

Section 100:

**General
Government**

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request	2014-15 Board of Selectmen
0110 - BOARD OF SELECTMAN									
01-01-00-0110-10-5101 Full Time	182,432.00	184,643.00	0.00	184,643.00	94,647.53	189,145.00	(4,502.00)	194,545.00	194,545.00
01-01-00-0110-10-5102 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0110-10-5103 Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0110-10-5104 Seasonal	1,750.00	1,750.00	0.00	1,750.00	0.00	1,750.00	0.00	1,750.00	1,750.00
01-01-00-0110-10-5110 Other Benefits	150.00	150.00	0.00	150.00	150.00	150.00	0.00	150.00	150.00
01-01-00-0110-20-6221 Advertising Printing Forms	2,479.01	4,000.00	0.00	4,000.00	1,108.92	4,000.00	0.00	4,000.00	4,000.00
01-01-00-0110-20-6222 Dues & Subscriptions	9,719.90	9,835.00	0.00	9,835.00	9,725.10	9,835.00	0.00	9,840.00	9,840.00
01-01-00-0110-20-6233 Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0110-20-6234 Professional Development	120.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0110-20-6240 Telephone	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0110-20-6250 Contracted Services	2,481.04	2,935.00	0.00	2,935.00	2,065.98	3,500.00	(565.00)	2,405.00	2,405.00
01-01-00-0110-20-6271 Repairs & Mnt Equipment	199.00	500.00	0.00	500.00	594.39	600.00	(100.00)	500.00	500.00
01-01-00-0110-30-6341 Office Supplies	1,949.88	2,000.00	0.00	2,000.00	244.69	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0110-70-6765 Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT TOTAL	201,280.83	207,813.00	0.00	207,813.00	108,536.61	212,980.00	(5,167.00)	217,190.00	217,190.00

**TOWN OF ELLINGTON
FY 2014-2015 BUDGET
110 BOARD OF SELECTMEN**

Object No.	Description & Explanation(s)	FY 2013-14 Adj. Approved Budget	FY -2014-15 Budget Request
5101	FULL TIME PAYROLL	\$ 189,145	\$ 194,545
	First Selectman	\$ 72,100	\$ 77,500
	Executive Assistant [Sauve]	\$ 64,896	\$ 64,896
	Executive Secretary [Cannella]	\$ 52,149	\$ 52,149
5103	PART TIME PAYROLL		\$ -
	TOTAL SALARIES	\$ 189,145	\$ 194,545
5102	OVERTIME	0	0
	None		
5104	SEASONAL	\$ 1,750	\$ 1,750
	Land Records Inspector		
5110	OTHER BENEFITS	\$ 150	\$ 150
	Longevity		
	TOTAL PAYROLL	\$ 191,045	\$ 196,445
6221	ADVERTISING-PRINTING-FORMS	\$ 4,000	\$ 4,000
	Legal Notices/Help Wanted ads		
6222	DUES & SUBSCRIPTIONS	\$ 9,835	\$ 9,840
	CCM Membership	\$ 8,195	\$ 8,195
	CCM Salary Survey	\$ 25	\$ 25
	CCM MERA Supplements	\$ 260	\$ 260
	COST	\$ 1,025	\$ 1,025
	ASCAP License	\$ 330	\$ 335
233	EDUCATION	\$ -	\$ -
	Charged to Employee Education Account		

**TOWN OF ELLINGTON
FY 2014-2015 BUDGET
110 BOARD OF SELECTMEN**

Object No.	Description & Explanation(s)	FY 2013-14 Adj. Approved Budget	FY -2014-15 Budget Request
6234	<u>PROFESSIONAL DEVELOPMENT</u> Conferences, meetings, seminars	\$ 2,000	\$ 2,000
6240	<u>TELEPHONE</u> Charged to Miscellaneous Account	\$ -	\$ -
6250	<u>CONTRACTED SERVICES</u>	\$ 2,935	\$ 2,405
	Employee Recognition	\$ 1,130	\$ 700
	Miniature clocks-special recognitions:7@\$65/ea	\$ 455	\$ 455
	New Employee physicals:6@\$105/ea	\$ 630	\$ 630
	Special Event Photos	\$ 420	\$ 420
	Dept. Head Training, ie Preventing Sexual Harassment Seminars	\$ 300	\$ 200
6271	<u>REPAIRS & EQUIPMENT MAINT.</u> Office equipment	\$ 500	\$ 500
6341	<u>OFFICE SUPPLIES</u> Includes Minute Book & refreshments for recognition events.	\$ 2,000	\$ 2,000
6765	<u>OFFICE EQUIPMENT</u>	\$ -	\$ -
TOTAL OFFICE BUDGET		\$ 21,270	\$ 20,745
DEPARTMENT TOTAL		\$ 212,315	\$ 217,190

2013-14 salaries noted above for Executive Assistant/Executive Secretary does not include any salary adjustment.

Salary adjustments are made pending performance evaluations for May 2014

First Selectman's salary- BOS approved 2/10/14



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187
TEL 870-3100 FAX 870-3102
www.ellington-ct.gov

MAURICE W. BLANCHETTE
First Selectman

RONALD F. STOMBERG
Deputy First Selectman

MELINDA M. FERRY
A. LEO MILLER, JR.
JAMES M. PRICHARD
LORI L. SPIELMAN
JOHN W. TURNER

SPECIAL MEETING
BOARD OF SELECTMEN
March 24, 2014
Town Hall - Meeting Hall

SELECTMEN PRESENT: Maurice Blanchette, Melinda M. Ferry, A. Leo Miller [7:35 pm], James M. Prichard, Lori L. Spielman, Ronald F. Stomberg, John W. Turner

OTHERS PRESENT: Nicholas DiCorleto, Finance Officer; Timothy Webb, Public Works Director; Doris Crayton, Human Services Director; Erin Graziani, Senior Center Director; Sgt. Patrick Sweeney, Resident State Troopers' Office; Raymond Martin, Building Official; Lisa Houlihan, Town Planner [9:03 pm]; Jim York, Deputy Fire Marshal [8:22 pm] Barry Pinto, Board of Finance

MINUTES

I. CALL TO ORDER:

First Selectman Maurice Blanchette called the meeting of the Board of Selectmen (BOS) to order at 7:33 p.m.

II. CITIZENS' FORUM: No one came forward.

III. NEW BUSINESS:

A. 2014-2015 Budget

Mr. Blanchette made the following opening comments:

"Tonight we take up the Town Budget document for fiscal year 2014-2015. Before we begin, I want to introduce Ray Martin, our new Building Official who will be replacing the retiring Peter Williams on April 4. Today is Ray's first day on the job.

I presume that each member of the BOS has a copy of the budget document book that was delivered to the members on Friday evening or Saturday, by constables.

Some department and program heads are here tonight. I expect their comments and explanations, and to call on them as questions come up within their jurisdiction. In general and where possible in preparing their budgets, these people paid attention to the guidelines issued by the Board of Finance (BOF).

The budget you have before you will maintain the services that residents have come to expect from the Town of Ellington, but it also addresses some developing problems, continues to address some legal requirements and some accounting changes. Before we walk through the budget summary line by line, you should keep several points in mind, as follows:

- This budget does not include all departments of the Town. Understandably and legally, it does not include the Board of Education budget. For historical reasons, it also does not include budgets for Hall Memorial Library, the Registrars of Voters, the Fire Departments, Ellington Volunteer Ambulance Corp, Human Services (with the exception of the Senior Center and limited program expenditures), Parks and Recreation, and miscellaneous boards and commissions.
- Raises for personnel covered by this budget are included in this budget. Where raises are certain (such as union contracts), they are included in the department budget. For raises yet to be determined, a pool to cover reasonable possibilities is provided in the 1065 Salary Adjustment account.

As usual, the biggest uncertainty at this time seems to be what the State of Connecticut and the Federal Government will do. Their rules or mandates affect our costs, and the transfer payment income we normally get from them amounts to more than a quarter of our operating budget. All we can do is move ahead based on prior experience. For now, the budget before us should get our full attention.

I propose that we proceed through this budget as it is presented to us, first to make sure we understand it, and then again to make sure we agree with it. Any questions before we start? Let's start at the top."

Mr. Miller arrived at 7:35 p.m.

The BOS reviewed the proposed 2014-2015 Budget [ATTACHED] and made the following comments and recommendations:

GENERAL GOVERNMENT:

Line 131 Assessor

- Sub Line 5101 Full-Time Payroll: Mr. Turner asked Mr. DiCorleto to explain the decrease in this salary account. Mr. DiCorleto said that with the recent retirement of a full-time employee, Ms. Roman, Assessor, has decided to replace the position with a part-time employee.

