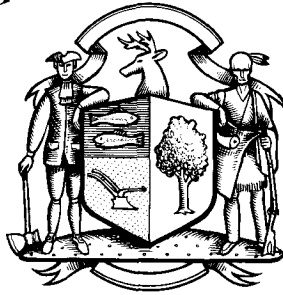


# TOWN of WESTON, CONNECTICUT



Incorporated 1787

Office of the First Selectman

TO: Board of Finance  
 FROM: Woody Bliss, First Selectman  
 SUBJECT: Recommended FY09-10 Budget  
 DATE: February 17, 2009

Attached are the Board of Selectmen's recommended operating, capital, and debt service budgets for Town Departments for the 2009-2010 fiscal year. The Board has recommended a combined Town operating and capital budget of \$11,647,223 (down \$47, 0.0% from Fy08-09). It has voted to recommend a Board of Education combined operating and capital budget of \$ \$44,649,832 ( increase of \$299,231, or .67% over FY08-09)

## TOWN OPERATING BUDGET SUMMARY

The **proposed \$10,814,890 operating budget represents a 1.78% increase (\$188,620) over the current budget.** This compares to a five year average increase of 4.59% ( 4.57% FY08-09; 3.77% FY 07-08; 4.58% FY06-07; 5.15% FY05-06; and 4.87% FY04-05). This budget contains no significant new initiatives. Key provisions of the proposed increase are as follows:

CATEGORY	\$ INCREASE	% OF TOTAL INCREASE
Health Insurance	89,000	47.2
Salary	73,073	38.7
OPEB Account	37,250	19.8
Solid Waste	32,237	17.1
FICA/Pension	26,000	13.8
Energy	18,872	10.0
Prop/Liab/Auto Ins.	17,000	9.0
All Other Items	(54,064)	(28.7)
ZEO Transition	(36,047)	(19.1)
CommAgingGrant	(14,781)	(7.8)
<b>TOTAL</b>	<b>\$ 188,620</b>	<b>100.0</b>

My original proposal to the Board of Selectmen included an operating budget increase of \$284,831, and a capital budget increase of \$18,000. While these proposals were well below both our recent budget history and our ten year plan guidelines, it never the less became clear **that the community**

**need and sentiment is for a zero tax increase from town services.** Accordingly, the Board and I worked together to assure that the combination of Town operating and capital budgets for FY2009-2010, did not exceed their total for the current year. Taken together, the Town operating and capital budgets that the Board of Selectmen are conveying to you, total \$47 less than those of the current fiscal year. This necessitated some difficult choices. Despite those, we are pleased that we have been able to meet this goal, and are confident that our budget proposal to you is both reasonable and responsible.

### **SALARY ACCOUNTS**

**Total projected salary costs for all departments and operations are increased by \$73,073, or 38.7% of the total budget increase.**

Funds have been included to provide a **2.5% increase for all unionized employees.** Police, Highway and Dispatch contracts all expire as of June 30, 2009, so none of our union employees have a negotiated agreement in place for next year. **Non-union employees are budgeted for a 0% increase.**

There are expanded personnel services over the current year budget in two instances. Additional hours are provided in the positions of Dial-a- Ride bus driver and for the Youth Services Program Supervisor. The increased cost in both instances is met by an offsetting grant or fee revenue.

**Four part time positions are eliminated as of July 1.** The first two are as a result of a significant decrease in the amount of office activity and volume. The first eliminated position is the Secretary to the Fire Marshal. This position is currently budgeted at \$23,111. The second position is the Town Hall “floater”, primarily assigned to the Town Clerk’s office. That position has a FY08-09 salary of \$17,091.

The final two positions are the separate **position of Treasurer (\$19,713), which will be eliminated, and combined into the duties of the Finance Director.** To assist the Finance Director in absorbing that change, the position of Finance Office Assistant will be increased 3.5 hrs per week to become a full time position, at an estimated cost of \$5,900. These new responsibilities will likely result in a grade change for the Finance Director. That cost is not yet known, but is anticipated to be on the order of approximately \$2,000 in the next fiscal year. Net savings for the consolidation are estimated at \$25,000 when the savings of employee health insurance for the Treasurer position are considered.

The Town is also eliminating the part time position of Benefits Coordinator ( \$8,222) which is currently vacant.

### **HEALTH INSURANCE AND BENEFITS**

The \$89,000 increase in health insurance reflects an estimated rate increase of 6.25% for medical premiums, and fairly level for all other items. Rates for next year are not in hand, and will not likely be received until the budget process is concluded. Should rate increases come in at more than the budget estimate, the insurance reserve account will be tapped to meet the additional costs.

The Town is bidding its health insurance with the school employees as well as separately this year, to determine if recombining the two groups into one provides any premium savings. In fiscal year

2003-2004, the health insurance budget totaled \$1,300,000. The FY09-10 budget of \$1,520,000 represents an increase over the six year period of \$220,000, or 2.8% annually.

The \$26,000 increases in FICA and pension costs directly reflect the payroll benefit cost of COLA adjustments. No rate increases are anticipated.

### **SOLID WASTE**

**For the coming year, the general fund subsidy is projected to go up by \$32,237 (29%) to \$142,060.** The vast majority of the solid waste expense runs through a dedicated account. While the entire operational expense is presented, the bottom line of this budget represents only the subsidy portion from the general fund for solid waste expense. This subsidy would have been higher by an additional \$9,674, except that the Board has elected to use this amount from the dedicated solid waste account to balance off some of this large increase.

The requirement for additional general fund subsidy in FY09-10 is due primarily to increases in recycling expenses. Further, the present collapse in the recycling market results in the projection of no offsetting recycling revenues in this budget. That is subject to change if the demand for recyclables improves next year.

As of January 2009, we have changed our ultimate disposal location as we have left the CRRA Bridgeport facility (along with several Fairfield County communities). We are entering the fiscal year with virtually all new contracts. This budget will receive careful monitoring as the year progresses, and we explore new markets and watch for trend changes in this new environment.

### **ENERGY**

Energy accounts total an increase of \$18,872, or 6.6 % over the current year. As is usually the case with all things energy related, the full story is more complicated than that. The combined energy cost for all energy line items except one (Town increase for the middle school pool) are actually decreased compared to the current year, by \$11,428. However, this is more than offset by the fact that the portion of the energy cost for the pool presented in the Town budget is up by a whopping \$50,500 (1,100%). This is because the school is utilizing less expensive natural gas rather than heating oil to heat the pool.

When the pool was heated with oil, the cost was borne entirely by the school budget, as there is no separate oil meter upon which to apportion costs. With natural gas there is a separate meter, and that usage is now entirely reflected in the Town budget. The school is then back billed 40% of the cost, as is the practice for all pool expenses. So this increase must be understood not as an 1,100% increase in pool heating costs, but rather as an accounting anomaly, which increases the Town budget by over \$30,000, even after the school pays its share. This cost shift from the school budget to the town budget accounts for 16% of the total Town budget increase in FY09-10.

