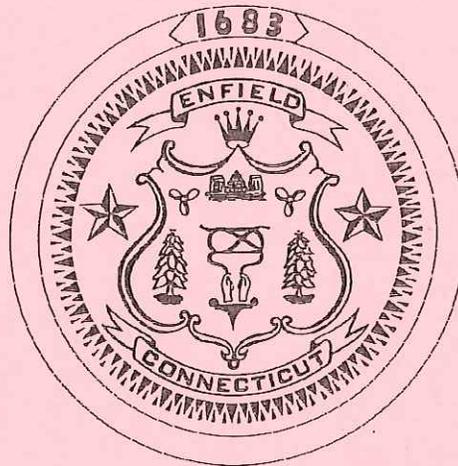


TOWN OF ENFIELD CONNECTICUT



PROPOSED

**2016-2017
ANNUAL OPERATING
AND
CAPITAL BUDGET**

**TOWN OF ENFIELD
ANNUAL BUDGET**

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**TOWN OF ENFIELD
ANNUAL BUDGET**

**ANNUAL OPERATING BUDGET
OF THE
TOWN OF ENFIELD
CONNECTICUT
FOR THE FISCAL YEAR
BEGINNING JULY 1, 2016
ENDING JUNE 30, 2017**

MAYOR AND MEMBERS OF THE TOWN COUNCIL

DISTRICT 1

Joseph C. Bosco
49 Steele Road

Jbosco@enfield.org
860-745-8662

DISTRICT 2

William J. Edgar, Jr.
32 Mathewson Avenue

w_j_edgar@sbcglobal.net
860-745-2920

DEPUTY MAYOR AND DISTRICT 3

William F. Lee
6 Stony Brook Road

blee@enfield.org
860-749-4922

DISTRICT 4

Edward Deni
19 Aloha Drive

edeni@enfield.org
860-508-9948

COUNCILOR AT-LARGE

Gina Cekala
2 Grand View Drive

gcekala@enfield.org
860-265-2608

COUNCILOR AT-LARGE

Carol Hall
820 Enfield Street

chall@enfield.org
860-490-5294

COUNCILOR AT-LARGE

Greg Stokes
10 Steele Road

gstokes@enfield.org
860-741-7349

COUNCILOR AT-LARGE

Tom Arnone
5 Cartier Road

tarnone@enfield.org
860-745-3125

COUNCILOR AT-LARGE

Kathleen Sarno
102 North Maple Street 6B

ksarno@enfield.org
860-698-6045

COUNCILOR AT-LARGE

Donna Szewczak
35 South Road

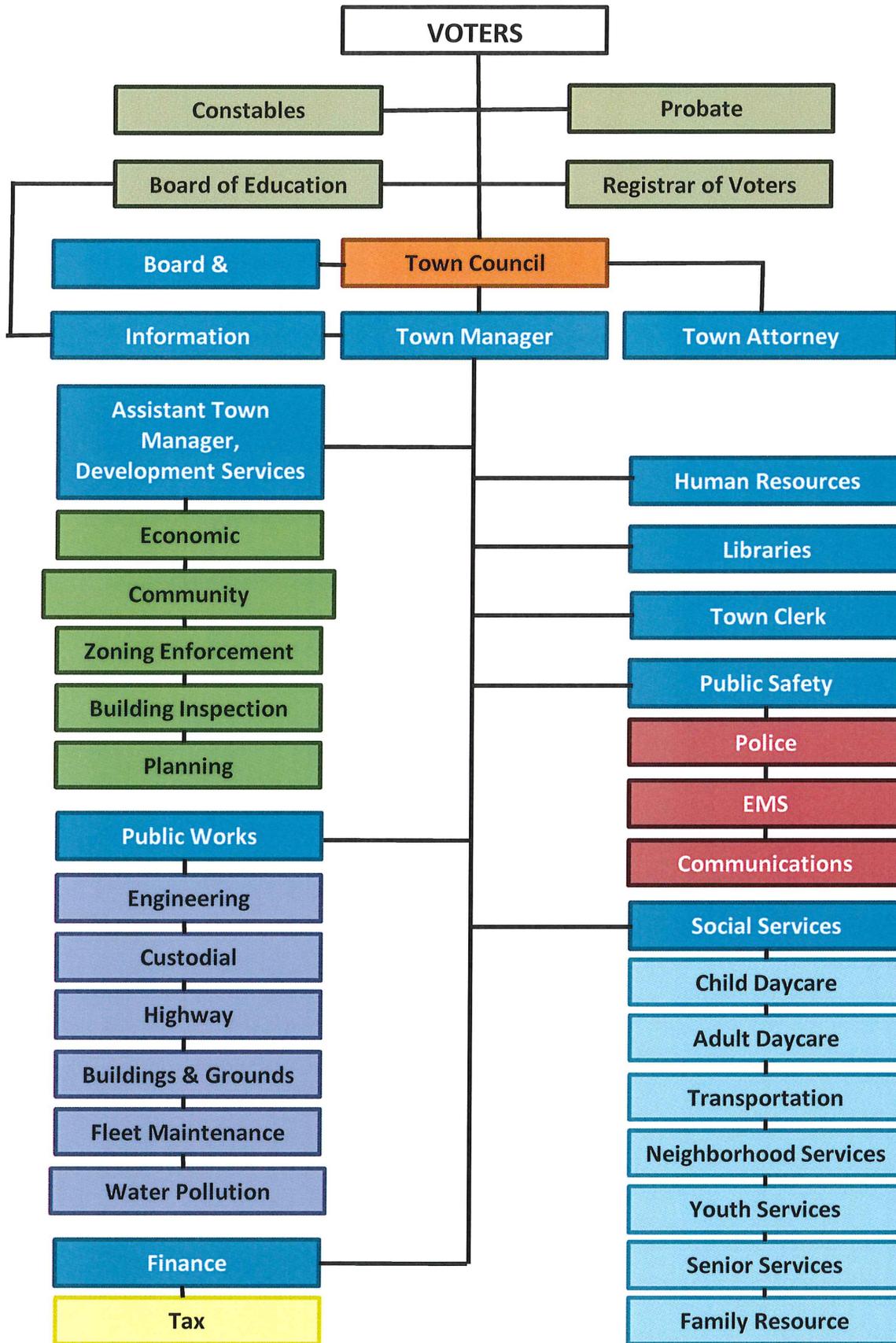
dszewczak@efield.org
860-763-1872

MAYOR AND COUNCILOR AT-LARGE

Scott R. Kaupin
9 Allen Street

skaupin@enfield.org
860-749-1820

TOWN OF ENFIELD
ORGANIZATION CHART



* The majority of appointments are by the Town Council, however some commission members are appointed by the Town Manager.



TOWN OF ENFIELD ANNUAL BUDGET

EXECUTIVE SUMMARY

March 21, 2016

Honorable Members
Enfield Town Council
Enfield, Connecticut



Councilors:

As your Acting Town Manager, pursuant to Chapter VI, Section 3 of the Enfield Town Charter, it is my pleasure and privilege to present to you the proposed Fiscal Year 2017 Annual Operating and Capital Budget for the Town of Enfield. This budget presents an affordable, balanced, conservative, forward-looking and realistic financial plan for the town.

Town Department personnel have been working on preparing this proposed budget since November 2015. This document is the culmination of countless hours of meetings, dozens of reviews, and a multitude of decisions that seek to align available resources with the needs of the Enfield community.

This document serves as the starting point for your discussions with departmental staff on the necessary resources for the Town organization to provide the level of services you wish to deliver to the residents of Enfield. The final budget must be adopted no later than May 17th, 2016.

The General Fund budget for Fiscal Year 2017 totals \$131,344,757 in expenditures, balanced with \$131,344,757 in expected revenues. The proposed Fiscal Year 2017 budget represents an increase of 5.3% over the adopted Fiscal Year 2016 budget. The expenditures for Fiscal Year 2017 are allocated to the Town of Enfield in the amount of \$62,825,728 and to the Board of Education in the amount of \$68,519,029.

To balance the Fiscal Year 2017 budget, it is necessary to increase the mill rate levied within the Town of Enfield. This year's proposed mill rate for real estate and personal property is 31.88, an increase of 1.99 mills or 6.7%. The mill rate for motor vehicles is proposed to be reduced 3.6%, or 1.09 mills, to 28.80 mills, due to a state mandated cap of 32.00 mills. For Fiscal Year 17-18, the motor vehicle mill rate cap will be 29.36. As a result of the mandated cap, 0.11 mills of the real and personal property mill rate is needed to offset the loss of revenue imposed by the cap. The net impact of the two mill rates on the average Enfield single family homeowner with one motor vehicle will be an increase of \$237.81, or 5.8%. This is an increase of \$19.82 per month.

Major Factors Impacting the Fiscal Year 2017 Budget

A number of factors are responsible for the projected increase in the Fiscal Year 2017 General Fund budget. The major cost drivers are:

1. Employee health insurance benefits - Currently, employee health care insurance premiums are projected to increase by approximately 22%. The actual increase in employee health insurance is \$739,230 or 15.08%. The smaller increase is due to changes in employee elections and reduced positions.
2. Debt Service Costs - The debt servicing costs for FY 2017 will increase by \$1,329,432 over adopted FY 2016 costs.
3. Pension Increases - Due to a change in the mortality tables used in the actuarial calculations for the Town's two pension funds, contributions to meet the required targets need to be increased by \$569,949.
4. Employee overtime expenses - In prior years, employee overtime costs have been underestimated. This year's budget includes an increase of \$308,500, 25%, over the current year's budget. The overtime increase is offset by a reduction in regular and part time salaries. The net increase in salaries and wages is \$135,408 or .62%
5. Transfers to other funds - The general fund contribution to capital and other funds increases by \$1,153,311. Specifically, this increase is due to changes in the allocation of IT expenses which increases the Town's share of the IT budget by \$677,257. Transfers to Recreation increase by \$282,884 due to the use of fund balance in FY16. Transfers to Social Services and Capital increase by \$257,813 and \$155,566 respectively.

Fiscal Year 2017 Budget Information

The Fiscal Year 2017 budget includes additional information designed to improve overall transparency of the budget document and increase efficiency and effectiveness of the provision of Town services. Among the more notable changes are:

1. Strategic and Operating Measures - Strategic and operating measures have been developed by each division. These measures are meant to quantify division workloads as well as provide goals to improve service delivery. The measures are presented with the division narratives in the budget book.

2. Capital Improvement Plan - The Capital Improvement Plan has been upgraded to include descriptions of new capital projects, show the impact each project has on the operating budget and present a five year cost projection.
3. Full-time Equivalent Positions – The list of funded positions in the budget has been converted to display the full-time equivalent value of each funded position, so that a position funded for the full fiscal year is shown as 1.0 and a position funded for half the fiscal year is shown as 0.5.
4. Actual Expenditures – Two years, FY2014 and FY2015 of actual expenditures are shown in this budget to provide more information. In previous years, budgets showed one year of actual expenditures.
5. Three Year Financial Forecast – This budget includes a three year financial forecast (FY2017, FY2018, FY2019) following this message that displays five years of actual revenues and expenditures; the current year adopted budget, the proposed FY2017 budget and a projection of two additional fiscal years (FY2018, FY2019), based on a set of indicated assumptions.

Fiscal Year 2017 New Budget Proposals

1. Town Clerk – Upgrade NewVision land record system and update map index totaling \$9,000.
2. Police – Fire arms qualification, Blue Line Trailer and active shooter training, \$12,288.
3. Public Works/Water Pollution Control – Shared part-time Environmental, Health and Safety Manager, \$45,760. Town/Employees shared costs for prescription safety glasses, \$15,600.
4. Social Services – Adult Day Center/Senior Center shared part-time Social Worker, \$36,264. Contract for Senior Center Café Manager, \$9,759.
5. Information Technology – Technology costs shifted to Town from Board of Education totaling \$401,052. Capital improvement program, \$231,676.

Other Major Funds

The Fiscal Year 2017 Budget also includes funding for other funds that comprise the balance of Town operations. Like the General Fund, these other major funds have experienced increases in cost related to personnel expenses. The following table presents the requested funding for each of these other major funds compared to FY 2016 Adopted Appropriations:

| Fund | FY 2016 Adopted | FY 2017 Proposed | Amount + / (-) | Percent Change + / (-) |
|----------------------------|--------------------|---------------------|-------------------|---------------------------|
| EMS | \$2,983,418 | \$3,074,709 | \$91,291 | 3.1% |
| Water Pollution Control | \$5,401,812 | \$5,434,166 | \$32,354 | 0.6% |
| Social Services | \$6,677,551 | \$6,710,714 | \$33,163 | 0.5% |
| Information Technology | \$3,992,039 | \$3,606,124 | (\$385,915) | (9.7%) |
| Recreation | \$622,674 | \$622,861 | \$187 | 0.03% |
| Capital Improvement | \$3,415,925 | \$3,628,093 | \$212,168 | 6.2% |

I wish to sincerely thank the Town staff that participated in the development of this budget. Town staff is committed to providing the highest level of service possible for the resources provided. Further, Town staff is prepared to work with Town Council to develop an adopted budget that reflects the needs of our residents, and carry that plan out to the best of our ability.