Line 132 Tax Collector

- Sub Line 5101 Full-Time Payroll: Mr. Miller asked Mr. DiCorleto to explain the increase in this salary account. Mr. Blanchette said that this is related to WPCA work. Mr. DiCorleto said that the related increase amounts to \$7,000.

Line 155 Probate Court

- Sub Line 6250 Contracted Services: Ms. Spielman asked for an explanation of the \$2,000 increase in postage for the Probate Court. Mr. Blanchette explained that the

Town of Ellington shares the Probate Court with the Town of Vernon and is billed in proportionate amounts based on population. Ellington has had an increase in population and Vernon had a drop in population, changing the formula and adding to Ellington's portion.

PUBLIC SAFETY:

Line 322 Emergency 911

Mr. Turner said that this budget was developed on the understanding that the legislature does not change the funding formulas for regional dispatch centers during fiscal year 2014-2015.

Line 331 Police

Sgt. Sweeney explained that the increase in the budget is due to the State of CT Office of Policy Management's (OPM) calculation of the fringe benefit rate for the Town. The State is putting more and more cost back on the Town. Mr. Turner added that there have been hearings at the legislature and representatives from several towns have attended and posted their objections to the calculation that OPM is applying. He said that one of the Senators introduced a suggestion to set the fringe rate at 70% (it is now 83.5% and projected to possibly increase to 92%). He said that it did not get by committee. Sgt. Sweeney said that CCM and the Police Union are also on board with the Senator's suggestion. There are two bills (a senate bill and a house bill) and the police union along with the command staff will have a hearing in front of OPM to see if they can change the percentage. Sgt. Sweeney said he understands and he said that he has to budget for the worst case scenario, but is aware and concerned about the increase as well.

Line 350 Emergency Management

- Sub Line 6240 Telephone: Mr. Turner stated that the \$4,400 budgeted in this account seems excessive. Mr. DiCorleto explained that this includes the cost for air cards for the lap top computers used by the staff. Mr. Turner asked if that is based on a monthly rate or on use and Mr. DiCorleto said that it is based on a monthly rate. Mr. DiCorleto added that these prices are under the federal contract so they are the best prices. Mr. Turner said that he understands the explanation but it is still excessive.
- Sub Line 6761 Technical Equipment: Mr. Turner asked Mr. Davis why he is purchasing items for the Crystal Lake School shelter when the addition won't be complete until 2016. He also asked Mr. Davis if he has made arrangements with the School Board for a storage facility at the Crystal Lake School. Mr. Davis said that as far as he knows right now, everything is in place such as the generator, with the exception of the storage space because it is limited. He said that he is purchasing cots over time rather than all at once, in order to build up a supply. He will be storing the cots at the Middle School for now.

PUBLIC WORKS:

Mr. Webb reviewed his budget line by line. There were no concerns on the part of the BOS regarding the budget he put forward for 2014-2015.

Lines 450 Sanitary Landfill; 451 Mun-Solid/Bulky Waste/Curb; 455 Sanitary Recycling:

Mr. Webb pointed out that these three accounts balance out between them and that is generally what happens. He said that with the change in CRRA and the billings, the Town pays for the

disposal, but gets back-credited from CRRA, so as the budget closes out there will be a savings in the 450 account vs. over-expenditure in the 451 account.

Mr. Webb said that the Town has to start looking at how rubbish is handled. He said that many towns have a "pay for throw" program. Mr. Webb added that the tipper barrels are in place, but some residents abuse the tipper barrels by over-stuffing them. He noted that the Town tries to promote recycling, but it is not catching on as it should. He said that in the next two or three years, the Town really needs to study how rubbish is dealt with and consider alternatives.

PUBLIC SAFETY:

Mr. Blanchette returned to the Public Safety line item, as Deputy Fire Marshal Jim York arrived to the meeting.

Line 391 – Fire Marshal

Jim York, Deputy Fire Marshal, reviewed the details of this budget in Mr. Lawrence's absence, and there were no concerns regarding the budget put forward.

Mr. Miller asked for an update on the inspection situation. Mr. York said that it is getting much better than it was over the past several years and continues to improve. Mr. York added that some of the issues Mr. Lawrence outlined in his additional funding request presented earlier this year are going to continue, primarily related to the school projects. Because the project is occurring as a phased project, with the children being in school throughout the construction phase, there is a greater requirement for monitoring on the part of the Fire Marshal's office.

Mr. York added that in regards to apartment inspections, the status is definitely below the 2-year threshold in terms of the overall rotation. This is a significant improvement. The more recent constructions are required to be inspected such as 80 new units at Autumn Chase, as well as many other new apartments under construction. Mr. Blanchette said that the budget will have to keep up as these new units come on line.

HUMAN SERVICES:

Line 795/845 - Senior Center

Mr. Blanchette said that there is a significant increase in this budget mostly for the pleasure of having a larger Senior Center and the things that go along with accommodating the additional space. He said that two part-time custodians are now part of the staff. He said that it was decided that it is important to have a staff member in the building for evening use of the Senior Center.

- 845 - Sub Line 6244 Heating: Mr. Turner said he realizes this is just an estimate, but it seems very high. Mr. Blanchette said the building is equipped with air-to-air electrically operated heat pumps. When it is cold, the cost is high, however, when it gets warmer the cost is significantly less than what it would be if it were pure electricity. In the summertime, the pumps become cooling pumps rather than heating pumps. It's a savings up front to have one unit heating and cooling; however it can be costly to run. Mr. DiCorleto explained that this account is mainly for the cost of gas for the kitchen and the hot water heater. Mr. Turner suggested that the correct account number should be 6242 for propane/natural gas. Mr. DiCorleto will make the correction.

- 845 - Sub Lines 6341 Office Supplies; 6346 Technical Supplies and 6765 Office Equipment: Mr. Turner asked why there are significant increases in these three accounts; there hasn't been a significant increase in staff and the equipment was moved from the old building. Ms. Graziani said that she is trying to get materials out to people to advertise programs and events that are happening at the new center. She reviewed the increase in publications, mailings and an activity program catalogue that has been developed. Ms. Graziani said that it is planned to purchase additional computers for the seniors to use as well.
- 795 - Sub Line 6244 Heating: Mr. Miller said that this is a high number considering the Church Street Senior Center will only have to be heated for a couple of months. Mr. DiCorleto said that the Town could be fortunate and a tenant may take over the property before the end of the lease. Mr. Miller noted that if the owner wants access to the building to prepare for a new tenant, something should be worked out financially so the Town isn't paying rent during that time. Mr. Blanchette said that the landlord was notified last November and he is aware that the Town's lease will not be renewed in November 2014.

Mr. Miller asked if the \$10,080 in projected revenue will go into the Senior Center budget rather than being turned over to the Town. Ms. Graziani said that the funds will be turned over to the Town to offset the cost of the programs.

Line 910 - Payment on Debt

Mr. DiCorleto reviewed this account in detail, highlighting the debt that will be paid off in fiscal year 2014-2015.

Mr. Blanchette returned to the Town Planner budget as Lisa Houlihan arrived to the meeting.

Line 170 - Town Planner

- Sub Line 6250 Contracted Services: Ms. Houlihan said that there is a reduction in this account due to the Route 83 Corridor Study that was specially appropriated last year.

Line 950 - Insurance

- Sub Line 5151 Insurance – Anthem BC/BS: Mr. Miller said he feels this amount could be trimmed a little, but he understands why Mr. DiCorleto plans for the unknown. Mr. DiCorleto said he won't know the amount until six months after the budget is finalized, so he needs to estimate. Mr. DiCorleto said that he has been told to plan for a 15% increase and that is what he has done. Mr. Turner said that with all of the changes and unknowns, including the impact of the Affordable Health Care Act, this number is reasonable.

Mr. Blanchette said that without making any changes yet, the BOS budget shows a 1.47% increase from the current year. He said his contention is that this is a very modest increase.

Mr. Turner asked Mr. DiCorleto if \$1,500 for the Pre-Emption System will be added to the budget book that the Board of Finance will review and Mr. DiCorleto said that it will. Mr. Turner said that at the last BOS meeting he indicated he was researching the development of an address layer to the MapGeo mapping system. He said that the estimated cost will be \$3,600

and the BOS members suggested adding the cost to this budget proposal. Mr. DiCorleto said it will fall under the GIS account 1090.

Mr. Turner said that while he had some questions and pointed out some areas in the budget that he thinks can be fine-tuned, he is prepared to endorse the budget as presented.