### **CAPITAL BUDGET**

**The Board of Selectmen voted to recommend a school capital budget of \$389,832 ( \$14,832, 3.95% increase over FY08-09), and a Town Capital budget of \$832,333 (\$188,667, 18.5 % decrease from FY08-09).** This reflects the recommendation of the Capital Advisory Committee with the single exception of the elimination of the proposed stairwell rail replacement in the Middle

School (\$28,248 with contingency). This item was eliminated after discussion with the school administration prior to the vote.

### **SCHOOL CAPITAL**

The school request was for over \$5 million, approximately \$4.3 million of which was for the Middle School roof replacement. All involved recognize that a project of this magnitude will have to wait for bond approval authorization.

The following items in the School request are being recommended for funding in next year's capital budget.

#### **The recommended school capital list for FY2009-2010 is as follows:**

31,000	Hurlbutt corridor battery lights
25,000	Hurlbutt corridor smoke detectors
10,000	Hurlbutt backflow preventers
10,000	Intermediate data closet exhaust fans
18,500	Intermediate exterior lighting
139,000	Middle School Boiler
40,000	Middles School corridor battery lights
16,000	Middle School ADA elevator controls
13,500	Middle School Pool Filter Room Eqpt.
10,000	Middle School ADA/ANSI Compliant Door Hardware
15,000	Central Office mechanical
32,432	10% Contingency/Engineering on all above items
<u>29,400</u>	Bus Garage Septic
<b>389,832</b>	<b>TOTAL SCHOOL CAPITAL</b>

### **TOWN CAPITAL**

In considering the Town capital requests, the Advisory Committee elected to reduce the requested Fire Truck amount by \$100,000. Instead, it preferred to front the remaining \$100,000 from the general fund balance, if it is needed prior to the conclusion of FY2009-10. It plans to appropriate the remaining \$100,000 for the truck in the FY2010-2011 capital budget. These funds would either constitute the final truck payment, or repay the fund balance for the \$100,000 advance if the truck is completed for delivery in FY09-10.

The Committee also recommended to eliminate the \$100,000 appropriation for wetlands mitigation ( Middle School field). This expense is in response to an enforcement action by the Army Corps of Engineers, resulting from the school construction project. The Committee and Board felt that as the plan was not yet approved, funding could wait until such time as Corps approval is received before addressing the issue. This may require a supplemental appropriation for this purpose in FY09-10, or inclusion of the item in the FY10-11 capital budget.

#### **The recommended town capital list for 2009-2010 is as follows:**

47,333	Police vehicles
150,000	Fire Truck
125,000	Bridge Repair Account
80,000	Town Buildings Repairs

200,000	Two DPW Roadside Mowers
10,000	Coley Field Backstops
125,000	DPW Fire Sprinkler System
75,000	Town Hall Complex Heating System
<u>20,000</u>	Turf Replacement Fund
<b>832,333</b>	<b>TOTAL TOWN CAPITAL</b>

### **SCHOOL OPERATING BUDGET**

**The Board of Selectmen voted to recommend a school operating budget in the amount of \$44,260,000 for FY 2009-2010. This represents an increase of \$284,399 (.65%) over the current budget. It is also \$869,888 less than the Board of Education's submitted request.**

Much of the discussion during the Selectmen's budget review focused on: the projection of health insurance costs, the creation of a television studio, the cost of a computer initiative, the likelihood of special education funding from the state, and class size. The insurance issue was coupled with a further discussion about the extent of reasonable reliance upon funding from the Department's insurance reserve fund ( if needed), which currently sits at \$2 million.

The insurance discussion can not be finalized until the receipt of health insurance bids, which are expected the week of February 23. These will be received, but not fully analyzed, prior to your February 25 meeting. The budgeted cost in this area has the potential to move downward several hundred thousand dollars from the BOE's current projections. Accordingly, this is expected to be an area of keen interest by the Board of Finance during its budget review.

### **REVENUE and GRAND LIST GROWTH**

Non property tax revenue helps to decrease the mill rate, as does growth in the Grand List. The Grand List growth offset will be less than in FY 08-09. The real growth in the Grand List this year separate from any increases due to the revaluation was .75%. While positive, this compares to real growth the previous year of 1.9%.

Non property tax revenues are estimated to be down next year by \$500,000. This category of revenue is comprised of various locally generated fees, interest on investments, and state aid. It represents only about 5% of the Town's total revenue. Property taxes account for 95% of total Town revenue.

Our present estimate for non property tax revenue for the 2009-2010 fiscal year is about \$2.8 million, down from \$3.3 million in the current year. This is based on reductions in interest income and building fees, as well as an estimated decrease in state aid. The amount of the decrease in state aid used in the First Selectman's budget was about 15%, or \$182,000 from the current year. Since that time, the Governor released her budget proposal, which would reduce Weston state aid by only \$40,000. However, some of the assumptions she used in creating that budget have already been abandoned, so I have elected to leave my initial state aid estimate unchanged for now.

These estimates will be monitored as the budget process moves forward, and as the State provides updated information regarding its own budget. It is entirely likely, however, that the Board of Finance will still not have reliable state aid projections in hand when it sets the final mill rate after the April 21st Annual Town Budget Meeting.

I am also recommending a one-tenth percent decrease in our estimated tax collection rate, from 97.8%, after abatements and deferments, to 97.7%. The assumed collection rate is a variable that is considered every year. Given the current economic trend, I think it prudent to lower our assumptions by .01% going forward. Although January property tax collections were strong, collections in July and next January could suffer depending upon the overall state of the economy. Accordingly, such a change is prudent and cautious. This reduction has a negative impact on the mill rate of approximately \$60,000.

We will experience a positive offset to the FY09-10 mill rate due to a drop in scheduled debt payments.

Considering all of these factors, we currently estimate their impact on the mill rate will be a positive .2%. Historically, we have had a positive impact in the one to two percent range. A more complete presentation of these factors is included in the attachment to this memorandum entitled Mill Rate Impact Factors.

## FY2009-2010 OUTLOOK

### MILL RATE IMPACT FACTORS

Three factors will increase the mill rate next year even before the budget increases:

#### Negative Mill Rate Impact

\$110,000	Building fees
185,000	State Aid decline of 15%
250,000	Investment income
300,000	Fire Station Payment.
<u>60,000</u>	One-tenth percent Collection Rate Drop
<b>\$905,000</b>	<b>1.53% of Projected Mill Rate</b>

#### Positive Mill Rate Impact:

100,000	Increased Town Clerk Fees
<u>466,000</u>	Debt service decline.
<b>\$566,000</b>	<b>.94% of Projected Mill Rate</b>

**These net out at \$339,000, or a projected .55% negative impact on the estimated mill rate. However, grand list growth estimates are now projected at .75%. While not a strict one for one conversion, the mill rate should get a positive impact of .2% , once all of the above factors are considered.**

### FUND BALANCE OUTLOOK

Possible draws on Fund Balance in FY09-10 include Middle school roof, Heart and Hypertension Claim, C&H Electric Lawsuit, and GASB 45 funding (\$42,000 in FY09-10).