Respectfully submitted,



Lee C. Erdmann
Acting Town Manager

MILL RATE AND AVERAGE TAX COMPARISON
SINGLE FAMILY HOME WITH ONE VEHICLE

| | <u>Assessed Value</u> | <u>Market Value</u> | <u>Average Taxes 15-16</u> | <u>Average Taxes 16-17</u> | <u>Tax Amount</u> | <u>Change Percent</u> |
|--------------------|-----------------------|---------------------|--------------------------------|--------------------------------|-----------------------|---------------------------|
| Mill Rate | - | - | 29.89 | 31.88 | 1.99 | 6.70 |
| Single Family Home | 129,256 | 184,651 | 3863.46 | 4120.68 | 257.22 | 6.70 |
| Mill Rate | - | - | 29.89 | 28.80 | (1.09) | (3.65) |
| Motor Vehicle | 7,842 | 11,203 | 234.40 | - | - | - |
| 15-16 | 7,465 | 10,664 | - | 214.99 | (19.41) | (8.28) |
| 16-17 | | | | | | |
| Total Tax Increase | | | 4097.86 | 4335.67 | 237.81 | 5.80 |
| -Per Month | | | | | 19.82 | - |
| -Per Week | | | | | 4.57 | - |
| -Per Day | | | | | .65 | - |

Town of Enfield
 CAFR General Fund Revenues and Expenditures (000)
 3 Year Projection - FY17, FY18 and FY19

Assumptions:
 Health Ins increase = 22% FY17, 12% FY18 and 12% FY19
 Salary increases = Based on budget for FY17 and 2% per year increase thereafter
 BOE increase = 4% for all years
 Other Expenses = 0% FY17 and 2% FY18 and FY19
 Property Tax revenue was set at the amount needed to cover expenditures
 Charges for Services = based on budget for FY17 and 1% per year thereafter

1 Mill = \$2,882,788

| | FY 10-11 | FY 11-12 | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 Adopted | FY 16-17 Projection | FY 17-18 Projection | FY 18-19 Projection | Change 15-16 to 18-19 % |
|-------------------------------------|----------|----------|----------|----------|----------|---------------------|------------------------|------------------------|------------------------|----------------------------------|
| Revenue | | | | | | | | | | |
| Property Taxes | 75,675 | 76,401 | 79,821 | 83,092 | 84,366 | 85,996 | 91,406 | 99,072 | 103,796 | 20.70% |
| Intergovernmental ¹ | 40,876 | 43,580 | 44,070 | 46,613 | 44,638 | 43,632 | 46,405 | 46,406 | 46,406 | 6.36% |
| Charges for Services | 9,009 | 8,303 | 8,558 | 10,940 | 7,726 | 7,766 | 6,925 | 7,252 | 7,350 | -5.36% |
| Contributions | 76 | 68 | 79 | 181 | 232 | - | - | - | - | 0.00% |
| Investments | 152 | 83 | 79 | 75 | 104 | 151 | 150 | 150 | 150 | -0.66% |
| Other Income | - | - | - | - | - | 266 | 146 | 145 | 145 | -45.49% |
| Total Revenue | 125,788 | 128,435 | 132,607 | 140,901 | 137,066 | 137,811 | 145,032 | 153,025 | 157,847 | |
| % change | | 2.10% | 3.25% | 6.25% | -2.72% | 0.54% | 5.24% | 5.51% | 3.15% | |
| Expenditures | | | | | | | | | | |
| General Gov't | 5,680 | 5,797 | 6,483 | 6,279 | 6,758 | 6,316 | 7,034 | 7,226 | 7,422 | 17.51% |
| Public Safety | 11,726 | 11,813 | 12,077 | 12,815 | 13,545 | 13,592 | 13,457 | 13,907 | 14,390 | 5.87% |
| Recreation | - | - | - | - | - | - | - | - | - | 0.00% |
| Public Works | 15,648 | 15,831 | 16,137 | 16,494 | 16,973 | 17,586 | 17,969 | 18,571 | 19,215 | 9.26% |
| Hlth/Soc Services | 7,546 | 7,910 | 8,353 | 8,557 | 8,917 | 9,661 | 9,786 | 10,263 | 10,634 | 10.07% |
| Library | 1,552 | 1,579 | 1,566 | 1,615 | 1,694 | 1,704 | 1,773 | 1,834 | 1,901 | 11.56% |
| Planning & Dev | 1,073 | 1,165 | 1,326 | 1,204 | 1,418 | 1,514 | 1,759 | 1,820 | 1,885 | 24.50% |
| Intergovernmental | 403 | 413 | 448 | 435 | 442 | 460 | 472 | 473 | 474 | 3.04% |
| Education ¹ | 70,698 | 71,140 | 73,344 | 77,039 | 73,482 | 74,844 | 77,519 | 80,260 | 83,110 | 11.04% |
| Nondepartmental | 4,987 | 5,742 | 4,995 | 5,453 | 6,225 | 6,147 | 6,997 | 7,580 | 7,375 | 19.98% |
| Debt Service | 3,577 | 3,952 | 2,968 | 3,519 | 4,869 | 5,664 | 6,993 | 7,829 | 7,679 | 35.58% |
| Capital Outlay | 1,287 | 520 | 1,865 | 389 | - | - | - | - | - | 0.00% |
| | 124,177 | 125,862 | 129,562 | 133,799 | 134,323 | 137,488 | 143,759 | 149,763 | 154,085 | |
| | | 1.36% | 2.94% | 3.27% | 0.39% | 2.36% | 4.56% | 4.18% | 2.89% | |
| Other Sources and (Uses) | | | | | | | | | | |
| Other, net | (2,601) | (1,610) | (684) | 455 | 1,953 | 338 | 399 | 238 | 238 | -29.59% |
| To Capital | (1,262) | (1,019) | (3,519) | (2,359) | (3,021) | (3,176) | (4,000) | (4,000) | (4,000) | 32.41% |
| Net Other Sources and (Uses) | (2,601) | (2,872) | (1,703) | (3,064) | (406) | (2,683) | (2,777) | (3,762) | (3,762) | |
| Net Change in fund balance | (990) | (299) | 1,342 | 4,038 | 2,337 | (2,360) | (1,504) | (500) | - | |
| Unassigned Fund Balance | | | | | | | | | | |
| Unassigned Fund Bal - Beg of Year | 14,027 | 13,113 | 11,784 | 13,525 | 16,041 | 16,908 | | | | |
| Change in unassigned fund balance | (914) | (1,329) | 1,741 | 2,516 | 867 | (2,360) | | | | |
| Unassigned Fund Bal - End of Year | 13,113 | 11,784 | 13,525 | 16,041 | 16,908 | 14,548 | | | | |
| % Change in unassigned fund balance | -6.52% | -10.13% | 14.77% | 18.60% | 5.40% | -13.96% | | | | |
| Unassigned fund bal as % of revenue | 10.42% | 9.18% | 10.20% | 11.38% | 12.34% | 10.56% | | | | |
| FY19 Tax Cap Calculation | | | | | | | | | | |
| Total Expenditures | | | | | | | | | 149,763 | 154,085 |
| Net Transfers out | | | | | | | | | 3,762 | 3,762 |
| Debt service | | | | | | | | | (7,829) | (7,679) |
| Exp for FY18 Cap | | | | | | | | | 145,696 | 150,168 |
| | | | | | | | | | | 3.07% |

¹ - In order to comply with financial reporting requirements, State contributions to teacher retirement programs are added to these lines in the financial statements. In order to compare with the actual amounts from FY10 to FY15, \$9 million was added to the FY16 Budget and to the projected amounts for FY17 to FY19.

Town of Enfield
 2016-2017 Budget
 2015 Grand List
 Proposed Mill Rate Calculation

| | Real Estate | Personal Property | Real Estate + Personal Prop | Motor Vehicle | Total |
|--------------------------|----------------------|--------------------|-----------------------------|--------------------|----------------------|
| Net Taxable Value | 2,422,286,550 | 221,428,695 | 2,643,715,245 | 262,529,900 | 2,906,245,145 |
| Supplemental | | | | 28,000,000 | 0 |
| Estimated BAA reductions | -2,000,000 | | -2,000,000 | -1,000,000 | -3,000,000 |
| | <u>2,420,286,550</u> | <u>221,428,695</u> | <u>2,641,715,245</u> | <u>289,529,900</u> | <u>2,903,245,145</u> |
| Mill Rate | 31.88 | 31.88 | 31.88 | 28.80 | 31.28 |
| Collection Rate | 98.65% | 97.10% | | 94.20% | |
| Gross Revenue | 76,117,092 | 6,854,432 | 82,971,524 | 7,854,830 | 90,826,354 |
| Town CB | -320,000 | | -320,000 | | -320,000 |
| State CB | -320,000 | | -320,000 | | -320,000 |
| Budgeted Revenue | <u>75,477,092</u> | <u>6,854,432</u> | <u>82,331,524</u> | <u>7,854,830</u> | <u>90,186,354</u> |
| FY 2016 Budgeted Revenue | 70,852,500 | 8,109,828 | 78,962,328 | 5,863,566 | 84,825,894 |
| Change | <u>4,624,592</u> | <u>-1,255,396</u> | <u>3,369,196</u> | <u>1,991,264</u> | <u>5,360,460</u> |
| one mill | | | 2,582,545 | 272,737 | 2,882,788 |

TOWN OF ENFIELD, CONNECTICUT

DIRECT AND OVERLAPPING PROPERTY TAX RATES

Last Ten Fiscal Years

(Rate per \$1,000 of Assessed Value)

| | FISCAL YEAR | | | | | | | | | |
|-----------------------------------|-------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 | 2009 | 2008 |
| Town: | | | | | | | | | | |
| Real Estate and personal property | 31.88 | 29.89 | 29.13 | 29.26 | 27.84 | 23.88 | 23.88 | 23.88 | 23.88 | 23.88 |
| Motor Vehicle | 28.80 | 29.89 | 29.13 | 29.26 | 27.84 | 23.88 | 23.88 | 23.88 | 23.88 | 23.88 |
| District: | | | | | | | | | | |
| Enfield F.D. | | 3.35 | 3.25 | 3.15 | 3.05 | 2.65 | 2.50 | 2.35 | 2.35 | 2.35 |
| Thompsonville F.D. | | 8.34 | 7.25 | 6.45 | 6.60 | 5.60 | 5.15 | 5.15 | 5.15 | 4.47 |
| Hazardville F.D. | | 2.45 | 2.40 | 2.10 | 2.10 | 1.75 | 1.75 | 1.75 | 1.75 | 1.75 |
| N. Thompsonville F.D. | | 3.15 | 3.15 | 3.05 | 2.90 | 2.4 | 2.4 | 2.4 | 2.4 | 2.4 |
| Shaker Pines F.D. | | 2.30 | 2.30 | 2.30 | 2.20 | 1.7 | 1.7 | 1.7 | 1.1 | 1.1 |

Source: Town of Enfield Finance Department

TOWN OF ENFIELD, CONNECTICUT

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY

Last Ten Fiscal Years

(In Thousands)

| Fiscal Year | Residential | Commercial Industrial | Land | Personal Property | Motor Vehicle | Less Tax-Exempt Property | Total Taxable Assessed Value | Total Direct Tax Rate | Actual Taxable Value | Value as a Percentage of Actual Value |
|-------------|--------------|-----------------------|-----------|-------------------|---------------|--------------------------|------------------------------|-----------------------|----------------------|---------------------------------------|
| 2017 | \$ 1,800,672 | \$ 604,894 | \$ 28,845 | \$ 251,978 | \$ 265,700 | \$ 45,842 | \$ 2,906,247 | 31.88 | \$4,151,781 | 70.00% |
| 2016 | \$ 1,798,750 | \$ 606,055 | \$ 26,724 | \$ 229,514 | \$ 263,827 | \$ 42,102 | \$ 2,882,768 | 29.89 | \$4,118,240 | 70.00% |
| 2015 | \$ 1,797,209 | \$ 594,571 | \$ 33,263 | \$ 204,796 | \$ 264,656 | \$ 37,922 | \$ 2,856,573 | 29.13 | \$4,080,819 | 70.00% |
| 2014 | \$ 1,795,479 | \$ 604,574 | \$ 33,473 | \$ 198,099 | \$ 252,396 | \$ 38,699 | \$ 2,845,322 | 29.26 | \$4,064,746 | 70.00% |
| 2013 (2) | \$ 1,795,350 | \$ 611,232 | \$ 35,112 | \$ 194,670 | \$ 258,008 | \$ 41,300 | \$ 2,853,072 | 27.84 | \$4,075,817 | 70.00% |
| 2012 | \$ 2,113,105 | \$ 683,778 | \$ 26,923 | \$ 181,749 | \$ 245,484 | \$ 37,669 | \$ 3,213,370 | 23.88 | \$4,590,529 | 70.00% |
| 2011 | \$ 2,109,385 | \$ 682,905 | \$ 26,911 | \$ 181,113 | \$ 232,306 | \$ 39,356 | \$ 3,193,264 | 23.88 | \$4,561,806 | 70.00% |
| 2010 | \$ 2,105,310 | \$ 667,538 | \$ 26,840 | \$ 184,333 | \$ 228,213 | \$ 47,248 | \$ 3,164,986 | 23.88 | \$4,521,409 | 70.00% |
| 2009 | \$ 2,099,258 | \$ 663,158 | \$ 30,091 | \$ 178,150 | \$ 240,108 | \$ 36,840 | \$ 3,173,925 | 23.88 | \$4,534,179 | 70.00% |
| 2008 (1) | \$ 2,090,279 | \$ 660,989 | \$ 31,570 | \$ 186,657 | \$ 237,277 | \$ 45,202 | \$ 3,161,570 | 23.88 | \$4,516,529 | 70.00% |

Source: Town of Enfield Office of Tax Collector

Note:

- (1) Revaluation completed effective October 1, 2006. The basis of assessment is 70% of the 2006 fair market value.
- (2) Revaluation completed effective October 1, 2011. The basis of assessment is 70% of the 2011 fair market value.

* Proposed

TOWN OF ENFIELD, CONNECTICUT

FUND BALANCES, GOVERNMENTAL FUNDS

Last Ten Fiscal Years
(In Thousands)

| | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 | 2009 | 2008 | 2007 | 2006 |
|---|-------------------|-------------------|-------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| General Fund: | | | | | | | | | | |
| Nondisposable | \$ 4,593 | \$ 4,624 | \$ 4,310 | \$ 3,732 | \$ 3,823 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Committed | 2,130 | 1,968 | 1,592 | 2,569 | 1,448 | - | - | - | - | - |
| Assigned | 2,171 | 832 | - | - | - | - | - | - | - | - |
| Unassigned | 16,908 | 16,041 | 13,525 | 11,784 | 13,113 | - | - | - | - | - |
| Reserved | - | - | - | - | - | 4,237 | 3,908 | 931 | 2,007 | 1,678 |
| Unreserved | - | - | - | - | - | 14,027 | 15,234 | 20,777 | 17,888 | 16,745 |
| Total General Fund | \$ 25,802 | \$ 23,465 | \$ 19,427 | \$ 18,085 | \$ 18,384 | \$ 18,264 | \$ 19,142 | \$ 21,708 | \$ 19,895 | \$ 18,423 |
| All Other governmental Funds: | | | | | | | | | | |
| Nondisposable | \$ 124 | \$ 149 | \$ 196 | \$ 196 | \$ 197 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Restricted | 801 | 732 | 701 | 1,961 | 2,117 | - | - | - | - | - |
| Committed | 5,430 | 5,902 | 3,354 | 2,839 | 7,525 | - | - | - | - | - |
| Assigned | - | - | 3,552 | 5,648 | - | - | - | - | - | - |
| Unassigned | (10,184) | (14,415) | (9,746) | (13,146) | (3,681) | - | - | - | - | - |
| Reserved | - | - | - | - | - | 3,215 | 2,715 | 4,486 | 10,395 | 5,100 |
| Unreserved, reported in: | - | - | - | - | - | (2,392) | (485) | (43) | 42 | (1,950) |
| Special revenue funds | - | - | - | - | - | 7,004 | 9,790 | 9,676 | (812) | 6,481 |
| Capital projects funds | - | - | - | - | - | - | - | - | - | - |
| Permanent funds | - | - | - | - | - | 25 | 26 | 25 | 23 | 21 |
| Total all other governmental funds | \$ (3,829) | \$ (7,632) | \$ (1,943) | \$ (2,502) | \$ 6,158 | \$ 7,852 | \$ 12,046 | \$ 14,144 | \$ 9,648 | \$ 9,652 |

Notes:

- (1) Schedule prepared on the accrual basis of accounting.
- (2) Insurance Fund reclassified as an internal service fund in fiscal year 2005.
- (3) The Town implemented GASB No. 54 in fiscal year 2011 which changed the Town's method of reporting governmental fund balance.

