

Town of New Canaan

Adopted Budget

July 1, 2012 to June 30, 2013



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Board of Selectmen Changes to FY2012-2013 Department Budget Requests
Reviewed January 24, 2012

Department & Page #	Account # & Name	Dept Request	Proposed Change	New Budget	Comments
Town Clerk, page 24	010-10-110-41755 Conveyance Fees	750,000	50,000	800,000	Suggested increase based on YTD and YOY comparison.
Total Revenue Increase			50,000		

Department & Page #	Account # & Name	Dept Request	Proposed Change	New Budget	Comments
Town Clerk, page 24	010-10-110-51300 Repairs record books	4,000	(3,000)	1,000	Per Town Clerk recommendation
Town Clerk, page 24	010-10-110-51500 Advertising	7,500	(2,000)	5,500	Per Town Clerk recommendation
Finance/HR, page 27	010-10-120-51005 Salaries F/T	669,175	(8,345)	660,830	Reduce CFO salary to \$130,000
Central Services, page 32	010-10-140-51120 Consultants/Service Contracts	70,760	22,000	92,760	Software contract was omitted from calculation
Benefits, page 47	010-10-270-52105 Social Security	775,944	(1,795)	774,149	Reduction of \$638 d/t reduction in CFO salary. Increase of \$2,295 d/t to change in Town Buildings O/S Contractors to P/T. Decrease of \$2,058 d/t Human Services Admin Assistant changed to P/T. Decrease of \$612 d/t change Building request from \$65k F/T to \$57k P/T. \$145 decrease d/t reduction in Fire Dept O/T lines. Decrease of \$637 d/t return Human Services Nurse to P/T.
Benefits, page 47	010-10-270-52115 Group Insurance	6,486,000	(70,881)	6,415,119	Reduce \$23,627 for each F/T request eliminated (Building (1), Human Services (2))
Benefits, page 47	010-10-270-52750 Insurance Billing Offset	(1,145,727)	5,670	(1,140,057)	Increase d/t no employee contribution from positions changed from F/T to P/T
Fire, page 58	010-20-320-51018 Salaries O/T Sick	220,000	(4,000)	216,000	Reduction per Fire Department suggestion
Fire, page 58	010-20-320-51021 Salaries O/T Injury	200,000	(6,000)	194,000	Reduction per Fire Department suggestion
Building, page 66	010-20-360-51005 Salaries F/T	322,673	(65,000)	257,673	Eliminate request for new Inspector
Building, page 66	010-20-360-51010 Salaries P/T	3,000	57,000	60,000	Increase d/t increased Department workload. Utilize P/T instead of adding new Inspector.
Building, page 66	010-20-360-51240 Professional Services	3,000	5,000	8,000	Increase d/t increased Department workload. Utilize Prof Services instead of adding new Inspector.
DPW Town Buildings, page 74	010-30-420-51010 Salaries P/T	0	30,000	30,000	Utilize P/T instead of O/S Contractors
DPW Town Buildings, page 74	010-30-420-51155 O/S Contractors	30,000	(30,000)	0	Utilize P/T instead of O/S Contractors
DPW-Nature Center, page 84	010-30-470-51926 Nature Center Maintenance	20,000	(2,500)	17,500	Reduce Nature Center Maintenance to FY12 Adopted amount
Human Services, page 106	010-50-600-51005 Salaries F/T	439,906	(123,980)	315,926	Decrease \$56,904 d/t change Administrative Assistant to P/T. Decrease \$67,076 d/t change Nurse back to P/T.
Human Services, page 106	010-50-600-51010 Salaries P/T	35,000	88,750	123,750	Increase \$30,000 d/t Administrative Assistant changed to P/T. Increase \$58,750 d/t Nurse changed back to P/T.
Library, page 116	010-70-710-52700 Expense Summary	1,931,882	(10,000)	1,921,882	Reduce request by \$10,000
General Government Capital, page 130	IT Office Suite Upgrade	50,000	(25,000)	25,000	Spread \$50k request over 2 years

Department & Page #	Account # & Name	Dept Request	Proposed Change	New Budget	Comments
General Government Capital, page 130	WAN End of Life Replacement	75,000	(37,500)	37,500	Spread \$75k request over 2 years
General Government Capital, page 130	P & Z 2013 POCD Update	50,000	(25,000)	25,000	Incorporate results of already completed studies, utilize local volunteers.
General Government Capital, page 130	Parking-New Vehicle	23,000	(23,000)	0	Defer to out year
General Government Capital, page 130	Building-Scanning Land-use Records	77,835	(42,835)	35,000	Spread scanning over 2 years. Reduce to \$35k in 2013
Police Capital, page 144	Police Vehicles	115,000	(60,000)	55,000	2 vehicles
Police Capital, page 144	Equipment for new vehicles	32,000	(9,500)	22,500	Equip changeover for 2 vehicles. \$11,200/vehicle
Police Capital, page 144	Vehicle Changeover Costs	11,000	(5,200)	5,800	Changeover for 2 patrol cars. \$2,900/vehicle
Police Capital, page 144	Replace Radio Consoles	460,000	(460,000)	0	Defer to 2013-2014
Police Capital, page 144	Renovate Dispatch Center	100,000	(100,000)	0	Defer to 2013-2014
Police Capital, page 144	Dispatch Console Furniture	28,000	(28,000)	0	Defer to 2013-2014
Police Capital, page 144	Digital Recording System	20,000	(20,000)	0	Defer to 2013-2014
Police Capital, page 144	Portable Radio Replacement	30,000	(10,000)	20,000	Reduce by \$10,000
Police Capital, page 144	Traffic Counting Units	12,000	(6,000)	6,000	Reduce traffic counting units to 1
Police Capital, page 144	Radar units for vehicles	6,000	(3,000)	3,000	Reduce to 1 radar unit
Police Capital, page 144	Office Furniture	7,000	(7,000)	0	Eliminate
Police Capital, page 144	Carpeting for Building	10,000	(10,000)	0	Eliminate
Police Capital, page 144	Office Painting	6,000	(6,000)	0	Eliminate
Animal Control Capital, page 163	Generator Upgrade	9,000	(9,000)	0	Research possibility of hooking into Highway generator. If possible, eliminate request. If not, defer to 2013-2014.
Animal Control Capital, page 163	10 Dog Crates	1,500	(1,500)	0	Defer to 2013-2014
Fire Capital, page 168	Savin Repair Items	233,000	(58,000)	175,000	Reduce request and move to PW Town Buildings capital
Fire Capital, page 168	Pumper Replacement	610,000	(610,000)	0	Eliminate pumper
Emergency Management Capital, page 178	ALERT AM Station	50,000	(50,000)	0	Defer to 2013-2014
PW Admin & Engineering Capital, page 182	Guiderrails	25,000	(25,000)	0	Eliminate. Funds available in current year. Per DPW suggestion.
PW Admin & Engineering Capital, page 182	West Road Culvert	80,000	(40,000)	40,000	Spread \$80k over 2 years, per DPW suggestion.
PW Town Buildings Capital, page 189	Irwin	20,000	(20,000)	0	Defer painting at Irwin. Per DPW suggestion.
PW Town Buildings Capital, page 189	Police HQ	20,000	(20,000)	0	Eliminate minor repairs at PD HQ
PW Town Buildings Capital, page 189	EMS Building	10,000	(10,000)	0	Eliminate minor repairs at EMS. Funds available in current year. Per DPW suggestion.
PW Parks Capital, page 206	Athletic Field Mower	91,500	(91,500)	0	Defer to 2013-2014
PW Nature Center Capital, page 213	Exterior Painting	35,000	(35,000)	0	Defer to 2013-2014
Recreation Capital, page 215	Waveny House Interior Painting	10,000	(10,000)	0	Eliminate
Recreation Capital, page 215	Waveny Driveway Lighting	30,000	(30,000)	0	Eliminate
Recreation Capital, page 215	Lapham CC Masonry Repairs	6,000	(6,000)	0	Eliminate
Recreation Capital, page 215	WaterTower Turf Bleachers	15,000	(15,000)	0	Eliminate
Recreation Capital, page 215	HS Tennis Fencing Replacement	70,000	(70,000)	0	Eliminate
Recreation Capital, page 215	Waveny Trail Resurfacing	50,000	(25,000)	25,000	Reduce by 1/2
Library Capital, page 225	Parking Lot	25,000	(25,000)	0	Eliminate
Total Expenditure Decrease			(2,148,116)		

Board of Finance Changes to FY2012-2013 Board of Selectmen Budget
Approved March 6, 2012

GENERAL FUND

Department & Page #	Account # & Name	BOS Budget	Proposed Change	BOF Rec'd Funding	Comments
Animal Control, page 56	010-20-310-41303 Dog License Clerk Fees	24,500	(24,500)	-	Return to Dog Fund. Misunderstanding of application of component of GASB 54. Expenses will also be moved back to Dog Fund.
	010-20-310-41515 Warden Redemption Fees	2,000	(2,000)	-	
Town Clerk, page 24	010-10-110-41755 Conveyance Fees	800,000	200,000	1,000,000	Based on YTD data as compared to previous years
Total Revenue Increase			173,500		

Department & Page #	Account # & Name	BoS Budget	Proposed Change	BOF Rec'd Funding	Comments
Selectmen, page 22	010-10-100-51240 Professional Service	25,000	(5,000)	20,000	Reduce funds for marketing implementation.
Planning & Zoning, page 43	Establish Professional Services line	-	45,000	45,000	Move POCD (\$25,000) & GIS (\$20,000) from capital to operating. No budgetary impact
Benefits, Page 47	010-10-270-52115 Group Insurance	6,415,119	(390,569)	6,024,550	Reduce based on anticipated health insurance renewal @ 2.04% and 40% of Police union assumed in H.S.A.
Benefits, Page 47	010-10-270-52750 Insurance Billing Offset	(1,140,057)	43,298	(1,096,759)	Reduce assumed offset from employee contributions due to decreased premium increase
Benefits, Page 47	010-10-270-52116 Town Pension Contribution	2,994,550	(2,994,550)	-	Reduce amount to \$682,592 and establish a reserve line.
Contingency, page 49	Establish Reserve for Pension Contribution	-	682,592	682,592	Establish reserve line and fund at least \$682,592
Animal Control, page 56	010-20-310-51240 Professional Service	3,700	(3,700)	-	Return to Dog Fund. Misunderstanding of application of component of GASB 54. Revenues will also be moved back to Dog Fund.
	010-20-310-51280 Repairs Mobile Equipment	1,250	(1,250)	-	
	010-20-310-51315 Training	500	(500)	-	
	010-20-310-51500 Advertising	400	(400)	-	
	010-20-310-51655 Supplies Office	500	(500)	-	
	010-20-310-51660 Supplies-General	500	(500)	-	
	010-20-310-51730 Uniforms & Equipment	1,700	(1,700)	-	
	010-20-310-51915 Property Repair & Maintenance	2,000	(2,000)	-	
010-20-310-52210 State Remittance	15,500	(15,500)	-		
Fire, page 58	1010-20-320-51018 Salaries O/T Sick	216,000	(16,000)	200,000	
Fire, page 58	010-20-320-51021 Salaries O/T Injury	194,000	(94,000)	100,000	

Department & Page #	Account # & Name	BoS Budget	Proposed Change	BOF Rec'd Funding	Comments
Library, page 116	010-70-710-52700 Expense Summary	1,921,882	15,000	1,936,882	Increase operating, eliminate \$25k capital request. Net budget reduction of \$10,000.
Debt Service, page 121	010-80-750-52405 Bond Interest Schools	3,040,680	(244,595)	2,796,085	Reduce interest due to correction of debt schedule (\$323,750 total) & Refunding (\$102,050)
Debt Service, page 121	010-80-750-52410 Bond Interest Town	2,200,297	(181,205)	2,019,092	Reduce interest due to correction of debt schedule (\$323,750 total) & Refunding (\$102,050)
General Government Capital, page 130	GIS Implementation	20,000	(20,000)	-	Move to operating. No budgetary impact
General Government Capital, page 130	2013 POCD Update	25,000	(25,000)	-	Move to operating. No budgetary impact
General Government Capital, page 130	Town Hall Upgrade/Furniture	7,500	(7,500)	-	Prioritized as "Low" by 1st Selectman.
PW Admin & Eng Capital, page 182	Pavement Preservation	500,000	(250,000)	250,000	Bond \$250,000 for micr-thin overlay
Town Buildings Capital, page 189	Fire House	175,000	(10,000)	165,000	Reduce repairs to be funded in FY2013
Town Buildings Capital, page 189	Parks Garage at Saxe	25,000	(25,000)	-	Prioritized as "Low" by 1st Selectman.
Recreation Capital, page 215	Waveny Athletic Field Fencing	7,500	2,500	10,000	Correction of Department request. Should have been \$10,000
Recreation Capital, page 215	Lapham CC Masonry Repairs	-	6,000	6,000	Restore funding because it is preserving the structure and eliminating leaks.
Recreation Capital, page 215	Waveny Trails Resurfacing	25,000	(25,000)	-	Use STEAP grant for continuation of trails resurfacing project
Board of Education Capital, 224	Capital	1,070,280	(725,000)	345,280	Overall reduction in capital.
Library capital, page 225	Capital Replacement Fund	25,000	(25,000)	-	Reduce to \$15,000 and move to operating
Electricity Accounts					
Police, page 52	010-20-300-51800 Electricity	70,000	(6,444)	63,556	Projected savings for 6 months of new generation contract. Total is \$50,000
Fire, page 59	010-20-320-51800 Electricity	33,688	(3,101)	30,587	
Ambulance, page 62	010-20-330-51800 Electricity	12,000	(1,105)	10,895	
Town Buildings, page 74	010-30-420-51800 Electricity	80,000	(7,365)	72,635	
Highway, page 76	010-30-430-51800 Electricity	42,000	(4,133)	37,867	
Transfer Station, page 80	010-30-440-51800 Electricity	21,308	(1,962)	19,346	
Parks, page 82	010-30-450-51800 Electricity	32,000	(2,946)	29,054	
Nature Center, page 84	010-30-470-51800 Electricity	43,000	(3,958)	39,042	
Utilities, page 85	010-30-480-51810Town Util Street Lights	101,250	(9,321)	91,929	
Recreation-Park Buildings, page 96	010-40-530-51800 Electricity	105,000	(9,666)	95,334	
Total Expenditure Decrease			(4,320,080)		

SEWER FUND

Department & Page #	Account # & Name	BOS Budget	Proposed Change	BOF Rec'd Funding	Comments
Sewer Fund-Benefits, page 230	020-10-270-52115 Group Insurance	126,922	(4,325)	122,597	Adjust to 2.04% premium renewal
Sewer Fund-Sewer Plant, page 233	020-30-445-51800 Electricity	211,430	(8,500)	202,930	Projected savings for 6 months of new generation contract
Total Sewer Fund Expenditure Decrease			(12,825)		

Town Council Changes to the Board of Finance Budget Recommendations
Approved April 17, 2012

GENERAL FUND

Department & Page #	Account # & Name	BOF Recommended	Proposed Change	TC Budget	Comments
General Government Capital, page 130	Parking-Replacement Pay Machines	65,000	(17,500)	47,500	Reduced estimated cost per machine due to elimination of bill acceptor
Police Capital, Page 144	License Plate Reader	20,000	(20,000)	-	Consider mid-year approval pending approval of an ordinance guiding use and retention of data
Emergency Management Capital, page 178	EOC Relocation to 3rd Floor of NCPD	35,000	(35,000)	-	Move to 3rd floor delayed due to planned relocation of Town Hall staff during Town Hall renovation
Total Expenditure Decrease			(72,500)		

Town Call

TOWN OF NEW CANAAN
BUDGET - FISCAL YEAR 2012-2013
 July 1, 2012 - June 30, 2013



As approved by the Town Council of New Canaan
 At the Public Meeting on April 17, 2012

	2011-2012 Approved Budget	2012-2013 Proposed Budget	\$ Change	% Change
General Government				
Selectmen	\$ 385,582	\$ 378,624	(6,958)	-1.80%
Town Clerk	308,117	325,654	17,537	5.69%
Finance & Human Resources	754,467	778,484	24,017	3.18%
Information Technology	223,890	237,088	13,198	5.89%
Central Services	131,800	139,760	7,960	6.04%
Prof Services - Audit & Legal	362,500	314,825	(47,675)	-13.15%
Tax Collector	182,556	188,850	6,294	3.45%
Assessor	266,495	271,547	5,052	1.90%
Registrar of Voters	96,425	106,075	9,650	10.01%
Parking Authority	295,046	298,710	3,664	1.24%
Planning and Zoning	259,500	309,783	50,283	19.38%
Inland Wetlands	133,132	136,796	3,664	2.75%
Health & Security Benefits	6,401,348	6,267,790	(133,558)	-2.09%
Insurance	1,019,274	1,094,801	75,527	7.41%
Contingency	500,000	982,592	482,592	96.52%
Total General Government	11,320,132	11,831,379	511,247	4.52%
Public Safety				
Police	5,171,728	5,422,207	250,479	4.84%
Animal Control / Park Ranger	83,176	87,613	4,437	5.33%
Fire	2,989,822	3,279,686	289,864	9.70%
Ambulance	553,615	565,014	11,399	2.06%
Fire Marshal	168,706	184,212	15,506	9.19%
Emergency Management	31,600	31,310	(290)	-0.92%
Building	281,330	340,133	58,803	20.90%
Total Public Safety	9,279,977	9,910,175	630,198	6.79%
Public Works				
Director's Office	298,208	305,310	7,102	2.38%
Engineering	157,385	138,942	(18,443)	-11.72%
Town Buildings	255,047	253,393	(1,654)	-0.65%
Highway	2,744,488	2,811,789	67,301	2.45%
Transfer Station	1,637,375	1,600,481	(36,894)	-2.25%
Parks	1,210,169	1,254,686	44,517	3.68%
Nature Center	103,200	104,567	1,367	1.32%
Town Utilities	371,250	375,429	4,179	1.13%
Tree Service	447,500	425,500	(22,000)	-4.92%
Total Public Works	7,224,622	7,270,097	45,475	0.63%
Recreation				
Rec - Administration / Programs	555,878	838,802	282,924	50.90%
Rec - Waveny	139,061	134,711	(4,350)	-3.13%
Rec - Paddle Tennis	28,300	28,700	400	1.41%
Rec - Waveny Park Buildings	346,350	362,384	16,034	4.63%
Rec - Civic Activities	20,700	21,250	550	2.66%
Rec - Lapham Comm Center	254,391	255,119	728	0.29%

	2011-2012 Approved Budget	2012-2013 Proposed Budget	\$ Change	% Change
Rec - Special Persons	17,650	14,900	(2,750)	-15.58%
Rec - Pool Operations Kiwanis	74,200	75,750	1,550	2.09%
Total Recreation	1,436,530	1,731,616	295,086	20.54%
Health & Human Services				
Human Services - Administration	497,612	483,126	(14,486)	-2.91%
Health & Sanitation	309,599	335,032	25,433	8.21%
Total Health & Human Services	807,211	818,158	10,947	1.36%
Human Services Agencies				
CHORES	7,500	5,000	(2,500)	-33.33%
Getabout	44,000	48,000	4,000	0.00%
Norwalk Transit Authority	17,500	17,500	-	0.00%
Kids in Crisis	50,000	50,000	-	0.00%
New Canaan Cares	15,000	15,000	-	0.00%
Child Guidance Center	5,000	5,000	-	0.00%
Family and Children's Aid	2,000	-	(2,000)	-100.00%
Outback Teen Center	28,000	28,000	-	0.00%
Domestic Violence Crisis Center	5,000	5,000	-	0.00%
Meals on Wheels	5,000	6,000	1,000	20.00%
Total Human Service Agencies	179,000	179,500	500	0.28%
Other Agencies				
New Canaan Day Care Center	29,371	29,958	587	2.00%
Health Services - Private Schools	236,385	236,385	-	0.00%
Transportation - Private Schools	376,584	385,999	9,415	2.50%
Channel 79 Public Access TV	25,000	29,000	4,000	16.00%
Probate Court (Darien)	10,000	10,000	-	0.00%
Total Other Agencies	677,340	691,342	14,002	2.07%
Operating Transfers				
Town Util Sewer Contribution	76,125	76,125	-	0.00%
Total Operating Transfers	76,125	76,125	-	0.00%
Library				
Library Operating	1,893,980	1,936,882	42,902	2.27%
Total Library	1,893,980	1,936,882	42,902	2.27%
Total Town Operating Expense	32,894,917	34,445,274	1,550,357	4.71%
Capital Expenditures - Town				
Town Hall Upgrade/ Furniture	Gen.Gov't 15,000	-	(15,000)	
IT Hardware / Software Replacement	Gen.Gov't 80,000	80,000	-	
Wide Area Network End of Life Replacement	Gen.Gov't 75,000	37,500	(37,500)	
Office Suite Upgrade	Gen.Gov't -	25,000	25,000	
GIS Implementation	Gen.Gov't 26,500	-	(26,500)	
Document Scanning of Records	Gen.Gov't 15,000	25,000	10,000	
Backfile Conversion of Records	Gen.Gov't 5,000	5,000	-	
Full Revaluation	Gen.Gov't -	225,000	225,000	
Replacement Pay Machine	Gen.Gov't 16,000	47,500	31,500	
Full Size Copier	Gen.Gov't -	17,000	17,000	
Scanning Land-Use Records	Gen.Gov't -	35,000	35,000	
Replacement Vehicle	Animal Control -	23,000	23,000	
Vehicle Equipment & Graphics	Animal Control -	4,000	4,000	
Police Vehicles	Police 55,000	55,000	-	

		2011-2012	2012-2013	\$ Change	% Change
		Approved Budget	Proposed Budget		
Equipment for New Vehicle	Police	10,000	22,500	12,500	
Vehicle Changeover costs	Police	12,000	5,800	(6,200)	
Police Radios	Police	30,000	20,000	(10,000)	
Traffic Counting Unit	Police	-	6,000	6,000	
Mobile Radio Replacement	Police	-	10,000	10,000	
AED Replacement	Police	-	5,500	5,500	
TASER Replacement	Police	-	4,500	4,500	
Bullet Proof Vest Replacement	Police	-	4,350	4,350	
Radar Units for Vehicles	Police	-	3,000	3,000	
Personal Protective Equipment	Fire	-	10,000	10,000	
Radios/Pagers	Fire	7,320	7,000	(320)	
Fire Hose	Fire	7,800	8,000	200	
Water Supply Improvement	Fire	10,000	10,000	-	
SCBA Air Bottles	Fire	5,000	5,400	400	
Portable Radio Maintenance	Emergency Manag	2,000	2,000	-	
Waveny House Painting	Recreation	10,000	-	(10,000)	
Waveny Athletic Field Fencing	Recreation	7,500	10,000	2,500	
Mead Park Tennis Fence Replacement	Recreation	-	12,500	12,500	
Waveny Driveway Lighting	Recreation	-	-	-	
Lapham CC Masonry Repairs	Recreation	-	6,000	6,000	
Sidewalks	Engineering	50,000	50,000	-	
Drainage	Engineering	50,000	50,000	-	
Guiderail Replacement	Engineering	25,000	-	(25,000)	
Bridge at Collins Pond	Engineering	-	45,000	45,000	
West Road Culvert	Engineering	-	40,000	40,000	
Pavement Preservation	Engineering	500,000	250,000	(250,000)	
Police Department	Twn Bld	20,000	-	(20,000)	
Fire House	Twn Bld	10,000	165,000	155,000	
Waveny Properties	Twn Bld	-	40,000	40,000	
Building Maintenance EMS	Twn Bld	10,000	-	(10,000)	
Renovate Bathrooms	Nature Center	6,000	-	(6,000)	
Framing Study	Nature Center	10,000	-	(10,000)	
2 Wheel Drive Dump/Sander Truck	Highway	175,000	-	(175,000)	
Small Dump Truck	Highway	-	50,000	50,000	
Equipment Refurbishing	Highway	50,000	25,000	(25,000)	
Sweeper	Highway	-	185,000	185,000	
Compost Machine	Highway	-	350,000	350,000	
Loader Tire Replacement	Transfer Station	16,000	-	(16,000)	
Vehicles w/ Accessories	Parks	50,000	50,000	-	
Misc Small Equipment	Parks	8,500	8,500	-	
Ride-on Mowers	Parks	8,000	-	(8,000)	
Athletic Field Improvement	Fields	50,000	50,000	-	
Irrigation Upgrades	Fields	-	20,000	20,000	
Total Town Capital Expenditures		1,427,620	2,110,050	682,430	47.80%
Capital Expenditures - Board of Education					
Capital Projects	BOE	75,000	345,280	270,280	360.37%
School wide Technology Plan Year 6	BOE	577,127	620,505	43,378	7.52%
Total School Capital Expenditures		652,127	965,785	313,658	48.10%
Total Town Wide Capital Expenditures		2,079,747	3,075,835	996,088	47.89%

		2011-2012 Approved Budget	2012-2013 Proposed Budget	\$ Change	% Change
The following capital projects were appropriated from the Capital and Non-Recurring Fund.					
Capital Expenditures - Town					
Town Clerk Vault Reconfiguration	Gen Gov't	20,000	-	(20,000)	
5-Mile River Riparian Zone Study	Gen Gov't	8,085	-	(8,085)	
Recodification-Town Clerk	Gen Gov't	7,000	-	(7,000)	
Traffic Counting Unit	Police	4,750	-	(4,750)	
Jaws of Life Replacement	Fire	97,000	-	(97,000)	
Regional Mobile Data System	Fire	74,400	-	(74,400)	
New Ambulance	Ambulance	175,000	-	(175,000)	
Communication Needs Analysis	Emergency Prep	38,000	-	(38,000)	
Renovate PD Basement	Emergency Prep	6,000	-	(6,000)	
Lapham Oil Tank Monitor System	Recreation	7,500	-	(7,500)	
Crosswalk @ Village & Saxe Sch	Engineering	25,000	-	(25,000)	
West Road Culvert	Engineering	30,000	-	(30,000)	
Police Dept (\$68k of \$88k Request)	Twn Bid	68,000	-	(68,000)	
Parks Garage-Saxe	Twn Bid	10,000	-	(10,000)	
Fire House (\$20k of \$30k Request)	Twn Bid	20,000	-	(20,000)	
Waveny Properties	Twn Bid	346,500	-	(346,500)	
Renovate Ventilation System	Nature Center	25,000	-	(25,000)	
72" Out Front Rotary Mower	Parks	35,000	-	(35,000)	
Parking at Irwin	Fields	100,000	-	(100,000)	
HS Track/Field Rebuild Design	Fields	75,000	-	(75,000)	
Lightning Detection System	Fields	78,000	-	(78,000)	
Mead-Baseball RR Track Fencing	Fields	10,000	-	(10,000)	
Total Town Capital Expenditures		1,260,235	-	(1,260,235)	-100.00%
Capital Expenditures - Board of Education					
Playground Resurfacing	ESW	295,000	-	(295,000)	
Balance HVAC System	SAXE	75,000	-	(75,000)	
Deep Bowl Sinks for Science Lab	NCHS	45,000	-	(45,000)	
Vacuum System for Science Labs	NCHS	18,500	-	(18,500)	
Interior Door Hdwre Replacement II	ESW	105,000	-	(105,000)	
Replace Exterior Door Key Pads	Saxe, ESW	120,000	-	(120,000)	
Total School Capital Expenditures		658,500	-	(658,500)	-100.00%
Total Town Wide Capital Expenditures		1,918,735	-	(1,918,735)	-100.00%

Debt Service

Town	5,112,154	5,725,763	613,609	12.00%
School	8,444,585	7,801,542	(643,043)	-7.61%
Total Debt Service	13,556,739	13,527,305	(29,434)	-0.22%

Board of Education

Operating Expense	64,035,100	65,439,353	1,404,253	2.19%
Health Insurance	9,087,400	9,087,400	-	0.00%
Total Board of Education	73,122,500	74,526,753	1,404,253	1.92%

**Total Town Operating, All Debt Service,
All Capital Expenditures and Board of
Education Operating Expenses**

121,653,903	125,575,167	3,921,264	3.22%
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	2011-2012 Approved Budget	2012-2013 Proposed Budget	\$ Change	% Change
General Fund Estimated Revenues				
Town				
Licenses and Permits	869,150	915,750	46,600	5.36%
Fines and Forfeits	272,500	285,000	12,500	4.59%
Use of Money and Property	1,334,500	1,493,400	158,900	11.91%
Other Agencies	179,670	178,701	(969)	-0.54%
Charges for Current Services	2,046,761	2,561,450	514,689	25.15%
Reimbursements, Refunds, Rebates	216,263	285,209	68,946	31.88%
Tax Liens, Interest, Prior Taxes	1,150,000	1,154,200	4,200	0.37%
	<u>6,068,844</u>	<u>6,873,710</u>	<u>804,866</u>	<u>13.26%</u>
Board of Education				
School Rental Fees	10,000	10,000	-	0.00%
Revenue from Other Agencies	1,792,036	1,806,529	14,493	0.81%
Total Board of Education Revenue	<u>1,802,036</u>	<u>1,816,529</u>	<u>14,493</u>	<u>0.80%</u>
Total Estimated Revenue	<u>7,870,880</u>	<u>8,690,239</u>	<u>819,359</u>	<u>10.41%</u>
Amount to be Raised by Taxation for General Fund	<u>113,783,023</u>	<u>116,884,928</u>	<u>3,101,905</u>	<u>2.73%</u>

(Budgeted Expenses Less Est. Revenue)

General Fund - Town Financial Data Required By Statute

Grand List as of October 1, 2011

8,248,622,291

Description	Issue Date	Interest Rate	Mat. Date	Outstanding
Clean Water Loan I	10/28/94	fixed 2.00%	07/01/13	\$11,806
Clean Water Loan II	02/01/99	fixed 2.00%	11/01/18	4,829,307
New Canaan High School, Road Paving Projects	03/15/05	0.65 - 3.58%	06/15/24	14,435,000
New Canaan High School, Road Paving Projects, Town Hall Renovation Design	04/01/07	2.50 - 4.00%	04/01/27	7,010,000
Elementary Schools, Saxe, Highway Garage, NCHS Asbestos & Roof Replacement, Transfer Station, Landfill Closure, Highway Garage, Kiwanis Pavilion, Wide Area Network, West Roof, Paving Projects, NCHS Engineering & Construction, Road Paving and the Irwin Purchase and				
the Lapham Community Center Renovation	03/19/09	1.21 - 4.03%	04/01/23	52,754,828
Saxe, Highway Garage, Kiwanis Pavilion, New Canaan High School and Road Paving Projects	09/29/09	0.61 - 3.24%	04/01/25	22,268,912
Police Department Renovation and Garage, Road Paving Projects, BOE Energy Management, Emergency Medical Services Building	10/15/10	0.50 - 3.40%	10/15/30	16,500,000
Road Paving Projects, Bridge Replacement, BOE Energy Management, Town Building Repairs	To be issued May 2012			7,100,000
Total General Fund Bonded Indebtedness as of June 30, 2012				<u>\$124,909,853</u>

	2011-2012 Approved Budget	2012-2013 Proposed Budget	\$ Change	% Change
<u>Sewer Taxing District</u>				
<u>Expenditures</u>				
Administration	45,889	45,938	49	0.11%
Operation of Plant	963,194	964,552	1,358	0.14%
Health & Security Benefits	141,285	145,100	3,815	2.70%
Insurance	79,800	82,992	3,192	4.00%
Debt Service	47,783	61,187	13,404	28.05%
Total Sewer Operating Expense	1,277,951	1,299,769	21,818	1.71%
<u>Capital</u>				
UV Rebuild	-	-	-	-
Sewer Rehabilitation	10,000	10,000	-	-
Pump Station Pump	-	10,000	10,000	-
Paint Main Building and Pump Station	-	-	-	-
Boiler Replacement	50,000	-	(50,000)	-
Prior Year Expenditures	-	-	-	-
Total Sewer Capital Expense	60,000	20,000	(40,000)	-66.67%
Total Sewer Expenditures	1,337,951	1,319,769	(18,182)	-1.36%
<u>Revenues</u>				
Town Grant for Use of Sewer System	76,125	76,125	-	0.00%
Sewage Disposal Fees	10,000	10,000	-	0.00%
Earned Interest	3,000	2,000	(1,000)	-33.33%
Total Sewer Revenues	89,125	88,125	(1,000)	-1.12%
Amount to be Raised by Taxation for Sewer Fund	1,248,826	1,231,644	(17,182)	-1.38%
(Budgeted Expenses Less Est. Revenue)				

Sewer Taxing District - Town Financial Data Required By Statute

Grand List as of October 1, 2011

\$1,961,483,821

<u>Description</u>	<u>Issue Date</u>	<u>Interest Rate</u>	<u>Mat. Date</u>	<u>Outstanding</u>
Sewer Lines and Pump Stations	03/19/09	1.21 - 4.03%	04/01/23	237,270
Sewer Lines and Pump Stations	09/29/09	0.61 - 3.24%	04/01/25	263,872
Total Sewer District Bonded Indebtedness as of June 30, 2012				<u>\$501,142</u>

Enterprise Fund - Town Financial Data Required By Statute

<u>Description</u>	<u>Issue Date</u>	<u>Interest Rate</u>	<u>Mat. Date</u>	<u>Outstanding</u>
Waveny Pool	03/19/09	1.21 - 4.03%	04/01/23	\$932,903
Waveny Pool	09/29/09	0.61 - 3.24%	04/01/25	1,027,216
Waveny Pool Indebtedness as of June 30, 2012				<u>\$1,960,119</u>

Other Fund Budgets

Waveny Pool Fund

Total Revenues	392,400	390,750	(1,650)	-0.42%
Total Operating Expenses	327,454	391,508	64,054	19.56%
Revenues Over (Under) Expenditures	64,946	(758)	(65,704)	

	2011-2012 Approved Budget	2012-2013 Proposed Budget	\$ Change	% Change
<u>Railroad Property Fund</u>				
Total Revenues	131,200	136,200	5,000	3.81%
Total Operating Expenses	128,131	135,475	7,344	5.73%
Net Income	3,069	725	(2,344)	
<u>Property Rental Fund</u>				
Total Revenues	9,960	9,960	-	0.00%
Total Operating Expenses	6,000	5,500	(500)	-8.33%
Net Income	3,960	4,460	500	
<u>Movie Theater Fund</u>				
Total Revenues	104,400	106,500	2,100	2.01%
Total Operating Expenses	21,500	23,500	2,000	9.30%
Revenues Over (Under) Expenditures	82,900	83,000	100	
<u>Dog License Fund</u>				
Total Revenues	26,600	26,500	(100)	-0.38%
Total Operating Expenses	31,300	26,050	(5,250)	-16.77%
Revenues Over (Under) Expenditures	(4,700)	450	5,150	

WITNESS OUR HANDS and the Seal of The Town of New Canaan this April 17, 2012.

By R. E. Mallozzi III
Robert E. Mallozzi III, First Selectman

By Nick Williams
Nick Williams, Selectman

By Beth Jones
Beth Jones, Selectman

By Claudia A. Weber
Claudia Weber, Town Clerk

Attest
By Mary Davis Cody
Mary Davis Cody, Secretary
Board of Finance

By R. E. Mallozzi III
Robert E. Mallozzi III, First Selectman
Chairman, Board of Finance

Exhibits

GENERAL FUND

2012-2013 Budget

	<u>Budget Prior Yr</u>	<u>2012-2013 Adopted</u>		
Town Operating	26,754,917	28,420,724	1,665,807	6.23%
Town Health Benefits	6,140,000	6,024,550	(115,450)	-1.88%
Town Operating and Health Benefits	32,894,917	34,445,274	1,550,357	4.71%
Town Capital	1,427,620	2,110,050	682,430	47.80%
Town Debt	5,112,154	5,725,763	613,609	12.00%
Total Town Cost	39,434,691	42,281,087	2,846,396	7.22%
Boe Operating	64,035,100	65,439,353	1,404,253	2.19%
BOE Health Benefits	9,087,400	9,087,400	0	0.00%
Town Operating and Health Benefits	73,122,500	74,526,753	1,404,253	1.92%
BOE Capital	652,127	965,785	313,658	48.10%
BOE Debt	8,444,585	7,801,542	(643,043)	-7.61%
Total BOE Cost	82,219,212	83,294,080	1,074,868	1.31%
Budget Adjusted after the Board of Finance	121,653,903	125,575,167	3,921,264	3.22%
Revenues	7,870,880	8,690,239	819,359	10.41%
Total Budget net of Revenues	113,783,023	116,884,928	3,101,905	2.73%

	<u>Increase in List</u>		
TAXABLE GRAND LIST	8,200,262,034	8,248,622,291	0.59%
BUDGETED COLLECTION RATE	97.50%	98.00%	
FUND BALANCE June 30, 2011 and June 30, 2012 (est'd)	\$ 14,639,863	\$ 16,618,932	
Fund Balance Target (10%)	\$ 12,165,390	\$ 12,557,517	

MILL RATE	% INCREASE FROM CURRENT 2011-2012 MILL RATE OF 13.853	COLLECTIONS AT Estimated Collection Rate LEVY	AMOUNT TO BE COLLECTED	JANUARY SUPPLEMENTAL Tax Collection	CONTRIBUTION FROM FUND BALANCE
14.410	4.0%	118,862,171	116,484,928	400,000	0
14.348	3.6%	118,351,967	115,984,928	400,000	500,000
14.317	3.4%	118,096,865	115,734,928	400,000	750,000
14.286	3.1%	117,841,763	115,484,928	400,000	1,000,000
14.255	2.9%	117,586,661	115,234,928	400,000	1,250,000
14.224	2.7%	117,331,559	114,984,928	400,000	1,500,000
14.193	2.5%	117,076,457	114,734,928	400,000	1,750,000
14.163	2.2%	116,821,355	114,484,928	400,000	2,000,000
14.132	2.0%	116,566,253	114,234,928	400,000	2,250,000
14.116	1.9%	116,438,702	114,109,928	400,000	2,375,000
14.101	1.8%	116,311,151	113,984,928	400,000	2,500,000
14.088	1.7%	116,209,110	113,884,928	400,000	2,600,000
14.076	1.6%	116,107,069	113,784,928	400,000	2,700,000
14.064	1.5%	116,005,029	113,684,928	400,000	2,800,000

Approved by BOF
5/8/12

GF CONTRIBUTION IN 2011-2012 WAS \$2,622,500

	<u>Prior Year</u>	<u>Current Year</u>
Base Line \$0 from GF Balance		
Fund Balance as a % of Grand List	0.18%	0.20%
Fund Balance as a % of Expenditures	12.03%	13.23%
Fund Balance as a % of the Total Budget	12.87%	14.22%

SEWER FUND

TOWN OF NEW CANAAN PROJECTED MILL RATE 2012-2013
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		<u>2011-2012</u>	<u>2012-2013</u>	<u>\$ Change</u>	<u>% Change</u>
SEWER BUDGET	Operations	\$1,277,951	\$1,299,769	21,818	1.71%
	Capital	60,000	20,000	(40,000)	-66.67%
	Total	1,337,951	1,319,769	(18,182)	-1.36%
LESS: REVENUES		89,125	88,125	(1,000)	-1.12%
AMOUNT TO BE RAISED BY TAXATION		\$1,248,826	\$1,231,644	(17,182)	-1.38%
TAXABLE GRAND LIST (Not Adjusted for Revaluation)		1,952,283,785	1,961,483,821		0.47%
ESTIMATED COLLECTION RATE		97.50%	98.00%		
Additional Reserves from Septage Fees & Nitrogen Credits		297,025	290,000		
FUND BALANCE June 30, 2011 and June 30, 2012 (est'd)		\$185,433	\$122,603		

	% INCREASE FROM CURRENT 2011-2012		COLLECTIONS ON 98.0%	CONTRIBUTION FROM FUND
<u>MILL RATE</u>	<u>MILL RATE OF 0.623</u>	<u>LEVY</u>	<u>COLLECTION</u>	<u>BALANCE</u>
0.641	2.846%	1,256,780	1,231,644	0
0.630	1.176%	1,236,371	1,211,644	20,000
0.625	0.341%	1,226,167	1,201,644	30,000
0.623	0.000%	1,222,009	1,197,569	34,075
0.620	-0.494%	1,215,963	1,191,644	40,000
0.610	-2.164%	1,195,555	1,171,644	60,000
0.599	-3.834%	1,175,147	1,151,644	80,000
0.589	-5.505%	1,154,739	1,131,644	100,000

Approved by BOF 5/8/12

SEWER FUND CONTRIBUTION IN 2011-2012 WAS \$62,830

Revenues

TOWN OF NEW CANAAN
2012-2013 Revenue Budget Presentation

	2010-2011 <u>BUDGET</u>	2010-2011 <u>ACTUAL</u>	2011-2012 <u>BUDGET</u>	12/31/11 6 month <u>REVENUE</u>	2012-2013 <u>BUDGET</u>	\$ <u>FAV/(UNF) VARIANCE</u>	% <u>FAV/(UNF) VARIANCE</u>
<u>TAX - OTHER THAN LEVY</u>							
010-10-160-41015 Tax Collections - Prior Yrs	500,000	743,266	650,000	241,345	650,000	-	0.00%
010-10-160-41040 Lien Fees And Interest	400,000	493,933	500,000	155,619	504,200	4,200	0.84%
	<u>900,000</u>	<u>1,237,199</u>	<u>1,150,000</u>	<u>396,964</u>	<u>1,154,200</u>	<u>4,200</u>	<u>0.37%</u>
<u>INTERGOVERNMENTAL</u>							
010-10-120-41115 Casino Revenue Sharing	7,514	7,091	8,241	-	7,672	(569)	-6.90%
010-10-170-41135 Boat Registration Refund	6,682	5,408	5,400	-	5,000	(400)	-7.41%
010-10-250-41132 State Health Grant	-	-	-	-	-	-	0.00%
010-30-400-41100 Road Maintenance	166,029	166,090	166,029	83,036	166,029	-	0.00%
010-90-700-41120 State Reimb School Proj - Prin/Int	384,598	319,446	296,432	173,352	310,925	14,493	4.89%
010-90-700-41130 State Aid Grant	1,495,604	1,511,368	1,495,604	373,901	1,495,604	-	0.00%
	<u>2,060,427</u>	<u>2,009,403</u>	<u>1,971,706</u>	<u>630,289</u>	<u>1,985,230</u>	<u>13,524</u>	<u>0.69%</u>
<u>LICENSES AND PERMITS</u>							
010-10-110-41210 Peddlers And Vendors Licences	-	-	-	-	-	-	0.00%
010-10-110-41215 Liquor Licences	50	54	50	28	50	-	0.00%
010-10-110-41300 Fish And Game Licences	200	-	200	-	-	(200)	-100.00%
010-10-110-41303 Dog Lic. Clerk Fees (Town Clerk)	2,500	2,805	2,500	-	3,000	500	20.00%
010-10-230-41325 Sign Permits	1,500	1,200	1,500	1,100	1,400	(100)	-6.67%
010-10-230-41335 Zoning Permits	30,000	37,585	30,000	19,825	30,000	-	100.00%
010-10-230-41340 Tag Sale Permits	-	-	-	-	-	-	0.00%
010-10-250-41205 Refuse & Septic Inspections	3,000	3,600	3,000	-	3,000	-	0.00%
010-10-250-41220 Restaurant Permits	25,000	32,401	25,000	1,575	25,000	-	0.00%
010-10-250-41225 Barbers & Salons	4,000	2,900	4,000	675	4,000	-	0.00%
010-10-250-41323 Well Permits	1,500	5,775	3,000	1,925	3,000	-	100.00%
010-10-250-41345 Lot Testing	7,500	9,000	8,000	4,250	7,500	(500)	-6.25%
010-20-300-41200 Amusement Permits	200	220	200	155	200	-	0.00%
010-20-300-41315 Pistol Permits	750	2,800	2,500	1,750	3,000	500	20.00%
010-20-360-41305 Building Permits	650,000	626,534	750,000	383,689	800,000	50,000	100.00%
010-20-360-41307 Building Permit Revisions	6,000	9,669	10,000	8,900	10,000	-	0.00%
010-20-360-41350 Plan Review	10,000	7,160	10,000	3,820	10,000	-	0.00%
010-30-410-41310 Driveway Permits	500	200	200	1,085	500	300	150.00%
010-30-410-41320 Sewer And Water Permits	15,000	13,125	15,000	6,291	15,000	-	0.00%
010-30-410-41322 Sewer Connection Permits	50	-	-	490	100	100	
010-30-410-41330 Street Opening Permits	1,500	-	4,000	-	-	(4,000)	-100.00%
	<u>759,250</u>	<u>755,027</u>	<u>869,150</u>	<u>435,558</u>	<u>915,750</u>	<u>46,600</u>	<u>5.36%</u>
<u>INVESTMENT EARNINGS</u>							
010-10-120-41400 Interest On Investments	400,000	330,306	200,000	101,102	300,000	100,000	50.00%
<u>FINES AND FORFEITURES</u>							
010-10-200-41505 Parking Tickets	250,000	181,201	200,000	82,180	210,000	10,000	5.00%
010-10-200-41506 Parking Tickets On-Line	27,500	27,720	27,500	6,515	30,000	2,500	9.09%
010-10-200-41510 Revenue From Court	-	-	-	-	-	-	0.00%

TOWN OF NEW CANAAN
2012-2013 Revenue Budget Presentation

	2010-2011	2010-2011	2011-2012	12/31/11	2012-2013	\$	%
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	6 month <u>REVENUE</u>	<u>BUDGET</u>	<u>FAV/(UNF) VARIANCE</u>	<u>FAV/(UNF) VARIANCE</u>
010-20-300-41500 False Alarm Fines-Police	42,000	55,414	20,000	9,700	20,000	-	0.00%
010-20-300-41520 CT Judicial Revenue Distributions	-	16,016	25,000	6,725	25,000	-	0.00%
	<u>319,500</u>	<u>280,351</u>	<u>272,500</u>	<u>105,120</u>	<u>285,000</u>	<u>12,500</u>	<u>4.59%</u>

USE OF MONEY AND PROPERTY

010-10-120-41630 Copier Revenue	15,000	19,552	15,000	7,604	19,500	4,500	30.00%
010-10-200-41620 Parking Meters	160,000	180,049	160,000	91,924	190,000	30,000	18.75%
010-10-200-41621 Parking Cards	15,000	3,797	3,000	1,356	600	(2,400)	-80.00%
010-10-200-41624 Parking-Day Passes	10,000	13,001	10,000	3,983	13,500	3,500	35.00%
010-10-200-41625 Parking Permits	625,000	662,628	640,000	628,660	660,000	20,000	3.13%
010-10-200-41627 Parking-Newsrack Permits	2,000	1,300	1,500	1,300	1,300	(200)	-13.33%
010-40-500-41600 Waveny Custodial Fees	5,000	3,610	5,000	675	5,000	-	0.00%
010-40-500-41605 Rental Of Property	250,000	246,808	260,000	100,685	265,000	5,000	1.92%
010-40-500-41610 Lapham Center Rental Revenue	-	-	-	-	-	-	100.00%
010-40-500-41615 Concessions And Commissions	2,000	-	-	-	-	-	0.00%
010-40-520-41640 Paddle Tennis Fees	32,000	37,339	40,000	30,515	38,500	(1,500)	-3.75%
	<u>1,116,000</u>	<u>1,168,084</u>	<u>1,134,500</u>	<u>866,702</u>	<u>1,193,400</u>	<u>58,900</u>	<u>5.19%</u>
010-90-700-41645 School Rental Fees	10,000	20,000	10,000	-	10,000	-	100.00%
	<u>1,126,000</u>	<u>1,188,084</u>	<u>1,144,500</u>	<u>866,702</u>	<u>1,203,400</u>	<u>58,900</u>	<u>5.15%</u>

