

**Section 100 - General Government:**

Board of Selectmen

Board of Finance

Auditors

Auditors Special Projects

Finance Officer

Tax Assessor

Tax Collector

Board of Assessment Appeals

Insurance Advisory Board

Town Clerk

Town Counsel

Probate Court

Town Planner

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request	2012-13 Board of Selectmen
0110 - BOARD OF SELECTMAN									
01-01-00-0110-10-5101	183,099.95	183,062.00	3,447.00	186,509.00	102,158.71	190,934.00	(4,425.00)	177,550.00	177,550.00
01-01-00-0110-10-5102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0110-10-5103	1,618.75	2,000.00	0.00	2,000.00	1,010.00	2,000.00	0.00	0.00	0.00
01-01-00-0110-10-5104	1,500.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00	1,750.00	1,750.00
01-01-00-0110-10-5110	500.00	500.00	0.00	500.00	500.00	500.00	0.00	150.00	150.00
01-01-00-0110-20-6221	1,478.03	3,500.00	0.00	3,500.00	644.11	3,500.00	0.00	4,000.00	4,000.00
01-01-00-0110-20-6222	8,593.31	8,618.00	0.00	8,618.00	9,524.31	9,525.00	(907.00)	9,840.00	9,840.00
01-01-00-0110-20-6233	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0110-20-6234	97.00	500.00	0.00	500.00	0.00	500.00	0.00	2,000.00	2,000.00
01-01-00-0110-20-6240	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0110-20-6250	1,768.33	2,757.00	0.00	2,757.00	2,121.87	2,757.00	0.00	2,740.00	2,740.00
01-01-00-0110-20-6271	0.00	500.00	0.00	500.00	0.00	500.00	0.00	500.00	500.00
01-01-00-0110-30-6341	1,181.85	2,000.00	0.00	2,000.00	377.88	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0110-70-6765	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>199,837.22</b>	<b>204,937.00</b>	<b>3,447.00</b>	<b>208,384.00</b>	<b>116,336.88</b>	<b>213,716.00</b>	<b>(5,332.00)</b>	<b>200,530.00</b>	<b>200,530.00</b>

**TOWN OF ELLINGTON  
FY 2012-2013 BUDGET  
110 BOARD OF SELECTMEN**

Object No.	Description & Explanation(s)	FY 2011-12 Adj. Revised	FY -2012-13 Budget Request
<b>5101</b>	<b><u>FULL TIME PAYROLL</u></b>	<b>\$ 177,550</b>	<b>\$ 177,550</b>
	First Selectman	\$ 70,000	\$ 70,000
	Executive Assistant [Sauve]	\$ 60,000	\$ 60,000
	Executive Secretary [Cannella]	\$ 47,550	\$ 47,550
<b>5103</b>	<b><u>PART TIME PAYROLL</u></b>	<b>\$ 2,000</b>	<b>\$ -</b>
	BOS Recording Secretary/Position Eliminated		
	<b>TOTAL SALARIES</b>	<b>\$ 179,550</b>	<b>\$ 177,550</b>
<b>5102</b>	<b><u>OVERTIME</u></b>	<b>0</b>	<b>0</b>
	None		
<b>5104</b>	<b><u>SEASONAL</u></b>	<b>\$ 1,500</b>	<b>\$ 1,750</b>
	Land Records Inspector/Last increase 2007		
<b>5110</b>	<b><u>OTHER BENEFITS</u></b>	<b>\$ 500</b>	<b>\$ 150</b>
	Longevity		
	<b>TOTAL PAYROLL</b>	<b>\$ 181,550</b>	<b>\$ 179,450</b>
<b>6221</b>	<b><u>ADVERTISING-PRINTING-FORMS</u></b>	<b>\$ 3,500</b>	<b>\$ 4,000</b>
	Legal Notices/Help Wanted ads		
<b>6222</b>	<b><u>DUES &amp; SUBSCRIPTIONS</u></b>	<b>\$ 8,618</b>	<b>\$ 9,840</b>
	CCM Membership	\$ 8,033	\$ 8,195
	CCM Salary Survey	\$ 25	\$ 25
	CCM MERA Supplements	\$ 249	\$ 275
	COST	\$ -	\$ 1,025
	ASCAP License	\$ 311	\$ 320
<b>6233</b>	<b><u>EDUCATION</u></b>	<b>\$ -</b>	<b>\$ -</b>
	Taken out of separate town educatoin acct.		

**TOWN OF ELLINGTON  
FY 2012-2013 BUDGET  
110 BOARD OF SELECTMEN**

Object No.	Description & Explanation(s)	FY 2011-12 Adj. Revised	FY -2012-13 Budget Request
<b>6234</b>	<b>PROFESSIONAL DEVELOPMENT</b> Conferences, meetings, seminars	\$ 500	\$ 2,000
<b>6240</b>	<b>TELEPHONE</b> Taken out of Miscellaneous account	\$ -	\$ -
<b>6250</b>	<b>CONTRACTED SERVICES</b>	<b>2,757</b>	<b>2,740</b>
	Friedrich's pewter plates - emp. Recognition	\$ 1,280	\$ 950
	Miniature clocks-special recognitions:8@\$55/ea	\$ 232	\$ 440
	New Employee physicals:6@\$105/ea	\$ 525	\$ 630
	Special Event Photos	\$ 420	\$ 420
	Dept. Head Training, ie Sexual Harrassement Seminars	\$ 300	\$ 300
<b>6271</b>	<b>REPAIRS &amp; EQUIPMENT MAINT.</b> Office equipment	<b>500</b>	<b>500</b>
<b>6341</b>	<b>OFFICE SUPPLIES</b> Includes Minute Book & refreshments for recognition events.	<b>2,000</b>	<b>2,000</b>
<b>6765</b>	<b>OFFICE EQUIPMENT</b>	<b>-</b>	<b>-</b>
<b>TOTAL OFFICE BUDGET</b>		<b>\$ 17,875</b>	<b>\$ 21,080</b>
<b>DEPARTMENT TOTAL</b>		<b>\$ 199,425</b>	<b>\$ 200,530</b>

2012-13 salaries noted above for Executive Assistant/Executive Secretary does not include any salary adjustment.

Salary adjustments are made pending performance evaluations done in May.

First Selectman's salary- BOS approved 2/6/12.



MAURICE W. BLANCHETTE  
First Selectman

STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

## TOWN OF ELLINGTON

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RONALD F. STOMBERG  
Deputy First Selectman

A. LEO MILLER, JR.  
JAMES M. PRICHARD  
LORI L. SPIELMAN  
JOHN W. TURNER  
RACHEL WHEELER-ROSSOW

SPECIAL MEETING  
BOARD OF SELECTMEN  
March 5, 2012  
Town Hall - Meeting Hall

SELECTMEN PRESENT: Maurice Blanchette, A. Leo Miller, James Prichard, Lori Spielman, Ronald Stomberg and John Turner

SELECTMEN ABSENT: Rachel Wheeler-Rossow

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; Robert Phillips, Town Planner; Heather Linden, Journal Inquirer

### MINUTES

#### I. CALL TO ORDER:

First Selectman Maurice Blanchette called the meeting of the Board of Selectmen (BOS) to order at 7:31 p.m.

#### II. CITIZENS' FORUM:

Mr. Miller asked Mr. Webb for the status of the removal of hanging limbs resulting from the October 2011 storm. Mr. Webb said that he is working two days a week with Mountain Tree of Suffield, and they are going in order of the most critical need first. Mr. Webb said that prior to the storms, there were trees that the DPW also committed to remove and they are in the process of working on both tasks. Mr. Miller said that there are two hanging limbs in his neighborhood that concern him because they are hanging over the road. Mr. Webb assured Mr. Miller that if they are hanging over the road, they will be a priority.

#### III. NEW BUSINESS:

##### A. 2012-2013 Budget

Mr. Blanchette said that tonight the BOS will take up the budget document for fiscal year 2012-2013. He acknowledged that each BOS member had a copy of this document delivered to them on March 2<sup>nd</sup>. Mr. Blanchette noted that several department and program heads were in attendance, although not as many as he expected to see. He said that he expects to call on them as questions arise within their jurisdiction. Overall, these individuals paid attention to the

guidelines issued by Robert Clements, Chairman of the Board of Finance (BOF), in preparing their budgets.

In general, the budget will maintain the services that residents have come to expect from the Town of Ellington; it will not add much of anything new. Mr. Blanchette asked the BOS to keep several points in mind, as follow:

- This budget does not include all departments of the Town. Understandably and legally, it does not include the Board of Education (BOE) 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. Because the Town is, or will be, negotiating with all of their bargaining groups (including the new Union representing the paid EVAC EMT/Drivers) to be settled by June 30th, there are few wage increases included in any of the department budgets; it isn't known what the final numbers will be for each union. Instead, a pool to cover reasonable possibilities is provided in the 1065 Salary Adjustment account; usually that account only covered non-union personnel and that's why it now shows a phenomenal increase this year.
- Supplemental appropriations for Storm Alfred cleanup and hardware purchases have not been included in this budget, to avoid skewing the base from which percentage changes are computed. The money was spent, but it was a one-time occurrence.

Mr. Blanchette continued that in spite of voter awareness that passed a necessary school project initiative and authorized a new Senior Center recently, the economy continues to be anemic and residents remain pessimistic. He added that the BOF passed that message on to the Town departments, and the response herein will not provide as much infrastructure support as he would like to see for the long term; even if it can't be done this year, the Town will have to address that challenge in the near future. For now, the budget before the BOS should get full attention.