Current Debt and Estimated Future Debt Schedule

| Fiscal Year | Debt | | 2017 New Debt | | Total | Impact on Mill Rate (3) |
|-------------|------------|-----------|---------------|----------------|-------------|----------------------------|
| | Service | Leases | Total (1) | 35 million (2) | | |
| 2016 | 4,635,755 | 999,389 | 5,635,144 | | 5,635,144 | 1.95 |
| 2017 | 6,481,080 | 471,670 | 6,952,750 | | 6,952,750 | 2.41 |
| 2018 | 6,177,613 | 115,364 | 6,292,977 | 1,496,250 | 7,789,227 | 2.70 |
| 2019 | 5,160,313 | 45,930 | 5,206,243 | 2,362,764 | 7,569,007 | 2.63 |
| 2020 | 5,010,713 | 47,308 | 5,058,021 | 2,323,291 | 7,381,312 | 2.56 |
| 2021 | 4,868,113 | 48,727 | 4,916,840 | 2,446,468 | 7,363,308 | 2.55 |
| 2022 | 4,725,513 | 50,189 | 4,775,702 | 2,402,293 | 7,177,995 | 2.49 |
| 2023 | 4,583,663 | 51,695 | 4,635,358 | 2,555,267 | 7,190,625 | 2.49 |
| 2024 | 4,442,763 | 50,008 | 4,492,771 | 2,751,830 | 7,244,601 | 2.51 |
| 2025 | 4,306,919 | | 4,306,919 | 2,768,761 | 7,075,680 | 2.45 |
| 2026 | 4,195,188 | | 4,195,188 | 2,709,624 | 6,904,812 | 2.40 |
| 2027 | 4,083,775 | | 4,083,775 | 2,576,555 | 6,660,330 | 2.31 |
| 2028 | 3,973,975 | | 3,973,975 | 2,470,267 | 6,444,242 | 2.24 |
| 2029 | 2,861,063 | | 2,861,063 | 2,414,693 | 5,275,756 | 1.83 |
| 2030 | 2,785,038 | | 2,785,038 | 2,359,117 | 5,144,155 | 1.78 |
| 2031 | 2,709,013 | | 2,709,013 | 2,303,542 | 5,012,555 | 1.74 |
| 2032 | 2,631,344 | | 2,631,344 | 2,223,324 | 4,854,668 | 1.68 |
| 2033 | 2,551,406 | | 2,551,406 | 2,148,746 | 4,700,152 | 1.63 |
| 2034 | 2,470,219 | | 2,470,219 | 2,089,525 | 4,559,744 | 1.58 |
| 2035 | 2,388,400 | | 2,388,400 | 2,035,375 | 4,423,775 | 1.53 |
| 2036 | 1,016,250 | | 1,016,250 | 1,981,225 | 2,997,475 | 1.04 |
| 2037 | | | | 1,927,075 | 1,927,075 | 0.67 |
| | 82,058,116 | 1,880,280 | 83,938,396 | 46,345,992.00 | 130,284,388 | |

(1) Represents current debt service and lease payments at June 30, 2016

(2) Represents impact of bonding for the remainder of the High School project (\$25 million) and phase 2 of Roads 2015 program (\$10 million) scheduled to take place August 2016

(3) One mill = 2,882,788

Voters approved in November 2014 by referendum bonding up to \$57.5 million for the "2015 Roads Program".

The first \$10 million was borrowed in August 2015. The amount above includes \$10 million which will be borrowed in August 2016.

The remaining amount will be borrowed in increments beginning in 2018, and is not included in the above schedule. The Roads 2015 construction project is expected to be completed in 2020.

Voters also approved in November 2012 by referendum bonding up to \$35 million for the consolidation of Enfield and Fermi High Schools.

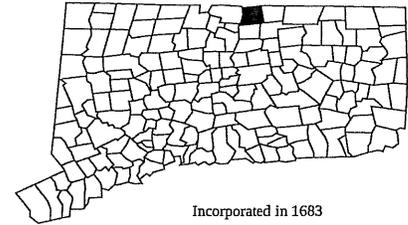
The first \$10 million for this project was borrowed in August 2015. The remaining \$25 million is included above.

Enfield, Connecticut

CERC Town Profile 2016 *Produced by The CT Data Collaborative*

Town Hall
820 Enfield Street
Enfield, CT 06082
(860) 253-6350

Belongs To
Hartford County
LMA Enfield
Capitol Area Economic Dev. Region
Capitol Region Planning Area



Incorporated in 1683

Demographics

| Population (2010-2014) | | | | Race/Ethnicity (2010-2014) | | | | |
|------------------------------|------------|-------------|-------------|------------------------------------|---------------|-------------|----------------|-----|
| | Town | County | State | | Town | County | State | |
| 2000 | 45,212 | 857,183 | 3,405,565 | White | 36,548 | 579,222 | 2,508,360 | |
| 2010 | 44,654 | 894,014 | 3,574,097 | Black | 2,590 | 119,274 | 365,871 | |
| 2014 | 44,713 | 897,374 | 3,592,053 | Asian Pacific | 1,091 | 41,814 | 145,842 | |
| 2020 | 42,302 | 925,492 | 3,702,469 | Native American | 18 | 406 | 1,105 | |
| '14 - '20 Growth / Yr | -0.2% | 0.7% | 0.9% | Other/Multi-Race | 2,351 | 80,332 | 282,094 | |
| | | | | Hispanic (Any Race) | 3,715 | 145,270 | 512,795 | |
| | Town | County | State | | Town | County | State | |
| Land Area (sq. miles) | 33 | 735 | 4,842 | Poverty Rate (2010-2014) | 8.0% | 12.1% | 10.5% | |
| Pop./Sq. Mile (2010) | 1,344 | 1,221 | 742 | Educational Attainment (2010-2014) | | | | |
| Median Age (2010-2014) | 41 | 40 | 40 | | Town | County | State | |
| Households (2010-2014) | 16,192 | 348,204 | 1,356,206 | High School Graduate | 12,143 | 38% | 677,887 | 28% |
| Med. HH Inc. (2010-2014) | \$68,162 | \$65,499 | \$69,899 | Associates Degree | 2,697 | 8% | 180,321 | 7% |
| | | | | Bachelors or Higher | 7,501 | 23% | 908,551 | 37% |
| Age Distribution (2010-2014) | | | | | | | | |
| | 0-4 | 5-14 | 15-24 | 25-44 | 45-64 | 65+ | Total | |
| Town | 1,964 4% | 4,858 11% | 5,552 12% | 12,330 28% | 13,023 29% | 6,986 16% | 44,713 100% | |
| County | 49,447 6% | 112,669 13% | 118,286 13% | 228,059 25% | 253,833 28% | 135,080 15% | 897,374 100% | |
| State | 194,338 5% | 452,157 13% | 489,981 14% | 892,275 25% | 1,032,223 29% | 531,079 15% | 3,592,053 100% | |

Economics

| Business Profile (2014) | | | Top Five Grand List (2014) | |
|--------------------------------------|-------|------------|---------------------------------|-----------------------|
| Sector | Units | Employment | | Amount |
| Total - All Industries | 1,042 | 19,044 | Massachusetts Mutual | \$45,966,934 |
| 23 - Construction | 73 | 335 | NIP Owner LLC | \$36,873,370 |
| 31-33 - Manufacturing | 39 | 1,481 | Centro Enfield LLC | \$34,987,700 |
| 44-45 - Retail Trade | 184 | 3,408 | Connecticut Light & Power | \$32,821,655 |
| 52 - Finance And Insurance | 56 | 2,296 | Hallmark Cards | \$26,316,607 |
| 62 - Health Care & Social Assistance | 129 | 1,722 | Net Grand List (SFY 2013-2014) | \$2,845,323,647 |
| 72 - Accommodation And Food Services | 83 | 1,793 | Major Employers (2014) | |
| Total Government | 40 | 2,918 | MassMutual | Lego Systems Inc |
| | | | Hallmark Cards Distribution Ctr | Brooks Brothers Group |
| | | | New Brunswick Scientific Co | |

Education

| 2013-2014 School Year | | | Connecticut Mastery Test Percent Above Goal (2013) | | | | | | |
|---|--------|------------|--|-------|---------|-------|---------|-------|-------|
| | Grades | Enrollment | Grade 3 | | Grade 4 | | Grade 8 | | |
| | | | Town | State | Town | State | Town | State | |
| Enfield School District | PK-12 | 5,192 | Reading | 64.8% | 56.9% | 63.3% | 62.7% | 81.5% | 76.3% |
| | | | Math | 72.7% | 61.6% | 78.1% | 65.4% | 58.4% | 65.2% |
| | | | Writing | 58.6% | 60.0% | 61.1% | 63.1% | 72.0% | 67.3% |
| Pre-K Enrollment (PSIS) | | | Rate of Chronic Absenteeism (2012-2013) | | | | | | |
| | | 2011-2012 | All | | K - 3 | 4 - 8 | 9 - 12 | | |
| Enfield School District | | 172 | Connecticut | 11.5% | 8.9% | 9.0% | 16.9% | | |
| | | | Enfield School District | 11.3% | 8.3% | 10.8% | 14.6% | | |
| 4-Year Cohort Graduation Rate (2013-2014) | | | | | | | | | |
| | All | Female | Male | | | | | | |
| Connecticut | 87.0% | 90.0% | 84.0% | | | | | | |
| Enfield School District | 86.0% | 88.0% | 84.0% | | | | | | |

Enfield, Connecticut

CERC Town Profile 2016



Connecticut
Economic
Resource Center

Government

Government Form: Council - Manager

| | | | | | |
|-----------------------|---------------|---------------------------|---------------|------------------------------------|-----------------|
| Total Revenue (2014) | \$140,901,000 | Total Expenditures (2014) | \$133,799,000 | Annual Debt Service (2014) | \$3,519,000 |
| Tax Revenue | \$83,092,000 | Education | \$77,039,000 | As % of Expenditures | 2.6% |
| Non-tax Revenue | \$57,809,000 | Other | \$56,760,000 | Eq. Net Grand List (2014) | \$4,081,383,174 |
| Intergovernmental | \$46,613,000 | Total Indebtedness (2014) | \$24,083,000 | Per Capita | \$91,458 |
| Per Capita Tax (2014) | \$1,863 | As % of Expenditures | 18.0% | As % of State Average | 63.0% |
| As % of State Average | 69.0% | Per Capita | \$540 | Moody's Bond Rating (2014) | Aa2 |
| | | As % of State Average | 23.3% | Actual Mill Rate (2014) | 29.26 |
| | | | | Equalized Mill Rate (2014) | 20.37 |
| | | | | % of Net Grand List Com/Ind (2014) | 19.2% |

Housing/Real Estate

Housing Stock (2010-2014)

| | Town | County | State |
|---------------------------|-----------|-----------|-----------|
| Total Units | 17,386 | 373,809 | 1,486,995 |
| % Single Unit (2010-2014) | 68.0% | 55.0% | 59.0% |
| New Permits Auth (2014) | \$63 | \$962 | \$5,329 |
| As % Existing Units | 0.4% | 0.3% | 0.4% |
| Demolitions (2014) | 2 | 243 | 1,240 |
| Home Sales (2013) | 393 | 6,413 | 26,310 |
| Median Price | \$191,600 | \$238,600 | \$274,500 |
| Built Pre-1950 share | 20.8% | 28.6% | 29.7% |
| Owner Occupied Dwellings | 4,027 | 226,557 | 443,163 |
| As % Total Dwellings | 24.9% | 65.1% | 32.7% |
| Subsidized Housing (2014) | 2,139 | 53,351 | 168,655 |

Distribution of House Sales (2013)

| | Town | County | State |
|---------------------|------|--------|-------|
| Less than \$100,000 | 36 | 804 | 3,417 |
| \$100,000-\$199,999 | 269 | 2,420 | 7,522 |
| \$200,000-\$299,999 | 79 | 1,548 | 6,031 |
| \$300,000-\$399,999 | 8 | 810 | 3,380 |
| \$400,000 or More | 1 | 831 | 5,960 |

Labor Force

Place of Residence (2014)

| | Town | County | State |
|-------------------|--------|---------|-----------|
| Labor Force | 22,850 | 471,431 | 1,885,100 |
| Employed | 21,404 | 439,054 | 1,760,400 |
| Unemployed | 1,446 | 32,377 | 124,700 |
| Unemployment Rate | 6.3% | 6.9% | 6.6% |

Place of Work (2014)

| | Town | County | State |
|------------------|--------|---------|-----------|
| Units | 1,042 | 26,578 | 114,608 |
| Total Employment | 19,044 | 500,863 | 1,653,545 |
| 2011-'14 AAGR | 50.8% | 33.4% | 29.5% |
| Mfg Employment | 1,481 | 51,188 | 159,607 |

Connecticut Commuters (2014)

Commuters Into Town From:

| | | | |
|---------------|-------|---------------|-------|
| Enfield | 4,471 | Enfield | 4,471 |
| Somers | 517 | Hartford | 2,108 |
| Suffield | 503 | Windsor | 1,622 |
| Manchester | 420 | East Windsor | 915 |
| Windsor Locks | 376 | Manchester | 728 |
| Windsor | 350 | Bloomfield | 654 |
| East Windsor | 339 | Windsor Locks | 649 |

Town Residents Commuting To:

Other Information

Crime Rate (2014)

| | Town | State |
|-----------------------|-------|-------|
| Per 100,000 residents | 1,705 | 2,167 |

Library (2014)

| | Town |
|------------------------|------|
| Circulation per Capita | 6.92 |
| Internet Use per Visit | 0.23 |

Families Receiving (2014)

| | Town |
|-----------------------------------|------|
| Temporary Family Assistance (TFA) | 132 |

Population Receiving (2014)

| | Town |
|--|-------|
| Supplemental Nutrition Assistance Program (SNAP) | 1,752 |

Distance to Major Cities

| | Miles |
|---------------|-------|
| Hartford | 17 |
| Providence | 60 |
| Boston | 82 |
| New York City | 116 |
| Montreal | 251 |

Residential Utilities

| |
|---|
| Electric Provider |
| Eversource Energy (800) 286-2000 |
| Gas Provider |
| Eversource Energy (800) 989-0900 |
| Water Provider |
| Connecticut Water Company (800) 286-5700 |
| Cable Provider |
| Cox Communications, Enfield (800) 955-9515 |

Major Findings Summary



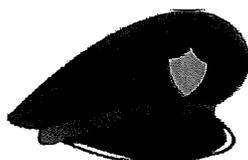
Of citizens who called or visited Town Hall with a question:

83% felt Town employees were courteous and polite.

79% felt they received prompt, accurate and complete answers.

Citizens who felt very satisfied or satisfied with overall quality of **Police Services.**

76%



Citizens who felt very safe or somewhat safe in:

their neighborhoods 93%

Enfield overall 88%



84%

EMS

Very satisfied or satisfied

Citizens who are very satisfied or satisfied:



Public Libraries

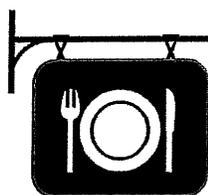
79%

77%

Seniors Programs & Services

Quality of **Special Events & Festivals**

70%



Town of Enfield was rated excellent or good by citizens:

64% as a place to live

69% as a place to shop for goods and services

63% as a place to dine



63%

Support shared bike lanes throughout town.