CHARGES FOR SERVICES

010-10-110-41705 Sales Of Codes And Regulations	7,500	6,205	6,500	2,454	6,000	(500)	-7.69%
010-10-110-41725 Vital Statistics Fees	10,000	20,118	15,000	9,021	10,000	(5,000)	-33.33%
010-10-110-41740 Recording Fees	125,000	166,677	150,000	68,444	125,000	(25,000)	100.00%
010-10-110-41755 Conveyance Fees	750,000	1,390,115	750,000	517,866	1,000,000	250,000	33.33%
010-10-120-41730 State Telephone Line Grant	95,000	73,389	85,000	-	75,000	(10,000)	-11.76%
010-10-120-41750 Miscellaneous Income	32,509	318	23,061	3,521	1,000	(22,061)	-95.66%
010-10-230-41715 Zoning Board Of Appeals Fees	5,000	6,050	5,000	1,800	5,500	500	10.00%
010-10-230-41720 Planning And Zoning Application Fee	5,000	8,700	6,500	4,050	7,500	1,000	100.00%
010-10-250-41722 Inland Wetland App/Violation Fees	20,000	16,873	20,000	12,040	25,000	5,000	100.00%
010-10-255-41717 Wetlands Septic Review Fee	2,000	3,450	3,500	1,650	3,500	-	0.00%
010-10-255-41718 Wetlands Demo Review Fee	200	150	200	510	300	100	100.00%
010-20-300-41770 Fingerprint Fees	6,500	7,155	6,500	3,135	6,750	250	3.85%
010-20-360-41721 Building Dept-Work W/O Permit	2,000	1,600	2,000	800	3,000	1,000	50.00%
010-30-440-41700 Transfer Station Dump Fees	40,000	32,329	30,000	16,193	30,000	-	0.00%
010-30-440-41702 Transfer Station Tipping Fees	517,000	436,572	450,000	182,770	450,000	-	0.00%
010-30-440-41703 Transfer Station Recycling	25,000	59,340	35,000	47,868	70,000	35,000	100.00%
010-30-440-41706 Transfer Station Sticker Fees	120,000	151,838	140,000	71,404	124,400	(15,600)	-11.14%
010-40-500-41735 Park And Recreation Fees	235,000	217,102	225,000	62,112	230,000	5,000	2.22%
010-40-500-42601 Other Classes & Programs Offset	-	169,442	-	158,766	295,000	295,000	

TOWN OF NEW CANAAN
2012-2013 Revenue Budget Presentation

	2010-2011	2010-2011	2011-2012	12/31/11	2012-2013	\$	%
	BUDGET	ACTUAL	BUDGET	6 month	BUDGET	FAV/(UNF)	FAV/(UNF)
				REVENUE		VARIANCE	VARIANCE
010-40-550-41710 Senior Citizens Program	90,000	89,693	90,000	51,455	90,000	-	0.00%
010-40-550-41745 Senior Program Lunches	4,000	3,350	3,500	1,196	3,500	-	0.00%
	2,091,709	2,860,467	2,046,761	1,217,055	2,561,450	514,689	25.15%
<u>REIMBURSEMENTS AND REFUNDS</u>							
010-10-120-41800 Elderly Tax Exemption	2,000	204	200	-	200	-	0.00%
010-10-120-41805 Insurance Recoveries	-	-	-	-	-	-	0.00%
010-10-120-41850 Municipal Video Competition Grant	-	77,959	-	-	78,000	78,000	
010-10-120-41947 Sale Of Assets	-	-	-	-	-	-	0.00%
010-10-170-41820 Homeowner Tax Relief	38,203	35,158	38,203	-	32,000	(6,203)	-16.24%
010-10-170-41825 State Property Rebate	41,812	41,853	41,881	45,602	40,000	(1,881)	-4.49%
010-10-170-41828 State Of CT-Pilot	-	8,627	-	-	-	-	0.00%
010-10-170-41840 Additional Veterans Exemption	1,872	1,359	1,872	-	1,000	(872)	-46.58%
010-10-170-41845 State Mfg, New Machine & Equip	56	159	56	-	40	(16)	-28.57%
010-10-230-41832 DEP Admin Cost Revenue-P&Z	60	646	60	324	300	240	400.00%
010-10-255-41830 DEP Administrative Cost Revenue	50	92	50	68	50	-	0.00%
010-30-400-41815 LoCIP	117,075	234,142	116,955	-	117,119	164	0.14%
010-50-600-41835 Welfare Recoveries	-	-	-	-	-	-	0.00%
010-50-630-41945 School H&W Reimbursements	16,986	16,461	16,986	-	16,500	(486)	-2.86%
010-60-635-41810 Health And Welfare Private School	-	-	-	-	-	-	100.00%
	218,114	416,660	216,263	45,994	285,209	68,946	31.88%
TOTAL GENERAL FUND	7,875,000	9,077,496	7,870,880	3,798,784	8,690,239	819,359	10.41%
<u>Town</u>							
Licenses and Permits	759,250	755,027	869,150	435,558	915,750	46,600	5.36%
Fines and Forfeits	319,500	280,351	272,500	105,120	285,000	12,500	4.59%
Use of Money and Property	1,516,000	1,498,389	1,334,500	967,804	1,493,400	158,900	11.91%
Other Agencies	180,225	178,589	179,670	83,036	178,701	(969)	-0.54%
Charges for Current Services (See New Pool Acct)	2,091,709	2,860,467	2,046,761	1,217,055	2,561,450	514,689	25.15%
Reimbursements, Refunds, Rebates	218,114	416,660	216,263	45,994	285,209	68,946	31.88%
Tax Liens, Interest, Prior Taxes	900,000	1,237,199	1,150,000	396,964	1,154,200	4,200	0.37%
	5,984,798	7,226,682	6,068,844	3,251,531	6,873,710	804,866	13.26%
<u>Board of Education</u>							
School Rental Fees	10,000	20,000	10,000	-	10,000	-	0.00%
Revenue from Other Agencies	1,880,202	1,830,814	1,792,036	547,253	1,806,529	14,493	0.81%
Total Board of Education Revenue	1,890,202	1,850,814	1,802,036	547,253	1,816,529	14,493	0.80%
Total Estimated Revenue	7,875,000	9,077,496	7,870,880	3,798,784	8,690,239	819,359	10.41%

General Government

Department: Selectmen

Mission The Selectmen shall do every act and perform every duty necessary to give effect to the Town Charter.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-100-51005	Salaries F/T	313,126	314,448	319,180	160,350	324,482	324,482	324,482	324,482	5,302	1.66%
010-10-100-51010	Salaries P/T	25,942	25,965	25,942	12,342	16,042	16,042	16,042	16,042	(9,900)	-38.16%
010-10-100-51015	Salaries O/T	2,500	2,000	2,000	1,550	2,000	2,000	2,000	2,000	-	0.00%
	Dues And										
010-10-100-51115	Subscriptions	15,000	14,670	15,000	14,188	3,000	3,000	3,000	3,000	(12,000)	-80.00%
010-10-100-51240	Prof Service	12,000	11,502	5,860	-	25,000	25,000	20,000	20,000	14,140	241.30%
	Prof Serv Research										
010-10-100-51255	/ Planning	6,000	4,072	6,500	-	3,500	3,500	3,500	3,500	(3,000)	-46.15%
010-10-100-51320	Travel	3,000	2,921	2,500	222	2,500	2,500	2,500	2,500	-	0.00%
010-10-100-51500	Advertising	5,000	4,483	4,000	290	3,000	3,000	3,000	3,000	(1,000)	-25.00%
010-10-100-51505	Postage	1,500	465	1,000	37	500	500	500	500	(500)	-50.00%
010-10-100-51510	Voice / Data	1,500	3,216	2,400	1,195	2,400	2,400	2,400	2,400	-	0.00%
010-10-100-51655	Supplies Office	1,500	1,387	1,200	271	1,200	1,200	1,200	1,200	-	0.00%
Total Expenditures		387,068	385,128	385,582	190,446	383,624	383,624	378,624	378,624	(6,958)	-1.80%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3	3	3	3	3	3	3
Part-time	3	3	3	2	2	2	2

Budget Variances for Department Requests

- \$5,302 Increase in Salaries F/T due to Gross Wage increase.
- (\$9,900) Decrease in Salaries P/T due to movement of HR Generalist to Finance & Human Resources
- (\$12,000) Decrease in Dues and Subscriptions due to elimination of Connecticut Conference of Municipalities membership.
- (\$3,000) Decrease in Prof Serv Research/Planning based on historical usage.
- Increase in Prof Services for an implementation strategy based on the recommendations the Market Demand Study brought forward from the Planning & Zoning Sub Committee.
- \$19,140 Estimated cost is \$20,000.

Goals for Budget Year

- Review and evaluate salary setting process for the Selectmen's Office

Selectmen

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
<u>Full Time</u>									
First Selectman	N.C.		\$ 125,333	0	\$ 123,681	\$ 125,333	\$ 125,333	\$ 125,333	\$ 125,333
Administrative Officer	N	4	127,216	4	124,678	119,869	123,387	127,216	130,397
Executive Secretary	I	4	67,075	4	59,823	62,780	64,406	66,630	68,752
Full Time Salaries			<u>319,624</u>		<u>308,182</u>	<u>307,982</u>	<u>313,126</u>	<u>319,180</u>	<u>324,482</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>319,624</u>		<u>308,182</u>	<u>307,982</u>	<u>313,126</u>	<u>319,180</u>	<u>324,482</u>
<u>Part Time</u>									
Clerical			9,900		12,000	9,900	9,900	9,900	-
Selectmen (2)	N.C.		16,042		16,042	16,042	16,042	16,042	16,042
Total Part Time			<u>25,942</u>		<u>28,042</u>	<u>25,942</u>	<u>25,942</u>	<u>25,942</u>	<u>16,042</u>
<u>Miscellaneous Pay</u>									
Overtime			2,000		-	1,200	2,500	2,000	2,000
Total Miscellaneous Pay			<u>2,000</u>		<u>-</u>	<u>1,200</u>	<u>2,500</u>	<u>2,000</u>	<u>2,000</u>
Total Salary			<u>347,566</u>		<u>336,224</u>	<u>335,124</u>	<u>341,568</u>	<u>347,122</u>	<u>342,524</u>
					-3.26%	-0.33%	1.92%	1.63%	-1.32%

Department: Town Clerk

To execute and implement the duties of the Town Clerk as prescribed by the Connecticut General Statutes, state regulations and the Town Charter in an efficient, timely and impartial manner and in doing so to manage, protect and preserve the permanent records of the Town for the present and the future.

Mission

Revenues

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted \$ '13 Budget	% 2013	
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-110-41215	Liquor Licenses	50	54	50	28	50	50	50	50	-	0.00%
010-10-110-41300	Fish And Game Licenses	200	-	200	-	-	-	-	-	(200)	-100.00%
010-10-110-41303	Dog Lic. Clerk Fees	2,500	2,805	2,500	-	3,000	3,000	3,000	3,000	500	20.00%
010-10-110-41705	Sales Of Codes And Regulations	7,500	6,205	6,500	2,454	6,000	6,000	6,000	6,000	(500)	-7.69%
010-10-110-41725	Vital Statistics Fees	10,000	20,118	15,000	9,021	10,000	10,000	10,000	10,000	(5,000)	-33.33%
010-10-110-41740	Recording Fees	125,000	166,677	150,000	68,792	125,000	125,000	125,000	125,000	(25,000)	-16.67%
010-10-110-41755	Conveyance Fees	750,000	1,390,115	750,000	517,866	750,000	800,000	1,000,000	1,000,000	250,000	33.33%
Total Revenue		895,250	1,585,973	924,250	598,161	894,050	944,050	1,144,050	1,144,050	219,800	23.78%

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted \$ '13 Budget	% 2013	
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-110-51005	Salaries F/T	206,133	206,502	211,842	107,953	218,934	218,934	218,934	218,934	7,092	3.35%
010-10-110-51010	Salaries P/T	44,500	42,302	35,000	14,057	45,000	45,000	45,000	45,000	10,000	28.57%
010-10-110-51015	Salaries O/T	6,400	6,692	6,000	2,020	6,500	6,500	6,500	6,500	500	8.33%
010-10-110-51110	Office Equip Lease/Rental	3,740	4,311	3,925	-	3,750	3,750	3,750	3,750	(175)	-4.46%
010-10-110-51115	Dues And Subscriptions	700	206	1,900	260	3,920	3,920	3,920	3,920	2,020	106.32%
010-10-110-51150	O/S Contract Service	12,800	12,390	12,800	3,095	12,800	12,800	12,800	12,800	-	0.00%
010-10-110-51180	O/S Micro Filming	3,500	3,983	3,500	558	3,500	3,500	3,500	3,500	-	0.00%
010-10-110-51240	Prof Service	400	388	400	-	400	400	400	400	-	0.00%
010-10-110-51285	Repairs Office Equipment	500	128	500	260	500	500	500	500	-	0.00%
010-10-110-51300	Repairs Record Books	5,000	-	4,000	4,345	4,000	1,000	1,000	1,000	(3,000)	-75.00%
010-10-110-51320	Travel	2,500	486	2,150	-	2,000	2,000	2,000	2,000	(150)	-6.98%
010-10-110-51500	Advertising	1,500	5,345	5,000	4,420	7,500	5,500	5,500	5,500	500	10.00%
010-10-110-51505	Postage	3,000	3,732	3,000	1,291	3,700	3,700	3,700	3,700	700	23.33%

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-110-51510	Voice / Data	600	585	600	-	600	600	600	600	-	0.00%
010-10-110-51655	Supplies Office	12,800	14,725	17,500	3,112	17,550	17,550	17,550	17,550	50	0.29%
Total Expenditures		304,073	301,774	308,117	141,371	330,654	325,654	325,654	325,654	17,537	5.69%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3	3	3	3	3	3	3
Part-time	3	3	3	3	3	3	3

Budget Variances for Department Requests

\$8,443 Increase in Salaries F/T due to Council approved increase for Town Clerk and Gross Wage Increase for all other positions.

\$2,020 Dues and Subscriptions have increased substantially due to the Departments responsibility for, and oversight of, of the Town Code

\$10,000 Increase needed due to additional secretarial help for Town Council, in addition to the upcoming Presidential election.

\$2,500 Increase due to additional legal notice requirement of Town Council

Goals for Budget Year

- To continue the records management effort started within the last year two years.
- To continue scanning and microfilming all of our board and commission records

Town Clerk

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Town Clerk (1)	N.C.		\$ 89,425	n/a	\$ 81,242	\$ 82,639	\$ 86,395	\$ 87,672	\$ 91,660
Assistant Town Clerk II	G	4	62,327	4	54,262	57,008	59,869	62,327	63,885
Assistant Town Clerk II	G	4	61,843	4	54,262	55,347	59,869	61,843	63,389
Full Time Salaries			<u>213,595</u>		<u>189,766</u>	<u>194,994</u>	<u>206,133</u>	<u>211,842</u>	<u>218,934</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>213,595</u>		<u>189,766</u>	<u>194,994</u>	<u>206,133</u>	<u>211,842</u>	<u>218,934</u>
Part Time									
Stenographer from Selectmen 09-10			2,500		-	2,500	2,500	2,500	4,500
Clerical Assistance	N.C.		37,500		41,600	25,000	25,000	37,500	40,500
Total Part Time			<u>40,000</u>		<u>41,600</u>	<u>27,500</u>	<u>27,500</u>	<u>40,000</u>	<u>45,000</u>
Miscellaneous Pay									
Overtime			6,000		1,100	2,000	2,000	6,000	6,000
Total Miscellaneous Pay			<u>6,000</u>		<u>1,100</u>	<u>2,000</u>	<u>2,000</u>	<u>6,000</u>	<u>6,000</u>
Total Salary			<u>259,595</u>		<u>232,466</u>	<u>224,494</u>	<u>235,633</u>	<u>257,842</u>	<u>269,934</u>
					11.34%	-3.43%	4.96%	9.43%	4.69%

Notes:

(1) Effective January 2, 2012 the Town Clerk's annual salary increase will be \$89,424. Effective July 1, 2012 it will increase to \$91,660. This change was approved by the Town Council on December 21, 2011.

Department: Finance & Human Resources

The Finance Department is responsible for general accounting functions, payroll and benefits, budget development and control, financial reporting, management of Town funds, and debt management. The Town of New Canaan is dedicated to the recruitment and selection of a diverse employment group that is committed to promote a healthy, positive, productive and safe work environment.

Mission

Revenues

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-120-41115	Casino Revenue Sharing	7,514	7,091	8,241	-	7,672	7,672	7,672	7,672	(569)	-6.90%
010-10-120-41400	Interest On Investments	400,000	330,306	200,000	101,102	300,000	300,000	300,000	300,000	100,000	50.00%
010-10-120-41630	Copier Revenue	15,000	19,552	15,000	7,706	19,500	19,500	19,500	19,500	4,500	30.00%
	State Telephone Line										
010-10-120-41730	Grant	95,000	73,389	85,000	-	75,000	75,000	75,000	75,000	(10,000)	-11.76%
010-10-120-41750	Miscellaneous Income	32,509	318	23,061	4,269	1,000	1,000	1,000	1,000	(22,061)	-95.66%
010-10-120-41800	Elderly Tax Exemption	2,000	204	200	-	200	200	200	200	-	0.00%
010-10-120-41805	Insurance Recoveries	-	-	-	-	-	-	-	-	-	-
	Municipal Video										
010-10-120-41850	Competition Grant	-	77,959	-	-	78,000	78,000	78,000	78,000	78,000	-
010-30-400-41100	Road Maintenance	166,029	166,090	166,029	83,036	166,029	166,029	166,029	166,029	-	0.00%
010-30-400-41815	LoCIP	117,075	234,142	116,955	-	117,119	117,119	117,119	117,119	164	0.14%
	School H&W										
010-50-830-41945	Reimbursements	16,986	16,461	16,986	-	16,500	16,500	16,500	16,500	(486)	-2.86%
	State Reimb School Proj -										
010-90-700-41120	Prin/Int	384,598	319,446	296,432	173,352	310,925	310,925	310,925	310,925	14,493	4.89%
010-90-700-41130	State Aid Grant	1,495,604	1,511,368	1,495,604	373,901	1,495,604	1,495,604	1,495,604	1,495,604	-	0.00%
010-90-700-41645	School Rental Fees	10,000	20,000	10,000	-	10,000	10,000	10,000	10,000	-	0.00%
Total Revenue		2,742,315	2,776,327	2,433,508	743,366	2,597,549	2,597,549	2,597,549	2,597,549	164,041	6.74%

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-120-51005	Salaries F/T	623,275	586,636	648,747	325,516	669,175	660,830	660,830	660,830	12,083	1.86%
010-10-120-51010	Salaries P/T	17,000	19,669	17,000	9,291	27,550	27,550	27,550	27,550	10,550	62.06%
010-10-120-51015	Salaries O/T	8,500	9,964	8,500	7,259	8,500	8,500	8,500	8,500	-	0.00%
010-10-120-51115	Dues And Subscriptions	2,500	1,817	2,250	180	2,250	2,250	2,250	2,250	-	0.00%
	Consultants/Service										
010-10-120-51120	Contracts	-	-	100	-	-	-	-	-	(100)	-100.00%
010-10-120-51195	O/S Payroll Processing	30,000	31,317	31,000	6,623	32,240	32,240	32,240	32,240	1,240	4.00%
010-10-120-51240	Prof Service	6,000	4,508	5,000	1,461	5,000	5,000	5,000	5,000	-	0.00%
	Repairs Office										
010-10-120-51285	Equipment	300	-	300	-	300	300	300	300	-	0.00%

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-120-51315	Training	20,000	18,408	20,000	6,257	20,000	20,000	20,000	20,000	-	0.00%
010-10-120-51320	Travel	3,400	4,748	3,900	-	4,000	4,000	4,000	4,000	100	2.56%
010-10-120-51500	Advertising	7,500	9,453	7,500	3,156	7,500	7,500	7,500	7,500	-	0.00%
010-10-120-51505	Postage	4,500	3,795	3,700	2,261	3,775	3,775	3,775	3,775	75	2.03%
010-10-120-51510	Voice / Data	2,850	3,097	3,470	755	3,539	3,539	3,539	3,539	69	2.00%
010-10-120-51655	Supplies Office	3,200	2,630	3,000	1,258	3,000	3,000	3,000	3,000	-	0.00%
Total Expenditures		729,025	696,042	754,467	364,016	786,829	778,484	778,484	778,484	24,017	3.18%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	6	7	7	7	7	7	7
Part-time	1	1	1	2	2	2	2

Budget Variances for Department Requests

\$20,428 Increase in Salaries F/T due to step increase for 2 positions and Gross Wage Increase for all positions

\$10,550 Increase in Salaries P/T due to movement of HR Generalist from Selectman's Office to Finance/HR (\$9,900) and wage increase for Pension and Finance Analyst.

Goals for Budget Year

- Implement a new Human Resources Information System Architecture to best accomplish the Town of New Canaan's HR strategic goals by eliminating redundant functions and improving quality of HR.
- Develop and implement a Risk Management Program to reduce frequency of claims and return employees to work following accidents; reduce litigation expenses and claim frequency related to employment practices liability and to reduce accidents and related expenses involving employee drivers and their vehicles, and expenses related to third-party damages.
- Continue implementation of Innoprise financial modules to eliminate maintenance of multiple systems.
- Issue Request for Proposals for banking services and auditors.
- Initiate a Town-wide Performance Measurement program.
- Implement remote deposit for all facilities that take in checks.

Finance and Human Resources

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Chief Financial Officer	V	4	\$ 134,971	4	\$ 124,674	\$ 127,167	\$ 129,653	\$ 134,970	\$ 130,000
Human Resource Director	S	4	109,637	4	101,280	103,307	105,343	109,637	112,378
Budget Director	O	3	94,438	4	-	-	93,070	94,438	99,219
Accountant Senior	L	4	88,726	4	82,105	83,599	85,243	88,726	90,944
Accountant Senior	L	4	88,650	4	79,718	82,352	85,243	88,650	90,867
Payroll/Benefits Administrator	J	3	70,021	4	57,776	61,743	64,854	70,020	73,565
Accounts Pay/Rec Technician	E	4	62,300	4	54,262	57,008	59,869	62,300	63,858
Full Time Salaries			<u>648,742</u>		<u>499,815</u>	<u>515,176</u>	<u>623,275</u>	<u>648,741</u>	<u>660,830</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>648,742</u>		<u>499,815</u>	<u>515,176</u>	<u>623,275</u>	<u>648,741</u>	<u>660,830</u>
Part Time									
Treasurer			1,400		1,400	1,400	1,400	1,400	1,400
Pension & Finance Analyst (1)			15,600		12,000	15,000	15,600	15,600	16,250
HR Generalist (2)			-		-	-	-	-	9,900
Total Part Time			<u>17,000</u>		<u>13,400</u>	<u>16,400</u>	<u>17,000</u>	<u>17,000</u>	<u>27,550</u>
Miscellaneous Pay									
Overtime			8,500		8,500	8,000	8,500	8,500	8,500
Total Miscellaneous Pay			<u>8,500</u>		<u>8,500</u>	<u>8,000</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>
Total Salary			<u>674,242</u>		<u>521,715</u>	<u>539,576</u>	<u>648,775</u>	<u>674,241</u>	<u>696,879</u>
					6.10%	3.42%	20.24%	3.93%	3.36%

Notes:

- (1) The Pension and Finance Analyst is allocated \$10,000 to the Pension Plan, \$8,000 to OPEB and \$16,250 to the General Fund.
 (2) The HR Generalist was previously funded in the Selectman's Office

Department: Information Technology

Mission The role of the IT Department is to provide the appropriate technology that allows employees to access and share information in such a way that will improve services to the Town and to the residents of the community.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-130-51005	Salaries F/T	231,326	230,593	238,990	119,756	252,288	252,288	252,288	252,288	13,298	5.56%
010-10-130-51010	Salaries P/T	2,500	-	-	-	-	-	-	-	-	-
010-10-130-51015	Salaries O/T	1,000	1,857	1,000	813	1,000	1,000	1,000	1,000	-	0.00%
010-10-130-51090	Salary Offset	(33,600)	(30,170)	(31,200)	(2,800)	(31,200)	(31,200)	(31,200)	(31,200)	-	0.00%
010-10-130-51115	Dues And Subscriptions	500	8	300	-	200	200	200	200	(100)	-33.33%
010-10-130-51120	Consultants/Service Contracts	2,500	1,114	2,500	-	2,500	2,500	2,500	2,500	-	0.00%
010-10-130-51315	Training	10,000	149	8,000	-	8,000	8,000	8,000	8,000	-	0.00%
010-10-130-51320	Travel	500	459	500	65	500	500	500	500	-	0.00%
010-10-130-51505	Postage	200	117	200	30	200	200	200	200	-	0.00%
010-10-130-51510	Voice / Data	3,000	3,632	3,100	1,190	3,100	3,100	3,100	3,100	-	0.00%
010-10-130-51655	Supplies Office	500	519	500	67	500	500	500	500	-	0.00%
Total Expenditures		218,426	208,078	223,890	119,121	237,088	237,088	237,088	237,088	13,198	5.89%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3	3	3	3	3	3	3
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$13,298 Increase in Salaries F/T due to step increases and Gross Wage Increase

Goals for Budget Year

- Continue to deliver a high level of service and support to all staff and volunteers.
- Achieve cost savings by leveraging the virtualization project at the desktop level.
- Complete the 5-year WAN upgrade project 1 year early, reducing the WAN budget by \$75,000. The final year of the project is shown in the IT capital request.
- Achieve centralized technology purchasing to ensure consistency and compatibility for all Town technology.

Information Technology

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Director of Information Technology	S	4	\$ 105,797	4	\$ 97,715	\$ 99,749	\$ 101,581	\$ 105,797	\$ 110,050
IT Operations Manager	L	2	78,150	3	67,573	69,862	76,439	78,150	82,106
Support Technician / Webmaster	I	0	55,042	0	46,087	48,415	53,306	55,042	60,131
Full Time Salaries			<u>238,989</u>		<u>211,375</u>	<u>218,026</u>	<u>231,326</u>	<u>238,990</u>	<u>252,288</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>238,989</u>		<u>211,375</u>	<u>218,026</u>	<u>231,326</u>	<u>238,990</u>	<u>252,288</u>
Part Time									
Technology College Intern			-		10,000	5,000	2,500	-	-
Total Part Time			-		<u>10,000</u>	<u>5,000</u>	<u>2,500</u>	-	-
Miscellaneous Pay									
Overtime			1,000		2,000	2,000	1,000	1,000	1,000
Allocation to WAN Users for Support			(31,200)		(24,000)	(31,200)	(33,600)	(31,200)	(31,200)
Total Miscellaneous Pay			<u>(30,200)</u>		<u>(22,000)</u>	<u>(29,200)</u>	<u>(32,600)</u>	<u>(30,200)</u>	<u>(30,200)</u>
Total Salary			<u>208,789</u>		<u>199,375</u>	<u>193,826</u>	<u>201,226</u>	<u>208,790</u>	<u>222,088</u>
					8.26%	-2.78%	3.82%	3.76%	6.37%

Department: Central Services

Mission Consolidation of support services for copiers, general supplies and pay phones.

Revenues This Department does not have revenues

Expenditures

<u>Account #</u>	<u>Description</u>	<u>Budget</u> <u>2011</u>	<u>Actual</u> <u>2011</u>	<u>Adopted</u> <u>Budget</u> <u>2012</u>	<u>6 Month</u> <u>Actual</u> <u>12/31/2011</u>	<u>Department</u> <u>Request</u> <u>2013</u>	<u>Selectmen</u> <u>Approved</u> <u>2013</u>	<u>Bd of Finance</u> <u>Approved</u> <u>2013</u>	<u>Adopted</u> <u>2013</u>	<u>\$ '13 Budget</u> <u>Incr(Dcr)</u>	<u>% 2013</u> <u>Over 2012</u>
010-10-140-51110	Office Equip Lease/Rental	45,000	37,287	35,000	11,587	30,000	30,000	30,000	30,000	(5,000)	-14.29%
010-10-140-51120	Consultants/Service Contracts	88,700	76,094	75,300	68,504	70,760	92,760	92,760	92,760	17,460	23.19%
010-10-140-51125	Equip Lease	3,500	2,084	3,500	-	-	-	-	-	(3,500)	-100.00%
010-10-140-51200	O/S Photo/Printing	1,600	600	1,500	-	-	-	-	-	(1,500)	-100.00%
010-10-140-51510	Voice / Data	1,500	673	1,500	6,621	1,500	1,500	1,500	1,500	-	0.00%
010-10-140-51511	Voice / Data Allocation	-	8,345	-	50,607	-	-	-	-	-	-
010-10-140-51655	Supplies Office	15,000	15,316	15,000	4,253	15,500	15,500	15,500	15,500	500	3.33%
Total Expenditures		155,300	140,399	131,800	141,572	117,760	139,760	139,760	139,760	7,960	6.04%

<u>Authorized Positions</u>	<u>Adopted</u> <u>FY 2010</u>	<u>Adopted</u> <u>FY 2011</u>	<u>Adopted</u> <u>FY 2012</u>	<u>Requested</u> <u>FY 2013</u>	<u>Selectmen</u> <u>FY2013</u>	<u>Bd of Finance</u> <u>FY2013</u>	<u>Adopted</u> <u>FY2013</u>
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

(\$5,000) Decrease in Office Equip Lease/Rental due to new copier contracts.

(\$4,540) Decrease in Consultants/Service Contracts due to the elimination ADI contract for scanning and indexing. Rollout of Innoprise eliminates the need for active support contract for ADI.

(\$3,500) Decrease in Equip Lease due to elimination of mail machine resulting from outsourcing of mail pick-up.

Department: Professional Services-Audit & Legal

Mission Consolidation of Audit and Legal expenses.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-150-51230	Prof Service Audit	76,000	76,200	77,500	42,000	79,825	79,825	79,825	79,825	2,325	3.00%
010-10-150-51231	Prof Serv Special Audit	15,000	-	15,000	-	15,000	15,000	15,000	15,000	-	0.00%
010-10-150-51250	Prof Serv Legal	200,000	93,320	210,000	46,430	210,000	210,000	210,000	210,000	-	0.00%
010-10-150-51253	Prof Serv - Supp Town Code	10,000	6,761	10,000	1,140	10,000	10,000	10,000	10,000	-	0.00%
010-10-150-51400	Legal Reimbursements	-	(55,024)	-	-	-	-	-	-	-	-
010-10-150-58000	Assessor	-	26,845	-	8,648	-	-	-	-	-	-
010-10-150-58001	Personnel	-	59,070	50,000	33,785	-	-	-	-	(50,000)	-100.00%
010-10-150-58002	Building	-	1,699	-	237	-	-	-	-	-	-
010-10-150-58004	Planning And Zoning	-	18,458	-	22	-	-	-	-	-	-
010-10-150-58005	Public Works	-	4,666	-	860	-	-	-	-	-	-
010-10-150-58007	Zoning Board Of Appeals	-	42,624	-	12,083	-	-	-	-	-	-
010-10-150-58008	Police	-	75	-	1,290	-	-	-	-	-	-
010-10-150-58009	F.O.I.	-	2,688	-	86	-	-	-	-	-	-
010-10-150-58011	Inland Wetlands	-	22,080	-	7,891	-	-	-	-	-	-
010-10-150-58113	Kowalsky Bros.Litigation	-	23,688	-	65	-	-	-	-	-	-
Total Expenditures		301,000	323,150	362,500	154,535	314,825	314,825	314,825	314,825	(47,675)	-13.15%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

(\$50,000) Decrease in Professional Services for Personnel due to expectation of all labor contracts being settled before FY2013.

Department: Tax Collector

The Tax Collector's Office provides billing and collection of real estate, personal property, motor vehicle and sewer taxes and special assessment billing. Taxes are billed and collected semi-annually on real estate and annually on motor vehicles and personal property.

Mission

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-160-41015	Tax Collections - Prior Yrs	500,000	743,266	650,000	241,345	650,000	650,000	650,000	650,000	-	0.00%
010-10-160-41040	Lien Fees And Interest	400,000	493,933	500,000	155,619	504,200	504,200	504,200	504,200	4,200	0.84%
Total Revenue		900,000	1,237,199	1,150,000	396,964	1,154,200	1,154,200	1,154,200	1,154,200	4,200	0.37%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-160-51005	Salaries F/T	152,654	153,720	146,956	74,543	153,950	153,950	153,950	153,950	6,994	4.76%
010-10-160-51010	Salaries P/T	5,000	7,699	7,000	3,259	6,400	6,400	6,400	6,400	(600)	-8.57%
010-10-160-51015	Salaries O/T	500	-	500	-	400	400	400	400	(100)	-20.00%
010-10-160-51115	Dues And Subscriptions	500	202	800	326	800	800	800	800	-	0.00%
010-10-160-51240	Prof Service	4,200	5,511	4,200	5,048	4,200	4,200	4,200	4,200	-	0.00%
010-10-160-51320	Travel	700	220	700	550	700	700	700	700	-	0.00%
010-10-160-51500	Advertising	1,700	11	1,700	400	1,700	1,700	1,700	1,700	-	0.00%
010-10-160-51505	Postage	17,000	14,786	17,000	3,257	17,000	17,000	17,000	17,000	-	0.00%
010-10-160-51510	Voice / Data	700	354	700	-	700	700	700	700	-	0.00%
010-10-160-51655	Supplies Office	3,000	1,644	3,000	1,085	3,000	3,000	3,000	3,000	-	0.00%
Total Expenditures		185,954	184,148	182,556	88,468	188,850	188,850	188,850	188,850	6,294	3.45%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3	3	3	3	3	3	3
Part-time	1	1	1	1	1	1	1

Budget Variances for Department Requests

Increase in Lien Fees & interest. Professional Services will be collected under Liens Fees and Interest. It will no longer just be a payment made from the expenditure line, but will be collected \$4,200 to off-set this annual DMV fee.

\$6,994 Increase in Salaries F/T due to step increase for 1 position and annual Gross Wage Increase for all full-time positions.

Goals for Budget Year

- Introduce new collection options targeting delinquent and suspended motor vehicle taxes.
- Implement an e-billing option for taxpayers. State Statute was changed in October 2011, allowing Towns to offer electronic tax billing. Annually, the Town prints and mails approximately 28,000 bills at a cost of \$17,000. First year participation is estimated at 600 taxpayers.

Tax Collector

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Tax Collector	N	1	\$ 82,465	2	\$ 82,030	\$ 82,011	\$ 83,623	\$ 82,465	\$ 86,640
Tax Clerk II	E	4	51,609	4	49,086	50,613	56,964	51,609	52,899
Tax Clerk II	E	4	51,609	4	48,176	50,613	51,606	51,609	52,899
Full Time Salaries			<u>185,683</u>		<u>179,292</u>	<u>183,238</u>	<u>192,193</u>	<u>185,683</u>	<u>192,438</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>185,683</u>		<u>179,292</u>	<u>183,238</u>	<u>192,193</u>	<u>185,683</u>	<u>192,438</u>
Part Time									
Clerical Coverage	N.C.		8,100		4,576	4,488	5,000	8,100	8,000
Total Part Time			<u>8,100</u>		<u>4,576</u>	<u>4,488</u>	<u>5,000</u>	<u>8,100</u>	<u>8,000</u>
Miscellaneous Pay									
Overtime			500		500	500	500	500	500
Total Miscellaneous Pay			<u>500</u>		<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>
20% Allocation to Sewer Fund			(38,857)		(36,874)	(37,645)	(39,539)	(38,857)	(40,188)
Total Salary			<u>155,427</u>		<u>147,494</u>	<u>150,581</u>	<u>158,154</u>	<u>155,426</u>	<u>160,751</u>
					3.55%	2.09%	5.03%	-1.72%	3.43%

Department: Assessor

Mission The Assessor's Office is responsible for the annual calculation of the Tax Base, as required by State Statute.

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-170-41135	Boat Registration Refund	6,682	5,408	5,400	-	5,000	5,000	5,000	5,000	(400)	-7.41%
010-10-170-41820	Homeowner Tax Relief	38,203	35,158	38,203	-	32,000	32,000	32,000	32,000	(6,203)	-16.24%
010-10-170-41825	State Property Rebate	41,812	41,853	41,881	45,602	40,000	40,000	40,000	40,000	(1,881)	-4.49%
010-10-170-41828	State Of CT-Pilot	-	8,627	-	-	-	-	-	-	-	-
010-10-170-41840	Additional Veterans Exemption	1,872	1,359	1,872	-	1,000	1,000	1,000	1,000	(872)	-46.58%
010-10-170-41845	State Mfg, New Machine & Equip	56	159	56	-	40	40	40	40	(16)	-28.57%
Total Revenue		88,625	92,564	87,412	45,602	78,040	78,040	78,040	78,040	(9,372)	-10.72%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-170-51005	Salaries F/T	210,015	215,260	224,086	112,000	232,226	232,226	232,226	232,226	8,140	3.63%
010-10-170-51010	Salaries P/T	31,200	22,952	20,200	7,239	17,500	17,500	17,500	17,500	(2,700)	-13.37%
010-10-170-51015	Salaries O/T	1,200	16	1,200	-	1,000	1,000	1,000	1,000	(200)	-16.67%
010-10-170-51115	Dues And Subscriptions	1,300	900	1,300	635	1,300	1,300	1,300	1,300	-	0.00%
010-10-170-51150	O/S Contract Service	-	4,626	11,000	-	10,500	10,500	10,500	10,500	(500)	-4.55%
010-10-170-51285	Repairs Office Equipment	300	-	300	-	300	300	300	300	-	0.00%
010-10-170-51320	Travel	2,500	929	2,100	944	2,100	2,100	2,100	2,100	-	0.00%
010-10-170-51500	Advertising	500	132	500	57	1,000	1,000	1,000	1,000	500	100.00%
010-10-170-51505	Postage	2,800	1,460	2,500	710	2,500	2,500	2,500	2,500	-	0.00%
010-10-170-51510	Voice / Data	600	800	609	-	621	621	621	621	12	1.97%
010-10-170-51655	Supplies Office	2,500	2,069	2,700	986	2,500	2,500	2,500	2,500	(200)	-7.41%
Total Expenditures		252,915	249,144	266,496	122,570	271,547	271,547	271,547	271,547	5,052	1.90%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3	3	3	3	3	3	3
Part-time	1	1	1	1	1	1	1

Budget Variances for Department Requests

\$8,712 Increase in F/T Salaries due to step increase for 1 position and Gross Wage Increase for all positions.

Goals for Budget Year

- Begin full revaluation as required by State Statute. The revaluation will cover 5,641 residential properties. The Town's 216 taxable commercial properties were revalued in 2008. Funds for the revaluation are included in the capital request.
- Increase the Town's taxable Grand List through continued coordination with the Building Department for inspections related to building permits. Discovery while in the field also contributes to Grand List growth.
- Continue to conduct in-house audits of Personal Property accounts. Each audit analyzes three years of tax returns and includes a field inspection. The Assessor's Office strives to complete at least 20 audits per year. Personal Property audits have added approximately \$10 million to the Grand List. In addition, the audit program educates tax payers about proper filing requirements.

Assessor

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Assessor	R	2	\$ 99,700	3	\$ 85,188	\$ 87,473	\$ 90,541	\$ 99,700	\$ 104,748
Assistant Assessor	I	4	67,043	4	61,929	63,168	64,417	67,044	68,753
Assessment Technician	E	4	57,293	4	51,397	52,425	55,057	57,293	58,726
Full Time Salaries			<u>224,037</u>		<u>198,514</u>	<u>203,066</u>	<u>210,015</u>	<u>224,037</u>	<u>232,226</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>224,037</u>		<u>198,514</u>	<u>203,066</u>	<u>210,015</u>	<u>224,037</u>	<u>232,226</u>
Part Time									
Part Time (Board of Assessment Appeals)			1,200		1,200	1,200	1,200	1,200	1,200
Part Time (Independent Appraisers)			17,000		32,000	32,000	28,000	17,000	14,300
Clerical Help	N.C.		2,000		2,300	2,300	2,000	2,000	2,000
Total Part Time			<u>20,200</u>		<u>35,500</u>	<u>35,500</u>	<u>31,200</u>	<u>20,200</u>	<u>17,500</u>
Miscellaneous Pay									
Overtime			1,200		-	-	1,200	1,200	1,000
Total Miscellaneous Pay			<u>1,200</u>		<u>-</u>	<u>-</u>	<u>1,200</u>	<u>1,200</u>	<u>1,000</u>
Total Salary			<u>245,437</u>		<u>234,014</u>	<u>238,566</u>	<u>242,415</u>	<u>245,437</u>	<u>250,726</u>
					7.09%	1.95%	1.61%	1.25%	2.16%

Department: Registrar of Voters

Mission

Two Registrars, one from each party: 1 set up and supervise and budget for elections, primaries, referenda; 2 Supervise office staff and projects; 4 Maintain the local and state voter data base; 5 Enforce and interpret state election laws; produce voter lists and reports for candidates and interface with the public.

Revenues

This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-190-51010	Salaries P/T	34,500	35,132	35,500	19,736	35,750	35,750	35,750	35,750	250	0.70%
010-10-190-51060	Clerical Assistance	10,000	10,696	11,000	3,430	12,000	12,000	12,000	12,000	1,000	9.09%
010-10-190-51145	Canvassing	11,000	9,303	11,500	-	11,500	11,500	11,500	11,500	-	0.00%
010-10-190-51155	O/S Contractors	29,000	42,838	30,000	13,518	38,000	38,000	38,000	38,000	8,000	26.67%
	Repairs Office										
010-10-190-51285	Equipment	1,000	815	3,000	-	1,500	1,500	1,500	1,500	(1,500)	-50.00%
010-10-190-51320	Travel	1,800	847	2,500	940	1,500	1,500	1,500	1,500	(1,000)	-40.00%
010-10-190-51500	Advertising	100	-	100	-	-	-	-	-	(100)	-100.00%
010-10-190-51505	Postage	1,200	2,292	1,500	225	4,000	4,000	4,000	4,000	2,500	166.67%
010-10-190-51510	Voice / Data	325	220	325	-	325	325	325	325	-	0.00%
010-10-190-51655	Supplies Office	1,000	429	1,000	981	1,500	1,500	1,500	1,500	500	50.00%
Total Expenditures		89,925	102,571	96,425	38,830	106,075	106,075	106,075	106,075	9,650	10.01%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	2	2	2	2	2	2	2

Budget Variances for Department Requests

The listed 2012 salary was not implemented. The requested salary increases accommodate the State Statute limiting increases to beginning of terms. The requested salary reflects 6 months at the current salary of \$34,500 and 6 months at a salary of \$37,000.

\$9,400 Operating increase reflects increased costs related to a Presidential Election year and implementing the ten year redistricting, relating to clerical election, and postage.

Goals for Budget Year

- Successfully implement the State mandated redistricting and redesigned local districts and polling places.
- Efficiently supervise all elections, including Presidential primaries and election.

Registrar of Voters

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
<u>Part Time</u>									
Registrars of Voters - (2)	N.C.		\$ 34,500	n/a	\$ 33,250	\$ 34,500	\$ 34,500	\$ 35,500	\$ 35,750
Part Time Salaries			<u>34,500</u>		<u>33,250</u>	<u>34,500</u>	<u>34,500</u>	<u>35,500</u>	<u>35,750</u>
Salary Adjustment			-		-	-	-	-	-
Total Salary			<u><u>34,500</u></u>		<u><u>33,250</u></u>	<u><u>34,500</u></u>	<u><u>34,500</u></u>	<u><u>35,500</u></u>	<u><u>35,750</u></u>
					3.91%	3.76%	0.00%	2.90%	0.70%

Department: Parking Authority

Mission To enforce, administer and supervise all Municipal Parking activities including parking permits, tickets, collections, fees and waiting lists.

Revenues

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-200-41505	Parking Tickets	250,000	181,201	200,000	82,140	210,000	210,000	210,000	210,000	10,000	5.00%
010-10-200-41506	Parking Tickets On-Line	27,500	27,720	27,500	6,515	30,000	30,000	30,000	30,000	2,500	9.09%
010-10-200-41620	Parking Meters	160,000	180,049	160,000	91,924	190,000	190,000	190,000	190,000	30,000	18.75%
010-10-200-41621	Parking Cards	15,000	3,797	3,000	1,356	600	600	600	600	(2,400)	-80.00%
010-10-200-41624	Parking-Day Passes	10,000	13,001	10,000	3,983	13,500	13,500	13,500	13,500	3,500	35.00%
010-10-200-41625	Parking Permits	625,000	662,628	640,000	628,660	660,000	660,000	660,000	660,000	20,000	3.13%
010-10-200-41627	Parking-Newsrack Permits	2,000	1,300	1,500	1,300	1,300	1,300	1,300	1,300	(200)	-13.33%
Total Revenue		1,089,500	1,069,696	1,042,000	815,878	1,105,400	1,105,400	1,105,400	1,105,400	63,400	6.08%

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-200-51005	Salaries F/T	193,030	193,253	202,246	92,253	209,040	209,040	209,040	209,040	6,794	3.36%
010-10-200-51010	Salaries P/T	20,000	12,016	20,000	13,215	20,000	20,000	20,000	20,000	-	0.00%
010-10-200-51015	Salaries O/T	-	887	500	9	250	250	250	250	(250)	-50.00%
010-10-200-51035	Salaries Cleaning Allowance	800	400	800	300	800	800	800	800	-	0.00%
010-10-200-51150	O/S Contract Service	35,000	27,915	35,000	15,996	33,000	33,000	33,000	33,000	(2,000)	-5.71%
010-10-200-51280	Repairs Mobile Equipment	2,500	465	2,500	215	2,000	2,000	2,000	2,000	(500)	-20.00%
010-10-200-51290	Repairs Parking Meters	4,500	2,778	4,500	512	4,500	4,500	4,500	4,500	-	0.00%
010-10-200-51315	Training	2,000	36	2,000	114	2,000	2,000	2,000	2,000	-	0.00%
010-10-200-51505	Postage	2,000	1,525	2,000	342	2,000	2,000	2,000	2,000	-	0.00%
010-10-200-51510	Voice / Data	2,000	1,785	2,000	340	5,420	5,420	5,420	5,420	3,420	171.00%
010-10-200-51615	Gasoline/Oil	2,000	1,606	2,000	990	2,000	2,000	2,000	2,000	-	0.00%
010-10-200-51640	Supplies Signs	4,000	3,255	4,000	-	4,000	4,000	4,000	4,000	-	0.00%
010-10-200-51655	Supplies Office	6,000	3,056	6,000	151	6,000	6,000	6,000	6,000	-	0.00%
010-10-200-51730	Uniforms & Equipment	2,500	2,551	2,500	365	2,500	2,500	2,500	2,500	-	0.00%
010-10-200-51920	Property Service Contract	9,000	-	9,000	-	5,200	5,200	5,200	5,200	(3,800)	-42.22%
Total Expenditures		285,330	251,530	295,046	124,801	298,710	298,710	298,710	298,710	3,664	1.24%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3.5	3.5	3.5	3.5	3.5	3.5	3.5
Part-time	1	1	1	1	1	1	1

Budget Variances for Department Requests

\$32,500 Increase in Parking Tickets and Permits is contingent upon filling the currently vacant Parking Enforcement Officer position.

\$30,000 Increase in Parking Meters due to rate structure increase-Aug 2012

(\$2,400) Decrease in Parking Cards due to credit card machines at RR Lot.

\$6,794 Increase in Salaries F/T due to step increase for 1 position and Gross Wage Increase for all positions.