**The year end Undesignated Fund Balance is currently estimated at \$7,334,000.** This number includes supplemental appropriations for: fire station (\$300,000), booster barn (\$513,000), town hall roof ( \$262,700), Kids in Crisis (\$67,958), Hurlbutt state reimbursement (\$67,000), and Code Red ( \$4,500) . It also includes an estimated fund growth of \$230,000. This comes from the unbudgeted supplemental car tax of \$375,000, and increased Town Clerk fees, offset by decreases in interest incomes and building fees.

**A drawdown to 11% of next year's target budget of \$65M, requires an estimated June 30, 2009 Fund Balance of \$7,150,000. If estimates are correct, we have \$184,000 in available supplemental appropriations for the remainder of the year.**

**Budget Summary by Department and Division  
Board of Selectmen's Budget**

<u>Program Name</u>	<u>FY09 Actual</u>	<u>FY09 Approved</u>	<u>FY10 Bd of Selectman</u>	<u>Amount Change FY09-FY10</u>	<u>Percent Change FY09-FY10</u>
Administration and Finance	597,264	642,096	636,520	-5,576	-0.87%
General Administration	3,122,303	3,169,900	3,335,475	165,575	5.22%
Information Systems	251,236	261,378	245,056	-16,322	-6.24%
Probate Court	3,093	5,050	5,050	0	0.00%
Elections/Registrars	34,687	34,442	34,268	-174	-0.51%
Board of Finance	45,500	49,000	50,000	1,000	2.04%
Treasurer	19,021	24,426	0	-24,426	-100.00%
Assessor	99,512	120,006	117,002	-3,004	-2.50%
Tax Collection	106,353	110,792	111,813	1,021	0.92%
Board of Assessment Appeals	0	885	295	-590	-66.67%
Legal Counsel	309,683	197,400	199,400	2,000	1.01%
Town Clerk	125,812	126,014	123,857	-2,157	-1.71%
Historic District Commission	225	450	450	0	0.00%
Planning & Zoning Commission	82,023	129,396	102,155	-27,241	-21.05%
Zoning Board of Appeals	1,749	2,325	2,600	275	11.83%
Conservation Commission	69,349	68,819	58,405	-10,414	-15.13%
Building Inspector	109,986	114,201	116,616	2,415	2.11%
Building Committee	0	1,200	1,200	0	0.00%
<b>General Government</b>	<b>4,977,796</b>	<b>5,057,780</b>	<b>5,140,162</b>	<b>82,382</b>	<b>1.63%</b>
Volunteer Fire Department	203,245	212,174	212,174	0	0.00%
Fire Marshal	69,153	67,533	39,873	-27,660	-40.96%
Animal Control	58,138	69,058	69,386	328	0.47%
Communications Center	298,264	345,909	362,069	16,160	4.67%
SW Conn. Emerg. Med. Serv.	1,300	1,340	1,340	0	0.00%
Emerg. Med. Commun. Serv.	11,594	8,595	12,017	3,422	39.81%
Regional Paramedic	121,053	125,948	127,207	1,259	1.00%
Police Services	1,605,161	1,653,580	1,696,908	43,328	2.62%
<b>Public Safety</b>	<b>2,367,908</b>	<b>2,484,137</b>	<b>2,520,974</b>	<b>36,837</b>	<b>1.48%</b>
Public Works - Highway	1,722,706	1,749,564	1,774,129	24,565	1.40%
<b>Public Works</b>	<b>1,722,706</b>	<b>1,749,564</b>	<b>1,774,129</b>	<b>24,565</b>	<b>1.40%</b>
Solid Waste Disposal	168,313	109,823	142,060	32,237	29.35%
Westport/Weston Health Dist.	139,488	178,396	178,396	0	0.00%
SW Regional Mental Health Board	1,545	1,545	0	-1,545	-100.00%
Weston Water Utility	11,971	20,700	20,450	-250	-1.21%
School/Town Water Supply	35,851	37,600	38,700	1,100	2.93%
<b>Sanitation, Health, Environment</b>	<b>357,168</b>	<b>348,064</b>	<b>379,606</b>	<b>31,542</b>	<b>9.06%</b>



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Human Services	70,542	77,244	78,776	1,532	1.98%
Youth Services	-1,318	38,558	38,815	257	0.67%
Commission on Aging	73,874	88,056	85,084	-2,972	-3.38%
Public Library	356,985	387,791	391,689	3,898	1.01%
<b>Human Resources &amp;</b>	<b>500,083</b>	<b>591,649</b>	<b>594,364</b>	<b>2,715</b>	<b>0.46%</b>
Recreation Department	170,278	177,191	183,024	5,833	3.29%
Parks and Fields	119,406	144,583	125,144	-19,439	-13.44%
Middle School Pool	78,030	73,302	97,487	24,185	32.99%
<b>Parks &amp; Recreation</b>	<b>367,714</b>	<b>395,076</b>	<b>405,655</b>	<b>10,579</b>	<b>2.68%</b>
	<b>10,293,375</b>	<b>10,626,270</b>	<b>10,814,890</b>	<b>188,620</b>	<b>1.78%</b>

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Municipal Debt (Interest)	2,979,768	2,819,715	2,658,799	-160,916	-5.71%
Municipal Debt (Principal)	4,405,000	4,600,000	4,295,000	-305,000	-6.63%
<b>Debt Service</b>	<b>7,384,768</b>	<b>7,419,715</b>	<b>6,953,799</b>	<b>-465,916</b>	<b>-6.28%</b>
Town/School Capital Budget	1,305,000	1,396,000	1,222,165	-173,835	-12.45%
<b>Capital Improvement Program</b>	<b>1,305,000</b>	<b>1,396,000</b>	<b>1,222,165</b>	<b>-173,835</b>	<b>-12.45%</b>
	<b>18,983,143</b>	<b>19,441,985</b>	<b>18,990,854</b>	<b>-451,131</b>	<b>-2.32%</b>

# TOWN OF WESTON BUDGET HISTORY

	<u>FY 08</u>	<u>FY 09</u>	<u>FY 09</u> (Forecast)	<u>FY 10</u>	<u>\$ CHANGE</u> <u>FY 09 to FY 10</u>	<u>% CHANGE</u> <u>FY 09 to FY 10</u>
<b>TOWN BUDGET</b>	<b>10,161,694</b>	<b>10,626,270</b>	<b>10,793,660</b>	<b>10,814,890</b>	<b>188,620</b>	<b>1.78%</b>
<b>BOARD OF EDUCATION</b>	<b>41,690,058</b>	<b>43,975,601</b>	<b>43,975,601</b>	<b>44,260,000</b>	<b>284,399</b>	<b>0.65%</b>
<b>CAPITAL IMPROVEMENT</b>	<b>1,320,000</b>	<b>1,396,000</b>	<b>1,396,000</b>	<b>1,522,165</b>	<b>126,165</b>	<b>9.04%</b>
<b>DEBT SERVICE</b>	<b>7,391,543</b>	<b>7,419,715</b>	<b>7,419,715</b>	<b>6,953,799</b>	<b>(465,916)</b>	<b>-6.28%</b>
<b>TOTAL GROSS BUDGET</b>	<b>60,563,295</b>	<b>63,417,586</b>	<b>63,584,976</b>	<b>63,550,854</b>	<b>133,268</b>	<b>0.21%</b>
<b>LESS: REVENUES</b>	<b>3,267,492</b>	<b>3,309,805</b>	<b>3,108,854</b>	<b>2,873,642</b>	<b>(436,163)</b>	<b>-13.18%</b>
<b>TOTAL NET BUDGET</b>	<b>57,295,803</b>	<b>60,107,781</b>	<b>60,476,122</b>	<b>60,677,212</b>	<b>569,431</b>	<b>0.95%</b>
<b>GRAND LIST</b>	<b>2,507,428,307</b>	<b>2,555,069,445</b>	<b>2,555,069,445</b>	<b>2,648,733,000</b>	<b>93,663,555</b>	<b>3.67%</b>
<b>MILL RATE WITH NEW CONSTR. ONLY</b>				<b>24.13</b>	<b>0.08</b>	<b>0.33%</b>
<b>BUDGETED MILL RATE</b>	<b>23.39</b>	<b>24.05</b>	<b>N/A</b>	<b>23.45</b>	<b>-0.60</b>	<b>-2.49%</b>