Very satisfied or satisfied with

85%

Overall **Trash and Recycling Collection Services**

69%

Maintenance of **Town Grounds**

64%

Overall quality of **Town Facilities**

65%

Overall appearance of **Town Vehicles**

66%

Snow Removal on major Town streets

- **56%** were dissatisfied or very dissatisfied with overall maintenance of Town roads (23% were satisfied).
- **49%** felt the image of Enfield has declined over the past five year while 14% felt it has improved.
- **46%** rated the quality of business growth as below average or poor (21% were satisfied).
- **39%** were dissatisfied or very dissatisfied with enforcement of private property maintenance ordinances (28% were satisfied).



**TOWN OF ENFIELD
ANNUAL BUDGET**

**GENERAL FUND
REVENUE**

**TOWN OF ENFIELD
ANNUAL BUDGET
GENERAL FUND REVENUE SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| TAXES | 83,005,662 | 84,285,517 | 85,995,894 | 85,995,894 | 87,076,834 | 91,406,354 |
| LICENSES & PERMITS | 1,028,636 | 838,370 | 575,900 | 575,900 | 575,900 | 575,900 |
| INTERGOVERNMENTAL REVENUE | 33,765,205 | 33,841,782 | 33,701,845 | 33,705,845 | 33,701,845 | 35,327,912 |
| CHARGES FOR SERVICES | 1,376,843 | 1,289,464 | 1,302,000 | 1,302,000 | 1,302,000 | 1,407,500 |
| FINES & FORFEITURES | 37,074 | 40,872 | 42,200 | 42,200 | 42,200 | 42,200 |
| USE OF MONEY & PROPERTY | 423,019 | 1,603,576 | 150,208 | 234,542 | 150,208 | 150,208 |
| MISCELLANEOUS REVENUE | 595,587 | 476,415 | 533,455 | 533,455 | 533,455 | 583,455 |
| GRANTS / OTHER PROGRAMS | 4,261 | 7,578 | 0 | 0 | 0 | 0 |
| INTRAGOVERNMENTAL TRANSFERS | 78,622 | 377,246 | 410,517 | 410,517 | 410,517 | 410,517 |
| UTILIZATION OF FUND BALANCE | 0 | 0 | 2,000,000 | 2,000,000 | 2,000,000 | 1,440,711 |
| | <u>\$120,361,560</u> | <u>\$122,760,820</u> | <u>\$124,712,019</u> | <u>\$124,800,353</u> | <u>\$125,792,959</u> | <u>\$131,344,757</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET
GENERAL FUND REVENUE**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|---|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| TAXES | | | | | | |
| 411010 REAL ESTATE | 70,044,924 | 68,490,341 | 70,852,500 | 70,852,500 | 71,723,067 | 75,477,092 |
| 411020 MOTOR VEHICLE | 7,413,144 | 7,735,822 | 8,109,828 | 8,109,828 | 8,231,923 | 7,854,830 |
| 411030 PERSONAL PROPERTY | 5,074,157 | 5,286,224 | 5,863,566 | 5,863,566 | 5,951,844 | 6,854,432 |
| 411040 PRIOR YEAR LEVY | -859,057 | 1,745,037 | 300,000 | 300,000 | 300,000 | 300,000 |
| 411050 PENALTY & INTEREST | 1,301,936 | 1,004,896 | 850,000 | 850,000 | 850,000 | 900,000 |
| 411060 LIEN FEES | 15,709 | 12,025 | 10,000 | 10,000 | 10,000 | 10,000 |
| 411065 TAX SALE NOTIFICATION FEES | 8,031 | 7,499 | 0 | 0 | 0 | 0 |
| 411070 SUSPENSE LIST COLLECTIONS | 6,817 | 3,672 | 10,000 | 10,000 | 10,000 | 10,000 |
| 411075 FIRE DISTRICT TAX | 1 | 1 | 0 | 0 | 0 | 0 |
| TOTAL for: TAXES | 83,005,662 | 84,285,517 | 85,995,894 | 85,995,894 | 87,076,834 | 91,406,354 |
| LICENSES & PERMITS | | | | | | |
| 412010 BUILDING & MECHANICAL | 980,152 | 792,740 | 540,000 | 540,000 | 540,000 | 540,000 |
| 412020 FIREARM PERMITS | 19,660 | 17,980 | 14,000 | 14,000 | 14,000 | 14,000 |
| 412030 VENDOR PERMITS | 713 | 155 | 600 | 600 | 600 | 600 |
| 412040 AMUSEMENTS | 360 | 285 | 500 | 500 | 500 | 500 |
| 412050 DOG LICENSES | 5,504 | 5,218 | 5,200 | 5,200 | 5,200 | 5,200 |
| 412060 HUNTING & FISHING | 399 | 336 | 1,000 | 1,000 | 1,000 | 1,000 |
| 412070 MARRIAGE LICENSES | 1,804 | 1,661 | 2,000 | 2,000 | 2,000 | 2,000 |
| 412080 SEWER PERMITS | 1,350 | 0 | 1,600 | 1,600 | 1,600 | 1,600 |
| 412100 DUMP PERMITS | 18,695 | 19,995 | 11,000 | 11,000 | 11,000 | 11,000 |
| TOTAL for: LICENSES & PERMITS | 1,028,636 | 838,370 | 575,900 | 575,900 | 575,900 | 575,900 |
| INTERGOVERNMENTAL REVENUE | | | | | | |
| 413010 HOSPITAL - PILOT | 21,677 | 27,107 | 27,092 | 27,092 | 27,092 | 25,574 |
| 413030 DEPT OF HOUSING - PILOT | 80,314 | 79,016 | 80,000 | 80,000 | 80,000 | 80,000 |
| 413040 TAX LOSS - STATE PROPERTY | 1,144,958 | 1,301,831 | 1,202,036 | 1,202,036 | 1,202,036 | 1,052,802 |
| 413080 TAX RELIEF ELDERLY - FROZEN | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 413090 TAX RELIEF ELDERLY - CB | 337,137 | 325,605 | 360,000 | 360,000 | 360,000 | 360,000 |
| 413100 TAX RELIEF - DISABILITY EXEMPT | 4,847 | 5,363 | 5,300 | 5,300 | 5,300 | 5,300 |
| 413120 MASHANTUCKET PEQUOT INDIANS | 1,322,295 | 1,449,946 | 1,434,629 | 1,434,629 | 1,434,629 | 1,363,383 |
| 413140 TELEPHONE-PERS PROPERTY | 86,309 | 80,451 | 80,000 | 80,000 | 80,000 | 80,000 |
| 413150 CIVIL PREPAREDNESS | 0 | 0 | 12,000 | 12,000 | 12,000 | 12,000 |
| 413180 TAX RELIEF - VET ADDITIONAL | 41,923 | 40,299 | 40,000 | 40,000 | 40,000 | 40,000 |
| 413200 MUNICIAPL REVENUE SHARING | 0 | 241,591 | 256,875 | 256,875 | 256,875 | 256,875 |
| 413205 MUNICIPAL REV SHARE-SALES TAX | 0 | 0 | 0 | 0 | 0 | 1,312,766 |
| 413206 MUNICIPAL REV SHARE-MV PROP TX | 0 | 0 | 0 | 0 | 0 | 282,424 |
| 413220 TAX LOSS - BINGO PERMITS | 388 | 361 | 500 | 500 | 500 | 500 |
| 413250 TOWN AID ROAD GRANT | 777,800 | 534,951 | 536,209 | 536,209 | 536,209 | 535,091 |
| 413300 EDUCATIONAL COST SHARING | 28,953,131 | 28,892,001 | 28,973,638 | 28,973,638 | 28,973,638 | 29,193,943 |
| 413340 SCHOOL TRANSPORT - PUBLIC | 337,573 | 343,059 | 350,986 | 350,986 | 350,986 | 312,591 |
| 413350 SCHOOL TRANSPORT- NON PUB | 126,849 | 145,914 | 131,580 | 131,580 | 131,580 | 128,663 |
| 413370 HEALTH SERVICES - NONPUBLIC | 33,318 | 34,636 | 60,000 | 60,000 | 60,000 | 60,000 |
| 413380 MEDICAID-SCHOOL BASED HEALTH | 246,888 | 298,656 | 125,000 | 125,000 | 125,000 | 200,000 |
| 413699 MISCELLANEOUS STATE REVENUE | 75,281 | 28,682 | 12,000 | 16,000 | 12,000 | 12,000 |
| 413800 PROBATE COURT REVENUE | 13,229 | 6,531 | 12,000 | 12,000 | 12,000 | 12,000 |
| 413980 MISCELLANEOUS FEDERAL REV | 16,632 | 3,780 | 0 | 0 | 0 | 0 |
| TOTAL for: INTERGOVERNMENTAL REVENUE | 33,765,205 | 33,841,782 | 33,701,845 | 33,705,845 | 33,701,845 | 35,327,912 |
| CHARGES FOR SERVICES | | | | | | |
| 414010 RECORDING - LEGAL DOCUMENTS | 192,410 | 182,864 | 150,000 | 150,000 | 150,000 | 180,000 |
| 414020 CONVEYANCE TAX | 308,398 | 245,568 | 250,000 | 250,000 | 250,000 | 275,000 |
| 414030 VITAL STATISTICS | 46,051 | 48,238 | 40,000 | 40,000 | 40,000 | 40,000 |
| 414040 PLANNING & ZONING FEES | 22,165 | 21,028 | 40,000 | 40,000 | 40,000 | 40,000 |
| 414050 ZONING BOARD APPEALS FEES | 1,426 | 1,611 | 1,000 | 1,000 | 1,000 | 1,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET
GENERAL FUND REVENUE**

| | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 414060 MISCELLANEOUS CLERK FEES | 35,131 | 36,215 | 40,000 | 40,000 | 40,000 | 40,000 |
| 414080 PHOTOCOPY CHARGES | 10,707 | 12,990 | 6,000 | 6,000 | 6,000 | 6,000 |
| 414100 FIRE DISTRICT TAX COLLECTION | 300,145 | 321,806 | 300,000 | 300,000 | 300,000 | 340,000 |
| 414150 COMMUNICATION CENTER | 147,601 | 99,235 | 175,000 | 175,000 | 175,000 | 185,500 |
| 414160 ACCIDENT REPORTS | 3,243 | 4,556 | 4,000 | 4,000 | 4,000 | 4,000 |
| 414170 POLICE OUTSIDE SERVICES | 0 | 0 | 0 | 0 | 0 | 0 |
| 414200 ENVIRONMENT RECYCLING PROG | 133,875 | 149,065 | 94,000 | 94,000 | 94,000 | 94,000 |
| 414220 BULKY WASTE FEES | 173,791 | 163,390 | 200,000 | 200,000 | 200,000 | 200,000 |
| 414310 OTHER CHARGES | 1,900 | 2,900 | 2,000 | 2,000 | 2,000 | 2,000 |
| TOTAL for: CHARGES FOR SERVICES | 1,376,843 | 1,289,464 | 1,302,000 | 1,302,000 | 1,302,000 | 1,407,500 |
| FINES & FORFEITURES | | | | | | |
| 415010 PARKING FINES | 6,250 | 4,085 | 7,000 | 7,000 | 7,000 | 7,000 |
| 415020 LIBRARY FINES | 12,333 | 10,880 | 12,000 | 12,000 | 12,000 | 12,000 |
| 415030 ALARM FINES | 13,625 | 12,440 | 20,000 | 20,000 | 20,000 | 20,000 |
| 415050 BLIGHT ORDINANCE FINE | 0 | 0 | 2,000 | 2,000 | 2,000 | 2,000 |
| 415070 SNOW REMOVAL FINE | 4,866 | 12,817 | 1,200 | 1,200 | 1,200 | 1,200 |
| 415080 FINES - OTHER | 0 | 650 | 0 | 0 | 0 | 0 |
| TOTAL for: FINES & FORFEITURES | 37,074 | 40,872 | 42,200 | 42,200 | 42,200 | 42,200 |
| USE OF MONEY & PROPERTY | | | | | | |
| 416010 INTEREST ON INVESTMENTS | 92,625 | 95,631 | 110,000 | 110,000 | 110,000 | 110,000 |
| 416012 PREMIUM ON BOND ISSUE | 0 | 1,448,743 | 0 | 84,334 | 0 | 0 |
| 416013 MARKET GAIN ON INVESTMENTS | -16,749 | -13,166 | 0 | 0 | 0 | 0 |
| 416020 RENTAL TOWN OWNED PROPERTY | 347,143 | 72,368 | 40,208 | 40,208 | 40,208 | 40,208 |
| TOTAL for: USE OF MONEY & PROPERTY | 423,019 | 1,603,576 | 150,208 | 234,542 | 150,208 | 150,208 |
| MISCELLANEOUS REVENUE | | | | | | |
| 417000 MISCELLANEOUS REVENUE | 128,334 | 17,820 | 81,455 | 81,455 | 81,455 | 81,455 |
| 417010 GAS-OUTSIDE AGENCIES | 280,790 | 327,047 | 200,000 | 200,000 | 200,000 | 250,000 |
| 417020 SALE - EQUIPMENT/PROPERTY | 8,285 | 171 | 0 | 0 | 0 | 0 |
| 417023 SALES - LEAF BAGS | 4,187 | 2,709 | 7,000 | 7,000 | 7,000 | 7,000 |
| 417024 SALES- DVD'S | 141 | 169 | 0 | 0 | 0 | 0 |
| 417040 INSURANCE/COLLECTION CLAIMS | 107,249 | 84,700 | 150,000 | 150,000 | 150,000 | 150,000 |
| 417050 MISC. CONTRIBUTIONS/DONATIONS | 54 | 90 | 0 | 0 | 0 | 0 |
| 417060 OTHER REVENUE | 57,782 | 42,202 | 50,000 | 50,000 | 50,000 | 50,000 |
| 417090 INSURANCE CLAIMS - VEHICLES | 8,765 | 1,507 | 45,000 | 45,000 | 45,000 | 45,000 |
| TOTAL for: MISCELLANEOUS REVENUE | 595,587 | 476,415 | 533,455 | 533,455 | 533,455 | 583,455 |
| GRANTS / OTHER PROGRAMS | | | | | | |
| 460001 GRANTS - OTHER - STATE | 4,261 | 7,578 | 0 | 0 | 0 | 0 |
| TOTAL for: GRANTS / OTHER PROGRAMS | 4,261 | 7,578 | 0 | 0 | 0 | 0 |
| INTRAGOVERNMENTAL TRANSFERS | | | | | | |
| 488000 TRANSFERS IN FROM OTHER FUNDS | 78,622 | 0 | 20,000 | 20,000 | 20,000 | 20,000 |
| 488012 WPC TRANSFERS IN | 0 | 377,246 | 390,517 | 390,517 | 390,517 | 390,517 |
| TOTAL for: INTRAGOVERNMENTAL TRANSFERS | 78,622 | 377,246 | 410,517 | 410,517 | 410,517 | 410,517 |
| UTILIZATION OF FUND BALANCE | | | | | | |
| 499000 APPROPRIATED FUND BALANCE | 0 | 0 | 2,000,000 | 2,000,000 | 2,000,000 | 1,440,711 |
| TOTAL for: UTILIZATION OF FUND BALANCE | 0 | 0 | 2,000,000 | 2,000,000 | 2,000,000 | 1,440,711 |
| TOTAL for: GENERAL FUND | \$120,361,560 | \$122,760,820 | \$124,712,019 | \$124,800,353 | \$125,792,959 | \$131,344,757 |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**GENERAL FUND
EXPENDITURES**