Mr. Blanchette proposed that the BOS proceed through this budget as it is presented, first to make sure it is understood, and then again to determine if the members are in agreement.

Mr. Miller asked for further clarification regarding the costs of Storm Alfred not being included. Mr. Blanchette said that there were supplemental appropriations that were made (\$300,000 towards the clean-up and \$161,000 for generators). Those things are not shown in this budget as an expense for this year. Otherwise the DPW account would have been bumped up by \$300,000. Mr. Webb said that he expects \$300,000 back from FEMA to cover this outlay. This transaction isn't mentioned as having occurred in the 2011-2012 budget. Mr. Miller said that he isn't in agreement, as he feels it should be shown with offsetting revenues. Mr. DiCorleto said that it will be shown in the main Town Budget that will go to Town Meeting. He added that the storms were extraordinary events so those appropriations should not be considered in the normal operating BOS budget, so it doesn't distort the percentage of increase. He said that it is not necessary to show it in the table that the BOS is reviewing tonight, but it will be clearly documented in the final budget. Mr. Miller said that doesn't necessarily agree, but he appreciates the explanation.

The BOS reviewed the proposed 2012-2013 Budget and made the following comments:

Line 110 –Board of Selectman (Sub line 5101 – Full Time): Mr. Miller questioned the \$4,425 overage in the Board of Selectman Full-time Salary line item for fiscal year 2011-2012. Mr. DiCorleto explained that this included the payment of accruals for a retiring employee, as well as overlap of the new employee filling the vacated position.

Line 131 – Tax Assessor: (Sub Line 6250 – Contracted Services). Mr. Miller said that Ms. McCarty has done a good job despite the increase in the contracted services, but the budget shows an increase of \$11,500 and this has been a concern that he has voiced before. Mr. DiCorleto explained that the BOF unilaterally cut this account at budget last year, apparently not understanding that it is to pay for required software licenses and like items. The budget includes the true amount that is needed. The new part is for personal property audits for \$5,000, as the State of Connecticut no longer does any audits of the personal properties for manufacturers. The Town of Ellington has to now protect their own Grand List so the Assessor wants to do ten manufacturing audits per year to make sure that the people are reporting the correct information on their personal property forms. Going forward, the manufacturer's credit that comes in from the State of Connecticut will be the same amount.

Line 150 – Town Counsel: (Sub Line 6250 – Contracted Services) Mr. Miller stated that it looks like it has been a slow year so far, and he asked Mr. Blanchette if there are any matters on the horizon. Mr. Blanchette said that he has been negotiating a contract with EVAC's brand new union, and the Town has received notice that the other four unions are due for negotiation also. Therefore there will be several negotiations going on at the same time, which is why this line item was increased last year. Mr. Blanchette said that some of this will drag into the new fiscal year.

Line 322 – Emergency 911: Mr. Turner said that the per-person assessment has stayed the same for the seventh year. The dollar value increase represents the increase in Ellington's population of 850 people from last year's population. He said that the Health District will also show a similar increase based on population. The numbers are based on the State of Connecticut Department of Health census.

Line 331 – Police Special Duty (Sub-Line 5119 - Private Duty): Mr. Miller asked Sergeant Sweeney if the \$30,000 overage will be off-set. Sergeant Sweeney said that the Town has paid \$30,000 but has also billed the contractors for nearly the same amount, so it will off-set itself. Mr. Blanchette reminded that the \$20,000 for Special Duty (Sub-Line 5114 - Special Duty) is a place-holder so there is money to pay the officers that work the duties, and later the money comes back as the contractors are billed.

Line 350 – Emergency Management: Mr. Turner said that he would have hoped to have seen Mr. Davis' storm report and that the BOS could have made sure that the budget reflects the needs and the shortcomings that will come up in the report so they could be addressed. Mr. Turner said that the budget that Mr. Davis has submitted is exactly the same as what he has submitted for the past three years. Mr. Turner said he brought this up last year and nothing was done.

Sub-Line 6250 – Contracted Services: Last year \$3,240 was budgeted for the Everbridge Emergency Notification System which has been inoperable, yet the same amount has been submitted for this year's budget. Mr. Blanchette said that this is the annual fee, and Mr. Turner acknowledges that he knows this, but the system wasn't working and wasn't operating during the two storms last fall.

Sub-Line 6342 – Uniform and Clothing: Mr. Turner said that for the past three years this line item has set aside money for I.D. tags for the Emergency Management and CERT personnel. This cost is repeated in the 6761 – Technical Equipment account. Mr. Turner said that discussion was held at the BOS meeting last year specifying that the Ambulance Corp. has an I.D. tag machine that the Fire Departments and the Ambulance Corp. use for making I.D.'s for their personnel, but apparently this also has not been addressed.

Sub-Line 6761 – Technical Equipment: Mr. Turner said that there is reference in the account to buying portable radios, which has been repeated in the budget going back at least three years and perhaps back as far as 2006-2007. He said that it is known, with the experience from the last two storms, that the equipment is not available.

Sub-Line 6765 – Office Equipment: Mr. Turner said that there is also a request to replace a printer and fax machine, listed on the budget for the last four years. Mr. Turner would like to know if these items were not purchased, what the money was spent on.

Sub-Line 5103 – Part Time Payroll: Mr. Prichard asked why there was an overage in 5103-Part Time Salary of \$5,974, asking if there was additional part-time help hired to work during the storms. Mr. Blanchette said that account 5103 reflects Mr. Davis' salary, as he is part time. Mr. Turner said that Mr. Davis has proposed a stipend of \$1,500 for each Deputy Director and he asked if this is a new expenditure. Mr. Blanchette said that this is a new proposal for the 2012-2013 budget. Mr. Turner said that he doesn't have a problem with the stipend if the work gets done, but he has not seen the work being done.

Mr. Turner said that the budget does not reflect the requirements that need to be addressed. He said that he is more than willing to support what needs to be done, but this budget is merely a rubber-stamp submission of the same exact budget of the last three years, with apparently no action on the items listed and the money being spent somewhere else. Mr. Blanchette said that unfortunately Mr. Davis is not in attendance to speak to the issue, as he was attending a conference. Mr. Miller asked if there have been any constraints by the BOF prohibiting Mr. Davis from getting the work done. Mr. Turner said that Mr. Davis had an authorized budget like the other agencies, so he was empowered to make the purchases that he laid-out within the framework of the budget. Mr. Miller asked if it is a question of initiative and execution. Mr. Turner said that there are several deficiencies that need to be addressed, yet the language that is repeated year after year says these items exist, yet they do not exist, and he feels that the BOS is due an explanation. Mr. Turner said that he is not satisfied and he has been watching this for a couple of years and it needs improvement. Mr. Turner said that he is stating his observations and he hopes that Mr. Davis' report will provide some direction as to where things need to go. Mr. Turner said that the immediate question is that there have been portable radios, ID Badges, fax machines and copiers in the budget for the last four years, and it is known from past experience that these are deficiencies; therefore an explanation of where the money was spent is due. He said it is important to know what is being done to bring the Town in line to where it needs to be.

Mr. Turner said he defers to the First Selectman to take the actions necessary administratively to address this. The Emergency Management budget does not represent a lot of money, but it is a functional item within the Town government. Mr. Blanchette said that right now the plan is that Mr. Davis will be available at the March 12<sup>th</sup> meeting with his report. Mr. Turner asked Mr. Blanchette if he understands his concerns, and Mr. Blanchette said that he does and that the March 12<sup>th</sup> meeting would be a good time to ask Mr. Davis these questions.

Line 375 – Emergency Services Incentive Program: Mr. Miller said that there is a deficit, but it is well spent. Mr. Turner said that he suggested to Mr. DiCorleto that this account be funded at the same level. Unfortunately, last years' budget was impacted by the winter storms, and this years' was impacted by Hurricane Irene and Storm Alfred. Mr. Turner said hopefully this will be a good year, and he feels this is an honest number to plan on.

Line 420 – Equipment Maintenance: Mr. Webb said that he is looking to increase this line item by \$42,419, because of the cost of fuel and diesel. He said that this account funds all of the Town's vehicle and heavy equipment maintenance, as well as fuel costs.

Line 425 – Town Garage Maintenance: Mr. Webb said that this covers telephone, electric, heat and hot water for the DPW complex. Mr. Miller asked for clarification of the increase in telephone costs. Mr. Webb said that Mr. DiCorleto increased it to show the true account that is being charged. He said that under the Winter Maintenance account, there was a line item for Weather Service, however with today's technology, this is not needed. Those funds were used to purchase push-to-talk radios so they now have portable radios and push-to-talk cell phones. The money that was in the Winter Account has been transferred to the Phone Account to pay for these items.

Line 770 – North Central Health District: Ms. Crayton said that there is an increase of a little over \$5,000 and that is due to an increase in the population in Town. Ellington grew by 850 individuals from last year, which led to the increase.

Line 795 – Senior Center – Ms. Crayton said that the Senior Center budget has decreased by almost \$2,000 from last year and this year the emphasis within the Senior Center budget is on an additional 5 hours for a van driver. Ms. Crayton said that the Senior Center is providing more rides for medical appointments, including four residents who attend dialysis three times a week each.