\$3,420 Increase in Voice/Data due to 5 new Pay Machines with credit card capability.

Goals for Budget Year

- Maintain optimum staffing. Require 3 Full Time and at least 2 Part time to effectively run the department and maximize revenues.
 - Replacement of 5 Centralized Pay Machines in short term parking lots/Morse Ct., Park St. Lot, Playhouse Lot, Center and Locust Lot. The current machines are 10 years old and have reached the end of their useful life.
-

Parking Department

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Parking Mgr/Attendant	L	1	\$ 76,244	2	\$ 68,594	\$ 69,966	\$ 71,328	\$ 76,244	\$ 80,104
Parking Enforcement Officer	E	4	53,435	4	49,369	50,356	51,340	53,435	54,771
Parking Enforcement Officer	E	Vacant		2	49,369	50,356	48,643	49,122	50,350
Parking Enforcement Officer	E	Vacant	-		49,369	-	-	-	-
Administrative Asst. (1)	G	4	32,072	4	28,505	29,359	29,936	32,072	32,874
Full Time Salaries			<u>161,751</u>		<u>245,206</u>	<u>200,037</u>	<u>201,247</u>	<u>210,873</u>	<u>218,099</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>161,751</u>		<u>245,206</u>	<u>200,037</u>	<u>201,247</u>	<u>210,873</u>	<u>218,099</u>
Part Time									
Part Time			20,000		-	5,000	20,000	20,000	20,000
Total Part Time			<u>20,000</u>		<u>-</u>	<u>5,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Miscellaneous Pay									
Overtime			500		-	-	-	500	250
Total Miscellaneous Pay			<u>500</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>250</u>
Allocation to Railroad			(7,826)		(7,453)	(7,826)	(8,217)	(8,628)	(9,059)
Total Salary			<u>174,425</u>		<u>237,753</u>	<u>197,212</u>	<u>213,030</u>	<u>222,746</u>	<u>229,290</u>
					5.66%	-17.05%	8.02%	4.56%	2.94%

Notes:

(1) The Administrative Assistant is shared by the Parking Department and the Fire Marshal. Each department will absorb 50% of the total salary.

Department: Planning & Zoning

P&Z has numerous functions and roles. In our regulatory capacity we uphold and enforce the Zoning Regulations. In our Planning capacity we guide future growth and development within the town in accordance with the POCD. In addition, we serve many other Boards, Commissions and Committees.

Mission

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget	% 2013
010-10-230-41325	Sign Permits	1,500	1,200	1,500	1,300	1,400	1,400	1,400	1,400	(100)	-6.67%
010-10-230-41335	Zoning Permits	30,000	37,585	30,000	19,825	30,000	30,000	30,000	30,000	-	0.00%
010-10-230-41715	Zoning Board Of Appeals Fees	5,000	6,050	5,000	2,400	5,500	5,500	5,500	5,500	500	10.00%
010-10-230-41720	Planning And Zoning Application Fee	5,000	8,700	6,500	4,050	7,500	7,500	7,500	7,500	1,000	15.38%
010-10-230-41832	DEP Admin Cost Revenue-P&Z	60	646	60	328	300	300	300	300	240	400.00%
Total Revenue		41,560	54,181	43,060	27,903	44,700	44,700	44,700	44,700	1,640	3.81%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget	% 2013
010-10-230-51005	Salaries F/T	194,198	197,259	202,400	101,234	209,378	209,378	209,378	209,378	6,978	3.45%
010-10-230-51010	Salaries P/T	15,540	17,665	25,000	8,869	25,000	25,000	25,000	25,000	-	0.00%
010-10-230-51015	Salaries O/T	-	150	-	22	-	-	-	-	-	-
010-10-230-51060	Clerical Assistance	9,500	2,550	7,200	713	5,000	5,000	5,000	5,000	(2,200)	-30.56%
010-10-230-51115	Dues And Subscriptions	1,000	670	1,000	5	1,000	1,000	1,000	1,000	-	0.00%
010-10-230-51150	O/S Contract Service	875	10	750	64	875	875	875	875	125	16.67%
010-10-230-51240	Professional Services	-	-	-	-	-	-	45,000	45,000	45,000	-
010-10-230-51260	Professional Memberships	9,100	8,927	9,100	8,747	9,100	9,100	9,100	9,100	-	0.00%
010-10-230-51320	Travel	2,500	1,754	1,500	276	1,500	1,500	1,500	1,500	-	0.00%
010-10-230-51500	Advertising	8,250	6,216	9,000	1,230	9,000	9,000	9,000	9,000	-	0.00%
010-10-230-51505	Postage	1,300	945	1,300	583	1,300	1,300	1,300	1,300	-	0.00%
010-10-230-51510	Voice / Data	900	1,261	750	301	1,130	1,130	1,130	1,130	380	50.67%
010-10-230-51655	Supplies Office	2,750	1,975	1,500	379	1,500	1,500	1,500	1,500	-	0.00%
Total Expenditures		245,913	239,381	259,500	122,422	264,783	264,783	309,783	309,783	50,283	19.38%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY 2013	Bd of Finance FY 2013	Adopted FY 2013
Full-time	2.5	2.5	2.5	2.5	2.5	2.5	2.5
Part-time	1	1	1	1	1	1	1

Budget Variances for Department Requests

\$6,978 Increase in Salaries F/ T due to a step increase for 1 position and Gross Wage Increase for all positions.

Decrease in Clerical Assistance due to decrease in the number of ZBA and Conservation Commission meetings. This line is used to pay for additional clerical assistance for these (\$2,200) meetings. If the number of meetings increases, additional funds may be needed.

Goals for Budget Year

- Study and implement recommendations from the Market Demand Study, Incentive Housing Overlay Committee and the Long Range Planning Committee.
- Focus on strengthening downtown through review and implementation of zoning changes, in addition to recommendations from the Market Demand Study. This will be a collaborative effort involving the community, Selectman, Town Council and Chamber of Commerce, among others.
- For FY2014, coordinate the addition of a Land Use Inspector to perform multiple tasks and serve the unmet need of many departments, including Planning & Zoning, Wetlands, Building and Engineering. An additional \$50,000 is projected in Salaries F/T in FY2014 for this position.

Planning & Zoning

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Town Planner/ZEO	Q	2	\$ 96,796	3	\$ 89,564	\$ 91,355	\$ 92,639	\$ 96,798	\$ 101,697
Assistant ZEO	J	4	74,676	4	66,969	68,308	72,384	74,676	76,543
Administrative Assistant (1)	G	4	30,378	4	27,263	28,644	29,175	30,378	31,138
Full Time Salaries			<u>201,851</u>		<u>183,796</u>	<u>188,307</u>	<u>194,198</u>	<u>201,852</u>	<u>209,378</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>201,851</u>		<u>183,796</u>	<u>188,307</u>	<u>194,198</u>	<u>201,852</u>	<u>209,378</u>
Part Time									
Secretarial Assistance			25,000		15,540	15,850	15,540	25,000	25,000
Assistant Zoning Inspector			-		9,360	-	-	-	-
Summer Intern and Summer Help			-		7,200	-	-	-	-
Total Part Time			<u>25,000</u>		<u>32,100</u>	<u>15,850</u>	<u>15,540</u>	<u>25,000</u>	<u>25,000</u>
Total Salary			<u>226,851</u>		<u>215,896</u>	<u>204,157</u>	<u>209,738</u>	<u>226,852</u>	<u>234,378</u>
					14.91%	-5.44%	2.73%	8.16%	3.32%

Notes:

(1) 50% of the Administrative Assistant's Salary is allocated to Inlands & Wetlands and 50% to Planning & Zoning.

Department: Inland Wetlands

The preservation and protection of the wetlands and watercourses from the random, unnecessary and unregulated uses, disturbances or destruction is in the public interest and is essential to the health, welfare and safety of the citizens of the state.

Mission

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-250-41722	Inland Wetland App/Violation Fees	20,000	16,873	20,000	14,350	25,000	25,000	25,000	25,000	5,000	25.00%
010-10-255-41717	Wetlands Septic Review Fee	2,000	3,450	3,500	2,000	3,500	3,500	3,500	3,500	-	0.00%
010-10-255-41718	Wetlands Demo Review Fee	200	150	200	510	300	300	300	300	100	50.00%
010-10-255-41830	DEP Administrative Cost Revenue	50	92	50	78	50	50	50	50	-	0.00%
Total Revenue		22,250	20,565	23,750	16,938	28,850	28,850	28,850	28,850	5,100	21.47%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-255-51005	Salaries F/T	119,680	121,948	124,582	62,486	127,696	127,696	127,696	127,696	3,114	2.50%
010-10-255-51010	Salaries P/T	1,600	1,024	1,600	581	1,600	1,600	1,600	1,600	-	0.00%
010-10-255-51015	Salaries O/T	-	135	-	4	-	-	-	-	-	-
010-10-255-51115	Dues And Subscriptions	500	680	500	250	700	700	700	700	200	40.00%
010-10-255-51120	Consultants/Service Contracts	2,000	2,000	2,000	-	2,000	2,000	2,000	2,000	-	0.00%
010-10-255-51320	Travel	2,000	1,062	500	304	1,000	1,000	1,000	1,000	500	100.00%
010-10-255-51500	Advertising	1,000	350	1,000	139	1,000	1,000	1,000	1,000	-	0.00%
010-10-255-51505	Postage	750	570	750	325	750	750	750	750	-	0.00%
010-10-255-51510	Voice / Data	900	587	900	150	750	750	750	750	(150)	-16.67%
010-10-255-51655	Supplies Office	1,000	1,016	1,000	229	1,000	1,000	1,000	1,000	-	0.00%
010-10-255-51730	Uniforms & Equipment	300	122	300	192	300	300	300	300	-	0.00%
Total Expenditures		129,730	129,493	133,132	64,659	136,796	136,796	136,796	136,796	3,664	2.75%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$3,114 Increase in Salaries F/T due to Gross Wage Increase

Goals for Budget Year

- Provide technical assistance and guidance on land use applications. Inland Wetlands is involved with approximately 800 applications per year.
- Monitor sites under construction and provide inspection services. Approximately 80 wetlands licenses are issued each year. This results in 400-600 site inspections. The number of inspections is dependent upon the complexity of the project, weather conditions/problems and or neighbor complaints.
- Investigate land use complaints and help to facilitate their peaceful resolution. On average, the Department receives 2-3 complaints/concerns per week.

Inland/Wetlands

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Wetlands Agent Director	N	4	\$ 94,203	4	\$ 87,014	\$ 88,753	\$ 90,505	\$ 94,203	\$ 96,558
Asst. Wetlands Inspector	N		-		63,912	-	-	-	-
Administrative Assistant (1)	G	4	30,378	4	27,263	28,644	29,175	30,378	31,138
Full Time Salaries			<u>124,581</u>		<u>178,188</u>	<u>117,397</u>	<u>119,680</u>	<u>124,581</u>	<u>127,696</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>124,581</u>		<u>178,188</u>	<u>117,397</u>	<u>119,680</u>	<u>124,581</u>	<u>127,696</u>
Part Time									
Part Time			-		1,500	-	-	-	-
Secretarial Assistance Enviro Commission			1,600		1,600	1,600	1,600	1,600	1,600
Total Part Time			<u>1,600</u>		<u>3,100</u>	<u>1,600</u>	<u>1,600</u>	<u>1,600</u>	<u>1,600</u>
Total Salary			<u>126,181</u>		<u>181,288</u>	<u>118,997</u>	<u>121,280</u>	<u>126,181</u>	<u>129,296</u>
					7.17%	-34.36%	1.92%	4.04%	2.47%

Notes:

(1) 50% of the Administrative Assistant's salary is allocated to Inlands Wetlands and 50% to Planning & Zoning.

Department: Health & Security Benefits

Mission Health and security benefits for all town and library employees and retirees

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted \$ '13 Budget	% 2013	
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-10-270-52105	Social Security	735,560	722,907	741,348	371,747	775,944	774,149	774,149	774,149	32,801	4.42%
010-10-270-52113	OPEB GASB 45	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	-	0.00%
	401A Employer Contributions	-	772	20,000	1,044	20,000	20,000	20,000	20,000	-	0.00%
010-10-270-52114	Group Insurance	5,950,000	5,863,787	6,140,000	3,147,022	6,486,000	6,415,119	6,024,550	6,024,550	(115,450)	-1.88%
	Town Pension Contribution	-	-	-	-	2,994,550	2,994,550	-	-	-	-
010-10-270-52116	Longevity	32,000	74,926	34,000	17,700	34,850	34,850	34,850	34,850	850	2.50%
010-10-270-52130	Unemployment Comp	10,000	6,646	5,000	1,552	5,000	5,000	5,000	5,000	-	0.00%
010-10-270-52140	Wellness	6,000	3,361	6,000	1,547	6,000	6,000	6,000	6,000	-	0.00%
010-10-270-52750	Insurance Billing Offset	(958,000)	(887,398)	(1,045,000)	(368,659)	(1,145,727)	(1,140,057)	(1,096,759)	(1,096,759)	(51,759)	4.95%
Total Expenditures		6,275,560	6,285,001	6,401,348	3,671,953	9,676,617	9,609,611	6,267,790	6,267,790	(133,558)	-2.09%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$245,273	Net increase for Group Insurance and Insurance Billing Offset resulting from premium increases and increased employee contributions.
	Increase in Town Pension Contribution based on actuarially recommended contribution for the Town Pension Plan resulting from changes in actuarial assumptions, specifically, lowering of
\$2,994,550	ROI.

Department: Insurance

Mission General insurances other than Health and Welfare

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-280-52010	Ins Blanket Coverage	220,000	170,345	195,000	137,511	202,800	202,800	202,800	202,800	7,800	4.00%
	Deductibles										
010-10-280-52024	Heart/Hypertension	200,000	199,937	200,000	149,984	200,000	200,000	200,000	200,000	-	0.00%
010-10-280-52025	Workers Comp Offset	(100,000)	(148,026)	(100,000)	(25,272)	(100,000)	(100,000)	(100,000)	(100,000)	-	0.00%
	Workers										
010-10-280-52030	Compensation	658,200	620,840	704,274	335,165	774,701	774,701	774,701	774,701	70,427	10.00%
010-10-280-52050	Service Fees	36,000	17,220	20,000	17,220	17,300	17,300	17,300	17,300	(2,700)	-13.50%
Total Expenditures		1,014,200	860,316	1,019,274	614,609	1,094,801	1,094,801	1,094,801	1,094,801	75,527	7.41%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$7,800 Increase in Ins Blanket Coverage based on CIRMA contract and participation in the Budget Stabilization Program

\$70,427 Increase in Workers Compensation based on CIRMA contract and participation in the Budget Stabilization Program

Department: Contingency

The Contingency account is controlled by the Board of Finance and is used primarily for small unforeseen expenditures. The account is increased in years when union contract negotiations are ongoing in order to fund resulting wage or other contract impacts.

Mission

Revenues

This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr) (200,000)	% 2013 Over 2012 -40.00%
010-10-290-51105	Contingency	350,000	-	500,000	-	300,000	300,000	300,000	300,000	(200,000)	-40.00%
010-10-290-51106	Reserve for Pension Contribution	-	-	-	-	-	-	682,592	682,592	682,592	
010-10-290-52953	2011 Channel 79	-	5,000	-	-	-	-	-	-	-	
010-10-290-52954	2011 Master Plan- Phase 1	-	25,000	-	-	-	-	-	-	-	
Total Expenditures		350,000	30,000	500,000	-	300,000	300,000	982,592	982,592	482,592	96.52%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

Decrease due to settlement of Fire union contract and anticipated settlement of Police union contract in FY2012. FY2012 Budget was originally \$500,000. A transfer of \$121,082 was (\$200,000) approved in July 2011 to cover wage increases associated with the Fire contract.

Public Safety

Department: Police

The professional officers and staff of the New Canaan Police Department provide dedicated services to the community and strive to build a cooperative relationship of trust and support with the public.

Mission

Revenues

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-20-300-41200	Amusement Permits	200	220	200	155	200	200	200	200	-	0.00%
010-20-300-41315	Pistol Permits	750	2,800	2,500	1,750	3,000	3,000	3,000	3,000	500	20.00%
010-20-300-41500	False Alarm Fines	42,000	55,414	20,000	9,700	20,000	20,000	20,000	20,000	-	0.00%
	CT Judicial Revenue										
010-20-300-41520	Distributions	-	16,016	25,000	6,725	25,000	25,000	25,000	25,000	-	0.00%
010-20-300-41770	Fingerprint Fees	6,500	7,155	6,500	3,135	6,750	6,750	6,750	6,750	250	3.85%
Total Revenue		49,450	81,605	54,200	21,465	54,950	54,950	54,950	54,950	750	1.38%

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-20-300-51005	Salaries F/T	3,816,883	3,818,608	3,864,286	1,908,674	4,075,521	4,075,521	4,075,521	4,075,521	211,235	5.47%
010-20-300-51010	Salaries P/T	40,000	19,868	20,000	7,035	20,000	20,000	20,000	20,000	-	0.00%
010-20-300-51015	Salaries O/T	289,884	347,980	300,000	175,175	306,750	306,750	306,750	306,750	6,750	2.25%
	Salaries Detective										
010-20-300-51022	Stand-By Pay	14,000	13,645	13,000	6,485	13,000	13,000	13,000	13,000	-	0.00%
	Salaries Shift										
010-20-300-51025	Differential	80,200	75,413	70,000	36,251	75,000	75,000	75,000	75,000	5,000	7.14%
010-20-300-51030	Salaries Actg Sgt/Lt	21,000	23,766	21,000	12,261	22,000	22,000	22,000	22,000	1,000	4.76%
	Salaries Cleaning										
010-20-300-51035	Allowance	15,750	15,120	15,750	15,750	15,750	15,750	15,750	15,750	-	0.00%
010-20-300-51040	Salaries Educational	56,750	31,233	48,750	30,951	42,000	42,000	42,000	42,000	(6,750)	-13.85%
010-20-300-51045	Salaries Extra Duty	-	-	-	-	-	-	-	-	-	-
	Salaries X-Duty - Town										
	Salaries Holiday										
010-20-300-51050	Seilback	148,862	153,226	148,862	71,813	156,375	156,375	156,375	156,375	7,513	5.05%
010-20-300-51115	Dues And Subscriptions	3,000	1,645	3,000	1,651	3,000	3,000	3,000	3,000	-	0.00%
	Consultants/Service										
010-20-300-51120	Contracts	44,200	21,698	44,200	27,173	46,700	46,700	46,700	46,700	2,500	5.66%
	Prof Serv Cons/Testing										
010-20-300-51235	Promotion	15,000	8,735	15,000	-	15,000	15,000	15,000	15,000	-	0.00%
010-20-300-51257	Accreditation	10,000	4,045	10,000	-	10,000	10,000	10,000	10,000	-	0.00%
	Medical Certification										
010-20-300-51258	Stipend	15,200	15,200	15,800	15,700	16,000	16,000	16,000	16,000	400	2.56%
	Repairs Emergency										
010-20-300-51270	Equipment	15,000	10,218	15,000	1,311	15,000	15,000	15,000	15,000	-	0.00%
	Repairs Mobile										
010-20-300-51280	Equipment	28,000	16,310	28,000	3,459	25,000	25,000	25,000	25,000	(3,000)	-10.71%
	Repairs Office										
010-20-300-51285	Equipment	7,000	6,368	7,000	639	7,000	7,000	7,000	7,000	-	0.00%
010-20-300-51305	Repairs Traffic Lights	2,500	370	2,500	-	2,500	2,500	2,500	2,500	-	0.00%
010-20-300-51315	Training	92,000	96,938	92,000	44,209	100,000	100,000	100,000	100,000	8,000	8.70%
	Professional										
010-20-300-51317	Development	5,000	1,251	-	-	-	-	-	-	-	-

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-20-300-51320	Travel	12,480	5,736	12,480	3,444	12,480	12,480	12,480	12,480	-	0.00%
010-20-300-51500	Advertising	6,000	2,704	6,000	1,710	6,000	6,000	6,000	6,000	-	0.00%
010-20-300-51505	Postage	2,200	1,034	2,200	320	2,200	2,200	2,200	2,200	-	0.00%
010-20-300-51510	Voice / Data	54,620	49,691	55,500	19,868	57,650	57,650	57,650	57,650	2,150	3.87%
010-20-300-51515	Information Services	24,000	16,916	24,000	2,850	28,000	28,000	28,000	28,000	4,000	16.67%
010-20-300-51610	Fuel Oil / Propane	30,600	24,925	26,000	8,664	27,225	27,225	27,225	27,225	1,225	4.71%
010-20-300-51615	Gasoline/Oil	64,000	68,307	64,000	36,145	76,500	76,500	76,500	76,500	12,500	19.53%
010-20-300-51620	Supplies Auto Truck	11,000	11,464	11,000	323	11,000	11,000	11,000	11,000	-	0.00%
010-20-300-51625	Supplies Building / Grounds	5,000	4,630	5,000	4,572	5,000	5,000	5,000	5,000	-	0.00%
010-20-300-51630	Supplies Photo / Fingerprint	6,500	6,682	6,500	473	7,500	7,500	7,500	7,500	1,000	15.38%
010-20-300-51632	Photo/Fingerpr.Offset	-	(2,593)	-	(958)	-	-	-	-	-	-
010-20-300-51655	Supplies Office	6,000	3,923	6,000	1,698	6,000	6,000	6,000	6,000	-	0.00%
010-20-300-51660	Supplies - General	11,000	5,838	11,000	2,475	11,000	11,000	11,000	11,000	-	0.00%
010-20-300-51700	Equip Ammo / Weapons	11,300	11,300	11,300	5,993	15,500	15,500	15,500	15,500	4,200	37.17%
010-20-300-51730	Uniforms & Equipment	43,000	31,894	40,000	9,985	40,000	40,000	40,000	40,000	-	0.00%
010-20-300-51731	SRT Personnel Equipment	6,000	5,845	6,000	1,134	6,000	6,000	6,000	6,000	-	0.00%
010-20-300-51735	Equip - Emergency	11,000	-	11,000	-	10,000	10,000	10,000	10,000	(1,000)	-9.09%
010-20-300-51800	Electricity	80,000	69,242	70,000	35,338	70,000	70,000	63,556	63,556	(6,444)	-9.21%
010-20-300-51820	Water	5,500	3,562	4,000	1,299	4,200	4,200	4,200	4,200	200	5.00%
010-20-300-51905	Property Cleaning	35,800	34,780	35,800	17,220	35,800	35,800	35,800	35,800	-	0.00%
010-20-300-51915	Property Repair / Maintenance	6,000	7,198	6,000	7,026	6,000	6,000	6,000	6,000	-	0.00%
010-20-300-51920	Property Service Contract	8,000	533	8,000	2,020	8,000	8,000	8,000	8,000	-	0.00%
010-20-300-52120	Longevity	15,700	15,550	16,000	8,050	16,000	16,000	16,000	16,000	-	0.00%
Total Expenditures		5,155,929	5,060,800	5,171,728	2,528,184	5,428,651	5,428,651	5,422,207	5,422,207	250,479	4.84%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY 2013	Bd of Finance FY 2013	Adopted FY 2013
Full-time	51	51	51	51	51	51	51
Part-time	4	4	4	4	4	4	4

Budget Variances for Department Requests

- \$211,235 Increase Salaries F/T due to projected 6.75% increase over 3 years. The budget request assumes an annual increase of 2.25% for each of the three years that the Police union contract has not been settled.
- \$6,750 Increase in Salaries O/T due to assumed salary increase related to settlement of union contract.
- \$5,000 Increase in Salaries Shift Differential due to assumed salary increase related to settlement of union contract.
- Decrease in Salaries Educational based on historical and anticipated requests for college course reimbursement. If more personnel than anticipated request reimbursement, additional funds (\$6,750) will be needed.
- \$7,513 Increase Salaries Holiday Sellback in relation to salary increase; each officer receives payment for 12 paid holidays in two installments yearly
- Increase in Consultants/Service Contracts due to increased costs for DNA testing. The State lab cannot provide the service as they lost their accreditation. The cost for DNA testing ranges from \$500-\$800. Anticipate the need for up to 5 tests.
- \$2,500 Increase in Training due to a new charge by the state for each new officer to attend the 26 week police academy class. The charge will be \$1,250-\$2,500 per officer. There is currently no charge for the class.
- \$8,000 Increase in Information Services for enhancements and upgrades to electronic forensic examination equipment.
- \$4,000 Increase in Gasoline/Oil based on historical consumption and the Town's contracted price.
- \$11,000

\$4,200 Increase in Equip Ammo/Weapons due to increased ammunition and less lethal equipment costs.

Goals for Budget Year

- The Department will continue to develop positive relationships with the community.
- The Department will provide additional training to allow personnel to perform their duties safely and effectively.
- The Department will conduct traffic/selective enforcement initiatives in the community.
- The Investigative Section, with assistance from the Patrol Division, will become more proactive in conducting investigations.
- The Department will consider staffing assignment changes to promote department productivity and efficiency.
- Complete a renovation to the lower and middle floors of the police department building.

Police Department

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Patrolman	BU	5	73,609	5				73,609	78,690
Patrolman	BU	5	73,609	5				73,609	78,690
Patrolman	BU	5	73,609	5				73,609	78,690
Patrolman	BU	5	73,609	5				73,609	78,690
Patrolman	BU	5	73,609	5				73,609	78,690
Patrolman	BU	5	73,609	5				73,609	78,690
Patrolman	BU	5	73,609	5				73,609	78,690
Patrolman	BU	4	60,343	5				73,609	78,690
Patrolman	BU	2	55,036	3				65,037	61,285
Patrolman	BU	2	55,036	3				55,896	61,285
Patrolman	BU	2	55,036	3				55,896	61,285
Patrolman	BU	1		1				55,896	56,360
Patrolman	BU	1		1					56,360
Total Bargaining Unit			<u>3,123,927</u>		<u>3,120,429</u>	<u>3,200,794</u>	<u>3,181,293</u>	<u>3,204,810</u>	<u>3,395,134</u>
(06-07) 42 Officers; (07-08) 44 Officers; (08-09) 44 Officers; (09-10) 42 Officers; (10-11) 42 Officers (excludes the Chief & Captains)									
Full Time Salaries			<u>3,785,104</u>		<u>3,915,756</u>	<u>3,811,217</u>	<u>3,816,884</u>	<u>3,864,286</u>	<u>4,075,521</u>
Salary Adjustment Non-Bargaining			-		2,976	-	-	-	-
Salary Adjustment Bargaining Unit			-		-	(74,413)	-	-	-
Other Adjustment Chief's Prerogative			-		-	(15,000)	-	-	-
Management Adjustment			-		-	-	-	-	-
Total Full Time			<u>3,785,104</u>		<u>3,918,732</u>	<u>3,721,804</u>	<u>3,816,884</u>	<u>3,864,286</u>	<u>4,075,521</u>
Part Time									
Part Time and Clerical			-		15,600	19,037	15,600	-	-
School Guard			20,000		10,400	16,224	16,500	20,000	20,000
School Guard			-		9,150	6,739	7,900	-	-
School Guard			-		4,800	-	-	-	-
School Guard			-		5,050	-	-	-	-
Clerk			-		-	-	-	-	-
Total Part Time			<u>20,000</u>		<u>45,000</u>	<u>42,000</u>	<u>40,000</u>	<u>20,000</u>	<u>20,000</u>
Miscellaneous Pay									
Overtime			300,000		280,000	290,000	295,800	300,000	306,750
Longevity Pay			16,000		14,300	15,600	15,700	16,000	16,000
Medical Certification (New 2009-2010)			15,600		-	15,300	15,200	15,600	16,000
Detective Standby			13,000		7,600	14,000	14,000	13,000	13,000
Shift Differential Pay			70,000		55,000	57,200	60,200	70,000	75,000
Actg. Lt. & Sgt. Pay			21,000		22,000	22,880	21,000	21,000	22,000
Cleaning Allowance			15,750		16,100	16,100	15,750	15,750	15,750
Educational Pay			48,750		45,475	54,575	56,750	48,750	42,000
12 Paid Holidays & in Lieu of Vacation			148,862		145,000	149,775	151,900	148,862	156,375
Total Miscellaneous Pay			<u>648,962</u>		<u>585,475</u>	<u>635,430</u>	<u>646,300</u>	<u>648,962</u>	<u>662,875</u>
Total Salary			<u>4,454,066</u>		<u>4,549,207</u>	<u>4,399,234</u>	<u>4,503,184</u>	<u>4,533,248</u>	<u>4,758,396</u>
					-38.12%	-3.30%	2.36%	0.67%	4.97%

Department: Animal Control

Mission One full time and two part-time employees provide for animal/wildlife control services in the Town of New Canaan. This includes enforcement actions and submitting the required reports to the State.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-20-310-51005	Salaries F/T	59,872	61,253	63,876	31,902	68,313	68,313	68,313	68,313	4,437	6.85%
010-20-310-51010	Salaries P/T	16,770	9,611	17,800	5,708	17,800	17,800	17,800	17,800	-	0.00%
010-20-310-51015	Salaries O/T	2,000	2,843	1,500	1,001	1,500	1,500	1,500	1,500	-	0.00%
Total Expenditures		78,642	73,707	83,176	38,611	87,613	87,613	87,613	87,613	4,437	5.33%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	1	1	1	1	1	1	1
Part-time	2	2	2	2	2	2	2

Budget Variances for Department Requests

\$4,437 Increase in Salaries F/T due to step increase and Gross Wage Increase.

Goals for Budget Year

- Increase public awareness of animal issues. Consider sponsoring an event to do so.
- Enhance training for officers involving animal issues. Consider sponsoring an animal adoption event.

Animal Control / Park Ranger

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Animal Control Officer	J	0	\$ 63,876	1	\$ 57,566	\$ 58,717	\$ 59,872	\$ 63,876	\$ 68,313
Full Time Salaries			<u>63,876</u>		<u>57,566</u>	<u>58,717</u>	<u>59,872</u>	<u>63,876</u>	<u>68,313</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>63,876</u>		<u>57,566</u>	<u>58,717</u>	<u>59,872</u>	<u>63,876</u>	<u>68,313</u>
Part Time									
Part Time			17,800		15,810	15,810	16,770	17,800	17,800
Total Part Time			<u>17,800</u>		<u>15,810</u>	<u>15,810</u>	<u>16,770</u>	<u>17,800</u>	<u>17,800</u>
Miscellaneous Pay									
Overtime			1,500		2,000	2,000	2,000	1,500	1,500
Total Miscellaneous Pay			<u>1,500</u>		<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>1,500</u>	<u>1,500</u>
Total Salary			<u>83,176</u>		<u>75,376</u>	<u>76,527</u>	<u>78,642</u>	<u>83,176</u>	<u>87,613</u>
					10.38%	1.53%	2.76%	5.77%	5.33%

Department: Fire

Mission Provides emergency protective services for the Town, and assists regional fire service entities. Assists New Canaan Police, New Canaan Vol. Ambulance Corps and New Canaan Office of Emergency Management on request.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-20-320-51005	Salaries F/T	1,801,586	1,839,361	1,806,081	946,251	1,933,173	1,933,173	1,933,173	1,933,173	127,092	7.04%
010-20-320-51010	Salaries P/T	5,000	4,089	5,100	691	5,100	5,100	5,100	5,100	-	0.00%
010-20-320-51015	Salaries O/T	46,500	35,047	46,500	22,560	50,000	50,000	50,000	50,000	3,500	7.53%
010-20-320-51016	Salaries O/T Vacation	205,000	226,274	232,687	99,245	249,489	249,489	249,489	249,489	16,802	7.22%
010-20-320-51017	Salaries O/T Holiday	166,282	161,476	166,747	96,568	178,998	178,998	178,998	178,998	12,251	7.35%
010-20-320-51018	Salaries O/T Sick	180,501	191,018	208,434	71,078	220,000	216,000	200,000	200,000	(8,434)	-4.05%
010-20-320-51019	Salaries O/T Callback	25,000	35,562	30,000	6,183	10,300	10,300	10,300	10,300	(19,700)	-65.67%
010-20-320-51021	Salaries O/T Injury	-	173,939	-	118,107	200,000	194,000	100,000	100,000	100,000	-
010-20-320-51025	Salaries Shift Differential	65,035	20,758	65,668	17,676	52,063	52,063	52,063	52,063	(13,605)	-20.72%
010-20-320-51030	Salaries Actg Sgt/Lt	34,300	10,643	35,358	4,823	57,891	57,891	57,891	57,891	22,533	63.73%
010-20-320-51045	Salaries Extra Duty	-	(3,010)	-	6,425	-	-	-	-	-	-
010-20-320-51050	Salaries Holiday Sellback	-	35,657	-	20,787	-	-	-	-	-	-
010-20-320-51055	Salaries Training	25,000	23,409	33,000	17,544	35,400	35,400	35,400	35,400	2,400	7.27%
010-20-320-51070	Employee Fitness Program	7,500	9,450	8,000	2,250	9,000	9,000	9,000	9,000	1,000	12.50%
010-20-320-51115	Dues And Subscriptions	5,000	4,170	6,750	4,065	7,000	7,000	7,000	7,000	250	3.70%
010-20-320-51175	O/S Laundry Service	10,000	5,508	10,300	1,566	11,500	11,500	11,500	11,500	1,200	11.65%
010-20-320-51225	Physicals	21,000	12,453	21,000	4,664	22,000	22,000	22,000	22,000	1,000	4.76%
010-20-320-51256	Education Incentive	-	-	-	-	24,550	24,550	24,550	24,550	24,550	-
010-20-320-51259	Volunteer Recruitment & Retention	-	-	-	-	5,000	5,000	5,000	5,000	5,000	-
010-20-320-51270	Repairs Emergency Equipment	20,000	12,008	22,100	1,060	22,100	22,100	22,100	22,100	-	0.00%
010-20-320-51280	Repairs Mobile Equipment	75,000	62,717	60,000	22,008	65,000	65,000	65,000	65,000	5,000	8.33%
010-20-320-51315	Training	30,000	15,522	30,000	3,082	34,000	34,000	34,000	34,000	4,000	13.33%
010-20-320-51320	Travel	270	-	1,270	-	1,270	1,270	1,270	1,270	-	0.00%
010-20-320-51505	Postage	104	68	105	4	110	110	110	110	5	4.76%
010-20-320-51510	Voice / Data	15,300	20,615	27,300	7,104	27,855	27,855	27,855	27,855	555	2.03%
010-20-320-51515	Information Services	35,650	35,641	36,890	18,444	40,000	40,000	40,000	40,000	3,110	8.43%
010-20-320-51605	Food	2,500	2,364	3,000	637	3,500	3,500	3,500	3,500	500	16.67%
010-20-320-51610	Fuel Oil / Propane	15,000	15,119	15,105	2,946	15,550	15,550	15,550	15,550	445	2.95%
010-20-320-51615	Gasoline/Oil	15,500	13,808	15,500	7,982	16,910	16,910	16,910	16,910	1,410	9.10%
010-20-320-51620	Supplies Auto Truck	600	542	1,025	246	1,050	1,050	1,050	1,050	25	2.44%
010-20-320-51655	Supplies Office	1,000	792	1,100	37	1,100	1,100	1,100	1,100	-	0.00%
010-20-320-51660	Supplies - General	6,000	6,428	8,000	2,608	8,500	8,500	8,500	8,500	500	6.25%
010-20-320-51715	Equip Hand/Shop Tools	1,000	413	1,000	-	1,000	1,000	1,000	1,000	-	0.00%
010-20-320-51730	Uniforms & Equipment	29,000	28,237	29,000	20,933	30,000	30,000	30,000	30,000	1,000	3.45%

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-20-320-51732	Equip Personnel/PPE	9,000	2,405	11,000	900	11,000	11,000	11,000	11,000	-	0.00%
010-20-320-51735	Equip - Emergency	8,250	5,373	9,100	335	9,100	9,100	9,100	9,100	-	0.00%
010-20-320-51800	Electricity	33,272	27,996	33,688	10,441	33,688	33,688	30,587	30,587	(3,101)	-9.21%
010-20-320-51820	Water	1,514	1,631	1,514	454	1,590	1,590	1,590	1,590	76	5.02%
010-20-320-51915	Property Repair / Maintenance	5,000	5,482	7,500	7,619	8,000	8,000	8,000	8,000	500	6.67%
010-20-320-51974	Reimbursement-FEMA	-	(20,756)	-	-	-	-	-	-	-	-
Total Expenditures		2,901,664	3,022,211	2,989,822	1,547,323	3,402,787	3,392,787	3,279,686	3,279,686	289,864	9.70%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	25	25	25	25	25	25	25
Part-time	1	1	1	1	1	1	1

Budget Variances for Department Requests

\$127,092	Increase in Salaries F/T due to contractual obligations with the new CBA and a step increase for 1 firefighter
\$3,500	Increase in Salaries O/T due to contractual obligations with the new CBA and a step increase for 1 firefighter
\$16,802	Increase in Salaries O/T Vacation due to contractual obligations with the new CBA and a step increase for 1 firefighter, plus additional time earned.
\$12,251	Increase in Salaries O/T Holiday due to contractual obligations with the new CBA and a step increase for 1 firefighter.
\$11,566	Increase in Salaries O/T Sick due to contractual obligations with the new CBA and a step increase for 1 firefighter.
(\$19,700)	Decrease in Salaries O/T Callback due to reduced contractual obligation, decrease in responding manpower to alarms.
\$200,000	Increase in Salaries O/T Injury. At the suggestion of the Board of Finance this line will be funded for forecast expense as a contingency (6.7% of total budget increase)
(\$13,605)	Decrease in Salaries Shift Differential due to shifting funding from this line to 010-20-320-51256.
\$22,533	Increase in Salaries Acting Sgt/Lt due to contractual obligations with the new CBA.
\$2,400	Increase in Salaries Training due to an additional 30 training hours budgeted and salary increases included in the new CBA.
\$1,000	Increase in Employee Fitness Program based on actual usage, contractual obligation.
\$24,550	Increase in Education Incentive due to contractual educational stipends, some funding moved from 010-20-320-51025.
\$5,000	Volunteer Recruitment and Retention is a new budget line which will be used for volunteer incentive program.
\$5,000	Increase in Repairs Mobile Equipment due to aging of fleet. We forecast increased repair expense in the future.
\$4,000	Increase in Training due to increased outside instructor usage for volunteer and career personnel. The State is offering fewer no cost classes.
\$3,110	Increase in Information Services due to increase from CMED dispatch, plus preliminary forecast for regional fire dispatch service when operational.

Goals for Budget Year

- Maintain the current level of service
- Maintain equipment in operational condition
- Maintain the Firehouse in a safe and operable manner.
- Become a founding partner in the new regional dispatch center in Westport.

Fire Department

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 BoF Proposed	2012-2013 Adopted
Full Time										
<i>Non-Bargaining</i>										
Assistant Fire Chief	U	4	\$ 115,453	4	\$ 103,583	\$ 106,691	\$ 110,958	\$ 115,453	\$ 118,339	\$ 118,339
Total Non-Bargaining			<u>115,453</u>		<u>103,583</u>	<u>106,691</u>	<u>110,958</u>	<u>115,453</u>	<u>118,339</u>	<u>118,339</u>
<i>Bargaining Unit</i>										
Captains:										
					329,427	329,428	329,428	329,428		
Captain	BU		86,105						88,042	88,042
Captain	BU		86,105						88,042	88,042
Captain	BU		86,105						88,042	88,042
Captain	BU		86,105						88,042	88,042
Lieutenants:										
					284,612	284,616	284,616	284,616		
Lieutenant	BU		74,392						76,066	76,066
Lieutenant	BU		74,392						76,066	76,066
Lieutenant	BU		74,392						76,066	76,066
Lieutenant	BU		74,392						76,066	76,066
Firemen-Engineers:										
					942,390	1,067,826	1,076,584			
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	5	70,807	5				67,725	72,400	72,400
Fireman-Engineer	BU	4	63,472	5				60,709	72,400	72,400
Total Bargaining Unit			<u>1,767,564</u>		<u>1,556,429</u>	<u>1,681,870</u>	<u>1,690,628</u>	<u>1,690,628</u>	<u>1,814,834</u>	<u>1,814,834</u>
Full Time Salaries			<u>1,883,016</u>		<u>1,660,012</u>	<u>1,788,561</u>	<u>1,801,586</u>	<u>1,806,081</u>	<u>1,933,173</u>	<u>1,933,173</u>
Salary Adjustment Non-Bargaining			-		-	-	-	-	-	-
Salary Adjustment Bargaining Unit			-		-	(25,124)	-	-	-	-
Total Full Time			<u>1,883,016</u>		<u>1,660,012</u>	<u>1,763,437</u>	<u>1,801,586</u>	<u>1,806,081</u>	<u>1,933,173</u>	<u>1,933,173</u>

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 BoF Proposed	2012-2013 Adopted
Part Time										
Part Time			5,100		5,000	5,000	5,000	5,100	5,100	5,100
Total Part Time			<u>5,100</u>		<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,100</u>	<u>5,100</u>	<u>5,100</u>
Miscellaneous Pay										
Shift Differential			65,668		55,000	55,309	65,035	65,668	52,063	52,063
Acting Captain/Lt.			35,358		20,533	28,000	34,300	35,358	59,193	59,193
Training			33,000		35,000	25,000	25,000	33,000	35,400	35,400
Overtime:			46,500		55,400	46,500	46,500	46,500	50,000	50,000
Vacation Coverage			232,687		194,600	203,803	205,000	232,687	249,489	249,489
Holiday Coverage			166,747		153,510	151,736	166,282	166,747	178,998	178,998
Sick Coverage			208,434		63,963	176,829	180,501	208,434	220,000	220,000
Callback			30,000		66,000	-	25,000	30,000	10,300	10,300
Injury			-		-	-	-	-	200,000	200,000
Total Miscellaneous Pay			<u>818,394</u>		<u>644,006</u>	<u>687,177</u>	<u>747,618</u>	<u>818,394</u>	<u>1,055,443</u>	<u>1,055,443</u>
Total Salary			<u><u>2,706,510</u></u>		<u><u>2,309,018</u></u>	<u><u>2,455,614</u></u>	<u><u>2,554,204</u></u>	<u><u>2,629,575</u></u>	<u><u>2,993,716</u></u>	<u><u>2,993,716</u></u>
					18.25%	6.35%	4.01%	2.95%	13.85%	13.85%

Department: Ambulance

Mission Licensed 911 service for the Town of New Canaan, providing 24/7 emergency care and transport.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-20-330-51110	Office Equip Lease/Rental	2,000	1,500	2,000	513	1,500	1,500	1,500	1,500	(500)	-25.00%
010-20-330-51120	Consultants/Service Contracts	-	3,622	4,475	71	4,475	4,475	4,475	4,475	-	0.00%
010-20-330-51190	O/S Paramedic Service	371,472	371,472	380,760	190,380	390,276	390,276	390,276	390,276	9,516	2.50%
010-20-330-51510	Voice / Data	6,300	3,648	5,700	177	4,500	4,500	4,500	4,500	(1,200)	-21.05%
010-20-330-51515	Information Services	31,900	31,910	31,900	16,386	32,771	32,771	32,771	32,771	871	2.73%
010-20-330-51610	Fuel Oil / Propane	11,500	11,862	11,500	-	13,865	13,865	13,865	13,865	2,365	20.57%
010-20-330-51615	Gasoline/Oil	11,000	10,546	11,000	5,292	12,852	12,852	12,852	12,852	1,852	16.84%
010-20-330-51800	Electricity	15,000	12,964	12,000	6,230	12,000	12,000	10,895	10,895	(1,105)	-9.21%
010-20-330-51820	Water	1,500	1,931	500	441	2,000	2,000	2,000	2,000	1,500	300.00%
010-20-330-51915	Property Repair / Maintenance	-	3,187	980	6,686	15,580	15,580	15,580	15,580	14,600	1489.80%
010-20-330-52700	Expense Summary	92,782	92,817	92,800	46,400	76,300	76,300	76,300	76,300	(16,500)	-17.78%
Total Expenditures		543,454	545,459	553,615	272,575	566,119	566,119	565,014	565,014	11,399	2.06%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$9,516 Increase in O/S Paramedic Service due to a 2.5% increase in the contract with Norwalk Hospital. The 5-year contract expires 6/30/2013.

(\$1,200) Decrease in Voice/Data based on historical actuals.

\$4,217 Increase in Fuel Oil/Propane and Gasoline/Oil based on historical usage and expected rates as provided by the Town.

\$1,500 Increase in Water based on historical actuals.

\$14,600 Increase in Property Repair/Maintenance based on redistribution of repair and maintenance responsibilities between the Town and NCVAC.

(\$16,500) Decrease in Expense Summary primarily due to redistribution of repair and maintenance responsibilities between the Town and NCVAC.

Department: Fire Marshal

Mission The mission of the New Canaan Fire Marshal's Office is to protect life and property through education, enforcement and prevention.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-20-340-51005	Salaries F/T	125,891	129,750	132,451	67,548	135,239	135,239	135,239	135,239	2,788	2.10%
010-20-340-51010	Salaries P/T	25,000	24,427	25,500	11,565	37,050	37,050	37,050	37,050	11,550	45.29%
010-20-340-51015	Salaries O/T	-	162	-	70	-	-	-	-	-	-
010-20-340-51115	Dues And Subscriptions	1,500	2,100	1,500	471	1,500	1,500	1,500	1,500	-	0.00%
	Repairs Emergency Equipment	-	7	-	-	-	-	-	-	-	-
010-20-340-51270	Repairs Mobile Equipment	1,000	983	1,000	10	1,000	1,000	1,000	1,000	-	0.00%
010-20-340-51320	Travel	300	250	300	-	300	300	300	300	-	0.00%
010-20-340-51505	Postage	60	173	65	63	10	10	10	10	(55)	-84.62%
010-20-340-51510	Voice / Data	870	1,087	890	393	1,500	1,500	1,500	1,500	610	68.54%
010-20-340-51615	Gasoline/Oil	2,900	2,750	2,600	1,289	3,213	3,213	3,213	3,213	613	23.58%
010-20-340-51660	Supplies - General	3,000	341	3,000	114	3,000	3,000	3,000	3,000	-	0.00%
010-20-340-51730	Uniforms & Equipment	1,400	1,051	1,400	-	1,400	1,400	1,400	1,400	-	0.00%
Total Expenditures		161,921	163,081	168,706	81,523	184,212	184,212	184,212	184,212	15,506	9.19%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY 2013	Bd of Finance FY 2013	Adopted FY 2013
Full-time	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Part-time	3	3	3	3	3	3	3

Budget Variances for Department Requests

Increase in Salaries P/T due to the loss of the unpaid part-time Fire Marshal. Approximately 2 years ago, the Assistant Building Official began working as an Assistant Fire Marshal. His full salary continued to be covered by the Building Department. An increase in Building permit activity makes this arrangement no longer possible. Funding is requested to fill this Assistant Fire Marshal position in order to maintain the current level of service.

(\$55) Decrease in Postage due to increased use of email correspondence.

\$610 Increase in Voice/Data due to a new smart phone purchased mid FY2012.

\$613 Increase in Gasoline/Oil based on usage and contractual rate.

Goals for Budget Year

- Continue to provide highest level of customer service
- Complete required fire/life safety inspections of all commercial properties including multi-family occupancies. For the current calendar year, the FMO has conducted 816 fire/life safety inspections, 453 construction/fire safety inspections, 112 plan reviews and 339 fire/life safety code consultations. While fire/life safety inspections are expected to remain the same, it is anticipated that all other inspections, reviews and consultations will increase as building permit activity increases. There are also several large projects in different stages of planning that are scheduled to begin during the FY2013 budget period.
- Complete two additional dry fire hydrants in accordance with Water Supply Policy.
- Present potential location and begin construction on new natural gas gate station.
- Continue working to reduce automatic fire alarm responses.
- Work with Fire Department to complete identification of underperforming hydrants on the Aquarion Water and First District Water Company systems and transmit same to respective companies to begin solution discussions.

