week x 5 weeks 50 hours x \$15.00 = \$750.00	750
22	* <u>Summer Basketball Program</u> (9 staff) (Limit 55 per division) (5 divisions) = Limit 275 (242 enrollees) A. (1) Coordinator \$11.00 per hour x 25 hours per week = \$275.00 per week \$275.00 x 7 weeks = \$1,925.00 (175 Hours) 1,925 B. (6) Referees \$10.00 per hour x 52 hours per week = \$520.00 per week \$520.00 x 7 weeks = \$3,640.00 (364 Hours) 3,640 C. (2) Scorers \$8.00 per hour x 24 hours per week = \$192.00 per week \$192.00 x 7 weeks = \$1,344.00 (168 Hours) 1,344  Proposed Divisions Boys (9-10) (11-13) (14-17) Girls (9-11) (12-16)  (The proposed fee per participant for 2010 is \$30.00 to defray the stipends of the officials and other costs of this program - maximum proposed revenue \$8,250.00)	6,909
<b><u>SUB-TOTAL - OTHER SUMMER PROGRAM STAFF (10)</u></b>		<b><u>7,659</u></b>
<b><u>SUB-TOTAL ALL SUMMER EMPLOYEES (46)</u></b>		<b><u>84,533</u></b>
<b><u>SUB-SECTION - FALL/WINTER/SPRING PROGRAMS (LIMIT 1,683 &amp; TEEN CENTER 2,770)</u></b>		
23	* <u>Men's Adult Gym Programs</u> A. Basketball Supervisor (1) (Limit 40 per session, 2 sessions - 2 seasons = 80) 3 hours per week x 25 weeks = 75 hrs x \$8.00 = \$600.00 600 (Sunday evenings) B. Basketball Supervisor (1) (over 40) (Limit 25 per season - 2 seasons = 50) 3 hours per week x 25 weeks = 75 hours x \$8.00 per hour = \$600.00 600 (Tuesday evenings) C. Basketball Supervisor (1) (Limit 40 per session, 2 sessions - 2 seasons = 80) 3 hours per week x 25 weeks = 75 hrs x \$8.00 = \$600.00 600 (Tuesday evenings) Note: The proposed fee per participant for the fall 2010/2011 season is \$10.00 Note: The proposed fee per participant for the winter/spring 2011 season is \$15.00	1,800
24	* <u>Step Aerobics</u> (1 instructor) (Limit 25 per season - 3 seasons = 75 enrollees) Two, 1 hour sessions per week x 21 weeks = 42 hours x \$20.00 per hour = \$840.00 840 (Monday and Wednesday evenings) Note: The proposed fee per participant for 2010/2011 is \$20.00.	840
25	* <u>Pre school Dance</u> (1 instructor) (Limit 30 per 2 classes (2 one hours classes) - 3 seasons = 90 enrol Two, 1-hour sessions per week x 21 weeks = 42 hours x \$20.00 per hour = \$840.00 840 (Monday am and pm) Note: The proposed fee per participant for 2010/2011 is \$10.00.	840
26	* <u>Co-Ed Adult Gym Programs</u> Volleyball Supervisor (1) (Limit 25 enrollees per class per season x 2 seasons = 50) 3 hours per week x 25 weeks = 75 hours x \$8.00 = \$600.00 600 Note: The proposed fee per participant for 2010/2011 is \$10.00.	600

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Personnel Services

27	<p>** <u>After The Bell</u> (1 staff) (Limit 20 per school x 5 schools x 3 seasons = 152)  8 hours per week x 21 weeks = 168 hours  168 hours x \$8.30 per hour = \$1,394.40 x 1 staff = \$1,394.40  After-school programs in team-building, physical challenges, low organized games and traditional sports such as soccer, basketball and volleyball, etc. (Elementary Grade Children - Grades 1-5) (Held in each school's gymnasium.)  Note: The proposed fee per participant for 2010/2011 is \$5.00.</p>	1,395
	1,395	
28	<p>* <u>Mixed Grill Program Supervisor</u> - (Elementary) (1 staff) (Limit 30 enrollees per session - 3 sessions = 90)  Each position: 4 hours per week x 21 weeks = 84  84 hours x \$8.30 X 1 staff = \$697.00  Program is designed for those in elementary school (grades 1-5)  Note: The proposed fee per participant for 2010/2011 is \$25.00 per person  Note: The full time Program Assistant will run this program.</p>	697
	697	
29	<p>* <u>Yoga Instructor</u> (1) (Limit 25 enrollees per season - 3 seasons = 75 enrollees)  \$25.00 per hour x 1.5 hours per week x 21 weeks = \$788.00  Tuesday evenings - Adult program  Note: The proposed fee per participant for 2010/2011 is \$25.00</p>	788
	788	
30	<p>* <u>Ballroom Dancing Instructor</u> (1) (Limit 26 enrollees per season - 3 seasons = 78)  \$50.00 per session x 15 sessions = \$750.00  Sunday evenings - Adult/Teen Program (1 hr. session)  Note: The proposed fee per participant for 2010/2011 is \$10.00.</p>	750
	750	
31	<p>* <u>Swing Dancing Instructor</u> (1) (Limit 26 enrollees per season - 3 seasons = 78)  \$50.00 per session x 15 sessions = \$750.00  Sunday evenings - Adult/Teen Program (1 hr. session)  Note: The proposed fee per participant for 2010 is \$10.00.</p>	750
	750	
32	<p>* <u>Christmas Holiday Vacation Camp - (Elementary)</u> (3 staff) (Limit 65 enrollees)  Holiday Camp held (4) days over Christmas vacation week, gives (65) children in grades (1-4) an opportunity to attend numerous field trips. Swimming, skating, play lands, movie theaters etc... will be included. Transportation and staffing will be needed to supplement the fee collected from participants for their actual admissions.  Each instructor works 8 hours per day x 4 days per week = 32 hours per week  32 hours per week x 3 staff = 96 x \$8.30 per hour = \$797.00</p>	797
	797	
33	<p>* <u>February Vacation Adventure Camp</u> (3 staff) (Elementary) (Limit 65 enrollees)  Adventure Camp held Tuesday - Friday over the February Vacation gives elementary children in grades (1-4) opportunities to attend numerous winter trips to places like museums, play lands swimming, planetarium and other places will be included. Transportation and staffing will be needed to supplement the fee collected from the participants for their actual admissions  Each instructor works 8 hours per day x 4 days per week = 32 hours per week  32 hours per week x 3 staff = 96 x \$8.30 per hour = \$797.00</p>	797
	797	
34	<p>* <u>April Vacation Camp</u> (3 staff) (Elementary) (Limit 65 enrollees)  April Vacation Camp is held 4 days during April vacation, and gives (65) children in grades (1-4) opportunities to visit the zoo, aquariums, bowling, ball games, etc... Transportation and staffing will be needed to supplement the fee collected from the participants for their actual admissions  Each instructor works 8 hours per day x 4 days per week = 32 hours per week  32 hours per week x 3 staff = 96 x \$8.30 per hour = \$797.00</p>	797
	797	

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Personnel Services

- 35 \* Middle School Vacation Camp (6 staff) (Limit 30 per camp - 3 camps = 90) 1,594  
 \*Created due to overwhelming demand by parents of 5th-8th graders whose kids are too old (age/grade for Elementary Camp.  
 Christmas 2 staff @ \$8.30 per hour  
 8:30am-4:30pm = 8 hrs per day x 4 days = 32 hrs per week x 2 staff @ \$8.30/hr = \$531.20  
 February 2 staff @ \$8.30 per hour  
 8:30am-4:30pm = 8 hrs per day x 4 days = 32 hrs per week x 2 staff @ \$8.30/hr = \$531.20  
 April 2 staff @ \$8.30 per hour  
 8:30am-4:30pm = 8 hrs per day x 4 days = 32 hrs per week x 2 staff @ \$8.30/hr = \$531.20

**SUB TOTAL, FALL/WINTER/SPRING EMPLOYEES (26)****12,445****SUB-SECTION - OTHER SEASONAL EMPLOYEES**

- 36 Professional Art Instructor (1) (Limit 600) (500 enrollees) 2,000  
 \$300 per week during 3 vacation camps, Coventry Teen Center and at our Summer Camp Playground Program. Totals 5 weeks @ \$300 per week = \$1,500.00  
 "Arts in Parks" Project Stipend \$500  
 Hoping to develop an arts in the parks program and seek additional grant funds thru the R.I. Arts Council. Would like to provide seasonal exhibit space for local artists to display their works. Have already successfully exhibited summer art projects and school art contests at the Center
- 37 \*\* Teen Coordinator (1) 9,196  
 Fall/Winter/Spring  
 22 hours x 38 weeks x 1 = 836 hours x \$11.00 hour = \$9,196.00  
 Responsibilities Include:  
 - On site coordinator at Coventry Teen Center  
 - Developing new initiatives and workshops for ever changing Middle School  
 - Collaborating with outside agencies and initiating trainings and awareness in such areas of health, nutrition, drug awareness etc... to promote health and wellness in order to stop the spread of obesity
- 38 Teen Center Staff (2) (Enrolled 42 from January 2009 through December 2009.) 7,900  
Fall/Winter/Spring  
 22 hours x 38 weeks x 1 = 836 hours x \$9.45 = \$7,900.20  
 After school and weekend supervision of teen center activities.  
 Lounge, study area, game rooms, travel programs, etc. from Teen Ctr. at 668 Washington St.

**School Year Hours - (38 Weeks)**

Tuesday - Thursday 2:30 pm - 6:30 pm = 12  
 Friday 2:30 pm - 8:30 pm = 6  
 Saturday 1:00 pm - 5:00 pm = 4  
 TOTAL 22.0

**Summer and School Vacation weeks - (14 Weeks)**

Teen Center will be closed

Yearly Attendance

2004 - 7119  
 2005 - 5150  
 2006 - 3770  
 2007 - 3663  
 2008 - 4886  
 2009 - 2770

Three (3) year average is 3773

See annual report for 2009 attendance breakdown.

Over sixteen years we averaged 142 new registrations per year

- 39 Bus Driver (1) Seasonal Programs 6,435
- a) Summer Program and Christmas, February, April Vacation Camps  
 35 hours per week x 9 weeks = 315 hours  
 315 hours x \$13.00 hour = \$4,095.00
- b) Fall Program  
 Mixed Grill and miscellaneous trips to PPAC, Salem, Edaville Railroad, YMCA and driving for teen center during entire fall season.  
 Total 60 hours x \$13.00 per hour = \$780.00
- c) Winter (60 hours) and Spring (60 hours) total 120 hours which includes some Mixed Grill Programs, hockey, baseball games, PPAC and Dunkin Donuts Center and other family trips as well as other school programs.  
 120 hours x \$13.00 hour = \$1,560.00

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Personnel Services

40	<p><u>Building Attendant</u> (1) services are required at the lavatory facilities at the rear of the Community Center, Foster Memorial Park, Rice Field and the two new facilities at Briar Point Beach and Central Coventry Park.</p> <p>Services are required week nights and weekends for the playing season from April through November. Staff is assigned from 5pm-10pm week nights and for a six hour period during the day on Saturday and Sunday</p> <p>July - November 37 hours x 19 weeks x \$11.00  April - June 37 hours x 13 weeks x \$11.00  Total 32 weeks x 37 hours per week x \$11.00 = \$13,024.00</p>	13,024
41	<p><u>Park Patrol</u> (1)</p> <p>Services are required week nights and weekends for the playing season from April through November. Staff is assigned from 5pm-9pm week nights and for a six hour period during the day on Saturday and Sunday. (Reduced 5 hours per week from prior years. Supervision and inspection of park sites (38) including: Quidnick Field, Briar Point Beach, Harris Playground, Chace Field Fairview Commons, Colonial Acres, Arnold Rd. Causeway, Central Coventry Park, Village Green, Rice Field, Green Acres, Walker Farms, Flat River Middle School Fields, Ravenwood, Giblin Park, Focal Point, Whipple Con. Area, Trestle Park, Fish Hill Fields, Sandy Acres, Central Coventry Park, Foster Park, Paine Field, Lake Tiogue Boat Ramp, Highwood Playground, Sherman Park and numerous locations (20) along the Greenway</p> <p>July - November 32 hours x 19 weeks x \$11.00 = \$6,688.00  April - June 32 hours x 13 weeks x \$11.00 = \$4,576.00  Total 32 weeks x 32 hours per week x \$11.00 = <u>\$11,264.00</u></p> <p>Building Attendant is unable to effectively service all five buildings and perform the Park Patrol function. Park Patrol monitors all parks (38) and Greenway Crossings (20) for any violations of Town Council ordinances</p>	0
42	<p><u>Coventry Youth Litter Corp. Supervisor</u> ( Future consideration for reinstatement</p> <p>26 hours per week x 8 weeks = 208 hrs. x \$11.00 per hour = \$2,288.00</p>	0
43	<p><u>Coventry Youth Litter Corp. Team Members (4)</u> Future consideration for reinstatement</p> <p>24 hours per week x 7 weeks = 168 hrs. x \$7.50 per hour = \$1,260.00 x 4 = \$5,040.00  A differential of .25 per hour x 24 = \$6.00 per week x 7 weeks = \$42.00 is provided for a returning member x 2 = \$84.00 (cut \$719.00)</p>	0
44	<p><u>Seasonal Maintenance Crew (2)</u></p> <p>Supports part time workers for the "Green Season" from April 1 thru August 31 for each year  40 hours x 20 weeks = 800 hours x \$12.00 per hour = \$9,600.00  \$9,600.00 x 2 positions = <u>\$19,200.00</u></p> <p>Crews will work along with full time staff and perform spring field prep, water front maintenance, summer mowing/trimming, bi-weekly trash collection/litter pickup, summer camp needs and fall sport prep. (Reduced from prior years when the season was extended into fall cleanup.</p>	0
45	<p><u>Paine Field Attendant (2)</u></p> <p>This is a 28 week position during peak period use to monitor all recreation programs. Intended to be "eyes &amp; ears" of the department after business hours. With the intense summer schedule for baseball softball, tennis, the bike path, basketball league and the new skate park we need the attendant on the premises. The individual monitors the coming and going of all park patrons for departmental programs and league activity. With literally hundreds of people entering the park each day for evening and night activity we should have a presence. The individual might be involved in animal control, smoking ordinance, field permits, speeding traffic or illegally parked cars, serving as a liaison with leagues, curfew violation, or disputes. Proposed schedule is Monday thru Friday from 2pm-10pm and Saturday and Sunday 2pm-10pm. This position would provide reports on attendance, injuries, police intervention, rescue calls parental concerns and feedback from patrons. Proposal for July, August, September, October 2010 Proposed for April, May and June 2011 for 56 hours per week.  Total 1400 man hours x \$13.00 per hour = \$18,200.00 (Reduced 168 hours or \$2,184.00 over prior years.  Hours 2-8pm April and October, 2-9pm May and September, 2-10pm June, July and August</p>	<u>18,200</u>

\* (Fees are collected from the participants to defray these program expenses.) (See separate revenue report.