Sub-Line 6272 – Repairs and Maintenance – Building: Mr. Miller highlighted the \$5,500 overage for repairs for building maintenance. Ms. Crayton said that the building needed replacement of the air conditioner and currently, the center is dealing with a heating issue. She added that as the building ages, the repairs and maintenance become more expensive. Mr. Miller said that this is one more reason why the new Senior Center is a good idea.

Line 715 – Tri Town Emergency Shelter: Ms. Spielman asked if the Town provides any funding to the Tri-Town Shelter since several families have gone there over the past couple of years. Ms. Crayton said that as a good faith effort \$500 was provided to Tri-Town Shelter to renew and improve communication. During more than eight years, Human Services has not been able to get one person into the shelter as a referral. She added that there are Ellington residents who may have stayed at the shelter, but as an agency, Human Services has not been able to get even one referral into the shelter. Mr. Miller asked if Ms. Crayton sees this situation getting better as a result of communication improvement. Ms. Crayton said that there will be an attempt to open communication; this has been a long-standing issue, but Human Services will attempt to open dialogue to see why referrals have not been working. Ms. Crayton said it is a 15 bed shelter that serves three towns. Mr. Turner said that they market themselves as serving 3 towns. Mr. Miller asked if Ms. Crayton had any egregious situations to report on putting an undue burden on clients or the Human Services Department. Ms. Crayton said that she has used other facilities to fulfill the need, but they would rather keep their residents close-by in the Tri Town Shelter.

Account 810- Town Hall - Ms. Linden, Journal Inquirer, asked what the additional \$60,000 under Town Hall includes. Mr. DiCorleto said that \$28,000 is for the new telephone system that will be discussed later; \$15,000 is for a planning study for Town Hall expansion and then the remaining \$17,000 is for increases in the remaining line items. He added that within the \$17,000 there are costs resulting from the BOF cutting cell phones for the Emergency Management staff last year. The cell phones were indispensable during both major storms last year and they proved their worth.

Sub-Line 6764 – Telephone System Replacement - Mr. DiCorleto explained that the antiquated phone system used in the Town Hall building has been malfunctioning and is very difficult to repair due to parts availability. After 28 years, it is time to replace this phone system.

Sub-Line 6250 – Contracted Services – Mr. Miller said that this account was cut back last year and is now back to \$51,264 and he asked for clarification. Mr. DiCorleto explained that this includes restructuring on leases on the photo copiers, as well as new leases for new photocopiers.

Line 830 – Batz Property: Mr. Miller asked why there isn't an amount budgeted for any potential maintenance. Mr. DiCorleto said that he lists the Batz property as a line item so that all Town properties are listed, but it has not been practice to fund this account. Mr. Blanchette noted that there is a relatively new sign on the property, but with no funds, the money came from other accounts.

Line 850 – Pinney House: Ms. Spielman asked for an explanation of the proposed \$5,000 allocation to the Pinney House. Mr. Blanchette said that this is to keep the heat on and to pay the utilities at a minimal level. Ms. Spielman asked if the Pinney House could be closed up like a cottage since there is nothing in there. Mr. Webb said that the oil tank is full and that the dehumidifiers are run when necessary to prevent mold. He said that the bare minimum cost is necessary to control the mold. Mr. Miller said that he would be willing to meet part-way on this budget, but he feels that \$5,000 is too much. Mr. Stomberg said that he recalls that when the building was first completed, the allocation was \$1,500 to keep the building running. He said that he recalls that the BOF cut it back even further. So he is having trouble reconciling the spike to \$5,000. Mr. Blanchette said that when the contractor was still working in the building and the grant was still open, it paid for maintaining the building in a condition where the workers could do their work. Now that the grant is closed, the cost shifts to the Town. Mr. DiCorleto said that the Town is stuck with a 99 year lease and the Town has the obligation on the contract with the Santini's to maintain the building in decent shape. Mr. DiCorleto supported Mr. Webb's comments that the Town must run the heat and the dehumidifier, or the mold will return and it will be very expensive to remove it again. Mr. Miller said that he does not feel that the BOF will support this jump in the budget and he would like the BOS to do whatever they can to reduce it. Mr. Turner said that there was supposed to be fund-raising effort made by the Ad Hoc Committee for the Preservation of the Pinney House and he asked how much the Committee has raised. Mr. DiCorleto said that the Committee has not contributed any money to date. Mr. Stomberg said that the Town is obligated to honor the conditions of the grant, and therefore, must take care of the house.

MOVED (TURNER), SECONDED (PRICHARD) TO REDUCE ACCOUNT 850 – PINNEY HOUSE TO \$2,000.

Mr. Miller suggested that \$2,000 is too low and that he would like to fund the account with \$3,000 due to the uncertainty of fuel costs. Ms. Spielman agreed that this reduction goes too far. Mr. Stomberg asked what happens to the balance if \$5,000 is placed in the account and some is not used. Mr. Blanchette said that the balance, at the end of the fiscal year, is returned to the general fund. Mr. Stomberg pointed out that it is not squandered, so it may be prudent to put enough in the account so that there is no problem during the year with paying for the needs of the building. Mr. Turner said that the taxpayers are taxed on the budgeted amount. Mr. Stomberg reminded that the Town is obligated to take care of the house.

Mr. Miller asked what the average monthly electricity cost is for the building. Mr. DiCorleto said that the Town pays roughly \$125 a month for the electricity. This amount concerned several members of the BOS.

Following this discussion, Mr. Turner and Mr. Prichard agreed to revise the above motion as follows:

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED [AYE: PRICHARD/TURNER/STOMBERG/SPIELMAN; NAY: MILLER] TO REDUCE ACCOUNT 850 – PINNEY HOUSE TO \$2,500.

Line 910 – Payment on Debt: Mr. DiCorleto said that the Town has completed another refunding of the debt for \$4,320,000. He added that a year ago, \$8,240,000 went through refunding, so in future years the Town will save well over \$1,200,000 in interest payments. Mr. DiCorleto said that there is one other debt that is available to be refunded and that is the airport sewers, but there is a covenant in there that it cannot be done for 7 to 8 years. He said that the original bond issue was \$1,500,000 for 20 years, so that in 5 to 6 years, it may not be wise to refund this account. He added that since there is a fee for refunding and this is a small debt, it may not be worth doing. Mr. DiCorleto said that he did put in funding under the interest proposed bond issue for past projects. He said that he is finally in the process and by mid-March will close out the High School/Center School project and submit it to the State for possible grant reimbursement. He would expect to be notified by December of any funds coming back to the Town. Mr. DiCorleto said that he can then begin the financing for the Hall Memorial Library, the Windermere School, the Bicknell Property and the Dojo property; one bond issue that will take care of everything. The principal payments will come due during the fiscal year 2013-2014. Mr. Blanchette said that there is a \$200,000 drop in the principal that the Town will be paying back, and the interest is about \$30,000 less.

Line 950 – Insurance: Mr. Blanchette said that the expectation is that there will be a 15% increase in health insurance premiums; therefore it was factored into the rates. Mr. Miller said that he realizes that insurance companies want to get their pound of flesh before 2014 if they can. He added that if you look at what was spent in 2010-2011 vs. the department request for this year, there is a 25% increase under the 950 account. Mr. DiCorleto said that this past year the Town was fortunate, as the increase came in under 5%. He said that the insurance companies are trying to increase their rates. Another issue impacting the rates is the retirement of several employees who were single; however the projection for replacing those employees assumes that the new hires may be married with families. Mr. DiCorleto also notes that the retirees met the 75 rule and therefore the Town will be paying for their health insurance for several years. Mr. Turner said that the 15% assumption is reasonable.

Line 960 - Service Insurance: Mr. DiCorleto said that he kept this account at the same amount. He said that the Town paid \$67,180. Mr. Turner said that the last actuarial report indicated that the minimum recommended level for all of the annual adjustments was \$68,100. Mr. DiCorleto said that this adjustment can be made at this meeting.

MOVED (TURNER), SECONDED (MILLER) AND PASSED UNANIMOUSLY BY THOSE PRESENT TO INCREASE ACCOUNT 960 – SERVICE INSURANCE BY \$370 TO BRING IT TO \$68,100 PER THE ACTUARIAL RECOMMENDATION.

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY BY THOSE PRESENT TO RECOMMEND TO THE BOARD OF FINANCE THE BOARD OF SELECTMEN TOWN BUDGET FOR FISCAL YEAR 2012-2013, AS APPROVED BY THE BOARD OF SELECTMEN, A GRAND TOTAL AMOUNT OF \$13,345,693.

B. Set Town Meeting:

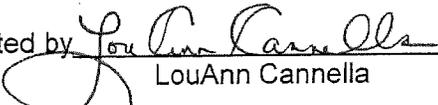
Mr. Blanchette reported that he attended a meeting during which the Town Attorney was discussing the current grant of \$485,000 that is for improvements at Snipsic Village. Town Attorney Ryan advised that the BOS and the BOF approve the acceptance and the expenditure of Small Cities Grants, and then send them to Town Meeting. It was determined that this should include all open Small Cities Grants. Even though the BOS has already approved this, the Town Attorney recommended that in the best interest of the Town, this procedure should be followed.