MOVED (TURNER), SECONDED (MILLER) AND PASSED UNANIMOUSLY TO RECOMMEND TO THE BOARD OF FINANCE THE BOARD OF SELECTMEN TOWN BUDGET FOR FISCAL YEAR 2014-2015, WHICH INCLUDES THE ADDITION OF \$4,000 TO THE 1090 ACCOUNT, FOR A GRAND TOTAL OF \$14,059,520, AS APPROVED BY THE BOARD OF SELECTMEN.

IV. EXECUTIVE SESSION:

A. For the purpose of discussing land acquisition.

MOVED (TURNER), SECONDED (SPIELMAN) AND PASSED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 9:49 PM FOR THE PURPOSE OF DISCUSSING LAND ACQUISITION.

Present: Board of Selectmen members, Lisa Houlihan, Town Planner

The BOS came out of Executive Session at 10:06 p.m.

V. ADJOURNMENT:

MOVED (TURNER), SECONDED (SPIELMAN) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 10:07 P.M.

Submitted by 
LouAnn Cannella

Approved by 
Maurice Blanchette

BUDSEL14-15		TOWN OF ELLINGTON												
		BUDGET EXPENDITURE REQUEST												
		FISCAL YEAR 2014-15												
		BOARD OF SELECTMEN												
		(A)					(B)					2014-15		
		2012-13	2013-14	2013-14	2013-14	2013-14	2013-14	2013-14	2013-14	2014-15	BOARD OF	24-Mar-14		
DESCRIPTION		ACTUALS	APPROVED	TRANS/	ADJUSTED	FIRST SIX	ESTIMATED	(OVER)\	DEPART-	APPROVED	BOARD OF	(B)-(A)		
			BUDGET	ADDTL	APPROVED	MONTHS	TOTAL	UNDER	MENT	(REDUCTIONS)	SELECTM	Dollar		
				APPROP	BUDGET	ACTUALS	EXPEND		REQUEST	INCREASES	RECOMMEND	Amount		
1031	ADHOC PATRIOTIC COMMITTEE	2,411	4,700	0	4,700	150	4,700	0	4,700		4,700	0	0.000%	
1035	CHARTER REVISION COMM	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!	
1040	MISCELLANEOUS	19	2,000	0	2,000	0	2,000	0	2,000	0	2,000	0	0.000%	
1045	GASB-OPEB	100,000	100,000	0	100,000	0	100,000	0	100,000	0	100,000	0	0.000%	
1050	REFERENDUM/PRIMARIES	13,113	18,000	0	18,000	0	18,000	0	18,000	0	18,000	0	0.000%	
1060	BUILDING DEMOLITION/EVICTIONS	40,089	10,000	0	10,000	737	10,000	0	10,000	0	10,000	0	0.000%	
1065	SALARY ADJUSTMENT	0	74,600	0	74,600	0	0	74,600	45,000	0	45,000	(29,600)	-39.680%	
1067	EMPLOYEE EDUCATIONAL DEVELOPMT	2,000	7,500	0	7,500	0	7,500	0	7,500	0	7,500	0	0.000%	
1075	TOWN COMMUNICATIONS	171,778	18,628	0	18,628	8,775	18,628	0	18,628	0	18,628	0	0.000%	
1080	TOWN WEB SITE	6,200	6,800	0	6,800	600	6,800	0	6,800	0	6,800	0	0.000%	
1085	GRANT APPLICATIONS	0	2,000	0	2,000	0	2,000	0	2,000	0	2,000	0	0.000%	
1090	GIS	7,200	15,000	0	15,000	1,700	15,000	0	15,000	0	15,000	0	0.000%	
1091	GIS-Centric Permitting & Licensing Program	0	71,057	0	71,057	0	71,057	0	0	0	0	(71,057)	-100.000%	
	TOTAL	348,934	337,285	0	337,285	12,889	262,685	74,600	236,628	0	236,628	(100,657)	-29.840%	
	GRAND TOTAL	13,211,627	13,816,747	35,318	13,852,065	6,875,551	13,730,173	121,892	14,055,520	0	14,055,520	203,455	1.470%	
	LESS													
451	MUN-SOLID/BULKY WASTE/CURB	564,121	500,000	0	500,000	248,987	600,000	(100,000)	600,000	0	600,000	100,000	20.000%	
	LESS DEBT (prin&int) that is reimbursed													
	Hockanum Sewer Debt	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!	
	Crystal Lake Debt	185,000	175,000	0	175,000	0	175,000	0	0	0	0	(175,000)	-100.000%	
	Airport Sewer Debt	75,000	75,000	0	75,000	0	75,000	0	75,000	0	75,000	0	0.000%	
	Total Debt	260,000	250,000	0	250,000	0	250,000	0	75,000	0	75,000	(175,000)	-70.000%	
	Total deductions(Mun-Solid and Debt	824,121	750,000	0	750,000	248,987	850,000	(100,000)	675,000	0	675,000	(75,000)	-10.000%	
		12,387,506	13,066,747	35,318	13,102,065	6,626,564	12,880,173	221,892	13,380,520	0	13,380,520	278,455	2.130%	
	FIRST SELECTMAN'S SALARY	70,000	72,100	0	72,100	36,050	72,100	0	77,500	0	77,500	5,400	7.490%	

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

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0120 - BOARD OF FINANCE								
01-01-00-0120-10-5103 Part Time	1,681.41	1,500.00	0.00	1,500.00	390.00	1,500.00	0.00	1,500.00
01-01-00-0120-20-6221 Advertising Printing Forms	1,271.85	1,250.00	0.00	1,250.00	0.00	1,250.00	0.00	1,250.00
01-01-00-0120-20-6234 Professional Development	60.00	100.00	0.00	100.00	60.00	100.00	0.00	100.00
01-01-00-0120-20-6250 Contracted Services	3,685.85	4,000.00	0.00	4,000.00	3,962.50	4,000.00	0.00	4,000.00
01-01-00-0120-30-6341 Office Supplies	6.50	100.00	0.00	100.00	0.00	100.00	0.00	100.00
DEPARTMENT TOTAL	6,705.61	6,950.00	0.00	6,950.00	4,412.50	6,950.00	0.00	6,950.00

**TOWN OF ELLINGTON
BUDGET REQUEST
120 BOARD OF FINANCE**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015	
		FY 2013-14 Revised	FY 2014-15
5103	<u>PART TIME PAYROLL</u>	\$ 1,500	\$ 1,500
	BOF Recording Secretary	\$ 1,500	\$ 1,500
	TOTAL PAYROLL	\$ 1,500	\$ 1,500
6221	<u>ADVERTISING-PRINTING-FORMS</u>		\$1,250
	Publication of Legal Notices on the Budget		
6234	<u>PROFESSIONAL DEVELOPMENT</u>		\$100
	Conferences, meetings, seminars		
6250	<u>CONTRACTED SERVICES</u>		\$4,000
	Printing of the Town Report		
6341	<u>OFFICE SUPPLIES</u>		\$100
	Office supplies		
	TOTAL OFFICE BUDGET		\$5,450
	DEPARTMENT TOTAL		\$6,950

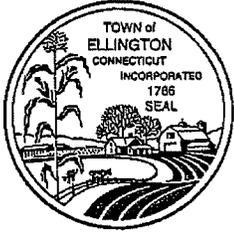
Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request
0121 - AUDITORS								
01-01-00-0121-20-6250 Contracted Services	42,000.00	43,000.00	0.00	43,000.00	28,000.00	43,000.00	0.00	44,000.00
DEPARTMENT TOTAL	42,000.00	43,000.00	0.00	43,000.00	28,000.00	43,000.00	0.00	44,000.00

**TOWN OF ELLINGTON
BUDGET REQUEST
121 AUDITORS**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015
6250	<u>CONTRACTED SERVICES</u> Appointment of auditors to audit the records and accounts of the town, including the Board of Education as provided in Chapter 111 of the General Statutes, as amended, and Town Charter Section 1005. Duties of the Board of Finance.	\$44,000
	TOTAL OFFICE BUDGET	<u>\$44,000</u>
	DEPARTMENT TOTAL	<u>\$44,000</u>



STATE OF CONNECTICUT • COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET • P. O. BOX 187
ELLINGTON, CONNECTICUT 06029-0187

www.ellington-ct.gov

ROBERT J. CLEMENTS
Chairman

**BOARD OF FINANCE
SPECIAL MEETING
BUDGET DELIBERATIONS
THURSDAY, APRIL 15, 2010
MINUTES**

RICHARD J. CLEARY
MARK A. JOYSE
BARRY C. PINTO
MICHAEL D. VARNEY
JOSEPH E. WEHR

Members Present: R. Clements-Chairman, R. Cleary, M. Joyse, B. Pinto, J. Wehr, M. Varney

Others Present: N. DiCorleto-Finance Officer, M. Blanchette-First Selectman, S. Cullinan-Superintendent of Schools, D. Keune-BOE Chairman, P. Hany-Pres. EVAC, Sgt. Konieczny, C. Pippin-Chief CLFD, G. Fetko-PW Director, R. Tedford-Director P&R, Members of Board of Education and Board of Selectmen, Residents.