**TOWN OF ENFIELD
ANNUAL BUDGET**

SUMMARY OF EXPENDITURES BY FUNCTION

| | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| GENERAL GOVERNMENT | 3,134,395 | 3,319,352 | 3,624,583 | 3,628,583 | 3,820,220 | 3,663,887 |
| PUBLIC SAFETY | 12,451,774 | 13,038,652 | 13,591,571 | 13,544,826 | 14,130,681 | 13,457,387 |
| PUBLIC WORKS | 16,494,041 | 16,975,213 | 17,585,871 | 17,585,871 | 18,253,736 | 17,968,961 |
| PUBLIC LIBRARY | 1,614,838 | 1,693,564 | 1,704,081 | 1,714,019 | 1,747,147 | 1,772,633 |
| PLANNING & DEVELOPMENT | 1,203,742 | 1,462,633 | 1,555,935 | 1,577,735 | 1,800,865 | 1,802,167 |
| INTERGOVERNMENTAL & AGENCY | 435,990 | 442,092 | 459,823 | 459,823 | 463,981 | 471,981 |
| NON DEPARTMENTAL CHARGES | 18,199,114 | 19,661,016 | 20,306,473 | 20,437,552 | 18,287,046 | 23,688,713 |
| TOTAL TOWN BUDGET | \$53,533,894 | \$56,592,523 | \$58,828,337 | \$58,948,410 | \$58,503,675 | \$62,825,728 |
| TOTAL SCHOOLS BUDGET | \$64,131,290 | \$64,122,424 | \$65,883,682 | \$65,883,682 | \$70,647,668 | \$68,519,029 |
| TOTAL BUDGET | \$117,665,184 | \$120,714,947 | \$124,712,019 | \$124,832,092 | \$129,151,343 | \$131,344,757 |

Town Council

Mission: It is the mission of the Town of Enfield Government to provide effective and fiscally responsible municipal services in a manner which promotes this high standard of community life.

Description: The Town of Enfield is a friendly, diverse and active community located on the Scenic Connecticut River. Enfield features a convenient location accessible to all of New England, with tremendous access to retail, commerce, and industrial areas and an affordable standard of living with quality neighborhoods and excellent municipal amenities. This high quality of life supports the residents who choose to live here, the businesses that choose to work here, and our visitors that choose to play here.

2016-17 Objectives

Infrastructure and Facilities

- Complete 10-year Building Use Plan
- Complete Hazardville Institute Rehab and Village
- WPCA System Improvements
- Continue ROADS 2015
- Revisit Escarpment and Waterway Maintenance

Public Safety

- School Security Plan Improvements
- Public Safety Headquarters
- Expand Pedestrian Safety Initiative
- Thompsonville Policing Strategy
- Leadership Continuity/Transition Plan
- Continuation of Opioid Task Forces

Environment, Energy, and Sustainability

- Repackage Energy Performance Referendum
- Insurance-Fiscal sustainability
- Complete Solar Zoning
- Parks and Open Space Priorities

Education

- School Security Fund Planning
- Facilities
- Strengthen partnership between agencies
- Renew IT MOU
- Completion of EHS Renovations

Economic Development

- Complete TOD Masterplan and Related Zoning
- Improve Retail Climate
- Corridor and Village Improvements
- Fiber Network (FTTP)
- Business Retention and Recruitment
- Secure Funding for Enfield Station on the Hartford Line
- Establish Feasibility of I-property Development
- Neighborhood Beautification and Blight Reduction

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|---------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| GENERAL FUND | TOWN COUNCIL | TOWN COUNCIL | | | | 1100 - 0000 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10110000-532200 | PROFESSIONAL DEVELOPMENT | 2,615 | 1,285 | 4,350 | 4,350 | 4,350 | 2,370 |
| 10110000-533100 | FINANCIAL/AUDIT | 53,400 | 53,400 | 53,400 | 53,400 | 53,400 | 57,500 |
| | | <u>56,015</u> | <u>54,685</u> | <u>57,750</u> | <u>57,750</u> | <u>57,750</u> | <u>59,870</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10110000-555000 | PRINTING & REPRODUCTION | 807 | 210 | 700 | 700 | 700 | 700 |
| 10110000-558000 | TRAVEL | 7,655 | 6,130 | 10,385 | 10,385 | 10,385 | 8,000 |
| | | <u>11,504</u> | <u>6,341</u> | <u>11,085</u> | <u>11,085</u> | <u>11,085</u> | <u>8,700</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10110000-563000 | FOOD/FOOD RELATED | 5,407 | 4,277 | 6,400 | 6,400 | 6,400 | 6,400 |
| | | <u>5,407</u> | <u>4,277</u> | <u>6,400</u> | <u>6,400</u> | <u>6,400</u> | <u>6,400</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10110000-581000 | DUES & FEES & SUBSCRIPTIONS | 735 | 735 | 750 | 750 | 750 | 750 |
| | | <u>735</u> | <u>735</u> | <u>750</u> | <u>750</u> | <u>750</u> | <u>750</u> |
| TOTAL for: TOWN COUNCIL - GENERAL FUND | | <u><u>\$73,661</u></u> | <u><u>\$66,037</u></u> | <u><u>\$75,985</u></u> | <u><u>\$75,985</u></u> | <u><u>\$75,985</u></u> | <u><u>\$75,720</u></u> |

Town Manager

Mission: The mission of the Manager's Office is to serve the public by continuously working to create, develop and maintain the organizational capacity, competence and environment to effectively deliver services demanded by the taxpayers through the elected officials with optimum efficiency.

Description: The Town Manager is the chief administrative officer of the Town of Enfield, responsible to Town Council for the day to day operations for the Town. The office serves as liaison between the administrative staff and the Town Council for all operations, recommends development of policies for the Council and is responsible for implementing those policies and programs. Other responsibilities include advising Council regarding the financial status and future needs of the Town, as well as exercising leadership in the development of Town projects.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> •Facilitate 2015 2017 Town Council Goal Setting. •Development and Publishing of Performance Report. •Wastewater Facilities Upgrades to Referendum. •Town & School Facilities Improvements to Referendum. •Energy Performance Contracting to Referendum. •Coordinate and Complete First Town wide Citizens Satisfaction Survey. •Coordinate CTgig Efforts for Town. •Hired New Library Director. •Hired New Social Services Director. •Hired New Director of Planning. •Reorganized Town Manager Office. •Development of Strategic Outcome and Operational Measurements System. •Refined Budget Format. •Coordinated Development of Three Year Financial Forecast. | <ul style="list-style-type: none"> •Energy Performance Contracting to Referendum. •Further refine strategic outcome and operational measures system. •Further refine budget format. •Hire Finance Director. •Coordinate further improvements in workers compensation experience. •Coordinate improvements in lost time experience. •Coordinate continued efforts to rebuild health insurance fund balance. •Coordinate refinement of three year financial forecast. •Coordinate public safety matters as Public Safety Director. |

Town Manager

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|---------------------------|---------------------------|-----------------------------|---------------------------|
| Receive GFOA Distinguished Budget Presentation Award | Yes | Yes | Yes | Yes |
| % Citizen inquiries responded to or acted upon within two business days | | | | 95% |
| % Citizen inquiries responded to or acted upon within two business days | | | | 95% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|---------------------------|---------------------------|-----------------------------|---------------------------|
| Number of Department and Division Director positions hired | | | 4 | 4 |
| Number of Town Council meetings attended | 32 | 32 | 32 | 32 |
| Number of Town Council subcommittee meetings attended | 36 | 36 | 36 | 36 |
| Health Insurance Fund Balance | 5,140,000 | 1,711,000 | | |
| Worker's Compensation Incidences | 111 | 113 | 110 | 100 |
| Worker's Compensation Claims | 1,000,000 | 1,000,000 | 900,000 | 800,000 |
| Town Lost Time Rate | | | | |
| Town Bond Rating (Moody's) | Aa2 | Aa2 | Aa2 | Aa2 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|-----------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | TOWN MANAGER | TOWN MANAGER | | | | 1200 - 0000 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10120000-511000 | SALARIES | 298,114 | 315,105 | 309,779 | 309,779 | 337,258 | 247,258 |
| 10120000-516000 | STIPEND | 4,177 | 5,281 | 8,600 | 8,600 | 5,318 | 2,618 |
| 10120000-517000 | OTHER COMPENSATION | 0 | 0 | 0 | 0 | 10,000 | 10,000 |
| | | <u>302,291</u> | <u>320,386</u> | <u>318,379</u> | <u>318,379</u> | <u>352,576</u> | <u>259,876</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10120000-521000 | HEALTH/MEDICAL INSURANCE | 68,181 | 51,998 | 60,222 | 45,572 | 69,532 | 45,465 |
| 10120000-521500 | LIFE INSURANCE | 1,101 | 937 | 883 | 883 | 883 | 690 |
| 10120000-522000 | SOCIAL SECURITY (FICA) | 15,849 | 18,414 | 17,796 | 17,796 | 21,860 | 16,113 |
| 10120000-522100 | MEDICARE | 4,239 | 4,521 | 4,408 | 4,408 | 2,562 | 3,023 |
| 10120000-526000 | WORKERS COMPENSATION | 3,033 | 2,694 | 4,968 | 4,968 | 4,671 | 4,788 |
| | | <u>92,403</u> | <u>78,565</u> | <u>88,277</u> | <u>73,627</u> | <u>99,508</u> | <u>70,079</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10120000-532200 | PROFESSIONAL DEVELOPMENT | 420 | 1,468 | 2,600 | 2,600 | 2,600 | 1,875 |
| 10120000-533900 | OTHER PROFESSIONAL SERVICES | 0 | 3,681 | 0 | 14,650 | 0 | 0 |
| | | <u>420</u> | <u>5,149</u> | <u>2,600</u> | <u>17,250</u> | <u>2,600</u> | <u>1,875</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10120000-553100 | TELEPHONE | 3,395 | 3,395 | 2,910 | 2,910 | 2,910 | 2,910 |
| 10120000-553500 | POSTAGE | 4,879 | 4,045 | 750 | 3,433 | 3,450 | 3,450 |
| 10120000-554000 | ADVERTISING | 141 | 198 | 0 | 0 | 0 | 0 |
| 10120000-555000 | PRINTING & REPRODUCTION | 5,228 | 6,975 | 9,900 | 7,200 | 9,900 | 9,900 |
| 10120000-555100 | COPYING & REPRODUCTION | 1,218 | 53 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10120000-558000 | TRAVEL | 7,221 | 8,504 | 16,100 | 16,100 | 12,400 | 9,200 |
| 10120000-559000 | OTHER PURCHASED SERVICES | 0 | 0 | 0 | 0 | 0 | 15,000 |
| | | <u>22,082</u> | <u>23,170</u> | <u>31,660</u> | <u>31,643</u> | <u>30,660</u> | <u>42,460</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10120000-560000 | SUPPLIES/MATERIALS | 2,872 | 1,926 | 3,600 | 3,600 | 3,600 | 2,600 |
| 10120000-561200 | OFFICE SUPPLIES | 1,505 | 1,671 | 1,700 | 1,700 | 1,700 | 1,700 |
| 10120000-561900 | OTHER SUPPLIES AND MATERIALS | 428 | 889 | 900 | 900 | 900 | 900 |
| 10120000-563000 | FOOD/FOOD RELATED | 4,118 | 4,109 | 5,600 | 5,600 | 5,600 | 3,100 |
| 10120000-564300 | PUBLICATIONS & PERIODICALS | 30 | 32 | 100 | 117 | 100 | 100 |
| | | <u>8,954</u> | <u>8,628</u> | <u>11,900</u> | <u>11,917</u> | <u>11,900</u> | <u>8,400</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10120000-581000 | DUES & FEES & SUBSCRIPTIONS | 2,447 | 2,701 | 3,060 | 3,060 | 2,400 | 1,520 |
| | | <u>2,447</u> | <u>2,701</u> | <u>3,060</u> | <u>3,060</u> | <u>2,400</u> | <u>1,520</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1200 TOWN MANAGER

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| TOWN MANAGER | 1.00 | 153,579 | 1.00 | 160,000 | 1.00 | 160,000 |
| ASSISTANT TOWN MANAGER | 1.00 | 93,636 | 1.00 | 90,000 | | 0 |
| EXECUTIVE SECRETARY | 1.00 | 50,000 | 1.00 | 50,000 | 1.00 | 50,000 |
| ADMINISTRATIVE SECRETARY | 1.00 | 37,258 | 1.00 | 37,258 | 1.00 | 37,258 |
| | 4.00 | 334,473 | 4.00 | 337,258 | 3.00 | 247,258 |

Public Communication

Mission: To be a conduit to the residents of Enfield for information about the decisions made by the elected and appointed members of the town's government.