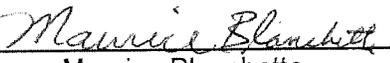
MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY BY THOSE PRESENT TO AUTHORIZE THE FIRST SELECTMAN TO WARN A SPECIAL TOWN MEETING FOR MONDAY, MARCH 26, 2012 AT 7:00 P.M. AT THE ELLINGTON TOWN HALL TO CONSIDER THE FOLLOWING ITEMS, PENDING BOARD OF FINANCE APPROVAL:

1. ACCEPT AND EXPEND THE SMALL CITIES GRANT #SC1104801: SNIPSIC VILLAGE CAPITAL IMPROVEMENTS IN THE AMOUNT OF \$485,000.
2. ACCEPT AND EXPEND THE SMALL CITIES GRANT #SC1004801: REGIONAL HOUSING REHABILITATION PROGRAM IN THE AMOUNT OF \$500,000.
3. ACCEPT AND EXPEND THE SMALL CITIES GRANT #SC0904801: REGIONAL HOUSING REHABILITATION PROGRAM IN THE AMOUNT OF \$300,000.

IV. ADJOURNMENT:

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 10:04 P.M.

Submitted by   
LouAnn Cannella

Approved by   
Maurice Blanchette

BUDEL12-13	TOWN OF ELLINGTON														
	BUDGET EXPENDITURE REQUEST														
	FISCAL YEAR 2012-13 BOARD OF SELECTMEN														
DESCRIPTION	2010-11 ACTUALS		2011-12 APPROVED BUDGET		2011-12 TRANS/ADDTL APPROP		2011-12 ADJUSTED APPROVED BUDGET		2011-12 ESTIMATED TOTAL EXPEND		2012-13 BOARD OF SELECTMEN APPROVED (REDUCTIONS) INCREASES		2012-13 BOARD OF SELECTMEN RECOMMENDATION		(B)-(A) Dollar Amount
	2010-11 ACTUALS	2011-12 APPROVED BUDGET	2011-12 TRANS/ADDTL APPROP	2011-12 ADJUSTED APPROVED BUDGET	2011-12 ESTIMATED TOTAL EXPEND	2011-12 (OVER) UNDER	2011-12 (OVER) UNDER	2011-12 (OVER) UNDER	2011-12 (OVER) UNDER	2012-13 BOARD OF SELECTMEN APPROVED (REDUCTIONS) INCREASES	2012-13 BOARD OF SELECTMEN RECOMMENDATION	2012-13 BOARD OF SELECTMEN RECOMMENDATION	2012-13 BOARD OF SELECTMEN RECOMMENDATION		
<b>GENERAL GOVERNMENT</b>															
110 BOARD OF SELECTMEN	189,837	204,937	3,447	208,384	116,937	213,716	(6,332)	200,550	200,550	0	200,550	(7,854)	-3.770%		
130 FINANCE OFFICER	227,856	237,013	2,387	239,400	110,825	237,923	1,477	239,102	239,102	0	239,102	(288)	-0.120%		
131 TAX ASSESSOR	223,711	233,311	0	233,311	110,803	235,258	(1,947)	247,734	247,734	0	247,734	14,423	6.180%		
132 TAX COLLECTOR	131,754	141,708	0	141,708	75,218	142,405	(687)	142,542	142,542	0	142,542	834	0.590%		
140 TOWN CLERK	143,828	165,958	0	165,958	73,549	168,098	(2,000)	171,285	171,285	0	171,285	5,307	3.200%		
150 TOWN COUNSEL	66,766	111,088	0	111,088	28,299	111,088	0	110,000	110,000	0	110,000	(1,088)	-0.990%		
155 PROBATE COURT	8,122	7,810	0	7,810	7,810	7,810	0	6,166	6,166	0	6,166	(1,644)	-19.110%		
170 TOWN PLANNER	218,190	228,002	3,805	231,807	105,827	231,807	0	231,607	231,607	0	231,607	0	0.000%		
TOTAL	1,218,034	1,320,637	8,439	1,339,076	622,010	1,347,655	(8,579)	1,348,938	1,348,938	0	1,348,938	9,860	0.740%		
<b>PUBLIC SAFETY</b>															
321 PUBLIC FIRE PROTECTION	300,144	303,563		303,563	127,373	306,400	(2,817)	325,860	325,860	0	325,860	22,277	7.340%		
322 EMERGENCY 911	42,904	43,725		43,725	43,725	43,725	0	46,120	46,120	0	46,120	2,395	5.480%		
330 POLICE	708,005	755,724	1,855	757,579	144,047	767,346	(9,957)	763,424	763,424	0	763,424	6,035	0.800%		
331 POLICE SPECIAL DUTY	57,758	20,000		20,000	20,362	50,000	(30,000)	20,000	20,000	0	20,000	0	0.000%		
333 POLICE DRUG AWARE(DARE)	2,282	1,500		1,500	220	1,500	0	1,500	1,500	0	1,500	0	0.000%		
340 ANIMAL CONTROL OFFICER	75,419	85,959		85,959	30,025	88,220	(1,251)	89,220	89,220	0	89,220	1,251	1.440%		
360 BUILDING DEPT	27,826	28,449	1,716	30,165	23,787	38,619	(6,454)	31,930	31,930	0	31,930	1,765	6.850%		
375 EMERGENCY SERV INCENT PRGM(ESIP)	115,556	123,888	2,499	126,387	69,368	127,285	(600)	126,485	126,485	0	126,485	100	0.080%		
376 ADHOC EMERGENCY SERVICES CON	135,233	125,000		125,000	33,543	147,200	(22,200)	125,000	125,000	0	125,000	0	0.000%		
381 FIRE MARSHAL	343	700	0	700	90	700	0	700	700	0	700	0	0.000%		
TOTAL	86,240	100,331	2,310	102,641	47,820	102,641	0	102,641	102,641	0	102,641	0	0.000%		
	1,561,922	1,589,867	6,190	1,598,057	642,772	1,673,836	(75,579)	1,631,860	1,631,860	0	1,631,860	33,823	2.120%		
<b>PUBLIC WORKS</b>															
410 GENERAL TOWN ROADS	1,477,964	1,542,229	5,000	1,547,229	744,140	1,586,541	(39,312)	1,563,701	1,563,701	0	1,563,701	6,472	0.420%		
415 NEW EQUIPMENT	9,553	10,000		10,000	3,385	10,000	0	10,000	10,000	0	10,000	0	0.000%		
420 EQUIP. MAINT.	265,225	221,054	17,258	238,312	145,682	327,874	(89,662)	283,473	283,473	0	283,473	25,161	10.560%		
425 TOWN GARAGE MAINTENANCE	66,230	65,924		65,924	26,419	70,424	(4,600)	75,286	75,286	0	75,286	9,372	14.220%		
430 STREET SIGNS	9,999	10,300		10,300	327	10,300	0	15,000	15,000	0	15,000	4,700	45.630%		
435 GROUNDS MAINTENANCE-BOE/PR	74,166	81,846	0	81,846	45,952	71,846	(10,000)	72,000	72,000	0	72,000	10,154	16.420%		
439 TOWN ROAD AID-WINTER	332,871	315,217		315,217	19,906	210,000	105,217	270,000	270,000	0	270,000	(45,217)	-14.340%		
440 TOWN ROAD AID-MAINT	272,079	286,340		286,340	59,364	286,340	0	286,000	286,000	0	286,000	(340)	-0.120%		
SUB-TOTAL	2,498,307	2,512,910	22,258	2,535,168	1,049,215	2,573,325	(38,157)	2,545,470	2,545,470	0	2,545,470	10,302	0.410%		
450 SANITARY LANDFILL	346,642	370,553		370,553	154,764	370,553	0	370,853	370,853	0	370,853	0	0.000%		
451 MUN-SOLID/BULKY WASTE/CURB	486,822	514,000		514,000	217,177	524,411	(10,411)	520,000	520,000	0	520,000	6,000	1.170%		
455 SANITARY RECYCLING	328,519	333,700		333,700	221,321	406,000	(72,300)	354,700	354,700	0	354,700	21,000	6.290%		
456 HOUSEHOLD HAZARDOUS WASTE	33,011	31,980		31,980	2,746	31,980	0	32,570	32,570	0	32,570	560	1.810%		
460 WPCA MAINTENANCE	88,877	106,710		106,710	46,480	150,847	(44,137)	107,710	107,710	0	107,710	1,000	0.940%		