**SUB-TOTAL, OTHER SEASONAL EMPLOYEES (8)**

56,755



## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Personnel Services

46	<u>Programs to be held at the Flat River Gym</u>	
	Morning Aerobics Class (1) Limit 30 per season x 3 seasons = 90	960
	Two, 1 hour sessions per week x 24 weeks = 48 hours	
	48 hours x \$20.00 per hour = \$960.00	
	(Tuesday and Thursday mornings from 6am-7am)	
	<b>Note:</b> The proposed fee per participant for 2009 is \$20.00	
	Preschool Gym Sessions (1) Limit 30 per session x 2 sessions x 3 seasons = 120	945
	Two 1.5 hour sessions per week x 21 weeks = 63 hours	
	63 hours x \$15.00 per hour = \$945.00	
	(Tuesday and Thursday from 9:00am-10:00am)	
	<b>Note:</b> The proposed fee per participant for 2009 is \$10.00	
	Morning Tai Chi Class (1) Limit 30 per session - 3 sessions = 90	420
	One, 1 hour session per week x 21 weeks = 21 hours	
	21 hours x \$20.00 per hour = \$420.00	
	(Monday mornings 6:00am-7:00am)	
	<b>Note:</b> The proposed fee per participant for 2009 is \$10.00	
	Family Archery (1) Limit 20 per session x 3 sessions = 60	840
	One, 2 hour session per week x 21 weeks = 42 hours	
	42 hours x \$20.00 per hour = \$840.00	
	(Friday evenings 6:00pm-8:00pm)	
	<b>Note:</b> The proposed fee per participant for 2009 is \$25.00	
	<b><u>SUB-TOTAL, FLAT RIVER GYMNASIUM SEASONAL EMPLOYEES (4)</u></b>	<b><u>3,165</u></b>

47 Special Event Staff **3,200**

The Recreation Department hosts many themed family special events and sports competitions (29) for the community. We have offered a few longstanding events and competitions such as the Easter Egg Hunt, Tree Lighting, Hershey Track and Field and Pitch Hit and Run. We have recently begun expanding to events such as a return of our Halloween Party, Character Breakfast, Junior Olympic Skills Competition and Trails Day Celebration.

We would like to expand our events/celebrations to encompass some of the following themes:

National Youth Competition - Local and State Hershey Track & Field Competition (Volunteers)  
 July and August - Sunday night Summer Concert Series (9)  
 September - Sunday night Trail Walks (5) (Volunteers)  
 Labor Day - Make a Difference Day  
 Annual Halloween Party & Flashlight Egg Hunt  
 Annual Fall Family Bingo  
 Annual Christmas Tree Lighting (Volunteers)  
 Annual Breakfast with the stars  
 Indoor winter basketball skills competition  
 Art Showcase (Volunteers)  
 Annual Easter Egg Hunt  
 Earth Day Celebration/Arbor Day - organized district cleanups (Volunteers)  
 Winter Family Bingo  
 National Competition - Local state baseball skills competition (Volunteers)  
 Spring Fishing Derby  
 Fall Golf Program  
 Spring Tennis Skills Contest  
 Memorial Day Parade/Park Memorials  
 Skate Park celebration/demonstration  
 National Trails Day  
 Punt, Pass and Kick Football Skills Competition  
 Fall/Winter Clothing Drive

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Personnel Services

The Parks & Recreation Department wishes to hold a series of workshops dealing with a variety of safety, emergency and wellness issues. The following is a list of possible workshops at no cost to the Town.

Well Water Do's/Don'ts  
Scrapbooking  
Bicycle Safety  
Baby Sitting Basics Class  
First Aid/CPR Class  
Home Care Issues  
Nutrition, Kids & Eating healthy  
Never Talk to Strangers (pre-school, younger youth)  
Bullying Prevention  
Easy Energy Savings & Going Green Families

<b><u>TOTAL TEMPORARY EMPLOYEES (84)</u></b>				<b><u>160,098</u></b>
103	<u>Overtime</u>			2,494
	Based on five "call-ins" annually for repairs, not snow removal 5 X 2 men X 3 hour minimum = 30 man hours 15 X \$24.96 X 1.5 (Foreman) = \$561.60 15 X \$19.82 X 1.5 (Maintenance Worker) = \$445.95 Also, call in for Park Patrol substitute. (10 days X 5 hours = 50 hrs X \$19.82 X 1.5 (Maintenance Worker) = \$1,486.50 (cut \$8,274.00)			
107	<u>F.I.C.A. and Medicare</u>			51,197
	F.I.C.A. - 6.2% of total salaries	\$669,239.00	0.062	41,493
	Medicare - 1.45 of total salaries See Personnel Analysis - Long Form	\$669,239.00	0.0145	9,704
108	<u>Life Insurance</u>	11 employees x 12 mo	9.60	1,267
	11 employees @ \$96.00 annually See Personnel Analysis - Long Form			1,267
109	<u>Group Insurance</u>			92,429
	See Personnel Analysis - Long Form	5 employees x 12 mo	1,242.86	74,572
	Held to 2008-2009 Level	3 employees x 12 mo	496.05	17,858
	(Three employees take the medical waiver)			
113	<u>Delta Dental</u>			11,069
	See Personnel Analysis - Long Form	7 employees x 12 mo	111.50	9,366
	Held to 2008-2009 Level	4 employees x 12 mo	35.48	1,703
115	<u>Shift Differential</u>			700
	Supports shift differential for mechanic, lead mechanic, operator and foreman's positions in the absence of those individuals. Taken from current year experience.			
118	<u>Safety Allowance/Sick Leave Incentive</u>			<u>1,000</u>
	Under the provisions of the contract between Council 94 and the Town of Coventry each member is entitled to a \$100 safety allowance. Nine (9) members at \$100 each			800
	Also provides for \$100.00 Sick Leave Incentive for each 6 month period without use of leave. Anticipate 2 periods without leave being taken. \$200.00			200
<b><u>TOTAL BENEFITS</u></b> #103-118				<b><u>160,156</u></b>
<b><u>SUB-TOTAL PERSONNEL SERVICES</u></b> #101-118				<b><u>829,395</u></b>
<b><u>CLOTHING ALLOWANCE</u></b> #339 See Personnel/Analysis-Long Form				<b><u>1,561</u></b>
<b><u>TOTAL PERSONNEL SERVICES - AGREES WITH PERSONNEL ANALYSIS LONG FORM</u></b>				<b><u>830,956</u></b>

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Contractual Services

## 200 CONTRACTUAL SERVICES

210	<u>Testing Services</u>		2,000
	Supports quarterly testing services of <u>fire alarm</u> system in the Community Center and semi annual test at Briar Point Beach and Central Coventry Park.		
	Community Center - one zone is tested each quarter at \$105.00 each test. X 4 = \$420.00	420	
	Briar Point and Central Coventry Park \$150 x 4 tests = \$600.00	600	
	Supports testing services for 3 monthly water samplings at both Briar Point Beach and Green Acres Beach. RI Dept. of Health requirement that we test bathing waters		
	\$40.00 per test x 6 = \$240.00	240	
	Supports quarterly well water test and Certified Operators Contract at CCP Pavilion \$510.50 x 4 = \$	2,042	
	(cut \$80.00)		
	Budget reduction	(1,302)	
217	<u>Entertainment</u>		6,975
	<u>(Concert Performers entertain for 1.5 to 2 hours. Summer camp performers entertain for 45 min. to 1 hour)</u>		
	Supports children's performances as part of the seven week summer playground program		
	The dates, performing groups and costs are as follows:		
	July 13, 2010	Campardy	450
	July 16, 2010	Toe Jam Puppet Band	575
	July 20, 2010	Spinning Frisbees	350
	July 23, 2010	Vini Ames	200
	July 23, 2010	Mad Science	275
	July 30, 2010	Mark Binder	225
	August 6, 2010	Tommy Jones	325
	<u>Summer Concert Series</u>		
	July 11, 2010	Zee's Country Band	350
	July 18, 2010	Bandstand Revue	550
	July 25, 2010	Billy Shears Band	275
	August 1, 2010	Sh-Bop	550
	August 8, 2010	Gemini	325
	August 15, 2010	Black & White Band	450
	August 22, 2010	Avenue A	425
	August 29, 2010	Rockin Soul Horns	500
	September 5, 2010	Bill Harley	550
	Christmas and February Vacation (2) performances at \$300.00 each	600	
	Efforts have been made to block book with other communities and DEM Parks Division for all performances. This has enabled us to save money over booking individual performances. Jason Licciardi leads this effort statewide.		
	Reflects a Sunday Concert In the Park Series featuring 9 performing groups scheduled to appear at Rice Field, Foster Park, Paine Field, and Briar Point Beach.		
	This allows us to showcase 4 major parks and bring free concerts to different neighborhoods		
	Average attendance is 100 per show.		
	(Revenue from 2009 Totaled \$536.75)		
222	<u>Freight and Demurrage</u>		400
	Supports shipping and freight on delivery of recreation and maintenance supplies		
	Most supplies are picked up locally by our own Personnel; however, certain goods delivered by carriers bear hefty freight charges, as does pickup and delivery of equipment for service.		
	Level funded since 05/06 amount.		
	Actual 2007-2008 \$1,809.89		
	Actual 2008-2009 \$ 483.03		
	Actual 2009-2010 \$ 342.16		
224	<u>Travel Expense</u>		156
	Supports tolls (\$10.00) and mileage for the Recreation Program Supervisor/Aid based on 300 miles annually x \$0.485 = \$145.50. In most cases we use Town issued vehicles	10 146	
225	<u>Security Monitoring</u>		936
	Supports the monthly <u>security monitoring</u> fee for the Sonitrol System in the Coventry Teen Center. Cost is \$78.00 monthly X 12 = \$936.00	936	
231	<u>Advertising</u>		6,500
	Employment ads in the Coventry Reminder.		
	3 Ads (two column X 7" display ads) totaling \$495.00		
	Six (6), three-column x 5" ads for fall, winter and spring @ \$165.00 = \$990.00		
	Funds from printing account for summer ads to The Reminder \$1,300.00 X 1 = \$1,300.00		
	We intend to place 2 half page ads in the Coventry Reminder each season (4) to promote programs. 8 X \$450.00 each = \$3,600.00		
	We intend to place 1 1/4 page ad in the Coventry Reminder each season (4) to also promote programs. 4 X \$240.00 each = \$960.00		
	Actual 2007/08 is \$1,178.00		
	Actual 2008/09 is \$1,519.85		
	Actual 2009/10 is \$2,766.00		
	Budget reduction -- \$350		
	This represents a shift of funds from printing (233) to this account. We are significantly reducing the distribution of program brochures in lieu of seasonal advertising		