Chairman Robert Clements opened the meeting at 7:43 PM.

Citizen's Forum

Clayton Bannock, 67 ½ Snipsic Lake Rd stated that at the Public Hearing he welcomed the many comments that were expressed about the quality of education and the safety services of the Town. He moved to this Town after researching the surrounding towns for those services and education system. He is concerned about the past couple of years of cuts to the education system. He is worried about the impact of additional cuts to the quality of the Ellington school system and he feels that this budget is fair and reasonable and should not be reduced.

Chairman Clements read into the record two e-mail letters he received from residents after the Public Hearing on Tuesday. (Attached)

Award Bid for Audit Services

Finance Officer, Nicholas DiCorleto stated that the low bidder, Henry Raymond & Thompson, was a firm unknown to him and that after further investigation found that they had never done a municipal audit. He consulted with OPM and they suggested that they not be awarded the bid. Mr. DiCorleto's recommendation is that the Town award the bid to CCR. He felt that the staff time to break in a new auditor and the fact that CCR never comes back for extras is a plus. He also told the Board that the price they came in at is lower than what is being budgeted.

Mr. Clements stated he was inclined to go with the firm that is presently auditing the books. All bids were within the target amount and CCR is familiar with the Town. This will save the

Finance Dept staff time. Mr. Joyse commented that sometimes it is good to change auditors to get a new perspective on procedures.

MOVED (CLEARY) SECONDED (PINTO) AND PASSED UNANIMOUSLY TO AWARD THE AUDIT SERVICES TO CCR OF GLASTONBURY, CT FOR A THREE YEAR PERIOD WITH THE OPTION FOR TWO ADDITIONAL YEARS. IT WILL COVER THE AUDIT YEARS 2010, 2011, 2012, 2013 AND 2014.

Board of Education Computer Lease

The Board of Education computer lease is a four year lease totaling \$263,000. The current lease payment for this 2010-11 budget year will be lower than the current lease that will be paid up. Mr. Cleary asked why the Board has to approve the lease before the budget. Mr. DiCorleto stated that it is in the debt budget and has to go to the May 11 town meeting for approval because the Town Charter states that all leases have to go for town meeting approval. It creates a double approval by the taxpayers. Mr. Varney asked why not make it a 3 year lease which creates a 6 year cycle. There was some discussion regarding the life of computers in the length of the cycle.

Superintendent Cullinan stated that he is appreciative for any plan that the Board of Finance would consider funding. He agreed that the 8 year cycle for computers is long but a lot of the computers that the students use can get by with 8 year cycles due to the nature of the programs in use. Mr. Joyse felt that a 3 year lease with a 6 year cycle for replacement would be better for the Board of Education. Mr. Cleary and Mr. Pinto felt that the 8 year cycle should be maintained purely for the cost factor in this economy.

MOVED (CLEARY) SECONDED (PINTO) AND PASSED (JOYSE VOTED NAY) TO AUTHORIZE THE FINANCE OFFICER TO ENTER INTO A FOUR-YEAR LEASE AGREEMENT FOR THE PURCHASE OF BOARD OF EDUCATION COMPUTER EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$263,000 PENDING TOWN ATTORNEY REVIEW AND TOWN MEETING APPROVAL.

Town Hall Remediation and Boiler Conversion

The Town Hall underground oil tank was found to have leaked. This additional appropriation would be for the removal of the tank and the clean up and remediation of surrounding soils. Then a new gas fired boiler would be purchased and the gas brought into the building from the street. There would be no underground tank liability and gas is less costly than oil. DPW Director George Fetko told the Board that the ground water and air have been monitored and were found to be OK. Any additional soil contamination will be determined when the tank is removed.

MOVED (PINTO) SECONDED (JOYSE) AND PASSED UNANIMOUSLY TO APPROVE AN ADDITIONAL APPROPRIATION IN THE AMOUNT OF \$64,000 FROM 2009-10 UNDESIGNATED GENERAL FUND BALANCE TO THE 2009-10 TOWN HALL 810 ACCOUNT FOR THE TOWN HALL OIL TANK REMOVAL/BOILER CONVERSION PENDING TOWN MEETING APPROVAL.

**TOWN OF ELLINGTON
 AUDIT SERVICES FOR YEARS 2010, 2011, 2012, 2013, and 2014
 BID OPENING MARCH 22, 2010 @ 2:00 P.M.**

CCR, Glastonbury, CT	Audit Year 2009/10	Audit Year 2010/11	Audit Year 2011/12	Audit Year 2012/13	Audit Year 2013/14	Total
Basic Fee for Complete Audit	\$ 40,000.00	\$ 41,000.00	\$ 42,000.00	\$ 43,000.00	\$ 44,000.00	
Out of Pocket Known Expenses, If Any	\$	\$	\$	\$	\$	
Total	\$ 40,000.00	\$ 41,000.00	\$ 42,000.00	\$ 43,000.00	\$ 44,000.00	\$ 210,000.00

Hourly Rates for Expanded Scope of Engagement						
Principal Accountant or Partner	\$300-\$400	\$300-\$400	\$300-\$400	\$300-\$400	\$300-\$400	
Managers/Supervisors	\$180-\$250	\$180-\$250	\$180-\$250	\$180-\$250	\$180-\$250	
Seniors	\$140-\$180	\$140-\$180	\$140-\$180	\$140-\$180	\$140-\$180	
Staff Accountant	\$ 75 -\$140	\$ 75 -\$140	\$ 75 -\$140	\$ 75 -\$140	\$ 75 -\$140	

Henry Raymond & Thompson LLC Hamden, CT	Audit Year 2009/10	Audit Year 2010/11	Audit Year 2011/12	Audit Year 2012/13	Audit Year 2013/14	
Basic Fee for Complete Audit	\$ 35,500.00	\$ 35,500.00	\$ 35,500.00	\$ 37,500.00	\$ 37,500.00	
Out of Pocket Known Expenses, If Any	\$	\$	\$	\$	\$	
Total	\$ 35,500.00	\$ 35,500.00	\$ 35,500.00	\$ 37,500.00	\$ 37,500.00	\$ 181,500.00

Hourly Rates for Expanded Scope of Engagement						
Principal Accountant or Partner	\$135	\$135	\$135	\$145	\$145	
Manager	\$100	\$100	\$100	\$110	\$110	
Staff Accountant	\$75	\$75	\$75	\$85	\$85	

McGladrey & Pullen, New Haven, CT	Audit Year 2009/10	Audit Year 2010/11	Audit Year 2011/12	Audit Year 2012/13	Audit Year 2013/14	
Basic Fee for Complete Audit	\$ 41,000.00	\$ 42,000.00	\$ 43,000.00	\$ 44,000.00	\$ 45,000.00	
Out of Pocket Known Expenses, If Any	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
Total	\$ 42,000.00	\$ 43,000.00	\$ 44,000.00	\$ 45,000.00	\$ 46,000.00	\$ 220,000.00

Hourly Rates for Expanded Scope of Engagement						
Principal Accountant or Partner	\$200	\$210	\$220	\$225	\$230	
Manager	\$150	\$155	\$160	\$170	\$175	
Staff Accountant	\$90	\$95	\$100	\$105	\$110	

UHY Advisors, New Haven, CT	Audit Year 2009/10	Audit Year 2010/11	Audit Year 2011/12	Audit Year 2012/13	Audit Year 2013/14	
Basic Fee for Complete Audit	\$ 39,000.00	\$ 39,750.00	\$ 40,600.00	\$ 41,400.00	\$ 42,250.00	
Out of Pocket Known Expenses, If Any	\$	\$	\$	\$	\$	
Total	\$ 39,000.00	\$ 39,750.00	\$ 40,600.00	\$ 41,400.00	\$ 42,250.00	\$ 203,000.00

Hourly Rates for Expanded Scope of Engagement						
Principal Accountant or Partner	\$195	\$195	\$200.00	\$205	\$205	
Manager	\$140	\$140	\$145.00	\$150	\$150	
Staff Accountant	\$95	\$95	\$98.00	\$100	\$100	