TOWN OF ELLINGTON												
BUDGET EXPENDITURE REQUEST												
FISCAL YEAR 2012-13												
BOARD OF SELECTMEN												
DESCRIPTION	2010-11 ACTUALS	2011-12 APPROVED BUDGET	2011-12 TRANS/ADDTL APPROP	2011-12 ADJUSTED APPROVED BUDGET	2011-12 FIRST SIX MONTHS ACTUALS	2011-12 ESTIMATED TOTAL EXPEND	2011-12 (OVER)/UNDER	2012-13 (B) DEPT REQUEST	2012-13 BOARD OF SELECTMEN APPROVED (REDUCTIONS)	5-Mar-12 2012-13 BOARD OF SELECTMEN RECOMMENDATION	(B)-(A) Dollar	#DIV/0!
1031 ADHOC PATRIOTIC COMMITTEE	1,001	4,700	0	4,700	0	4,700	0	4,700	0	4,700	0	0.000%
1035 CHARTER REVISION COMM	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
1040 MISCELLANEOUS	362	2,000	0	2,000	0	2,000	0	2,000	0	2,000	0	0.000%
1045 GASB-0PEB	100,000	100,000	0	100,000	0	100,000	0	100,000	0	100,000	0	0.000%
1050 REFERENDUM/PRIMARIES	15,252	18,000	0	18,000	0	18,000	0	18,000	0	18,000	0	0.000%
1060 BUILDING DEMOLITION/EVICTONS	9,368	5,000	31,000	36,000	0	36,000	0	10,000	0	10,000	(26,000)	-72.220%
1068 SALARY ADJUSTMENT	0	32,630	(17,909)	14,724	0	14,724	0	143,250	0	143,250	128,526	872.900%
1069 EMPLOYEE EDUCATIONAL DEVELOP	3,096	7,500	0	7,500	328	7,500	0	7,500	0	7,500	0	0.000%
1078 TOWN COMMUNICATIONS	15,738	16,144	0	16,144	4,812	16,144	0	16,400	0	16,400	266	1.680%
1080 TOWN WEB SITE	0	2,300	0	2,300	600	2,300	0	6,800	0	6,800	4,500	185.650%
1085 GRANT APPLICATIONS	118	2,000	0	2,000	0	2,000	0	2,000	0	2,000	0	0.000%
1080 GIS	9,084	15,000	0	15,000	1,700	15,000	0	15,000	0	15,000	0	0.000%
TOTAL	161,217	212,274	13,084	225,358	11,884	225,358	0	332,650	0	332,650	107,292	47.800%
GRAND TOTAL	12,740,114	13,140,855	52,993	13,193,848	6,712,998	13,384,160	(190,312)	13,347,823	(2,130)	13,345,693	151,845	1.150%
LESS												
461 MUN-SOLID/BULKY WASTE/CURB	496,622	514,000	0	514,000	217,177	524,411	(10,411)	620,000	0	620,000	8,000	1.170%
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	190,000	190,000	0	190,000	0	190,000	0	185,000	0	185,000	(5,000)	-2.630%
Alport Sewer Debt	75,000	75,000	0	75,000	0	75,000	0	75,000	0	75,000	0	0.000%
Total Debt	265,000	265,000	0	265,000	0	265,000	0	260,000	0	260,000	(5,000)	-1.890%
Total deductions(Mun-Solid and Debt	761,822	778,000	0	778,000	217,177	789,411	(10,411)	780,000	0	780,000	1,000	0.130%
	11,978,492	12,361,855	52,993	12,414,848	6,495,221	12,594,749	(178,901)	12,567,823	(2,130)	12,565,693	150,845	1.220%
FIRST SELECTMAN'S SALARY	70,000	70,000	0	70,000	35,000	70,000	0	70,000	0	70,000	0	0.000%

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request
0120 - BOARD OF FINANCE								
01-01-00-0120-10-5103	1,285.21	1,500.00	0.00	1,500.00	375.00	1,500.00	0.00	1,500.00
01-01-00-0120-20-6221	905.58	1,250.00	0.00	1,250.00	0.00	1,250.00	0.00	1,250.00
01-01-00-0120-20-6234	62.00	100.00	0.00	100.00	60.00	100.00	0.00	100.00
01-01-00-0120-20-6250	4,726.25	4,000.00	0.00	4,000.00	3,386.00	4,000.00	0.00	4,000.00
01-01-00-0120-30-6341	15.14	100.00	0.00	100.00	0.00	100.00	0.00	100.00
<hr/>								
DEPARTMENT TOTAL	6,994.18	6,950.00	0.00	6,950.00	3,821.00	6,950.00	0.00	6,950.00

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013	
		<u>FY 2011-12</u> <u>Revised</u>	<u>FY 2012-13</u>
<b>5103</b>	<b><u>PART TIME PAYROLL</u></b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
	BOF Recording Secretary	\$ 1,500	\$ 1,500
	<b>TOTAL PAYROLL</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
<b>6221</b>	<b><u>ADVERTISING-PRINTING-FORMS</u></b>		<b>\$1,250</b>
	Publication of Legal Notices on the Budget		
<b>6234</b>	<b><u>PROFESSIONAL DEVELOPMENT</u></b>		<b>\$100</b>
	Conferences, meetings, seminars		
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b>		<b>\$4,000</b>
	Printing of the Town Report		
<b>6341</b>	<b><u>OFFICE SUPPLIES</u></b>		<b>\$100</b>
	Office supplies		
	<b>TOTAL OFFICE BUDGET</b>		<b>\$5,450</b>
	<b>DEPARTMENT TOTAL</b>		<b>\$6,950</b>

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request
0121 - AUDITORS								
01-01-00-0121-20-6250 Contracted Services	40,000.00	41,000.00	0.00	41,000.00	41,000.00	41,000.00	0.00	42,000.00
DEPARTMENT TOTAL	40,000.00	41,000.00	0.00	41,000.00	41,000.00	41,000.00	0.00	42,000.00

**TOWN OF ELLINGTON  
BUDGET REQUEST  
121 AUDITORS**

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b>	<b>\$42,000</b>
	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.	
	<b>TOTAL OFFICE BUDGET</b>	<b><u>\$42,000</u></b>
	<b>DEPARTMENT TOTAL</b>	<b><u>\$42,000</u></b>



STATE OF CONNECTICUT • COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

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

[www.ellington-ct.gov](http://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	\$ 210,000.00
Out of Pocket Known Expenses, If Any	\$	\$	\$	\$	\$	\$
<b>Total</b>	<b>\$ 40,000.00</b>	<b>\$ 41,000.00</b>	<b>\$ 42,000.00</b>	<b>\$ 43,000.00</b>	<b>\$ 44,000.00</b>	<b>\$ 210,000.00</b>

Hourly Rates for Expanded Scope of Engagement

	Audit Year 2009/10	Audit Year 2010/11	Audit Year 2011/12	Audit Year 2012/13	Audit Year 2013/14
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	Total
Basic Fee for Complete Audit	\$ 35,500.00	\$ 35,500.00	\$ 35,500.00	\$ 37,500.00	\$ 37,500.00	\$ 181,500.00
Out of Pocket Known Expenses, If Any	\$	\$	\$	\$	\$	\$
<b>Total</b>	<b>\$ 35,500.00</b>	<b>\$ 35,500.00</b>	<b>\$ 35,500.00</b>	<b>\$ 37,500.00</b>	<b>\$ 37,500.00</b>	<b>\$ 181,500.00</b>

Hourly Rates for Expanded Scope of Engagement

	Audit Year 2009/10	Audit Year 2010/11	Audit Year 2011/12	Audit Year 2012/13	Audit Year 2013/14
Principal Accountant or Partner	\$135	\$135	\$145	\$145	\$145
Manager	\$100	\$100	\$110	\$110	\$110
Staff Accountant	\$75	\$75	\$85	\$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	Total
Basic Fee for Complete Audit	\$ 41,000.00	\$ 42,000.00	\$ 43,000.00	\$ 44,000.00	\$ 45,000.00	\$ 220,000.00
Out of Pocket Known Expenses, If Any	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00
<b>Total</b>	<b>\$ 42,000.00</b>	<b>\$ 43,000.00</b>	<b>\$ 44,000.00</b>	<b>\$ 45,000.00</b>	<b>\$ 46,000.00</b>	<b>\$ 220,000.00</b>

Hourly Rates for Expanded Scope of Engagement

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

Hourly Rates for Expanded Scope of Engagement

	Audit Year 2009/10	Audit Year 2010/11	Audit Year 2011/12	Audit Year 2012/13	Audit Year 2013/14
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 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 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 2012-2013
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b> <b>Town Charter Section 1005- Duties of the Board of Finance</b> "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"	<b>\$100</b>
	<b>TOTAL OFFICE BUDGET</b>	<u><b>\$100</b></u>
	<b>DEPARTMENT TOTAL</b>	<u><b>\$100</b></u>

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request	2012-13 Board of Selectmen
0130 - FINANCE OFFICER									
01-01-00-0130-10-5101	191,485.26	195,158.00	2,387.00	197,545.00	98,805.44	196,068.00	1,477.00	195,852.00	195,852.00
01-01-00-0130-10-5102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0130-10-5103	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0130-10-5110	550.00	550.00	0.00	550.00	550.00	550.00	0.00	550.00	550.00
01-01-00-0130-20-6222	385.00	550.00	0.00	550.00	435.00	550.00	0.00	550.00	550.00
01-01-00-0130-20-6223	54.87	200.00	0.00	200.00	98.35	200.00	0.00	200.00	200.00
01-01-00-0130-20-6233	85.00	750.00	0.00	750.00	50.00	750.00	0.00	750.00	750.00
01-01-00-0130-20-6234	242.00	750.00	0.00	750.00	130.00	750.00	0.00	1,000.00	1,000.00
01-01-00-0130-20-6250	31,959.27	35,055.00	0.00	35,055.00	7,712.23	35,055.00	0.00	36,000.00	36,000.00
01-01-00-0130-20-6271	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
01-01-00-0130-30-6341	3,076.12	4,000.00	0.00	4,000.00	2,843.78	4,000.00	0.00	4,000.00	4,000.00
<hr/>									
DEPARTMENT TOTAL	227,837.52	237,013.00	2,387.00	239,400.00	110,624.80	237,923.00	1,477.00	239,102.00	239,102.00