Mill rate collection budgeted at 97.7% for 2007-08, 97.8% for 2008-09 and 97.7% for 2009-10.

New construction estimated at .75% increase over the 2008-09 grand list.

Budgeted mill rate for 2009-10 includes impact of revaluation.

Capital Improvement 2009-10 includes \$300,000 previously approved for the Lyons Plains Firehouse.

TOWN REVENUE SUMMARY

**Revenue**

	<u>BUDGET</u> <u>2008-09</u>	<u>PROJECTED</u> <u>2008-09</u>	<u>BUDGET</u> <u>2009-10</u>	<u>VARIANCE</u>
Tax Collection - Gross	\$61,459,899	\$61,459,899	\$62,105,642	\$645,743
Less: Town Elderly Tax Relief (Abatements)	(\$520,000)	(\$463,322)	(\$520,000)	\$0
Less: Town Elderly Tax Relief (Deferrals)	(\$80,000)	(\$77,024)	(\$74,000)	\$6,000
Less: Town Elderly Tax Relief (Freeze)	\$0	(\$5,760)	(\$6,000)	(\$6,000)
Less: Tax Abatement for Fire/EMS Volunteers	(\$75,000)	(\$68,029)	(\$75,000)	\$0
Less: Veteran's Exemption	(\$15,000)	\$0	(\$15,000)	\$0
Less: Uncollected Taxes	(\$662,118)	(\$662,118)	(\$738,430)	(\$76,312)
Tax Collection - Net	<u>\$60,107,781</u>	<u>\$60,183,646</u>	<u>\$60,677,212</u>	<u>\$569,431</u>
State Aid - Education	\$953,493	\$948,564	\$810,469	(\$143,024)
State Aid - Highway	\$125,000	\$126,239	\$106,250	(\$18,750)
State Aid - Capital Improvement Grants	\$65,895	\$66,255	\$56,010	(\$9,885)
State Aid - Other	\$23,000	\$24,379	\$19,550	(\$3,450)
State Aid - Boat Reimbursement	\$3,280	\$3,280	\$3,280	\$0
State Tax Relief - Elderly	\$22,000	\$22,000	\$18,700	(\$3,300)
State Grants - School Construction	\$109,037	\$109,037	\$104,583	(\$4,454)
Subtotal	<u>\$1,301,705</u>	<u>\$1,299,754</u>	<u>\$1,118,842</u>	<u>(\$182,863)</u>
Selectmen's Budget				
Telecommunications Personal Prop. Tax	\$50,000	\$60,000	\$50,000	\$0
Tax Collection - Delinquent/Interest & Lien Fees	\$535,000	\$535,000	\$545,700	\$10,700
Interest on Investments	\$700,000	\$475,000	\$450,000	(\$250,000)
Building Inspection Fees	\$325,000	\$220,000	\$215,000	(\$110,000)
Town Clerk Fees	\$325,000	\$450,000	\$425,000	\$100,000
Police Report Fees & Fines	\$5,000	\$5,000	\$5,000	\$0
ZBA Hearing Fees	\$1,500	\$1,000	\$1,000	(\$500)
Planning & Zoning Commission Fees	\$15,000	\$13,000	\$13,000	(\$2,000)
Conservation Commission Fees	\$13,000	\$12,000	\$12,000	(\$1,000)
Selectman's Office Fees	\$3,000	\$2,500	\$2,500	(\$500)
Assessor's Copier Receipts	\$1,100	\$1,100	\$1,100	\$0
Public Library Receipts	\$8,500	\$8,500	\$8,500	\$0
Meals on Wheels	\$6,000	\$6,000	\$6,000	\$0
Miscellaneous Town & BOE Receipts	\$20,000	\$20,000	\$20,000	\$0
Subtotal	<u>\$2,008,100</u>	<u>\$1,809,100</u>	<u>\$1,754,800</u>	<u>(\$253,300)</u>
Revenue - Subtotal	<u>\$3,309,805</u>	<u>\$3,108,854</u>	<u>\$2,873,642</u>	<u>(\$436,163)</u>
<b>TOTAL REVENUE</b>	<u><u>\$63,417,586</u></u>	<u><u>\$63,292,500</u></u>	<u><u>\$63,550,854</u></u>	<u><u>\$133,268</u></u>



February 4, 2009

**PLEASE DELIVER IMMEDIATELY TO MAYOR, FIRST SELECTMAN,  
 CITY/TOWN MANAGER & FINANCE DIRECTOR**

**Governor's Proposed Budget Impact on:  
 Weston**

Today, February 4, 2009 the Governor released her proposed budget for FY 2009-10 and FY 2010-11. The Governor has proposed level-funding the following programs: Education Cost Sharing, Special Education, School Transportation, Adult Education and Priority School Districts. Please note grants to individual cities and towns may vary due to changes in grant formula elements.

The Governor has also proposed level-funding major non-education grants. However, because state surplus money was used in the past biennium to supplement state general fund appropriations, the result will be reductions in the following programs: TAR (\$8 million reduction), PILOTs (\$7 million reduction) and the Pequot Mohegan Fund (\$6.7 million reduction). PILOT for new Manufacturing Machinery and Equipment will be level funded and capped at the level of appropriation, with proportional reductions if necessary. Below is CCM's preliminary analysis of the impacts on Weston under this plan for certain key grant programs.