Fire Marshal

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Fire Marshal	O	4	\$ 99,868	4	\$ 92,258	\$ 94,103	\$ 95,955	\$ 99,868	\$ 102,365
Administrative Asst. (1)	G	4	32,072	4	28,505	29,359	29,936	32,073	32,874
Full Time Salaries			<u>131,940</u>		<u>120,764</u>	<u>123,462</u>	<u>125,891</u>	<u>131,941</u>	<u>135,239</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>131,940</u>		<u>120,764</u>	<u>123,462</u>	<u>125,891</u>	<u>131,941</u>	<u>135,239</u>
Part Time									
Assistant Fire Marshals			25,500		32,760	16,000	25,000	26,010	37,050
Total Part Time			<u>25,500</u>		<u>32,760</u>	<u>16,000</u>	<u>25,000</u>	<u>26,010</u>	<u>37,050</u>
Total Salary			<u>157,440</u>		<u>153,524</u>	<u>139,462</u>	<u>150,891</u>	<u>157,951</u>	<u>172,289</u>
					6.80%	-9.16%	8.20%	4.68%	9.08%

Notes:

(1) The Administrative Assistant is shared by the Parking Department and the Fire Marshal. Each department will absorb 50% of the total salary.

Department: Emergency Management

The mission of the Office of Emergency Management (OEM) is to protect the lives and property of the citizens of New Canaan. The OEM plans and prepares for emergencies, coordinates emergency response and recovery, and collects and disseminates emergency information. In addition to supporting the Town's emergency services, the OEM also coordinates emergency response from other local, state and federal agencies.

Mission

Revenues

This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-20-350-51155	O/S Contractors	23,000	20,045	23,000	19,977	20,350	20,350	20,350	20,350	(2,650)	-11.52%
	Repairs Emergency										
010-20-350-51270	Equipment	2,000	1,341	2,000	-	3,000	3,000	3,000	3,000	1,000	50.00%
010-20-350-51315	Training	600	50	600	-	2,000	2,000	2,000	2,000	1,400	233.33%
010-20-350-51320	Travel	800	608	800	-	-	-	-	-	(800)	-100.00%
010-20-350-51510	Voice / Data	2,200	3,432	2,200	504	1,460	1,460	1,460	1,460	(740)	-33.64%
010-20-350-51660	Supplies - General	1,000	1,605	1,000	-	2,500	2,500	2,500	2,500	1,500	150.00%
010-20-350-51735	Equip - Emergency	2,000	1,465	2,000	-	2,000	2,000	2,000	2,000	-	0.00%
Total Expenditures		31,600	28,545	31,600	20,481	31,310	31,310	31,310	31,310	(290)	-0.92%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

Increase in Training due to establishment of an "Off-Year" collaborative training cycle. Additionally, a large scale inter-department exercise is planned for every third year, \$1,400 beginning in FY2014.

(\$800) Decrease in travel due to reduction in mileage to be reimbursed.

(\$740) Decrease in Voice/Data due to cancellation of a mobile data card.

Increase in Supplies-General assumes Emergency Operations Center is moved to a semi-permanent space on the 3rd floor of the Police Department. The move is included \$1,500 in the Emergency Management capital request.

Goals for Budget Year

- To continue to train all stakeholders, including the public, in areas of preparedness and emergency management.
- To continue to build out and formalize response efforts and standard operating procedure.
- To establish a more functional Emergency Operations Center focused on providing the highest level of service in the most efficient manner.

Department: Building

Mission: Protect public safety and property values through enforcement of State Building Code, CT General Statutes and Town Ordinances, issue bldg permits and certificates of use and occupancy inspect all phases of construction both residential and commercial.

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-20-360-41305	Building Permits	650,000	626,534	750,000	378,998	800,000	800,000	800,000	800,000	50,000	6.67%
010-20-360-41307	Building Permit Revisions	6,000	9,669	10,000	11,030	10,000	10,000	10,000	10,000	-	0.00%
010-20-360-41350	Plan Review	10,000	7,160	10,000	3,820	10,000	10,000	10,000	10,000	-	0.00%
010-20-360-41721	Building Dept-Work W/O Permit	2,000	1,600	2,000	800	3,000	3,000	3,000	3,000	1,000	50.00%
Total Revenue		668,000	644,963	772,000	394,648	823,000	823,000	823,000	823,000	51,000	6.61%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-20-360-51005	Salaries F/T	243,340	245,162	249,897	126,092	322,673	257,673	257,673	257,673	7,776	3.11%
010-20-360-51010	Salaries P/T	10,000	2,061	10,000	6,676	3,000	60,000	60,000	60,000	50,000	500.00%
010-20-360-51015	Salaries O/T	1,800	1,852	1,800	1,580	1,200	1,200	1,200	1,200	(600)	-33.33%
010-20-360-51115	Dues And Subscriptions	850	1,050	850	575	950	950	950	950	100	11.76%
010-20-360-51240	Prof Service	8,000	8,916	8,000	(1,936)	3,000	8,000	8,000	8,000	-	0.00%
010-20-360-51285	Repairs Office Equipment	100	-	100	-	100	100	100	100	-	0.00%
010-20-360-51320	Travel	6,200	3,513	3,100	1,439	3,400	3,400	3,400	3,400	300	9.68%
010-20-360-51505	Postage	550	468	550	228	560	560	560	560	10	1.82%
010-20-360-51510	Voice / Data	1,510	1,795	1,533	555	2,100	2,100	2,100	2,100	567	36.99%
010-20-360-51615	Gasoline/Oil	-	594	2,000	554	2,300	2,300	2,300	2,300	300	15.00%
010-20-360-51655	Supplies Office	3,467	1,702	3,000	1,366	3,200	3,200	3,200	3,200	200	6.67%
010-20-360-51715	Equip Hand/Shop Tools	250	164	250	82	275	275	275	275	25	10.00%
010-20-360-51730	Uniforms & Equipment	250	191	250	300	375	375	375	375	125	50.00%
Total Expenditures		276,317	267,468	281,330	137,511	343,133	340,133	340,133	340,133	58,803	20.90%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3	3	3	4	3	3	3
Part-time	1	1	1	1	2	2	2

Budget Variances for Department Requests

\$50,000 Increase in Building Permits based on known construction projects.

Increase in Salaries F/T due to the addition of a Building Inspector. The third inspector is requested based on a projected increase in permit activity. Inspections are currently being
\$65,000 scheduled two full weeks out. Without the third inspector, as the known construction projects begin, the wait time for inspections will increase.

\$10,875 Increase in Salaries F/T due to a step increase for 1 position and Gross Wage Increase for all positions.

(\$12,000) Decrease in Salaries P/T and Prof Service due to the addition of a third Building Inspector. If the third inspector is not funded, P/T and Prof Services funding will be needed.

\$567 Increase in Voice/Data due to providing a phone for the requested third inspector.

Goals for Budget Year

- Reduce wait time for inspections and plan review allow for more comprehensive review and inspections. Currently, inspections are being scheduled for two full weeks out.
 - Scan and digitalize records, increase on line services reduce labor hours for physical records search through paper files.
-

Building

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Director Building Department	R	3	\$ 103,256	4	\$ 95,376	\$ 97,285	\$ 99,177	\$ 103,257	\$ 107,366
Deputy Building Official	L	4	82,835	4	75,145	76,649	82,909	82,834	84,905
Assistant Building Inspector			-		61,296	-	-	-	-
Administrative Asst. II	G	4	63,806	4	57,250	58,395	61,254	63,806	65,401
Full Time Salaries			<u>249,896</u>		<u>289,067</u>	<u>232,328</u>	<u>243,340</u>	<u>249,897</u>	<u>257,673</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>249,896</u>		<u>289,067</u>	<u>232,328</u>	<u>243,340</u>	<u>249,897</u>	<u>257,673</u>
Part Time									
Building Inspector			10,000		3,800	3,800	10,000	10,000	60,000
Total Part Time			<u>10,000</u>		<u>3,800</u>	<u>3,800</u>	<u>10,000</u>	<u>10,000</u>	<u>60,000</u>
Miscellaneous Pay									
Overtime			1,800		-	-	1,800	1,800	1,200
Total Miscellaneous Pay			<u>1,800</u>		<u>-</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>1,200</u>
Total Salary			<u>261,696</u>		<u>292,867</u>	<u>236,128</u>	<u>255,140</u>	<u>261,697</u>	<u>318,873</u>
					3.51%	-19.37%	8.05%	2.57%	21.85%

Public Works

Department: Public Works-Administration

Mission To Provide and Maintain a Safe and Effective Infrastructure for the Town

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-30-400-51005	Salaries F/T	282,205	286,262	293,092	147,078	300,420	300,420	300,420	300,420	7,328	2.50%
010-30-400-51015	Salaries O/T	-	957	-	415	-	-	-	-	-	-
010-30-400-51115	Dues And Subscriptions	400	609	400	-	400	400	400	400	-	0.00%
010-30-400-51285	Repairs Office Equipment	250	-	250	-	250	250	250	250	-	0.00%
010-30-400-51320	Travel	1,200	444	750	-	500	500	500	500	(250)	-33.33%
010-30-400-51500	Advertising	400	405	750	403	750	750	750	750	-	0.00%
010-30-400-51505	Postage	540	848	1,000	197	1,000	1,000	1,000	1,000	-	0.00%
010-30-400-51510	Voice / Data	1,199	434	1,216	29	1,240	1,240	1,240	1,240	24	2.00%
010-30-400-51655	Supplies Office	500	564	750	244	750	750	750	750	-	0.00%
Total Expenditures		286,694	290,523	298,208	148,366	305,310	305,310	305,310	305,310	7,102	2.38%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3	3	3	3	3	3	3
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$7,328 Increase in Salaries F/T due to Gross Wage Increase

Goals for Budget Year

- To manage the departments in order to provide the expected services on-time and with-in budgets.
- Public Works manages approximately 10 - 15 large scale construction projects per year as well as many smaller projects.
- To reduce the number of vehicles now being serviced by DPW

Public Works - Director's Office

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Director	U	4	\$ 127,894	4	\$ 112,967	\$ 120,515	\$ 123,491	\$ 127,894	\$ 131,091
Assistant Director	Q	4	105,741	4	97,792	99,644	101,599	105,740	108,384
Admin. Assistant (a)	E	4	59,458	4	54,919	56,017	57,115	59,458	60,944
Full Time Salaries			<u>293,092</u>		<u>265,678</u>	<u>276,176</u>	<u>282,205</u>	<u>293,092</u>	<u>300,420</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>293,092</u>		<u>265,678</u>	<u>276,176</u>	<u>282,205</u>	<u>293,092</u>	<u>300,420</u>
Total Salary			<u>293,092</u>		<u>265,678</u>	<u>276,176</u>	<u>282,205</u>	<u>293,092</u>	<u>300,420</u>
					6.78%	3.95%	2.18%	3.86%	2.50%

Department: Public Works-Engineering

Mission To Design and Construct a High-Quality, Cost-Effective Infrastructure for the Town

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-30-410-41310	Driveway Permits	500	200	200	1,135	500	500	500	500	300	150.00%
010-30-410-41322	Sewer Connection Permits	50	-	-	500	100	100	100	100	100	-100.00%
010-30-410-41330	Street Opening Permits	1,500	-	4,000	-	-	-	-	-	(4,000)	-100.00%
Total Revenue		2,050	200	4,200	1,635	600	600	600	600	(3,600)	-85.71%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-30-410-51005	Salaries F/T	138,744	151,288	145,077	43,146	84,365	84,365	84,365	84,365	(60,712)	-41.85%
010-30-410-51010	Salaries P/T	-	-	-	12,600	35,000	35,000	35,000	35,000	35,000	-
010-30-410-51015	Salaries O/T	-	476	-	1,090	-	-	-	-	-	-
010-30-410-51115	Dues And Subscriptions	300	190	300	-	300	300	300	300	-	0.00%
010-30-410-51240	Prof Service	8,000	5,894	4,000	2,218	4,000	4,000	4,000	4,000	-	0.00%
010-30-410-51280	Repairs Mobile Equipment	200	225	200	-	200	200	200	200	-	0.00%
010-30-410-51285	Repairs Office Equipment	200	69	200	-	200	200	200	200	-	0.00%
010-30-410-51315	Training	-	40	-	-	-	-	-	-	-	-
010-30-410-51320	Travel	1,300	1,401	1,300	385	1,200	1,200	1,200	1,200	(100)	-7.69%
010-30-410-51510	Voice / Data	2,422	3,545	2,458	1,310	2,507	2,507	2,507	2,507	49	1.99%
010-30-410-51615	Gasoline/Oil	2,100	2,197	2,600	1,079	2,920	2,920	2,920	2,920	320	12.31%
010-30-410-51620	Supplies Auto Truck	200	113	200	-	200	200	200	200	-	0.00%
010-30-410-51655	Supplies Office	350	377	350	143	350	350	350	350	-	0.00%
010-30-410-51660	Supplies - General	350	966	700	497	700	700	700	700	-	0.00%
010-30-410-51661	Light Poles-Maintenance	-	-	-	-	7,000	7,000	7,000	7,000	7,000	-
Total Expenditures		154,166	166,780	157,385	62,467	138,942	138,942	138,942	138,942	(18,443)	-11.72%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY 2013	Bd of Finance FY 2013	Adopted FY 2013
Full-time	2	2	2	1	1	1	1
Part-time	-	-	-	1	1	1	1

Budget Variances for Department Requests

(\$60,712) Decrease in Salaries F/T due to changing 1 position from F/T to P/T. The remaining F/T position receives a step increase and a Gross Wage increase.

\$35,000 Increase in Salaries P/T due to changing 1 position from F/T to P/T.

\$7,000 Addition of Light Poles-Maintenance line item for repairs and one spare pole for the decorative lights on Main, Elm, and Forest.

Goals for Budget Year

- To design and construct projects on-time and with-in budgets.
- Determine Pavement Condition Index of All Town Parking Lots in order to prioritize repairs
- Determine Condition Index of All Town Sidewalks in order to prioritize repairs
- To use town vehicles during work hours to reduce travel expense

Public Works - Engineering

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Town Engineer			\$ -		\$ 118,144	\$ -	\$ -	\$ -	\$ -
Engineer	L	3	80,104	4	-	74,543	75,876	80,104	84,159
Construction Insp. Engineer 1	H	Vacant	-		60,016	61,217	62,868	64,973	-
Full Time Salaries			<u>80,104</u>		<u>178,160</u>	<u>135,760</u>	<u>138,744</u>	<u>145,077</u>	<u>84,159</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>80,104</u>		<u>178,160</u>	<u>135,760</u>	<u>138,744</u>	<u>145,077</u>	<u>84,159</u>
Part Time									
									35,000
Total Part Time			-		-	-	-	-	35,000
Total Salary			<u>80,104</u>		<u>178,160</u>	<u>135,760</u>	<u>138,744</u>	<u>145,077</u>	<u>119,159</u>
					2.88%	-23.80%	2.20%	4.56%	-17.86%

Department: Public Works-Town Buildings

Mission To Operate and Maintain Town Buildings in a Safe and Energy-Efficient Manner

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-30-420-51005	Salaries F/T	63,504	80,137	-	248	-	-	-	-	-	-
010-30-420-51010	Salaries P/T	-	-	-	-	-	30,000	30,000	30,000	30,000	-
010-30-420-51015	Salaries O/T	8,000	(2,218)	-	-	-	-	-	-	-	-
010-30-420-51155	O/S Contractors	-	-	30,000	7,887	30,000	-	-	-	(30,000)	-100.00%
010-30-420-51240	Prof Service	4,000	-	2,000	-	2,000	2,000	2,000	2,000	-	0.00%
010-30-420-51280	Repairs Mobile Equipment	1,000	260	1,000	27	1,000	1,000	1,000	1,000	-	0.00%
010-30-420-51510	Voice / Data	884	1,143	897	(8)	918	918	918	918	21	2.34%
010-30-420-51610	Fuel Oil / Propane	45,750	42,554	40,000	31,072	45,385	45,385	45,385	45,385	5,385	13.46%
010-30-420-51615	Gasoline/Oil	600	574	650	-	730	730	730	730	80	12.31%
010-30-420-51625	Supplies Building / Grounds	5,000	5,047	5,000	1,864	5,000	5,000	5,000	5,000	-	0.00%
010-30-420-51660	Supplies - General	5,000	5,105	6,000	2,544	6,000	6,000	6,000	6,000	-	0.00%
010-30-420-51800	Electricity	78,925	71,752	80,000	33,975	80,000	80,000	72,635	72,635	(7,365)	-9.21%
010-30-420-51820	Water	5,500	5,072	4,500	3,233	4,725	4,725	4,725	4,725	225	5.00%
010-30-420-51915	Property Repair / Maintenance	75,000	108,297	85,000	49,768	85,000	85,000	85,000	85,000	-	0.00%
Total Expenditures		293,163	317,722	255,047	130,610	260,758	260,758	253,393	253,393	(1,654)	-0.65%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	1	1	-	-	-	-	-
Part-time	-	-	-	-	1	1	1

Budget Variances for Department Requests

\$5,385 Increase in Fuel Oil/Propane due to increased contractual unit costs

Goals for Budget Year

- To continue to maintain and repair the town buildings and implement the recommendations of the Savin report.
- To evaluate suppliers of electricity for new contracts, after December, 2012
- Implement software to integrate service requests, work orders and costs to each building.
- Continue to evaluate energy cost saving measures.

Town Buildings

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Building Maintenance Repairman	F		\$ -		\$ 61,054	\$ 62,275	\$ 63,504	\$ -	\$ -
Full Time Salaries			-		61,054	62,275	63,504	-	-
Salary Adjustment Non-Union			-		-	-	-	-	-
Total Full Time			-		61,054	62,275	63,504	-	-
Part-Time									
Part-Time			-		5,000	8,000	8,000	-	30,000
Total Part-Time			-		5,000	8,000	8,000	-	30,000
Total Salary			-		66,054	70,275	71,504	-	30,000
					8.55%	6.39%	1.75%	-100.00%	

Department: Public Works-Highway

Mission To Maintain the Town's Roadway System In a Safe and Cost-Effective Manner

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-30-430-51005	Salaries F/T	1,685,654	1,527,588	1,667,278	809,702	1,716,370	1,716,370	1,716,370	1,716,370	49,092	2.94%
010-30-430-51010	Salaries P/T	-	-	-	6,402	24,800	24,800	24,800	24,800	24,800	-
010-30-430-51015	Salaries O/T	138,000	245,754	148,000	73,157	151,450	151,450	151,450	151,450	3,450	2.33%
010-30-430-51020	Salaries O/T Meal Allow	6,500	14,513	10,000	2,132	10,000	10,000	10,000	10,000	-	0.00%
010-30-430-51023	Salaries O/T Sun Garbage	10,000	-	-	-	-	-	-	-	-	-
010-30-430-51025	Salaries Shift Differential	5,000	27	5,000	725	3,000	3,000	3,000	3,000	(2,000)	-40.00%
010-30-430-51155	O/S Contractors	32,000	146,671	32,000	14,286	32,000	32,000	32,000	32,000	-	0.00%
010-30-430-51175	O/S Laundry Service	4,200	2,220	4,200	1,254	4,200	4,200	4,200	4,200	-	0.00%
010-30-430-51240	Prof Service	1,500	375	1,500	295	1,500	1,500	1,500	1,500	-	0.00%
010-30-430-51280	Repairs Mobile Equipment	107,000	95,899	117,000	77,480	110,000	110,000	110,000	110,000	(7,000)	-5.98%
010-30-430-51310	State Drug And Alcohol Testing	4,000	3,884	4,000	774	4,000	4,000	4,000	4,000	-	0.00%
010-30-430-51315	Training	4,000	1,687	4,000	943	4,000	4,000	4,000	4,000	-	0.00%
010-30-430-51320	Travel	2,000	696	2,000	-	2,000	2,000	2,000	2,000	-	0.00%
010-30-430-51370	Remediation	10,000	3,179	12,000	-	10,000	10,000	10,000	10,000	(2,000)	-16.67%
010-30-430-51385	Pipe Cleaning	15,000	10,811	17,000	3,900	15,000	15,000	15,000	15,000	(2,000)	-11.76%
010-30-430-51500	Advertising	1,500	153	1,500	-	1,500	1,500	1,500	1,500	-	0.00%
010-30-430-51510	Voice / Data	6,700	7,362	7,360	2,764	8,832	8,832	8,832	8,832	1,472	20.00%
010-30-430-51525	Radio	4,000	5,086	4,000	1,759	4,000	4,000	4,000	4,000	-	0.00%
010-30-430-51610	Fuel Oil / Propane	53,000	70,028	46,800	11,673	56,000	56,000	56,000	56,000	9,200	19.66%
010-30-430-51615	Gasoline/Oil	78,000	66,749	77,650	45,388	101,745	101,745	101,745	101,745	24,095	31.03%
010-30-430-51620	Supplies Auto Truck	64,500	68,172	64,500	40,613	64,500	64,500	64,500	64,500	-	0.00%
010-30-430-51640	Supplies Signs	15,000	18,739	18,000	10,059	18,000	18,000	18,000	18,000	-	0.00%
010-30-430-51645	Road Maintenance	320,000	440,462	320,000	120,749	320,000	320,000	320,000	320,000	-	0.00%
010-30-430-51646	Sweeper Rental	-	-	20,000	-	-	-	-	-	(20,000)	-100.00%
010-30-430-51650	Supplies Stone And Gravel	25,000	16,241	25,000	5,676	20,000	20,000	20,000	20,000	(5,000)	-20.00%
010-30-430-51655	Supplies Office	1,500	1,261	1,500	662	1,500	1,500	1,500	1,500	-	0.00%
010-30-430-51660	Supplies - General	10,000	10,480	10,000	3,698	10,000	10,000	10,000	10,000	-	0.00%
010-30-430-51665	Paint	25,000	22,353	25,000	22,661	25,000	25,000	25,000	25,000	-	0.00%
010-30-430-51715	Equip Hand/Shop Tools	9,800	9,534	9,800	5,658	9,800	9,800	9,800	9,800	-	0.00%
010-30-430-51730	Uniforms & Equipment	9,000	8,496	10,000	6,186	10,000	10,000	10,000	10,000	-	0.00%
010-30-430-51800	Electricity	43,200	42,833	44,900	42,020	42,000	42,000	37,867	37,867	(7,033)	-15.66%
010-30-430-51820	Water	4,000	5,913	4,500	1,190	4,725	4,725	4,725	4,725	225	5.00%
010-30-430-51915	Property Repair / Maintenance	30,000	31,240	30,000	19,381	30,000	30,000	30,000	30,000	-	0.00%
010-30-430-51974	Reimbursement-FEMA	-	(250,000)	-	1,500	-	-	-	-	-	-
Total Expenditures		2,725,054	2,628,405	2,744,488	1,332,666	2,815,922	2,815,922	2,811,789	2,811,789	67,301	2.45%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY 2013	Bd of Finance FY 2013	Adopted FY 2013
Full-time	28	28	26	26	26	26	26
Part-time	-	-	-	1	1	1	1

Budget Variances for Department Requests

\$49,092 Increase in Salaries F/T wages due to gross wage per union contract and step increases for 4 positions

\$9,200 Increases in Fuel Oil/propane and Gasoline/Oil due to higher contractual unit prices

\$24,095 Increase in Gasoline/Oil based on historical usage and current contractual rates.

(\$20,000) Sweeper rental has been eliminated and a new sweeper is being requested in the capital budget.

Goals for Budget Year

- Maintain the Town's roadway and drainage systems in the most cost effective manner.
- Annually inspect the Town's roadways, sidewalks and drainage systems to prioritize the most cost-effective treatments
- Establish a complete inventory and evaluation of DPW equipment and schedule refurbishing and replacement over the next five years.
- Evaluate a synthetic oil program
- Evaluate fuel efficient/hybrid vehicles.

Public Works - Highway

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
<i>Non-Bargaining</i>									
Highway Superintendent	N	4	\$ 102,735	4	\$ 94,932	\$ 95,945	\$ 98,728	\$ 102,734	\$ 105,303
Superintendent Fleet & Bldg.	N	4	101,831	4	89,482	91,601	98,728	101,831	104,377
Total Non-Bargaining			<u>204,566</u>		<u>184,414</u>	<u>187,546</u>	<u>197,456</u>	<u>204,565</u>	<u>209,680</u>
<i>Bargaining Unit</i>									
Mechanics Foreman	FMEC	5	69,844	5	63,321	65,862	65,862	68,684	71,590
Mechanics:					172,569	179,463	179,463		
Mechanic	Mech	5	62,389	5				62,385	63,949
Mechanic	Mech	5	62,389	5				62,385	63,949
Mechanic	Mech	5	62,389	5				62,385	63,949
Operators					776,743	806,785	803,326		
Equipment Operator III/Crew Leader	OIII/CL	5	66,670	5				66,675	68,337
Equipment Operator III/Crew Leader	OIII/CL	5	66,670	5				66,675	68,337
Equipment Operator III/Crew Leader	OIII/CL	5	66,670	5				66,675	68,337
Equipment Operator III	EOIII	5	62,389	5				66,675	63,949
Operator II/Dispatcher	EOIII	4	60,051	5				59,416	63,949
Equipment Operator II	EO II	5	59,424	5				59,416	60,910
Equipment Operator II	EO II	5	59,424	5				59,416	60,910
Equipment Operator II	EO II	5	59,424	5				59,416	60,910
Equipment Operator II	EO II	5	59,424	5				59,416	60,910
Equipment Operator II	EO II	5	59,424	5				59,416	60,910
Equipment Operator II	EO II	5	59,424	5				59,416	60,910
Equipment Operator II	EO II	5	59,424	5				59,416	60,910
Equipment Operator II	EO II	4	57,232	5				57,880	60,910
Equipment Operator II	EO II	4	57,232	5				57,880	60,910
Equipment Operator II	EO II	4	57,232	5				55,680	60,910
Laborers:					309,444	318,025	318,025		
Laborer	LAB	5	55,938	5				55,937	57,336
Laborer	LAB	5	55,938	5				55,937	57,336
Laborer	LAB	5	55,938	5				55,937	57,336
Laborer	LAB	5	55,938	5				55,937	57,336
Mason	MASON	5	62,389	5	51,929	59,821	57,587	62,391	63,949
Welder	WELDER	5	66,670	5	61,471	63,935	63,935	66,680	68,337
Total Bargaining Unit			<u>1,460,514</u>		<u>1,435,477</u>	<u>1,493,891</u>	<u>1,488,198</u>	<u>1,462,713</u>	<u>1,506,166</u>
Full Time Salaries			<u>1,665,080</u>		<u>1,619,890</u>	<u>1,681,437</u>	<u>1,685,654</u>	<u>1,667,278</u>	<u>1,715,845</u>
Salary Adjustment Non-Union			-		-	-	-	-	-
Salary Adjustment Bargaining Unit			-		-	(33,688)	-	-	-
Total Full Time			<u>1,665,080</u>		<u>1,619,890</u>	<u>1,647,750</u>	<u>1,685,654</u>	<u>1,667,278</u>	<u>1,715,845</u>

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Miscellaneous Pay									
Shift Diff.(Mechs & Winter)			5,000		5,000	5,000	5,000	5,000	5,000
Overtime Sunday Garbage Pickup			-		10,000	-	10,000	-	-
Salaries Shift Differential			5,000		-	-	-	5,000	3,000
Overtime			190,500		185,000	190,500	190,500	190,500	203,950
Total Miscellaneous Pay			<u>200,500</u>		<u>200,000</u>	<u>195,500</u>	<u>205,500</u>	<u>200,500</u>	<u>211,950</u>
Allocation of Overtime to Railroad			(52,500)		(50,000)	(52,500)	(52,500)	(52,500)	(52,500)
Total Salary			<u>1,813,080</u>		<u>1,769,890</u>	<u>1,790,750</u>	<u>1,838,654</u>	<u>1,815,278</u>	<u>1,875,295</u>
					2.23%	1.18%	2.68%	-1.27%	3.31%

Department: Public Works-Transfer Station

Mission To Dispose of Solid Waste Materials Generated within the Town in an Environmentally Sound and Cost-Effective Manner.

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget	% 2013
010-30-440-41700	Transfer Station Dump Fees	40,000	32,329	30,000	17,144	30,000	30,000	30,000	30,000	-	0.00%
010-30-440-41702	Transfer Station Tipping Fees	517,000	436,572	450,000	182,770	450,000	450,000	450,000	450,000	-	0.00%
010-30-440-41703	Transfer Station Recycling	25,000	59,340	35,000	47,868	70,000	70,000	70,000	70,000	35,000	100.00%
010-30-440-41706	Transfer Station Sticker Fees	120,000	151,838	140,000	71,965	124,400	124,400	124,400	124,400	(15,600)	-11.14%
Total Revenue		702,000	680,079	665,000	319,747	674,400	674,400	674,400	674,400	19,400	2.96%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget	% 2013
010-30-440-51005	Salaries F/T	425,223	434,158	446,244	217,565	430,723	430,723	430,723	430,723	(15,521)	-3.48%
010-30-440-51015	Salaries O/T	83,846	63,670	87,447	48,800	85,942	85,942	85,942	85,942	(1,505)	-1.72%
010-30-440-51020	Salaries O/T Meal Allow	500	50	500	-	500	500	500	500	-	0.00%
010-30-440-51140	O/S Bulky Waste Disposal	140,000	134,237	140,000	49,215	140,000	140,000	140,000	140,000	-	0.00%
010-30-440-51155	O/S Contractors	16,000	12,111	16,000	7,662	16,000	16,000	16,000	16,000	-	0.00%
010-30-440-51160	Garbage Hauling Contract	775,000	626,202	725,000	270,681	705,000	705,000	705,000	705,000	(20,000)	-2.76%
010-30-440-51170	Groundwater Monitoring	30,000	22,241	30,000	15,813	30,000	30,000	30,000	30,000	-	0.00%
010-30-440-51185	Paint Disposal	5,000	3,440	5,000	261	5,000	5,000	5,000	5,000	-	0.00%
010-30-440-51186	Hazardous Waste Day	26,000	15,808	20,000	15,114	20,000	20,000	20,000	20,000	-	0.00%
010-30-440-51205	Recycling	95,000	67,763	85,000	25,778	85,000	85,000	85,000	85,000	-	0.00%
010-30-440-51275	Repairs Machinery And Equipment	20,000	11,054	20,000	327	20,000	20,000	20,000	20,000	-	0.00%
010-30-440-51280	Repairs Mobile Equipment	3,000	1,396	3,000	2	3,000	3,000	3,000	3,000	-	0.00%
010-30-440-51320	Travel	1,000	239	1,000	-	1,000	1,000	1,000	1,000	-	0.00%
010-30-440-51510	Voice / Data	2,445	3,527	2,616	1,046	3,600	3,600	3,600	3,600	984	37.61%
010-30-440-51615	Gasoline/Oil	14,450	11,424	12,660	6,069	13,770	13,770	13,770	13,770	1,110	8.77%
010-30-440-51655	Supplies Office	1,600	1,949	1,600	68	1,600	1,600	1,600	1,600	-	0.00%
010-30-440-51660	Supplies - General	4,800	3,170	4,800	1,118	4,800	4,800	4,800	4,800	-	0.00%
010-30-440-51715	Equip Hand/Shop Tools	1,500	448	1,500	-	1,500	1,500	1,500	1,500	-	0.00%
010-30-440-51730	Uniforms & Equipment	3,500	2,546	3,500	1,597	3,500	3,500	3,500	3,500	-	0.00%
010-30-440-51800	Electricity	21,045	12,475	21,308	6,326	21,308	21,308	19,346	19,346	(1,962)	-9.21%
010-30-440-51820	Water	3,000	973	3,000	518	3,000	3,000	3,000	3,000	-	0.00%
010-30-440-51915	Property Repair / Maintenance	4,000	3,560	4,000	2,029	4,000	4,000	4,000	4,000	-	0.00%
010-30-440-52200	State Permits	3,200	1,950	3,200	1,450	3,200	3,200	3,200	3,200	-	0.00%
Total Expenditures		1,680,109	1,434,389	1,637,375	671,439	1,602,443	1,602,443	1,600,481	1,600,481	(36,894)	-2.25%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	6.4	6.4	6.4	6.2	6.2	6.2	6.2
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

Decrease in Salaries F/T due to reallocation of Superintendent's time to accurately reflect division between Transfer Station and Sewer. There is a gross wage increase, per union contract, for all (\$15,521) employees.

(\$20,000) Decrease in Garbage hauling Contract due decrease in estimated volume of garbage due to economy and some increase in recycling.

\$1,110 Increase in Gasoline/Oil due to increased volume and cost of product.

Goals for Budget Year

- Dispose and Transfer of Town's Trash and Recycling in Accordance with State Regulations
- Ensure ALL incoming materials are generated within the Town of New Canaan
- Explore additional recycling options, such as single stream and "pay as you throw".

Public Works - Transfer Station

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
<i>Non-Bargaining</i>									
Superintendent Transfer Station & Waste Water (1)	O	4	\$ 50,240	4	\$ 46,426	\$ 46,258	\$ 46,262	\$ 50,240	\$ 25,748
Transfer Station Supervisor	L	4	94,216	4	87,024	88,769	90,502	94,216	96,572
Total Non-Bargaining			<u>144,456</u>		<u>133,450</u>	<u>135,027</u>	<u>136,764</u>	<u>144,456</u>	<u>122,320</u>
<i>Bargaining Unit</i>									
Maintenance-Technician	BU	5	66,670	5	61,471	63,935	63,935	66,680	68,337
Trans Station Operator	BU	5	59,424	5	54,765	56,961	56,961	59,407	60,910
Trans Station Operator	BU	5	59,424	5	54,765	56,961	56,961	59,407	60,910
Equipment Operator II	BU	5	59,424	5	54,765	56,961	56,961	59,407	60,910
Laborer	BU	5	55,938	5	51,571	53,641	53,641	55,945	57,336
Total Bargaining Unit			<u>300,881</u>		<u>277,337</u>	<u>288,459</u>	<u>288,459</u>	<u>300,847</u>	<u>308,403</u>
Full Time Salaries			<u>445,337</u>		<u>410,787</u>	<u>423,486</u>	<u>425,223</u>	<u>445,304</u>	<u>430,723</u>
Salary Adjustment Non-Bargaining			-		-	-	-	-	-
Salary Adjustment Bargaining Unit			-		-	(7,413)	-	-	-
Total Full Time			<u>445,337</u>		<u>410,787</u>	<u>416,072</u>	<u>425,223</u>	<u>445,304</u>	<u>430,723</u>
Part Time									
Summer Help	N.C.		-		8,570	-	-	-	-
Total Part Time			<u>-</u>		<u>8,570</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Miscellaneous Pay									
Overtime			83,846		79,040	82,202	83,846	87,447	85,942
Total Miscellaneous Pay			<u>83,846</u>		<u>79,040</u>	<u>82,202</u>	<u>83,846</u>	<u>87,447</u>	<u>85,942</u>
Total Salary			<u>529,183</u>		<u>498,397</u>	<u>498,274</u>	<u>509,069</u>	<u>532,751</u>	<u>516,665</u>
					4.97%	-0.02%	2.17%	4.65%	-3.02%

Notes:

(1) Beginning in 2012-2013, 80% of the Plant Superintendent salary is allocated to the Sewer Plant and 20% is allocated to the Transfer Station. Previously, the allocation was 60% Sewer and 40% Transfer Station.

Department: Public Works-Parks

Mission To Maintain in a Professional Manner all Athletic Fields and Grounds at the Schools and Parks including snow removal

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-30-450-51005	Salaries F/T	783,338	808,190	816,682	413,159	853,329	853,329	853,329	853,329	36,647	4.49%
010-30-450-51015	Salaries O/T	76,128	90,054	79,398	41,729	81,383	81,383	81,383	81,383	1,985	2.50%
	Salaries O/T Meal										
010-30-450-51020	Allow	3,000	4,074	4,700	420	4,700	4,700	4,700	4,700	-	0.00%
010-30-450-51155	O/S Contractors	24,800	26,294	24,800	4,271	24,800	24,800	24,800	24,800	-	0.00%
010-30-450-51165	O/S Grass Treatments	60,000	42,368	60,000	32,506	60,000	60,000	60,000	60,000	-	0.00%
010-30-450-51240	Prof Service	16,000	14,685	16,000	425	15,500	15,500	15,500	15,500	(500)	-3.13%
	Repairs Machinery										
010-30-450-51275	And Equipment	40,000	44,185	42,000	17,349	42,500	42,500	42,500	42,500	500	1.19%
	Repairs Parks And										
010-30-450-51295	Trails	10,000	4,786	8,000	2,605	7,500	7,500	7,500	7,500	(500)	-6.25%
010-30-450-51315	Training	2,500	1,527	2,500	285	2,500	2,500	2,500	2,500	-	0.00%
010-30-450-51320	Travel	2,500	1,160	2,500	-	2,500	2,500	2,500	2,500	-	0.00%
010-30-450-51510	Voice / Data	5,100	4,908	5,177	1,291	5,280	5,280	5,280	5,280	103	1.99%
010-30-450-51610	Fuel Oil / Propane	8,000	9,146	8,812	1,539	10,510	10,510	10,510	10,510	1,698	19.27%
010-30-450-51615	Gasoline/Oil	31,000	33,759	31,200	16,946	39,100	39,100	39,100	39,100	7,900	25.32%
010-30-450-51620	Supplies Auto Truck	3,000	2,572	3,000	367	3,000	3,000	3,000	3,000	-	0.00%
	Supplies Building /										
010-30-450-51625	Grounds	55,300	60,902	55,300	21,215	55,300	55,300	55,300	55,300	-	0.00%
010-30-450-51660	Supplies - General	9,500	9,226	9,500	3,840	9,500	9,500	9,500	9,500	-	0.00%
010-30-450-51800	Electricity	43,000	37,125	32,000	5,513	32,000	32,000	29,054	29,054	(2,946)	-9.21%
010-30-450-51820	Water	2,700	2,924	2,600	1,787	2,730	2,730	2,730	2,730	130	5.00%
	Property Repair /										
010-30-450-51915	Maintenance	3,000	2,634	3,000	192	3,000	3,000	3,000	3,000	-	0.00%
010-30-450-52200	State Permits	1,750	1,410	3,000	475	2,500	2,500	2,500	2,500	(500)	-16.67%
Total Expenditures		1,180,616	1,201,929	1,210,169	566,914	1,257,632	1,257,632	1,254,686	1,254,686	44,517	3.68%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	13	13	13	13	13	13	13
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$36,647 Increases in Salaries F/T due to gross wage increase per union contract and step increases for two positions.

\$1,698 Increase in Fuel Oil/Propane based on actual Volumes and contract unit prices.

\$7,900 Increase in Gasoline/Oil based on actual Volumes and contract unit prices.

Goals for Budget Year

- Develop a ten year master plan for the parks and athletic fields.

- Continue to maintain over 60 acres of athletic fields including 18 baseball/softball fields, 2 artificial fields at over 35 different locations in the conditions we have achieved with improvements to come over the next few years with better cultural practices such as increased aeration and over seeding

Public Works - Parks

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
<i>Non-Bargaining</i>									
Director of Parks & Grounds	N	4	\$ 107,295	4	\$ 94,931	\$ 102,931	\$ 107,985	\$ 107,295	\$ 109,977
Fields Supervisor			-		66,560	-	-	-	-
Total Non-Bargaining			<u>107,295</u>		<u>161,491</u>	<u>102,931</u>	<u>107,985</u>	<u>107,295</u>	<u>109,977</u>
<i>Bargaining Unit</i>									
Field Technician	CCH	5	69,844	5	61,471	63,935	63,935	69,664	71,590
Mechanic Technician	MT	5	62,389	5	57,524	55,457	57,587	62,391	63,949
Irrigation Tech & Crew Leader					115,048	119,642	119,642		
Park Crew Leader	EOIII	5	62,389	5				62,391	63,949
Irrigation Technician			62,389					62,391	63,949
Groundsman					421,446	436,311	441,907		
Groundsman III	GRIII	5	59,424	5				59,407	60,910
Groundsman III	GRIII	5	59,424	5				59,407	60,910
Groundsman III	GRIII	5	59,424	5				59,407	60,910
Groundsman III	GRIII	5	59,424	5				59,407	60,910
Groundsman III	GRIII	5	59,424	5				59,407	60,910
Groundsman III (1)	GRIII	4	57,232	5				55,945	60,910
Groundsman III (1)	GRIII	4	57,232	5				55,945	60,910
Groundsman 1	GRI	5	51,970	5				51,959	53,270
Laborer	LAB		-		-	-	-	-	-
Total Bargaining Unit			<u>720,569</u>		<u>655,489</u>	<u>675,345</u>	<u>683,071</u>	<u>717,722</u>	<u>743,077</u>
Full Time Salaries			<u>827,864</u>		<u>816,980</u>	<u>778,276</u>	<u>791,056</u>	<u>825,017</u>	<u>853,055</u>
Salary Adjustment Non-Bargaining			-		-	-	-	-	-
Salary Adjustment Bargaining Unit			-		-	(14,977)	-	-	-
Total Full Time			<u>827,864</u>		<u>816,980</u>	<u>763,299</u>	<u>791,056</u>	<u>825,017</u>	<u>853,055</u>
Part Time									
Part Time - Laborer			-		29,440	-	-	-	-
Total Part Time			-		<u>29,440</u>	-	-	-	-
Miscellaneous Pay									
Overtime			79,398		80,000	73,500	76,128	79,398	81,383
Total Miscellaneous Pay			<u>79,398</u>		<u>80,000</u>	<u>73,500</u>	<u>76,128</u>	<u>79,398</u>	<u>81,383</u>
Allocation of Overtime to Railroad			(7,940)		(7,000)	(7,350)	(7,718)	(8,103)	(8,508)
Total Salary			<u>899,322</u>		<u>919,420</u>	<u>829,449</u>	<u>859,467</u>	<u>896,312</u>	<u>925,929</u>
					34.74%	-9.79%	3.62%	4.29%	3.30%

Notes:

(1) Moved from Groundsman II to Groundsman III in FY2012.
DPW-Parks Salaries

Department: Public Works-Nature Center

Mission To Maintain and Repair those Buildings which are the Town's Responsibility in a Safe and Energy-Efficient Manner

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-30-470-51610	Fuel Oil / Propane	36,650	43,167	37,700	7,339	42,775	42,775	42,775	42,775	5,075	13.46%
010-30-470-51800	Electricity	46,125	40,005	43,000	18,762	43,000	43,000	39,042	39,042	(3,958)	-9.20%
010-30-470-51820	Water	6,000	2,473	5,000	1,616	5,250	5,250	5,250	5,250	250	5.00%
	Nature Center										
010-30-470-51926	Maintenance	15,000	12,687	17,500	16,632	20,000	17,500	17,500	17,500	-	0.00%
Total Expenditures		103,775	98,331	103,200	44,349	111,025	108,525	104,567	104,567	1,367	1.32%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$5,075 Increase in Fuel oil /propane due to increased contractual unit costs.

\$2,500 Increase in Nature Center Maintenance due to increased effort to make long overdue repairs.

Goals for Budget Year

- To continue to implement the recommendations of the Savin report.

Department: Public Works-Utilities

Mission To Provide for Effective Street Lighting and Fire Hydrant Service

Revenues This Department does not have revenues

Expenditures

<u>Account #</u>	<u>Description</u>	<u>Budget 2011</u>	<u>Actual 2011</u>	<u>Adopted Budget 2012</u>	<u>6 Month Actual 12/31/2011</u>	<u>Department Request 2013</u>	<u>Selectmen Approved 2013</u>	<u>Bd of Finance Approved 2013</u>	<u>Adopted 2013</u>	<u>\$ '13 Budget Incr(Dcr)</u>	<u>% 2013 Over 2012</u>
010-30-480-51810	Town Util Street Lights	93,000	81,548	101,250	39,533	101,250	101,250	91,929	91,929	(9,321)	-9.21%
	Town Util Hydrant										
010-30-480-51815	Service	270,000	288,102	270,000	79,398	283,500	283,500	283,500	283,500	13,500	5.00%
Total Expenditures		363,000	369,650	371,250	118,931	384,750	384,750	375,429	375,429	4,179	1.13%

<u>Authorized Positions</u>	<u>Adopted FY 2010</u>	<u>Adopted FY 2011</u>	<u>Adopted FY 2012</u>	<u>Requested FY 2013</u>	<u>Selectmen FY2013</u>	<u>Bd of Finance FY2013</u>	<u>Adopted FY2013</u>
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$13,500 The increase in the hydrant service is a result of an expected rate increase from Aquarion

Goals for Budget Year

- Evaluate a better rate for the street lights.

Department: Public Works-Tree Service

Mission "Creating Environments for Life by Enhancing the Beauty and Value of Nature" - Pauley Tree Care

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget	% 2013
010-30-490-51010	Salaries P/T	-	-	6,000	-	24,000	24,000	24,000	24,000	18,000	300.00%
010-30-490-51140	O/S Bulky Waste Disposal	40,000	17,175	40,000	-	-	-	-	-	(40,000)	-100.00%
010-30-490-51155	O/S Contractors	-	-	-	219	-	-	-	-	-	-
010-30-490-51215	O/S Tree Service Highway	260,000	255,494	260,000	25,009	260,000	260,000	260,000	260,000	-	0.00%
010-30-490-51220	O/S Tree Service Parks	70,000	43,930	70,000	4,294	70,000	70,000	70,000	70,000	-	0.00%
010-30-490-51222	O/S Tree Maintenance	65,000	49,962	65,000	14,798	65,000	65,000	65,000	65,000	-	0.00%
010-30-490-51240	Prof Service	-	20	-	70	-	-	-	-	-	-
010-30-490-51320	Travel	-	420	1,000	-	1,000	1,000	1,000	1,000	-	0.00%
010-30-490-51510	Voice / Data	-	245	500	193	500	500	500	500	-	0.00%
010-30-490-51660	Supplies - General	-	1,060	5,000	343	5,000	5,000	5,000	5,000	-	0.00%
Total Expenditures		435,000	368,305	447,500	44,925	425,500	425,500	425,500	425,500	(22,000)	-4.92%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	1	1	1	1	1

Budget Variances for Department Requests

Increase in Salaries P/T: The Tree Warden spends approx. 3 hours per day in this capacity. Given the current stipend of \$6,000/year, this equates to an hourly wage of \$7.33. A revised stipend of \$24,000.00 will place the compensation in line with the pay for a competent tree professional and is commensurate with the Tree Warden's contribution to the Town.

Decrease in O/S Bulky Waste Disposal due to a revised bidding method. Currently, Tree Companies are required within the bidding documents to handle the disposal of woody debris from tree removal and tree pruning operations.

Goals for Budget Year

- Create a Town Tree Inventory
- Gain Control of Tree Planting in Order to Eliminate Costly Mistakes
- Institute Public Educational Opportunities regarding Trees

Tree Service

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
<u>Part Time</u>									
Tree Warden	N.C.		\$ 6,000	n/a	\$ -	\$ -	\$ -	\$ 6,000	\$ 24,000
Total Part Time			<u>6,000</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>6,000</u>	<u>24,000</u>
Total Salary			<u>6,000</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>6,000</u>	<u>24,000</u>
					-100.00%	0.00%	0.00%	0.00%	300.00%

Recreation

Department: Recreation-Administration/Programs

It is the mission of the New Canaan Recreation Department to enhance quality of life for New Canaan residents by utilizing all resources under our control including public parks, public buildings, and public facilities to foster beneficial use of personal and family time for recreation and leisure. To accomplish this, we will provide and promote a wide variety of quality recreation services that meet citizen needs and interests at a reasonable cost.