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013	
		<u>FY 2011-12</u> <u>Revised</u>	<u>FY 2012-13</u>
<b>5101</b>	<b><u>FULL TIME PAYROLL</u></b>	<b>\$ 195,852</b>	<b>\$ 195,852</b>
	Finance Officer-DiCorleto	\$ 110,330	\$ 110,330
	Accounting Assistant/Deputy Treasurer-Caldwell	\$ 53,126	\$ 53,126
	Administrative Assistant-LaPlante	\$ 32,396	\$ 32,396
	Salary is in negotiation for Fiscal Year 2012-13		
	<b>TOTAL SALARIES</b>	<b>\$ 195,852</b>	<b>\$ 195,852</b>
<b>5102</b>	<b><u>OVERTIME</u></b>		\$ -
<b>5110</b>	<b><u>OTHER BENEFITS</u></b>		\$ 550
	Longevity		
	<b>TOTAL PAYROLL</b>		<b>\$ 196,402</b>
<b>6222</b>	<b><u>DUES &amp; SUBSCRIPTIONS</u></b>		\$ 550
	Memberships to professional organizations		
<b>6223</b>	<b><u>TRAVEL</u></b>		\$ 200
	Mileage reimbursement for employees when a town vehicle is not available		
<b>6233</b>	<b><u>EDUCATION</u></b>		\$ 750
	For staff to attend courses sponsored by Government Finance Officers of Connecticut, computer training and other courses		
<b>6234</b>	<b><u>PROFESSIONAL DEVELOPMENT</u></b>		\$ 1,000
	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		

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013
	and Canada	
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b>	<b>\$ 36,000</b>
	All computer accounting services-payroll, appropriation accounting, bonding disclosures requirements	
	ADP-Payroll, report writer, server payroll, growth in payroll, recording vacation, personal, sick time	\$ 20,000
	Training on accounting system	\$ 5,000
	Budgetary accounting licenses, support	\$ 9,000
	Bond Issue continuing disclosure agreement	\$ 2,000
<b>6271</b>	<b><u>REPAIRS &amp; EQUIPMENT MAINT.</u></b>	<b>\$ 200</b>
	Maintenance on various office equipment	
<b>6341</b>	<b><u>OFFICE SUPPLIES</u></b>	<b>\$ 4,000</b>
	Office supplies for budget books, capital improvement budget books, computer supplies, laser printer supplies, envelopes, checks	
	<b>TOTAL OFFICE BUDGET</b>	<b><u>\$ 42,700</u></b>
	<b>DEPARTMENT TOTAL</b>	<b><u>\$ 239,102</u></b>

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-13

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request	2012-13 Board of Selectmen
0131 - TAX ASSESSOR									
01-01-00-0131-10-5101	192,751.27	199,656.00	0.00	199,656.00	100,328.61	201,603.00	(1,947.00)	202,549.00	202,549.00
01-01-00-0131-10-5102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0131-10-5103	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0131-10-5110	300.00	400.00	0.00	400.00	250.00	400.00	0.00	400.00	400.00
01-01-00-0131-20-6221	797.06	2,200.00	0.00	2,200.00	495.27	2,200.00	0.00	2,200.00	2,200.00
01-01-00-0131-20-6222	1,714.02	2,195.00	0.00	2,195.00	933.21	2,195.00	0.00	2,195.00	2,195.00
01-01-00-0131-20-6223	0.00	500.00	0.00	500.00	0.00	500.00	0.00	500.00	500.00
01-01-00-0131-20-6233	750.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0131-20-6234	105.00	700.00	0.00	700.00	(362.00)	700.00	0.00	700.00	700.00
01-01-00-0131-20-6240	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0131-20-6250	16,000.00	13,660.00	0.00	13,660.00	8,275.00	13,660.00	0.00	25,190.00	25,190.00
01-01-00-0131-20-6269	9,342.24	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	1,951.56	2,000.00	0.00	2,000.00	883.16	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0131-70-6765	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>223,711.15</b>	<b>233,311.00</b>	<b>0.00</b>	<b>233,311.00</b>	<b>110,803.25</b>	<b>235,258.00</b>	<b>(1,947.00)</b>	<b>247,734.00</b>	<b>247,734.00</b>

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013	
		FY 2011-12 Revised	FY 2012-13
<b>5101</b>	<b>FULL TIME PAYROLL</b>	<b>\$ 202,549</b>	<b>\$ 202,549</b>
	Assessor-McCarty	\$ 74,003	\$ 74,003
	Deputy Assessor-Lonergan	\$ 48,903	\$ 48,903
	Administrative Assessment Technician-Bechard	\$ 40,841	\$ 40,841
	Administrative Assessment Technician-Thiesing	\$ 38,802	\$ 38,802
<b>5103</b>	<b>PART TIME PAYROLL</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL SALARIES</b>	<b>\$ 202,549</b>	<b>\$ 202,549</b>
<b>5103</b>	<b>EXTRA HOURS</b>		<b>\$0</b>
<b>5102</b>	<b>OVERTIME</b>		<b>\$0</b>
<b>5110</b>	<b>OTHER BENEFITS</b>		<b>\$ 400</b>
	Longevity pay per Union Contract		
	<b>TOTAL PAYROLL</b>		<b>\$ 202,949</b>
<b>6221</b>	<b>ADVERTISING-PRINTING-FORMS</b>		<b>\$ 2,200</b>
	Legals, Personal Property forms		
<b>6222</b>	<b>DUES &amp; SUBSCRIPTIONS</b>		<b>\$ 2,195</b>
	Pricing guides, Professional memberships		
<b>6223</b>	<b>TRAVEL</b>		<b>\$ 500</b>
	Mileage reimbursement		
<b>6233</b>	<b>EDUCATION</b>		<b>\$ 2,000</b>
	UCONN - Assessor's School Classes & Workshops for recertification		
<b>6234</b>	<b>PROFESSIONAL DEVELOPMENT</b>		<b>\$ 700</b>
	Vision User education conference, GIS/CAMA educational conference		
<b>6240</b>	<b>TELEPHONE</b>		<b>\$0</b>

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b>	<b>\$25,190</b>
	Administrative software license, support and maintenance *	\$6,950
	CAMA software license, support, maintenance and web hosting *	\$13,240
	* Vendors increased costs	
	Personal Property Audits 10 @ \$500 Each	\$5,000
<b>6269</b>	<b><u>MAPPING</u></b>	<b>\$ 10,000</b>
	Maintenance - Parcel maps for GIS/GEOTMS	
<b>6341</b>	<b><u>OFFICE SUPPLIES</u></b>	<b>\$ 2,000</b>
	Printer toner, misc supplies	
<b>6765</b>	<b><u>OFFICE EQUIPMENT</u></b>	<b>\$0</b>
	<b>TOTAL OFFICE BUDGET</b>	<b><u>\$ 44,785</u></b>
	<b>DEPARTMENT TOTAL</b>	<b><u>\$ 247,734</u></b>

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request	2012-13 Board of Selectmen
0132 - TAX COLLECTOR									
01-01-00-0132-10-5101	96,532.17	99,668.00	0.00	99,668.00	49,950.83	99,668.00	0.00	99,668.00	99,668.00
01-01-00-0132-10-5102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0132-10-5103	14,265.47	16,020.00	0.00	16,020.00	7,373.60	16,020.00	0.00	16,020.00	16,020.00
01-01-00-0132-10-5110	250.00	250.00	0.00	250.00	100.00	250.00	0.00	350.00	350.00
01-01-00-0132-20-6221	396.27	740.00	0.00	740.00	424.98	740.00	0.00	740.00	740.00
01-01-00-0132-20-6222	95.00	120.00	0.00	120.00	75.00	120.00	0.00	120.00	120.00
01-01-00-0132-20-6223	738.86	1,000.00	0.00	1,000.00	325.81	1,000.00	0.00	900.00	900.00
01-01-00-0132-20-6232	346.00	460.00	0.00	460.00	300.00	460.00	0.00	460.00	460.00
01-01-00-0132-20-6234	176.00	750.00	0.00	750.00	38.00	750.00	0.00	750.00	750.00
01-01-00-0132-20-6230	12,263.64	14,600.00	0.00	14,600.00	11,150.00	14,600.00	0.00	14,600.00	14,600.00
01-01-00-0132-20-6250	2,918.43	3,000.00	0.00	3,000.00	3,696.42	3,697.00	(697.00)	3,834.00	3,834.00
01-01-00-0132-20-6251	0.00	100.00	0.00	100.00	0.00	100.00	0.00	100.00	100.00
01-01-00-0132-20-6284	3,772.56	5,000.00	0.00	5,000.00	1,783.65	5,000.00	0.00	5,000.00	5,000.00
01-01-00-0132-30-6341									
DEPARTMENT TOTAL	131,754.40	141,708.00	0.00	141,708.00	75,218.29	142,405.00	(697.00)	142,542.00	142,542.00