Grant	Current Year	Governor's Proposal		Governor's Proposal (FY 2009-10) over Current Year (FY 2008-09)	
	FY 2008-09	FY 2009-10	FY 2010-11	Change:	
	(\$)	(\$)	(\$)	(\$)	(%)
<b>Education</b>					
Adult Education	\$ 424	\$ 425	\$ 425	\$1	.00%
ECS Grant	\$948,564	\$948,564	\$948,564	\$0	.00%
Non-public School Transportation	\$0	\$0	\$0	\$0	n/a
Public School Transportation	\$9,575	\$9,550	\$9,550	\$- 25	.00%
<b>Sub-Total: Education</b>	<b>\$958,563</b>	<b>\$958,539</b>	<b>\$958,539</b>	<b>\$- 24</b>	<b>.00%</b>
<b>Non-Education</b>					
Local Capital Improvement	\$66,255	\$66,209	\$66,209	\$- 46	.00%
Pequot-Mohegan Grant	\$16,629	\$10,424	\$10,424	\$-6,205	- .37%
PILOT: Colleges & Hospitals	\$0	\$0	\$0	\$0	n/a
PILOT: State-owned Property	\$4,463	\$3,807	\$3,807	\$- 656	- .15%
Town Aid Road Grant	\$126,239	\$92,575	\$92,575	\$-33,664	- .27%
<b>Sub-Total: Non-Education</b>	<b>\$213,586</b>	<b>\$173,015</b>	<b>\$173,015</b>	<b>\$-40,571</b>	<b>- .19%</b>
<b>Total: Education &amp; Non-Education</b>	<b>\$1,172,149</b>	<b>\$1,131,554</b>	<b>\$1,131,554</b>	<b>\$-40,595</b>	<b>- .03%</b>

\*Some grants are not listed because town-by-town amounts are not currently available. Many of these grants will be featured in an upcoming CCM report.

Town Budget Assumed → \$182,863

**Tom Landry**

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**From:** LeVasseur, David [David.LeVasseur@ct.gov]  
**Sent:** Wednesday, February 04, 2009 12:57 PM  
**To:** LeVasseur, David  
**Subject:** Important Municipal Grant and Tax Information from OPM

Dear Chief Executive Officer:

Due to budget constraints, the Office of Policy and Management will no longer publish the booklet entitled *Estimates of Statutory Formula Aid to Municipalities*. Municipal grant information in the recommended budget for the biennium commencing July 1, 2009 that Governor M. Jodi Rell presented today, is available on the Office of Policy and Management's website. You may access that information using the following link: <http://www.ct.gov/opm/cwp/view.asp?a=3019&q=383212>

The amount of the personal property tax your municipality will receive on or before April 1, 2009 pursuant to §12-80a, will be available on this agency's website by the end of February. Since each telecommunication service company provides you with a copy of the depreciated personal property value it reports to OPM, you may have already estimated that tax.

The link for the telecommunications service company tax is: <http://www.ct.gov/opm/cwp/view.asp?A=2985&Q=386172>



W. David LeVasseur  
Undersecretary

**TOWN BUDGET AND MILL RATE FORECAST  
TEN YEAR BUDGETARY PLAN FY 2009 - 2018**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
	<u>BUDGET</u>	<u>FORECAST</u>	<u>FORECAST</u>	<u>FORECAST</u>	<u>FORECAST</u>	<u>FORECAST</u>	<u>FORECAST</u>	<u>FORECAST</u>	<u>FORECAST</u>	<u>FORECAST</u>
Town Budget	10,626,270	10,814,890	11,193,411	11,641,148	12,164,999	12,712,424	13,284,483	13,882,285	14,506,988	15,159,802
Board of Education	43,975,601	44,260,000	45,809,100	47,870,510	50,024,682	52,275,793	54,628,204	57,086,473	59,655,364	62,339,856
Capital Budget	1,396,000	1,222,165	1,264,941	1,309,214	1,355,036	1,402,462	1,451,549	1,502,353	1,554,935	1,609,358
Town Capital	1,021,000	832,333	861,465	891,616	922,822	955,121	988,551	1,023,150	1,058,960	1,096,024
B.o.E. Capital	375,000	389,832	403,476	417,598	432,214	447,341	462,998	479,203	495,975	513,334
Fire Station Lyons Plain		300,000	300,000							
Total Debt Service	7,419,715	6,953,799	7,199,936	7,315,926	7,485,425	7,261,509	7,177,596	7,661,144	7,538,369	7,936,557
Existing Debt Service	892,695	857,858	821,370	783,860	0	0	0	0	0	0
Debt Service Schools (8/02 and after)	6,163,962	5,738,734	5,739,793	5,625,573	6,087,872	5,887,557	5,827,763	5,750,376	5,655,787	5,597,145
Debt Service (1/03 Land purchases)	363,058	357,208	363,773	356,493	361,303	365,203	368,583	358,394	360,458	361,286
Future Debt Service		0	275,000	550,000	1,036,250	1,008,750	981,250	1,552,375	1,522,125	1,978,125
Debt Service as % of Exp.	11.7%	11.4%	11.4%	11.5%	10.5%	9.8%	10.1%	9.5%	9.6%	9.1%
Gross Budget	63,417,586	63,550,854	65,767,387	68,136,796	71,030,143	73,652,189	76,541,831	80,132,255	83,255,657	87,045,573
Less: Other Revenues	3,309,805	2,873,642	2,902,378	2,945,914	2,990,103	3,034,954	3,080,479	3,126,686	3,173,586	3,221,190
Net Budget	60,107,781	60,677,212	62,865,009	65,190,882	68,040,040	70,617,235	73,461,353	77,005,569	80,082,070	83,824,383
Grand List	2,555,069,445	2,648,733,000	2,664,625,398	2,697,933,215	2,738,402,214	2,786,324,252	3,343,589,103	3,410,460,885	3,478,670,103	3,548,243,505
Mill Rate	24.05	23.45	24.12	24.71	25.41	25.91	22.47	23.09	23.54	24.16
Mill Rate % Increase	2.82%	-2.49%	2.86%	2.45%	2.83%	1.97%	-13.28%	2.76%	1.95%	2.63%
Taxes-\$100,000 assessment increments	2,405.00	2,345.00	2,412.00	2,471.00	2,541.00	2,591.00	2,247.00	2,309.00	2,354.00	2,416.00
Tax \$ Increase per \$100,000 assessed	66.00	-60.00	67.00	59.00	70.00	50.00	-344.00	62.00	45.00	62.00
% Growth in Debt Service	0.38%	-6.28%	3.54%	1.61%	2.32%	-2.99%	-1.16%	6.74%	-1.60%	5.28%
% Growth in Total Net Budget	4.91%	0.95%	3.61%	3.70%	4.37%	3.79%	4.03%	4.82%	4.00%	4.67%
\$ Impact to change mill rate by .01	24,993	25,875	26,063	26,382	26,777	27,255	32,693	33,350	34,020	34,696
\$ Impact to increase mill rate by 1%.	583,288	621,732	609,858	635,124	660,419	691,013	845,532	747,939	783,948	815,210
<b>Assumptions:</b>										
% Growth in Town Budget	4.57%	1.78%	3.50%	4.00%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%
% Growth in BoE Budget	5.48%	0.65%	3.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%
% Growth in Town Capital	2.10%	-18.48%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%
% Growth in BoE Capital	17.19%	3.96%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%
% Growth in Grand List	1.90%	0.75%	0.60%	1.25%	1.50%	1.75%	20.00%	2.00%	2.00%	2.00%

Other Revenues - \$436,163 reduction for 2009-10; 1% increase for 2010-11; 1.5% increases annually thereafter.

Mill rate includes allowances for exemptions, abatements and reserve for uncollected taxes. Collection budgeted at 97.7%.