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request
0122 - AUDITORS-SPECIAL PROJECTS								
01-01-00-0122-20-6250 Contracted Services	0.00	100.00	0.00	100.00	0.00	100.00	0.00	100.00
DEPARTMENT TOTAL	0.00	100.00	0.00	100.00	0.00	100.00	0.00	100.00

**TOWN OF ELLINGTON
BUDGET REQUEST
122 AUDITORS - SPECIAL PROJECTS**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015
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6250	<u>CONTRACTED SERVICES</u>	\$100
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Town Charter Section 1005- Duties of the Board of Finance

"The Board of Finance shall also have the power to initiate and appropriate funds for special inquiries by said independent auditors of financial situations that, in the opinion of the Board of Finance, warrant the interim audit and/or gathering of specific information on any accounts, investments or funds operating under the control of employees, boards or agents of the Town of Ellington"

TOTAL OFFICE BUDGET	<hr/> \$100 <hr/>
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DEPARTMENT TOTAL	<hr/> \$100 <hr/>
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Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request	2014-15 Board of Selectmen
0130 - FINANCE OFFICER									
01-01-00-0130-10-5101 Full Time	196,647.30	204,251.00	0.00	204,251.00	106,083.09	211,634.00	(7,383.00)	213,669.00	213,669.00
01-01-00-0130-10-5102 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0130-10-5103 Part Time	1,899.90	17,820.00	0.00	17,820.00	2,410.63	17,820.00	0.00	17,820.00	17,820.00
01-01-00-0130-10-5110 Other Benefits	550.00	650.00	0.00	650.00	100.00	650.00	0.00	650.00	650.00
01-01-00-0130-20-6222 Dues & Subscriptions	654.00	700.00	0.00	700.00	654.00	700.00	0.00	700.00	700.00
01-01-00-0130-20-6223 Travel	379.40	200.00	0.00	200.00	407.05	600.00	(400.00)	300.00	300.00
01-01-00-0130-20-6233 Education	0.00	750.00	0.00	750.00	0.00	750.00	0.00	750.00	750.00
01-01-00-0130-20-6234 Professional Development	1,574.00	1,000.00	0.00	1,000.00	792.94	1,500.00	(500.00)	1,750.00	1,750.00
01-01-00-0130-20-6250 Contracted Services	36,822.79	41,000.00	0.00	41,000.00	5,140.40	35,000.00	6,000.00	37,000.00	37,000.00
01-01-00-0130-20-6271 Repairs & Mnt Equipment	0.00	200.00	0.00	200.00	0.00	200.00	0.00	200.00	200.00
01-01-00-0130-30-6341 Office Supplies	4,827.05	5,000.00	0.00	5,000.00	2,140.18	5,000.00	0.00	5,000.00	5,000.00
DEPARTMENT TOTAL	243,354.44	271,571.00	0.00	271,571.00	117,728.29	273,854.00	(2,283.00)	277,839.00	277,839.00

**TOWN OF ELLINGTON
BUDGET REQUEST
130 FINANCE OFFICER**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015	
		<u>FY 2013-14</u> <u>Revised</u>	<u>FY 2014-15</u>
5101	<u>FULL TIME PAYROLL</u>	\$ 211,266	\$ 213,669
	Finance Officer-DiCorleto	\$ 115,443	\$ 115,443
	Accounting Assistant/Deputy Treasurer-LaPlante	\$ 52,889	\$ 54,218
	Administrative Assistant-Moran	\$ 42,934	\$ 44,008
	Salary is in negotiation		
5103	<u>PART TIME PAYROLL</u>	\$ -	\$ 17,820
	Finance Clerk		
	19 hours per week at \$15.00 per hour		\$ 14,820
	Additional hours for special projects-200 hours (Budget Books, Capital Improvement Budget Books, record keeping for Capital Projects, etc)		\$ 3,000
	TOTAL SALARIES	\$ 211,266	\$ 231,489
5102	<u>OVERTIME</u>		\$ -
5110	<u>OTHER BENEFITS</u>		\$ 650
	Longevity		
	TOTAL PAYROLL		\$ 232,139
6222	<u>DUES & SUBSCRIPTIONS</u>		\$ 700
	Memberships to professional organizations		
6223	<u>TRAVEL</u>		\$ 300
	Mileage reimbursement for employees when a town vehicle is not available		
6233	<u>EDUCATION</u>		\$ 750
	For staff to attend courses sponsored by Government Finance Officers of Connecticut, computer training and other courses		

**TOWN OF ELLINGTON
BUDGET REQUEST
130 FINANCE OFFICER**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015
6234	<u>PROFESSIONAL DEVELOPMENT</u>	\$ 1,750
	To attend in State Conference on Municipal Accounting and risk management, Connecticut Chapter of CPA's Conference on Municipal Accounting, annual conference of Governmental Finance Officers Association of United States and Canada	
6250	<u>CONTRACTED SERVICES</u>	\$ 37,000
	All computer accounting services-payroll, appropriation accounting, bonding disclosures requirements	
	Paylocity-Payroll, report writer, server payroll, growth \$ 21,000 in payroll, recording vacation, personal, sick time	
	Training on accounting system \$ 5,000	
	Budgetary accounting licenses, support \$ 9,000	
	Bond Issue continuing disclosure agreement \$ 2,000	
6271	<u>REPAIRS & EQUIPMENT MAINT.</u>	\$ 200
	Maintenance on various office equipment	
6341	<u>OFFICE SUPPLIES</u>	\$ 5,000
	Office supplies for budget books, capital improvement budget books, computer supplies, laser printer supplies, envelopes, checks	
	TOTAL OFFICE BUDGET	<u>\$ 45,700</u>
	DEPARTMENT TOTAL	<u>\$ 277,839</u>

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request	2014-15 Board of Selectmen
0131 - TAX ASSESSOR									
01-01-00-0131-10-5101 Full Time	188,188.33	195,149.00	0.00	195,149.00	101,283.74	183,374.00	11,775.00	167,925.00	167,925.00
01-01-00-0131-10-5102 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0131-10-5103 Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,300.00	15,300.00
01-01-00-0131-10-5110 Other Benefits	350.00	450.00	0.00	450.00	250.00	450.00	0.00	450.00	450.00
01-01-00-0131-20-6221 Advertising Printing Forms	522.09	2,200.00	0.00	2,200.00	328.23	2,200.00	0.00	2,200.00	2,200.00
01-01-00-0131-20-6222 Dues & Subscriptions	1,328.03	2,195.00	0.00	2,195.00	649.20	2,195.00	0.00	2,195.00	2,195.00
01-01-00-0131-20-6223 Travel	0.00	500.00	0.00	500.00	12.50	500.00	0.00	500.00	500.00
01-01-00-0131-20-6233 Education	1,600.70	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0131-20-6234 Professional Development	604.00	700.00	0.00	700.00	168.00	700.00	0.00	700.00	700.00
01-01-00-0131-20-6240 Telephone	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0131-20-6250 Contracted Services	16,290.00	21,535.00	0.00	21,535.00	16,535.00	21,535.00	0.00	21,900.00	21,900.00
01-01-00-0131-20-6269 Mapping	5,900.00	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00	10,000.00	10,000.00
01-01-00-0131-30-6341 Office Supplies	1,326.32	2,000.00	0.00	2,000.00	328.55	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0131-70-6765 Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT TOTAL	216,109.47	236,729.00	0.00	236,729.00	119,555.22	224,954.00	11,775.00	225,170.00	225,170.00

**TOWN OF ELLINGTON
BUDGET REQUEST
131 TAX ASSESSOR**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015	
		FY 2013-14 Revised	FY 2014-15
5101	<u>FULL TIME PAYROLL</u>	\$ 204,507	\$ 167,925
	Assessor-Roman	\$ 69,791	\$ 71,535
	Deputy Assessor-Lonergan	\$ 51,251	\$ 52,532
	Administrative Assessment Technician-Bechard	\$ 42,788	\$ 43,858
	Administrative Assessment Technician-Thiesing	\$ 40,677	\$ -
5103	<u>PART TIME PAYROLL</u>	\$ -	\$ 15,300
	Assessment Aide		\$ 15,300
	TOTAL SALARIES	\$ 204,507	\$ 183,225
5103	<u>EXTRA HOURS</u>		\$ -
5102	<u>OVERTIME</u>		\$ -
5110	<u>OTHER BENEFITS</u>		\$ 450
	Longevity pay per Union Contract		
	TOTAL PAYROLL		\$ 183,675
6221	<u>ADVERTISING-PRINTING-FORMS</u>		\$ 2,200
	Legals, Personal Property forms		
6222	<u>DUES & SUBSCRIPTIONS</u>		\$ 2,195
	Pricing guides, Professional memberships		
6223	<u>TRAVEL</u>		\$ 500
	Mileage reimbursement		
6233	<u>EDUCATION</u>		\$ 2,000