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013	
		FY 2011-12 <u>Revised</u>	FY 2012-13
<b>5101</b>	<b><u>FULL TIME PAYROLL</u></b>	<b>\$ 99,668</b>	<b>\$ 99,668</b>
	Tax Collector-Conti	\$ 57,389	\$ 57,389
	Deputy Tax Collector-Gower	\$ 42,279	\$ 42,279
<b>5103</b>	<b><u>PART TIME PAYROLL</u></b>	<b>\$ 16,020</b>	<b>\$ 16,020</b>
	Tax Clerk-Stavens		
	Collection period, and providing coverage for the office		
	<b>TOTAL SALARIES</b>	<b>\$ 115,688</b>	<b>\$ 115,688</b>
<b>5102</b>	<b><u>OVERTIME</u></b>		<b>\$ -</b>
<b>5110</b>	<b><u>OTHER BENEFITS</u></b>		<b>\$ 350</b>
	Longevity		
	<b>TOTAL PAYROLL</b>		<b>\$ 116,038</b>
<b>6221</b>	<b><u>ADVERTISING-PRINTING-FORMS</u></b>		<b>\$ 740</b>
	Legal Notices		
<b>6222</b>	<b><u>DUES &amp; SUBSCRIPTIONS</u></b>		<b>\$ 120</b>
	Memberships to professional organizations		
<b>6223</b>	<b><u>TRAVEL</u></b>		<b>\$ 900</b>
	Mileage reimbursement for bank deposits, conferences		
<b>6232</b>	<b><u>POSTAGE</u></b>		<b>\$ 460</b>
	Rental of Post Office Box and for address updates		
<b>6234</b>	<b><u>PROFESSIONAL DEVELOPMENT</u></b>		<b>\$ 750</b>
	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 2012-2013
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b>	<b>\$ 14,600</b>
	Annual charge for Quality Data Software and Support; Processing charge for the tax bills and Ratebooks	\$ 13,109
	Folding, stuffing and mailing the July tax bills	\$ 1,491
<b>6251</b>	<b><u>STATE OF CONNECTICUT</u></b>	<b>\$ 3,834</b>
	State of CT Department of Motor Vehicles Delinquent collection service	
	State of CT DMV Direct Online Service - access to license and registration information	
<b>6284</b>	<b><u>COLLECTION SERVICE FEE</u></b>	<b>\$ 100</b>
	Collection agency option	
<b>6341</b>	<b><u>OFFICE SUPPLIES</u></b>	<b>\$ 5,000</b>
	Office supplies: toner for laser printers; envelopes; tax bills	
	<b>TOTAL OFFICE BUDGET</b>	<b><u>\$ 26,504</u></b>
	<b>DEPARTMENT TOTAL</b>	<b><u>\$ 142,542</u></b>

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-13

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request
0133 - BD OF ASSESSMENT APPEALS								
01-01-00-0133-10-5103	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0133-20-6221	42.12	200.00	0.00	200.00	200.00	200.00	0.00	200.00
01-01-00-0133-20-6222	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0133-20-6234	50.00	200.00	0.00	200.00	200.00	200.00	0.00	200.00
01-01-00-0133-20-6250	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT TOTAL	92.12	400.00	0.00	400.00	400.00	400.00	0.00	400.00

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013	
		<u>FY 2011-12</u> <u>Revised</u>	<u>FY 2012-13</u>
5103	<u>PART TIME PAYROLL</u>	\$ -	\$ -
	<b>TOTAL PAYROLL</b>		<u>\$ -</u>
6221	<u>ADVERTISING-PRINTING-FORMS</u> Legals, BAA forms		\$ 200
6222	<u>DUES &amp; SUBSCRIPTIONS</u>		\$ -
6234	<u>PROFESSIONAL DEVELOPMENT</u> Classes and workshops		\$ 200
6250	<u>CONTRACTED SERVICES</u>		\$ -
	<b>TOTAL OFFICE BUDGET</b>		<u>\$ 400</u>
	<b>DEPARTMENT TOTAL</b>		<u>\$ 400</u>

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request
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
<b>DEPARTMENT TOTAL</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>

0134 - INS-ADVISORY BD.

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013	
		<u>FY 2011-12</u> <u>Revised</u>	<u>FY 2012-13</u>
5103	<u>PART TIME PAYROLL</u>	\$ -	\$ -
	<b>TOTAL PAYROLL</b>		<u>\$ -</u>
6250	<u>CONTRACTED SERVICES</u> Maintain account if studies/bids are required		\$ 100
	<b>TOTAL OFFICE BUDGET</b>		<u>\$ 100</u>
	<b>DEPARTMENT TOTAL</b>		<u>\$ 100</u>

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request	2012-13 Board of Selectmen
0140 - TOWN CLERK									
01-01-00-0140-10-5101	60,969.35	62,985.00	0.00	62,985.00	31,492.50	62,985.00	0.00	62,985.00	62,985.00
01-01-00-0140-10-5102	1,622.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0140-10-5103	39,975.01	46,423.00	0.00	46,423.00	24,454.55	48,503.00	(2,080.00)	48,430.00	48,430.00
01-01-00-0140-10-5110	150.00	250.00	0.00	250.00	250.00	250.00	0.00	250.00	250.00
01-01-00-0140-20-6221	838.98	2,250.00	0.00	2,250.00	903.16	2,250.00	0.00	2,250.00	2,250.00
01-01-00-0140-20-6222	170.00	200.00	0.00	200.00	0.00	200.00	0.00	200.00	200.00
01-01-00-0140-20-6223	227.11	200.00	0.00	200.00	73.71	200.00	0.00	300.00	300.00
01-01-00-0140-20-6234	1,330.00	1,300.00	0.00	1,300.00	610.00	1,300.00	0.00	1,500.00	1,500.00
01-01-00-0140-20-6250	25,289.36	28,500.00	0.00	28,500.00	8,579.99	28,500.00	0.00	28,500.00	28,500.00
01-01-00-0140-20-6251	5,876.00	12,000.00	0.00	12,000.00	1,344.00	12,000.00	0.00	15,000.00	15,000.00
01-01-00-0140-20-6253	244.00	500.00	0.00	500.00	0.00	500.00	0.00	500.00	500.00
01-01-00-0140-20-6254	855.00	1,000.00	0.00	1,000.00	209.00	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	1,195.00	4,000.00	0.00	4,000.00	1,195.00	4,000.00	0.00	4,000.00	4,000.00
01-01-00-0140-20-6271	388.60	750.00	0.00	750.00	162.00	750.00	0.00	750.00	750.00
01-01-00-0140-30-6341	1,562.55	1,600.00	0.00	1,600.00	614.26	1,600.00	0.00	1,600.00	1,600.00
01-01-00-0140-90-6900	3,131.99	4,000.00	0.00	4,000.00	3,461.10	4,000.00	0.00	4,000.00	4,000.00
DEPARTMENT TOTAL	143,825.32	165,958.00	0.00	165,958.00	73,349.27	168,038.00	(2,080.00)	171,265.00	171,265.00



# 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](http://www.ellington-ct.gov)

DIANE H. McKEEGAN, CCTC  
Town Clerk

ELIZABETH WATERS  
Assistant Town Clerk

GAIL MORAN  
Assistant Town Clerk

Date: February 27, 2012  
To: Board of Selectmen, Board of Finance  
From: Diane H. McKeegan, Town Clerk  
Subject: 2012-2013 Fiscal Year Budget

As requested by the Board of Finance, I am pleased to offer my proposed budget for the Town Clerk's Office for FY 2012-2013 showing no increase over last year's budget.

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

It should be noted that salary negotiation are in progress now and there may be adjustments in the salary account that I cannot predict at this time.

I hope that I have done my part in accomplishing a zero increase in these difficult economic times.

Thank you for your consideration.

**TOWN OF ELLINGTON  
BUDGET REQUEST  
140 TOWN CLERK**

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013	
		<u>FY 2011-12</u> <u>Revised</u>	<u>FY 2012-13</u>
<b>5101</b>	<b><u>FULL TIME PAYROLL</u></b>	<b>\$ 62,985</b>	<b>\$ 62,985</b>
	Town Clerk-McKeegan	\$ 62,985	\$ 62,985
<b>5103</b>	<b><u>PART TIME PAYROLL</u></b>	<b>\$ 46,423</b>	<b>\$ 48,430</b>
	Assistant Town Clerk-Waters	\$ 25,322	\$ 25,322
	Administrative Clerk-Moran	\$ 21,101	\$ 23,108
	Reflects Town Clerk Certification FY11-12		
	Union contracts in negotiations for FY12-13		
	<b>TOTAL SALARIES</b>	<b><u>\$ 109,408</u></b>	<b><u>\$ 111,415</u></b>
<b>5110</b>	<b><u>OTHER BENEFITS</u></b>		<b>\$ 250</b>
	Longevity		\$ 250
	<b>TOTAL PAYROLL</b>		<b><u>\$ 111,665</u></b>
<b>6221</b>	<b><u>ADVERTISING-PRINTING-FORMS</u></b>		<b>\$ 2,250</b>
	Legal Notices, subscriptions		
<b>6222</b>	<b><u>DUES &amp; SUBSCRIPTIONS</u></b>		<b>\$ 200</b>
	State and County Memberships		
<b>6223</b>	<b><u>TRAVEL</u></b>		<b>\$ 300</b>
	Mileage reimbursement, when town car unavailable		
<b>6234</b>	<b><u>PROFESSIONAL DEVELOPMENT</u></b>		<b>\$ 1,500</b>
	State Conferences, County meetings, lodging, conference fees, staff training		
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b>		<b>\$ 28,500</b>
	Indexing, microfilming, land record book creation		