Bond Interest Rates - 5.5% for future bond issues.

Debt Service Schools - \$67.5 million for November, 2001 Town Referendum.

Future debt service assumes that the Town will issue \$10 million in bonds in both 2010 and 2015 for both planned and unforeseen large projects.



**Department:** Administration and Finance

**Account Number:** 100

**Department Description**

Provides for 1st Selectman's salary, Admin Asst, Town Administrator, Finance Dir's office, P&Z/Cons Comm, Admin Asst, Town Bldg Maintenance worker, & Town Engineer. Proposes and enacts local legislation, prepares budget for adoption, determines town policies that best serve the citizens of Weston. Responsible for personnel management, planning, coordinating, and evaluating the activities of the town government. Finance Department administers payroll, accounts payable & receivable, and is responsible for accounting, budgeting and long term financial planning. Town Engineer

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	499,672	523,071	556,726	556,726	613,073	613,073	575,870	3.4%	
102 Overtime	11,427	11,047	10,612	11,000	10,877	10,877	12,777	20.4%	
102A Salary Adjustments	0	0	0	0	39,000	39,000	0	0.0%	
103 Part Time Salaries	37,125	35,835	47,850	39,000	0	0	23,307	-51.3%	
113 Commission for the Arts	5,976	9,208	9,260	9,260	9,538	9,538	7,466	-19.4%	
200 Expenses	3,300	2,718	3,400	3,000	3,400	3,400	2,800	-17.6%	
203 Contractual Services	11,465	15,385	14,248	15,500	14,300	14,300	14,300	0.4%	
	<u>568,965</u>	<u>597,264</u>	<u>642,096</u>	<u>634,486</u>	<u>690,188</u>	<u>690,188</u>	<u>636,520</u>	<u>-0.9%</u>	
Personnel	8.84	8.84	8.84	8.84	8.48	8.48	8.48		
Revenue	6,737	2,003	3,000	2,500	2,500	2,500	2,500		

**Board of Selectmen's Budget Notes**

101, 103 Salaries & Wages, Part Time Salaries: These accounts include the transition to FT from .8 for the payroll position, assumption of the Treasurer's duties by the Finance Director, elimination of the PT Floater and Benefits Coordinator positions. The Finance Director's salary includes \$2000 for these additional duties.

**Department:** General Administration

**Account Number:** 110

**Department Description**

Covers insurance, maintenance, and repair of Town buildings, liability, worker's compensation, and health insurance for Town employees, Social Security and pension payments, legal ads, subscriptions and memberships, postage expenses, and general supplies.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
114 First Night	7,500	0	0	0	0	0	0	0.0%	
115 Memorial/Veterans Day	8,702	6,146	11,000	11,000	5,500	5,500	5,000	-54.5%	
116 Kids in Crisis	0	65,000	0	68,000	0	0	0	0.0%	
117 Warm Up Fund	12,390	0	0	0	0	0	0	0.0%	
118 Interfaith Housing	14,000	0	0	0	0	0	0	0.0%	
119 Community Grants	0	33,150	34,150	34,150	30,000	30,000	30,000	-12.2%	
120 Health Insurance	1,371,054	1,335,935	1,431,000	1,416,000	1,520,000	1,520,000	1,520,000	6.2%	
121 Workers Compensation	102,322	41,123	102,500	90,228	102,500	102,500	102,500	0.0%	
122 Pension	456,806	488,064	482,500	538,000	494,000	494,000	494,000	2.4%	
123 FICA	347,042	357,893	370,500	373,000	384,000	384,000	382,325	3.2%	
124 Unemployment Comp.	6,604	168	2,000	10,000	10,000	10,000	10,000	400.0%	
126 OPEB Liability Account			54,000	71,000	91,250	91,250	91,250	69.0%	
128 Iva Moore Cottage Expenses	3,801	1,371	0	0	0	0	0	0.0%	
201 Electricity & Heat	131,693	139,940	171,000	165,000	171,000	171,000	171,000	0.0%	
202 Repairs to Bldgs. & Equip.	42,290	80,021	46,000	56,000	48,000	48,000	48,000	4.3%	
203 Contractual Services	125,446	188,583	130,000	140,000	130,000	130,000	130,000	0.0%	
204 Print., Binding, & Advert.	4,133	2,975	7,000	6,000	7,200	7,200	7,200	2.9%	
205 Training & Prof. Develop.	2,711	4,312	5,150	4,500	4,500	4,500	4,500	-12.6%	
206 Subscrip.Memberships	16,583	18,593	16,000	18,000	16,000	16,000	16,000	0.0%	
207 Postage	19,092	14,999	20,900	20,900	21,000	21,000	21,000	0.5%	
208 Grants & Subsidies	4,900	11,125	0	0	0	0	0	0.0%	
210 General Supply	47,412	46,057	50,400	48,000	50,400	50,400	50,400	0.0%	
222 Insurance - Property Liability	212,023	260,362	220,000	235,000	237,000	237,000	237,000	7.7%	
239 Emergency Management	0	3,551	1,000	1,000	1,000	1,000	1,000	0.0%	
269 Cable Television	5,330	19,399	13,800	13,800	13,800	13,800	13,800	0.0%	
400 Equipment	0	3,357	0	0	0	0	0	0.0%	
622 Tree Warden	720	179	1,000	1,000	1,000	1,000	500	-50.0%	
	<b>2,942,554</b>	<b>3,122,303</b>	<b>3,169,900</b>	<b>3,320,578</b>	<b>3,338,150</b>	<b>3,338,150</b>	<b>3,335,475</b>	<b>5.2%</b>	

Personnel  
Revenue

**Board of Selectmen's Budget Notes**

**Department:** Information Systems

**Account Number:** 115

**Department Description**

Oversee computer operations for all Town departments. Develop and implement long-term technology plan. Provide computer training for all employees. Responsible for all phone, computer, copier and fax machines. Serves as the Town's Freedom of Information (FOI) coordinator.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	65,758	67,982	70,453	70,454	72,919	72,919	72,214	2.5%	
103 Part Time Salaries	5,679	5,583	4,800	5,000	7,000	7,000	7,000	45.8%	
203 Contractual Services	78,191	83,750	80,225	80,000	82,275	82,275	82,275	2.6%	
205 Training & Prof. Develop.	206	299	1,000	500	500	500	500	-50.0%	
210 General Supply	4,764	5,555	7,500	7,500	7,500	7,500	7,500	0.0%	
260 Telecommunications Exp	59,794	65,389	59,000	59,000	59,000	59,000	59,000	0.0%	
400 Equipment	33,659	22,678	38,400	38,000	16,567	16,567	16,567	-56.9%	
	248,051	251,236	261,378	260,454	245,761	245,761	245,056	-6.2%	
Personnel	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Revenue									

**Board of Selectmen's Budget Notes**

103 Part Time Salaries: In July and August, we plan to have two students at \$10/hr to complete a project for Land Use in addition to providing support for special projects planned for the summer by different departments. We will also have a student during December and March breaks.