Description: E TV accomplishes its mission by filming, recording, and distributing videotaped meetings to residents through three outlets. Public access channels on both Cox Cable and Frontier cable systems, the Town's YouTube webpage, and also a link to the YouTube page on the Town's Website. E TV videotapes Town Council, Board of Education, Planning and Zoning, Inland Wetland and Waterways meetings from the Council Chambers. It also tapes meetings from the Enfield Room, and various locations around Enfield. E TV also videotapes school productions, special town sponsored events, graduations, and other functions around the town that have a more personal interest for the residents of Enfield. E TV produces these shows through the use of part time videographers, using equipment purchased by the town for the purpose of broadcasting the information to the public by using the various outlets mentioned above.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> •80% equipment overhaul and re-engineering of the Control Room. •Succeeded in finding an office and temporary home for ETV to conduct business from. •Created a stream of all Council Chamber meetings for residents to watch the meetings anywhere in the world on any mobile device live. •Began producing real edited programs rather than live to tape or one camera productions. •Hired and trained three new videographers. •Created training videos for Human Resources (2), EMT's (2), and Board of Education (3). •Started an ongoing series for the Enfield Together Coalition for Drug Abuse to offer residents information related to drug use and addiction. 8 episodes have been created so far. | <ul style="list-style-type: none"> •Create a Television Studio at the Alcorn School where our new office is. •Continue to create more training videos for the different Departments in town. •Produce more economic informational programs to foster growth in the local economy. •Expand opportunities in conjunction with the Board of Education to create compelling video programs about the schools and student programs. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Increase Training films for Depts. town wide | | | 7 | 30% |
| Increase Drug Informational videos | | | 9 | 25% |
| Create serial informational video project | | | 0 | 100% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Board, Council & Committee meetings Taped | | 96 | 98 | 98 |
| Training programs | | 0 | 7 | 10 |
| Other Programs | | 44 | 42 | 50 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|----------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | TOWN MANAGER | PUBLIC COMMUNICATION | | | | 1200 - 0007 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10120007-511000 | SALARIES | 0 | 0 | 44,880 | 44,880 | 45,778 | 45,778 |
| 10120007-512000 | SALARIES - PART TIME | 0 | 0 | 30,460 | 30,460 | 30,576 | 31,512 |
| 10120007-516000 | STIPEND | 0 | 0 | 1,347 | 1,347 | 1,374 | 1,374 |
| | | <u>0</u> | <u>0</u> | <u>76,687</u> | <u>76,687</u> | <u>77,728</u> | <u>78,664</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10120007-521000 | HEALTH/MEDICAL INSURANCE | 0 | 0 | 13,849 | 13,849 | 15,348 | 15,066 |
| 10120007-521500 | LIFE INSURANCE/DISABILITY | 0 | 0 | 193 | 193 | 193 | 193 |
| 10120007-522000 | SOCIAL SECURITY (FICA) | 0 | 0 | 4,755 | 4,755 | 4,819 | 4,819 |
| 10120007-522100 | MEDICARE | 0 | 0 | 1,112 | 1,112 | 1,128 | 1,128 |
| 10120007-526000 | WORKERS COMP | 0 | 0 | 1,208 | 1,208 | 1,208 | 1,450 |
| | | <u>0</u> | <u>0</u> | <u>21,117</u> | <u>21,117</u> | <u>22,696</u> | <u>22,656</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10120007-533900 | OTHER PROFESSIONAL SERVICES | 0 | 0 | 10,000 | 10,000 | 10,000 | 10,000 |
| | | <u>0</u> | <u>0</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10120007-543000 | REPAIRS/MAINTENANCE | 0 | 0 | 3,000 | 3,000 | 3,000 | 1,500 |
| | | <u>0</u> | <u>0</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> | <u>1,500</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10120007-560000 | SUPPLIES/MATERIALS | 0 | 0 | 0 | 0 | 300 | 300 |
| 10120007-561900 | OTHER SUPPLIES/MATERIALS | 0 | 0 | 0 | 0 | 100 | 100 |
| 10120007-562600 | GASOLINE | 0 | 0 | 750 | 750 | 500 | 500 |
| | | <u>0</u> | <u>0</u> | <u>750</u> | <u>750</u> | <u>900</u> | <u>900</u> |
| 57 | PROPERTY | | | | | | |
| 10120007-573400 | TECHNOLOGY EQUIPMENT | 0 | 0 | 5,000 | 5,000 | 4,450 | 5,350 |
| | | <u>0</u> | <u>0</u> | <u>5,000</u> | <u>5,000</u> | <u>4,450</u> | <u>5,350</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10120007-581000 | DUES & FEES & SUBSCRIPTIONS | 0 | 0 | 0 | 0 | 200 | 200 |
| | | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>200</u> | <u>200</u> |
| TOTAL for: PUBLIC COMMUNICATION | | <u>0</u> | <u>0</u> | <u>116,554</u> | <u>116,554</u> | <u>118,974</u> | <u>119,270</u> |
| TOTAL for: TOWN MANAGER - GENERAL FUND | | <u>\$430,220</u> | <u>\$438,599</u> | <u>\$572,430</u> | <u>\$572,430</u> | <u>\$618,618</u> | <u>\$503,480</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1207 TOWN MANAGER PUBLIC COMMUNICATION

| Position Classification | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|----------------|---------------|-------------------|---------------|-----------------|---------------|
| ETV STATION MANAGER | 1.00 | 45,778 | 1.00 | 45,778 | 1.00 | 45,778 |
| PART TIME | | 30,460 | | 30,576 | 1.48 | 31,512 |
| | 1.00 | 76,238 | 1.00 | 76,354 | 2.48 | 77,290 |

Full Time Equivalents

Town Attorney

Mission: To protect the Town's legal interests

Description: The Office of the Town Attorney provides preventative and proactive counsel to the Town Council, municipal agencies, Town Manager and Town Staff. Specifically, we: provide legal opinions; review and draft ordinances, contracts, agreements and other documents in which the Town has an interest; represent and defend the Town's interests in litigation, arbitration, administrative appeals and similar proceedings; review and assist with Freedom of Information Act requests; represent the Town in the collection of delinquent tax accounts, including assignments of tax liens; tax sales and foreclosures; oversee and facilitate the acquisition and sale of property, including the acquisition of easements for the roads projects and acquisition of open space; assist departments in ordinance enforcement; work with the Safety Committee and the Town's Risk Manager's to safeguard and limit liability; represent and assist in defending the Town in labor matters.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> •Reviewed 259 requests for legal review, 113 of which were contracts. •Turn-around time reduced from an average of 7 days to an average of 4 days. •Land Use cases reduced from 5 to 2. •Successful resolution of 2 land use appeals. | <ul style="list-style-type: none"> •Continue to provide quality legal service at reasonable cost. •Ongoing defense of 2 land use appeals. •Ongoing defense of pending civil cases. •Continue to provide preventative guidance and be of proactive service to Council, Boards, Commisisions and Staff, thereby avoiding litigation whenever possible. Accomplish this objective by: reviewing proposed ordinances and regulations; providing written legal opinions; and revieiwng any documents to which the Town is a party. •Educate new and existing Council/Manager appointees and staff on the law germane to their duties and obligations. |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate |
|------------------------------------|-------------------|-------------------|---------------------|
| Contracts Reviewed | 98 | 113 | 115 |
| Other Department Requests Reviewed | 224 | 259 | 285 |
| Active Litigation | 12 | 14 | 14 |
| Monitored Litigation | 32 | 32 | 60 |
| Average turnaround time (days) | | 5.5 | 4.6 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|---------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| GENERAL FUND | TOWN ATTORNEY | TOWN ATTORNEY | | | | 1300 - 0000 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | |
| 10130000-511000 SALARIES | | 265,394 | 297,634 | 300,494 | 300,494 | 333,928 | 333,928 |
| 10130000-516000 STIPEND | | 0 | 0 | 0 | 0 | 2,654 | 2,654 |
| | | <u>265,394</u> | <u>297,634</u> | <u>300,494</u> | <u>300,494</u> | <u>336,582</u> | <u>336,582</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| 10130000-521000 HEALTH/MEDICAL INSURANCE | | 54,040 | 61,206 | 69,073 | 65,573 | 72,069 | 70,773 |
| 10130000-521500 LIFE INSURANCE | | 708 | 511 | 479 | 479 | 672 | 672 |
| 10130000-522000 SOCIAL SECURITY (FICA) | | 15,860 | 18,209 | 18,190 | 18,190 | 20,194 | 20,194 |
| 10130000-522100 MEDICARE | | 3,709 | 4,258 | 4,256 | 4,256 | 4,725 | 4,725 |
| 10130000-526000 WORKERS COMPENSATION | | 685 | 2,545 | 4,818 | 4,818 | 837 | 6,202 |
| | | <u>75,002</u> | <u>86,729</u> | <u>96,816</u> | <u>93,316</u> | <u>98,497</u> | <u>102,566</u> |
| 53 PURCHASED PROF & TECHNICAL | | | | | | | |
| 10130000-532200 PROFESSIONAL DEVELOPMENT | | 325 | 165 | 2,855 | 2,855 | 4,565 | 2,565 |
| 10130000-533200 LEGAL | | 35,169 | 30,950 | 10,000 | 13,500 | 10,000 | 30,000 |
| 10130000-534000 TECHNICAL SERVICES | | 0 | 551 | 0 | 0 | 0 | 0 |
| | | <u>35,494</u> | <u>31,666</u> | <u>12,855</u> | <u>16,355</u> | <u>14,565</u> | <u>32,565</u> |
| 54 PURCHASED PROPERTY SERVICES | | | | | | | |
| 10130000-543200 EQUIPMENT REPAIR & MAINT | | 0 | 0 | 100 | 100 | 100 | 100 |
| | | <u>0</u> | <u>0</u> | <u>100</u> | <u>100</u> | <u>100</u> | <u>100</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | |
| 10130000-553100 TELEPHONE | | 1,940 | 1,940 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10130000-553500 POSTAGE | | 70 | 106 | 100 | 100 | 100 | 100 |
| 10130000-555000 PRINTING & REPRODUCTION | | 0 | 0 | 10 | 10 | 10 | 0 |
| 10130000-555100 COPYING & REPRODUCTION | | 281 | 232 | 200 | 200 | 200 | 200 |
| 10130000-558000 TRAVEL | | 277 | 244 | 800 | 800 | 800 | 800 |
| | | <u>2,568</u> | <u>2,522</u> | <u>3,110</u> | <u>3,110</u> | <u>3,110</u> | <u>3,100</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | |
| 10130000-561200 OFFICE SUPPLIES | | 218 | 226 | 250 | 250 | 250 | 250 |
| 10130000-561300 TECHNOLOGY SUPPLIE/MATERIAL | | 0 | 102 | 200 | 200 | 200 | 200 |
| 10130000-564300 PUBLICATIONS & PERIODICALS | | 3,663 | 3,699 | 3,729 | 3,729 | 3,729 | 3,729 |
| | | <u>3,881</u> | <u>4,027</u> | <u>4,179</u> | <u>4,179</u> | <u>4,179</u> | <u>4,179</u> |
| 57 PROPERTY | | | | | | | |
| 10130000-573400 TECHNOLOGY EQUIPMENT | | 0 | 0 | 2,100 | 2,100 | 0 | 0 |
| | | <u>0</u> | <u>0</u> | <u>2,100</u> | <u>2,100</u> | <u>0</u> | <u>0</u> |
| 58 OTHER OBJECTS | | | | | | | |
| 10130000-581000 DUES & FEES & SUBSCRIPTIONS | | 700 | 700 | 700 | 700 | 955 | 955 |
| 10130000-581100 LICENSES & CERTIFICATIONS | | 150 | 150 | 150 | 150 | 285 | 285 |
| | | <u>850</u> | <u>850</u> | <u>850</u> | <u>850</u> | <u>1,240</u> | <u>1,240</u> |
| TOTAL for: TOWN ATTORNEY - GENERAL FUND | | <u><u>\$383,189</u></u> | <u><u>\$423,428</u></u> | <u><u>\$420,504</u></u> | <u><u>\$420,504</u></u> | <u><u>\$458,273</u></u> | <u><u>\$480,332</u></u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1300 TOWN ATTORNEY

| Position Classification | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| | | | | | | |
| TOWN ATTORNEY | 1.00 | 88,434 | 1.00 | 88,434 | 0.86 | 88,434 |
| SENIOR ASST. TOWN ATTORNEY | 1.00 | 107,675 | 1.00 | 107,675 | 1.00 | 107,675 |
| ASSISTANT TOWN ATTORNEY | 1.00 | 96,341 | 1.00 | 96,341 | 1.00 | 96,341 |
| LEGAL SECRETARY | 1.00 | 41,478 | 1.00 | 41,478 | 1.00 | 41,478 |
| | 4.00 | 333,928 | 4.00 | 333,928 | 3.86 | 333,928 |

Probate

Description: The Judge of Probate is an elected official who serves a four year term of office. The duties, powers and functions of the Probate Court are fixed by State Statute and include the following: the appointment of legal guardians over minors; and the appointment of conservators over incapables. The administrative operations of the Probate Court are self-sustaining except that State Statute requires the municipalities to provide the court with the office space and necessary supplies and equipment. Enfield pays 61% of these costs while the other three Towns served by the Court, Somers, Stafford and Union, pay the remainder. This budget serves to meet that statutory mandate.

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|---------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| GENERAL FUND | PROBATE | PROBATE | | | | 1400 - 0000 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10140000-534000 | TECHNICAL SERVICES | 3,452 | 3,712 | 5,800 | 5,800 | 6,800 | 6,800 |
| | | <u>3,452</u> | <u>3,712</u> | <u>5,800</u> | <u>5,800</u> | <u>6,800</u> | <u>6,800</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10140000-543200 | EQUIPMENT REPAIR & MAINT | 415 | 455 | 900 | 900 | 2,040 | 2,040 |
| | | <u>415</u> | <u>455</u> | <u>900</u> | <u>900</u> | <u>2,040</u> | <u>2,040</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10140000-553100 | TELEPHONE | 2,910 | 2,910 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10140000-553500 | POSTAGE | 6,398 | 7,497 | 20,000 | 16,160 | 20,000 | 18,000 |
| 10140000-555100 | COPYING & REPRODUCTION | 831 | 743 | 2,000 | 2,000 | 3,000 | 3,000 |
| | | <u>10,139</u> | <u>11,150</u> | <u>24,000</u> | <u>20,160</u> | <u>25,000</u> | <u>23,000</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10140000-561200 | OFFICE SUPPLIES | 2,954 | 2,959 | 5,000 | 5,000 | 5,960 | 5,960 |
| 10140000-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 607 | 730 | 1,000 | 4,840 | 2,000 | 2,000 |
| 10140000-564300 | PUBLICATIONS & PERIODICALS | 1,093 | 1,106 | 1,200 | 1,200 | 1,200 | 1,200 |
| | | <u>4,654</u> | <u>4,795</u> | <u>7,200</u> | <u>11,040</u> | <u>9,160</u> | <u>9,160</u> |
| 57 | PROPERTY | | | | | | |
| 10140000-573300 | FURNITURE & FIXTURES | 4,446 | 864 | 0 | 0 | 0 | 0 |
| | | <u>4,446</u> | <u>864</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| TOTAL for: PROBATE - GENERAL FUND | | \$23,105 | \$20,976 | \$37,900 | \$37,900 | \$43,000 | \$41,000 |

Registrar of Voters

Mission: Conduct efficient and cost-effective elections for the voters of Enfield. Ensure that the State's voter registration database and records are maintained and updated for all elections. Provide for the proper education for all the election officials.