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Contractual Services

233	<u>Printing and Duplicating</u>	878
	Supports the purchase of paper for office copier, Summer Playground Newspaper teen program flyers and miscellaneous flyers for special events	
	15,000 summer playground newspapers	
	15,000 office copier	
	<u>30,000</u> miscellaneous printing special events	
	60,000 Total sheets - 12 cases @ \$30./case =	360
	Envelopes - (3,000)	138
	Printer Cartridges (6)	150
	Facility Request Forms (250)	200
	Business Cards	30
	Quotation for seasonal flyers - 2009/2010:	
	4500 Summer - \$1,289.00	
	4500 Fall - \$1,289.00	We have eliminated the costly printing of program
	4500 Winter - \$1,289.00	brochures and expanded our advertising acct. (231)
	4500 Spring - \$1,289.00	for seasonal program ads.
	This is a flyer with all pages printed both sides, folded and stapled and ready for distribution	
	Actual 2006/07 is \$5,571.31	
	Actual 2007/08 is \$2,634.61	
	Actual 2008/09 is \$3,024.86	
	Actual 2009/10 is \$ 156.03 so far	
243	<u>Repair - Fixed Plant Equipment</u>	1,600
	Emergency repairs: plumbing, heating, doors, windows, siding, roofing and unforeseen damage, etc for the Community Center, Foster Memorial Park, Central Coventry Park, Teen Center Briar Point Pavilion, Rice Field Pavilion, and 15 outside buildings at various athletic fields.	
	Actual 2006/07 is \$843.00 Actual 2007/08 \$3,323.70 Actual 2008/09 \$2,797.00 Three year average \$2,321.00	
244	<u>Repair - Operating Equipment</u>	565
	Annual service and replacement or recharge of fire extinguishers and emergency lighting at the Community Center, Central Coventry Park, Foster Park, Teen Center, Rice Pavilion Briar Point, vehicles and garages. Supports annual service of hand sanitizer stations (6) at \$28.00 each = \$168.00	
	Actual 2005/06 \$323.00 Actual 2006/07 \$84.00 Actual 2007/08 \$300.00 Actual 2008/09 \$508.90	
248	<u>Property Maintenance</u>	5,000
	Supports the removal of dead or damaged trees on Town park property. \$2,000.00	
	Supports unforeseen repairs and one service annually on septic systems \$400.00	
	Supports an annual service contract for Irrigation Systems at: Focal Point, Rice Field, CGS - Paine, Wood St - Memorial Field, Chace Field, CCLL - Paine, Future Sites; Babe Ruth - Paine and Central Coventry Park \$2,000.00	
	Supports Annual Contract with Atlantic Solutions, Inc. for service and maintenance agreement on advantex (ISDS) system at Briar Point Beach Required by RIDEM \$500.00	
	Also supports the purchase of flags (24) at \$37.00 = \$888.00 and equipment for all parks \$100.00	
	The Rice Field lamps now carry a lifetime warranty (thru 2033)	
	This account varies greatly year to year	
	Actual 2006/2007 \$4,343.00, Actual 2007/08 \$6,156.00, Actual 2008/09 \$7,607.00 3 year average \$6,035.00	

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Contractual Services

252	<u>Facilities Rental</u>	11,815
	A) Rink Rental - Youth Programs (\$10,915.00)	
	Youth Hockey Program: rental of West Warwick ice Arena, annual appropriation of \$11,600. will provide 80 hours of ice rental at \$145 per hour	
	B) School Gym rental for Dept. Programs (Adult) 75 hrs at \$25.00 = \$1,875.00 (Admission Fee of \$65.00 x 30 participants = \$1,950.00)	
	C) Rent facilities such as skating rink, gymnasium to be used over vacation weeks (3) @ \$300.00 each	
253	<u>Bus Rental - This account has remained level funded for years.</u>	18,208
	Complete expenditure of this acct in July for Summer Camp Program.	
	Summer registration fee covering the balance of camp transportation expense	
	This includes motor coach rentals to PPAC, a rental to the Fleet Center, Boston and rentals to cover trip programs when our bus is broken down or our drivers are unavailable.	
	Includes trips to Salem, Edaville, Mystic. Actual costs year to date is \$40,046.49 with increase	
	Hiring First Student Bus Company for vacation camps for 24 hours per week X 3 weeks = 72 hours X \$55.00 per hour = \$3,960.00	
	These camp rentals supplement our own bus schedule.	
255	<u>Equipment Rental</u>	250
	Rental of sod cutter, compactor and thatcher for a variety of site renovations. Work is performed in the fall to restore damaged turf and in the spring/summer to prepare fields for seasonal events. Varies according to project needs.	
259	<u>Facilities Rental (Sanitary)</u>	3,740
	Supports rental of Port-A-John units at those park sites not having permanent facilities:	
	- <u>Quidnick Field</u> - 1 unit rented for 3 months with regular service.	
	\$75.00 x 3 = \$225.00	
	- <u>Fish Hill Field</u> - 1 unit rented for 7 months with regular service.	
	\$75.00 x 7 = \$525.00	
	- <u>Hunter's Crossing Rec Area</u> - 1 unit for 7 months with regular service.	
	\$75.00 x 7 = \$525.00	
	- <u>Hill Farm Fields</u> - 1 unit rented for 4 months with regular service.	
	\$75.00 x 4 = \$300.00	
	- <u>Colonial Acres</u> - 1 unit rented for 7 months with regular service.	
	\$75.00 x 7 = \$525.00	
	- <u>Ravenwood</u> - 1 unit rented for 6 months with regular service.	
	\$75.00 x 6 = \$450.00	
	- <u>Foster Play field</u> - 2 units rented for 7 months with regular service.	
	\$150.00 x 7 = \$1,050.00	
	 This account has been reduced by nearly \$1,000.00 upon completion of new restrooms a Central Coventry Park and Briar Point Beach under the DEM Grants.	
	 Damage Waiver of \$10.00 per month per unit total (48) \$480.00	

## ANNUAL BUDGET

## BUDGET COMMENTARY

## DEPARTMENT 910 Recreation

PROGRAM Contractual Services272 Contributions, Athletic Leagues 0

All contributive support removed last year. Had previously been budgeted at \$8.00 per participant for 20 years. Proposed allocations reinstated to the Coventry Youth League Programs at the rate of \$3.00 per participant. Projected enrollments for 2010/2011:

Cal Ripken League	274 *
Coventry Wrestling Club	60 *
P.V. Senior Babe Ruth	39 *
Central Coventry Little League	384 *
Coventry Little League	390 *
Babe Ruth League	185 *
Girls Softball	525 *
West Bay Islanders Hockey Association	275 *
American Youth Football	320 *
Coventry Basketball Association	716 *
Coventry Soccer Association	930 *
Rhode Island Sharks	24 *
Coventry/EWG LaCrosse	100

Total anticipated enrollment 4222 @ \$3.00 per participant. \* Indicates leagues that did not give projections for 2010/2011. Amount of support held at 2008/2009 level for those groups

276 Exterminating Services 35

Supports the purchase of pest control substances. Teen Center, Garage, Outbuildings, Community Center is serviced monthly by our own Personnel. Formerly contracted with N.E. Pest Control.

277 Electrical Services 4,000

Supports all electrical repairs including electrical repairs as needed to outdoor lighting systems and all Town buildings. All electrical services are performed by licensed Electrical Contractors. 2006/07 \$1,934.59, 2007/08 \$6,605.03, 2008/09 \$4,418.00 (3 yr. average)

290 Blasting Services 0

With optimum conditions we would like to blast and remove the large rock within the bathing area at Briar Point Beach. The lake would have to be at it's lowest to achieve this. The rock poses serious safety concerns and is one of the biggest trouble spots to monitor for the lifeguard staff. Bathers are at risk for neck and spinal injury. DPW would be asked to assist in the removal. This will appear in the budget each year until we actually get optimum conditions to do the job.

**TOTAL CONTRACTUAL SERVICES****63,058**

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Materials & Supplies

## 300 MATERIALS AND SUPPLIES

301	<u>Office Supplies</u> Supports the purchase of paper, envelopes, folders, display units, pads, planners tape, binders, tags, clips, markers, pens, pencils, calendars, Community Center Appt. Book, poster board, stencils and art work for posters. Has increased with program expansion Actual expenditure 2006/07 was \$1,396.00 Actual expenditure 2007/08 was \$1,505.00 Actual expenditure 2008/09 was \$1,980.00	1,800
302	<u>Books and Magazines</u> Supports the purchase of publications from the National Recreation and Park Association and the Learning Resources Network. NRPA and LERN offer discounts on books, pamphlets and booklets covering topics such as vandalism, park planning and design, guidelines for new and innovative programs, and recreation handbooks. Level funded since 05/06 amount.	100
305	<u>Decorations/Town Buildings</u> Supports the purchase of supplies and decorations to prepare the Community Center, Teen Center and fields for seasonal events (27). Materials for bulletin boards at the Community Center, Teen Center and Flat River Administration Building to promote special events for youth and families.	400
321	<u>Agricultural and Horticultural Supplies</u> Supports the purchase of "Flight Control" goose control 5 gal. @ \$100.00 = \$500.00 Fertilizer - 4 tons @ \$254.00 = 1,016.00 Grass Seed - 1500 lbs. @ \$1.75 = 2,625.00 Pelletized Limestone - 24 Tons @ \$40 = 960.00 Herbicide - 8 Gallons Roundup = 640.00 Growth retardant - 30 Bags Treflan @ \$30 = 930.00  These materials are applied at parks and ball fields throughout the growing season Fertilizer is usually applied in the fall except for new field development. Grass seed is applied in the rehabilitation of existing fields and in the development of new fields. Herbicide is applied to keep unwanted growth from the skin portion of ball fields and as weed control along fences and under bleachers Since the introduction of Middle School flag football, extensive turf management and restoration is required annually at Foster Park. Also, in 2010 turf and infield improvements will be needed at certain fields exhibiting excessive wear. (\$500.00) At least two fields are chosen annually for such improvements in the fall. "Flight Control" is applied 1 time per season on 10 acres in an attempt to deter the geese population. Our concentration is on the major fields. Material applied at 1 gallon per 2 acres Additionally, we will perform a makeover of the Quidnick diamond \$500.00 which we could not perform last year due to layoffs Actual expenditure for 2006/07 \$6,654.25 2007/08 \$6,602.06 2008/09 \$11,074.00 (3 yr average \$8,110.00)	6,700
322	<u>Asphalt Products</u> Provides for 25-30 tons of asphalt for patch and repair of driveways and parking lots at various park locations. Also used for drainage swale and catch basin repairs. Est. of 30 tons @ \$40.00 = <u>\$1,200.00</u>	0
324	<u>Cleaning and Sanitary Supplies</u> Supports the purchase of floor stripper, floor sealer, floor finish, all-purpose cleaner/degreaser, toilet tissue, turn towel, hand soap, ammonia, dry and wet mop refills and handles, steel wool, deodorant blocks, etc. for cleaning the Community Center, Teen Center, Foster Memorial Park, Rice Field Pavilion, and the restroom addition to the Community Center. Now supports the new facilities at Briar Point Beach and Central Coventry Park with a full year of experience Reflects a modest increase for the operation of 2 new restroom facilities at Briar Point Beach and Central Coventry Park. Also, supports 2 pallets of Ice Melt. Pallets at \$730.00 per pallet. 98 bags at \$14.80 Actual expenditure 2006/07 - \$4,787.00 Actual expenditure 2007/08 - \$3,736.00 Actual expenditure 2008/09 - \$6,051.00	5,800

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation  
PROGRAM Materials & Supplies

325	<u>Concrete and Materials</u>			700
	Supports the purchase of cement blocks, mortar and cement mix for const. and repair of steps, walks, and fence poles, setting slabs & Footings. (\$700.00)			
326	<u>Sand, Stone, and Gravel</u>			8,498
	Crushed Stone - 8 tons @ \$10.00	=	#####	
	Screened Loam - 75 yds. @ \$28.00	=	#####	
	Washed Sand - 84 tons @ \$11.50	=	966.00	
	Processed Gravel - 100 Tons @ \$9.34	=	934.00	
	Coarse Stone Sand - 25 Tons @ \$13.50	=	338.00	
	Subsoil - 160 yards @ \$25.00	=	#####	
	Concrete stone sand mixture - 10 tons @ \$8.00	=	80.00	
	Fibar Trail System Mulch - 45 yards @ \$14.00 = \$630.00	=	Grant Funded	
	 <u>Sand</u> is applied to resurfacing Briar Point and Green Acres Beaches and is used as a soft play surface beneath playground equipment <u>Processed Gravel</u> is applied for parking lot and driveway repairs at various locations. <u>Crushed stone</u> is used principally for drainage projects. <u>Stone Sand</u> is applied to resurfacing Paine Field where ball diamonds and warning tracks are constructed of stone sand surfaces. <u>Subsoil</u> is applied as a conventional surface to the "skin" portion of other ball diamonds. The cost of this product is skyrocketing. <u>Concrete Stone, Sand Mixture</u> is used for installation of fence poles and various repairs involving concrete mixture. <u>Screened Loam</u> is for top dressing, turf restoration and repairs of worn areas <u>Fibar Trail System Mulch</u> is for creating and restoring ADA accessible walkways within parks and playgrounds We have been very successful in getting RIDEM Grants for trail improvements. Its best use is for playground surfacing, however, grant funding is limited to Trail Development. (Actual 2008/09 \$8,336.00)			
328	<u>Lumber and Wood Products</u>			3,800
	Supports the purchase of dimensional lumber, sheet lumber and material, drift fence and poles, posts and planks for construction and repair of <u>bleachers, benches, picnic tables, see-saws, sign posts, lifeguard chairs, dugout roofs and outside park buildings</u> , as well as repairs and improvements to the Community Center and the Teen Center. Actual for 2006/07 - \$4,095.00                      3 Year Average \$4,361.00 Actual for 2007/08 - \$3,814.00 Actual for 2008/09 - \$5,175.00			
330	<u>Medicines</u>			400
	Replenishment of medical supplies for first aid kits utilized in seasonal programs. Includes gauze, patches, tape, bandages, swabs, <u>ice packs</u> , etc. We are restocking over 18 first aid kits annually at \$22.00 each.			
331	<u>Tires and Tubes</u>			1,500
	Tire and tube replacement as necessary for director's car, 3 pickup trucks, maintenance van, 3 utility trailers, Ford tractor, 2 John Deere tractors, GMC dump truck, bus, 5 lawnmowers, bulk truck and park patrol vehicle. Includes road service calls for tractor tire repair or replacement. Provides for replacement of a portion of our total tires in the fleet of over 88 tires Level funded since 05/06 amount. (Actual 2008/09 \$2,039.00)			
332	<u>Minor Tools and Equipment</u>			5,000
	Supports the purchase of two lawnmowers (\$400.00 each), one chain saw (\$250.00) and grounds maintenance tools (shovels, ladders, trimmers, rakes, brooms, blades, etc.) Also supports the \$225.00 per month allotment for miscellaneous items such as keys, gloves, wire, brushes, locks, tape, bolts, etc. This account usually funds all miscellaneous purchases for plumbing, heating, carpentry, etc. 2006/07 \$5,124.00, 2007/08 \$5,381.00, 2008/09 \$7,913.00 (3 Year average \$6,139.00)			