Mission

Revenues

Account #	Description	Budget	Actual	Adopted	6 Month	Department	Selectmen	Bd of Finance	Adopted	\$ '13 Budget	% 2013
		2011	2011	Budget	Actual	Request	Approved	Approved	2013	Incr(Dcr)	Over 2012
010-40-500-41600	Waveny Custodial Fees	5,000	3,610	5,000	675	5,000	5,000	5,000	5,000	-	0.00%
010-40-500-41605	Rental Of Property	250,000	246,808	260,000	100,685	265,000	265,000	265,000	265,000	5,000	1.92%
010-40-500-41735	Park And Recreation Fees	235,000	217,102	225,000	62,112	230,000	230,000	230,000	230,000	5,000	2.22%
010-40-500-42601	Other Classes & Programs Offset	-	169,442	-	158,766	295,000	295,000	295,000	295,000	295,000	-
Total Revenue		490,000	636,962	490,000	322,238	795,000	795,000	795,000	795,000	305,000	62.24%

Expenditures

Account #	Description	Budget	Actual	Adopted	6 Month	Department	Selectmen	Bd of Finance	Adopted	\$ '13 Budget	% 2013
		2011	2011	Budget	Actual	Request	Approved	Approved	2013	Incr(Dcr)	Over 2012
010-40-500-51005	Salaries F/T	282,302	275,984	292,778	147,340	307,602	307,602	307,602	307,602	14,824	5.06%
010-40-500-51010	Salaries P/T	105,000	97,723	107,000	92,755	121,800	121,800	121,800	121,800	14,800	13.83%
010-40-500-51015	Salaries O/T	5,750	2,997	3,000	1,645	3,250	3,250	3,250	3,250	250	8.33%
010-40-500-51110	Office Equip Lease/Rental	4,750	3,984	3,400	672	4,400	4,400	4,400	4,400	1,000	29.41%
010-40-500-51115	Dues And Subscriptions	1,350	1,050	1,200	307	1,200	1,200	1,200	1,200	-	0.00%
010-40-500-51117	Background/Security Checks	3,000	280	3,000	100	2,250	2,250	2,250	2,250	(750)	-25.00%
010-40-500-51130	Software	6,500	6,464	6,600	5,870	6,750	6,750	6,750	6,750	150	2.27%
010-40-500-51150	O/S Contract Service	2,175	964	2,175	177	2,175	2,175	2,175	2,175	-	0.00%
010-40-500-51275	Repairs Machinery And Equipment	4,000	2,830	4,000	211	4,000	4,000	4,000	4,000	-	0.00%
010-40-500-51280	Repairs Mobile Equipment	300	21	300	-	300	300	300	300	-	0.00%
010-40-500-51295	Repairs Parks And Trails	3,000	3,000	3,000	-	3,000	3,000	3,000	3,000	-	0.00%
010-40-500-51320	Travel	475	202	475	57	475	475	475	475	-	0.00%
010-40-500-51500	Advertising	6,500	6,404	6,500	-	6,600	6,600	6,600	6,600	100	1.54%
010-40-500-51505	Postage	3,000	1,866	3,000	-	3,000	3,000	3,000	3,000	-	0.00%
010-40-500-51510	Voice / Data	5,500	3,693	5,500	1,349	5,000	5,000	5,000	5,000	(500)	-9.09%
010-40-500-51520	Credit Card Fees	-	89	-	-	550	550	550	550	550	-
010-40-500-51615	Gasoline/Oil	3,000	2,580	3,000	1,529	3,000	3,000	3,000	3,000	-	0.00%
010-40-500-51620	Supplies Auto Truck	350	55	350	-	350	350	350	350	-	0.00%
010-40-500-51625	Supplies Building / Grounds	4,000	3,967	4,000	-	4,000	4,000	4,000	4,000	-	0.00%
	Supplies Program Inc. Sporting										
010-40-500-51635	Good	19,500	17,371	19,500	1,854	19,500	19,500	19,500	19,500	-	0.00%
010-40-500-51655	Supplies Office	7,000	5,231	7,000	649	7,000	7,000	7,000	7,000	-	0.00%
010-40-500-51660	Supplies - General	11,000	8,609	11,000	2,658	11,000	11,000	11,000	11,000	-	0.00%
010-40-500-51710	Equip Furniture	350	-	350	-	350	350	350	350	-	0.00%
010-40-500-51730	Uniforms & Equipment	16,250	11,108	16,250	4,251	16,250	16,250	16,250	16,250	-	0.00%
010-40-500-51905	Property Cleaning	4,000	3,310	4,000	-	4,000	4,000	4,000	4,000	-	0.00%
010-40-500-51915	Property Repair / Maintenance	4,000	500	4,000	-	3,500	3,500	3,500	3,500	(500)	-12.50%
010-40-500-52505	Prog Camp Buses	5,800	5,145	6,000	5,460	6,000	6,000	6,000	6,000	-	0.00%
010-40-500-52510	Prog Soccer	11,500	8,770	11,500	769	11,500	11,500	11,500	11,500	-	0.00%
010-40-500-52520	Prog Open Gym	2,500	1,020	2,500	-	2,000	2,000	2,000	2,000	(500)	-20.00%
010-40-500-52530	Prog Girls Field Hockey	3,000	1,920	2,500	-	2,500	2,500	2,500	2,500	-	0.00%
010-40-500-52535	Prog HS Athletics	1,000	-	1,000	-	1,000	1,000	1,000	1,000	-	0.00%
010-40-500-52540	Prog Jr HS Athletics	5,000	640	5,000	-	4,500	4,500	4,500	4,500	(500)	-10.00%
010-40-500-52585	Prog Mens Softball	8,000	6,285	8,250	980	8,250	8,250	8,250	8,250	-	0.00%
010-40-500-52580	Prog Spring/Summer Clinics	8,500	2,919	6,000	1,300	5,000	5,000	5,000	5,000	(1,000)	-16.67%
010-40-500-52585	Prog Summer Baseball	2,000	198	1,750	182	1,750	1,750	1,750	1,750	-	0.00%
010-40-500-52600	Other Classes & Programs	-	140,996	-	78,660	255,000	255,000	255,000	255,000	255,000	-
Total Expenditures		550,362	628,176	555,878	348,735	838,802	836,362	838,802	838,802	282,924	50.90%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	4	4	4	4	4	4	4
Part-time	35	35	35	36	36	36	36

Budget Variances for Department Requests

Increase in Other Classes & Program Offset due to creation of a new revenue account. Previously, this was shown on the expenditure side as an off set to Other Classes & Programs. In the past, \$295,000 this has not been a budgeted line item.

\$14,824 Increase in Salaries F/T due to step increase for 3 positions and Gross Wage Increase for all positions.

\$14,800 Increase in Salaries P/T due to addition of hours due to expansion of Soccer and Flag Football programs.

Increase in Credit Card Fees due to increased utilization of credit cards for program registration fees. This line item is used to pay the conveyance fees charged by banks for credit card sales for \$550 program reg using RecTrac. Previously, these fees were covered from the Program revenue.

Increase in Other Classes & Program Offset due to budgeting this line item for the first time. This account is offset by the revenue budgeted in Other Classes & Programs Offset. In the past, this \$255,000 has not been a budgeted line item.

Goals for Budget Year

- We plan on offering our residents a wide variety of recreation activities as well as instituting some new programs during FY 2013
- Reassume responsibility for the Flag Football program. Previously, the program was run by an outside organization.
- Evaluate potential new programs based on resident's comments and suggestions.

Recreation - Administration and Program

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Recreation Director	S	2	\$ 102,616	3	\$ 91,150	\$ 96,692	\$ 98,600	\$ 102,616	\$ 107,366
Asst. Recreation Director	M	2	81,276	3	68,931	73,122	76,439	79,541	85,391
Recreation Supervisor			-		63,081	-	-	-	-
Office Manager	H	3	56,904	4	47,712	50,613	51,601	56,904	59,785
Administrative Asst. II	E	4	53,717	4	51,460	54,588	55,662	53,717	55,060
Full Time Salaries			<u>294,514</u>		<u>322,334</u>	<u>275,015</u>	<u>282,302</u>	<u>292,778</u>	<u>307,602</u>
Salary Adjustment			-		12,893	-	-	-	-
Total Full Time			<u>294,514</u>		<u>335,227</u>	<u>275,015</u>	<u>282,302</u>	<u>292,778</u>	<u>307,602</u>
Part Time									
Office Clerk	N.C.		16,700		6,125	16,370	16,700	17,000	17,005
Tennis Court Attendant	N.C.		24,300		21,500	23,840	24,300	25,000	25,500
Day Camp Director (4)	N.C.		15,100		14,250	14,820	15,100	15,500	15,800
Day Camp Specialist (7)	N.C.		16,155		15,250	15,860	16,155	16,500	16,800
Camp Counselor (14)	N.C.		23,860		22,500	23,400	23,860	24,115	24,600
Activity Aide (3)	N.C.		4,775		4,500	4,680	4,775	4,775	17,870
Security and Patrol	N.C.		4,110		3,875	4,030	4,110	4,110	4,225
Total Part Time			<u>105,000</u>		<u>88,000</u>	<u>103,000</u>	<u>105,000</u>	<u>107,000</u>	<u>121,800</u>
Miscellaneous Pay									
Overtime			3,000		6,000	5,750	5,750	3,000	3,250
Total Miscellaneous Pay			<u>3,000</u>		<u>6,000</u>	<u>5,750</u>	<u>5,750</u>	<u>3,000</u>	<u>3,250</u>
Total Salary			<u>402,514</u>		<u>429,227</u>	<u>383,765</u>	<u>393,052</u>	<u>402,778</u>	<u>432,652</u>
					4.24%	-10.59%	2.42%	2.47%	7.42%

Department: Recreation-Waveny

It is the mission of the New Canaan Recreation Department to enhance quality of life for New Canaan residents by utilizing all resources under our control including public parks, public buildings, and public facilities to foster beneficial use of personal and family time for recreation and leisure. To accomplish this, we will provide and promote a wide variety of quality recreation services that meet citizen needs and interests at a reasonable cost.

Mission

Revenues

This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-40-510-51005	Salaries F/T	49,322	49,945	51,861	24,189	54,486	54,486	54,486	54,486	2,625	5.06%
010-40-510-51010	Salaries P/T	8,000	8,119	8,000	4,503	8,250	8,250	8,250	8,250	250	3.13%
010-40-510-51015	Salaries O/T	24,500	27,044	22,000	13,755	22,250	22,250	22,250	22,250	250	1.14%
010-40-510-51150	O/S Contract Service	21,500	22,921	21,500	6,033	14,000	14,000	14,000	14,000	(7,500)	-34.88%
010-40-510-51295	Repairs Parks And Trails	1,500	-	1,500	-	1,500	1,500	1,500	1,500	-	0.00%
010-40-510-51500	Advertising	-	-	750	-	750	750	750	750	-	0.00%
010-40-510-51505	Postage	450	-	450	-	450	450	450	450	-	0.00%
010-40-510-51510	Voice / Data	475	348	350	-	375	375	375	375	25	7.14%
010-40-510-51610	Fuel Oil / Propane	-	553	-	-	-	-	-	-	-	-
010-40-510-51655	Supplies Office	400	50	400	-	400	400	400	400	-	0.00%
010-40-510-51660	Supplies - General	10,500	8,940	10,500	3,320	10,500	10,500	10,500	10,500	-	0.00%
010-40-510-51705	Equip China / Silverware	750	690	750	417	750	750	750	750	-	0.00%
010-40-510-51710	Equip Furniture	2,000	1,846	2,000	1,934	2,000	2,000	2,000	2,000	-	0.00%
010-40-510-51925	Major Maintenance Reserve	19,000	10,816	19,000	14,506	19,000	19,000	19,000	19,000	-	0.00%
Total Expenditures		138,397	129,273	139,061	68,657	134,711	134,711	134,711	134,711	(4,350)	-3.13%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	1	1	1	1	1	1	1
Part-time	1	1	1	1	1	1	1

Budget Variances for Department Requests

\$2,625 Increase in Salaries F/T due to step increase and Gross Wage Increase.

Decrease in O/S Contract Service due to movement of cleaning contract for Lapham Community Center to Park Buildings and movement of Waveny House landscaping contract from Park Buildings. (\$7,500)

Goals for Budget Year

- Continue to provide a facility for community meetings and events as well as a rental facility for social events.

Recreation - Waveny

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
<u>Full Time</u>									
Resident Custodian	F	3	\$ 51,861	4	\$ 47,425	\$ 48,374	\$ 49,322	\$ 51,861	\$ 54,486
Custodian			-		45,036	-	-	-	-
Full Time Salaries			<u>51,861</u>		<u>92,461</u>	<u>48,374</u>	<u>49,322</u>	<u>51,861</u>	<u>54,486</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>51,861</u>		<u>92,461</u>	<u>48,374</u>	<u>49,322</u>	<u>51,861</u>	<u>54,486</u>
<u>Part Time</u>									
Part time			8,000		-	-	8,000	8,000	8,250
Total Part Time			<u>8,000</u>		<u>-</u>	<u>-</u>	<u>8,000</u>	<u>8,000</u>	<u>8,250</u>
<u>Miscellaneous Pay</u>									
Overtime			22,000		29,000	27,500	24,500	22,000	22,250
Total Miscellaneous Pay			<u>22,000</u>		<u>29,000</u>	<u>27,500</u>	<u>24,500</u>	<u>22,000</u>	<u>22,250</u>
Total Salary			<u>81,861</u>		<u>121,461</u>	<u>75,874</u>	<u>81,822</u>	<u>81,861</u>	<u>84,986</u>
					5.62%	-37.53%	7.84%	0.05%	3.82%

Department: Recreation-Paddle Tennis

It is the mission of the New Canaan Recreation Department to enhance quality of life for New Canaan residents by utilizing all resources under our control including public parks, public buildings, and public facilities to foster beneficial use of personal and family time for recreation and leisure. To accomplish this, we will provide and promote a wide variety of quality recreation services that meet citizen needs and interests at a reasonable cost.

Mission

Revenues

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-40-520-41640	Paddle Tennis Fees	32,000	37,339	40,000	30,435	38,500	38,500	38,500	38,500	(1,500)	-3.75%
Total Revenue		32,000	37,339	40,000	30,435	38,500	38,500	38,500	38,500	(1,500)	-3.75%

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted 2013	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-40-520-51010	Salaries P/T	18,000	16,075	18,350	16,509	18,700	18,700	18,700	18,700	350	1.91%
010-40-520-51265	Repairs Courts	6,900	6,995	6,900	1,385	6,900	6,900	6,900	6,900	-	0.00%
010-40-520-51510	Voice / Data	850	728	700	500	750	750	750	750	50	7.14%
010-40-520-51655	Supplies Office	250	22	250	-	250	250	250	250	-	0.00%
010-40-520-51660	Supplies - General	1,250	656	1,250	90	1,250	1,250	1,250	1,250	-	0.00%
010-40-520-51720	Equip Heaters / Snowblowers	850	800	850	-	850	850	850	850	-	0.00%
010-40-520-51915	Property Repair/Maintenance	-	-	-	259	-	-	-	-	-	-
Total Expenditures		28,100	25,276	28,300	18,743	28,700	28,700	28,700	28,700	400	1.41%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	5	5	5	5	5	5	5

Budget Variances for Department Requests

None

Goals for Budget Year

- Continue to provide a Winter Recreational Activity for the Community.

Recreation - Paddle Tennis

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
<u>Part Time</u>									
Court Attendants	N.C.		\$ 18,350		\$ 15,000	\$ 17,500	\$ 18,000	\$ 18,350	\$ 18,700
Total Part Time			<u>18,350</u>		<u>15,000</u>	<u>17,500</u>	<u>18,000</u>	<u>18,350</u>	<u>18,700</u>
Total Salary			<u>18,350</u>		<u>15,000</u>	<u>17,500</u>	<u>18,000</u>	<u>18,350</u>	<u>18,700</u>
					3.45%	16.67%	2.86%	1.94%	1.91%

Department: Recreation-Park Buildings

It is the mission of the New Canaan Recreation Department to enhance quality of life for New Canaan residents by utilizing all resources under our control including public parks, public buildings, and public facilities to foster beneficial use of personal and family time for recreation and leisure. To accomplish this, we will provide and promote a wide variety of quality recreation services that meet citizen needs and interests at a reasonable cost.

Mission

Revenues

This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr/(Dcr)	% 2013 Over 2012
010-40-530-51010	Salaries P/T	3,500	-	3,500	-	3,500	3,500	3,500	3,500	-	0.00%
010-40-530-51110	Office Equip Lease/Rental	2,600	1,615	2,250	994	2,000	2,000	2,000	2,000	(250)	-11.11%
010-40-530-51150	O/S Contract Service	25,050	11,789	25,700	2,125	11,700	11,700	11,700	11,700	(14,000)	-54.47%
010-40-530-51210	O/S Refuse Service	12,550	16,435	14,000	5,326	14,000	14,000	14,000	14,000	-	0.00%
	Repairs Machinery And Equipment	9,250	10,721	9,250	694	9,500	9,500	9,500	9,500	250	2.70%
010-40-530-51510	Voice / Data	750	1,682	750	-	1,700	1,700	1,700	1,700	950	126.67%
010-40-530-51610	Fuel Oil / Propane	81,700	86,229	81,700	23,253	98,150	98,150	98,150	98,150	16,450	20.13%
010-40-530-51660	Supplies - General	6,700	6,456	6,900	2,683	7,250	7,250	7,250	7,250	350	5.07%
010-40-530-51800	Electricity	105,000	103,087	105,000	43,645	105,000	105,000	95,334	95,334	(9,666)	-9.21%
010-40-530-51820	Water	6,350	7,127	7,800	2,684	8,900	8,900	8,900	8,900	1,100	14.10%
010-40-530-51905	Property Cleaning	28,250	26,186	27,500	15,057	48,350	48,350	48,350	48,350	20,850	75.82%
010-40-530-51915	Property Repair / Maintenance	62,000	58,274	62,000	30,046	62,000	62,000	62,000	62,000	-	0.00%
Total Expenditures		343,700	329,601	346,350	126,507	372,050	372,050	362,384	362,384	16,034	4.63%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

(\$14,000) Decrease in Contract Service due to movement of landscape/plantings back to Waveny House Budget.

\$16,450 Increase in Fuel Oil/Propane based on contractual cost and current usage.

\$20,850 Increase in Property Cleaning due to transfer of Lapham Community Center cleaning costs and contractual cleaning rates.

Goals for Budget Year

- Continue to maintain and operate the eight facilities located in the Town Parks.

Recreation - Waveny Park Buildings

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
<u>Part Time</u>									
Custodian	N.C.		\$ 3,500		\$ 4,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
Total Part Time			<u>3,500</u>		<u>4,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
Total Salary			<u>3,500</u>		<u>4,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
					0.00%	-22.22%	0.00%	0.00%	0.00%

Department: Recreation-Civic Activities

It is the mission of the New Canaan Recreation Department to enhance quality of life for New Canaan residents by utilizing all resources under our control including public parks, public buildings, and public facilities to foster beneficial use of personal and family time for recreation and leisure. To accomplish this, we will provide and promote a wide variety of quality recreation services that meet citizen needs and interests at a reasonable cost.

Mission

Revenues

This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-40-540-51210	O/S Refuse Service	7,000	4,398	7,000	3,780	7,000	7,000	7,000	7,000	-	0.00%
010-40-540-51660	Supplies - General	1,700	1,936	1,700	688	1,750	1,750	1,750	1,750	50	2.94%
010-40-540-52515	Prog Band Concert	8,750	8,330	8,750	5,437	9,250	9,250	9,250	9,250	500	5.71%
010-40-540-52545	Prog Light Sound	750	609	750	-	750	750	750	750	-	0.00%
010-40-540-52555	Prog Memorial Day	2,500	2,000	2,500	-	2,500	2,500	2,500	2,500	-	0.00%
Total Expenditures		20,700	17,273	20,700	9,905	21,250	21,250	21,250	21,250	550	2.66%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$500 Increase in Prog Band Concert reflects increase in cost for bands.

Goals for Budget Year

- Continue to provide a selection of passive recreation activities for the community. The most significant events are the Family Fourth, Memorial Day parade and summer concerts.

Department: Recreation-Lapham Community Center

It is the mission of the New Canaan Recreation Department to enhance quality of life for New Canaan residents by utilizing all resources under our control including public parks, public buildings, and public facilities to foster beneficial use of personal and family time for recreation and leisure. To accomplish this, we will provide and promote a wide variety of quality recreation services that meet citizen needs and interests at a reasonable cost.

Mission

Revenues

Account #	Description	Budget	Actual	Adopted	6 Month	Department	Selectmen	Bd of Finance	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	Request	Approved	Approved	2013	Incr(Dcr)	Over 2012
010-40-550-41710	Senior Citizens Program	90,000	89,693	90,000	54,862	90,000	90,000	90,000	90,000	-	0.00%
010-40-550-41745	Senior Program Lunches	4,000	3,350	3,500	1,304	3,500	3,500	3,500	3,500	-	0.00%
Total Revenue		94,000	93,043	93,500	56,166	93,500	93,500	93,500	93,500	-	0.00%

Expenditures

Account #	Description	Budget	Actual	Adopted	6 Month	Department	Selectmen	Bd of Finance	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	Request	Approved	Approved	2013	Incr(Dcr)	Over 2012
010-40-550-51005	Salaries F/T	134,849	135,782	138,566	68,823	143,994	143,994	143,994	143,994	5,428	3.92%
010-40-550-51015	Salaries O/T	1,200	1,403	1,200	1,005	1,250	1,250	1,250	1,250	50	4.17%
010-40-550-51115	Dues And Subscriptions	175	200	275	-	275	275	275	275	-	0.00%
010-40-550-51505	Postage	1,750	1,049	1,500	627	1,500	1,500	1,500	1,500	-	0.00%
010-40-550-51510	Voice / Data	2,300	2,188	2,300	254	2,300	2,300	2,300	2,300	-	0.00%
010-40-550-51520	Credit Card Fees	-	60	-	-	400	400	400	400	400	-
010-40-550-51605	Food	14,000	8,455	12,000	3,827	11,000	11,000	11,000	11,000	(1,000)	-8.33%
	Supplies Program Inc. Sporting										
010-40-550-51635	Good	1,900	1,290	1,900	-	1,900	1,900	1,900	1,900	-	0.00%
010-40-550-51655	Supplies Office	11,000	9,389	11,000	5,486	11,000	11,000	11,000	11,000	-	0.00%
010-40-550-51660	Supplies - General	1,650	49	1,650	-	1,500	1,500	1,500	1,500	(150)	-9.09%
010-40-550-52550	Prog Meeting Expense	84,000	74,438	84,000	33,133	80,000	80,000	80,000	80,000	(4,000)	-4.76%
Total Expenditures		252,824	234,302	254,391	113,155	255,119	255,119	255,119	255,119	728	0.29%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY 2013	Bd of Finance FY 2013	Adopted FY 2013
Full-time	2	2	2	2	2	2	2
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$5,428 Increase in Salaries F/T due to step increase for 1 position and Gross Wage Increase for all positions.

Increase in Credit Card Fees due to increased utilization of credit cards for program registration fees. This line item is used to pay the conveyance fees charged by banks for credit card sales for program reg using RecTrac. Previously, these fees were covered from the Program revenue.

Goals for Budget Year

- The goal of the LCC staff is to continue to provide a wide variety of both active and passive programs for the adult community
- Evaluate the usage of volunteers or part-time employees in the future.

Recreation - Lapham Community Center

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Senior Service Director	L	3	\$ 80,304	4	\$ 68,932	\$ 73,123	\$ 76,439	\$ 79,541	\$ 84,365
Program Director	H	4	58,327	4	54,003	57,286	58,410	59,025	59,785
Full Time Salaries			<u>138,631</u>		<u>122,935</u>	<u>130,409</u>	<u>134,849</u>	<u>138,566</u>	<u>144,150</u>
Salary Adjustment			-		4,917	-	-	-	-
Total Full Time			<u>138,631</u>		<u>127,852</u>	<u>130,409</u>	<u>134,849</u>	<u>138,566</u>	<u>144,150</u>
Part Time									
Activities Assistant			-		-	-	-	-	-
Total Part Time			-		-	-	-	-	-
Miscellaneous Pay									
Overtime			1,200		-	1,200	1,200	1,200	1,250
Total Miscellaneous Pay			<u>1,200</u>		<u>-</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,250</u>
Total Salary			<u>139,831</u>		<u>127,852</u>	<u>131,609</u>	<u>136,049</u>	<u>139,766</u>	<u>145,400</u>
					8.26%	2.94%	3.37%	2.73%	4.03%

Department: Recreation-Special Persons

It is the mission of the New Canaan Recreation Department to enhance quality of life for New Canaan residents by utilizing all resources under our control including public parks, public buildings, and public facilities to foster beneficial use of personal and family time for recreation and leisure. To accomplish this, we will provide and promote a wide variety of quality recreation services that meet citizen needs and interests at a reasonable cost.

Mission

Revenues

This Department does not have revenues

Expenditures

<u>Account #</u>	<u>Description</u>	<u>Budget 2011</u>	<u>Actual 2011</u>	<u>Adopted Budget 2012</u>	<u>6 Month Actual 12/31/2011</u>	<u>Department Request 2013</u>	<u>Selectmen Approved 2013</u>	<u>Bd of Finance Approved 2013</u>	<u>Adopted 2013</u>	<u>\$ '13 Budget Incr(Dcr)</u>	<u>% 2013 Over 2012</u>
010-40-560-51010	Salaries P/T	14,900	9,455	14,900	2,840	12,500	12,500	12,500	12,500	(2,400)	-16.11%
010-40-560-51660	Supplies - General	-	-	-	-	-	-	-	-	-	-
010-40-560-52550	Prog Meeting Expense	2,750	1,515	2,750	625	2,400	2,400	2,400	2,400	(350)	-12.73%
Total Expenditures		17,650	10,970	17,650	3,465	14,900	14,900	14,900	14,900	(2,750)	-15.58%

<u>Authorized Positions</u>	<u>Adopted FY 2010</u>	<u>Adopted FY 2011</u>	<u>Adopted FY 2012</u>	<u>Requested FY 2013</u>	<u>Selectmen FY2013</u>	<u>Bd of Finance FY2013</u>	<u>Adopted FY2013</u>
Full-time	-	-	-	-	-	-	-
Part-time	7	7	7	7	7	7	7

Budget Variances for Department Requests

None

Goals for Budget Year

- To continue to provide a bi-weekly program for individuals in the community with Special needs.

Recreation - Special Persons

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
<u>Part Time</u>									
Program Specialist	N.C.		\$ 14,900		\$ 14,900	\$ 14,900	\$ 14,900	\$ 14,900	\$ 12,500
Total Part Time			<u>14,900</u>		<u>14,900</u>	<u>14,900</u>	<u>14,900</u>	<u>14,900</u>	<u>12,500</u>
Total Salary			<u>14,900</u>		<u>14,900</u>	<u>14,900</u>	<u>14,900</u>	<u>14,900</u>	<u>12,500</u>
					0.00%	0.00%	0.00%	0.00%	-16.11%

Department: Recreation-Kiwanis

It is the mission of the New Canaan Recreation Department to enhance quality of life for New Canaan residents by utilizing all resources under our control including public parks, public buildings, and public facilities to foster beneficial use of personal and family time for recreation and leisure. To accomplish this, we will provide and promote a wide variety of quality recreation services that meet citizen needs and interests at a reasonable cost.

Mission

Revenues

This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-40-570-51010	Salaries P/T	56,750	51,173	58,000	22,768	59,450	59,450	59,450	59,450	1,450	2.50%
010-40-570-51510	Voice / Data	900	1,165	1,400	449	1,400	1,400	1,400	1,400	-	0.00%
010-40-570-51610	Fuel Oil/Propane			-	156	-	-	-	-	-	-
010-40-570-51660	Supplies - General	2,750	1,380	2,500	206	2,500	2,500	2,500	2,500	-	0.00%
010-40-570-51670	Supplies - Chemicals	7,500	4,553	7,500	4,202	7,500	7,500	7,500	7,500	-	0.00%
010-40-570-51730	Uniforms & Equipment	1,800	1,800	1,800	-	1,900	1,900	1,900	1,900	100	5.56%
010-40-570-51800	Electricity	-	435	-	-	-	-	-	-	-	-
010-40-570-51915	Property Repair / Maintenance	3,000	1,083	3,000	449	3,000	3,000	3,000	3,000	-	0.00%
Total Expenditures		72,700	61,589	74,200	28,231	75,750	75,750	75,750	75,750	1,550	2.09%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	19	19	19	19	19	19	19

Budget Variances for Department Requests

None

Goals for Budget Year

- Kiwanis Park provides a beach facility to compliment the Waveny Pool. It also provides recreational swim opportunities for the Waveny Day Camp, Day Care Center and YMCA Day Camp.

Kiwanis Park

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Part Time									
Aquatic Supervisor	N.C.		\$ 14,000		\$ 12,350	\$ 12,350	\$ 13,000	\$ 14,000	\$ 14,350
Lifeguards	N.C.		26,250		33,500	25,000	26,000	26,250	38,175
Lifeguard Captain	N.C.		11,000		9,900	9,900	11,000	11,000	-
Gate Attendant Kiwanis	N.C.		6,750		6,750	6,750	6,750	6,750	6,925
Total Part Time			<u>58,000</u>		<u>62,500</u>	<u>54,000</u>	<u>56,750</u>	<u>58,000</u>	<u>59,450</u>
Total Salary			<u>58,000</u>		<u>62,500</u>	<u>54,000</u>	<u>56,750</u>	<u>58,000</u>	<u>59,450</u>
					2.46%	-13.60%	5.09%	2.20%	2.50%

Health & Human Services

Department: Human Services Administration

Mission Assist residents in need of critical essentials such as food, shelter, safety, health and provide referrals for support services and counseling. We also administer for the town, state and federal welfare programs.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-50-600-51005	Salaries F/T	337,663	343,292	359,862	171,183	439,906	315,926	315,926	315,926	(43,936)	-12.21%
010-50-600-51010	Salaries P/T	92,600	71,787	93,750	38,636	35,000	123,750	123,750	123,750	30,000	32.00%
010-50-600-51015	Salaries O/T	-	4,330	1,000	847	1,000	1,000	1,000	1,000	-	0.00%
010-50-600-51115	Dues And Subscriptions	1,000	1,519	1,000	480	1,000	1,000	1,000	1,000	-	0.00%
010-50-600-51320	Travel	1,100	1,541	1,100	206	1,100	1,100	1,100	1,100	-	0.00%
010-50-600-51505	Postage	850	590	850	344	800	800	800	800	(50)	-5.88%
010-50-600-51510	Voice / Data	2,950	3,824	4,050	746	4,050	4,050	4,050	4,050	-	0.00%
010-50-600-51655	Supplies Office	2,200	2,142	2,000	1,055	2,000	2,000	2,000	2,000	-	0.00%
010-50-600-52300	General Assistance	22,500	20,745	22,500	6,255	22,500	22,500	22,500	22,500	-	0.00%
010-50-600-52560	Prog Meeting Expense	12,000	10,549	11,500	2,711	11,000	11,000	11,000	11,000	(500)	-4.35%
Total Expenditures		472,863	460,320	497,612	222,463	518,356	483,126	483,126	483,126	(14,486)	-2.91%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY 2013	Bd of Finance FY 2013	Adopted FY 2013
Full-time	5	5	5	6	4	4	4
Part-time	1	2	2	1	3	3	3

Budget Variances for Department Requests

Increase in Salaries F/T due to step increases for 4 positions and Gross Wage Increase for all positions. The FY2013 budget combines Human Services and Youth Services budgets into \$12,968 one. Prior year Budget and Actuals have been adjusted to reflect the merging of the 2 Departments.

\$67,076 Increase in Salaries F/T due to moving a Community Health Nurse from P/T to F/T.

(\$58,750) Net decrease in Salaries P/T due to moving a Community Health Nurse from P/T to F/T and a wage increase for the remaining part-time position.

Goals for Budget Year

- Provide consistent, timely, and courteous service and meet the resident needs to the best of our ability.
- Improve and expand our outreach to those in need.
- Educate the public about all of the services that are available and assist clients with managing personal, emotional and financial problems.

Human Services Administration

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Director Health & Human Services	S	2	\$ 102,193	3	\$ 88,475	\$ 91,355	\$ 96,772	\$ 102,193	\$ 107,366
Senior Outreach Worker	I	2	63,844	3	57,250	60,146	61,254	63,844	67,076
Community Nurse (1)	I	3	-	3	-	-	-	-	-
Coordinator of Youth & Family Services	L	0	72,134	0	61,296	64,397	67,626	72,134	76,044
Youth & Family Specialist	I	0	61,919	2	52,277	54,104	56,368	61,919	65,440
Administrative Assistant	H		-	2	52,876	54,556	55,643	57,896	-
Full Time Salaries			<u>300,090</u>		<u>312,173</u>	<u>324,558</u>	<u>337,663</u>	<u>357,986</u>	<u>315,926</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>300,090</u>		<u>312,173</u>	<u>324,558</u>	<u>337,663</u>	<u>357,986</u>	<u>315,926</u>
Part Time									
Administrative Assistant			-		-	-	-	-	30,000
Senior Caseworker (48 weeks)			35,000		34,560	-	35,000	35,700	35,000
Part-Time Nurse Consultant (1)			58,750		57,600	57,600	57,600	59,925	58,750
Part Time Salaries			<u>93,750</u>		<u>92,160</u>	<u>57,600</u>	<u>92,600</u>	<u>95,625</u>	<u>123,750</u>
Miscellaneous Pay									
Overtime			1,000		-	-	-	1,000	1,000
Total Miscellaneous Pay			<u>1,000</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
Total Salary			<u>394,840</u>		<u>404,333</u>	<u>382,158</u>	<u>430,263</u>	<u>454,611</u>	<u>440,676</u>
					25.11%	-5.48%	12.59%	5.66%	-3.07%

Notes:

- (1) Department requested Move Nurse Consultant from Part-Time to Full-Time beginning in 2012-2013.
- (2) Combined Human Services Administration and Youth Services in 2012-2013.

Department: Health & Sanitation

Mission Control preventable diseases through education, inspections, monitoring, and to enforce the federal, state, and local codes, laws and regulations for maintaining and promoting public health.

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-250-41205	Refuse & Septic Inspections	3,000	3,600	3,000	-	3,000	3,000	3,000	3,000	-	0.00%
010-10-250-41220	Restaurant Permits	25,000	32,401	25,000	25,125	25,000	25,000	25,000	25,000	-	0.00%
010-10-250-41225	Barbers & Salons	4,000	2,900	4,000	675	4,000	4,000	4,000	4,000	-	0.00%
010-10-250-41323	Well Permits	1,500	5,775	3,000	2,050	3,000	3,000	3,000	3,000	-	0.00%
010-10-250-41345	Lot Testing	7,500	9,000	8,000	4,875	7,500	7,500	7,500	7,500	(500)	-6.25%
010-30-410-41320	Sewer And Water Permits	15,000	13,125	15,000	7,191	15,000	15,000	15,000	15,000	-	0.00%
Total Revenue		56,000	66,801	58,000	39,916	57,500	57,500	57,500	57,500	(500)	-0.86%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
010-10-250-51005	Salaries F/T	233,265	203,360	153,669	77,209	214,272	214,272	214,272	214,272	60,603	39.44%
010-10-250-51010	Salaries P/T	34,000	49,475	76,330	42,774	41,760	41,760	41,760	41,760	(34,570)	-45.29%
010-10-250-51015	Salaries O/T	-	263	500	1,446	500	500	500	500	-	0.00%
010-10-250-51115	Dues And Subscriptions	550	612	550	-	550	550	550	550	-	0.00%
010-10-250-51155	O/S Contractors	19,000	11,262	19,000	5,363	19,000	19,000	19,000	19,000	-	0.00%
010-10-250-51240	Prof Service	1,000	856	1,000	-	1,000	1,000	1,000	1,000	-	0.00%
010-10-250-51245	Prof Serv Hlth Dir Retainage	35,000	16,650	35,000	21,475	35,000	35,000	35,000	35,000	-	0.00%
010-10-250-51247	Public Health Services	18,000	17,786	18,000	15,617	18,000	18,000	18,000	18,000	-	0.00%
010-10-250-51320	Travel	2,200	1,071	2,100	-	1,500	1,500	1,500	1,500	(600)	-28.57%
010-10-250-51505	Postage	700	555	700	211	700	700	700	700	-	0.00%
010-10-250-51510	Voice / Data	950	705	950	-	950	950	950	950	-	0.00%
010-10-250-51655	Supplies Office	1,800	1,568	1,800	376	1,800	1,800	1,800	1,800	-	0.00%
Total Expenditures		346,465	304,163	309,599	164,471	335,032	335,032	335,032	335,032	25,433	8.21%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	3	3	2	3	3	3	3
Part-time	2	2	2	1	1	1	1

Budget Variances for Department Requests

Increase in Salaries F/T due to movement of Sanitarian from Part-time to Full-time (\$58,326) and Gross Wage Increase for all positions. Increasing the Sanitarian to F/T will qualify her \$60,603 to take part 2 of the Septic course.

(\$34,570) Decrease in Salaries P/T due to movement of Sanitarian from Part-time to Full-time.

(\$600) Decrease in Travel based on historical actual.

Goals for Budget Year

- The Health Dept will continue to provide consistent, timely, and courteous service to residents.
- Revise Town ordinance to allow the Department to charge a Pool Inspection Fee.
- Develop educational materials about health, wellness and prevention for various groups and seniors in the community.

Health & Sanitation

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
Health Director			\$ -		\$ 79,210	\$ 83,671	\$ 87,871	\$ -	\$ -
Environmental Health Sanitarian	L	4	96,593	4	89,229	91,014	92,806	96,593	99,008
Sanitarian (1)	H	3	-	3	-	-	-	-	58,326
Office Secretary	G	4	55,549	4	50,578	51,590	52,588	55,549	56,938
Full Time Salaries			<u>152,142</u>		<u>219,017</u>	<u>226,274</u>	<u>233,265</u>	<u>152,142</u>	<u>214,272</u>
Salary Adjustment			-		-	-	-	-	-
Total Full Time			<u>152,142</u>		<u>219,017</u>	<u>226,274</u>	<u>233,265</u>	<u>152,142</u>	<u>214,272</u>
Part Time									
Part Time Administrative			-		11,000	-	-	-	-
Part Time Sanitarian			36,000		28,500	15,000	15,000	36,720	-
Part Time Public Health Nurse			40,330		18,000	14,000	19,000	41,137	41,760
Total Part Time			<u>76,330</u>		<u>57,500</u>	<u>29,000</u>	<u>34,000</u>	<u>77,857</u>	<u>41,760</u>
Miscellaneous Pay									
Overtime			-		-	-	-	500	500
Total Miscellaneous Pay			<u>-</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>500</u>
Total Salary			<u>228,472</u>		<u>276,517</u>	<u>255,274</u>	<u>267,265</u>	<u>230,499</u>	<u>256,532</u>
					19.08%	-7.68%	4.70%	-13.76%	11.29%

Notes:

(1) Move Sanitarian from Part-Time to Full-Time beginning in 2012-2013.

Department: Human Services Agencies

Mission The agencies and services listed below provide services to the residents in the community.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
010-50-630-52307	Chores	7,500	5,940	7,500	1,352	5,000	5,000	5,000	5,000	(2,500)	-33.33%
010-50-630-52310	Getabout	40,000	40,000	44,000	22,000	48,000	48,000	48,000	48,000	4,000	9.09%
010-50-630-52311	Outback	28,000	28,000	28,000	14,000	28,000	28,000	28,000	28,000	-	0.00%
010-50-630-52313	Norwalk Transit District	10,000	10,367	17,500	4,850	17,500	17,500	17,500	17,500	-	0.00%
010-50-630-52321	Kids In Crisis	50,000	50,000	50,000	20,000	50,000	50,000	50,000	50,000	-	0.00%
010-50-630-52330	New Canaan Cares	15,000	15,000	15,000	7,500	15,000	15,000	15,000	15,000	-	0.00%
010-50-630-52345	Child Guidance Center	5,000	5,000	5,000	2,500	5,000	5,000	5,000	5,000	-	0.00%
010-50-630-52355	Family And Childrens Aid Domestic Violence Crisis	2,000	2,000	2,000	-	-	-	-	-	(2,000)	-100.00%
010-50-630-52375	Cntr	5,000	5,000	5,000	4,833	5,000	5,000	5,000	5,000	-	0.00%
010-50-630-52380	Meals On Wheels	4,000	4,000	5,000	2,500	6,000	6,000	6,000	6,000	1,000	20.00%
Total Expenditures		166,500	165,307	179,000	79,535	179,500	179,500	179,500	179,500	500	0.28%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

- (\$2,500) Decrease in Chores as a result of Commission recommendation.
- \$4,000 Increase in the funding for Getabout as a result of Commission recommendation
- (\$2,000) Decrease in Family and Childrens Aid as a result of Commission recommendation.
- \$1,000 Increase to Meals on Wheels as a result of Commission recommendation

Goals for Budget Year

- Continue to meet the transportation needs of the residents.
- Meals on Wheels continues to provide services for our residents that are benevolent.

Other Outside Agencies

Department: Other Agencies

Mission Contributions to Outside organizations.

Revenues This Department does not have revenues

Expenditures

<u>Account #</u>	<u>Description</u>	<u>Budget 2011</u>	<u>Actual 2011</u>	<u>Adopted Budget 2012</u>	<u>6 Month Actual 12/31/2011</u>	<u>Department Request 2013</u>	<u>Selectmen Approved 2013</u>	<u>Bd of Finance Approved 2013</u>	<u>Adopted 2013</u>	<u>\$ '13 Budget Incr(Dcr)</u>	<u>% 2013 Over 2012</u>
010-50-635-52305	Day Care Center	28,516	27,957	29,371	14,686	29,958	29,958	29,958	29,958	587	2.00%
010-50-635-52315	Health/Welfare	229,500	233,579	236,385	-	236,385	236,385	236,385	236,385	-	0.00%
	Trans Private										
010-50-635-52340	Schools	369,200	360,799	376,584	166,250	385,999	385,999	385,999	385,999	9,415	2.50%
010-50-635-52390	Channel 79 TV	10,000	10,000	25,000	16,500	29,000	29,000	29,000	29,000	4,000	16.00%
	Probate Court										
010-50-635-52395	(Darien)	10,800	8,973	10,000	(38)	10,000	10,000	10,000	10,000	-	0.00%
Total Expenditures		648,016	641,308	677,340	197,398	691,342	691,342	691,342	691,342	14,002	2.07%

<u>Authorized Positions</u>	<u>Adopted FY 2010</u>	<u>Adopted FY 2011</u>	<u>Adopted FY 2012</u>	<u>Requested FY 2013</u>	<u>Selectmen FY2013</u>	<u>Bd of Finance FY2013</u>	<u>Adopted FY2013</u>
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$9,415 Increase in Trans Private Schools provided by BOE.

\$4,000 Increase in Channel 79 TV based on FY2012 adopted budget and \$4,000 transfer for liability, property and workers' compensation insurance. The transfer was approved by the BoF on 12/31/2011.

Board of Education

Department: Board of Education

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted	6 Month	Department	Selectmen	Bd of Finance	Adopted	\$ '13 Budget	% 2013
		2011	2011	Budget	Actual	Request	Approved	Approved	2013	Incr(Dcr)	Over 2012
				2012	12/31/2011	2013	2013	2013	2013		
010-90-700-52115	Group Insurance	9,087,400	9,087,400	9,087,400	4,500,000	9,087,400	9,087,400	9,087,400	9,087,400	-	0.00%
010-90-700-52700	Expense Summary	61,928,850	62,417,188	64,035,100	12,633,533	65,439,353	65,439,353	65,439,353	65,439,353	1,404,253	2.19%
Total Expenditures		71,016,250	71,504,588	73,122,500	17,133,533	74,526,753	74,526,753	74,526,753	74,526,753	1,404,253	1.92%

Library

Department: Library

Mission Enrich the town's intellectual and cultural life by providing free and convenient access to information, fostering lifelong learning, and encouraging the exchange of ideas.

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
	Town of New Canaan	1,838,815	1,838,815	1,893,980	946,990	1,931,880	1,921,880	1,921,880	1,921,880	27,900	1.47%
	State of Ct Grant	28,000	29,301	22,000	-	29,000	29,000	29,000	29,000	7,000	31.82%
	Annual Fundraising	350,000	428,754	400,000	253,000	410,000	410,000	410,000	410,000	10,000	2.50%
	Gifts	121,697	164,409	90,200	2,051,200	90,200	90,200	90,200	90,200	-	0.00%
	Grants	21,516	18,550	20,000	-	25,000	25,000	25,000	25,000	5,000	25.00%
	Friends	55,933	36,554	56,000	23,465	60,000	60,000	60,000	60,000	4,000	7.14%
	Fines and Charges	85,000	86,955	85,000	45,522	85,000	85,000	85,000	85,000	-	0.00%
	Meeting Room	7,500	2,185	7,500	767	2,500	2,500	2,500	2,500	(5,000)	-66.67%
	Public Copiers and Fax	6,600	6,793	6,600	3,484	6,600	6,600	6,600	6,600	-	0.00%
	Interest/Gains/Losses	50	69,170	50	(53,845)	8,000	8,000	8,000	8,000	7,950	15900.00%
	In Kind Gifts	-	17,805	-	-	10,000	10,000	10,000	10,000	10,000	-
	Total Revenue (Not budgeted)	2,515,111	2,699,291	2,581,330	3,270,583	2,658,180	2,648,180	2,648,180	2,648,180	66,850	2.59%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
	Salary Full Time	1,200,734	1,174,362	1,279,076	640,492	1,309,305	1,309,305	1,309,305	1,309,305	30,229	2.36%
	Salary Part Time	211,172	276,290	259,544	141,352	279,642	269,642	284,642	284,642	25,098	9.67%
	Salary OT	-	18,855	-	9,439	18,744	18,744	18,744	18,744	18,744	-
	403(B) Match	-	1,080	8,500	3,854	8,705	8,705	8,705	8,705	205	2.41%
	Payroll Taxes	103,686	108,073	113,080	56,772	116,025	116,025	116,025	116,025	2,945	2.60%
	Collection	333,887	302,378	326,000	197,783	324,475	324,475	324,475	324,475	(1,525)	-0.47%
	Electricity	78,960	74,317	80,000	44,007	80,000	80,000	80,000	80,000	-	0.00%
	Building/Grds/Maintenance	107,650	133,360	90,000	33,043	75,000	75,000	75,000	75,000	(15,000)	-16.67%
	Cleaning Service	28,998	34,449	35,000	17,879	36,050	36,050	36,050	36,050	1,050	3.00%
	Heating Fuel	15,500	18,454	15,000	4,996	19,945	19,945	19,945	19,945	4,945	32.97%
	Custodial Supplies	6,450	5,764	5,700	3,686	5,871	5,871	5,871	5,871	171	3.00%
	Water	2,700	2,245	3,500	1,299	2,735	2,735	2,735	2,735	(765)	-21.86%
	Refuse Collection	3,250	2,904	3,000	1,452	3,204	3,204	3,204	3,204	204	6.80%
	Maple Street Expenses	60,000	53,633	-	-	-	-	-	-	-	-
	Information Technology	49,281	48,643	30,000	21,496	62,500	62,500	62,500	62,500	32,500	108.33%
	Catalog & Network Maintenance	83,450	107,935	105,400	78,434	113,283	113,283	113,283	113,283	7,883	7.48%
	Programs	47,546	58,257	57,000	37,994	57,000	57,000	57,000	57,000	-	0.00%
	Printing	20,400	21,435	15,000	11,787	16,000	16,000	16,000	16,000	1,000	6.67%
	Telephone	2,819	2,075	2,800	1,297	2,400	2,400	2,400	2,400	(400)	-14.29%
	Audit/Actgr/Financial	24,421	47,891	28,000	15,838	28,000	28,000	28,000	28,000	-	0.00%
	Insurance	28,000	29,319	28,500	23,189	29,679	29,679	29,679	29,679	1,179	4.14%
	Supplies	22,150	27,337	22,080	9,002	23,000	23,000	23,000	23,000	920	4.17%
	Postage	12,400	11,865	10,900	7,472	12,000	12,000	12,000	12,000	1,100	10.09%
	Staff Education	9,700	6,631	6,000	1,767	4,619	4,619	4,619	4,619	(1,381)	-23.02%
	Library Equipment	15,432	15,749	15,500	9,449	15,500	15,500	15,500	15,500	-	0.00%
	Organization Dues	3,325	4,230	3,550	2,031	4,500	4,500	4,500	4,500	950	26.76%
	Interest Expense	43,200	43,366	38,200	2,891	-	-	-	-	(38,200)	-100.00%
	In Kind Expenses	-	17,805	-	-	10,000	10,000	10,000	10,000	10,000	-
	Total Expenditure	2,515,111	2,648,702	2,581,330	1,378,701	2,658,182	2,648,182	2,663,182	2,663,182	81,852	3.17%
	<i>Less Library Revenues</i>	<i>(676,296)</i>		<i>(687,350)</i>		<i>(726,300)</i>	<i>(726,300)</i>	<i>(726,300)</i>	<i>(726,300)</i>		
010-70-710-52700	Expense Summary	1,838,815		1,893,980	946,990	1,931,882	1,921,882	1,936,882	1,936,882	42,902	2.27%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	22	22	23	23	23	23	23
Part-time Equivalent	N/A	N/A	26	27	26	26	26

Budget Variances for Department Requests

\$30,229 Increase in Salary Full Time due to yearly salary increase.