Description: The ROV department conducts and provides for all of the services needed in order to conduct all the elections in the Town of Enfield. By State statute the office is made of 2 Registrar of Voters and 2 Deputies, in addition to various support staff.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> •Conducted the November Municipal election (11/2015) and the Presidential Primary (4/2016). •By State statute, began the process of certifying the Registrars with official education at UConn. •Successfully conducted the required annual limited voter registration canvass. •The certification of 4 new Assistant Moderators and the training of 60+ Election workers. •Implemented the successful change to the voting area at Enfield Street School for elections held there when school is not in session. | <ul style="list-style-type: none"> •Locate and develop a suitable space to serve as the long term ROV Office. •Conduct the Presidential Election to be held in November 2016, and the possible Federal/State Office Primary (8/2016). •Implement new election night reporting requirements from the SOTS Office. •Conduct the required annual limited voter registration canvass, and the voter registration outreach to the High Schools and Nursing Homes. •The successful recertification of Moderators and Assistants (20). •Participate in ROVAC in order to promote increased professionalism and education for the Registrars. |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Election officials trained & certified | 62 | 70 | 70 | 75 |
| Number of Elections | 2 | 2 | 2 | 2 |
| Number of Eligible Voters | 21,640 | 20,700 | 21,000 | 22,000 |
| Number of new Voters added | | 301 | 875 | 300 |
| Percent Voting | 56.81% | 31.37% | 55.00% | 65.00% |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|----------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | REGISTRARS OF VOTERS | REGISTRARS OF VOTERS | | | | 1500 - 0000 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10150000-512000 | SALARIES - PART TIME | 81,786 | 30,870 | 30,000 | 30,000 | 24,500 | 24,500 |
| 10150000-513000 | SALARIES - TEMP/SEASONAL | 0 | 0 | 1,000 | 1,000 | 0 | 0 |
| 10150000-513400 | ELECTION WORKERS | 16,659 | 20,572 | 26,000 | 26,000 | 25,000 | 25,000 |
| 10150000-516000 | STIPEND | 0 | 45,000 | 45,000 | 45,000 | 52,000 | 52,000 |
| | | <u>98,445</u> | <u>96,441</u> | <u>102,000</u> | <u>102,000</u> | <u>101,500</u> | <u>101,500</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10150000-522000 | SOCIAL SECURITY (FICA) | 5,043 | 4,697 | 4,340 | 4,340 | 5,000 | 4,743 |
| 10150000-522100 | MEDICARE | 1,180 | 1,098 | 508 | 508 | 1,200 | 1,110 |
| 10150000-526000 | WORKERS COMPENSATION | 181 | 441 | 913 | 913 | 500 | 1,870 |
| | | <u>6,403</u> | <u>6,236</u> | <u>5,761</u> | <u>5,761</u> | <u>6,700</u> | <u>7,723</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10150000-532200 | PROFESSIONAL DEVELOPMENT | 458 | 995 | 1,900 | 2,600 | 5,400 | 5,400 |
| 10150000-533900 | OTHER PROFESSIONAL SERVICES | 85 | 7,247 | 7,450 | 6,750 | 5,500 | 5,500 |
| | | <u>543</u> | <u>8,242</u> | <u>9,350</u> | <u>9,350</u> | <u>10,900</u> | <u>10,900</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10150000-543200 | EQUIPMENT REPAIR & MAINT | 207 | 3,368 | 3,660 | 3,660 | 3,920 | 3,920 |
| | | <u>207</u> | <u>3,368</u> | <u>3,660</u> | <u>3,660</u> | <u>3,920</u> | <u>3,920</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10150000-553100 | TELEPHONE | 3,583 | 3,141 | 4,655 | 4,655 | 4,255 | 4,255 |
| 10150000-553500 | POSTAGE | 1,741 | 1,436 | 1,500 | 1,500 | 1,500 | 1,500 |
| 10150000-555000 | PRINTING & REPRODUCTION | 917 | 18 | 1,000 | 1,000 | 500 | 500 |
| 10150000-555100 | COPYING & REPRODUCTION | 51 | 0 | 500 | 500 | 500 | 500 |
| 10150000-558000 | TRAVEL | 0 | 76 | 600 | 600 | 500 | 500 |
| | | <u>6,292</u> | <u>4,670</u> | <u>8,255</u> | <u>8,255</u> | <u>7,255</u> | <u>7,255</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10150000-561200 | OFFICE SUPPLIES | 3,556 | 2,579 | 2,550 | 2,550 | 2,000 | 2,000 |
| 10150000-563000 | FOOD/FOOD RELATED | 2,027 | 2,124 | 3,000 | 3,000 | 3,000 | 3,000 |
| | | <u>5,583</u> | <u>4,703</u> | <u>5,550</u> | <u>5,550</u> | <u>5,000</u> | <u>5,000</u> |
| 57 | PROPERTY | | | | | | |
| 10150000-573400 | TECHNOLOGY EQUIPMENT | 826 | 0 | 1,000 | 1,000 | 0 | 0 |
| | | <u>826</u> | <u>0</u> | <u>1,000</u> | <u>1,000</u> | <u>0</u> | <u>0</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10150000-581000 | DUES & FEES & SUBSCRIPTIONS | 110 | 110 | 300 | 300 | 200 | 200 |
| | | <u>110</u> | <u>110</u> | <u>300</u> | <u>300</u> | <u>200</u> | <u>200</u> |
| TOTAL for: REGISTRARS OF VOTERS - GENERAL FUND | | <u>\$118,409</u> | <u>\$123,771</u> | <u>\$135,876</u> | <u>\$135,876</u> | <u>\$135,475</u> | <u>\$136,498</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1500 REGISTRARS OF VOTERS

| Position Classification | CURRENT | DEPARTMENT | PROPOSED | |
|--------------------------------|----------------|-------------------|-----------------|---------------|
| ELECTION WORKERS | 26,000 | 25,000 | 1.25 | 25,000 |
| PART TIME | 30,000 | 24,500 | 0.84 | 24,500 |
| | 56,000 | 49,500 | 2.09 | 49,500 |

Town Clerk

Mission: To provide the highest quality service in a timely, professional manner to the general public, council, co-workers and other government agencies.

Description: The office of the Town Clerk is responsible for land record management, election absentee balloting and registration and statistical analysis of vital records, management of information such as ordinances, minutes, officials, election returns, and is the controller of canine, sportsmen and various other licensing. Also, assistance is afforded the public, serving as a communication link between the citizens and their Town Government, providing access to information which is essential to their participation in the democratic process.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> •Completed microfilm and reformat project for land record indexes. •Land record document images available electronically 1982 to present. •Land record indexes available electronically January 1972 to present. •Trade Name index and images available electronically 1955 to present. •Minutes and agendas scanned to 2015. •Vital record images available electronically 2007 to present. | <ul style="list-style-type: none"> •Offer e-recording as an additional recording option. •Upgrade in-house electronic lien/release system to accomodate all town generated recordings. •Expand electronic land record indexes from January 1969 to present. •Expand land record images from January 1981 to present. •Scan additional vital record images from 1997 to present. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Land recordings without error | | | | 95% |
| Land records recorded within one day | | | | 98% |
| Vital records recorded within 30 days | | | | 95% |
| Mail requests/services processed in one day | | | | 95% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|-------------------------------------|-------------------|-------------------|---------------------|-------------------|
| Land Records - Recordings | 7192 | 7,291 | 7268 | 7280 |
| Absentee Ballots Issued | 468 | 576 | 484 | 1575 |
| Dog Licenses Issued | 5661 | 5,202 | 5430 | 5450 |
| Marriage Licenses Issued | 167 | 151 | 190 | 170 |
| Birth, Marriage, Death Certificates | 2486 | 2,608 | 2350 | 2480 |
| Sporting Licenses | 664 | 641 | 584 | 550 |
| Documents Notarized | | 743 | 804 | 800 |
| Phone Inquiries | | 6389 | 7416 | 7500 |
| Documents Copied | | 32908 | 35160 | 34000 |
| Documents Scanned | | 24216 | 40800 | 41000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|---------------|----------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | TOWN CLERK | ADMINISTRATION | | | | 1600 - 0001 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | |
| 10160100-511000 SALARIES | | 272,064 | 278,982 | 300,712 | 300,712 | 303,702 | 303,702 |
| 10160100-512000 SALARIES - PART TIME | | 33,014 | 18,294 | 0 | 0 | 0 | 0 |
| 10160100-516000 STIPEND | | 4,235 | 4,323 | 4,484 | 4,484 | 4,575 | 4,575 |
| 10160100-517000 OTHER COMPENSATION | | 9,315 | 9,135 | 10,260 | 10,260 | 10,260 | 9,500 |
| | | <u>318,628</u> | <u>310,733</u> | <u>315,456</u> | <u>315,456</u> | <u>318,537</u> | <u>317,777</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| 10160100-521000 HEALTH/MEDICAL INSURANCE | | 85,609 | 75,055 | 91,711 | 91,711 | 77,778 | 76,395 |
| 10160100-521500 LIFE INSURANCE | | 1,378 | 948 | 858 | 858 | 858 | 858 |
| 10160100-522000 SOCIAL SECURITY (FICA) | | 19,049 | 18,398 | 18,922 | 18,922 | 19,751 | 19,702 |
| 10160100-522100 MEDICARE | | 4,460 | 4,303 | 4,424 | 4,424 | 4,623 | 4,607 |
| 10160100-526000 WORKERS COMPENSATION | | 676 | 3,721 | 4,822 | 4,822 | 4,822 | 5,855 |
| | | <u>111,172</u> | <u>102,424</u> | <u>120,737</u> | <u>120,737</u> | <u>107,832</u> | <u>107,417</u> |
| 53 PURCHASED PROF & TECHNICAL | | | | | | | |
| 10160100-532200 PROFESSIONAL DEVELOPMENT | | 500 | 200 | 620 | 620 | 560 | 560 |
| 10160100-533900 OTHER PROFESSIONAL SERVICES | | 8,053 | 6,179 | 8,200 | 8,200 | 7,805 | 7,805 |
| 10160100-533950 IT SERVICES | | 0 | 0 | 0 | 0 | 16,000 | 9,000 |
| 10160100-534000 TECHNICAL SERVICES | | 9,609 | 33,370 | 4,274 | 8,274 | 4,385 | 4,385 |
| | | <u>18,162</u> | <u>39,749</u> | <u>13,094</u> | <u>17,094</u> | <u>28,750</u> | <u>21,750</u> |
| 54 PURCHASED PROPERTY SERVICES | | | | | | | |
| 10160100-543200 EQUIPMENT REPAIR & MAINT | | 459 | 602 | 900 | 900 | 785 | 785 |
| | | <u>459</u> | <u>602</u> | <u>900</u> | <u>900</u> | <u>785</u> | <u>785</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | |
| 10160100-553100 TELEPHONE | | 3,395 | 3,395 | 3,395 | 3,395 | 3,395 | 3,395 |
| 10160100-553500 POSTAGE | | 3,265 | 3,146 | 4,548 | 4,548 | 6,124 | 6,124 |
| 10160100-554000 ADVERTISING | | 1,788 | 4,356 | 3,500 | 3,500 | 3,400 | 3,400 |
| 10160100-555000 PRINTING & REPRODUCTION | | 5,031 | 9,103 | 9,600 | 9,600 | 11,235 | 11,235 |
| 10160100-555100 COPYING & REPRODUCTION | | 1,821 | 1,469 | 1,526 | 1,526 | 1,526 | 1,526 |
| 10160100-558000 TRAVEL | | 100 | 55 | 100 | 100 | 100 | 100 |
| 10160100-559000 OTHER PURCHASED SERVICES | | 940 | 946 | 1,200 | 1,200 | 1,200 | 1,200 |
| | | <u>16,340</u> | <u>22,469</u> | <u>23,869</u> | <u>23,869</u> | <u>26,980</u> | <u>26,980</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | |
| 10160100-561200 OFFICE SUPPLIES | | 3,973 | 4,454 | 7,325 | 7,325 | 8,205 | 7,705 |
| 10160100-561300 TECHNOLOGY SUPPLIE/MATERIAL | | 956 | 965 | 1,040 | 1,040 | 0 | 0 |
| | | <u>4,928</u> | <u>5,420</u> | <u>8,365</u> | <u>8,365</u> | <u>8,205</u> | <u>7,705</u> |
| 57 PROPERTY | | | | | | | |
| 10160100-573300 FURNITURE & FIXTURES | | 0 | 0 | 800 | 800 | 0 | 0 |
| | | <u>775</u> | <u>0</u> | <u>800</u> | <u>800</u> | <u>0</u> | <u>0</u> |
| 58 OTHER OBJECTS | | | | | | | |
| 10160100-581000 DUES & FEES & SUBSCRIPTIONS | | 478 | 320 | 379 | 379 | 440 | 440 |
| | | <u>478</u> | <u>320</u> | <u>379</u> | <u>379</u> | <u>440</u> | <u>440</u> |
| TOTAL for: ADMINISTRATION | | <u>470,943</u> | <u>481,715</u> | <u>483,600</u> | <u>487,600</u> | <u>491,529</u> | <u>482,854</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1601 TOWN CLERK ADMINISTRATION

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| TOWN CLERK | 1.00 | 90,369 | 1.00 | 90,369 | 1.00 | 90,369 |
| DEPUTY TOWN CLERK | 1.00 | 62,078 | 1.00 | 62,078 | 1.00 | 62,078 |
| ASSISTANT TOWN CLERK | 1.00 | 49,588 | 1.00 | 49,588 | 1.00 | 49,588 |
| CLERK TYPIST 35 HRS | 3.00 | 101,667 | 3.00 | 101,667 | 3.00 | 101,667 |
| | 6.00 | 303,702 | 6.00 | 303,702 | 6.00 | 303,702 |

Records Management

Mission: To provide Town departments with the timely production of requested inactive records and to assist departments in the disposal and archiving of eligible records.

Description: The Records Management Division of the Town Clerk's Office is responsible for planning, organizing, directing, and controlling a town wide records management program. This function begins with a comprehensive inventory and appraisal of town records and continues to establish standards, procedures and techniques for the effective management and disposition of town records.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> •Relocated the records annex from Stowe School to Alcorn School. •Completed the update of the state's municipal finance retention schedule as a member of the Public Records Administrator's select committee. •Assisted the Building Department with the preliminary reorganization of their building plans. •Collected and archived records from former project coordinator for the Enfield High School consolidation project. | <ul style="list-style-type: none"> •Locate and develop a suitable space to serve as a long term records annex. •Work with the Information Technology department to acquire records management software that will manage both the paper and electronic records throughout the town. •Continue to work with the Building department to complete the reorganization of their building plans. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Percentage of record requests completed on the day of the request. | | 95% | 95% | 95% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--------------------------------|-------------------|-------------------|---------------------|-------------------|
| Inactive record boxes archived | | 177 | 200 | 200 |
| Eligible record boxes disposed | | 217 | 250 | 250 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|--------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | TOWN CLERK | RECORDS MANAGEMENT | | | | 1600 - 0016 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10161600-511000 | SALARIES | 58,271 | 59,449 | 59,215 | 59,215 | 60,400 | 60,400 |
| 10161600-516000 | STIPEND | 1,748 | 1,784 | 1,777 | 1,777 | 1,812 | 1,812 |
| | | <u>60,019</u> | <u>61,234</u> | <u>60,992</u> | <u>60,992</u> | <u>62,212</u> | <u>62,212</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10161600-521000 | HEALTH/MEDICAL INSURANCE | 7,566 | 6,298 | 7,034 | 7,034 | 8,562 | 8,420 |
| 10161600-521500 | LIFE INSURANCE | 289 | 207 | 193 | 193 | 193 | 193 |
| 10161600-522000 | SOCIAL SECURITY (FICA) | 3,689 | 3,670 | 3,781 | 3,781 | 3,857 | 3,857 |
| 10161600-522100 | MEDICARE | 863 | 858 | 884 | 884 | 902 | 902 |
| 10161600-526000 | WORKERS COMPENSATION | 129 | 508 | 949 | 949 | 949 | 1,146 |
| | | <u>12,535</u> | <u>11,542</u> | <u>12,841</u> | <u>12,841</u> | <u>14,463</u> | <u>14,518</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10161600-542100 | DISPOSAL SERVICES | 248 | 205 | 700 | 700 | 700 | 700 |
| | | <u>248</u> | <u>205</u> | <u>700</u> | <u>700</u> | <u>700</u> | <u>700</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10161600-553100 | TELEPHONE | 485 | 485 | 485 | 485 | 485 | 485 |
| 10161600-553500 | POSTAGE | 18 | 33 | 50 | 50 | 50 | 50 |
| 10161600-558000 | TRAVEL | 0 | 69 | 100 | 100 | 100 | 100 |
| | | <u>503</u> | <u>587</u> | <u>635</u> | <u>635</u> | <u>635</u> | <u>635</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10161600-561200 | OFFICE SUPPLIES | 250 | 796 | 800 | 800 | 800 | 800 |
| | | <u>250</u> | <u>796</u> | <u>800</u> | <u>800</u> | <u>800</u> | <u>800</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10161600-581000 | DUES & FEES & SUBSCRIPTIONS | 215 | 215 | 215 | 215 | 215 | 215 |
| | | <u>215</u> | <u>215</u> | <u>215</u> | <u>215</u> | <u>215</u> | <u>215</u> |
| TOTAL for: RECORDS MANAGEMENT | | <u>73,769</u> | <u>74,577</u> | <u>76,183</u> | <u>76,183</u> | <u>79,025</u> | <u>79,080</u> |
| TOTAL for: TOWN CLERK - GENERAL FUND | | <u>\$544,712</u> | <u>\$556,292</u> | <u>\$559,783</u> | <u>\$563,783</u> | <u>\$570,554</u> | <u>\$561,934</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1616 TOWN CLERK RECORDS MANAGEMENT

| Position Classification | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|----------------|---------------|-------------------|---------------|-----------------|---------------|
| RECORDS MANAGER | 1.00 | 60,400 | 1.00 | 60,400 | 1.00 | 60,400 |
| | 1.00 | 60,400 | 1.00 | 60,400 | 1.00 | 60,400 |

Human Resources

Mission: The Human Resources Department will provide quality customer service in the areas of benefits and personnel administration, labor relations, training, safety and employee assistance programs, to town employees, departments and the public.