## ANNUAL BUDGET

## BUDGET COMMENTARY

## DEPARTMENT 910 Recreation

PROGRAM Materials & Supplies

333	<u>Auto Gas, Oil and Lube</u> 2010/11 fuel consumption projections based on 2009 calendar year actual consumption figures	20,028				
	Actual 2009 Consumption					
	<table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>Unleaded</u></td> <td style="text-align: center;"><u>Diesel</u></td> </tr> <tr> <td style="text-align: center;">4116 Gals.</td> <td style="text-align: center;">2,853 Gals.</td> </tr> </table>	<u>Unleaded</u>	<u>Diesel</u>	4116 Gals.	2,853 Gals.	
<u>Unleaded</u>	<u>Diesel</u>					
4116 Gals.	2,853 Gals.					
	Per gallon fuel cost. Projection developed using 2009 year					
	<table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>X 2.75</u></td> <td style="text-align: center;"><u>X 3.00</u></td> </tr> <tr> <td style="text-align: center;">\$11,319.00</td> <td style="text-align: center;">\$8,559.00</td> </tr> </table>	<u>X 2.75</u>	<u>X 3.00</u>	\$11,319.00	\$8,559.00	
<u>X 2.75</u>	<u>X 3.00</u>					
\$11,319.00	\$8,559.00					
	Agrees with DPW estimates. Includes fuel for all vehicles and grounds maintenance needs. Rice Field - Spring Mowing 50 X \$3.00 = \$150.00					
334-	<u>Auto Repair Parts</u> Supports annual tune-up and replacement parts as necessary for director's car Park Patrol Vehicle and 1 pool car. All vehicles were formerly from the police fleet. Actual 2006/2007 \$1,502.00    2007/2008 \$812.00    2008/2009 \$2,577.00 (3 yr. Average)	1,500				
334-	<u>Truck Repair Parts</u> Supports annual tune-up and replacement parts as necessary for maintenance of vans, bus, dump truck, trailers, pickup trucks, bulk truck. Actual 2006/2007 \$12,964.00, 2007/2008 \$5,741.00, 2008/2009 \$8,844.00 3 year average. Typically half of private garage services are labor. Over time we should continue to see a decrease in this line as more work is achieved by our own mechanic	8,830				
334-	<u>Equipment Repair Parts</u> Supports annual tune-up and replacement parts as necessary for 1976 Ford 2700 Diese tractor, 2005 New Holland Tractor, 1972 John Deere 401 Tractor, and 1976 John Deere Tractor and their <u>respective attachments</u> (9). Also supports repairs to grounds maintenance equipment, such as five John Deere diesel mowers, 3 lawnmowers, rototiller, aerators, infield pro, 3 power blowers, 3 backpack blowers, chain saws, snow blower, weed eaters and sprayer. Our second and third line tractors are now 34 and 38 years old and need constant attention Actual 2006/2007 \$6,109.00, 2007/2008 \$6,034.00    2008/2009 \$4,237.00 (3 Year Average)	5,200				
335	<u>Paints and Supplies</u> Supports the purchase of paints and stain for twenty-one outside buildings at Rice Field Paine Field, Central Coventry Park, and Foster Park. Park and playground accessories such as picnic tables, bleacher boards, benches, and beach accessories are painted annually. Also supports annual touch-up work at the Community Center (10 gallons @ \$18.00 - \$180.00). Additional paint needed to maintain equipment and other park accessories such as barrels, bleacher frames, steel barriers, buoy lines and mowing decks Actual 2008/2009 \$1,092.00	750				
337	<u>Electrical Supplies</u> Supports the purchase of fluorescent lamps for the Community Center (2 cases @ \$4.00 ea. (48)) - \$192.00. Three dozen flood lamps for Community Center, Teen Center, Briar Point, Foster Park, Rice Field, Central Coventry Park and Garage @ \$5.00 = \$180.00 Replacement lamps for Paine Field. Paine Field 5 @ \$70.00 = \$350.00 Other supplies needed include ballast, starters, switches, boxes, plates and 14/2 Wire, etc. - \$250.00.	1,000				
338	<u>Sewer Grates, Manhole Frames</u> We have completed the installation of several drainage galleys to alleviate flooding problems in parks. ( <u>Community Center, Foster #3, Paine, Greenway, Foster #2</u> ). Others at Foster I, Hunter's Crossing, Green Acres Beach entrance, Wood Street Field and Briar Point have yet to be addressed. We propose to do more drainage structures each year to continue to address these concerns. Includes crushed stone, concrete galley and steel frames for 2 assemblies. (Estimated cost of \$1,000.00 each). Deleted Last Year. <u>\$2.00</u>	0				

## ANNUAL BUDGET

## BUDGET COMMENTARY

## DEPARTMENT 910 Recreation

PROGRAM Materials & Supplies

339	<u>Wearing Apparel</u> The Town will provide Tee-Shirts, Jackets, Rubber Boots, Rain Gear, Sweatshirts and slacks. Since there are no provisions for replacement, items are provided only as needed Tee-Shirts 6 X 7 = 42 42 @ \$5.00 = \$210.00 Rubber Boots 4 @ 29.00 = 116.00 Rain Gear 4 @ 38.00 = 152.00 Sweatshirts 2 X 7 = 14 14 @ 20.00 = 280.00 Jackets 4 @ 60.00= 240.00 Slacks 4 X 7 = 28 28 @ 20.00= 560.00  Per person cost of \$223.00 annually. Line item 339 agrees with the Personnel analysis long form, figure of \$1,558.00 Ear Guards, Gloves, Helmets, Face Shields and other safety equipment provide thru Acct 332. (Savings of \$5,460.00	1,558
340	<u>Traffic and Street Signs</u> Supports the purchase of 20 poles @ \$15 and 20 signs @ \$20 annually for replacement or new installation. Some new sign placement, but a good deal is due to <u>theft</u> or <u>vandalism</u> . This is a fraction of our actual sign costs. Many signs are made on paper and laminated, then posted on plywood blanks. These signs cost \$1.00 each and are used for seasonal directions, field closures, and some park regulations. We have inventoried 30 signs to address dog waste.	800
341	<u>Pipe</u> Supports the repair and replacement of various fence component parts by our own staff at facilities throughout town. Repairs include gates, fence posts, railing, braces, hardware for assembly of fences 2" diamond mesh fabric. We presently have nearly six miles of chain link fence installed at various park sites. These fences range in height from 4' - 12' and all are constructed of Cedar Post & Rail and Galvanizec pipe and fabric. We estimate replacement of only 2% or 528 Ft. of our total linear footage of fencing each year. Actual 2006/2007 \$849.00, 2007/2008 \$1,858.00, 2008/2009 \$2,876.00 (3 Year Average) The CIP does not reflect these repairs but rather new installations by private contractors This now includes nearly 1 additional mile of fence installed in the fall of 2009 at seven park locations.	1,300
348	<u>Recreation Supplies</u> Supports the purchase of tee shirts, equipment and supplies for summer program as well as the other 7 week seasonal programs including Mixed Grill, pre-school programs Middle School, crafts and year round Teen Center. Includes assorted games, dvd's, books, craft supplies and athletic equipment. Field day supplies and prizes for numerous contests will be purchased from this account. Also supports repair and replacement of beach/lifeguard equipment such as buoys, lines, rescue tubes, signs, etc. Also supports mats, steps, basketball equipment for both youth and adult programs. \$500.00, Crafts \$600.00, Athletic, field day equipment and tabletop game tables \$1,000.00. Awards/prizes \$300.00. T-shirts \$3,200.00. Beach equipment \$300.00. 21 weeks of Fall/Winter Spring programs and 10 weeks of vacation camps \$1,600.00 Supports numerous seasonal events (27) that occur throughout the year, (see report attached to acct. 102) \$1,200.00	7,500
	<b><u>TOTAL MATERIALS AND SUPPLIES</u></b>	<b><u>83,164</u></b>

## ANNUAL BUDGET

## BUDGET COMMENTARY

## DEPARTMENT 910 Recreation

## PROGRAM Fixed Charges

400	<u>FIXED CHARGES</u>		
402	<u>Licenses and Permits</u>		245
	Supports hoisting license renewal for seven man maintenance crew at \$35.00 each. Annual renewal at individuals birthday. Required for operation of bucket loaders; only valid while employed with the town. RI Health Dept. Food Service License is free		
403	<u>Vehicle Inspections and Registrations</u>		350
	Inspection and registrations for 16 vehicles. Tractors and trailers do not require inspections.		
423	<u>Dues and Memberships</u>		735
	Annual membership dues for R.I. Recreation and Park Association (\$50.00 x 3 = \$150.00) National Recreation and Park Association (\$125.00), Annual conference of R.I.R.P.A (\$80.00 x 3 = \$240.00), annual N.E. Regional Conference (\$85.00 x 2 = \$170.00) and one N.E. Regional Seminar (\$50.00).		
441	<u>Electric Light and Power</u>		42,277
	Utility assumption x 1 year actual KWH consumption		
	Actual		
	Jan. 2009 - Dec. 2009	242141 kwh	
		<u>0.1624644</u>	
		\$39,339.30	
		750.00 Reimbursement to Coventry Little League (Chace Field)	
		188.00 New England Water Heater (Community Center)	
		<u>2,000.00</u> New lighting services at Rice - Fall Football 2010 & Spring Baseball 2011	
		\$42,277.30	
443	<u>Gas Service</u>		8,134
	Actual 100 cubic foot consumption from:		
	January 2009 - December 2009	950 100/C.F. Teen Center	
	January 2009 - December 2009	<u>4264</u> 100/C.F. Community Center & Rest Room	
		5214 x 1.56 = \$8,134.00	
	Anticipated consumption on service at Paine Field lavatories, Washington Street Teen Ctr. and Coventry Community Center. (No new uses, no increase on the rate.) Anticipate that bottle gas heating units will be installed at Central Coventry Park and Paine Field		
444	<u>Water Service</u>		5,006
	Actual Water Service for 2008-2009 of \$1,956.00 plus new or reactivated services results in an estimate of \$5,006.00 for 2010-2011. New items include:		
-	Unmetered service at Paine Field will be metered by FY 2010/2011. Valued at twice the rate of Foster Park Pavilion and field #3 because it will service both Babe Ruth and Coventry Girls Softball concession stands and field irrigation. \$1,400.00 Meter Pit installation \$1,000.00 Required by Kent County Water Authority		
-	Reimbursement for Chace Field service. \$250.00		
-	Rice Field - Resume Service 2010/2011 \$400.00 - Non irrigation use for restrooms, concession only		
446	<u>Telephone Service</u>		<u>3,280</u>
	<u>2009 ANNUAL CHARGES</u>		
a)	Verizon - 5 cell phones	2,670	
b)	Avaya - Maintenance on Office Phones \$65.00 per quarter x 4 quarters	260	
c)	AT&T Long Distance carrier on all lines as above - Removed	-	
d)	Cox Communications - Internet - Free through Town Hall	-	
e)	Verizon - Dedicated line to monitor ISDS Control Panel at Briar Point Beach	<u>350</u>	
	Total all phone lines	3,280	
	<u>TOTAL FIXED CHARGES</u>		<u>60,027</u>

## ANNUAL BUDGET

## BUDGET COMMENTARY

DEPARTMENT 910 Recreation

PROGRAM Capital Outlay500 CAPITAL OUTLAY502 Fixed Equipment

Supports the purchase and installation of two steel doors in the garage at Central Coventry Park  
The door and jamb is damaged \$2,200.00 each.