	UCONN - Assessor's School Classes & Workshops for recertification		
6234	<u>PROFESSIONAL DEVELOPMENT</u>		\$ 700
	Vision User education conference, GIS/CAMA educational conference		
6240	<u>TELEPHONE</u>		\$ -
6250	<u>CONTRACTED SERVICES</u>		\$ 21,900
	Administrative software license, support and maintenance	\$ 7,150	
	CAMA software license, support, maintenance and web hosting	\$ 9,750	
	Personal Property Audits 10 @\$500 each	\$ 5,000	
6269	<u>MAPPING</u>		\$ 10,000
	Maintenance - Parcel maps for GIS/GEOTMS		
6341	<u>OFFICE SUPPLIES</u>		\$ 2,000
	Printer toner, misc supplies		
6765	<u>OFFICE EQUIPMENT</u>		\$ -
	TOTAL OFFICE BUDGET		<u>\$ 41,495</u>
	DEPARTMENT TOTAL		<u>\$ 225,170</u>

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request	2014-15 Board of Selectmen
0132 - TAX COLLECTOR									
01-01-00-0132-10-5101 Full Time	101,880.07	99,668.00	0.00	99,668.00	56,175.67	112,236.00	(12,568.00)	114,926.00	114,926.00
01-01-00-0132-10-5102 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0132-10-5103 Part Time	15,066.44	16,020.00	0.00	16,020.00	7,727.21	16,020.00	0.00	16,020.00	16,020.00
01-01-00-0132-10-5110 Other Benefits	350.00	350.00	0.00	350.00	100.00	350.00	0.00	350.00	350.00
01-01-00-0132-20-6221 Advertising Printing Forms	612.18	740.00	0.00	740.00	140.40	740.00	0.00	740.00	740.00
01-01-00-0132-20-6222 Dues & Subscriptions	95.00	120.00	0.00	120.00	75.00	120.00	0.00	120.00	120.00
01-01-00-0132-20-6223 Travel	936.61	900.00	0.00	900.00	467.96	900.00	0.00	900.00	900.00
01-01-00-0132-20-6232 Postage	460.00	460.00	0.00	460.00	300.00	460.00	0.00	460.00	460.00
01-01-00-0132-20-6234 Professional Development	448.00	750.00	0.00	750.00	251.00	750.00	0.00	750.00	750.00
01-01-00-0132-20-6250 Contracted Services	14,378.75	17,925.00	0.00	17,925.00	15,511.85	17,925.00	0.00	18,513.00	18,513.00
01-01-00-0132-20-6251 State of Connecticut	3,833.32	3,990.00	0.00	3,990.00	3,986.21	3,990.00	0.00	4,025.00	4,025.00
01-01-00-0132-20-6284 Collection Service Fee	0.00	100.00	0.00	100.00	0.00	100.00	0.00	100.00	100.00
01-01-00-0132-30-6341 Office Supplies	3,674.55	5,000.00	0.00	5,000.00	2,799.27	5,000.00	0.00	5,000.00	5,000.00
DEPARTMENT TOTAL	141,734.92	146,023.00	0.00	146,023.00	87,534.57	158,591.00	(12,568.00)	161,904.00	161,904.00



STATE OF CONNECTICUT • COUNTY OF TOLLAND • INCORPORATED 1786

TOWN OF ELLINGTON

TAX COLLECTOR

55 MAIN STREET • P.O. BOX 158 • ELLINGTON, CONNECTICUT 06029-0158

TEL. 860-870-3113 FAX 860-870-3704 www.taxcollector@ellington-ct

Ann Marie Conti, CCMC
Tax Collector

Brenda Gower, CCMC, Deputy Tax Collector
Dawn Stavens, Tax Clerk

Date: February 18, 2014

To: Board of Finance

From: Ann Marie Conti, Tax and Revenue Collector

Subject: 2014-2015 Fiscal Year Budget

As requested by the Board of Finance, I am pleased to offer my proposed budget for the Tax Office for FY 2014-2015 showing a slight increase over last year's budget.

BUDGET CHANGES

Line item 5101 Full Time Payroll: Wage increase based on Union contract negotiations

Line item 6250 Contracted Services: Software for the collection of tax and utilities; printing of tax and utility bills. The service and support of the bill view and pay online system.

Line item 6251 State of Connecticut: Budget changes for the coming year are also due to the increase costs for updating online data and reporting to the State of Connecticut Department of Motor Vehicles. This service allows the Tax office to withhold registrations due to delinquent motor vehicle tax.

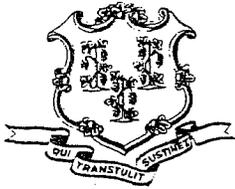
Thank you for your consideration.

**TOWN OF ELLINGTON
BUDGET REQUEST
132 TAX COLLECTOR**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015	
		FY 2013-14 Revised	FY 2014-15
5101	<u>FULL TIME PAYROLL</u>	\$ 112,120	\$ 114,926
	Tax Collector-Conti	\$ 67,821	\$ 69,517
	Deputy Tax Collector-Gower	\$ 44,299	\$ 45,409
5103	<u>PART TIME PAYROLL</u>	\$ 16,020	\$ 16,020
	Tax Clerk-Stavens		
	Collection period, and providing coverage for the office		
	TOTAL SALARIES	<u>\$ 128,140</u>	<u>\$ 130,946</u>
5102	<u>OVERTIME</u>		\$ -
5110	<u>OTHER BENEFITS</u>		\$ 350
	Longevity		
	TOTAL PAYROLL		<u>\$ 131,296</u>
6221	<u>ADVERTISING-PRINTING-FORMS</u>		\$ 740
	Legal Notices		
6222	<u>DUES & SUBSCRIPTIONS</u>		\$ 120
	Memberships to professional organizations		
6223	<u>TRAVEL</u>		\$ 900
	Mileage reimbursement for bank deposits, conferences		
6232	<u>POSTAGE</u>		\$ 460
	Rental of Post Office Box and for address updates		
6234	<u>PROFESSIONAL DEVELOPMENT</u>		\$ 750
	To attend State Tax Collectors' Conferences, Connecticut Certified Municipal Association classes		

**TOWN OF ELLINGTON
BUDGET REQUEST
132 TAX COLLECTOR**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015
6250	<u>CONTRACTED SERVICES</u>	\$ 18,513
	Annual charge for Quality Data Software and Support; Processing charge for the tax and utility bills and Ratebooks	\$ 17,022
	Folding, stuffing and mailing the July tax bills	\$ 1,491
6251	<u>STATE OF CONNECTICUT</u>	\$ 4,025
	State of CT Department of Motor Vehicles Delinquent collection service	
	State of CT DMV Direct Online Service - access to license and registration information	
6284	<u>COLLECTION SERVICE FEE</u>	\$ 100
	Collection agency option	
6341	<u>OFFICE SUPPLIES</u>	\$ 5,000
	Office supplies: toner for laser printers; envelopes; tax bills	
	TOTAL OFFICE BUDGET	<u>\$ 30,608</u>
	DEPARTMENT TOTAL	<u>\$ 161,904</u>



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

January 7, 2014

The Honorable Maurice W. Blanchette
First Selectman
Town of Ellington
55 Main Street-PO Box 187
Ellington CT 06029-0187

Re: Estimated FY 2014 – 2015 Charge for Delinquent Motor Vehicle
Tax Collection service from the Connecticut Department of Motor Vehicles

Dear Selectman Blanchette:

This office has recently received the estimated figure for the total cost of administration of the Delinquent Motor Vehicle Tax Collection service by the Connecticut Department of Motor Vehicles (DMV). Based on the 2012 Department of Public Health population projections, the estimated charge to your town for its pro-rated cost of this service in the fiscal year ending June 30, 2015 is **\$3,773.29**.

Please note that this is an *estimated* figure and is subject to revision during the 2014 legislative session. This estimate is being provided to you as a tool to help you prepare your municipal budget request for the fiscal year ending June 30, 2015.

Correspondence detailing the actual cost of this program to your town will be mailed once a certified figure has been received from the Department of Motor Vehicles in late June or early July, 2014.