**TOWN OF ELLINGTON  
BUDGET REQUEST  
140 TOWN CLERK**

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013
<b>6251</b>	<b><u>STATE OF CONNECTICUT</u></b> Sportsman licenses, revenue only item	\$ 15,000
<b>6253</b>	<b><u>VITAL STATISTICS</u></b> Payments to other towns for Vital Records	\$ 500
<b>6254</b>	<b><u>STATE SURCHARGES</u></b> Payments to State of Connecticut for marriage licenses issued	\$ 1,000
<b>6262</b>	<b><u>CODIFICATION</u></b> Funding for updates and revisions to Town Code Book	\$ 4,000
<b>6271</b>	<b><u>EQUIPMENT REPAIRS</u></b> Simplex contract, office machine repairs	\$ 750
<b>6341</b>	<b><u>OFFICE SUPPLIES</u></b> General office supplies	\$ 1,600
<b>6900</b>	<b><u>TOWN-WIDE MAINTENANCE</u></b> Continued restoration of records in vault	\$ 4,000
<b>TOTAL OFFICE BUDGET</b>		<b><u>\$ 59,600</u></b>
<b>DEPARTMENT TOTAL</b>		<b><u>\$ 171,265</u></b>

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request	2012-13 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	66,755.50	111,098.00	0.00	111,098.00	28,298.50	111,098.00	0.00	110,000.00	110,000.00
DEPARTMENT TOTAL	66,755.50	111,098.00	0.00	111,098.00	28,298.50	111,098.00	0.00	110,000.00	110,000.00

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013
<b>6222</b>	<b><u>DUES &amp; SUBSCRIPTIONS</u></b>	<b>\$ -</b>
	Law journals	
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b>	<b>\$ 110,000</b>
	Legal matters including labor negotiations	
	Five union contracts will be negotiated for	
	Fiscal Year 2011-12	
<b>TOTAL OFFICE BUDGET</b>		<b><u>\$ 110,000</u></b>
<b>DEPARTMENT TOTAL</b>		<b><u>\$ 110,000</u></b>

**Town Counsel Expenditures**

FY10-11	\$ 66,756	\$ 66,756	\$ 66,756
FY09-10	\$ 105,425	\$ 105,425	\$ 105,425
FY08-09	\$ 180,380	\$ 180,380	\$ 180,380
Less Raymond Lawsuit	\$ (50,000)	\$ (50,000)	\$ (50,000)
FY07-08	\$ 122,405	\$ 122,405	\$ 122,405
FY06-07	\$ 116,224	\$ 116,224	
FY05-06	\$ 91,384		
FY04-05	\$ 115,123		
FY03-04	\$ 96,858		
FY02-03	\$ 88,225		
FY01-02	\$ 92,780		
Total	\$ 1,025,560	\$ 541,190	\$ 424,966
Averages	Ten years	Five Years	Four Years
	\$ 102,556	\$ 108,238	\$ 106,242



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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b>	<b>\$6,156</b>
	Town's operational share of the Vernon/Ellington Probate Court	
	<b>TOTAL OFFICE BUDGET</b>	<u><b>\$6,156</b></u>
	<b>DEPARTMENT TOTAL</b>	<u><b>\$6,156</b></u>

Prob. Court  
 Ellington Budget Proposal  
 FY 2012-2013

	2011		2012		Requested	Ellington 32%
	July 1, 2011 to December 31, 2011	Estimated	January 1, 2012 to June 30, 2012	Total used		
	Itemization of Court Expense					
<b>Operating Costs:</b>						
Postage & Postage Meter rental/scale	\$ 2,008.75	\$	2,008.75	\$ 4,308.29	\$ 5,000.00	\$ 1,600.00
P.O. BOX	\$ 176.00	\$	\$	\$ 176.00	\$ 190.00	\$ 60.80
Photocopier - service contract & Extra Copies	\$ 501.80	\$	501.80	\$ 1,003.59	\$ 1,500.00	\$ 480.00
Journal Inquirer (Newspaper)	\$ 183.00	\$	\$	\$ 183.00	\$ 195.00	\$ 62.40
Water/ Coffee Service	\$ 196.75	\$	196.75	\$ 393.50	\$ 600.00	\$ 192.00
Publications	\$ 340.89	\$	\$	\$ 340.89	\$ 350.00	\$ 112.00
Office supplies	\$ 831.80	\$	831.80	\$ 1,663.59	\$ 3,000.00	\$ 960.00
Telephone	\$ 2,248.03	\$	2,248.03	\$ 4,496.05	\$ 4,600.00	\$ 1,472.00
Adkins microfilm/ storage	\$ 433.45	\$	433.45	\$ 866.90	\$ 1,000.00	\$ 320.00
Lexis-Nexis	\$ 394.00	\$	394.00	\$ 788.00	\$ 800.00	\$ 256.00
Laserfiche - repair & secure internet	\$ 1,555.64	\$	1,555.64	\$ 1,555.64	\$ 2,000.00	\$ 640.00
					\$ 19,235.00	\$ 6,155.20

Amounts in Dollars

TOWN OF ELLINGTON  
BUDGET REPORT 2012-2013

	2010-11 Actuals	2011-12 Approved Budget	2011-12 Trans/ Addl Appr.	2011-12 Adjusted Approved Budget	2011-12 First Six Months Actual	2011-12 Estimated Total Actuals	2011-12 (Over)\ Under	2012-13 Budget Request	2012-13 Board of Selectmen
0170 - TOWN PLANNER									
01-01-00-0170-10-5101	209,722.08	215,102.00	3,605.00	218,707.00	103,766.61	218,707.00	0.00	218,707.00	218,707.00
01-01-00-0170-10-5102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-0170-10-5103	30.00	500.00	0.00	500.00	0.00	500.00	0.00	250.00	250.00
01-01-00-0170-10-5110	300.00	300.00	0.00	300.00	100.00	300.00	0.00	300.00	300.00
01-01-00-0170-20-6221	0.00	500.00	0.00	500.00	0.00	500.00	0.00	250.00	250.00
01-01-00-0170-20-6222	553.00	1,000.00	0.00	1,000.00	478.00	1,000.00	0.00	1,000.00	1,000.00
01-01-00-0170-20-6223	626.16	700.00	0.00	700.00	439.69	700.00	0.00	750.00	750.00
01-01-00-0170-20-6233	235.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00	2,000.00	2,000.00
01-01-00-0170-20-6234	2,239.63	1,250.00	0.00	1,250.00	351.01	1,250.00	0.00	2,750.00	2,750.00
01-01-00-0170-20-6250	640.00	2,250.00	0.00	2,250.00	0.00	2,250.00	0.00	1,200.00	1,200.00
01-01-00-0170-20-6271	0.00	400.00	0.00	400.00	0.00	400.00	0.00	400.00	400.00
01-01-00-0170-30-6341	4,844.36	4,000.00	0.00	4,000.00	492.06	4,000.00	0.00	4,000.00	4,000.00
01-01-00-0170-30-6346	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT TOTAL	219,190.23	228,002.00	3,605.00	231,607.00	105,627.37	231,607.00	0.00	231,607.00	231,607.00

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013	
		<u>FY 2011-12</u> <u>Revised</u>	<u>FY 2012-13</u>
<b>5101</b>	<b><u>FULL TIME PAYROLL</u></b>	<b>\$ 218,707</b>	<b>\$ 218,707</b>
	Town Planner -Phillips	\$ 75,702	\$ 75,702 *
	Assistant Town Planner-Houlihan	\$ 57,465	\$ 57,465 *
	Assistant Zoning Enforcement Officer-Colonese	\$ 49,249	\$ 49,249 *
	Admin Secretary II-Michaud	\$ 36,291	\$ 36,291 *
	* Salary is in negotiation for FY 2012-13		
<b>5103</b>	<b><u>PART TIME PAYROLL</u></b>	<b>\$ 500</b>	<b>\$ 250</b>
	Office coverage when needed		
	<b>TOTAL SALARIES</b>	<b>\$ 219,207</b>	<b>\$ 218,957</b>
<b>5102</b>	<b><u>OVERTIME</u></b>		<b>\$ -</b>
	Special projects / Land use evening meetings		\$ -
<b>5110</b>	<b><u>OTHER BENEFITS</u></b>		<b>\$ 300</b>
	As per personnel rules		
	<b>TOTAL PAYROLL</b>		<b>\$ 219,257</b>
<b>6221</b>	<b><u>ADVERTISING-PRINTING-FORMS</u></b>		<b>\$ 250</b>
	Copies of various land use docs and apps		
<b>6222</b>	<b><u>DUES &amp; SUBSCRIPTIONS</u></b>		<b>\$ 1,000</b>
	Memberships to professional organizations		
<b>6223</b>	<b><u>TRAVEL</u></b>		<b>\$ 750</b>
	Mileage reimbursements / Travel costs		
<b>6233</b>	<b><u>EDUCATION</u></b>		<b>\$ 2,000</b>
	Various pertaining to land use matters for staff		

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

Object No.	Description & Explanation(s)	FISCAL YEAR 2012-2013
<b>6234</b>	<b><u>PROFESSIONAL DEVELOPMENT</u></b> Attend state association meetings / Annual planning conference	\$ 2,750
<b>6250</b>	<b><u>CONTRACTED SERVICES</u></b> Update maps, regulations, and other special projects	\$ 1,200
<b>6271</b>	<b><u>REPAIRS &amp; EQUIPMENT MAINT.</u></b> Office equipment maintenance and repairs	\$ 400
<b>6341</b>	<b><u>OFFICE SUPPLIES</u></b> For planning office and various land use commissions	\$ 4,000
<b>6346</b>	<b><u>TECHNICAL SUPPLIES</u></b> N/A	\$ -
<b>TOTAL OFFICE BUDGET</b>		<u>\$ 12,350</u>
<b>DEPARTMENT TOTAL</b>		<u>\$ 231,607</u>