4,400

**TOTAL CAPITAL OUTLAY****4,400****TOTAL APPROPRIATION****1,040,044**

## SAFETY &amp; WELFARE: HUMAN SERVICES

Account No. 925

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	585,322	578,510	578,410	616,172
200 CONTRACTUAL SERVICES	49,596	46,100	49,086	43,100
300 MATERIALS & SUPPLIES	22,235	15,400	17,100	12,400
400 FIXED CHARGES	67,056	65,155	62,395	62,395
500 CAPITAL OUTLAY	<u>30,048</u>	<u>4,000</u>	<u>4,000</u>	<u>0</u>
TOTAL APPROPRIATION	<u>754,257</u>	<u>709,165</u>	<u>710,991</u>	<u>734,067</u>

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## SAFETY &amp; WELFARE: HUMAN SERVICES

Account No. 925

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011		<u>BUDGET VS PROPOSED</u>	
<u>PERSONAL SERVICES</u>							
101 Regular Employees	480,048	469,420	469,420	488,462		19,042	4.1%
102 Temporary Employees	-	-	-	-		-	
107 Fica/Medicare	36,930	35,911	35,911	37,696		1,785	5.0%
108 Life Insurance	885	864	864	1,037		173	20.0%
109 Group Insurance	61,312	65,610	65,510	80,524		14,914	22.7%
113 Delta Dental	6,147	6,705	6,705	8,453		1,748	26.1%
Total Personal Services	585,322	578,510	578,410	616,172		37,663	6.5%
<u>CONTRACTUAL SERVICES</u>							
207 Instructional Services	16,814	15,000	15,000	15,000		-	0.0%
211 Janitorial Services	4,746	10,000	10,000	5,000		(5,000)	-50.0%
219 Professional Services	-	-	-	-		-	
224 Travel Expense	7,015	9,000	7,500	7,500		(1,500)	-16.7%
233 Printing	733	500	500	500		-	0.0%
243 Repair & Fixed Equipt.	11,654	6,000	7,500	7,500		1,500	25.0%
245 Maintenance-Office Equipt.	6,043	3,000	5,986	5,000		2,000	66.7%
255 Equipment Rental	2,591	2,600	2,600	2,600		-	0.0%
Total Contractual Services	49,596	46,100	49,086	43,100		(3,000)	-6.5%
<u>MATERIALS &amp; SUPPLIES</u>							
301 Office Supplies	4,420	2,500	2,500	2,500		-	0.0%
302 Books & Magazines	198	300	300	300		-	0.0%
324 Cleaning & Sanitary Supplies	6,929	5,000	7,700	5,000		-	0.0%
330 Medical Supplies	1,028	600	600	600		-	0.0%
332 Minor Tools & Equipment	858	1,000	1,000	1,000		-	0.0%
337 Electrical Supplies	500	500	500	500		-	0.0%
343 Meals	4,570	3,000	2,000	1,000		(2,000)	-66.7%
348 Recreational Supplies	3,732	2,500	2,500	1,500		(1,000)	-40.0%
Total Materials & Supplies	22,235	15,400	17,100	12,400		(3,000)	-19.5%
<u>FIXED CHARGES</u>							
414 Sr. Ctr. Advisory Board	2,371	2,760	-	-		(2,760)	-100.0%
423 Dues & Memberships	609	395	395	395		-	0.0%
441 Electric Light & Power	19,372	20,000	20,000	20,000		-	0.0%
442 Sewer Fees	-	1,500	1,500	1,500		-	0.0%
443 Gas Service	37,874	32,000	32,000	32,000		-	0.0%
444 Water Service	6,084	8,500	8,500	8,500		-	0.0%
446 Telephone Service	746	-	-	-		-	
Total Fixed Charges	67,056	65,155	62,395	62,395		(2,760)	-4.2%
<u>CAPITAL OUTLAY</u>							
502 Buildings & Fixed Equipment	30,048	4,000	4,000	-		(4,000)	-100.0%
540 Depreciation	-	-	-	-		-	
Total Capital Outlay	30,048	4,000	4,000	-		(4,000)	
TOTAL APPROPRIATION	754,257	709,165	710,991	734,067		24,903	3.5%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY****DEPARTMENT 925 Human Services**

<b>PERSONNEL SERVICES</b>			<b>488,462</b>
<b>101 REGULAR EMPLOYEES</b>			
Director		* receives medical waiver	* 65,276
Bookkeeper	2yr. Step \$926.00		* 37,465
Social Worker Supervisor	20 yr.step \$1850.		56,665
Family Social Worker			48,621
Family Social Worker			48,621
Family Social Worker			* 47,698
Family Social Worker			48,621
Custodian/Maintenance			39,146
Receptionist/Clerk			11,388
Program Coordinator			39,313
Program Assistant			14,482
Program Asst./Volunteer Coordinator			5,278
Dishwasher/Cleaner			6,656
Dishwasher/Cleaner			5,824
Cleaner			2,808
Medical Waiver 2@4300. 1@2000			10,600
107 F.I.C.A.	Salaries	Rate	37,696
	-	6.20%	30,551
	-	1.45%	7,145
108 LIFE INSURANCE			1,037
9 employees @	9.60 /month		1,037
109 GROUP INSURANCE			80,524
5 employees @	1,242.86 /month		74,572
1 employees @	496.05 /month		5,953
113 DELTA DENTAL			8,453
6 employees @	111.50 /month		8,028
1 employee @	35.48 /month		426

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

<b>BUDGET COMMENTARY</b>	<b>DEPARTMENT 925 Human Services</b>
207 INSTRUCTIONAL SERVICES	15,000
SUPPORTS INSTRUCTIONAL SERVICES FOR CLASS and HEALTH and NURSING SERVICES	
Four ten week blocks of instruction	
EVENING PROGRAMS	
FOLK PAINTING	
ACRYLIC PAINTING	
ARTS AND CRAFTS	
NEEDLEPOINT	
ADULT ED. CLASSES	
QUILTING	
211 JANITORIAL SERVICES	5,000
Plowing Services at Wood St.	
224 TRAVEL	7,500
SUPPORTS COST OF SOCIAL WORKERS TRAVEL TO HOMEBOUND	
AND AT-RISK CLIENTS IN THE COMMUNITY AND TRAVEL TO IN-	
STATE MEETINGS AND CONFERENCES FOR PROFESSIONAL STAFF.	
233 PRINTING AND DUPLICATING	500
SUPPORTS PURCHASE OF COPY PAPER, COPY MACHINE SUPPLIES	
AND TONER. PRINTING OF AGENCY BROCHURE AND OTHER	
RELATED ITEMS.	
243 REPAIR AND FIXED SENIOR CENTER EQUIPMENT	7,500
1. DISHWASHER	
2. REFRIGERATORS/FREEZERS	
3. CLEANING EQUIPMENT	
4. GENERATOR	
5. FIRE ALARM SHSTEM	
6. FIRE EXTINGUISHERS	
7. HEATING & SYSTEMS REPAIRS	
245 MAINTENANCE OFFICE EQUIPMENT	5,000
1. CONTRACT ON COPY MACHINES (4)	
2. CONTRACT ON CENTRAL AIR CONDITIONER	
3. SONITROL - SENIOR CENTER	
4. CONTRACT ON GENERATOR	
5. MAINTENANCE HEATING SYSTEM	
255 EQUIPMENT RENTAL	2,600
LEASE OF COPY MACHINE	
301 OFFICE SUPPLIES	2,500
SUPPORTS PURCHASE OF ENVELOPES, PAPER, PENS,	
PENCILS, ETC. FOR WOOD ST. AND QUIDNICK FACILITIES	
302 BOOKS, MAGAZINES & SUBSCRIPTIONS	300
MORNING PAPER AND MAGAZINES WHICH PROVIDE	
INFORMATION ON CURRENT EVENTS, AGING, NATIONAL	
ISSUES, HEALTH, NUTRITION & READING FOR PLEASURE.	
324 CLEANING & SANITARY SUPPLIES	5,000
COST OF TOILET TISSUE, PAPER TOWELS, GARBAGE BAGS,	
FLOOR CLEANING SUPPLIES, MOPS, VACUUM CLEANER BAGS,	
ETC. - WOOD ST. & QUIDNICK FACILITIES.	
330 MEDICAL SUPPLIES	600
NURSING SUPPLIES	



**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

BUDGET COMMENTARY	D E P A R T M E N T	925 Human Services
332 MINOR TOOLS & EQUIPMENT		1,000
COST OF PAINT, BRUSHES, LOCKS, BATTERIES, SMALL REPAIRS. WOOD ST. & QUIDNICK FACILITIES		
337 ELECTRIC SUPPLIES		500
LIGHTBULBS & BALLASTS FOR WOOD STREET & QUIDNICK FACILITY		
343 FOOD & MEALS		1,000
COST OF SOCIAL FUNCTIONS WHICH EXCEED MEMBERS DONATIONS		
348 RECREATIONAL SUPPLIES		1,500
PARTIAL COST OF MATERIALS FOR A BLEND OF THE FOLLOWING LEISURE LEARNING CLASSES.		
EXERCISE	ADULT EDUCATION	
QUILTING	SPECIAL PROJECTS	WOODWORKING
NEEDLEPOINT	SEASONAL CRAFTS	POOL ROOM
ARTS AND CRAFTS		
FIXED CHARGES		
414 FRIENDS OF HUMAN SERVICES BOARD		-
423 DUES & MEMBERSHIPS		395
VOLUNTEER CTR. OF RI	125	
R.I. STATE SR. CTR. DIR. ASSOC.	30	
NATIONAL COUNCIL ON AGING, INC.	195	
SOCIETY ON AGING	45	
441 ELECTRIC LIGHT & POWER		20,000
SUPPORTS COST OF ELECTRIC FOR WOOD STREET FACILITY		
442 SEWER FEES		1,500
443 GAS SERVICE		32,000
SUPPORTS COST OF GAS FOR WOOD STREET FACILITY		
444 WATER SERVICES		8,500
SUPPORTS COST OF WATER FOR WOOD STREET FACILITY		
446 TELEPHONE SERVICE		-
SUPPORTS COST OF TELEPHONE SERVICE FOR WOOD STREET FACILITY		
502 BUILDING AND FIXED EQUIPMENT		-
540-DEPRECIATION		-
Total		734,067

## PUBLIC LIBRARY

Account No. 930

<u>PROGRAM SUMMARY</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011
100 PERSONAL SERVICES	674,064	689,190	678,802	716,120
200 CONTRACTUAL SERVICES	40,649	39,923	38,848	38,848
300 MATERIALS & SUPPLIES	109,994	96,000	107,463	96,000
400 FIXED CHARGES	245	250	250	250
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>824,952</u>	<u>825,363</u>	<u>825,363</u>	<u>851,218</u>

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## PUBLIC LIBRARY

Account No. 930

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b>PERSONAL SERVICES</b>						
101 Regular Employees	320,299	320,197	320,197	321,459	1,262	0.4%
102 Temporary Employees	231,192	232,645	223,445	256,494	23,849	10.3%
103 Overtime	15,705	11,708	11,708	11,507	(201)	-1.7%
107 Fica/Medicare	43,390	43,188	42,000	45,094	1,906	4.4%
108 Life Insurance	585	576	576	691	115	20.0%
109 Group Insurance	58,072	74,572	74,572	74,572	-	0.0%
113 Delta Dental	4,821	6,304	6,304	6,304	-	0.0%
Total Personal Services	<u>674,064</u>	<u>689,190</u>	<u>678,802</u>	<u>716,120</u>	<u>26,930</u>	3.9%
<b>CONTRACTUAL SERVICES</b>						
215 Data Processing Services	32,706	33,564	33,564	33,564	-	0.0%
217 Children's Programs	1,600	1,600	1,600	1,600	-	0.0%
224 Travel Expense	1,490	1,600	1,500	1,500	(100)	-6.3%
225 Security Monitoring	1,184	1,184	1,184	1,184	-	0.0%
233 Printing	2,326	1,975	1,000	1,000	(975)	-49.4%
245 Maintenance-Office Equipt.	1,343	0	0	0	-	0.0%
246 Maintenance-Computers	0	0	0	0	-	0.0%
Total Contractual Services	<u>40,649</u>	<u>39,923</u>	<u>38,848</u>	<u>38,848</u>	<u>(1,075)</u>	-2.7%
<b>MATERIALS &amp; SUPPLIES</b>						
302 Books & Magazines	72,870	72,000	74,000	72,000	-	0.0%
303 Library Supplies	15,809	11,500	16,000	11,500	-	0.0%
304 Non-Book Materials	<u>21,315</u>	<u>12,500</u>	<u>17,463</u>	<u>12,500</u>	-	0.0%
Total Materials & Supplies	<u>109,994</u>	<u>96,000</u>	<u>107,463</u>	<u>96,000</u>	-	0.0%
<b>FIXED CHARGES</b>						
Dues & Memberships	<u>245</u>	<u>250</u>	<u>250</u>	<u>250</u>	-	0.0%
<b>CAPITAL OUTLAY</b>						
540 Depreciation	0	0	0	0	-	-
TOTAL APPROPRIATION	<u>824,952</u>	<u>825,363</u>	<u>825,363</u>	<u>851,218</u>	<u>25,855</u>	3.1%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

**DEPARTMENT: Library 930**

**PERSONAL SERVICES**

**101 Regular Employees**

Library Director			<b>\$65,276</b>	<b>\$321,459</b>
	52 wks at 10 yr step	\$65,276		
Assistant Director			<b>\$52,967</b>	
	52 wks at 10 yr step	\$52,967		
Sr. Librarian-Reference			<b>\$54,434</b>	
	52 wks at 20 yr step	\$54,434		
Sr. Librarian-Children's			<b>\$58,733</b>	
	52 wks at 20 yr step	\$54,433		
	Medical Waiver	\$4,300		
Sr. Library Technician			<b>\$41,162</b>	
	52 wks at 10 yr step	\$41,162		
Sr. Librarian-Tech. Services			<b>\$48,887</b>	
	52 wks at 4 yr step	\$48,887		

**102 Part-time Employees**

**\$256,494**

**1. Reference Staff**

The reference department is the information center of the library.