Very truly yours,

W. David LeVasseur, Acting Undersecretary
Intergovernmental Policy Division

Cc: Ann Marie Conti, Tax Collector

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request
0133 - BD OF ASSESSMENT APPEALS								
01-01-00-0133-10-5103 Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0133-20-6221 Advertising Printing Forms	62.96	200.00	0.00	200.00	64.53	200.00	0.00	200.00
01-01-00-0133-20-6222 Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0133-20-6234 Professional Development	0.00	200.00	0.00	200.00	0.00	200.00	0.00	200.00
01-01-00-0133-20-6250 Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT TOTAL	62.96	400.00	0.00	400.00	64.53	400.00	0.00	400.00

**TOWN OF ELLINGTON
BUDGET REQUEST
133 BOARD OF ASSESSMENT APPEALS**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015	
		FY 2013-14 <u>Revised</u>	FY 2014-15
5103	<u>PART TIME PAYROLL</u>	\$ -	\$ -
	TOTAL PAYROLL		<u>\$ -</u>
6221	<u>ADVERTISING-PRINTING-FORMS</u> Legals, BAA forms		\$ 200
6222	<u>DUES & SUBSCRIPTIONS</u>		\$ -
6234	<u>PROFESSIONAL DEVELOPMENT</u> Classes and workshops		\$ 200
6250	<u>CONTRACTED SERVICES</u>		\$ -
	TOTAL OFFICE BUDGET		<u>\$ 400</u>
	DEPARTMENT TOTAL		<u>\$ 400</u>

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request
0134 - INS.ADVISORY BD.								
01-01-00-0134-10-5103 Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0134-20-6250 Contracted Services	0.00	100.00	0.00	100.00	0.00	100.00	0.00	100.00
DEPARTMENT TOTAL	0.00	100.00	0.00	100.00	0.00	100.00	0.00	100.00

**TOWN OF ELLINGTON
BUDGET REQUEST
134 INSURANCE ADVISORY BOARD**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015	
		FY 2013-14 Revised	FY 2014-15
5103	<u>PART TIME PAYROLL</u>	\$0	\$0
	TOTAL PAYROLL		<u>\$0</u>
6250	<u>CONTRACTED SERVICES</u> Maintain account if studies/bids are required		\$100
	TOTAL OFFICE BUDGET		<u>\$100</u>
	DEPARTMENT TOTAL		<u>\$100</u>

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request	2014-15 Board of Selectmen
0140 - TOWN CLERK									
01-01-00-0140-10-5101	64,350.75	62,985.00	0.00	62,985.00	33,003.81	66,008.00	(3,023.00)	67,665.00	67,665.00
01-01-00-0140-10-5102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0140-10-5103	50,465.15	45,582.00	0.00	45,582.00	26,525.78	47,500.00	(1,918.00)	48,907.00	48,907.00
01-01-00-0140-10-5110	350.00	350.00	0.00	350.00	250.00	350.00	0.00	250.00	250.00
01-01-00-0140-20-6221	1,159.50	2,250.00	0.00	2,250.00	1,170.48	2,250.00	0.00	2,250.00	2,250.00
01-01-00-0140-20-6222	155.00	250.00	0.00	250.00	0.00	250.00	0.00	250.00	250.00
01-01-00-0140-20-6223	284.28	300.00	0.00	300.00	94.25	300.00	0.00	300.00	300.00
01-01-00-0140-20-6234	1,455.00	1,500.00	0.00	1,500.00	610.00	1,500.00	0.00	2,000.00	2,000.00
01-01-00-0140-20-6250	28,285.11	28,500.00	0.00	28,500.00	8,746.98	28,500.00	0.00	28,500.00	28,500.00
01-01-00-0140-20-6251	6,419.00	15,000.00	0.00	15,000.00	2,247.00	15,000.00	0.00	12,000.00	12,000.00
01-01-00-0140-20-6253	372.00	500.00	0.00	500.00	83.07	500.00	0.00	500.00	500.00
01-01-00-0140-20-6254	646.00	1,000.00	0.00	1,000.00	494.00	1,000.00	0.00	1,000.00	1,000.00
01-01-00-0140-20-6255	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0140-20-6262	1,792.84	4,000.00	0.00	4,000.00	4,762.42	5,000.00	(1,000.00)	5,000.00	5,000.00
01-01-00-0140-20-6271	345.99	500.00	0.00	500.00	0.00	500.00	0.00	250.00	250.00
01-01-00-0140-30-6341	1,600.00	1,600.00	0.00	1,600.00	896.31	1,600.00	0.00	1,600.00	1,600.00
01-01-00-0140-40-6765	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0140-70-6765	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0140-90-6900	4,441.70	4,000.00	0.00	4,000.00	5,265.00	4,000.00	0.00	4,000.00	4,000.00
DEPARTMENT TOTAL	162,122.32	168,317.00	0.00	168,317.00	84,149.10	174,258.00	(5,941.00)	174,472.00	174,472.00



TOWN OF ELLINGTON

55 MAIN STREET - PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187

TEL 860-870-3105 FAX 860-870-3721
www.ellington-ct.gov

BONNIE ARMSTRONG
Assistant Town Clerk

DIANE H. McKEEGAN, CCTC
Town Clerk

Date: January 31, 2014

To: Board of Selectmen, Board of Finance

From: Diane H. McKeegan, Town Clerk

Subject: 2014-2015 Fiscal Year Budget

As requested by the First Selectman and the Board of Finance, I am pleased to offer my proposed budget for the Town Clerk's Office for FY 2014-2015.

I am able to decrease my general office operating budget by \$1,850.

I feel that I have offered a reasonable budget without sacrificing any services provided by my office to the citizens of Ellington.

Thank you for your consideration.

TOWN OF ELLINGTON
 BUDGET REQUEST
 FISCAL YEAR 2014-2015
 140 TOWN CLERK

OBJECT
NUMBER

5101 FULL TIME PAYROLL:

	2013-2014 Budget	2014-2015 Budget
Town Clerk-McKeegan	\$66,012	\$67,665

5103 PART TIME PAYROLL

	(24 hrs/week)	
Asst. TC-Waters	\$28,705	
Waters resigned 12/13		
	(20 hrs/week)	(32 hrs/week)
Asst. TC-Armstrong	\$21,234	\$34,828
		(19 hrs/week)
Admin. Clerk-	N/A	\$14,079

Total Salary Account	\$115,951	\$116,572
-----------------------------	------------------	------------------

2014-2015

5110	<u>OTHER BENEFITS</u>	\$250
	Longevity Pay/Union Contract	
6221	<u>ADVERTISING</u>	\$2,250
	Legal Notices, subscriptions	
6222	<u>DUES</u>	\$250
	State and County Memberships	
6223	<u>TRAVEL</u>	\$300
	Mileage reimbursement, when town car unavailable.	

OBJECT
NUMBER

2014-2015

6234	<u>PROFESSIONAL DEVELOPMENT</u>	\$2,000
	State Conferences, County Meetings Lodging, conference fees, staff training	
6250	<u>CONTRACTED SERVICES</u>	\$28,500
	Indexing, Microfilming, land record book creation	
6251	<u>STATE OF CONNECTICUT</u>	\$12,000
	Sportsman licenses, revenue only item.	
6253	<u>VITAL STATISTICS</u>	\$500
	Payments to other towns for Vital Records	
6254	<u>STATE SURCHARGES</u>	\$1,000
	Payments to State of Conn. for marriage licenses issued	
6262	<u>CODIFICATION</u>	\$5,000
	Funding for updates and revisions to Town Code Book	
6271	<u>EQUIPMENT REPAIRS</u>	\$250
	Office machine repairs	
6341	<u>OFFICE SUPPLIES</u>	\$1,600
	General office supplies	
6900	<u>TOWN-WIDE MAINTENANCE</u>	\$4,000
	Continued restoration of records in vault	

Total Office Budget	\$57,900
(Excluding salaries)	

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request	2014-15 Board of Selectmen
0150 - TOWN COUNSEL									
01-01-00-0150-20-6222 Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0150-20-6250 Contracted Services	128,241.00	110,000.00	0.00	110,000.00	32,668.28	100,000.00	10,000.00	110,000.00	110,000.00
DEPARTMENT TOTAL	128,241.00	110,000.00	0.00	110,000.00	32,668.28	100,000.00	10,000.00	110,000.00	110,000.00

**TOWN OF ELLINGTON
BUDGET REQUEST
150 TOWN COUNSEL**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015
6222	<u>DUES & SUBSCRIPTIONS</u>	\$ -
	Law journals	
6250	<u>CONTRACTED SERVICES</u>	\$ 110,000
	Legal matters including labor negotiations	
	Five union contracts will be negotiated for	
	Fiscal Year 2011-12	
TOTAL OFFICE BUDGET		<u>\$ 110,000</u>
DEPARTMENT TOTAL		<u>\$ 110,000</u>