\$20,098 Increase in Salary Part Time due to yearly increase and additional hours for two positions - Program and Development Assistants.

(\$15,000) Decrease in Building/Grds/Maintenance due to removal of Painting Project.

\$32,500 Increase in Information Technology due to Sierra Platform which is an upgrade to the Intergrated Library System.

(\$38,200) Decrease in Interest Expense due to mortgage being paid in full in FY12.

Goals for Budget Year

- Multi-year goal has been to increase staffing as well as streamline procedures in order to provide quality service. This year we are increasing hours in order to provide clerical assistance for programming and development.
- Upgrade 10 year old intergrated library system. (see budget narrative).

Library

Position Title	Present Salary	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Proposed
Full Time						
Library Director	\$ 124,000	\$ 120,000	\$ 120,000	\$ 123,600	\$ 123,891	\$ 125,240
Director, Library Services	104,040	100,000	102,000	104,040	104,040	106,641
Director, Library Advancement, Ex. Affairs	85,000	-	-	-	85,000	87,125
Director, Annual Appeal, Comm.	65,521	60,000	63,000	64,260	65,521	67,159
Director, Finance and Admin (was Business	80,000	70,040	70,040	70,040	80,000	82,000
Facilities Manager	38,751	34,471	36,195	38,005	38,751	39,720
Information Tech, Librarian	69,664	65,672	66,985	68,325	69,664	71,406
Reference Supervisor	67,000	87,928	89,687	91,481	67,000	68,675
Reference Librarian	72,661	68,496	69,866	71,263	72,661	74,478
Reference Librarian	47,320	51,102	52,124	54,991	47,320	48,503
Circulation Supervisor	51,711	46,000	48,300	50,715	51,711	53,004
Circulation Clerk	31,478	28,825	29,402	30,872	31,478	32,265
Circulation Clerk	31,681	29,012	29,592	31,072	31,681	32,473
Circulation Clerk	30,922	28,316	28,882	30,326	30,922	31,695
Circulation Clerk	31,188	28,560	29,131	30,588	31,188	31,968
Circulation Clerk	35,955	33,210	33,874	35,229	35,955	36,854
Children's Supervisor	58,642	54,219	55,303	57,515	58,642	60,108
Children's Librarian	48,611	-	46,711	47,320	48,611	49,826
Asst. Children's Specialist	43,652	27,182	28,541	42,812	43,652	44,743
Children's Clerk	28,032	22,553	25,936	27,492	28,032	28,733
Collection Mgmt Supervisor	63,648	60,000	61,200	62,424	63,648	65,239
Collection Mgmt Clerk	33,610	30,778	31,393	32,963	33,610	34,450
Collection Mgmt Clerk	36,098	33,056	33,717	35,403	36,098	37,000
Full Time Salaries	<u>1,279,185</u>	<u>1,079,420</u>	<u>1,151,879</u>	<u>1,200,736</u>	<u>1,279,076</u>	<u>1,309,305</u>
Salary Adjustment	-	-	-	-	-	-
Total Full Time	<u>1,279,185</u>	<u>1,079,420</u>	<u>1,151,879</u>	<u>1,200,736</u>	<u>1,279,076</u>	<u>1,309,305</u>
Part Time						
Administrative Assistant	-	-	-	-	10,608	11,726
PR Assistant/Circulation Clerk	-	-	-	-	27,560	29,114
Bookkeeper	-	-	-	-	26,000	26,120
Shelver	-	-	-	-	11,492	10,394

Position Title	Present Salary	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Proposed
Student Assistant					2,080	1,066
Student Assistant					1,560	1,230
Circulation Clerk					4,290	5,996
Circulation Clerk					4,732	5,197
Circulation Clerk					4,500	2,665
Circulation Clerk					7,160	7,235
Circulation Clerk					1,560	738
Circulation Clerk					7,090	7,445
Circulation Clerk					5,591	6,869
Circulation Clerk					2,327	4,770
Children's Librarian					17,650	16,700
Children's Sub., Program Host					8,034	8,235
Children's Sub.					5,351	3,075
Reference Librarian					5,947	5,117
Reference Librarian					4,386	5,567
Reference Librarian					16,900	17,787
Teen Librarian					20,280	24,716
Technical Services					11,997	14,054
Technical Services					21,739	18,964
IT Assistant					11,440	15,122
IT Assistant					14,872	15,244
Program Assistant	-	-	-	-	4,398	3,838
Development Assistant	-	-	-	-	-	10,660
Part Time Salaries	-	190,980	162,938	211,170	259,544	279,644
Total Part Time	-	190,980	162,938	211,170	259,544	279,644
<u>Miscellaneous Pay</u>						
Overtime	-	-	-	-	-	18,741
Total Miscellaneous Pay	-	-	-	-	-	18,741
Total Salary	1,279,185	1,270,400	1,314,817	1,411,906	1,538,620	1,607,690
% Change		0.00%	3.50%	7.38%	8.97%	4.49%

Debt Service

Department: Debt Service

Mission Principal and interest payments for bonded Town and school projects.

Revenues This Department does not have revenues

Expenditures

<u>Account #</u>	<u>Description</u>	<u>Budget 2011</u>	<u>Actual 2011</u>	<u>Adopted Budget 2012</u>	<u>6 Month Actual 12/31/2011</u>	<u>Department Request 2013</u>	<u>Selectmen Approved 2013</u>	<u>Bd of Finance Approved 2013</u>	<u>Adopted 2013</u>	<u>\$ '13 Budget Incr(Dcr)</u>	<u>% 2013 Over 2012</u>
010-80-750-52405	Bond Interest Schools	3,416,681	3,178,237	3,240,313	1,227,839	3,040,680	3,040,680	2,796,085	2,796,085	(444,228)	-13.71%
010-80-750-52410	Bond Interest Town	2,402,416	1,776,545	2,225,741	662,151	2,200,297	2,200,297	2,019,092	2,019,092	(206,649)	-9.28%
010-80-750-52415	Bond Prin School	4,753,862	4,806,542	5,204,272	-	5,005,457	5,005,457	5,005,457	5,005,457	(198,815)	-3.82%
010-80-750-52420	Bond Prin Town	2,973,091	2,902,316	2,886,413	162,595	3,706,671	3,706,671	3,706,671	3,706,671	820,258	28.42%
Total Expenditures		13,546,050	12,663,640	13,556,739	2,052,584	13,953,105	13,953,105	13,527,305	13,527,305	(29,434)	-0.22%

<u>Authorized Positions</u>	<u>Adopted FY 2010</u>	<u>Adopted FY 2011</u>	<u>Adopted FY 2012</u>	<u>Requested FY 2013</u>	<u>Selectmen FY2013</u>	<u>Bd of Finance FY2013</u>	<u>Adopted FY2013</u>
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$396,366 Increase in overall Debt Service based on repayment schedules for all issued debt and assumed new issue of \$9.7 million.

Debt Issues	School Asst.	69% School	All School	All School	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	Debt
	Public	Clean	Public	Public	Clean	Public	Public	Public	Public	Public	Public	Public	Public	Public	Public	Public	Debt
	Improvement	Water Loan	Improvement	Improvement	Water Loan	Improvement	Improvement	Improvement	Improvement	Improvement	Improvement	Improvement	Improvement	Improvement	Improvement	Improvement	Debt
Purpose of Issue	Bond	Bond	Bond	Bond	Bond II	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Totals
Issue Date	5/1/1993	10/28/1994	11/1/1995	8/1/1996	3/1/97 & 3/1/98	2/1/1999	Refunding	11/23/2002	4/1/2007	4/1/2005	3/1/2007	10/15/2010	3/1/2012	3/1/2013	3/1/2014		
Interest Rate	3.75-5.75%	2.00%	4.55-6.23%	4.75-6.0%	3.5% - 4.66%	2.00%	3.9-5.125%	4.09%	4.04%	4.39%	4.036%	2.92%	2.50%	2.75%	3.00%		
Original Issue	\$4,800,000	\$185,063	\$10,000,000	\$10,000,000	\$25,000,000	\$12,705,640	varied	\$16,300,000	\$20,538,426	\$45,700,000	\$23,000,000	\$16,500,000	\$9,700,000	\$11,000,000	\$15,275,000		
Rollover to Bonding					\$25,000,000		\$20,155,000		Refinancing								
Principal Maturity	Apr-1	Monthly	Nov-1	Nov-1	Mar-10	Monthly	Feb-1	Jun-1	Apr 1 / Oct 1	Apr 1 / Oct 1	Apr 1 / Oct 1	May 1 / Nov 1	Mar 1 / Sep 1				
									87.8% Schools	48.14% Schools			Projected	Projected	Projected		
Purpose of Debt Issue									12.2% Town	51.86% Town							Total Debt Issued
High School Asbestos	4,800,000		1,200,000				140,000		Refinanced								6,140,000
Sewage Treatment Plant		185,063				12,705,640		934,000	38,426								13,863,129
Landfill Closure			1,600,000				992,000										2,592,000
Incinerator Transfer Station			1,500,000				1,170,000										2,670,000
Elementary School			5,700,000	10,000,000	11,400,000		43,000										27,143,000
Saxe Middle School					13,600,000		8,400,000	1,435,000									23,435,000
High School Roof Repl.							1,080,000										1,080,000
Hwy Garage Relo. / Landsvap								6,940,000									6,940,000
Pool Project Waveny								3,640,000									3,640,000
Kiwanis Pavillion								600,000									600,000
Kiwanis Land Purchase																	0
BOE Office Building																	0
Wide Area Network								1,500,000									1,500,000
West School Roof								771,000									771,000
High School								480,000	18,000,000	22,000,000	20,000,000						60,480,000
Open Space Purchase										20,000,000							20,000,000
Roads and Curbs									2,500,000	2,500,000	2,500,000	12,304,000	4,000,000	2,500,000	2,500,000		28,804,000
Lapham Center Expansion										1,200,000							1,200,000
Police Station												1,666,000	0	0	2,000,000		3,666,000
EMS												1,420,000					1,420,000
Town Hall Upgrade											500,000	0	0	4,000,000	6,000,000		10,500,000
Bridge Replacement												0	1,200,000	1,600,000	925,000		3,725,000
School Energy Initiative												1,110,000	600,000				1,710,000
Locust Street Decking													2,600,000				2,600,000
Town Building Repairs													1,300,000	2,900,000	3,850,000		8,050,000
TOTAL DEBT ISSUED	\$ 4,800,000	\$ -	\$ 185,063	\$ 10,000,000	\$ 10,000,000	\$ 25,000,000	\$ 12,705,640	\$ 11,825,000	\$ 16,300,000	\$ 20,538,426	\$ 45,700,000	\$ 23,000,000	\$ 16,500,000	\$ 9,700,000	\$ 11,000,000	\$ 15,275,000	\$ 232,529,129

Consolidated Debt & Interest		School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	Debt
	Clean Water Loan	Clean Water Loan	Public Improvement	Public Improvement	Public Improvement	Public Improvement	Public Improvement	Public Improvement	Public Improvement	Public Improvement	Public Improvement	Public Improvement	Public Improvement	Repayment
Purpose of Issue	Bond	Bond II	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Totals
Issue Date	10/28/1994	2/1/1999	11/23/2002	3/15/2005	4/1/2005	3/1/2007	3/19/2009	9/29/2009	10/15/2010	3/1/2012	3/1/2013	3/1/2014		
Refunded				7/13/2010			Refunding	Refunding	New Money					
Interest Rate	2.00%	2.00%	4.09%	3.07%	4.39%	4.036%	3.13%	3.16%	2.92%	2.50%	2.75%	3.00%		
Original Issue	\$185,063	\$12,705,640	\$16,300,000	\$18,470,000	\$45,700,000	\$23,000,000	\$66,510,000	\$24,005,000	\$16,500,000	\$9,700,000	\$11,000,000	\$15,275,000		
Principal Maturity	Monthly	Monthly	Jun-1	Jun 15/ Dec 15	Apr 1 / Oct 1	Apr 1 / Oct 1	Apr 1 / Oct 1	Apr 1 / Oct 1	Apr 15 / Oct 15	Apr/Oct 1	Apr/Oct 1	Apr/Oct 1		
Fiscal Year	100% Town	100% Town	17.7 % School 77.6% Town 6.1% sewer	87.8% Schools 12.2% Town	48.14% Schools 51.86% Town	86.96% Schools 13.04% Town	A-79.73/20.27 B- 48.13/51.87	A-79.73/20.27 B- 48.13/51.87	6.7% school 93.3% Town	Projected	Projected	Projected	Fiscal Year	
2011-12	11,026	748,200	0	R 1,486,350	0	1,290,813	7,971,150	1,134,800	484,438	0	0	0	13,126,777	2011-12
2012-13	11,025	748,200	0	R 1,212,950	0	222,869	7,821,550	2,390,400	1,145,938	242,500	0	0	13,795,432	2012-13
2013-14	919	748,200	0	R 1,229,150	0	222,869	8,610,400	1,605,800	1,118,938	242,500	302,500	0	14,081,276	2013-14
2014-15	0	748,200	0	R 1,678,750	0	222,869	7,842,900	2,091,300	1,140,938	662,188	302,500	458,250	15,147,895	2014-15
2015-16	0	748,200	0	R 1,734,350	0	222,869	7,676,400	2,144,550	1,119,188	651,563	775,900	458,250	15,531,270	2015-16
2016-17	0	748,200	0	R 1,705,950	0	222,869	7,557,050	2,225,100	1,154,188	640,938	762,700	1,113,275	16,130,270	2016-17
2017-18	0	748,200	0	R 1,706,750	0	222,869	7,392,000	2,172,700	1,137,719	704,375	749,500	1,098,250	15,932,363	2017-18
2018-19	0	685,850	0	R 1,747,750	0	222,869	5,736,950	2,115,700	1,169,719	691,875	825,063	1,078,150	14,273,926	2018-19
2019-20	0	0	0	R 1,683,500	0	222,869	3,413,700	3,052,950	1,151,157	679,375	809,388	1,176,250	12,189,189	2019-20
2020-21	0	0	0	R 1,639,000	0	222,869	3,414,200	2,954,700	1,180,938	666,875	793,713	1,152,550	12,024,845	2020-21
2021-22	0	0	0	R 1,577,400	0	222,869	3,417,800	2,846,200	1,156,876	703,750	832,281	1,128,850	11,886,026	2021-22
2022-23	0	0	0	R 1,506,000	0	1,637,869	3,416,400	282,400	1,179,876	690,000	815,094	1,183,950	10,711,589	2022-23
2023-24	0	0	0	R 1,435,200	0	1,581,269	0	3,742,400	1,152,126	676,250	797,906	1,157,850	10,543,001	2023-24
2024-25	0	0	0	0	0	1,524,669	0	3,744,000	1,173,626	687,188	780,719	1,131,750	9,041,951	2024-25
2025-26	0	0	0	0	0	1,469,294	0	0	1,144,376	697,500	763,531	1,105,650	5,180,351	2025-26
2026-27	0	0	0	0	0	1,407,675	0	0	1,115,126	682,500	790,725	1,079,550	5,075,576	2026-27
2027-28	0	0	0	0	0	0	0	0	1,085,876	667,500	772,300	1,112,550	3,638,226	2027-28
2028-29	0	0	0	0	0	0	0	0	1,080,626	652,500	753,875	1,084,650	3,571,651	2028-29
2029-30	0	0	0	0	0	0	0	0	1,048,750	637,500	740,381	1,056,750	3,483,381	2029-30
2030-31	0	0	0	0	0	0	0	0	1,016,250	622,500	726,730	1,038,700	3,404,200	2030-31
2031-32	0	0	0	0	0	0	0	0	0	607,500	708,050	1,010,500	2,326,050	2031-32
2032-33	0	0	0	0	0	0	0	0	0	0	689,350	982,300	1,671,650	2032-33
2033-34	0	0	0	0	0	0	0	0	0	0	9350	954,100	963,450	
Total	\$ 22,970	\$ 5,923,250	\$ -	\$ 20,343,100	\$ -	\$ 11,140,279	\$ 74,270,500	\$ 32,503,000	\$ 21,956,669	\$ 12,506,875	\$ 14,501,575	\$ 20,562,125	\$ 213,730,345	
12-13 Budget														Debt
Town	11,025	748,200	0	147,980	0	29,062	2,642,902	774,906	1,069,160	227,500	0	0	5,730,504	Town
Pool	0	0	0	0	0	0	135,313	115,040	0	0	0	0	170,583	Pool
School	0	0	0	1,064,970	0	193,807	5,008,921	1,473,682	76,778	15,000	0	0	7,833,157	School
Theatre	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sewer	0	0	0	0	0	0	34,415	26,772	0	0	0	0	61,187	Sewer
	11,025	748,200	0	1,212,950	0	222,869	7,821,550	2,390,400	1,145,938	242,500	0	0	13,795,432	

PRINCIPAL PAYMENTS														Debt		
Purpose of Issue	Clean Water Loan Bond	Clean Water Loan Bond II	School/Town Public Improvement Bond	Debt Repayment Totals												
Issue Date	10/28/1994	2/1/1999	11/23/2002	3/15/2005	4/1/2005	3/1/2007	3/19/2009	9/29/2009	10/15/2010	3/1/2012	3/1/2013	3/1/2014				
Refunded Interest Rate	2.00%	2.00%	4.09%	3.07%	4.39%	4.036%	3.13%	3.16%	New Money	2.92%	2.50%	2.75%	3.00%			
Original Issue	\$185,063	\$12,705,640	\$16,300,000	\$18,470,000	\$45,700,000	\$23,000,000	\$66,510,000	\$24,005,000	\$16,500,000	\$9,700,000	\$11,000,000	\$15,275,000				
Rollover to Bonding				\$16,425,000		\$0										
Principal Outstanding	\$22,480	\$5,473,916	\$0	\$15,270,000	\$0											
Principal Maturity	Monthly	Monthly	Jun-1	Jun 15/Dec 15	Apr 1 / Oct 1	Apr 15 / Oct 15	Apr/Oct 1	Apr/Oct 1	Apr/Oct 1							
Fiscal Year	100% Town	100% Town	17.7 % School 77.5% Town	87.8% Schools 12.2% Town	48.14% Schools 51.86% Town	86.96% Schools 13.04% Town	A-79.73/20.27 B- 48.13/51.87	A-79.73/20.27 B- 48.13/51.87	6.7% school 93.3% Town	Projected	Projected	Projected		Fiscal Year	Total Debt O/S	
			4.8% sewer												End of Year	
2011-12	10,674	644,609	0	835,000	0	950,000	5,480,000	220,000					8,140,283	2011-12	155,306,113	
2012-13	10,889	657,620	0	595,000	0	0	5,505,000	1,480,000	675,000				8,923,509	2012-13	146,382,604	
2013-14	917	670,894	0	635,000	0	0	6,480,000	725,000	675,000				9,186,811	2013-14	137,195,793	
2014-15	0	684,435	0	1,110,000	0	0	5,990,000	1,225,000	725,000	425,000			10,159,435	2014-15	127,036,358	
2015-16	0	698,250	0	6,075,000	0	0	6,075,000	1,315,000	725,000	425,000	480,000		10,928,250	2015-16	116,108,108	
2016-17	0	712,344	0	1,230,000	0	0	6,210,000	1,435,000	775,000	425,000	480,000	665,000	11,932,344	2016-17	104,175,764	
2017-18	0	726,722	0	1,280,000	0	0	6,330,000	1,440,000	775,000	500,000	480,000	670,000	12,201,722	2017-18	91,974,042	
2018-19	0	679,042	0	1,385,000	0	0	4,965,000	1,455,000	825,000	500,000	570,000	670,000	11,049,042	2018-19	80,925,000	
2019-20			0	1,390,000	0	0	2,890,000	2,465,000	825,000	500,000	570,000	790,000	9,430,000	2019-20	71,495,000	
2020-21			0	1,415,000	0	0	3,035,000	2,490,000	875,000	500,000	570,000	790,000	9,675,000	2020-21	61,820,000	
2021-22			0	1,415,000	0	0	3,160,000	2,470,000	875,000	550,000	625,000	790,000	9,880,000	2021-22	51,940,000	
2022-23				1,410,000	0	0	3,160,000	2,470,000	875,000	550,000	625,000	870,000	9,065,000	2022-23	42,875,000	
2022-24				1,395,000	0	0	1,415,000	3,285,000	925,000	550,000	625,000	870,000	9,225,000	2023-24	33,650,000	
2023-24				1,380,000	0	0	1,415,000	3,460,000	925,000	550,000	625,000	870,000	8,060,000	2024-25	25,590,000	
2024-25							1,415,000	3,600,000	975,000	600,000	625,000	870,000	4,465,000	2025-26	21,125,000	
2025-26							1,395,000		975,000	600,000	670,000	870,000	4,485,000	2026-27	16,640,000	
2026-27							1,370,000		975,000	600,000	670,000	930,000	3,175,000	2027-28	13,465,000	
2027-28									1,000,000	600,000	670,000	930,000	3,200,000	2028-29	10,265,000	
2028-29									1,000,000	600,000	675,000	930,000	3,205,000	2029-30	7,060,000	
2029-30									1,000,000	600,000	680,000	940,000	3,220,000	2030-31	3,840,000	
2030-31										600,000	680,000	940,000	2,220,000	2031-32	1,620,000	
2031-32											680,000	940,000	1,620,000	2032-33	2,560,000	
2032-33												940,000	940,000	2033-34		
2033-34																
Total	\$ 22,480	\$ 5,473,916	\$ -	\$ 15,270,000	\$ -	\$ 7,960,000	\$ 59,405,000	\$ 23,780,000	\$ 16,500,000	\$ 9,700,000	\$ 11,000,000	\$ 15,275,000	\$ 164,386,396			
12-13 Budget																
Town	10,889	657,620	0	72,590	0	0	1,860,140	475,657	629,775	0	0	0	3,706,671			
Pool			0				95,237	75,347					170,583			
School	0	0	0	522,410	0	0	3,525,402	912,420	45,225	0			5,005,457			
Theatre													0			
Sewer			0				24,222	16,576					40,798			
	10,889	657,620	0	595,000	0	0	5,505,000	1,480,000	675,000	0	0	0	8,923,509			

INTEREST PAYMENTS		Clean	Clean	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	School/Town	Interest
		Water	Water	Public	Public	Public	Public	Public	Public	Public	Public	Public	Public	Repayment
Purpose of Issue		Loan	Bond II	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Bond	Totals
Issue Date		10/28/1994	2/1/1999	11/23/2002	3/15/2005	4/1/2005	3/1/2007	3/19/2009	9/29/2009	10/15/2010	3/1/2012	3/1/2013	3/1/2014	
Refunded					7/13/2010		3/20/2012	Refunding	Refunding	New Money				
Interest Rate		2.0%	2.0%	4.09%	3.07%	4.39%	4.036%	3.13%	3.16%	2.92%	2.50%	2.75%	3.00%	
Original Issue		\$185,063	\$12,440,686	\$16,300,000	\$18,470,000	\$45,700,000	\$23,000,000	\$66,510,000	\$24,005,000	\$16,500,000	\$9,700,000	\$11,000,000	\$15,275,000	
Rollover to Bonding														
Principal Maturity		Monthly	Monthly	1-Jun	Jun 15/ Dec 15	Apr 1 / Oct 1	Apr 15 / Oct 15	Apr1/Oct 1	Apr1/Oct 1	Apr1/Oct 1				
Fiscal Year		100% Town	100% Town	17.7 % School	87.8% Schools	48.14% Schools	86.96% Schools	A-79.73/20.27	A-79.73/20.27	6.7% school	Projected	Projected	Projected	
				77.5% Town	12.2% Town	91.86% Town	13.04% Town	B- 48.13/51.87	B- 48.13/51.87	93.3% Town				
				4.8% sewer										
2011-12	352	103,591		651,350		340,813	2,491,150	914,800	484,438				4,986,494	2011-12
2012-13	136	90,580		617,950		222,869	2,316,550	910,400	470,938	242,500			4,871,923	2012-13
2013-14	2	77,306		594,150		222,869	2,130,400	880,800	443,938	242,500	302,500		4,894,465	2013-14
2014-15	0	63,765		568,750		222,869	1,852,900	866,300	415,938	237,188	302,500	458,250	4,988,460	2014-15
2015-16	0	49,950		524,350		222,869	1,601,400	829,550	394,188	226,563	295,900	458,250	4,603,020	2015-16
2016-17	0	35,856		475,950		222,869	1,347,050	790,100	379,188	215,938	282,700	448,275	4,197,926	2016-17
2017-18		21,478		426,750		222,869	1,062,000	732,700	362,719	204,375	269,500	428,250	3,730,641	2017-18
2018-19		6,808		362,750		222,869	771,950	660,700	344,719	191,875	255,063	408,150	3,224,884	2018-19
2019-20				293,500		222,869	523,700	587,950	326,157	179,375	239,388	386,250	2,759,189	2019-20
2020-21				224,000		222,869	379,200	464,700	305,938	166,875	223,713	362,550	2,349,845	2020-21
2021-22				167,400		222,869	257,800	376,200	281,876	153,750	207,281	338,850	2,006,026	2021-22
2022-23				111,000		222,869	131,400	282,400	254,876	140,000	190,094	313,950	1,646,589	2022-23
2023-24				55,200			166,269	282,400	227,126	126,250	172,906	287,850	1,318,001	2023-24
2024-25							109,669	144,000	198,626	112,188	155,719	261,750	981,951	2024-25
2025-26							74,294		169,376	97,500	138,531	235,650	715,351	2025-26
2026-27							37,675		140,126	82,500	120,725	209,550	590,576	2026-27
2027-28									110,876	67,500	102,300	182,550	463,226	2027-28
2028-29									80,626	52,500	83,875	154,650	371,651	2028-29
2029-30									48,750	37,500	65,381	126,750	278,381	2029-30
2030-31									16,250	22,500	46,750	98,700	184,200	2030-31
2031-32										7,500	28,050	70,500	106,050	2031-32
2032-33											9,350	42,300	51,650	2032-33
2033-34											9,350	14,100	23,450	2033-34
Total	\$ 490	\$ 449,334	\$ -	\$ 5,073,100	\$ -	\$ 3,180,279	\$ 14,865,500	\$ 8,723,000	\$ 5,456,669	\$ 2,806,875	\$ 3,501,575	\$ 5,287,125	\$ 49,343,949	
														Total
12-13 Budget														Debt
Town	136	90,580	0	75,390	0	29,062	782,762	299,248	439,385	227,500	0	0	1,944,064	
Pool			0				40,076	39,693					79,770	
School	0	0	0	542,560	0	193,807	1,483,519	561,262	31,553	15,000			2,827,700	
Theatre													0	
Sewer			0				10,193	10,196					20,389	
	136	90,580	0	617,950	0	222,869	2,316,550	910,400	470,938	242,500	0	0	4,871,923	

Operating Transfers

Department: Operating Transfers

Mission Transfers from the General Fund to Other Funds.

Revenues This Department does not have revenues

Expenditures

<u>Account #</u>	<u>Description</u>	<u>Budget</u> <u>2011</u>	<u>Actual</u> <u>2011</u>	<u>Adopted</u> <u>Budget</u> <u>2012</u>	<u>6 Month</u> <u>Actual</u> <u>12/31/2011</u>	<u>Department</u> <u>Request</u> <u>2013</u>	<u>Selectmen</u> <u>Approved</u> <u>2013</u>	<u>Bd of Finance</u> <u>Approved</u> <u>2013</u>	<u>Adopted</u> <u>2013</u>	<u>\$ '13 Budget</u> <u>Incr(Dcr)</u>	<u>% 2013</u> <u>Over 2012</u>
010-05-790-51805	Town Util Sewer Contribution	76,125	76,125	76,125	-	76,125	76,125	76,125	76,125	-	0.00%
Total Expenditures		76,125	76,125	76,125	-	76,125	76,125	76,125	76,125	-	0.00%

<u>Authorized Positions</u>	<u>Adopted</u> <u>FY 2010</u>	<u>Adopted</u> <u>FY 2011</u>	<u>Adopted</u> <u>FY 2012</u>	<u>Requested</u> <u>FY 2013</u>	<u>Selectmen</u> <u>FY2013</u>	<u>Bd of Finance</u> <u>FY2013</u>	<u>Adopted</u> <u>FY2013</u>
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Capital

Town of New Canaan - Summary of 5 Year Capital Program

Category	2011-2012	2012-2013				5 Year Capital Plan					
	Prior Year	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	TwN Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
General Gov't	267,585	720,335	567,000	514,500	497,000	514,500	529,335	143,000	120,000	95,000	1,401,835
Police	111,750	881,350	156,650	156,650	136,650	156,650	790,045	194,610	158,850	149,350	1,449,505
Animal Control	5,500	37,500	27,000	27,000	27,000	27,000	-	-	-	-	27,000
Fire Dept	201,520	883,400	40,400	40,400	40,400	40,400	201,100	755,900	187,400	42,400	1,227,200
Fire Marshal	-	-	-	-	-	-	30,000	-	-	-	30,000
Ambulance	175,000	-	-	-	-	-	60,000	175,000	-	-	235,000
Emergency Management	46,000	87,000	37,000	37,000	2,000	37,000	852,000	902,000	402,000	52,000	2,245,000
Recreation	25,000	203,500	45,000	28,500	28,500	28,500	312,500	92,500	27,500	87,500	548,500
Pub Works Engineering	680,000	750,000	685,000	435,000	435,000	435,000	1,440,000	1,290,000	2,200,000	1,500,000	6,865,000
Pub Works Town Bldgs	484,500	115,000	240,000	205,000	205,000	205,000	815,000	1,715,000	205,000	365,000	3,305,000
Nature Center	41,000	35,000	-	-	-	-	135,000	100,000	100,000	100,000	435,000
Pub Works Highway	225,000	610,000	610,000	610,000	610,000	610,000	560,000	1,050,000	460,000	275,000	2,955,000
Pub Works Transfer Stn	16,000	-	-	-	-	-	16,000	-	16,000	-	32,000
Pub Works Parks	101,500	150,000	58,500	58,500	58,500	58,500	332,725	259,400	227,500	403,800	1,281,925
Pub Works Fields	313,000	70,000	70,000	70,000	70,000	70,000	187,000	710,000	955,000	3,200,000	5,122,000
Library	-	50,000	25,000	-	-	-	25,000	25,000	25,000	25,000	100,000
Total Town Capital	2,693,355	4,593,085	2,561,550	2,182,550	2,110,050	2,182,550	6,285,705	7,412,410	5,084,250	6,295,050	27,259,965
Total Bd. of Ed Paid by Town	1,310,627	1,731,785	1,690,785	965,785	965,785	965,785	540,000	550,000	1,435,000	975,000	4,465,785
Total General Fund Capital (a)	4,003,982	6,324,870	4,252,335	3,148,335	3,075,835	3,148,335	6,825,705	7,962,410	6,519,250	7,270,050	31,725,750
Total Sewer District	60,000	20,000	20,000	20,000	20,000	20,000	4,576,000	3,423,000	21,000	13,000	8,053,000
Town Wide Capital Program	4,063,982	6,344,870	4,272,335	3,168,335	3,095,835	3,168,335	11,401,705	11,385,410	6,540,250	7,283,050	39,778,750

Notes:

(a) In 2011-2012, \$1,918,735 of the \$4,003,982 was appropriated from the Capital and Non-Recurring Fund and \$5,500 was paid from the Dog Fund.

General Government

Rating Category		2011-2012	2012-2013			5 Year Capital Plan						
		Prior Yr. Approved	Dept. Request	Bd of Sel. Approved	Bd of Fin. Approved	Twn Cncl. Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
1	Town Hall Upgrade/Furniture	15,000	7,500	7,500	-	-	-	10,000	10,000	10,000	10,000	40,000
	Fixed Asset Valuation	-	-	-	-	-	-	40,000	-	-	-	40,000
	Town Clerk-Vault Reconfiguration (a)	20,000	-	-	-	-	-	-	-	-	-	-
1	Town Clerk-Document Scanning	15,000	25,000	25,000	25,000	25,000	25,000	20,000	-	-	-	45,000
2	Town Clerk-Backfile Conversion	5,000	5,000	5,000	5,000	5,000	5,000	4,000	3,000	-	-	12,000
	Town Clerk-Recodification (a)	7,000	-	-	-	-	-	-	-	-	-	-
1	IT-Hardware/Software Replacement	80,000	80,000	80,000	80,000	80,000	80,000	70,000	70,000	65,000	65,000	350,000
2	IT-Office Suite Upgrade	-	50,000	25,000	25,000	25,000	25,000	25,000	-	-	-	50,000
1	WAN End of Life Replacement	75,000	75,000	37,500	37,500	37,500	37,500	112,500	-	-	-	150,000
1	Assesor-Town Revaluation Full (2013)		225,000	225,000	225,000	225,000	225,000	225,000	-	-	-	450,000
1	P & Z-GIS Implementation	32,750	20,000	20,000	-	-	-	20,000	20,000	20,000	20,000	80,000
	P & Z Conservation Commission 5-Mile River Riparian Zone Study (a)	8,085	-	-	-	-	-	-	-	-	-	-
1	P & Z-2013 POCD Update	-	50,000	25,000	-	-	-	-	-	-	-	-
1	Parking-Replacement Pay Machines	16,000	65,000	65,000	65,000	47,500	47,500	-	-	-	-	47,500
2	Paking-New Vehicle		23,000	-	-	-	-	-	25,000	-	-	25,000
2	Building-Full size copier		17,000	17,000	17,000	17,000	17,000	-	-	-	-	17,000
1	Building-Scanning Land-use Records		77,835	35,000	35,000	35,000	35,000	42,835	-	-	-	77,835
	Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-	-
	Total	273,835	720,335	567,000	514,500	497,000	497,000	529,335	143,000	120,000	95,000	1,384,335

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -

Safety -

SFTY

Necessary for Essential Services- NES

Security -

SEC

Required Expansion of Facilities- EXPAND

Legally Required -

LEGAL

Required Maintenance PP&E- MAINT

Aesthetic needs & Other-

ASTOTH

(a) Appropriated from Capital & Non-Recurring Fund in FY2012.

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Town Hall Upgrade/Furniture"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replacement/upgrade of furniture at Town Hall"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Funds will be used for the purchase of replacement office furniture and equipment at Town Hall. Typical purchases are office chairs, filing cabinets and conference tables and chairs."/>		
Expected start date	<input type="text" value="Continuation from last year"/>	Expected completion date	<input type="text" value="Recurring"/>
Expected useful life of project/purchase (years)	<input type="text"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="7,500"/>
How was the project cost estimated?	<input type="text" value="Past years"/>
What other funding sources are available?	<input type="text" value="N/A"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="N/A"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Document Scanning"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Re-indexing, scanning and importing of historical land records"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	The indices and the actual documents of New Canaan's Land Records, dating back to 1977, are currently indexed, scanned, merged and are available electronically on two public search terminals located in the Town Clerk's vault. The indices are also available online. The Town Clerk's office is currently in the process of going back to 1971 using current capital funding at a cost of approximately \$35,200. The next phase will date from 1960 to 1970 and will cost approximately \$45,000, but can be spread over two years. The goal is to make the entire collection, dating back to 1801, available in an electronic format to provide easier and more efficient access.		
Expected start date	<input type="text" value="Continuation from last year"/>	Expected completion date	<input type="text" value="recurring"/>
Expected useful life of project/purchase (years)	<input type="text" value="indefinite"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="45,000"/>
How was the project cost estimated?	<input type="text" value="quote"/>
What other funding sources are available? What amount is available from other funding sources?	<input type="text" value="N/A"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="N/A"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text" value="N/A"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Backfile Conversion"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="yes"/>
Project Description	<input type="text" value="Scanning and microfilming of historic records"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<p>The Town Clerk's Office is currently in the process of scanning and microfilming Board and Commission records and miscellaneous records books for the purpose of preservation of these permanent Town records. There is also a conservation element as each volume is restored (i.e. Removing the acid from the pages to prevent further erosion of the record) as we scan and microfilm each book. Currently, these are irreplaceable records for which there is no back-up. This is an ongoing project that also involves a lot of prep work from the Town Clerk staff members.</p>		
Expected start date	<input type="text" value="Continuation from last year"/>	Expected completion date	<input type="text" value="Recurring"/>
Expected useful life of project/purchase (years)	<input type="text" value="indefinite"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="5,000"/>	
How was the project cost estimated?	<input type="text" value="Based on previous years' work"/>	
What other funding sources are available?	<input type="text" value="N/A"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="N/A"/>	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="IT Hardware / Software Replacement"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replacement of desktop pc's to thin-clients"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Improve desktop reliability. Lower energy costs. Cut cost of maintenance by nearly 2/3's. Get 7 to 10 years out of a desktop instead of 4 or 6."/>		
Expected start date	<input type="text" value="Continuation from last year"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="7 to 10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="80,000"/>
How was the project cost estimated?	<input type="text" value="Contacted multiple vendors, research via the web, and speaking to other IT professionals."/>
What other funding sources are available?	<input type="text" value="N/A"/>
What amount is available from other funding sources?	<input type="text" value=""/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="N/A"/>

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text" value="Reduces energy costs -100 traditional units cost approx \$1,456 per year to operate. 100 thin-clients would cost approx \$145 per year to operate. No machine down time so staff productivity stays up. Total cost of ownership goes from 4 to 6 years on a pc to 7 to 10 years on a thin-client device."/>
How was operating impact calculated?	<input type="text" value="Cost of each device is lower than traditional equipment and should last 2 to 3 years longer."/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Office Suite Replacement"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Replace Microsoft Office Suite for all users."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Current version of office 2003 is unable to support the newer functionality / features. Microsoft is phasing out 2003 products by 2012."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="8 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>
How was the project cost estimated?	<input type="text" value="Cost was given to us directly from Microsoft"/>
What other funding sources are available?	<input type="text" value="N/A"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="WAN Equipment Replacement"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replace all WAN essential equipment due to End of Life Support. Manufacturer will not support any longer."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="All old WAN equipment had reached End of Life. We cannot get support when it fails. The devices we are changing out control all building communications, both voice and data. With replacement equipment comes improved services."/>		
Expected start date	<input type="text" value="Continuation from last year"/>	Expected completion date	<input type="text" value="Dec-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years to 12 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="75,000"/>
How was the project cost estimated?	<input type="text" value="Bid Process to Cisco Business Partners for best price."/>
What other funding sources are available?	<input type="text" value="Trade in program if possible"/>
What amount is available from other funding sources?	<input type="text" value="Amounts vary depending on what equipment is returned."/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="Not always - Purchase the new hardware from the same manufacturer."/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="Give support for 1 year and reduces over all Support contract. Reduces energy costs. Improved technology"/>
How was operating impact calculated?	<input type="text" value="Market Study - Better technology (Smaller, faster, cheaper to operate)."/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="checkbox"/> Board of Selectmen			
<input type="checkbox"/> Board of Finance			
<input type="checkbox"/> Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Town Revaluation Full (2013)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="A full inspection and reappraisal of all real property"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. (Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)	<input type="text" value="Mandated by State Statute to revalue all real properties every 5 years"/>		
Expected start date	<input type="text" value="July 2012"/>	Expected completion date	<input type="text" value="March 2014"/>
Expected useful life of project/purchase (years)	<input type="text" value="5 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="450,000"/>
How was the project cost estimated?	<input type="text" value="Bid"/>
What other funding sources are available?	<input type="text" value="n/a"/>
What amount is available from other funding sources?	<input type="text" value="n/a"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="n/a"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="n/a"/>
How was operating impact calculated?	<input type="text" value="n/a"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="GIS Implementation"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Continual use and development of the GIS, working toward integration of town records and public access."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="The GIS has become a vital resource for land use staff, Public Works and the Tax Assessor. It is an untapped resource for other departments as well. The Assessor relies on the data for revaluation; Public Works uses the information on most road projects and Land Use utilizes GIS for enforcement purposes as well as long range planning."/>		
Expected start date	<input type="text" value="Ongoing"/>	Expected completion date	<input type="text" value="Ongoing"/>
Expected useful life of project/purchase (years)	<input type="text" value="N/A"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="20,000"/>
How was the project cost estimated?	<input type="text" value="Based on previous and projected needs."/>
What other funding sources are available?	<input type="text" value="We are currently pursuing a grant along with the SWRPA municipalities to wholly fund an aerial flight. We are hopeful of receiving full funding."/>
What amount is available from other funding sources?	<input type="text" value="We will delay any aerial flight if the grant is not received."/>
What amount is available from other funding sources?	<input type="text" value=""/>

Operating Impact

positions, reduced overtime, etc.)	<input type="text" value="Difficult to quantify."/>
How was operating impact calculated?	<input type="text" value=""/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="2013 POCD Update"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Document utilized by town to guide growth & development. Required 10-year update, mandated by state statute."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="As stated, the POCD is the guide document used by P&Z as well as all other Town bodies to guide future growth and development. Failure to update the plan may cause the town to be ineligible for discretionary state funding, which includes such things as bridge repair."/>		
Expected start date	<input type="text" value="Dec-12"/>	Expected completion date	<input type="text" value="Jul-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 Years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>	
How was the project cost estimated?	<input type="text" value="Determined based on previous 2003 POCD update and subsequent 2007 study of downtown."/>	
What other funding sources are available?	<input type="text" value="None I am aware of, but will continue to research."/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Replacement Pay Machines"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="yes"/>
Project Description	<input type="text" value="Replace 5 short term lot parking machines-Morse Ct., Park Street., Playhouse, Center and Locust Lot"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Machines have or will shortly reach 10 life span-in some cases currently working poorly. Revenue is lost when the machines are not working."/>		
Expected start date	<input type="text" value="Aug-12"/>	Expected completion date	<input type="text" value="Aug-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="65,000"/>
How was the project cost estimated?	<input type="text" value="quote"/>
What other funding sources are available?	<input type="text" value="none"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Vehicle"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="yes"/>
Project Description	<input type="text" value="replace 14 year old Geo tracker"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Necessary for parking dept. to patrol, hold collection canisters, transfer collection monies, hold maintenance tools for pay machines."/>		
Expected start date	<input type="text" value="Aug-12"/>	Expected completion date	<input type="text" value="same"/>
Expected useful life of project/purchase (years)	<input type="text"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="23,000"/>
How was the project cost estimated?	<input type="text" value="Based on similar vehicle"/>
What other funding sources are available?	<input type="text"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Full size copier"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="yes"/>
Project Description	<input type="text" value="Purchase full size copier for surveys, blue prints, maps, etc."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<p>Currently we drive to town hall or other private companies to have full size maps and drawings duplicated losing valuable office time and mileage. When copies are made as part of a FOIA request we can charge and recover some of the monies over time. This copier is for the use of all land use departments, collectively we make full size copies on daily basis having to leave our offices and drive to other locations for copies which we often pay as much as \$4.00 per page for. We can pass this cost along when it is for FOIA request but not when it for in house use.</p>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jul-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="15-20 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="17,000"/>	How was the project cost estimated?	<input type="text" value="From the town supplier for equipment such as this."/>
What other funding sources are available?	<input type="text" value="Appropriation of current year permit fees in excess of dept budget."/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="Time and mileage savings in not having to leave our offices to make copies."/>
How was operating impact calculated?	<input type="text" value="We currently make full size copies on a daily basis."/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Scanning land records"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="yes"/>
Project Description	<input type="text" value="Scanning and digitalizing all land use dept records for research by residents, attorneys, realtors, surveyors, et al"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	Currently office administrators perform physical searches through paper for all research requests every time properties are transferred or developed. While they are in the file room the front desk and phones are often being covered by dept heads or assistant dept heads. Research requests often take two weeks to complete which at times has delayed closings on properties. It is my opinion that we are not using our staff wisely nor are we providing a high enough level of service to residents, attorneys et al.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Aug-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="Unlimited"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="77,835"/>	
How was the project cost estimated?	<input type="text" value="Written estimate from company with State contract for scanning"/>	
What other funding sources are available?	<input type="text" value="Appropriation of current year permit fees in excess of dept budget."/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (<i>cost or savings resulting from new positions, reduced overtime, etc.</i>)	Savings in time required to perform physical land use records research for all land use departments.
How was operating impact calculated?	Bldg dept alone has approx 6-8 hours per week researching paper while inspectors cover phones for the office admin.