Town Library -- covered by 2 staff members during peak hours  
 65 hrs/wk at an average of \$19.75/hr for 52 wks

**\$66,755**

Greene Library

16 hrs/wk at an average of \$17.50/hr for 52 wks \$ 14,560

**\$14,560**

**2. Youth Services Librarians**

This position is responsible for in-house programming as well as community outreach.  
 43 hrs at an average of \$18.33/hr for 52 wks

**\$40,986**

**3. Circulation Staff**

Duties include checking materials in and out of the library, registering new patrons, placing holds, handling fines, and other duties related to the Millennium automated system. These individuals are also responsible for materials traveling through the statewide delivery system.

Town Library -- 2 library technicians  
 96 hrs/wk at an average of \$12.89/hr for 52 wks

**\$64,347**

Greene Library

16 hrs/wk at an average of \$11.50/hr for 52 wks \$ 9,568

**\$9,568**

**4. Youth Services Assistants**

These individuals allow the Children's Room to be fully utilized all hours the library is open.  
 40 hrs/wk at an average of \$12.53/hr for 52 wks

**\$26,062**

**5. Library Technical Assistant**

This individual prepares materials for circulation.  
 12 hrs/wk at \$11.50/hr for 52 wks

**\$7,176**

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

**DEPARTMENT: Library 930**

**6. Library Aides**

These staff members perform tasks from shelving library materials to designing public relations materials. **\$15,987**  
 28 hrs/wk at \$10.98/hr for 52 wks

**7. Homebound Coordinator**

This individual provides library services to those who are homebound or living in nursing homes. While the primary focus is on the elderly, any Coventry resident is eligible for this service. **\$11,053**  
 15 hrs/wk at \$14.17/hr for 52 wks

**103 Sunday Hours**

The library is open for 27 Sundays from Labor Day through Memorial Day excluding holidays. A second reference librarian is scheduled for the eight busiest Sundays. **\$11,507**

2 circulation assistants at an average \$19.34/hr for 4.25 hrs for 27 Sundays	<b>\$4,439</b>
1 youth services assistant at an average \$18.80/hr for 4.25 hrs for 27 Sundays	<b>\$2,157</b>
1 reference librarian at an average \$29.63/hr for 4.25 hrs for 27 Sundays	<b>\$3,400</b>
1 reference librarian at an average \$29.63/hr for 4.25 hrs for 12 Sundays	<b>\$1,511</b>

**107 FICA/Medicare**

FICA	\$589,460	6.20%	<b>36,546</b>	<b>\$45,094</b>
MEDICARE	\$589,460	1.45%	<b>8,547</b>	

**108 Life Insurance**

6 for 12 months at	9.60 per month	<b>\$691</b>
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**109 Group Insurance**

family	5 for 12 months at	1,242.86 per month	<b>\$74,572</b>	<b>\$74,572</b>
single	for 12 months at	per month	<b>\$0</b>	

**113 Delta Dental**

family	5 for 12 months at	105.07 per month	<b>\$6,304</b>	<b>\$6,304</b>
single	for 12 months at	per month	<b>\$0</b>	

**CONTRACTUAL SERVICES**

**\$38,848**

**215 Data Processing**

Coventry Library is a member of the statewide consortium Ocean State Libraries. Our membership fee is determined by a formula that includes circulation, number of holdings, and percent of usage. The fee also includes our full-text electronic databases. **\$33,564**

**217 Children's Programs**

This line item pays for some programs offered during school vacation weeks and the Summer Reading Program. **\$1,600**

**224 Travel Expense**

This line item covers registration fees and expenses for library workshops, state and regional library conference expenses and mileage for the Director and other staff to attend statewide meetings and training opportunities. It also includes mileage for the library's Homebound program. **\$1,500**

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

**DEPARTMENT: Library 930**

**225 Security Monitoring**

The library's portion of the building's Sonitrol system, including the monitoring of the panic buttons for the entire build **\$1,184**

**233 Printing**

This amount covers the printing of library card holders, bookmarks, etc. and the cost of advertising for staff vacancies. **\$1,000**

**245 Maintenance – Office Equipment**

**\$0**

**246 Maintenance – Computers**

**\$0**

**MATERIALS AND SUPPLIES**

**\$96,000**

**302 Books, Magazines, Subscriptions**

Even with the popularity of on-line information, books remain the foundation of the library. Nothing builds patron satisfaction and confidence in the library more than having the books people want when they want them. This line item also includes Reference materials. **\$72,000**

**303 Supplies**

This line item includes the wide array of supplies necessary to keep the library running smoothly, including book covers, spine labels, security strips, library cards, copy paper and expensive printer ink cartridges. **\$11,500**

**304 Non-book Materials**

Non-print materials include music, books on CD, and DVDs. Also included are materials for children such as puppets, instructional toys, and children's audio books. The variety of formats truly allows the library to have both study and leisure materials that everyone can enjoy. **\$12,500**

**400 FIXED CHARGES**

**423 Dues and Memberships**

Includes dues for the Director's membership in professional organizations such as the American Library Association/Public Library Association and the Rhode Island Library Association. **\$250**

**540-DEPRECIATION**

**\$0**

**\$851,218**

## PLANNING &amp; DEVELOPMENT: PLANNING DEPT.

Account No. 940

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	275,553	231,126	231,216	229,962
200	CONTRACTUAL SERVICES	45,638	15,000	15,198	15,000
300	MATERIALS & SUPPLIES	4,148	2,300	2,700	2,300
400	FIXED CHARGES	0	975	975	975
500	CAPITAL OUTLAY	<u>71</u>	<u>200</u>	<u>0</u>	<u>200</u>
	TOTAL APPROPRIATION	<u>325,410</u>	<u>249,601</u>	<u>250,089</u>	<u>248,437</u>

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## PLANNING &amp; DEVELOPMENT: PLANNING DEPT.

Account No. 940

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b><u>PERSONAL SERVICES</u></b>						
101 Regular Employees	217,022	178,391	178,391	190,834	12,444	7.0%
107 Fica/Medicare	19,182	13,647	13,637	14,599	952	7.0%
108 Life Insurance	309	384	384	461	77	20.0%
109 Group Insurance	36,154	35,781	35,781	20,867	(14,914)	-41.7%
113 Delta Dental	2,886	2,923	2,923	3,102	179	6.1%
118 Safety Incentive	0	0	100	100	100	#DIV/0!
Total Personal Services	<u>275,553</u>	<u>231,126</u>	<u>231,216</u>	<u>229,962</u>	<u>(1,163)</u>	<u>-0.5%</u>
<b><u>CONTRACTUAL SERVICES</u></b>						
219 Professional Services	43,070	10,000	12,698	10,000	-	0.0%
222 Geographic Info System	0	0	0	0	-	#DIV/0!
224 Travel Expense	893	2,500	1,000	2,500	-	0.0%
233 Printing	1,675	2,500	1,500	2,500	-	0.0%
Total Contractual Charges	<u>45,638</u>	<u>15,000</u>	<u>15,198</u>	<u>15,000</u>	<u>-</u>	<u>0.0%</u>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
301 Office Supplies	1,547	1,200	1,400	1,200	-	0.0%
302 Books & Magazines	2,601	1,000	1,300	1,000	-	0.0%
347 Photographic Supplies	0	100	0	100	-	0.0%
Total Materials & Supplies	<u>4,148</u>	<u>2,300</u>	<u>2,700</u>	<u>2,300</u>	<u>-</u>	<u>0.0%</u>
<b><u>FIXED CHARGES</u></b>						
423 Dues & Memberships	0	975	975	975	-	0.0%
<b><u>CAPITAL OUTLAY</u></b>						
525 Office Equipment	71	200	0	200	-	0.0%
530 Office Renovations	0	-	0	0	-	0.0%
540 Depreciation	0	0	0	0	-	0.0%
Total Capital Outlay	<u>71</u>	<u>200</u>	<u>0</u>	<u>200</u>	<u>-</u>	<u>0.0%</u>
TOTAL APPROPRIATION	<u>325,410</u>	<u>249,601</u>	<u>250,089</u>	<u>248,437</u>	<u>(1,163)</u>	<u>-0.5%</u>



**ANNUAL BUDGET  
Fiscal Year 2010-2011**

BUDGET COMMENTARY

Department: Planning &amp; Development 940

**PERSONAL SERVICES**

<b>101 Regular Employees</b>					<b>\$190,834</b>
Planning Director/Human Resource Director				\$80,000	
Assistant Planner - VACANT				\$0	
Associate Planner/Zoning Official				\$47,655	
Administrative Secretary - Position eliminated				\$0	
Clerk				\$34,362	
CDBG Administrative Clerk				\$20,218	
The CDBG Administrative Clerk is paid for 15hrs/wk through Federal CDBG Grants. This amount is not included above.					
Medical waiver	2			\$8,600	
<b>102 Temporary Employees</b>				\$0	\$0
<b>107 FICA &amp; Medicare</b>					<b>\$14,599</b>
FICA		0.062		\$11,832	
Medicare		0.0145		\$2,767	
<b>108 Life Insurance</b>	4 Employees @		9.60 /month	\$461	\$461
<b>109 Group Insurance</b>					<b>\$20,867</b>
Family Plans	1 Employees @		1,242.86 /month	\$14,914	
Single plan	1 Employees @		496.05 /month	\$5,953	
<b>113 Dental Insurance</b>					<b>\$3,102</b>
Family Plans	2 Employees @		111.50 /month	\$2,676	
Single	1 Employees @		35.48 /month	\$426	
<b>118 Safety Incentive</b>	1 Employees @		100 /year	\$100	\$100

**CONTRACTUAL SERVICES**

**219 Professional Services** **\$10,000**

This item funds environmental studies, environmental review team reports (ERTs) prepared by outside scientists and experts to study and provide data on the impacts of proposed developments on wetlands, wells, soil compaction, stormwater runoff, adequacy of drainage systems, wildlife, traffic circulation; revision of comprehensive plan update to include recent changes to State Guide.

\$10,000

Grant Writer Services

\$0

**224 Travel, Seminar, and Conference Expenses**

**\$2,500**

This line item provides funding for staff attendance of seminars and It covers in-state travel, including mileage, parking, tolls, conferences etc.. Fleet vehicles are used as a norm, although private vehicles are often used for out of state travel and when a fleet vehicle is not available.

Included in this item is the registration cost of attending conferences and seminars for professional development. The importance of continuing education can not be overstated. Current Planning Department staff has been successful in providing information and support related to the numerous planning issues that face the Town of Coventry, through continuing education. Staff attends professional development programs to stay current with the issues and initiatives that effect numerous decisions that this Department must address. These conferences are often held out of Town or State, requiring travel and lodging.

**233 Printing**

**\$2,500**

This line item covers the cost of printing associated with grant proposals to numerous agencies, which require color copies, and general printing. Additionally, in house projects and presentations to the Town Council and other agencies require printed materials, including maps, drawings, reports, etc. The sophistication of contemporary printing materials allows this Department to produce quality presentation products.

#### MATERIALS & SUPPLIES

301 Office Supplies \$1,200

This line item covers office supplies for the Planning Department, Planning Commission, Zoning Board, Conservation Commission and other boards and committees. Given that the Comprehensive Plan will be done in-house, a greater amount of supplies will be needed in order to accomplish this task.

302 Books & Magazines \$1,000

This item covers the cost of books and magazines which allow Department staff to keep abreast of contemporary planning issues.

Governing Magazine  
Zoning News  
Land Use Law and Zoning Digest

347 Photographic Supplies \$100

Photographs are used by the Planning and Zoning Department as documentation of zoning enforcement issues, and site visits. We are requesting funding for a new photo printer that would be able to print digital pictures with photo quality at a fraction of the cost.