Town Counsel Expenditures

FY12-13	\$ 128,241	\$ 128,241	\$ 128,241
FY11-12	\$ 132,242	\$ 132,242	\$ 132,242
FY10-11	\$ 66,756	\$ 66,756	\$ 66,756
FY09-10	\$ 105,425	\$ 105,425	\$ 105,425
FY08-09	\$ 180,380	\$ 180,380	
Less Raymond Lawsuit	\$ (50,000)	\$ (50,000)	
FY07-08	\$ 122,405		
FY06-07	\$ 116,224		
FY05-06	\$ 91,384		
FY04-05	\$ 115,123		
FY03-04	\$ 96,858		
Total	\$ 1,105,038	\$ 563,044	\$ 432,664
Averages	Ten years	Five Years	Four Years
	\$ 110,504	\$ 112,609	\$ 108,166

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request	2014-15 Board of Selectmen
01-01-00-0155-20-6250 0155 - PROBATE COURT Contracted Services	6,166.41	6,156.00	0.00	6,156.00	3,562.13	7,000.00	(844.00)	7,350.00	7,350.00
DEPARTMENT TOTAL	6,166.41	6,156.00	0.00	6,156.00	3,562.13	7,000.00	(844.00)	7,350.00	7,350.00

**TOWN OF ELLINGTON
BUDGET REQUEST
155 PROBATE COURT**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015
6250	<u>CONTRACTED SERVICES</u>	\$7,350
	Town's operational share of the Vernon/Ellington Probate Court	
	TOTAL OFFICE BUDGET	<u>\$7,350</u>
	DEPARTMENT TOTAL	<u>\$7,350</u>

01/27/2014

Ellington Town Hall
PO Box 187
Ellington, CT 06029
Attn: Nicholas DiCorleto, Finance



RE: FY'15 Budget Ellington Probate Court PD# 12

To Whom It May Concern:

Here is a copy of the FY'15 Budget Proposal that was provided to Vernon Finance Department. If you have any questions, please do not hesitate to contact me at 860-872-0519.

Sincerely,

Handwritten signature of Lisa M Sullivan in blue ink.

Lisa M Sullivan, Assistant Clerk

Ellington Probate Court
PO Box 268
Vernon, CT 06066

Cc: Lou Ann Cannella, First Selectman's Office

Probate Court

Budget Proposal - FY 2014 - 2015

Itemization of Court Expenses

Description	Estimated FY 2014	FY 2015 Requested Expenses	Vernon's Percent Share	Result
Operating Costs:				
Postage / Postage meter	\$3,235.00	\$5,235.00		
Postage - Lease & Supplies	1,160.33	1,461.00		
P.O. box	224.00	224.00		
Photocopier - service contract	1,000.00	1,000.00		
Photocopier - Excess copy charges	-	-		
Newspaper	239.00	239.00		
Water/coffee service	350.00	350.00		
Publications	350.00	350.00		
Office supplies	3,000.00	3,700.00		
Telephone	5,420.00	5,420.00		
Adkins microfilm/storage/Laserfiche	1,000.00	2,000.00		
Info-Shred	120.00	120.00		
LEXIS-NEXIS	900.00	900.00		
Total Operating Costs:	\$16,998.33	\$20,999	65.0%	13,649.35



Other Office Equipment:				
NEC- *NEW Phone System	4,078.00	-		
Laserfiche - Repair & secure internet	2,000.00	-		
DSL [through State of CT]	-	-		
Total Other Office Equipment	6,078.00	-	65.0%	-

TOTAL ACTUAL / BUDGET:	\$23,986.00	\$20,999.00	Vernon's share →	\$13,649.35
<i>Total Requested from Ellington (35%):</i>			←	7,349.65
				\$20,999.00

Town of Vernon population:	29,139	65%
Town of Ellington population:	15,582	35%

Amounts in Dollars

TOWN OF ELLINGTON
BUDGET REPORT 2014-15

	2012-13 Actuals	2013-14 Approved Budget	2013-14 Trans/ Addl Appr.	2013-14 Adjusted Approved Budget	2013-14 First Six Months Actual	2013-14 Estimated Total Actuals	2013-14 (Over)\ Under	2014-15 Budget Request	2014-15 Board of Selectmen
0170 - TOWN PLANNER									
01-01-00-0170-10-5101 Full Time	209,964.40	206,939.00	0.00	206,939.00	95,238.47	184,500.00	22,439.00	197,114.00	197,114.00
01-01-00-0170-10-5102 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0170-10-5103 Part Time	0.00	500.00	0.00	500.00	104.50	500.00	0.00	500.00	500.00
01-01-00-0170-10-5110 Other Benefits	300.00	450.00	0.00	450.00	0.00	250.00	200.00	250.00	250.00
01-01-00-0170-20-6221 Advertising Printing Forms	5.34	500.00	0.00	500.00	0.00	500.00	0.00	500.00	500.00
01-01-00-0170-20-6222 Dues & Subscriptions	646.00	1,000.00	0.00	1,000.00	637.00	1,000.00	0.00	1,000.00	1,000.00
01-01-00-0170-20-6223 Travel	1,373.98	1,000.00	0.00	1,000.00	185.68	1,000.00	0.00	2,000.00	2,000.00
01-01-00-0170-20-6233 Education	228.85	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0170-20-6234 Professional Development	3,986.97	3,000.00	0.00	3,000.00	275.00	3,000.00	0.00	2,000.00	2,000.00
01-01-00-0170-20-6250 Contracted Services	20,771.85	20,000.00	0.00	20,000.00	2,157.00	20,000.00	0.00	11,000.00	11,000.00
01-01-00-0170-20-6271 Repairs & Mnt Equipment	0.00	500.00	0.00	500.00	0.00	500.00	0.00	500.00	500.00
01-01-00-0170-30-6341 Office Supplies	2,393.93	4,000.00	0.00	4,000.00	623.54	4,000.00	0.00	4,000.00	4,000.00
01-01-00-0170-30-6346 Technical Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT TOTAL	239,671.32	239,889.00	0.00	239,889.00	99,221.19	217,250.00	22,639.00	220,864.00	220,864.00

**TOWN OF ELLINGTON
BUDGET REQUEST
170 TOWN PLANNER**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015	
		FY 2013-14 Revised	FY 2014-15
5101	<u>FULL TIME PAYROLL</u>	\$ 192,305	\$ 197,114
	Town Planner - Houlihan	\$ 69,059	\$ 70,785
	Assistant Planner/Zoning & Wetland Officer - Colonese	\$ 58,722	\$ 60,190
	Land Use Technician-Ciesco	\$ 42,788	\$ 43,862
	Admin Secretary II-Michaud	\$ 21,736	\$ 22,277
5103	<u>PART TIME PAYROLL</u>	\$ 500	\$ 500
	Office coverage when needed		
	TOTAL SALARIES	\$ 192,805	\$ 197,614
5102	<u>OVERTIME</u>		\$ -
	Special projects / Land use evening meetings		\$ -
5110	<u>OTHER BENEFITS</u>		\$ 250
	As per personnel rules		
	TOTAL PAYROLL		\$ 197,864
6221	<u>ADVERTISING-PRINTING-FORMS</u>		\$ 500
	Copies of various land use docs and apps		
6222	<u>DUES & SUBSCRIPTIONS</u>		\$ 1,000
	Memberships to professional organizations		
6223	<u>TRAVEL</u>		\$ 2,000
	Mileage reimbursements / Travel costs		
6233	<u>EDUCATION</u>		\$ 2,000
	Various pertaining to land use matters for staff		
6234	<u>PROFESSIONAL DEVELOPMENT</u>		\$ 2,000
	Attend state association meetings / Annual planning conference		

**TOWN OF ELLINGTON
BUDGET REQUEST
170 TOWN PLANNER**

Object No.	Description & Explanation(s)	FISCAL YEAR 2014-2015
6250	<u>CONTRACTED SERVICES</u>	\$ 11,000
	Update maps, regulations, other special projects, \$ 5,000	
	View Permit/Inspect-annual support, maintenance and hosting (50% between Planning and Building (\$12,000) \$ 6,000	
6271	<u>REPAIRS & EQUIPMENT MAINT.</u>	\$ 500
	Office equipment maintenance and repairs	
6341	<u>OFFICE SUPPLIES</u>	\$ 4,000
	For planning office and various land use commissions	
6346	<u>TECHNICAL SUPPLIES</u>	\$ -
	N/A	
	TOTAL OFFICE BUDGET	<u>\$ 23,000</u>
	DEPARTMENT TOTAL	<u>\$ 220,864</u>