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Police

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan						
			Prior Yr. Approved	Dept. Request	Bd of Sel. Approved	Bd of Fin. Approved	Twn Cncl. Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
5	NES	Police vehicles	55,000	115,000	55,000	55,000	55,000	91,000	91,000	91,000	91,000	91,000	419,000
6	NES	Equipment for new vehicles	10,000	32,000	22,500	22,500	22,500	19,000	19,000	19,000	19,000	19,000	98,500
7	NES	Vehicle changeover costs	12,000	11,000	5,800	5,800	5,800	11,000	11,000	12,000	12,000	12,000	51,800
1	NES	Replace Radio consoles	-	460,000	-	-	-	460,000	-	-	-	-	460,000
2	NES	Renovate dispatch center	-	100,000	-	-	-	100,000	-	-	-	-	100,000
3	NES	Dispatch console furniture	-	28,000	-	-	-	28,000	-	-	-	-	28,000
4	NES	Digital recording system	-	20,000	-	-	-	20,000	-	-	-	-	20,000
8	NES	Portable radio replacement	30,000	30,000	20,000	20,000	20,000	30,000	20,000	10,000	-	-	80,000
9	NES	Mobile radio replacement (3)	-	10,000	10,000	10,000	10,000	12,000	12,000	12,000	-	-	46,000
10	NES	AED replacement (3)	-	5,500	5,500	5,500	5,500	5,500	-	-	-	-	16,500
11	NES	TASER replacement (5)	-	4,500	4,500	4,500	4,500	4,500	4,500	-	-	-	18,000
12	NES	Bullet proof vest replace (10)	-	4,350	4,350	4,350	4,350	3,045	2,610	4,350	4,350	-	18,705
13	NES	Traffic counting units (2) (a)	4,750	12,000	6,000	6,000	6,000	-	-	-	6,000	-	12,000
14	NES	Radar units for vehicles (2)	-	6,000	3,000	3,000	3,000	-	-	6,000	-	-	9,000
15	NES	License plate reader	-	20,000	20,000	20,000	-	-	20,000	-	-	-	20,000
16	ASTOH	Office furniture	-	7,000	-	-	-	-	9,000	-	-	11,000	20,000
17	ASTOH	Carpeting for building	-	10,000	-	-	-	-	-	-	-	-	-
18	ASTOH	Office painting	-	6,000	-	-	-	6,000	-	-	-	6,000	12,000
		Renovate Police Building	-	-	-	-	-	4,000,000	-	-	-	-	4,000,000
		Construction of indoor range	-	-	-	-	-	550,000	-	-	-	-	550,000
		Transferred to Bond Issue	-	-	-	-	-	(4,550,000)	-	-	-	-	(4,550,000)
		Total	111,750	881,350	156,650	156,650	136,650	790,045	194,610	158,850	149,350	1,429,505	

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -	Safety -	SFTY	Necessary for Essential Services-	NES
	Security -	SEC	Required Expansion of Facilities-	EXPAND
	Legally Required -	LEGAL	Required Maintenance PP&E-	MAINT
			Aesthetic needs & Other-	ASTOTH

(a) Appropriated from Capital & Non-Recurring Fund in FY2012.

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Replace radio consoles"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replace the two radio consoles in the dispatch center"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	Replace the two aging radio consoles in the dispatch center. They are near the end of their reliable, useful life and parts on no longer being manufactured to support the consoles. These consoles will be compatible with all other town radio systems and even other area police departments should dispatch regionalization happen in the future.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="15 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="460,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?		What amount is available from other funding sources?	<input type="text" value="N/A"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Renovate dispatch center"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Complete a renovation of the dispatch center."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	Project will be completed in conjunction with the replacement of our radio consoles. The dispatch center was poorly designed when last renovated in 1980. It needs to be renovated to have room for the new technology we are using today (monitoring, video, and electronics). It also needs to be renovated to be more "user friendly". It is prudent to complete this project prior to new radio consoles being installed. Price includes some new equipment.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="15"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="100,000"/>	How was the project cost estimated?	<input type="text" value="Best preliminary estimate at this time."/>
What other funding sources are available?		What amount is available from other funding sources?	<input type="text" value="N/A"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Dispatch console furniture"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase new furniture to accommodate the new radio consoles and complete the dispatch center renovation."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="Purchase new furniture to accommodate the new radio consoles and properly design the dispatch center to contain all the needed technology, screens, monitors and video equipment."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="15"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="28,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?		What amount is available from other funding sources?	<input type="text" value="N/A"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Digital recording system"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase a new digital recording system to record radio and telephone transmissions."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="The current recording system is old technology and has reached the end of its useful life. It is a critical piece of equipment that allows us to instantly check on what was said on police and other town department radio systems and what was said during phone conversations."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="20,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?		What amount is available from other funding sources?	<input type="text" value="N/A"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Purchase 4 new police vehicles"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase 4 new police vehicles"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="To purchase 4 new police vehicles. Two will be outfitted and used for normal patrol. A 4-door pick up truck will be purchased to be used for special patrol during storms and when barricades, signs or equipment need to be transported. The Special Response Team will also use this vehicle. The fourth vehicle will be an administrative vehicle."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="4+ years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="115,000"/>
How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers"/>
What other funding sources are available?	<input type="text" value="N/A"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Equipment for new vehicles"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Equipment for new police vehicles"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	To purchase the equipment to outfit the new vehicles. Equipment such as light bars, emergency lights, other electronics, rifle racks and prisoner containment systems. Total projected new equipment cost is \$32,000. This was discussed last year. Reason for the increased cost is due to the stopping the production of the Ford Crown Victoria police package vehicle.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="5"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="32,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?		What amount is available from other funding sources?	<input type="text" value="N/A"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Vehicle changeover costs"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Remove all equipment from old vehicles and install usable equipment into new vehicles."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="To remove all equipment and graphics from old vehicles and install the usable equipment into the new police vehicles. This project will also include installing the graphics on the new police vehicles. Cost will be \$11,000 for 4 vehicles."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="5 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="11,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>			
<input type="text" value="Board of Finance"/>			
<input type="text" value="Town Council"/>			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Portable radio replacement (10-12 radios)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Keep on current schedule to replace portable radios that are at the end of life span and non-repairable"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="Our current portable radios are approximately 10-12 years old and reaching the end of their life span. Replacement parts are not available and as the radios break down many of them are non-repairable unless we have parts on hand from other broken radios. Last year \$30,000 was budgeted to begin the replacement cycle. We need to continue our replacement strategy."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="12 - 15 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="30,000"/>	
How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>	
What other funding sources are available?	<input type="text" value="N/A"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Mobile radio replacement (3 radios)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Begin to replace mobile radios that are at the end of life span and non-repairable"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="Our current mobile radios are approximately 10-12 years old and reaching the end of their life span. Replacement parts are not available and as the radios break down many of them are non-repairable unless we have parts on hand from other broken radios."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="12 - 15 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="10,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Board of Finance"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Town Council"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	Automatic External Defibrillator (AED) replacement (3 units)	Is this project included in the most recent 5-Year Capital Improvement Plan?	No
Project Description	Begin the replacement schedule for our older Automatic External Defibrillators		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these currently being addressed? What alternatives have been considered? W</i>	Many of our AEDs have been donated to the department by citizens. The current AED model is being discontinued and will not be supported after 2015. We just had one break down and be non-repairable. We currently have 10 AED units in service.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="5,500"/>
How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="TASER replacement (5 TASERS)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Begin the replacement schedule for TASERS"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="We have 18 TASERS in the department. Many are shared, requiring that they be checked in and out by an officer at the beginning and end of their shift. The SRT members each have their own TASER. The TASERS are all over 5 years old and we need to begin the replacement process."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="5-7 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="4,500"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	Bullet proof vest replacement (10 vests)	Is this project included in the most recent 5-Year Capital Improvement Plan?	No
Project Description	Continue the replacement of officer's bullet proof vests.		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	An officer's bullet proof vest is provided upon their initial uniform and equipment issue. In the past, the federal government has reimbursed the department for 50% of the cost of the vest. A directive was issued in 2011 that in order to receive reimbursement, police departments would need to have a mandatory vest wear policy. We adopted such a policy and this will start a process of replacing vests every 5 years.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="5-6 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="4,350"/>
How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="Federal Government will contribute 50% of purchase price"/>
What amount is available from other funding sources?	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="Amount has been received from government for the last 10 years"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Purchase of traffic counting and speed monitoring devices (2 units)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Purchase 2 traffic counting and speed monitoring devices"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="Need identified via multiple requests from residents. Analyzed and approved by the Traffic Calming work group and the Police Commission. Additional devices will allow the department to better manage and enforce speed limits throughout the Town and be better able to identify and address complaints of excessive speeds in neighborhoods. Backlog to get current device on location is approximately 12 months."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="12,000"/>
How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Purchase of radar units (2 units)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Purchase 2 radar units to be placed in patrol vehicles"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="We have one unit in service that is 15 years old and frequently needs repair. The second unit will be placed in the new patrol vehicle that has just been approved."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="6,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="License plate reader (1 unit)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Purchase a License Plate Reader (LPR) to be placed on a patrol vehicle."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<p>This was suggested by a Town Council member last year. The unit is mounted on the exterior of the vehicle and reads every license plate that travels by. An alarm sounds if there is an active warrant or other alert on the vehicle or registered owner. It may generate revenue for the Parking Authority. It may prove useful for officers responding to a home invasion and nighttime burglary. Information obtained by the device can be shared with other police departments and we can obtain their data as well. Will generate revenue and help in investigating crimes. \$1,600 yearly maintenance.</p>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="20,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="\$1,600 yearly maintenance"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Officer Furniture"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase new office furniture."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="The furniture in the lobby of the police building is 30 years old and needs to be replaced. We will replace the old furniture in one other office as well."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="7,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from vendors."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Purchase of traffic counting and speed monitoring devices (2 units)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Purchase 2 traffic counting and speed monitoring devices"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="Need identified via multiple requests from residents. Analyzed and approved by the Traffic Calming work group and the Police Commission. Additional devices will allow the department to better manage and enforce speed limits throughout the Town and be better able to identify and address complaints of excessive speeds in neighborhoods. Backlog to get current device on location is approximately 12 months."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="12,000"/>
How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="License plate reader (1 unit)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Purchase a License Plate Reader (LPR) to be placed on a patrol vehicle."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<p>This was suggested by a Town Council member last year. The unit is mounted on the exterior of the vehicle and reads every license plate that travels by. An alarm sounds if there is an active warrant or other alert on the vehicle or registered owner. It may generate revenue for the Parking Authority. It may prove useful for officers responding to a home invasion and nighttime burglary. Information obtained by the device can be shared with other police departments and we can obtain their data as well. Will generate revenue and help in investigating crimes. \$1,600 yearly maintenance.</p>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="20,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from manufacturers."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="\$1,600 yearly maintenance"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Officer Furniture"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase new office furniture."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="The furniture in the lobby of the police building is 30 years old and needs to be replaced. We will replace the old furniture in one other office as well."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="7,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from vendors."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Carpet hallways"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Carpet the hallways in the police building."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="The carpets in the hallways of the police building are well worn and stained. New carpeting needs to be installed."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="10,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from vendors."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Office painting"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Paint offices in the police department building"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="Allocate money to paint several offices in the the police department building."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="6,000"/>	How was the project cost estimated?	<input type="text" value="Based on known prices from vendors."/>
What other funding sources are available?	<input type="text" value="N/A"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (<i>cost or savings resulting from new positions, reduced overtime, etc.</i>)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Animal Control

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan								
			Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)		
1	SFTY	ANIMAL CONTROL VEH.	-	23,000	23,000	23,000	23,000								23,000
1	NES	EQUIP/GRAPHICS VEH.	-	4,000	4,000	4,000	4,000								4,000
2	NES	GENERATOR UPGRADE	-	9,000	-	-	-								-
3	NES	10 DOG CRATES	1,500	1,500	-	-	-								-
		Window Replacement (2)	4,000	-	-	-	-								-
		Transferred to Bond Issue	-	-	-	-	-								-
		Total	5,500	37,500	27,000	27,000	27,000								27,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -

Safety -

SFTY

Necessary for Essential Services- NES

Security -

SEC

Required Expansion of Facilities- EXPAND

Legally Required -

LEGAL

Required Maintenance PP&E- MAINT

Aesthetic needs & Other-

ASTOTH

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="New Animal Control Vehicle"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase a new (used) vehicle to be used by the Animal Control Officers"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Animal Control vehicle has high mileage and is nearing the end of its realizable life. It should be replaced in the upcoming budget year."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="5 years or more"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="23,000"/>
How was the project cost estimated?	<input type="text" value="From past experience purchasing used vehicle of this type."/>
What other funding sources are available?	<input type="text"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project information

Project Name	<input type="text" value="Graphics, equipment and changeover for new A/C vehicle"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Apply graphics and install equipment in new Animal Control vehicle"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="If a new Animal Control Vehicle is purchased there will be an expense to buy and apply graphics, purchase new equipment for the vehicle and a changeover cost to take equipment out of the old vehicle and install the equipment in the new vehicle."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="5 years or more"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="4,000"/>
How was the project cost estimated?	<input type="text" value="From past experiences and known prices from vendors"/>
What other funding sources are available?	<input type="text"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Generator upgrade for dog pound"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Purchase adequately sized generator and provide electrical connection to provide power to Dog Pound"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Currently, if power is needed a portable generator is used to provide limited power to Dog Pound. An adequately sized generator needs to be purchase to provide the needed power to the Pound and electrical work needs to be completed so the generator runs effectively and safely."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="15 years or more"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="9,000"/>	How was the project cost estimated?	<input type="text" value="Previous purchase of similar equipment electrical work"/>
What other funding sources are available?	<input type="text"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Animal crates"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text"/>
Project Description	<input type="text" value="Purchase 10 animal crates for the boarding of animals during weather or other emergency situations"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Crates will be used to board animals in disaster type situations. If a shelter is open during an emergency, the people staying at the shelter will have the opportunity to bring their pets and have them located close by."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="20 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="1,500"/>	How was the project cost estimated?	<input type="text" value="Past experience with the same equipment"/>
What other funding sources are available?	<input type="text"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Fire

Rating	Category	2011-2012	2012-2013				5 Year Capital Plan					
		Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
1	SFTY	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	50,000
2	NES	7,320	7,000	7,000	7,000	7,000	7,000	7,000	8,000	8,000	8,000	37,000
3	NES	-	610,000	-	-	-	-	630,000	-	-	-	630,000
4	MAINT	-	233,000	-	-	-	-	100,200	54,500	35,000	-	189,700
5	NES	7,800	8,000	8,000	8,000	8,000	8,000	8,500	9,000	9,000	9,000	43,500
6	LEGAL	5,000	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	27,000
7	NES	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	50,000
	MAINT	-	-	-	-	-	-	22,000	-	-	-	22,000
	NES	-	-	-	-	-	-	10,000	10,000	-	-	20,000
	NES	-	-	-	-	-	-	28,000	-	-	-	28,000
	NES	-	-	-	-	-	-	-	30,000	-	-	30,000
	NES	-	-	-	-	-	-	-	40,000	2,000,000	-	2,040,000
	EXPAND	-	-	-	-	-	-	-	60,000	5,000,000	-	5,060,000
		97,000	-	-	-	-	-	-	-	-	-	-
		74,400	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	(7,000,000)	-	(7,000,000)
	Total	201,520	883,400	40,400	40,400	40,400	40,400	201,100	755,900	187,400	42,400	1,227,200

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -	Safety -	SFTY	Necessary for Essential Services-	NES
	Security -	SEC	Required Expansion of Facilities-	EXPAND
	Legally Required -	LEGAL	Required Maintenance PP&E-	MAINT
			Aesthetic needs & Other-	ASTOTH

- (a) Appropriated from Capital & Non-Recurring Fund in FY2012.
- (b) Board of Selectmen reduced to \$175,000 and moved to PW town Buildings

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	Personal Protective Equipment (PPE)	Is this project included in the most recent 5-Year Capital Improvement Plan?	No
Project Description	Replace old / non-compliant turn-out protective clothing (PPE)		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	Updated National Fire Protection Association (NFPA) 1851 Standard, requires the replacement of all personal protective equipment 10 years after date of manufacture. This request will fund the purchase of 7 complete sets of PPE which includes; coat, pants, boots, helmet, gloves, and hood identical to current issue PPE. All interior qualified personnel volunteer or career are issued the same equipment. This will be a future recurring expense.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="recurring"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="\$ 10,000"/>	Vendor bid price	
How was the project cost estimated?			
What other funding sources are available?		none	
What amount is available from other funding sources?			
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	Slight reduction in PPE maintenance cost
How was operating impact calculated?	Less old equipment on the line to repair

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Radio Replacement"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Option 1: Co-pay for AFG grant for mobile and portable radio purchase. Option 2 replacement pagers and portable radios"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Option 1: We applied for a federal grant of \$99,700 for radio upgrades. The required co-pay is \$5,000. I am confident we will receive the grant. The new radios will allow the FD to communicate with our neighboring fire departments (7 mobiles and 9 portables). Option2: If we do not receive the grant, the funding will be used to continue our pager and portable radio replacement program (5 portables and 5 pagers)."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="10+ years per radio"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="\$ 7,000"/>
How was the project cost estimated?	<input type="text" value="Option1: required co-pay for successful grant. Option2: vendor bid."/>
What other funding sources are available?	<input type="text" value="None"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="None"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>			
<input type="text" value="Board of Finance"/>			
<input type="text" value="Town Council"/>			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Pumper Replacement"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replace Engine 1 a 1996 Marion pumper per the apparatus replacement plan."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	National Fire Protection Association (NFPA) and fire services best practices recommend that fire department pumpers be placed into reserve status after 15 years of front line service. After 5 years of reserve service and 20 years of total serve the truck be disposed of.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="20 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="\$ 610,000"/>
How was the project cost estimated?	<input type="text" value="Similar units purchased in the area"/>
What other funding sources are available?	<input type="text" value="federal grant program (application submitted)"/>
What amount is available from other funding sources?	<input type="text" value="50% of expense"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="This grant is not guaranteed, we are not confident of winning this competitive grant."/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="Would reduce the Repairs Mobile Equipment operating line."/>
How was operating impact calculated?	<input type="text" value="New vehicles require less repairs than 15 year old vehicles."/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Savin Repair items"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Begin the building repairs recommended by the Savin report. Higher priority items will be in this budget and lower priority items in following years"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The Firehouse is an essential facility. Personnel live in this building 24-hours a day 365 days a year. Age and lack of maintenance have degraded its functionality. The building will not be replaced in the near term, repairs need to be made."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-16"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="\$ 233,000"/>
How was the project cost estimated?	<input type="text" value="Estimated costs listed in the Savin report"/>
What other funding sources are available?	<input type="text" value="None"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text" value="Reduce piecemeal repairs by making large repairs."/>
How was operating impact calculated?	<input type="text" value="New items require less repair than old items."/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>			
<input type="text" value="Board of Finance"/>			
<input type="text" value="Town Council"/>			

2012-2013 Capital Project Request

Department

Fire

Project Priority Ranking

5

Project Information

Project Name	Fire Hose	Is this project included in the most recent 5-Year Capital Improvement Plan?	Yes
Project Description	Fire Hose		
Rationale & Justification-Why the Town should spend money on this project/purchase. (Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)		Replace defective fire hose. All fire hose is tested annually per National Fire Protection Association guidelines. Lengths of hose that fail the test are disposed of and need to be replaced.	
Expected start date	Jul-12	Expected completion date	recurring
Expected useful life of project/purchase (years)	10-20 years		

Financial Information

Estimated Total Project Cost	8,000
How was the project cost estimated?	vendor bid price
What other funding sources are available?	None
What amount is available from other funding sources?	
Is the amount guaranteed? If not, what needs to be done to secure funding?	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	None
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="SCBA Air Bottles"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replace expired Self Contained Breathing Apparatus (SCBA) bottles"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	SCBA bottles are high pressure air containers. The U.S. Department of Transportation regulates their manufacture and use. Federal DOT regulations require that SCBA bottles be destroyed 10 years after their date of manufacture. We have a total of 50 bottles and replace 5 every year to distribute the expense.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="recurring"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="\$ 5,400"/>	
How was the project cost estimated?	<input type="text" value="Vendor bid price."/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="None"/>
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Water Supply Improvement"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Install new water sources for firefighting in the non-hydrant areas of New Canaan."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	About 70% of New Canaan has no municipal water system and operates off of wells. In the event of a fire, the FD must either bring all the water with them, or find alternate sources such as ponds, pools and tanks. This program builds infrastructure to be able to use these alternate water sources most efficiently by installing pipes and FD hook up to ponds pools and underground water tanks. funding is also used to repair existing infrastructure.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="recurring"/>
Expected useful life of project/purchase (years)	<input type="text" value="20 years per site"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="\$ 10,000.00"/>
How was the project cost estimated?	<input type="text" value="Past usage"/>
What other funding sources are available?	<input type="text" value="None"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="None"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Ambulance

Rating Category	2011-2012	2012-2013				5 Year Capital Plan					
	Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
Paramedic Vehicle	-	-	-	-	-	-	60,000	-	-	-	60,000
New Ambulance (a)	175,000	-	-	-	-	-	-	175,000	-	-	175,000
											-
Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-	-
Total	175,000	-	-	-	-	-	60,000	175,000	-	-	235,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -	Safety -	SFTY	Necessary for Essential Services-	NES
	Security -	SEC	Required Expansion of Facilities-	EXPAND
	Legally Required -	LEGAL	Required Maintenance PP&E-	MAINT
			Aesthetic needs & Other-	ASTOTH

(a) Appropriated from Capital & Non-Recurring Fund in FY2012.

Fire Marshal

Rating	Category	2011-2012	2012-2013				5 Year Capital Plan					
		Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
Maint	Replacement Vehicle	-	-	-	-	-	-	30,000	-	-	-	30,000
												-
	Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	30,000	-	-	-	30,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

- | | | | | |
|------------|--------------------|-------|-----------------------------------|--------|
| Category - | Safety - | SFTY | Necessary for Essential Services- | NES |
| | Security - | SEC | Required Expansion of Facilities- | EXPAND |
| | Legally Required - | LEGAL | Required Maintenance PP&E- | MAINT |
| | | | Aesthetic needs & Other- | ASTOTH |

Emergency Management

Rating Category		2011-2012	2012-2013			5 Year Capital Plan						
		Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
NES	Needs analysis for emergency services communications and specifications and bid package (a)	38,000	-	-	-	-	-	-	-	-	-	-
SEC	Renovate PD basement room for storage of CERT equipment (a)	6,000	-	-	-	-	-	-	-	-	-	-
3 MAINT	Portable Radio Maintenance	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	10,000	-
2 NES	ALERT AM Emergency Advisory Radio Station	-	50,000	-	-	-	50,000	-	-	-	50,000	-
1 EXPAND	EOC Relocation to 3rd floor of NCPD	-	35,000	35,000	35,000	-	-	-	-	-	-	-
4 NES	Communications equipment for emergency services communications and specification and bid package	-	-	-	-	-	800,000	900,000	400,000	50,000	2,150,000	-
	Total	46,000	87,000	37,000	37,000	2,000	852,000	902,000	402,000	52,000	2,210,000	

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -	Safety -	SFTY	Necessary for Essential Services-	NES
	Security -	SEC	Required Expansion of Facilities-	EXPAND
	Legally Required -	LEGAL	Required Maintenance PP&E-	MAINT
			Aesthetic needs & Other-	ASTOTH

(a) Project was funded from the Capital & Non-Recurring Fund in FY2012.

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Portable Radio Purchase"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Portable Radio Maintenance/Replacement"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>		The OEM maintains a small cache of portable radios to be used by various entities--CERT, CL&P during power restoration, etc. This budget allows us to purchase one radio/year.	
Expected start date	<input type="text" value="As needed based on repairs"/>	Expected completion date	<input type="text" value="1 month lead time"/>
Expected useful life of project/purchase (years)	<input type="text" value="5 years +"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="2,000"/>	
How was the project cost estimated?	<input type="text" value="Cost for 1 radio with charger, batteries, etc."/>	
What other funding sources are available?	<input type="text"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	minimal-this purchase will allow us to forgo costly repairs to our oldest portable radios.
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Alert AM"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="AM Radio solution for town-wide broadcast during disasters."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	The OEM has maxed out every known avenue of information dissemination to the public during crisis. There is a substantial portion of the population that we are unable to reach and the only known solution is to broadcast on an AM station dedicated to the Town. The OEM recently conducted a Town-wide survey and found a consistent demand for an AM radio solution.		
Expected start date	<input type="text" value="Testing has begun"/>	Expected completion date	<input type="text" value="June, 2012"/>
Expected useful life of project/purchase (years)	<input type="text" value="indefinitely"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>	
How was the project cost estimated?	<input type="text" value="based on initial estimates from vendor"/>	
What other funding sources are available?	<input type="text"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget (<i>cost or savings resulting from new positions, reduced overtime, etc.</i>)	maintenance costs are minimal; however, \$1,000 has been included in operation budget.
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="EOC Relocation/Stability"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="EOC needs to be moved to a semi-permanent location on the 3rd floor of NCPD."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	The Emergency Operations Center currently consists of technology that is both dated and unstable. The needs of the EOC have outgrown its initial intended use, which is to be expected. In order to maintain a functional EOC, to be used both in times of emergency and for training purposes, a semi-permanent platform needs to be built. Rebuilding in the current location is cost-prohibitive--as the 3rd floor is already built-out to suit our needs. Stability is critical for its function.		
Expected start date	<input type="text" value="Immediately"/>	Expected completion date	<input type="text" value="3 months"/>
Expected useful life of project/purchase (years)	<input type="text" value="10+ years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="35,000"/>
How was the project cost estimated?	Technology costs + installation: \$15,000, \$15,000 furniture, \$5,000 contingency
What other funding sources are available?	
What amount is available from other funding sources?	
Is the amount guaranteed? If not, what needs to be done to secure funding?	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	Initial cost of \$1,000 to purchase supplies included in operating budget for 2012/2013

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Public Works-Administration & Engineering

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan						
			Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
5	NES	Drainage	50,000	50,000	50,000	50,000	50,000	100,000	100,000	100,000	100,000	100,000	450,000
6	SFTY	Sidewalks	50,000	50,000	50,000	50,000	50,000	250,000	250,000	250,000	250,000	250,000	1,050,000
3	SFTY	Guiderails	25,000	25,000	-	-	-	25,000	25,000	25,000	25,000	25,000	100,000
		Parking Lots	-	-	-	-	-	100,000	100,000	100,000	100,000	100,000	400,000
		Crosswalk at Saxe (a)	25,000	-	-	-	-	-	-	-	-	-	-
		Traffic Calming - Island at Park and Bank Streets	-	-	-	-	-	200,000	-	-	-	-	200,000
		Signage and Striping	-	-	-	-	-	25,000	25,000	25,000	25,000	25,000	100,000
4	NES	Pavement Preservation	500,000	500,000	500,000	250,000	250,000	500,000	500,000	500,000	500,000	500,000	2,250,000
1	SFTY	West Road Culvert (a)	30,000	80,000	40,000	40,000	40,000	40,000	-	-	-	-	80,000
		Richmond Hill Culvert	-	-	-	-	-	50,000	250,000	-	-	-	300,000
		Bridge to the WWTF	-	-	-	-	-	150,000	-	1,200,000	-	-	1,350,000
2	SFTY	Bridge at Collins Pond (Ponus)(b)	-	45,000	45,000	45,000	45,000	-	-	-	-	250,000	295,000
		Bridge at Nursery Road	-	-	-	-	-	-	40,000	-	-	250,000	290,000
	NES	Pavement Management Program	4,000,000	-	-	-	-	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	8,000,000
		Transferred to Bond Issue	(4,000,000)	-	-	-	-	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(8,000,000)
		Total	680,000	750,000	685,000	435,000	435,000	1,440,000	1,290,000	2,200,000	1,500,000	1,500,000	6,865,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -	Safety -	SFTY	Necessary for Essential Services-	NES
	Security -	SEC	Required Expansion of Facilities-	EXPAND
	Legally Required -	LEGAL	Required Maintenance PP&E-	MAINT
			Aesthetic needs & Other-	ASTOTH

(a) Appropriated from Capital & Non-Recurring Fund in FY2012.

(b) Amounts are Town's share only, total cost in FY 15 = \$200,000 and total costs in FY17 = \$1,250,000

2012-2013 Capital Project Request

Department Project Priority Ranking

Project Information

Project Name	<input type="text" value="West Road Culvert"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replacement of top slab of the culvert"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="There is presently a hole through the slab which is now covered by a steel road plate. An engineering design was performed with the FY12 funds"/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Aug-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="20"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="80,000"/>	
How was the project cost estimated?	<input type="text" value="By the consultant, based on the design"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Bridge at Collins Pond (Ponus Ridge)"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replacement of the railings on the bridge"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The railings are substandard. (Replacement of the entire structure is anticipated for FY15 & FY17. The replacement is eligible for 80% state grants)."/>		
Expected start date	<input type="text" value="Summer 2012"/>	Expected completion date	<input type="text" value="Summer 2012"/>
Expected useful life of project/purchase (years)	<input type="text" value="10"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="45,000"/>	How was the project cost estimated?	<input type="text" value="Estimate from Contractor"/>
What other funding sources are available?		What amount is available from other funding sources?	<input type="text" value="State - Local Bridge Program for replacement"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?			<input type="text" value="80%"/>
			<input type="text" value="No. Apply in FY15"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>			
<input type="text" value="Board of Finance"/>			
<input type="text" value="Town Council"/>			

2012-2013 Capital Project Request

Department Project Priority Ranking

Project Information

Project Name	<input type="text" value="Pavement Preservation"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Pavement Preservation, FY13 - Cracksealing, Localized Repair and Micro-Thin Overlay"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	Annual road repair and maintenance is a requirement in order to properly maintain the Town's Roadway Infrastructure. Proper maintenance of new and existing facilities (cracksealing, localized repairs, micro-thin overlays, etc.) will ensure that they reach and exceed their normal life expectancies.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="7 - 10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="500,000"/>	Prior History of Similar Projects - Unit Price Calculation
How was the project cost estimated?	<input type="text" value="N/A"/>	
What other funding sources are available?	<input type="text" value="N/A"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	Reduced manpower and materials for maintenance/repair activities
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Drainage Improvements"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Drainage Improvements - FY13"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	Annual drainage repair, installation and maintenance is a requirement in order to properly maintain the Town's Roadway Infrastructure. Proper maintenance will ensure that they reach and exceed their normal life expectancies.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="20 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>	Prior History of Similar Projects - Unit Price Calculation
How was the project cost estimated?	<input type="text" value="N/A"/>	
What other funding sources are available?	<input type="text" value=""/>	
What amount is available from other funding sources?	<input type="text" value=""/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value=""/>	

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	Reduced manpower and materials for maintenance/repair activities
How was operating impact calculated?	<input type="text" value=""/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department Public Works - Engineering

Project Priority Ranking 6

Project Information

Project Name	<u>Sidewalk Improvements</u>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<u>Yes</u>
Project Description	<u>Sidewalk Improvements - FY13</u>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	Annual sidewalk repair and maintenance is a requirement in order to properly maintain the Town's Infrastructure. Proper maintenance will ensure that they reach and exceed their normal life expectancies. Proper maintenance should reduce the Town's exposure to litigation due to slips, trips and falls.		
Expected start date	<u>Jul-12</u>	Expected completion date	<u>Jun-13</u>
Expected useful life of project/purchase (years)	<u>20 years</u>		

Financial Information

Estimated Total Project Cost	<u>50,000</u>	Prior History of Similar Projects - Unit Price Calculation
How was the project cost estimated?		
What other funding sources are available?	<u>N/A</u>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	Reduced manpower and materials for maintenance/repair activities. Potential for reduced efforts in litigation.
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Guiderrail Improvements"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Guiderrail Improvements - FY13"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	Guiderrail repair and maintenance is a requirement in order to properly maintain the Town's Infrastructure. Proper maintenance will ensure that they adequately serve their intended purpose of protecting the motoring public. Proper maintenance should reduce the Town's exposure to litigation.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="20 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="25,000"/>	Prior History of Similar Projects - Unit Price Calculation
How was the project cost estimated?	<input type="text" value="N/A"/>	
What other funding sources are available?	<input type="text" value="N/A"/>	
What amount is available from other funding sources?	<input type="text" value=""/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value=""/>	

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	Reduced manpower and materials for maintenance/repair activities. Potential for reduced efforts in litigation.
How was operating impact calculated?	<input type="text" value=""/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
<input type="text" value="Board of Finance"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
<input type="text" value="Town Council"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Town Hall Renovations"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="Complete renovations of the Town Hall and construction of a parking deck at Locus ave Lot."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The Town Hall has been evaluated by two building committees and the Long Range Planning Committee, and all have recommended renovation/replacement, and alternates. The amount being requested will bring the project to the bidding phase."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="50 Years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="720,000"/>	How was the project cost estimated?	<input type="text" value="Earlier agreement for A/E services"/>
What other funding sources are available?	<input type="text" value="None"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text" value="Energy savings (roof, windows, insulation, HVAC, etc.)"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>			
<input type="text" value="Board of Finance"/>			
<input type="text" value="Town Council"/>			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Locust Lot"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="No"/>
Project Description	<input type="text" value="To design and construct a parking deck at the Locust Avenue lot to provide an additional 80 spaces."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	The parking deck will provide spaces for Town Hall employees, in order to accommodate an expansion of the Town Hall. It will also provide spaces for the commercial establishments in the area of Forest Street and Locust Avenue and Main Street. It has been recommended in the Long Range Plan and the Market Demand Study.		
Expected start date	<input type="text" value="July, 2012"/>	Expected completion date	<input type="text" value="July, 2013"/>
Expected useful life of project/purchase (years)	<input type="text" value="25"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="\$2,330,000"/>	
How was the project cost estimated?	<input type="text" value="Cost estimator for the LRPC"/>	
What other funding sources are available?	<input type="text" value="possible grant?"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="No"/>	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="none"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>			
<input type="text" value="Board of Finance"/>			
<input type="text" value="Town Council"/>			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Parks Garage at Saxe - Upgrade"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Upgrade Lunch area and office at Parks Garage"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="These spaces are cramped and dark and in need of upgrading. The building does not meet fresh air requirements, needs a new boiler, and some renovation work. 12 employees use this space for a lunch room and to rest during snow storms and emergencies."/>		
Expected start date	<input type="text" value="Oct-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="25"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="25,000"/>	Contractor's Estimate	<input type="text"/>
How was the project cost estimated?			
What other funding sources are available?		None	<input type="text"/>
What amount is available from other funding sources?			
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="None"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Waveny - ADA Bathrooms"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes - In Savin"/>
Project Description	<input type="text" value="Upgrading access to ADA bathroom and fixtures"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The existing bathroom does not meet ADA Requirements"/>		
Expected start date	<input type="text" value="Feb-13"/>	Expected completion date	<input type="text" value="Apr-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="25"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="15,000"/>	Contractor's Estimate (Note: Savin Report = \$32,000)
How was the project cost estimated?	<input type="text"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Waveny - Fire Escape"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes - In Savin"/>
Project Description	<input type="text" value="Prime and Paint and add railings at upper landing"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Existing conditions do not meet building code, metal stairs need painting."/>		
Expected start date	<input type="text" value="Apr-13"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="25"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="8,000"/>	Contractor's Estimate (Note: Savin Report \$37,500)	<input type="text"/>
How was the project cost estimated?	<input type="text"/>		
What other funding sources are available?	<input type="text" value="No"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Waveny - Access ramp on west side"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes - In Savin"/>
Project Description	<input type="text" value="Construct a ramp and railings for access to first floor"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Existing conditions do not meet ADA requirements."/>		
Expected start date	<input type="text" value="Mar-13"/>	Expected completion date	<input type="text" value="May-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="20"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="12,000"/>	
How was the project cost estimated?	<input type="text" value="Contractor's Estimate"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text" value="N/A"/>
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Wavemy - Slate walk to west side"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes - In Savin"/>
Project Description	<input type="text" value="Construct a slate walkway to existing stairs on west side"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="There are stairs at the west patio, but there is no walkway from the existing walkway to the stairs (30' +/-)"/>		
Expected start date	<input type="text" value="Aug-12"/>	Expected completion date	<input type="text" value="Sep-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="20"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="5,000"/>	Similar Work	<input type="text"/>
How was the project cost estimated?			
What other funding sources are available?		None	<input type="text"/>
What amount is available from other funding sources?			
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Irwin - Painting exterior Trim"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Paint exterior trim at Irwin"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Paint is peeling, exposing wood trim to the weather"/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Aug-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="20"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="20,000"/>	Similar Work	<input type="text"/>
How was the project cost estimated?			
What other funding sources are available?		None	<input type="text"/>
What amount is available from other funding sources?			
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget (<i>cost or savings resulting from new positions, reduced overtime, etc.</i>)	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="EMS Building - misc. repairs"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Misc repairs"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? W</i>	<input type="text" value="Misc. repairs to cover items with an expected life cycle > 5 years. These items would exceed Preventive Maintenance costs in the operating budget."/>		
Expected start date	<input type="text" value="July, 12"/>	Expected completion date	<input type="text" value="June, 13"/>
Expected useful life of project/purchase (years)	<input type="text" value="> 5 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="10,000"/>
How was the project cost estimated?	<input type="text"/>
What other funding sources are available?	<input type="text" value="None"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Police Department misc repairs"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text"/>
Project Description	<input type="text" value="Misc repairs"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Misc repairs cover small items that have an expected life cycle >5yrs. These items would exceed PM costs budgeted in the operating Budget."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value=">5yrs"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="20,000"/>	
How was the project cost estimated?	<input type="text"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Public Works-Highway

Rating	Category	2011-2012	2012-2013				5 Year Capital Plan						
		Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)	
		2 WD Dump/Sander Truck	175,000	-	-	-	-	175,000	175,000	175,000	175,000	700,000	
4	NES/ SFTY	Small Dump Truck	-	50,000	50,000	50,000	50,000	-	-	-	50,000	100,000	
		Pick-Up Truck	-	-	-	-	-	40,000	-	35,000	-	75,000	
1	SFTY	Equipment Refurbishing	50,000	25,000	25,000	25,000	25,000	50,000	50,000	50,000	50,000	225,000	
3	NES	Sweeper	-	185,000	185,000	185,000	185,000	-	-	200,000	-	385,000	
2	NES	Compost Machine	-	350,000	350,000	350,000	350,000	-	-	-	-	350,000	
		Loader	-	-	-	-	-	180,000	-	-	-	180,000	
		VacAll	-	-	-	-	-	-	225,000	-	-	225,000	
		Fuel Management Upgrade	-	-	-	-	-	30,000	-	-	-	30,000	
		Truck Lifts	-	-	-	-	-	-	100,000	-	-	100,000	
		2-Leaf Machines and Boxes	-	-	-	-	-	85,000	-	-	-	85,000	
		Storage Building/Garage	-	-	-	-	-	-	500,000	-	-	500,000	
												-	
												-	
												-	
												-	
												-	
		Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-	
		Total	225,000	610,000	610,000	610,000	610,000	610,000	560,000	1,050,000	460,000	275,000	2,955,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -

- Safety -
- Security -
- Legally Required -

- SFTY
- SEC
- LEGAL

- Necessary for Essential Services- NES
- Required Expansion of Facilities- EXPAND
- Required Maintenance PP&E- MAINT
- Aesthetic needs & Other- ASTOTH

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Equipment Refurbishing"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Equipment Refurbishing"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	The funds for this project will be used to refurbish Town vehicles and equipment to extend their life cycles. This will be the third year we have requested funds for this item which has proven to be successful.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="N/A"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="25,000"/>	How was the project cost estimated?	<input type="text" value="Vendor information, past purchases, and general knowledge"/>
What other funding sources are available?	<input type="text" value="None"/>		
What amount is available from other funding sources?			
Is the amount guaranteed? If not, what needs to be done to secure funding?			

Operating Impact

Estimated impact on Operating Budget (<i>cost or savings resulting from new positions, reduced overtime, etc.</i>)	Refurbishing equipment will reduce repair costs.
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Compost Machine"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Compost Machine to turn leaves at Mulch Site"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="This compost machine will replace a current machine that is 17 years old. The machine had a life expectancy of 10 years and was refurbished back in 2001. It is currently out of service and beyond repair or refurbishing."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="N/A"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="350,000"/>	
How was the project cost estimated?	<input type="text" value="Vendor information and general knowledge"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text" value="The current machine is obsolete. Service and repairs have increased. Parts are no longer available as this unit is no longer being manufactured. An alternative is to haul leaves out of Town at an anticipated cost of approx \$225,000/year. This will also require the DPW to purchase topsoil for Town jobs at a cost of approx \$30,000/year. Total outlay = \$255,000/year"/>
How was operating impact calculated?	<input type="text" value="Research - Discussion with Transfer Station."/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Street Sweeper"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Street sweeper"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	This sweeper will replace a 1995 model that is currently out of service and beyond repair or refurbishing. This type of equipment has an average life expectancy of 10 years. We currently have a 2002 sweeper in service, however it is at the end of its life cycle.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="185,000"/>	Vendor information, past purchases, and general knowledge
How was the project cost estimated?	<input type="text" value="None"/>	
What other funding sources are available?	<input type="text"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	Service and repairs on operating one sweeper has increased and its service life is being reduced.
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department Project Priority Ranking

Project Information

Project Name	<input type="text" value="Small Dump Truck"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase of a new 12,000GVW Small Dump Truck with Plow"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	The vehicle being replaced is a 1998 Lowboy Dump Truck with 65,000 miles. It was transferred from the Parks Department to the Highway Department in November, 2011 in order to replace a vehicle at the Highway Department which was beyond its useful life. (The Parks Department received a new Dump Truck to replace this transfer in FY12 Budget.) At times, we rotate vehicles through different Departments in order to prolong their service lives. This vehicle is past its useful life and exceeds the replacement schedule of 10 years.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="10"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>	Vendor information and past purchases
How was the project cost estimated?		
What other funding sources are available?		<input type="text" value="None"/>
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (<i>cost or savings resulting from new positions, reduced overtime, etc.</i>)	Lower repair costs. Additionally, the use of smaller trucks reduces the wear and tear on our large trucks.
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Public Works-Transfer Station

Rating Category		2011-2012	2012-2013				5 Year Capital Plan					
		Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
NES	Loader Tire Replacement	16,000	-	-	-	-	-	16,000	-	16,000	-	32,000
	Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-	-
	Total	16,000	-	-	-	-	-	16,000	-	16,000	-	32,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -

Safety -

Security -

Legally Required -

SFTY

SEC

LEGAL

Necessary for Essential Services- NES

Required Expansion of Facilities- EXPAND

Required Maintenance PP&E- MAINT

Aesthetic needs & Other- ASTOTH

Public Works-Parks

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan					
			Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E
1	NES	Vehicles w/Accessories	50,000	50,000	50,000	50,000	50,000	95,000	95,000	50,000	100,000	390,000
2	NES	Misc Small Equipment	8,500	8,500	8,500	8,500	8,500	12,000	10,000	10,000	10,000	50,500
3	MAINT	Athletic Field Mower (16')	-	91,500	-	-	-	91,500	-	-	91,500	183,000
		10' Out Front Mower	-	-	-	-	-	66,000	-	-	66,000	132,000
		Utility Vehicles	-	-	-	-	-	32,000	-	-	32,000	64,000
		Ride on Mowers	8,000	-	-	-	-	8,000	8,000	-	8,000	24,000
		Sprayer	-	-	-	-	-	-	48,000	-	-	48,000
		Synthetic Turf Sweeper	-	-	-	-	-	-	31,000	-	-	31,000
		Seeder	-	-	-	-	-	-	13,600	-	-	13,600
		Paint Machines	-	-	-	-	-	-	-	3,000	12,000	15,000
		Blowers	-	-	-	-	-	9,000	-	9,000	-	18,000
		Infield Mower	-	-	-	-	-	-	9,500	-	-	9,500
		Sidewalk Sander	-	-	-	-	-	5,500	-	-	5,500	11,000
		Fertilizer Spreader	-	-	-	-	-	-	5,300	-	5,300	10,600
		Pressure Washer	-	-	-	-	-	-	3,000	-	-	3,000
		Compost Cleaner	-	-	-	-	-	-	-	100,000	-	100,000
		Topdresser	-	-	-	-	-	-	-	25,000	-	25,000
		Snowplow Tractor Mount	-	-	-	-	-	-	-	12,500	-	12,500
		Brush Cutters	-	-	-	-	-	-	-	10,000	-	10,000
		Trailers	-	-	-	-	-	-	-	8,000	6,000	14,000
		Turf Tractor	-	-	-	-	-	-	-	-	50,000	50,000
		72" Rotary Mower (a)	35,000	-	-	-	-	-	36,000	-	-	36,000
		Sander Body	-	-	-	-	-	-	-	-	11,500	11,500
		Leaf Box and Installation	-	-	-	-	-	-	-	-	6,000	6,000
		Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-
		Total	101,500	150,000	58,500	58,500	58,500	319,000	259,400	227,500	403,800	1,268,200

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -

Safety -

SFTY

Necessary for Essential Services- NES

Security -

SEC

Required Expansion of Facilities- EXPAND

Legally Required -

LEGAL

Required Maintenance PP&E- MAINT

Aesthetic needs & Other-

ASTOTH

(a) Appropriated from Capital & Non-Recurring Fund in FY2012.

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Vehicles with Accessories"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase dump truck to replace a 1999 Chevy dump truck"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Purchase and replace a 1999 dump truck which is used daily for maintenance in the parks, schools and town properties. The truck being replaced is 12 years old and has approx 60,000 miles and is becoming unreliable for snow removal operations."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Fall 2012"/>
Expected useful life of project/purchase (years)	<input type="text" value="10"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>	
How was the project cost estimated?	<input type="text" value="Past purchases"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="Will reduce service and repairs costs."/>
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Misc. Small Equipment"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase replacement small equipment such as mowers, string trimmers, chain saws etc."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Due to use, these small engine equipment need to be constantly replaced. These small tools are used daily in maintenance of all town properties."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="3-5 depending on machine"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="8,500"/>	Past history and estimates when purchasing new equipment
How was the project cost estimated?	<input type="text" value="None"/>	
What other funding sources are available?	<input type="text"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Athletic Field Mower"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Purchase replacement 16' athletic Field Mower"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="This mower will be used daily to mow athletic fields and town properties. The mower is a replacement of a 12 year old mower. If we delay this purchase an additional year there is a projected price increase of 15-20% due to emissions upgrades required for the diesel engine."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Fall 2012"/>
Expected useful life of project/purchase (years)	<input type="text" value="10-12"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="91,500"/>	
How was the project cost estimated?	<input type="text" value="State contract Pricing"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget <i>(cost or savings resulting from new positions, reduced overtime, etc.)</i>	<input type="text" value="N/A"/>
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Public Works-Field Renovation

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan						
			Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
1	SFTY	Field Improvements	50,000	50,000	50,000	50,000	50,000	90,000	100,000	100,000	100,000	440,000	
2	MAINT	Irrigation Upgrades	-	20,000	20,000	20,000	20,000	50,000	100,000	100,000	-	270,000	
		HS Farm Road Field Improvement	-	-	-	-	-	47,000	-	-	-	47,000	
		Mead Tennis Court Rebuild	-	-	-	-	-	-	100,000	100,000	-	200,000	
		Waveny Pond Dredge	-	-	-	-	-	-	350,000	-	-	350,000	
		Waveny Castle Irrigation	-	-	-	-	-	-	40,000	25,000	-	65,000	
		Waveny Phase II	-	-	-	-	-	-	20,000	350,000	-	370,000	
		Irwin Park Irrigation	-	-	-	-	-	-	-	150,000	-	150,000	
		Waveny Driving Range	-	-	-	-	-	-	-	70,000	-	70,000	
		Mead Fence Replacement	-	-	-	-	-	-	-	60,000	-	60,000	
		HS Track/Field Rebuild (a)	75,000	-	-	-	-	-	-	-	1,500,000	1,500,000	
		Water Tower Synthetic	-	-	-	-	-	-	-	-	1,000,000	1,000,000	
		East School Field Rebuild	-	-	-	-	-	-	-	-	600,000	600,000	
		Parking at Irwin (a)	100,000	-	-	-	-	-	-	-	-	-	
		Lightning Detection & Warning System (a)	78,000	-	-	-	-	-	-	-	-	-	
		Mead-Baseball RR Track Fencing (a)	10,000	-	-	-	-	-	-	-	-	-	
		Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-	
		Total	313,000	70,000	70,000	70,000	70,000	70,000	187,000	710,000	955,000	3,200,000	5,122,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -	Safety -	SFTY	Necessary for Essential Services-	NES
	Security -	SEC	Required Expansion of Facilities-	EXPAND
	Legally Required -	LEGAL	Required Maintenance PP&E-	MAINT
			Aesthetic needs & Other-	ASTOTH

(a) Appropriated from Capital & Non-Recurring Fund in FY2012.