400 Equipment: Last year we purchased one new server, a new firewall, an additional scanner, a large printer and moved our backups offsite. These were one-time projects which will not be repeated this year. We will continue to replace 5 computers and older printers, fax machines and monitors as needed. We will also be purchasing a new copier for the Town Clerk's Office, a new fax machine for the main Town Hall and upgrading other equipment as necessary.

**Department:** Probate Court

**Account Number:** 120

**Department Description**

The Town of Weston's share of Probate Court (in Westport) costs is based on population and grand list totals.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
200 Expenses	3,543	3,093	5,050	4,000	5,050	5,050	5,050	0.0%	
	3,543	3,093	5,050	4,000	5,050	5,050	5,050	0.0%	

Personnel  
Revenue

**Board of Selectmen's Budget Notes**

200 Expenses: Level budget request. Expense trend is difficult to track as billings are erratic.

**Department:** Elections/Registrars

**Account Number:** 130

**Department Description**

Administers all state and local election laws, including voter registration.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	19,440	20,254	20,824	20,824	21,344	21,344	20,824	0.0%	
103 Part Time Salaries	249	1,724	3,010	3,010	3,086	3,086	3,086	2.5%	
200 Expenses	765	2,105	1,380	1,380	700	700	700	-49.3%	
204 Print., Binding, & Advert.	44	0	500	400	500	500	500	0.0%	
213 Canvass-Registrars	75	13	200	300	300	300	300	50.0%	
214 Primaries & Referenda	13,872	10,591	8,528	11,500	8,858	8,858	8,858	3.9%	
	<u>34,445</u>	<u>34,687</u>	<u>34,442</u>	<u>37,414</u>	<u>34,788</u>	<u>34,788</u>	<u>34,268</u>	<u>-0.5%</u>	
Personnel	0.60	0.60	0.60	0.60	0.60	0.60	0.60		
Revenue		25							

**Board of Selectmen's Budget Notes**

200, 214 Expenses & Primaries & Referenda: Expenses are lower due to the budgeting for 2 elections/primary rather than 3, since it is not a state/national election year.

**Department:** Board of Finance

**Account Number:** 141

**Department Description**

Responsible for the financial activities of the town government. Responsible for completion and submission of final budget recommendations to the town meeting.

This budget covers the cost of the annual town audit, as well as provides secretarial services for board meeting packets and minutes.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
203 Contractual Services	45,000	44,000	46,000	45,300	47,000	47,000	47,000	2.2%	
209 Secretarial Services	1,466	1,500	3,000	3,000	3,000	3,000	3,000	0.0%	
	46,466	45,500	49,000	48,300	50,000	50,000	50,000	2.0%	

Personnel

Revenue

**Board of Selectmen's Budget Notes**

203 Contractual Services: Contracual amount for audit

209 Secretarial Services: \$200 per meeting for 15 meetings.

**Department:** Treasurer

**Account Number:** 142

**Department Description**

Responsible for the receipt and disbursement of all town funds. Responsible for the investment of all town funds.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	18,378	19,021	24,426	21,000	0	0	0	-100.0%	
	18,378	19,021	24,426	21,000	0	0	0	-100.0%	
Personnel	0.40	0.40	0.40	0.40					
Revenue									

**Board of Selectmen's Budget Notes**

101 Salaries & Wages: Expenses for this function are now absorbed into the Finance Director's Office (See Admin & Finance, Tab 1)

**Department:** Assessor

**Account Number:** 143

**Department Description**

Assesses and lists all property in the Town. Produces and maintains the Grand List.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	70,079	70,458	82,536	82,536	85,425	85,425	84,600	2.5%	
103 Part Time Salaries	30,253	25,903	26,085	26,085	26,998	26,998	26,737	2.5%	
200 Expenses	1,686	52	2,275	500	500	500	500	-78.0%	
203 Contractual Services	4,905	0	6,000	2,750	3,000	3,000	3,000	-50.0%	
205 Training & Prof. Develop.	561	3,099	2,685	2,500	2,465	2,465	2,165	-19.4%	
400 Equipment	96	0	425	375	0	0	0	-100.0%	
	107,580	99,512	120,006	114,746	118,388	118,388	117,002	-2.5%	
Personnel	1.67	1.70	1.70	1.70	1.70	1.70	1.70		
Revenue	938	1,314	1,100	1,100	1,100	1,100	1,100		

**Board of Selectmen's Budget Notes**



**Department:** Tax Collection

**Account Number:** 144

**Department Description**

Responsible for the preparation and issuance of all tax bills. Responsible for the collection of all personal property, motor vehicle, and real estate taxes for deposit in the Town treasury.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	94,955	103,824	106,973	106,973	109,998	109,998	107,851	0.8%	
200 Expenses	1,771	1,814	1,814	2,163	1,930	1,930	1,930	6.4%	
204 Print., Binding, & Advert.	705	567	1,730	1,500	1,782	1,782	1,782	3.0%	
205 Training & Prof. Develop.	170	148	275	250	250	250	250	-9.1%	
	97,601	106,353	110,792	110,886	113,960	113,960	111,813	0.9%	
Personnel	1.75	1.75	1.75	1.75	1.75	1.75	1.75		
Revenue									

**Board of Selectmen's Budget Notes**

200 Expenses: State determines amount for DMV - increased last years actual of \$1876 by 3%

Projected 2008-2009 includes one time payment for outside legal fee of \$286 which we will be reimbursed for from taxpayer.

204 Print, Binding & Advert: Four legal notices, DMV delinquent listing, elderly notice

**Department:** Board of Assessment Appeals

**Account Number:** 145

**Department Description**

Reviews and decides on applications for changes in tax assessments.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
200 Expenses	90	0	885	885	295	295	295	-66.7%	
209 Secretarial Services	0	0	0	0	0	0	0	0.0%	
	90	0	885	885	295	295	295	-66.7%	

Personnel  
Revenue

**Board of Selectmen's Budget Notes**

200 Expenses: Reduced estimate is based on the fact that FY2008-2009 was a revaluation year.

**Department:** Legal Counsel

**Account Number:** 150

**Department Description**

Provides legal counsel in litigation, union negotiations, and general municipal laws, ordinances, and procedures.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
104 Retainer Expense	75,449	86,032	88,700	88,700	91,400	91,400	89,600	1.0%	
105 Litigation Expense	293,418	223,651	108,700	175,000	112,000	112,000	109,800	1.0%	
	368,867	309,683	197,400	263,700	203,400	203,400	199,400	1.0%	