#### FIXED SUPPLIES

423 Dues & Memberships \$975

The American Planning Association is the National Association of Planning  
APA Membership - Planning Director  
APA Membership - Assistant Planner  
APA Journal Subscription  
Planners Advisory Service  
AICP Membership - Planning Director

#### CAPITAL OUTLAY

525 Office Equipment \$200

540 Depreciation \$0

\$248,437

## PLANNING &amp; DEVELOPMENT: PLANNING COMMISSION

Account No. 941

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	428	1,942	1,942	2,319
200 CONTRACTUAL SERVICES	7,711	7,500	10,000	7,500
300 MATERIALS & SUPPLIES	63	300	300	300
400 FIXED CHARGES	6,500	7,950	7,800	7,800
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>14,702</u>	<u>17,692</u>	<u>20,042</u>	<u>17,919</u>

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## PLANNING &amp; DEVELOPMENT: PLANNING COMMISSION

Account No. 941

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011	<u>BUDGET VS PROPOSED</u>	
<b><u>PERSONAL SERVICES</u></b>						
101 Regular Employees	0	1,250	1,250	1,600	350	28.0%
107 Fica/Medicare	<u>428</u>	<u>692</u>	692	<u>719</u>	27	3.9%
Total Personal Services	<u>428</u>	<u>1,942</u>	<u>1,942</u>	<u>2,319</u>	377	19.4%
<b><u>CONTRACTURAL SERVICES</u></b>						
219 Professional Services	7,701	7,500	10,000	7,500	0	0.0%
224 Travel	<u>10</u>	<u>0</u>	0	<u>0</u>	0	0.0%
Total Contractual Services	<u>7,711</u>	<u>7,500</u>	<u>10,000</u>	<u>7,500</u>	0	0.0%
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
301 Office Supplies	63	100	100	100	0	0.0%
302 Books & Magazines	0	100	100	100	0	0.0%
347 Photographic Supplies	<u>0</u>	<u>100</u>	100	<u>100</u>	0	0.0%
Total Material & Supplies	<u>63</u>	<u>300</u>	<u>300</u>	<u>300</u>	0	0.0%
<b><u>FIXED CHARGES</u></b>						
414 Expenses - Members	6,180	7,800	7,800	7,800	0	0.0%
423 Dues and Memberships	<u>320</u>	<u>150</u>	0	<u>0</u>	-150	-100.0%
Total Fixed Charges	<u>6,500</u>	<u>7,950</u>	<u>7,800</u>	<u>7,800</u>	-150	-1.9%
TOTAL APPROPRIATION	<u>14,702</u>	<u>17,692</u>	<u>20,042</u>	<u>17,919</u>	227	1.3%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

Department: 941 Planning Commission

**PERSONAL SERVICES**

101 <u>Regular Employees</u>			\$1,600
			\$1,600
107 <u>FICA &amp; Medicare</u>			\$719
Secretary			
FICA	0.062		\$99
MEDICARE	0.0145		\$23
Members			
FICA	0.062		\$484
MEDICARE	0.0145		\$113

**CONTRACTUAL SERVICES**

219 <u>Professional Services</u>			\$7,500
<p>The Subdivision Regulations require applicants to pay for a stenographic record of all informational and public hearings related to a Subdivision or Land Development Project. This line item will enable the Town to reimburse stenographer when the bill is submitted to the Town, since the pass-through fee will be collected at a future date.</p>			
224 <u>Travel, Seminar and Conference Expenses</u>			\$0
Registration fees			

**MATERIALS & SUPPLIES**

301 <u>Office Supplies</u>			\$100
<p>These monies are requested to cover the office supplies for the Commission which includes files, envelopes, disks, and a logbook for decisions.</p>			
302 <u>Books &amp; Magazines</u>			\$100
<p>Subscription Renewal - Planning Commissioner's Journal</p>			
347 <u>Photographic Supplies</u>			\$100
<p>These funds are requested for photographic records of Planning Commission member site visits and inspections.</p>			
414 <u>Expenses - Members</u>			\$7,800
<p>These funds represent the Planning Commission stipends for meeting attendance and site visits performed.</p>			
Chairman:	1	\$90.00 / mo X	12
Members:	8	\$70.00 / mo X	12
			\$1,080
			\$6,720
423 <u>Dues and Memberships</u>			\$0
<p>A nominal budget amount is being requested for this line item, to accommodate any membership that may be desirable by the Planning</p>			

TOTAL

\$17,919

## PLANNING &amp; DEVELOPMENT: ZONING BOARD OF REVIEW

Account No. 942

	ACTUAL	BUDGET	ESTIMATE	PROPOSED
<u>PROGRAM SUMMARY</u>	2008-2009	2009-2010	2009-2010	
100 PERSONAL SERVICES	508	639	639	2,284
200 CONTRACTUAL SERVICES	4,502	6,100	6,600	5,000
300 MATERIALS & SUPPLIES	104	50	50	50
400 FIXED CHARGES	5,340	5,340	5,340	5,340
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>10,454</u>	<u>12,129</u>	<u>12,629</u>	<u>12,674</u>

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## PLANNING &amp; DEVELOPMENT: ZONING BOARD

Account No. 942

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011		<u>BUDGET VS PROPOSED</u>	
<b><u>PERSONAL SERVICES</u></b>							
101 Regular Employees	0	0	0	1,600		1,600	NEW
107 Fica/Medicare	<u>508</u>	<u>639</u>	<u>639</u>	<u>684</u>		<u>46</u>	7.2%
	<u>508</u>	<u>639</u>	<u>639</u>	<u>2,284</u>		<u>1,646</u>	
<b><u>CONTRACTUAL SERVICES</u></b>							
208 Professional Services	2,265	3,000	3,600	2,000		-1,000	-33.3%
231 Advertising	<u>2,237</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>		<u>0</u>	0.0%
Total Contractual Charges	<u>4,502</u>	<u>6,100</u>	<u>6,600</u>	<u>5,000</u>		<u>-1,100</u>	-18.0%
<b><u>MATERIALS &amp; SUPPLIES</u></b>							
301 Office Supplies	<u>104</u>	<u>50</u>	<u>50</u>	<u>50</u>		<u>0</u>	
Total Materials & Supplies	<u>104</u>	<u>50</u>	<u>50</u>	<u>50</u>		<u>0</u>	
<b><u>FIXED CHARGES</u></b>							
414 Expenses, Board Members	<u>5,340</u>	<u>5,340</u>	<u>5,340</u>	<u>5,340</u>		<u>0</u>	0.0%
TOTAL APPROPRIATION	<u>10,454</u>	<u>12,129</u>	<u>12,629</u>	<u>12,674</u>		<u>546</u>	4.5%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

Department: 942 Zoning Board of Review

**PERSONAL SERVICES**

101	<b>Regular Employees</b> The Zoning Secretary receives \$40 per application and \$10 per hour for office duties.					<b>\$1,600</b>
107	<b><u>FICA &amp; Medicare</u></b>					<b>684</b>
	FICA	0.062			\$554	
	MEDICARE	0.0145			\$130	
208	<b><u>Secretarial Services</u></b> Stenographer					<b>\$2,000</b>
231	<b><u>Advertising</u></b> All Zoning Board of Review meetings are advertised in the newspaper					<b>\$3,000</b>
301	<b><u>Office Supplies</u></b>					<b>\$50</b>

0

**FIXED CHARGES**

414	<b><u>Expenses, Board Members</u></b>					<b>\$5,340</b>
	Chairman:	1	\$85.00 /mo. X	12	months	\$1,020
	Members:	6	\$60.00 /mo. X	12	months	\$4,320

**\$12,674**



## PLANNING &amp; DEVELOPMENT: CONSERVATION

Account No. 943

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	0	0	0	0
200 CONTRACTUAL SERVICES	1,500	1,020	850	1,020
300 MATERIALS & SUPPLIES	0	0	0	0
400 FIXED CHARGES	15	100	240	100
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>1,515</u>	<u>1,120</u>	<u>1,090</u>	<u>1,120</u>

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## PLANNING &amp; DEVELOPMENT: CONSERVATION COMMISSION

Account No. 943

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011		<u>BUDGET VS PROPOSED</u>	
219 Professional Services	1,500	1,000	850	1,000		0	
224 Travel Expenses	0	20	0	20		0	
233 Printing & Duplicating	0	0	0	0		0	
Total Contractual Services	<u>1,500</u>	<u>1,020</u>	<u>850</u>	<u>1,020</u>		0	
302 Books & Magazines	0	0	0	0		0	
303 Library Materials	0	0	0	0		0	
304 Non-Book Materials	0	0	0	0		0	
Total Materials & Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		0	
423 Dues & Memberships	<u>15</u>	<u>100</u>	<u>240</u>	<u>100</u>		0	
TOTAL APPROPRIATION	<u>1,515</u>	<u>1,120</u>	<u>1,090</u>	<u>1,120</u>		0	0.0%

**ANNUAL BUDGET**  
Fiscal Year 2010-2011

**BUDGET COMMENTARY**

Department: 943 Conservation Commission

**CONTRACTUAL SERVICES**

219 Professional Services \$1,000

The Commission monitors the quality of water in Tiogue Lake and contributes to the costs of sampling & lab tests for water bodies

224 Travel, Seminar, and Conference Expenses \$20

233 Printing \$0

This item will cover the miscellaneous printing expenses of the Conservation \$0

**MATERIALS & SUPPLIES**

302 Books & Magazines \$0

303 Library Supplies \$0

304 Non-book Materials \$0

**FIXED CHARGES**

423 Dues & Memberships \$100

National Arbor Day Foundation  
Tree City USA Bulletin  
RI Tree Council  
The Pawtuxet River Authority  
RI Association of Conservation Commissions  
Environmental Council of RI  
American Farmland Trust

TOTAL \$1,120

## PLANNING &amp; DEVELOPMENT: LAND TRUST

Account No. 944

<u>PROGRAM SUMMARY</u>	<u>ACTUAL</u> <u>2008-2009</u>	<u>BUDGET</u> <u>2009-2010</u>	<u>ESTIMATE</u> <u>2009-2010</u>	<u>PROPOSED</u> <u>2010-2011</u>
100 PERSONAL SERVICES	215	517	517	517
200 CONTRACTUAL SERVICES	0	100	0	100
300 MATERIALS & SUPPLIES	0	150	0	150
400 FIXED CHARGES	0	100	100	100
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>215</u>	<u>867</u>	<u>617</u>	<u>867</u>

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## PLANNING &amp; DEVELOPMENT: LAND TRUST

Account No. 944

<u>EXPENDITURE DETAIL</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011		<u>BUDGET VS PROPOSED</u>	
<u>PERSONAL SERVICES</u>							
101 Regular Employees	200	480	480	480		0	
107 FICA/Medicare	15	37	37	37		0	
Total Contractual Services	<u>215</u>	<u>517</u>	<u>517</u>	<u>517</u>		0	
<u>CONTRACTUAL SERVICES</u>							
219 Professional Services	0	0	0	0		0	
224 Travel Expenses	0	50	0	50		0	
233 Printing & Duplicating	0	50	0	50		0	
Total Contractual Services	<u>0</u>	<u>100</u>	<u>0</u>	<u>100</u>		0	
<u>MATERIALS &amp; SUPPLIES</u>							
301 Office Supplies	0	50	0	50		0	
302 Books & Magazines	0	50	0	50		0	
347 Photographic Supplies	0	50	0	50		0	
Total Materials & Supplies	<u>0</u>	<u>150</u>	<u>0</u>	<u>150</u>		0	
<u>FIXED CHARGES</u>							
423 Dues & Memberships	0	100	100	100		0	
TOTAL APPROPRIATION	<u>215</u>	<u>867</u>	<u>617</u>	<u>867</u>		0	0.0%

**ANNUAL BUDGET**  
**Fiscal Year 2010-2011**

**BUDGET COMMENTARY**

Department: 944 Land Trust

**PERSONAL SERVICES**

101 <u>Regular Employees</u>				\$480
Secretary @	1 mtg/mo	\$40.00 /mtg		\$480
107 Fica/Medicare:				\$37
1 FICA		0.062		\$30
1 MEDICARE		0.0145		\$7

**CONTRACTUAL SERVICES**

219 <u>Professional Services</u>				\$0
224 <u>Travel, Seminar, and Conference Expenses</u>				\$50
233 <u>Printing</u>				\$50

**MATERIALS & SUPPLIES**

301 Office supplies				\$50
302 <u>Books &amp; Magazines</u>				\$50
347 <u>Photographic Supplies</u>				\$50

**FIXED CHARGES**

423 <u>Dues &amp; Memberships</u>				<u>\$100</u>
				<u>\$867</u>

## PLANNING &amp; DEVELOPMENT: ECONOMIC DEVELOPMENT

Account No. 945

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	0	215	108	215
200 CONTRACTUAL SERVICES	0	3,600	2,300	3,600
300 MATERIALS & SUPPLIES	0	500	500	500
400 FIXED CHARGES	0	200	200	200
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>0</u>	<u>4,515</u>	<u>3,108</u>	<u>4,515</u>