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Field Improvements"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Yearly Maintenance and rebuilding of athletic fields mainly baseball and softball fields"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The town needs to maintain the athletic facilities so that the users will be safe. The majority of this money is used to repair the skinned (clay) portion of the infields with sod work immediately around these areas which helps promote drainage and also a level playing surface."/>		
Expected start date	<input type="text" value="Sep-12"/>	Expected completion date	<input type="text" value="recurring"/>
Expected useful life of project/purchase (years)	<input type="text" value="3 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>
How was the project cost estimated?	<input type="text" value="Past work and cost estimates of work which needs to be done."/>
What other funding sources are available?	<input type="text" value="New Canaan Baseball / Softball"/>
What amount is available from other funding sources?	<input type="text" value="Unknown - They have been very generous in the past"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="NC Baseball has supported work on the fields in addition to the towns contribution."/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="None but allows fields to be open more and a safe playing surface."/>
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Irrigation Upgrades"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="To update and improve irrigation systems; including wells, sprinklers and controls"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The town has invested substantial money in the irrigation systems. Some of these systems need to be upgraded to allow continuous use without substantial downtime."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="recurring"/>
Expected useful life of project/purchase (years)	<input type="text" value="10"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="20,000"/>	
How was the project cost estimated?	<input type="text" value="Irrigation Designer and past history of service and repairs"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Public Works-Nature Center

Rating	Category	2011-2012	2012-2013				5 Year Capital Plan					
		Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
	SFTY	Renovate Ventilation System (a)	25,000	-	-	-	-	-	-	-	-	-
	SFTY	Renovate Bathrooms	6,000	-	-	-	-	-	-	-	-	-
	SFTY	Framing Study	10,000	-	-	-	-	-	-	-	-	-
1	MAINT	Exterior Painting	-	35,000	-	-	-	35,000	-	-	-	35,000
		Remaining Work from Savin Report	-	-	-	-	-	100,000	100,000	100,000	100,000	400,000
		Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-
		Total	41,000	35,000	-	-	-	135,000	100,000	100,000	100,000	435,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

- | | | | | |
|------------|--------------------|-------|-----------------------------------|--------|
| Category - | Safety - | SFTY | Necessary for Essential Services- | NES |
| | Security - | SEC | Required Expansion of Facilities- | EXPAND |
| | Legally Required - | LEGAL | Required Maintenance PP&E- | MAINT |
| | | | Aesthetic needs & Other- | ASTOTH |

(a) Appropriated from Capital & Non-Recurring Fund in FY2012.

2012-2013 Capital Project Request

Department Project Priority Ranking

Project Information

Project Name	<input type="text" value="Exterior Painting of Director's House"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Scraping and Painting the Exterior of the Directors House"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="This building has a recent roof replacement and new windows and exterior doors. The painting completes the exterior work."/>		
Expected start date	<input type="text" value="Fall 2012"/>	Expected completion date	<input type="text" value="Fall 2012"/>
Expected useful life of project/purchase (years)	<input type="text" value="15"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="35,000"/>	
How was the project cost estimated?	<input type="text" value="Contractors Estimate"/>	
What other funding sources are available?	<input type="text" value="None"/>	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?		

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Recreation

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan							
			Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)	
8	Maint	Waveny House Interior Painting	10,000	7,500	-	-	-	-	7,500	7,500	-	-	-	15,000
2	Sec	Waveny Athletic Field Fencing	7,500	10,000	10,000	10,000	10,000	10,000	7,500	7,500	7,500	-	-	32,500
6	Sfty	Waveny Driveway Lighting	-	30,000	-	-	-	-	-	-	-	-	-	-
7	Maint	Lapham CC Masonry Repairs	-	6,000	-	6,000	6,000	6,000	-	-	-	7,500	-	13,500
1	Maint	Mead Park Tennis Fence Ct 7/8	-	12,500	12,500	12,500	12,500	12,500	-	-	-	-	-	12,500
4	Sfty	WaterTower Turf Bleachers	-	15,000	-	-	-	-	-	-	-	-	-	-
	Sfty/Maint	HS Tennis Court Resurfacing	-	-	-	-	-	-	190,000	-	-	-	-	190,000
	Sfty/Maint	HS Track Renovation (in DPW Fields)	-	-	-	-	-	-	-	-	-	-	-	-
5	Maint	HS Tennis Fencing Replacement	-	70,000	-	-	-	-	-	-	-	-	-	-
	Nes	Vehicle Replacement - Recreation	-	-	-	-	-	-	-	27,500	-	30,000	-	57,500
	Expand	Irwin Barn Planning/Engineering	-	-	-	-	-	-	50,000	-	-	-	-	50,000
3	Maint	Waveny Trail Resurfacing	-	50,000	25,000	-	-	-	50,000	50,000	20,000	50,000	-	170,000
	Astoth	Paddle Court Ball Retention Netting	-	-	-	-	-	-	7,500	-	-	-	-	7,500
		Lapham Oil Tank Monitor System (a)	7,500	-	-	-	-	-	-	-	-	-	-	-
		Transferred to Bond Issue	-	-	-	-	-	-	-	-	-	-	-	-
		Total	25,000	201,000	47,500	28,500	28,500	28,500	312,500	92,500	27,500	87,500	548,500	

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -

Safety -
Security -
Legally Required -

SFTY
SEC
LEGAL

Necessary for Essential Services- NES
Required Expansion of Facilities- EXPAND
Required Maintenance PP&E- MAINT
Aesthetic needs & Other- ASTOTH

(a) Appropriated from Capital & Non-Recurring Fund in FY2012.

2012-2013 Capital Project Request

Department Project Priority Ranking

Project Information

Project Name	<input type="text" value="Mead Park Tennis Fencing Cts 7/8"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replace Existing Fence and Gates on Courts 7 & 8"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	The existing fence is 40+ years old and severely rusted. Through a Private/Public partnership, the fencing was replaced on Courts 1 - 6 last summer. This project will complete the replacement of the fence on the 8 main courts at Mead Park.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jul-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="28,000"/>
How was the project cost estimated?	<input type="text" value="Contractor quote"/>
What other funding sources are available?	<input type="text" value="Private Funds that are in the Special Projects Trust Account"/>
What amount is available from other funding sources?	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="Yes"/>

Operating Impact

<i>positions, reduced overtime, etc.)</i>	
How was operating impact calculated?	

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department Project Priority Ranking

Project Information

Project Name	<input type="text" value="Waveny athletic Field Fencing"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replace Existing Wood Rail Fence that is over 25 years old. Some of the fencing was damaged during last winters snow removal."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input and="" damaged="" dumping="" during="" fencing="" of="" piling="" snow="" snow."="" storms.="" the="" type="text" value="Outside of aesthetic purposes, the wood rail fencing serves two important safety purposes. First, it keeps unauthorized vehicles off the athletic fields, and second, it provides a safety barrier between the children playing sports and the parking lot. Last winter the parking lot was utilized as a depository for the snow from the streets and sidewalks downtown after back to back 18" was=""/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Aug-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="10,000"/>	Contractor quote	<input type="text"/>
How was the project cost estimated?	<input type="text"/>		
What other funding sources are available?	<input type="text"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

<i>positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Waveny Trail Resurfacing"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Phase Two is a three year project to address the most critical areas of the trail system restoration."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The Town completed the first phase of the trail renovation project 3 years ago. There are still approximately 1.5 miles of trail that need attention to eliminate hazards."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Oct-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>	
How was the project cost estimated?	<input type="text" value="DPW estimates"/>	
What other funding sources are available?	<input type="text"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

<i>positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Water Tower Bleachers"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="New bleachers"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input 300="" a="" bleachers="" capacity="" fence="" field.="" have="" of="" people."="" seating="" surrounds="" that="" the="" type="text" value="This project would be a public/private partnership with the youth sports organizations to install five rows bleachers that are elevated to allow spectators to see over the 42" would=""/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Sep-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="50,000"/>
How was the project cost estimated?	<input type="text" value="Vendors"/>
What other funding sources are available?	<input type="text" value="\$35,000 from Youth Sports Organizations."/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="HS Tennis Court Fence Replacement"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Replace fence at HS tennis court"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	This project is for the replacement of the fence around the tennis courts at the HS. The existing fence posts are not large enough to support the windscreens that are affixed to the fence each season. The fence post are showing signs of bending which is caused by the effects of the wind on the windscreens. The fence posts on the windward side of the courts should be at least 2-3/4" to 3" in diameter.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Nov-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="70,000"/>
How was the project cost estimated?	<input type="text" value="Vendors"/>
What other funding sources are available?	<input type="text"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

<i>positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2012-2013 Capital Project Request

Department Project Priority Ranking

Project Information

Project Name	<input type="text" value="Waveny Driveway Lighting"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Install driveway lighting at Waveny Park"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The purpose of this project is to install a minimum of 5 light post along the driveway at Waveny Park which runs from the main driveway to the pool entrance. This section of road way is very dark at night and many times people miss the turn when using the road to attend meeting at the Lapham Center or go to the Paddle Courts."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Nov-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="30,000"/>	
How was the project cost estimated?	<input type="text" value="Vendors"/>	
What other funding sources are available?	<input type="text"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

<i>positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Lapham Community Center Masonry Repairs"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Repair masonry at Lapham"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The purpose of this project is to complete the repairs to the counter flashings along the parapet walls at the Lapham Center. The old flashing is worn out and during heavy wind blown rains water leaks into the building. This would be the final phase of the work."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Dec-12"/>
Expected useful life of project/purchase (years)	<input type="text" value="25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="6,000"/>
How was the project cost estimated?	<input type="text" value="Vendors"/>
What other funding sources are available?	<input type="text"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

<i>positions, reduced overtime, etc.)</i>	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Waveny House Interior Painting"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Interior painting at Waveny House"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="The purpose of this project is to paint the ceilings in several rooms on the first and second floor."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Apr-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="7,500"/>	Vendors	<input type="text"/>
How was the project cost estimated?	<input type="text"/>		
What other funding sources are available?	<input type="text"/>		
What amount is available from other funding sources?	<input type="text"/>		
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>		

Operating Impact

positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Board of Education Capital - Paid by Town

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan					
			Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E
6	MAINT	East, South, West Carpet Replacement	-	30,000	30,000	9,000	9,000	-	-	-	-	9,000
5	MAINT	East, South, West Re-caulk Windows	-	80,000	80,000	-	-	-	-	-	-	-
1	NES	East, South, West Boiler 3-way Valves	-	54,600	54,600	54,600	54,600	-	-	-	-	54,600
11	SFTY	East Tile Replacement	-	15,000	15,000	15,000	15,000	-	-	-	-	15,000
10	MAINT	East Boiler Chimney	-	30,000	30,000	-	-	-	-	-	-	-
9	SFTY	East Bathroom Upgrades	-	100,000	100,000	100,000	100,000	-	-	-	-	100,000
3	MAINT	South Wood Framed Windows	-	85,000	85,000	-	-	-	-	-	-	-
4	SFTY	South Renovate Parking Lot (b)	-	250,000	250,000	-	-	-	-	-	-	-
7	ASTOTH	Saxe Auditorium Renovation Phase I	-	259,000	259,000	-	-	-	-	-	-	-
8	ASTOTH	Saxe Old Gym Renovation	-	140,000	140,000	140,000	140,000	-	-	-	-	140,000
2	NES	Saxe Variable Speed Frequency Drives	-	26,680	26,680	26,680	26,680	-	-	-	-	26,680
	MAINT	Termite Treatment-Saxe	45,000	-	-	-	-	-	-	-	-	-
	SFTY	Playground Resurfacing-E,S,W (a)	295,000	-	-	-	-	-	-	-	-	-
	SEC	Interior Door Hardware Replacement, Phase II-E,S,W (a)	105,000	-	-	-	-	-	-	-	-	-
	SEC	Replace Exterior Door Keypads-Saxe, E,S,W (a)	120,000	-	-	-	-	-	-	-	-	-
	MAINT & NES	Maintenance Vehicle	30,000	-	-	-	-	-	-	-	-	-
	NES	Deep Bowl Sinks for Science Labs-NCHS (a)	45,000	-	-	-	-	-	-	-	-	-
	NES	Balance HVAC System-Saxe (a)	75,000	-	-	-	-	-	-	-	-	-
	NES	Vacuum System for Science Labs-NCHS (a)	18,500	-	-	-	-	-	-	-	-	-
	NES	Technology Plan (with Data Whse) See Note De	577,127	620,505	620,505	620,505	620,505	-	-	-	-	620,505
	MAINT	Energy Initiative Phase II - South chiller, NCHS Lighting and Elem. Schools Rooftop Unit Replacements (\$1,115,000 less \$440,000 in Rebates) Yearly Savings \$88K	750,000	-	-	-	-	-	-	-	-	-
		Transferred to Bond Issue	(750,000)	-	-	-	-	-	-	-	-	-
		Total Bd. of Ed Paid by Town	1,310,627	1,690,785	1,690,785	965,785	965,785	-	-	-	-	965,785

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -	Safety -	SFTY	Required Expansion of Facilities-	EXPAND
	Security -	SEC	Required Maintenance PP&E-	MAINT
	Legally Required -	LEGAL	Aesthetic needs & Other-	ASTOTH
	Necessary for Essential Services-	NES		

- (a) Projects appropriated from the Capital & Non-Recurring Fund in FY2012.
- (b) \$150,000 to be funded through re-allocation of unexpended funds in the Capital & Non-Recurring Fund

Library

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan						
			Prior Yr. Projects	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	2016-17 E	TOTAL (A thru E)
1	NES	Capital Replacement Fund	-	25,000	25,000	-	-	-	25,000	25,000	25,000	-	75,000
2	EXPAND	Parking Lot	-	25,000	-	-	-	-	-	-	-	-	-
		Library Capital Projects											
	NES	WiFi Network	-	25,000	-	-	-	-	-	-	-	-	-
	EXPAND	Lamb Room A-V Upgrade	40,000	-	-	-	-	-	-	-	-	-	-
	EXPAND	Library Facility Planning	-	200,000	-	-	-	-	-	-	-	-	-
	NEC	Inventory Control System	-	-	-	-	-	-	-	125,000	-	-	125,000
	MAINT	HVAC Air Conditioner Unit	-	-	-	-	-	-	-	45,000	-	-	45,000
	SFTY	Elevator Upgrade	-	-	-	-	-	-	-	65,000	-	-	65,000
	ASTOTH	Children's Program Room	-	50,000	-	-	-	-	-	-	-	-	-
		Paid by Library	(40,000)	(275,000)	-	-	-	-	-	(110,000)	(125,000)	-	(235,000)
		Total	-	50,000	25,000	-	-	-	-	25,000	25,000	25,000	75,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -

Safety -

Security -

Legally Required -

SFTY

SEC

LEGAL

Necessary for Essential Services- NES

Required Expansion of Facilities- EXPAND

Required Maintenance PP&E- MAINT

Aesthetic needs & Other- ASTOTH

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Capital Replacement Fund"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Furniture replacement"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Public and office furniture is at its end of life and worn out from high usage. For FY2013, we would replace the carrels in the teen area with light weight computer worktables and task chairs. We would further replace office furniture in the Business, IT, Development, and Circulation areas."/>		
Expected start date	<input type="text" value="July. 15, 2012"/>	Expected completion date	<input type="text" value="Jan. 15, 2013"/>
Expected useful life of project/purchase (years)	<input type="text" value="10 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="25,000"/>
How was the project cost estimated?	<input type="text" value="Review of industry furniture catalogs, visits to furniture vendors at conferences, as well as, bids from companies on state contract."/>
What other funding sources are available?	<input type="text"/>
What amount is available from other funding sources?	<input type="text"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text"/>
How was operating impact calculated?	<input type="text" value="Quality of service"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Board of Finance"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Town Council"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Parking Lot"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="Yes"/>
Project Description	<input type="text" value="Reconfigure parking lot for more parking spaces, specifically more handicap parking, and better traffic flow."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="This project will provide more and safer handicapped parking spaces than our current layout. As important, lack of parking has been the patrons' number one complaint in recent surveys. This project will add 24 new parking spaces. We are requesting assistance for the handicap parking which is 4 spaces at a cost of \$25,000."/>		
Expected start date	<input type="text" value="Aug. 1, 2012"/>	Expected completion date	<input type="text" value="Oct. 15, 2012"/>
Expected useful life of project/purchase (years)	<input type="text" value="5 - 25 years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="\$150,000 estimate"/>
How was the project cost estimated?	<input type="text" value="Working with Landscape Architect"/>
What other funding sources are available?	<input type="text" value="Fundraising and Capital Account"/>
What amount is available from other funding sources?	<input type="text" value="\$125,000"/>
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text" value="Development action plan to raise \$75,000"/>

Operating Impact

Estimated impact on Operating Budget (<i>cost or savings resulting from new positions, reduced overtime, etc.</i>)	<input type="text" value="Quality of Service"/>
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

Sewer District

Department: Sewer-Tax Collector

The Tax Collector's Office provides billing and collection of real estate, personal property, motor vehicle and sewer taxes and special assessment billing. Taxes are billed and collected semi-annually on real estate and annually on motor vehicles and personal property.

Mission

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
020-00-000-41015	Tax Collections-Prior Years	-	6,698	-	-	-	-	-	-	-	-
020-00-000-41040	Lien Fees and Interest	-	4,201	-	-	-	-	-	-	-	-
020-00-000-41400	Interest on Investments	4,000	1,839	3,000	539	2,000	2,000	2,000	2,000	(1,000)	-33.33%
020-00-000-41940	Town Grants	-	76,125	76,125	-	76,125	76,125	76,125	76,125	-	0.00%
Total Revenue		4,000	88,863	79,125	539	78,125	78,125	78,125	78,125	(1,000)	-1.26%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget Incr(Dcr)	% 2013 Over 2012
020-10-160-51005	Salaries F/T	39,539	40,743	38,889	18,636	38,488	38,488	38,488	38,488	(401)	-1.03%
020-10-160-51010	Salaries P/T	-	-	-	-	1,600	1,600	1,600	1,600	1,600	-
020-10-160-51015	Salaries O/T	-	-	-	-	100	100	100	100	100	-
020-10-160-51240	Prof Service	450	450	450	30	450	450	450	450	-	0.00%
020-10-160-51285	Repairs Office Equipment	300	300	300	-	300	300	300	300	-	0.00%
020-10-160-51500	Advertising	1,000	1,000	1,000	-	1,000	1,000	1,000	1,000	-	0.00%
020-10-160-51505	Postage	2,500	2,500	2,500	-	2,500	2,500	2,500	2,500	-	0.00%
020-10-160-51510	Voice / Data	250	250	250	-	250	250	250	250	-	0.00%
020-10-160-51655	Supplies Office	2,500	1,250	2,500	-	1,250	1,250	1,250	1,250	(1,250)	-50.00%
Total Expenditures		46,539	46,493	45,889	18,666	45,938	45,938	45,938	45,938	49	0.11%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$1,600 Increase in Salaries P/T due to 20% allocation from Tax Collector's Office.

\$100 Increase in Salaries O/T due to 20% allocation from Tax Collector's Office.

Department: Sewer Fund-Health & Security Benefits

Mission Health and security benefits for Sewer Department employees and retirees.

Revenues This Department does not have revenues

Expenditures

	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted	\$ '13 Budget	% 2013
<u>Account #</u>	<u>2011</u>	<u>2011</u>	<u>2012</u>	<u>12/31/2011</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>Incr(Dcr)</u>	<u>Over 2012</u>
020-10-270-52105 Social Security	28,400	29,986	30,014	15,050	32,465	32,465	32,465	32,465	2,451	8.17%
020-10-270-52115 Group Insurance	100,000	100,000	120,146	-	126,922	126,922	122,597	122,597	2,451	2.04%
020-10-270-52120 Longevity	2,200	2,400	2,400	1,200	2,400	2,400	2,400	2,400	-	0.00%
020-10-270-52750 Insurance Billing Offset	-	(9,686)	(11,275)	(5,135)	(12,362)	(12,362)	(12,362)	(12,362)	(1,087)	9.64%
Total Expenditures	130,600	122,700	141,285	11,115	149,425	149,425	145,100	145,100	3,815	2.70%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances

\$2,451 Increase in Social Security due to salary increases.

\$5,689 Net increase for Group Insurance and Insurance Billing Offset resulting from premium increases and increased employee contributions.

Department: Sewer Fund-Insurance

Mission Insurance other than Health and Wellness.

Revenues This Department does not have revenues

Expenditures

		Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopte	\$ '13 Budget	% 2013
<u>Account #</u>	<u>Description</u>	<u>2011</u>	<u>2011</u>	<u>2012</u>	<u>12/31/2011</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>Incr(Dcr)</u>	<u>Over 2012</u>
020-10-280-52010	Ins Blanket Coverage	76,000	76,000	79,800	-	82,992	82,992	82,992	82,992	3,192	4.00%
Total Expenditures		76,000	76,000	79,800		82,992	82,992	82,992	82,992	3,192	4.00%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$3,192 Increase in Ins Blanket Coverage based on CIRMA contract and participation in the Budget Stabilization Program.

Department: Debt Service

Mission Principal and interest payments for bonded Town and school projects.

Revenues This Department does not have revenues

Expenditures

Account #	Description	Budget	Actual	Adopted Budget	6 Month Actual	Department Request	Selectmen Approved	Bd of Finance Approved	Adopted	\$ '13 Budget	% 2013
		2011	2011	2012	12/31/2011	2013	2013	2013	2013	Incr(Dcr)	Over 2012
020-80-750-52410	Bond Interest Sewer	23,358	23,623	21,207	10,603	20,389	20,389	20,389	20,389	(818)	-3.86%
020-80-750-52420	Bond Prin Sewer	68,525	68,975	26,576	-	40,798	40,798	40,798	40,798	14,222	53.51%
Total Expenditures		91,883	92,598	47,783	10,603	61,187	61,187	61,187	61,187	13,404	28.05%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY2013	Bd of Finance FY2013	Adopted FY2013
Full-time	-	-	-	-	-	-	-
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

\$14,222 Increase in Bond Principle Sewer due to debt repayment schedule for September 2009 refunding.

Department: Sewer Fund-Sewer Plant

Mission The mission of the staff at the Waste Water Treatment Plant is to assure that our collection system (including pumping stations) operate effectively to convey waste water from individual contributors to the Treatment Facility. At the Treatment Plant, the mission is to treat the waste material so that the by-products meet the highest federal and state standards.

Revenues

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget	% 2013
020-00-000-41704	Disposal Fees	7,500	253,284	10,000	110,807	250,000	250,000	250,000	250,000	240,000	2400.00%
	Contribution to Reserve from Disposal Fees	-	(222,455)	-	-	(240,000)	(240,000)	(240,000)	(240,000)	(240,000)	-
Total Revenue		7,500	30,829	10,000	110,807	10,000	10,000	10,000	10,000	-	0.00%

Expenditures

Account #	Description	Budget 2011	Actual 2011	Adopted Budget 2012	6 Month Actual 12/31/2011	Department Request 2013	Selectmen Approved 2013	Bd of Finance Approved 2013	Adopted 2013	\$ '13 Budget	% 2013
020-30-445-51005	Salaries F/T	302,926	317,372	318,393	160,661	348,180	348,180	348,180	348,180	29,787	9.36%
020-30-445-51015	Salaries O/T	34,292	34,730	35,064	27,111	35,940	35,940	35,940	35,940	876	2.50%
020-30-445-51020	Salaries O/T Meal Allowance	-	-	-	-	500	500	500	500	500	-
020-30-445-51115	Dues And Subscriptions	690	529	690	585	690	690	690	690	-	0.00%
020-30-445-51130	Software	4,000	2,562	4,000	855	4,000	4,000	4,000	4,000	-	0.00%
020-30-445-51155	O/S Contractors	25,000	18,949	25,000	7,972	25,000	25,000	25,000	25,000	-	0.00%
020-30-445-51161	O/S Sludge Hauling Contract	157,571	136,852	162,298	40,707	145,000	145,000	145,000	145,000	(17,298)	-10.66%
	Repairs Machinery And Equipment	25,000	28,789	25,000	9,028	25,000	25,000	25,000	25,000	-	0.00%
020-30-445-51280	Repairs Mobile Equipment	3,500	1,737	3,500	277	3,500	3,500	3,500	3,500	-	0.00%
020-30-445-51315	Training	1,500	1,044	1,500	344	1,500	1,500	1,500	1,500	-	0.00%
020-30-445-51320	Travel	1,800	341	1,800	75	1,800	1,800	1,800	1,800	-	0.00%
020-30-445-51380	Grit Removal	10,000	10,000	10,000	-	10,000	10,000	10,000	10,000	-	0.00%
020-30-445-51385	Pipe Cleaning	30,000	32,164	30,000	8,599	30,000	30,000	30,000	30,000	-	0.00%
020-30-445-51505	Postage	-	-	-	36	-	-	-	-	-	-
020-30-445-51510	Voice / Data	4,224	5,050	4,434	1,757	5,150	5,150	5,150	5,150	716	16.15%
020-30-445-51610	Fuel Oil / Propane	17,286	24,012	15,215	2,991	26,236	26,236	26,236	26,236	11,021	72.44%
020-30-445-51615	Gasoline/Oil	2,556	3,857	3,120	2,060	4,376	4,376	4,376	4,376	1,256	40.25%
020-30-445-51625	Supplies Building / Grounds	115,000	74,653	92,000	32,587	75,000	75,000	75,000	75,000	(17,000)	-18.48%
020-30-445-51655	Supplies Office	550	532	550	515	550	550	550	550	-	0.00%
020-30-445-51660	Supplies - General	3,900	3,351	3,900	2,161	3,900	3,900	3,900	3,900	-	0.00%
020-30-445-51675	Supplies - Laboratory	2,800	2,501	2,800	1,227	2,800	2,800	2,800	2,800	-	0.00%
020-30-445-51730	Uniforms & Equipment	3,500	2,565	3,500	2,068	3,500	3,500	3,500	3,500	-	0.00%
020-30-445-51800	Electricity	208,820	207,763	211,430	85,137	211,430	211,430	202,930	202,930	(8,500)	-4.02%
020-30-445-51820	Water	4,000	3,681	4,000	819	4,000	4,000	4,000	4,000	-	0.00%
020-30-445-51915	Property Repair / Maintenance	2,000	1,751	2,000	303	2,000	2,000	2,000	2,000	-	0.00%
020-30-445-52200	State Permits	3,000	2,688	3,000	2,368	3,000	3,000	3,000	3,000	-	0.00%
Total Expenditures		963,915	917,472	963,194	390,242	973,052	973,052	964,552	964,552	1,358	0.14%

Authorized Positions	Adopted FY 2010	Adopted FY 2011	Adopted FY 2012	Requested FY 2013	Selectmen FY 2013	Bd of Finance FY 2013	Adopted FY 2013
Full-time	4.6	4.6	4.6	4.8	4.8	4.8	4.8
Part-time	-	-	-	-	-	-	-

Budget Variances for Department Requests

- \$29,787 Increase in Salaries F/T due to gross wage increase per union contract, a two step decrease resulting from a retirement, and a reallocation of the superintendent's salary between the wastewater plant and the transfer station
- \$500 New account number for meal allowance

(\$17,298) Decrease in O/S Sludge Hauling Contract due to bids that came in lower than previous contract

\$11,021 Increase in Fuel Oil/Propane due to increase in volume and cost of product for heating and generator operations

\$1,258 Increase in Gasoline/Oil due to increase in volume and cost of product.

(\$17,000) Decrease in Supplies Buildings/Chemicals due to anticipated reduction in chemical usage, due to process changes.

Goals for Budget Year

- Maintain Equipment
 - Clean town sewers, maintain collection system and pumping stations
 - Optimize operations to achieve nitrogen credits
-

Sewer District

Position Title	Present Grade	Present Step	Present Salary	Next Step	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Adopted
Full Time									
<i>Non-Bargaining</i>									
Plant Superintendant	O	4	\$ 125,600	4	\$ 116,064	\$ 115,649	\$ 115,654	\$ 124,854	\$ 128,740
Allocation to Transfer Station (1)			(50,240)		(46,426)	(46,258)	(46,262)	(49,942)	(25,748)
Total Non-Bargaining			<u>75,360</u>		<u>69,638</u>	<u>69,391</u>	<u>69,392</u>	<u>74,912</u>	<u>102,992</u>
<i>Bargaining Unit</i>									
Lab Technician	BU	5	62,389	5	57,523	59,821	59,821	62,361	63,949
Sewer Plant Operator Technician	BU	5	62,389	5	57,523	59,820	59,821	62,361	63,949
Sewer Plant Operator	BU	5	59,424	5	54,765	56,960	56,931	59,379	60,910
Sewer Plant Operator	BU	5	59,424	3	54,765	56,960	56,961	59,379	56,439
Total Bargaining Unit			<u>243,628</u>		<u>224,576</u>	<u>233,561</u>	<u>233,534</u>	<u>243,481</u>	<u>245,247</u>
Full Time Salaries			<u>318,988</u>		<u>294,214</u>	<u>302,952</u>	<u>302,926</u>	<u>318,393</u>	<u>348,240</u>
Non-Bargaining Unit Adjustment			-		-	-	-	-	-
Bargaining Unit Adjustment			-		-	(4,671)	-	-	-
Total Full Time			<u>318,988</u>		<u>294,214</u>	<u>298,281</u>	<u>302,926</u>	<u>318,393</u>	<u>348,240</u>
Part Time									
Substitute help for vacations			-		7,280	-	-	-	-
Total Part Time			<u>-</u>		<u>7,280</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Miscellaneous Pay									
Overtime			35,064		32,327	33,620	34,292	35,064	35,940
Total Miscellaneous Pay			<u>35,064</u>		<u>32,327</u>	<u>33,620</u>	<u>34,292</u>	<u>35,064</u>	<u>35,940</u>
Total Salary			<u>354,052</u>		<u>333,821</u>	<u>331,901</u>	<u>337,218</u>	<u>353,457</u>	<u>384,180</u>
					5.22%	-0.58%	1.60%	4.82%	8.69%

Note:
 (1) Beginning in 2012-2013, 80% of the Plant Superintendent salary is allocated to the Sewer Plant and 20% is allocated to the Transfer Station. Previously, the allocation was 60% Sewer and 40% Transfer Station.

Sewer

Rating	Category		2011-2012	2012-2013			5 Year Capital Plan					TOTAL (A thru E)
			Prior Yr. Approved	Dept. Request	Bd of Sel Approved	Bd of Fin Approved	Twn Cncl Approved	2012-13 A	2013-14 B	2014-15 C	2015-16 D	
1	LEGAL	Engineering Services (Zinc, Phosphorus) (a)	170,000	20,000	20,000	20,000	20,000	600,000	-	-	-	620,000
	LEGAL	Construction (Zinc, Phosphorus)	-	-	-	-	-	3,400,000	3,400,000	-	-	6,800,000
	NES	Boiler Replacement	50,000	-	-	-	-	-	-	-	-	-
2	MAINT	Sewer Rehab	10,000	10,000	10,000	10,000	10,000	-	10,000	10,000	-	30,000
3	NES	Pump Station Pump	-	10,000	10,000	10,000	10,000	11,000	-	11,000	-	32,000
	NES	Replace Fine Screen (b)	-	-	-	-	-	200,000	-	-	-	200,000
	MAINT	Chopper Pump	-	-	-	-	-	-	13,000	-	13,000	26,000
	NES	Sewer Relining (b)	-	-	-	-	-	365,000	-	-	-	365,000
												-
		Transfer to Reserve Fund	(170,000)	(20,000)	(20,000)	(20,000)	(20,000)					(20,000)
												-
		Transferred to Bond Issue										-
		Total	60,000	20,000	20,000	20,000	20,000	4,576,000	3,423,000	21,000	13,000	8,053,000

Rating for each Capital Project =1 being the highest priority 10 the lowest.

Category -	Safety -	SFTY	Necessary for Essential Services-	NES
	Security -	SEC	Required Expansion of Facilities-	EXPAND
	Legally Required -	LEGAL	Required Maintenance PP&E-	MAINT
			Aesthetic needs & Other-	ASTOTH

(a) From Reserve Fund or To Be Bonded with WPCF upgrade (DEP Mandate)

(b) From Reserve Fund or To Be Bonded with WPCF upgrade

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	Engineering Services (Zinc, Phosphorus)	Is this project included in the most recent 5-Year Capital Improvement Plan?	yes
Project Description	Meetings with CT DEEP, EPA, and Aquarion Water to discuss pilot study results .		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	This is a follow-up in regards to a pilot study implemented this past summer to remediate zinc and phosphorus from the WPCF discharge. "EPA Mandate". Meetings will allow the Town of New Canaan to prepare position papers to address new limits being imposed in the WPCF discharge permit. The pilot studies were to address all alternatives and a report is to be completed February 2012.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)			

Financial Information

Estimated Total Project Cost	<input type="text" value="20,000"/>	Estimated time involved to meet requirements needed.
How was the project cost estimated?		
What other funding sources are available?	N/A	
What amount is available from other funding sources?		
Is the amount guaranteed? If not, what needs to be done to secure funding?	N/A	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	None
How was operating impact calculated?	

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Sewer Rehab"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="yes"/>
Project Description	<input type="text" value="Rehab sewers --Root Control, TV sewer Lines, point repairs"/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	During annual cleaning of the Town sewer system unexpected problems arise that we must remediate. Please note that these repairs are unforeseen because of the nature of the work involved. If a blockage is found then a decision is made as to the cause and how to correct. This usually involves televising the line applying root control or point repair, if necessary. If rehab is not performed then we cannot clean the sewers properly and the ultimate result may be sewage backing up into homes.		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="Root Control 2-3 years/Point repair indefinitely."/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="10,000"/>	Estimated from money spent in prior years.
How was the project cost estimated?	<input type="text"/>	
What other funding sources are available?	<input type="text" value="N/A"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="N/A"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use			
Budget Approved By	Amount	Date	Account #:
Board of Selectmen			
Board of Finance			
Town Council			

2012-2013 Capital Project Request

Department

Project Priority Ranking

Project Information

Project Name	<input type="text" value="Pump Station Pump Replacement"/>	Is this project included in the most recent 5-Year Capital Improvement Plan?	<input type="text" value="yes"/>
Project Description	<input type="text" value="Pump replacement for one of six pumps used at the towns three pump stations."/>		
Rationale & Justification-Why the Town should spend money on this project/purchase. <i>(Why is the project necessary? What needs will be met by this project/purchase? How are these needs currently being addressed? What alternatives have been considered? Why is this the best option?)</i>	<input type="text" value="Pumps at the pump stations are vital for pumping sewage from the collection system (sewers) to the main plant. We presently have three pump stations with a total of 6 pumps (2 pumps per station). Failure of these pumps may result in sewer back-ups into residential or commercial establishments. It is a high priority maintenance item."/>		
Expected start date	<input type="text" value="Jul-12"/>	Expected completion date	<input type="text" value="Jun-13"/>
Expected useful life of project/purchase (years)	<input type="text" value="5-Years"/>		

Financial Information

Estimated Total Project Cost	<input type="text" value="10,000"/>	Bids received in 2010 for same pump was \$8,677.00
How was the project cost estimated?	<input type="text"/>	
What other funding sources are available?	<input type="text" value="NONE"/>	
What amount is available from other funding sources?	<input type="text"/>	
Is the amount guaranteed? If not, what needs to be done to secure funding?	<input type="text"/>	

Operating Impact

Estimated impact on Operating Budget (cost or savings resulting from new positions, reduced overtime, etc.)	<input type="text" value="NONE"/>
How was operating impact calculated?	<input type="text"/>

For Finance Department Use

Budget Approved By	Amount	Date	Account #:
<input type="text" value="Board of Selectmen"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Board of Finance"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Town Council"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Small Funds

Town of New Canaan Waveny Pool 2012-2013 Budget
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	Actual 2007-2008	Budget 2008-09	Actual 2008-09	Budget 2009-2010	Actual 2009-2010	Budget 2010-2011	Actual 2010-2011	Budget 2011-2012	Budget 2012-2013
REVENUES:									
Permits and Passes	\$ 381,650	\$ 400,000	\$ 355,474	\$ 400,000	\$ 303,040	\$ 360,000	\$ 326,267	\$ 360,000	\$ 360,000
Interest	10,501	3,100	3,942	2,400	902	2,400	624	2,400	750
Program Aquatic Fees	18,201	20,000	31,722	20,000	18,291	30,000	10,258	30,000	30,000
Total revenues	410,352	423,100	391,138	422,400	322,233	392,400	337,149	392,400	390,750
OPERATING EXPENSES:									
Salaries Part- Time	90,053	112,000	103,168	92,750	83,226	105,000	102,555	105,000	107,500
Voice / Data	116	750	282	750		300	0	300	300
Fuel Oil / Propane	3,602	5,500	2,781	4,000	522	4,000	2,198	3,000	3,000
Supplies - General	6,495	7,000	5,572	7,000	7,800	7,000	3,867	7,000	7,000
Supplies - Chemical	18,488	18,000	14,423	19,000	17,725	18,000	18,650	18,750	19,125
Equipment - Personnel	1,820	1,500	0	1,900	1,255	1,900	1,895	1,900	2,000
Electricity	27,286	25,000	25,373	28,000	26,382	28,000	19,971	28,500	22,000
Water	5,097	3,500	7,108	4,500	9,476	7,500	12,718	9,500	12,500
Property Cleaning	3,929	5,600	4,182	4,200	4,950	4,300	3,781	5,000	5,000
Property Repair / Maintenance	13,656	7,500	11,429	7,500	15,780	12,000	18,228	12,500	12,500
Pool Major Maint. Reserve	18,350	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Program Aquatics Classes	24,490	12,000	7,785	24,000	18,957	10,000	1,982	15,000	15,000
Total operating expenses	213,382	213,350	197,103	208,600	201,073	213,000	200,845	221,450	220,925
Debt Expense (Principal Only)	139,875	131,376	178,640	178,640	231,686	191,841	269,486	106,004	170,583
Total Expenses	353,257	344,726	375,743	387,240	432,759	404,841	470,331	327,454	391,508
Net Income	\$ 57,095	\$ 78,374	\$ 15,395	\$ 35,160	\$ (110,526)	\$ (12,441)	\$ (133,182)	\$ 64,946	\$ (758)
Fund Balance	\$ 229,061		\$ 244,456		\$ 133,930		\$ 748	\$ 65,694	\$ 64,936

**Town of New Canaan
Railroad Property Fund
2012-2013 Budget**

	<u>Budget 2008-09</u>	<u>Actual 2008-09</u>	<u>Budget 2009-2010</u>	<u>Actual 2009-2010</u>	<u>Budget 2010-2011</u>	<u>Actual 2010-2011</u>	<u>Budget 2011-2012</u>	<u>Budget 2012-2013</u>
REVENUES:								
Parking meters and rent	\$ 128,000	\$ 109,845	\$ 130,000	\$ 136,973	\$ 110,000	\$ 124,804	\$ 130,000	\$ 135,000
Interest	1,800	3,976	1,200	1,229	1,200	1,592	1,200	1,200
Total revenues	<u>129,800</u>	<u>113,821</u>	<u>131,200</u>	<u>138,202</u>	<u>111,200</u>	<u>126,396</u>	<u>131,200</u>	<u>136,200</u>
OPERATING EXPENSES:								
Utilities	30,000	-	-	-	-	-	-	-
Telephone	-	153	150	306	160	1,683	1,800	1,800
Fuel Oil	-	5,190	4,500	2,579	5,600	5,897	3,250	4,575
Supplies General	-	1,350	1,500	1,244	1,500	1,264	1,500	1,500
Miscellaneous Supplies	-	3,641	2,650	7,678	3,500	3,725	3,500	3,500
Electricity	-	24,044	20,000	22,684	26,000	25,941	26,650	26,650
Water	-	1,109	1,200	693	1,200	1,300	1,200	1,450
Municipal maintenance charges	63,680	57,453	64,954	74,249	68,435	75,007	69,231	75,000
Repairs	12,500	21,441	18,500	21,095	18,500	18,335	18,500	10,650
Cleaning	12,000	-	5,500	-	-	-	-	7,850
Insurance	-	2,500	-	2,500	2,500	2,500	2,500	2,500
Depreciation	-	-	-	-	-	-	-	-
State Payment	-	-	-	-	-	-	-	-
Capital Exp. Awning @ Talmadge	-	-	-	-	-	-	-	-
Capital Exp. Copper Downspouts	6,500	-	-	-	-	-	-	-
Capital Exp. Parking Meters	-	-	-	45,681	-	-	-	-
Station Improvements	-	-	12,000	-	25,000	424	-	-
Total operating expenses	<u>124,680</u>	<u>116,881</u>	<u>130,954</u>	<u>178,709</u>	<u>152,395</u>	<u>136,076</u>	<u>128,131</u>	<u>135,475</u>
Net Income	<u>\$ 5,120</u>	<u>\$ (3,060)</u>	<u>\$ 246</u>	<u>\$ (40,507)</u>	<u>\$ (41,195)</u>	<u>\$ (9,680)</u>	<u>\$ 3,069</u>	<u>\$ 725</u>
Retained Earnings		<u>\$ 102,533</u>		<u>\$ 62,026</u>		<u>\$ 52,346</u>	<u>\$ 55,415</u>	<u>\$ 56,140</u>

**Town of New Canaan
Property Rental Fund
2012-2013 Budget**

	<u>Budget 2008-2009</u>	<u>Actual 2008-2009</u>	<u>Budget 2009-2010</u>	<u>Actual 2009-2010</u>	<u>Budget 2010-2011</u>	<u>Actual 2010-2011</u>	<u>Budget 2011-2012</u>	<u>Budget 2012-2013</u>
REVENUES:								
Rent	\$ 24,000	\$ 23,500	\$ 28,200	\$ 12,700	\$ 9,600	\$ 9,600	\$ 9,600	\$ 9,600
Interest	2,700	2,140	1,400	471	800	339	360	360
Total revenues	<u>26,700</u>	<u>25,640</u>	<u>29,600</u>	<u>13,171</u>	<u>10,400</u>	<u>9,939</u>	<u>9,960</u>	<u>9,960</u>
OPERATING EXPENSES:								
Utilities	3,200	1,621	4,500	572	2,000	133	1,000	500
Repairs, Supplies	5,000	906	5,000	5,802	4,000	514	5,000	5,000
Capital Expenditures (Irwin Rental Rehab)	12,000	5,140	-	-	-	-	-	-
Total operating expenses	<u>20,200</u>	<u>7,667</u>	<u>9,500</u>	<u>6,374</u>	<u>6,000</u>	<u>647</u>	<u>6,000</u>	<u>5,500</u>
Net Income	<u>\$ 6,500</u>	<u>\$ 17,973</u>	<u>\$ 20,100</u>	<u>\$ 6,797</u>	<u>\$ 4,400</u>	<u>\$ 9,292</u>	<u>\$ 3,960</u>	<u>\$ 4,460</u>
Operating Transfer to the General Fund (Transfer at Year-End)	-	-	-	-	-	60,000	-	-
Retained Earnings		<u>\$ 154,880</u>		<u>\$ 161,677</u>		<u>\$ 110,969</u>	<u>\$ 114,929</u>	<u>\$ 119,389</u>

**Town of New Canaan
Movie Theatre
2012-2013 Budget**

	<u>Budget 2008-2009</u>	<u>Actual 2008-2009</u>	<u>Budget 2009-2010</u>	<u>Actual 2009-2010</u>	<u>Budget 2010-2011</u>	<u>Actual 2010-2011</u>	<u>Budget 2011-2012</u>	<u>Budget 2012-2013</u>
REVENUES:								
Rent	\$ 90,000	\$ 57,489	\$ 90,000	\$ 97,700	\$ 105,900	\$ 106,415	\$ 104,400	\$ 106,500
Interest	300	-	300	-	100	-	-	-
Total revenues	<u>90,300</u>	<u>57,489</u>	<u>90,300</u>	<u>97,700</u>	<u>106,000</u>	<u>106,415</u>	<u>104,400</u>	<u>106,500</u>
OPERATING EXPENSES:								
Lease/Rental/Legal Cost	35,000	39,574	35,000	21,506	5,000	6,679	10,000	10,000
Fuel Oil / Propane	4,000	-	4,000	2,709	-	8,359	-	2,000
Insurance	3,500	487	3,500	-	500	-	500	500
Repairs, Supplies, Fees	1,000	-	1,000	217	-	-	1,000	1,000
Property Repairs and Maint.	6,680	15,706	6,680	10,084	6,000	19,690	10,000	10,000
ADA Compliant Bathroom	-	-	-	-	20,000	40,000	-	-
Major Expenditures:								
Display Window	-	-	-	-	18,000	-	-	-
Chimney Repairs	-	-	-	-	12,000	-	-	-
Misc. Capital	-	4,750	-	-	-	45,000	-	-
Debt	-	-	-	-	-	-	-	-
Total operating expenses	<u>50,180</u>	<u>60,517</u>	<u>50,180</u>	<u>34,516</u>	<u>61,500</u>	<u>119,728</u>	<u>21,500</u>	<u>23,500</u>
Net Income	<u>\$ 40,120</u>	<u>\$ (3,028)</u>	<u>\$ 40,120</u>	<u>\$ 63,184</u>	<u>\$ 44,500</u>	<u>\$ (13,313)</u>	<u>\$ 82,900</u>	<u>\$ 83,000</u>
Fund Balance		<u>\$ 47,317</u>		<u>\$ 110,501</u>		<u>\$ 97,188</u>	<u>\$ 180,088</u>	<u>\$ 263,088</u>

Town of New Canaan Dog License Fund 2012-2013 Budget

	Actual 2007-08	Budget 2008-09	Actual 2008-09	Budget 2009-2010	Actual 2009-2010	Budget 2010-2011	Actual 2010-2011	Budget 2011-2012	Budget 2012-2013
REVENUES:									
License Fees	\$ 22,612	\$ 20,900	\$ 24,799	\$ 23,000	\$ 24,507	\$ 25,000	\$ 23,945	\$ 24,500	\$ 24,500
Warden Fees	1,860	1,750	1,810	1,750	3,003	1,800	2,015	2,000	2,000
Interest	1,101	800	413	300	94	100	66	100	100
Total revenues	<u>25,573</u>	<u>23,450</u>	<u>27,022</u>	<u>25,050</u>	<u>27,604</u>	<u>26,900</u>	<u>26,026</u>	<u>26,600</u>	<u>26,600</u>
OPERATING EXPENSES:									
Canine Control - State of CT	14,811	12,540	15,707	14,900	15,594	14,900	15,646	15,500	15,500
Warden Salary	-	4,000	844	4,000	1,442	2,000	-	-	-
Repairs, Supplies, Fees	9,327	10,000	4,567	10,000	2,658	10,000	4,437	10,300	10,550
Major Expenditures:									
Repair Pound Cages	-	-	1,440	-	-	4,500	-	1,500	-
Repair Dog Pound Doors and Window	-	-	975	-	-	-	-	4,000	-
Repair Dog Pound Floor & Windows	4,527	-	4,378	-	-	-	-	-	-
Radio-Dog Van	-	-	-	-	2,076	-	-	-	-
Total operating expenses	<u>28,665</u>	<u>26,540</u>	<u>27,911</u>	<u>28,900</u>	<u>21,770</u>	<u>31,400</u>	<u>20,083</u>	<u>31,300</u>	<u>26,050</u>
Net Income	<u>\$ (3,092)</u>	<u>\$ (3,090)</u>	<u>\$ (889)</u>	<u>\$ (3,850)</u>	<u>\$ 5,834</u>	<u>\$ (4,500)</u>	<u>\$ 5,943</u>	<u>\$ (4,700)</u>	<u>\$ 550</u>
Fund Balance	<u>\$ 11,288</u>		<u>\$ 10,399</u>		<u>\$ 16,233</u>		<u>\$ 22,176</u>	<u>\$ 17,476</u>	<u>\$ 18,026</u>