Personnel  
Revenue

**Board of Selectmen's Budget Notes**

3% increase provided

**Department:** Town Clerk

**Account Number:** 160

**Department Description**

Responsible for the recording of real estate transactions, indexing, issuance of various licenses, recording of vital statistics, filing ordinances, town meeting minutes, and provides general information about the Town government to the public.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	107,496	111,533	115,981	115,981	119,314	119,314	117,077	0.9%	
102 Overtime	0	82	0	0	0	0	0	0.0%	
103 Part Time Salaries	0	1,639	0	0	0	0	0	0.0%	
203 Contractual Services	9,884	10,936	4,908	2,650	2,650	2,650	2,650	-46.0%	
204 Print., Binding, & Advert.	703	244	660	833	1,410	1,410	1,410	113.6%	
205 Training & Prof. Develop.	737	869	1,530	1,170	1,530	1,530	1,530	0.0%	
206 Subscrip.Memberships	40	0	40	40	40	40	40	0.0%	
210 General Supply	533	339	2,095	350	350	350	350	-83.3%	
217 Vital Statistics-Town Clerk	50	170	300	200	300	300	300	0.0%	
400 Equipment	0	0	500	900	500	500	500	0.0%	
401 Technology Upgrade	54,685	0	0	0	0	0	0	0.0%	
508 Use of Conveyance Receipts	-54,685	0	0	0	0	0	0	0.0%	
	119,443	125,812	126,014	122,124	126,094	126,094	123,857	-1.7%	
Personnel	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Revenue	558,169	541,516	325,000	450,000	425,000	425,000	425,000		

**Board of Selectmen's Budget Notes**

203 Contractual Services: Annual Audit (\$1712) Adkins (\$350) Cott (\$588)

204 Printing, Binding, Advert: 20 Land Record Volumes @ \$470 each, 2 Vital Boks @ \$85 each, Maps scanned/archived (\$200) Dog supplies (\$100)

**Department:** Historic District Commission

**Account Number:** 165

**Department Description**

Reviews and makes decisions concerning applications filed under the Historic District laws and ordinances.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
200 Expenses	0	225	450	450	450	450	450	0.0%	
	0	225	450	450	450	450	450	0.0%	

Personnel

Revenue

**Board of Selectmen's Budget Notes**

200 Expenses: For meeting minutes

**Department:** Planning & Zoning Commission

**Account Number:** 170

**Department Description**

Responsible for : 1) guiding the growth and development of the Town in accordance with the Town Plan, and 2) promulgating, administering, and enforcing the zoning, subdivision, and flood plain regulations. In carrying out its duties, the Commission is supported by and works with the Administrative Assistant, Zoning Enforcement Officer, Town Engineer, Town Attorney, and outside experts on an as-needed basis.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	0	8,130	43,756	43,756	56,609	56,609	56,062		28.1%
103 Part Time Salaries	47,039	63,925	41,343	41,343	42,377	42,377	41,343		0.0%
200 Expenses	225	92	750	750	750	750	750		0.0%
203 Contractual Services	3,861	6,265	39,547	39,547	0	0	0		-100.0%
204 Print., Binding, & Advert.	1,465	3,402	2,500	2,500	2,500	2,500	2,500		0.0%
205 Training & Prof. Develop.		0	1,000	1,000	1,000	1,000	1,000		0.0%
206 Subscrip.Memberships	357	209	300	300	300	300	300		0.0%
400 Equipment		0	200	200	200	200	200		0.0%
	<u>52,947</u>	<u>82,023</u>	<u>129,396</u>	<u>129,396</u>	<u>103,736</u>	<u>103,736</u>	<u>102,155</u>		<u>-21.1%</u>
Personnel	1.18	1.33	1.33	1.33	1.53	1.53	1.53		
Revenue	9,716	14,134	15,000	13,000	13,000	13,000	13,000		

**Board of Selectmen's Budget Notes**

101 Salary & Wages: The 2009-10 budget reflects the full salary of the Code Enforcement Officer. Previously, this position was budgeted at 80% in Planning and Zoning budget and 20% in the Conservation Commission budget.

**Department:** Zoning Board of Appeals

**Account Number:** 180

**Department Description**

Responsible for determining and varying the application of the zoning regulations of the Town, and for hearing and deciding appeals from orders or actions of zoning enforcement officers. This budget provides for expenses of the ZBA, including staff support for preparation of board meeting materials and minutes.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
200 Expenses	2,549	935	1,500	1,284	1,500	1,500	1,500	0.0%	
203 Contractual Services	570	814	825	750	1,100	1,100	1,100	33.3%	
	3,119	1,749	2,325	2,034	2,600	2,600	2,600	11.8%	

Personnel

Revenue

2,780	1,000	1,500	1,000	1,000	1,000	1,000
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**Board of Selectmen's Budget Notes**

**Department:** Conservation Commission

**Account Number:** 185

**Department Description**

Responsible for monitoring the Inland Wetlands regulations and determining the impact of activities within wetlands. Locally designated Inland Wetlands & Watercourses permitting agency per Connecticut State Statutes.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	59,376	65,444	57,319	57,319	48,003	48,003	47,540		-17.1%
105 Litigation Expense		98		0	0	0	0		
200 Expenses	928	640	2,050	2,050	2,050	2,050	2,050		0.0%
203 Contractual Services	4,748	798	4,500	4,500	4,500	4,500	4,500		0.0%
209 Secretarial Services	1,114	1,129	2,600	1,500	1,920	1,920	1,920		-26.2%
212 Legal Notices	1,603	1,240	1,950	1,950	1,995	1,995	1,995		2.3%
400 Equipment	0	0	400	400	400	400	400		0.0%
	67,769	69,349	68,819	67,719	58,868	58,868	58,405		-15.1%
Personnel	1.05	1.05	1.05	1.05	0.85	0.85	0.85		
Revenue	15,301	13,291	13,000	12,000	12,000	12,000	12,000		

**Board of Selectmen's Budget Notes**

101 Salaries & Wages: The 2009-10 budget reflects the transfer of a portion of the Code Enforcement Officer's salary to Planning and Zoning. Previously, 20% of this position's salary had been reflected in this budget.

209 Secretarial Services: 12 meetings x 8 hours @ \$20/hr = 1,920



**Department:** Building Inspector

**Account Number:** 191

**Department Description**

Responsible for enforcing local and state building codes and regulations.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
101 Salaries & Wages	101,322	108,652	112,601	112,601	116,542	116,542	115,416	2.5%	
200 Expenses	112	346	300	300	200	200	200	-33.3%	
205 Training & Prof. Develop.	483	988	800	800	800	800	800	0.0%	
400 Equipment	0	0	500	500	200	200	200	-60.0%	
	101,917	109,986	114,201	114,201	117,742	117,742	116,616	2.1%	
Personnel	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Revenue	379,178	217,230	325,000	220,000	215,000	215,000	215,000		

**Board of Selectmen's Budget Notes**

**Department:** Building Committee

**Account Number:** 195

**Department Description**

Reviews and makes recommendations concerning the planning, design, and construction of Town and School building projects including new facilities, additions, renovations, and code compliance.

Object	Actual 2006-2007	Actual 2007-2008	Budget 2008-2009	Projected 2008-2009	Dept Request 2009-2010	1st Select Request 2009-2010	BoSelect Request 2009-2010	BoFin Request 2009-2010	Percent Change
209 Secretarial Services	0	0	1,200	1,200	1,200	1,200	1,200	0.0%	
	0	0	1,200	1,200	1,200	1,200	1,200	0.0%	

Personnel  
Revenue

**Board of Selectmen's Budget Notes**

209 Secretarial Services: Meeting minutes have been paid from project accounts (HS roof, TH roof, etc) as they were taken by the architect. Some of that may continue into the next year. The budget is at \$200 per meeting for 6 meetings.