## Account No. 945

## PLANNING &amp; DEVELOPMENT: ECONOMIC DEVELOPMENT

<u>EXPENDITURE DETAIL</u>	ACTUAL	BUDGET	ESTIMATE	PROPOSED		BUDGET VS PROPOSED
	2008-2009	2009-2010	2009-2010	2010-2011		
<u>PERSONAL SERVICES</u>						
101 Regular Employees	0	200	100	200		0
107 FICA/Medicare	0	15	8	15		0
Total Contractual Services	0	215	108	215		0
<u>CONTRACTUAL SERVICES</u>						
219 Professional Services	0	3,000	2,000	3,000		0
224 Travel Expenses	0	250	0	250		0
233 Printing & Duplicating	0	350	300	350		0
Total Contractual Services	0	3,600	2,300	3,600		0
<u>MATERIALS &amp; SUPPLIES</u>						
301 Office Supplies	0	200	200	200		0
302 Books & Magazines	0	200	200	200		0
347 Photographic Supplies	0	100	100	100		0
Total Materials & Supplies	0	500	500	500		0
<u>FIXED CHARGES</u>						
423 Dues & Memberships	0	200	200	200		0
TOTAL APPROPRIATION	0	4,515	3,108	4,515		0 0.0%



ANNUAL BUDGET  
Fiscal Year 2010-2011

BUDGET COMMENTARY Department: 945 Economic Development

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PERSONAL SERVICES

101 <u>Regular Employees</u>		\$200
Secretary		\$200
107 <u>FICA &amp; Medicare</u>		\$15
FICA		\$12
MEDICARE		\$3

CONTRACTUAL SERVICES

219 <u>Professional Services</u>		\$3,000
The Economic Development Commission may hire a consultant to perform studies related to economic growth, income levels, population, tax incentives, etc.	\$3,000	
224 <u>Travel, Seminar, and Conference Expenses</u>		\$250
Registration fees for seminars, travel expenses, etc. This item will include seminars or conferences attended by Economic Development Commission members.	\$250	
233 <u>Printing</u>		\$350
This item will cover any printing of studies, reports or other materials that would assist the Economic Development	\$350	

MATERIALS & SUPPLIES

301 <u>Office Supplies</u>		\$200
302 <u>Books &amp; Magazines</u>		\$200
347 <u>Photographic Supplies</u>		\$100

FIXED CHARGES

423 <u>Dues &amp; Memberships</u>		\$200
		<u>\$4,515</u>

## NON-DEPARTMENTAL: TOWN GENERAL

Account No. 950

<u>PROGRAM SUMMARY</u>	<u>ACTUAL</u> 2008-2009	<u>BUDGET</u> 2009-2010	<u>ESTIMATE</u> 2009-2010	<u>PROPOSED</u> 2010-2011
100 PERSONAL SERVICES	0	0	0	0
200 CONTRACTUAL SERVICES	650,482	552,670	568,445	774,890
300 MATERIALS & SUPPLIES	10,318	4,000	4,100	4,000
400 FIXED CHARGES	992,703	963,010	911,760	1,554,049
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>1,653,503</u>	<u>1,519,680</u>	<u>1,484,305</u>	<u>2,332,939</u>

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## NON-DEPARTMENTAL: TOWN GENERAL

Account No. 950

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011		BUDGET VS PROPOSED	
<b><u>CONTRACTUAL SERVICES</u></b>							
203 Auditing Services	40,350	42,160	43,160	43,390		1,230	2.9%
210 Testing Services	(354)	1,000	1,000	1,000		-	0.0%
211 Chamber of Commerce	12,000	0	0	0		-	
219 Professional Services	403,323	328,785	341,285	549,500		220,715	67.1%
221 Postage	42,100	40,000	40,000	40,000		-	0.0%
233 Printing	733	6,000	6,000	6,000		-	0.0%
245 Maintenance-Office Equipt.	254	2,500	0	0		(2,500)	-100.0%
255 Equipment Rental	4,612	7,225	12,000	10,000		2,775	38.4%
285 Coventry Land Trust	<u>147,464</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>		-	0.0%
Total Contractual Services	<u>650,482</u>	<u>552,670</u>	<u>568,445</u>	<u>774,890</u>		<u>222,220</u>	<u>40.2%</u>
<b><u>MATERIALS &amp; SUPPLIES</u></b>							
301 Office Supplies	<u>10,318</u>	<u>4,000</u>	<u>4,100</u>	<u>4,000</u>		-	0.0%
<b><u>FIXED CHARGES</u></b>							
402 Licenses and Permits	0	0	2,200	2,200		2,200	
421 Tuition Reimbursement	427	1,000	0	1,000		-	0.0%
422 Employee Assistance Plan	6,075	4,500	4,500	4,500		-	0.0%
423 Dues & Memberships	14,436	15,060	15,060	15,260		200	1.3%
432 Town Insurance	322,636	338,250	333,000	710,000		371,750	109.9%
433 Land Fill Contribution	0	12,000	0	0		(12,000)	0.0%
436 Unemployment Compensation	15,638	50,000	50,000	50,000		-	0.0%
446 Telephone Service	58,375	35,000	50,000	50,000		15,000	42.9%
454 Pension Contributions	553,560	552,200	552,200	442,837		(109,363)	-19.8%
499 Contingency	21,556	255,000	50,000	455,000		200,000	78.4%
Concessions/Lay-offs	<u>0</u>	<u>(300,000)</u>	<u>(143,000)</u>	<u>(176,748)</u>		<u>123,252</u>	<u>0.0%</u>
Total Fixed Charges	<u>992,703</u>	<u>963,010</u>	<u>911,760</u>	<u>1,554,049</u>		<u>591,039</u>	<u>61.4%</u>
<b>TOTAL APPROPRIATION</b>	<u>1,653,503</u>	<u>1,519,680</u>	<u>1,484,305</u>	<u>2,332,939</u>		<u>813,259</u>	<u>53.5%</u>

## ANNUAL BUDGET

### Fiscal Year 2010-2011

#### BUDGET COMMENTARY

950 Town General

<b>203 <u>AUDITING SERVICES</u></b>		<b>43,390</b>
Financial Auditors	43,390	
Independent Auditor's Report July 1, 2009 to June 30, 2010		
Financial Statements; Cemetery Fund; Isaac Fiske & H. N. Waterman Funds;		
State and Federal Grants Compliance Testing		
Actuaries	-	
OPEB Report -- required every other year. Not required for FY 10 Financial Statements.		
<b>210 <u>TESTING SERVICES</u></b>		<b>1,000</b>
International Personnel Management Association - Personnel		
Tests - New hire competitive examinations and Police		
promotional examinations.		
<b>211 <u>CHAMBER OF COMMERCE</u></b>		-
FY 2010 withdrew membership.		
<b>219 <u>PROFESSIONAL SERVICES</u></b>		<b>549,500</b>
Strategic Plan	50,000	
Pawtuxek Valley River Authority	5,000	
Emergency Dispatch Services - Fire Alarm (est 5% increase)	290,000	
Quidnick Reservoir - Lease Agreement	40,000	
Tiogue Lake Maintenance	-	
Statistical Revaluation	164,500	
<b>221 <u>POSTAGE</u></b>		<b>40,000</b>
Centralized postage machine used by all town departments; Police,		
Recreation, Town Hall, and Library, Public Works, Human Services.		
<b>233 <u>PRINTING &amp; DUPLICATING</u></b>		<b>6,000</b>
Printing for town departments; operating and capital budgets, manuals,		
ordinances, subdivision regulations, street directories, status sheets,		
Town Charters, purchase orders, checks, W-2 forms, etcetera.		
<b>255 <u>EQUIPMENT RENTAL</u></b>		<b>10,000</b>
FTM rental of chairs, floor covering, fans and speaker system		
<b>285 <u>COVENTRY LAND TRUST (PER TOWN CHARTER)</u></b>		<b>125,000</b>
Contribution based on 50% share of recording fees.		
<b>301 <u>OFFICE SUPPLIES</u></b>		<b>4,000</b>
This account is used for all town departments. Supplies include		
cover stock, mylars, comb binders for reports, pencils, staples, tape		
etcetera, for printroom; ink and sealing solution for mailing machine		
and other supplies for general non-departmental operations.		
<b>402 <u>LICENSES AND PERMITS</u></b>		<b>2,200</b>
Music licenses		
<b>421 <u>TUITION REIMBURSEMENT</u></b>		<b>1,000</b>
<b>422 <u>EMPLOYEE ASSISTANCE PLAN</u></b>		<b>4,500</b>
<b>423 <u>DUES &amp; MEMBERSHIPS</u></b>		<b>15,260</b>
RI League of Cities & Towns	15,000	
Sealer of Weights & Measures	60	
SHRM	200	

## ANNUAL BUDGET Fiscal Year 2010-2011

### BUDGET COMMENTARY

950 Town General

<b>432</b>	<b><u>TOWN INSURANCE</u></b>	<b>710,000</b>
	Rhode Island Interlocal Risk Management Trust	
	General Liability, Property Damage, Excess Liability	355,000
	Workers Compensation -- Town portion	305,000
	Deductibles and miscellaneous safety and health expenses	50,000
<b>433</b>	<b><u>LAND FILL CONTRIBUTION</u></b>	-
<b>436</b>	<b><u>UNEMPLOYMENT COMPENSATION</u></b>	<b>50,000</b>
	Reimbursement to RI Department of Employment Security. Town is self insured.	
<b>446</b>	<b><u>TELEPHONE SERVICE</u></b>	<b>50,000</b>
	Includes Town Hall/Library phones, alarm line from Town Hall to Police Department, Public Works, modem in Library and Computer Room.	
<b>454</b>	<b><u>PENSION (MUNICIPAL EMPLOYEES)</u></b>	<b>442,837</b>
	Municipal Employees	550,000
	Unrepresented employees contribution	(112,000)
	ICMA Participants	4,837
<b>499</b>	<b><u>CONTINGENCY ACCOUNT</u></b>	<b>455,000</b>
	Reserve Account for emergencies, damage claims, arbitration costs, or awards, and other unanticipated expenditures.	
	<b><u>MEDICAL CONCESSIONS</u></b>	<b><u>(176,748)</u></b>
		<b><u>2,332,939</u></b>

## NON-DEPARTMENTAL: CONTRIBUTIONS

Account No. 960

<u>PROGRAM SUMMARY</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100 PERSONAL SERVICES	0	0	0	0
200 CONTRACTUAL SERVICES	89,275	0	0	0
300 MATERIALS & SUPPLIES	0	0	0	0
400 FIXED CHARGES	0	0	0	0
500 CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL APPROPRIATION	<u>89,275</u>	<u>0</u>	<u>0</u>	<u>0</u>

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## NON-DEPARTMENTAL: CONTRIBUTIONS

Account No. 960

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
<b>CONTRACTUAL SERVICES</b>				
245 Wildlife Rehabilitators of RI	650	0		0
246 The Apeiron Foundation	525	0		0
247 Big Brothers of R.I.	500	0		0
248 Human Services Vol. Coordinator	12,000	0		0
249 Cov. High Radio Station	500	0		0
250 Cornerstone Adult Daycare	5,500	0		0
257 Johnson/s Pond Civic Association	5,500	0		0
259 Phenix/Harris Riverwalk	1,100	0		0
260 Veterans Council	4,500	0		0
261 Nathanael Greene Homestead	1,000	0		0
262 J.Arthur Trudeau Memorial Ctr.	1,500	0		0
263 Coventry Literacy Volunteers	900	0		0
264 Kent Center	1,000	0		0
265 VNA of Care New England	7,000	0		0
267 Pawtuxet River Authority	3,300	0		0
270 So. RI Conservation District	0	0		0
272 Coventry Prevention Coalition (1)	1,500	0		0
274 Coventry Historical Society	3,000	0		0
275 Coventry Friends Human Services	1,300	0		0
284 Friendship Link	0	0		0
286 Coventry Pride Committee	0	0		0
289 Greene Public Library	10,000	0		0
292 Meals on Wheels	2,000	0		0
293 Eliz. Buffum Chace House	3,500	0		0
294 The Samaritans	500	-		0
295 CCAP Health Center	7,000	0		0
296 Chamber of Commerce	3,000	0		0
298 Coventry Food Bank	8,000	0		0
299 Family Life Resource Doric Ctr.	4,000	0		0
<b>TOTAL APPROPRIATION</b>	<b>89,275</b>	<b>0</b>	<b>0</b>	<b>0</b>

(1) formerly Coventry Substance Abuse Prevention Task Force

## COVENTRY HOUSING AUTHORITY

Account No. 965

<u>PROGRAM SUMMARY</u>		ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011
100	PERSONAL SERVICES	194	288	288	288
200	CONTRACTUAL SUPPLIES	0	0	0	0
300	MATERIALS & SUPPLIES	0	0	0	0
400	FIXED CHARGES	2,535	3,765	3,765	3,765
500	CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL APPROPRIATION	<u>2,729</u>	<u>4,053</u>	<u>4,053</u>	<u>4,053</u>

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## COVENTRY HOUSING AUTHORITY

Account No. 965

<u>EXPENDITURE DETAIL</u>	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	PROPOSED 2010-2011		BUDGET VS PROPOSED	
107 FICA & Medicare	<u>194</u>	<u>288</u>	<u>288</u>	<u>288</u>		0	0.0%
<u>FIXED CHARGES</u>							
414 Expenses, Commissioners	<u>2,535</u>	<u>3,765</u>	<u>3,765</u>	<u>3,765</u>		0	0.0%
TOTAL APPROPRIATION	<u>2,729</u>	<u>4,053</u>	<u>4,053</u>	<u>4,053</u>		0	0.0%