Description: The Human Resources Department is responsible for the following: recruitment & selection process, employee benefit programs including the pension plan, personnel rules and procedures, negotiation and administration of the collective bargaining agreements, worker's compensation, and contract and grievance negotiations for the Town of Enfield.

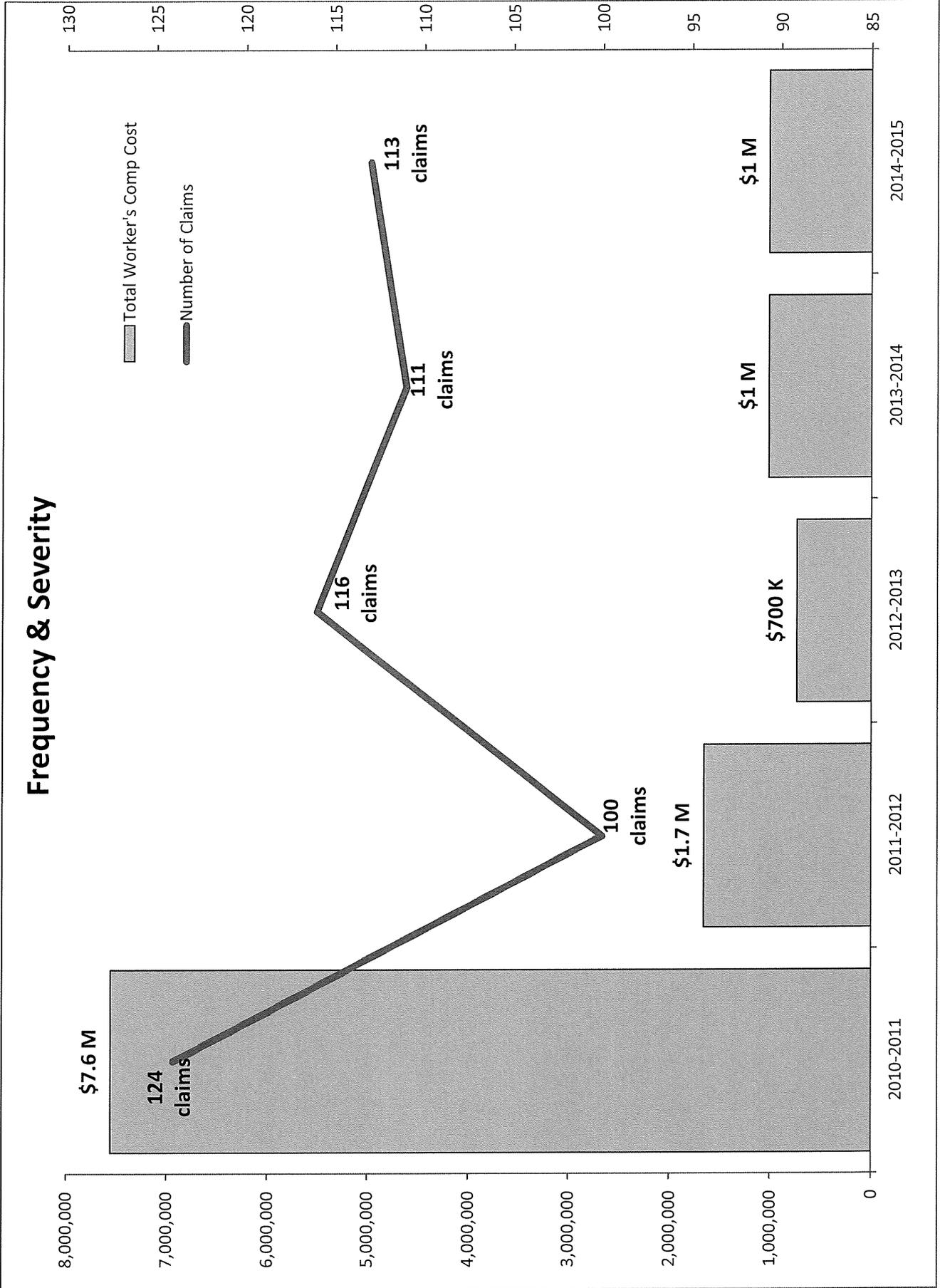
| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> •Recruitment of several high level positions including: Town Manager, Director of Library, Director of Social Services, Assistant Director of Public Works Highway/RRM. •Outprocessed over 15 employees due to lay off from budget downsizing. •Met with Police Union to address female locker shortage, met with B&G to expand female locker room thereby resolving union issue and recruitment issue of additional hiring female officers. •Enhanced wellness program by adding Core Health Challenge Program and Zumba Class. •Plan and Implement "Hire to Retire" Mental Health Wellness Program for Police Officers •Successfully negotiated new contract with Teamster's union. | <ul style="list-style-type: none"> •Enhance Training for Supervisors and Facilitate Adoption of Lean Government Principles with Town Departments •Finalize implementation of "Applicant Tracking" software and then begin utilization of training module and other HR modules. •Successfully negotiate AFSCME Local 1303-359 (clerical union) and IAEP Local R1-717, NAGE,SEIU (Emt and Paramedics) •Commence negotiations of Enfield "Professional and Technical" union and the "Supervisory" union. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Average Cost Per Injury (\$433,797/70) | \$8,946 | \$6,197 | \$6,500 | \$5,000 |
| Separations (ee turnover prior yr. difference/current yr.) | | 10% | 30% | 5% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Full Time Employees | 398 | 427 | 400 | 400 |
| Part-time Employees | 124 | 158 | 125 | 125 |
| Separations | 72 | 80 | 115 | 70 |
| Positions Filled | 133 | 73 | 130 | 120 |
| Workers Compensation # of Injuries | 113 | 70 | 110 | 100 |
| W.C. costs incurred to date (includes paid & outstanding) | \$1,010,903 | \$433,795 | \$900,000 | \$800,000 |

TOWN OF ENFIELD

Frequency & Severity



**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| GENERAL FUND | HUMAN RESOURCES | HUMAN RESOURCES | | | | 1700 - 0000 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10170000-511000 | SALARIES | 207,703 | 211,394 | 215,562 | 215,562 | 219,874 | 219,874 |
| 10170000-512000 | SALARIES - PART TIME | 4,772 | 7,979 | 10,000 | 10,000 | 10,000 | 9,000 |
| 10170000-516000 | STIPEND | 6,214 | 6,356 | 7,789 | 7,789 | 6,597 | 6,597 |
| | | <u>218,689</u> | <u>225,729</u> | <u>233,351</u> | <u>233,351</u> | <u>236,471</u> | <u>235,471</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10170000-521000 | HEALTH/MEDICAL INSURANCE | 36,004 | 29,575 | 34,965 | 34,965 | 41,619 | 40,924 |
| 10170000-521500 | LIFE INSURANCE | 1,170 | 925 | 579 | 579 | 579 | 579 |
| 10170000-522000 | SOCIAL SECURITY (FICA) | 13,021 | 13,425 | 13,381 | 13,381 | 13,446 | 14,600 |
| 10170000-522100 | MEDICARE | 3,064 | 3,165 | 3,171 | 3,171 | 3,177 | 3,415 |
| 10170000-525000 | UNEMPLOYMENT | 22,962 | 87,504 | 110,000 | 88,500 | 110,000 | 100,000 |
| 10170000-526000 | WORKERS COMPENSATION | 471 | 1,875 | 3,616 | 3,616 | 3,616 | 4,340 |
| | | <u>76,692</u> | <u>136,470</u> | <u>165,712</u> | <u>144,212</u> | <u>172,437</u> | <u>163,858</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10170000-532200 | PROFESSIONAL DEVELOPMENT | 614 | 980 | 2,500 | 2,500 | 2,500 | 2,500 |
| 10170000-533900 | OTHER PROFESSIONAL SERVICES | 18,857 | 24,359 | 31,795 | 47,295 | 31,795 | 31,795 |
| | | <u>19,471</u> | <u>25,339</u> | <u>34,295</u> | <u>49,795</u> | <u>34,295</u> | <u>34,295</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10170000-553100 | TELEPHONE | 1,940 | 1,940 | 1,940 | 1,940 | 1,940 | 1,940 |
| 10170000-553500 | POSTAGE | 1,051 | 596 | 1,200 | 1,200 | 1,200 | 1,200 |
| 10170000-554000 | ADVERTISING | 150 | 1,369 | 3,000 | 3,000 | 3,000 | 3,000 |
| 10170000-555000 | PRINTING & REPRODUCTION | 97 | 36 | 200 | 200 | 200 | 200 |
| 10170000-555100 | COPYING & REPRODUCTION | 0 | 148 | 200 | 200 | 100 | 100 |
| 10170000-558000 | TRAVEL | 11 | 5 | 1,100 | 7,100 | 1,100 | 1,000 |
| | | <u>3,249</u> | <u>4,094</u> | <u>7,640</u> | <u>13,640</u> | <u>7,540</u> | <u>7,440</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10170000-561200 | OFFICE SUPPLIES | 1,076 | 783 | 900 | 900 | 1,000 | 1,000 |
| 10170000-563000 | FOOD/FOOD RELATED | 133 | 314 | 1,000 | 1,500 | 1,000 | 1,000 |
| 10170000-564300 | PUBLICATIONS & PERIODICALS | 257 | 1,000 | 1,000 | 500 | 1,000 | 1,000 |
| | | <u>1,585</u> | <u>2,097</u> | <u>2,900</u> | <u>2,900</u> | <u>3,000</u> | <u>3,000</u> |
| 57 | PROPERTY | | | | | | |
| 10170000-573300 | FURNITURE & FIXTURES | 1,032 | 330 | 0 | 0 | 0 | 0 |
| | | <u>1,032</u> | <u>330</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10170000-581000 | DUES & FEES & SUBSCRIPTIONS | 190 | 803 | 1,500 | 1,500 | 1,500 | 1,500 |
| | | <u>190</u> | <u>803</u> | <u>1,500</u> | <u>1,500</u> | <u>1,500</u> | <u>1,500</u> |
| TOTAL for: HUMAN RESOURCES - GENERAL FUND | | <u><u>\$320,909</u></u> | <u><u>\$394,861</u></u> | <u><u>\$445,398</u></u> | <u><u>\$445,398</u></u> | <u><u>\$455,243</u></u> | <u><u>\$445,564</u></u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1700 HUMAN RESOURCES

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| DIRECTOR OF HUMAN RESOURCES | 1.00 | 117,966 | 1.00 | 117,966 | 1.00 | 117,966 |
| PERSONNEL ADMINISTRATOR | 1.00 | 49,358 | 1.00 | 49,358 | 1.00 | 49,358 |
| BENEFITS ADMINISTRATOR | 1.00 | 52,550 | 1.00 | 52,550 | 1.00 | 52,550 |
| PART TIME | | 10,000 | | 10,000 | 0.49 | 9,000 |
| | 3.00 | 229,874 | 3.00 | 229,874 | 3.49 | 228,874 |

| |
|-------------------------------|
| Finance Administration |
|-------------------------------|

Mission: To sustain responsible financial management and continue to foster the credibility of the Town of Enfield to the financial community and credit rating agencies.

Description: The Finance Department provides overall management, direction and planning of the financial affairs of the Town. Responsibilities include reporting to the Town Manager and Town Council the status of the financial position of the Town as well as the impact of existing and new policies. The Finance Director also provides oversight of Treasury, Assessment and General Services.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> • Assisted town residents with issues relating to their sewer bills. • Issued \$10 million bonds for the Roads 2015 project. • Issued \$10 million bonds and \$10 million BANS for High School Consolidation Project. | <ul style="list-style-type: none"> • Continue GFOA's Certificate of Achievement in Financial Reporting Program. • Continue with planning for the financing of the town's capital projects. • Continuous evaluation of services provided to other Town departments. • Assist in implementing electronic payment processes. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|----------------------------|-------------------|-------------------|---------------------|-------------------|
|----------------------------|-------------------|-------------------|---------------------|-------------------|

| | | | | |
|---|-----|-----|-----|-----|
| Received GFOA's Certificate of Achievement in Financial Reporting award | Yes | Yes | Yes | Yes |
|---|-----|-----|-----|-----|

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | FINANCE | ADMINISTRATION | | | | 1800 - 0001 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10180100-511000 | SALARIES | 147,592 | 155,018 | 154,413 | 154,413 | 156,703 | 156,703 |
| 10180100-516000 | STIPEND | 3,381 | 3,451 | 3,436 | 3,436 | 3,000 | 3,000 |
| | | <u>150,973</u> | <u>158,470</u> | <u>157,849</u> | <u>157,849</u> | <u>159,703</u> | <u>159,703</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10180100-521000 | HEALTH/MEDICAL INSURANCE | 19,750 | 25,933 | 29,272 | 29,272 | 51,179 | 50,265 |
| 10180100-521500 | LIFE INSURANCE | 398 | 296 | 286 | 286 | 286 | 286 |
| 10180100-522000 | SOCIAL SECURITY (FICA) | 9,653 | 9,558 | 9,573 | 9,573 | 9,903 | 9,903 |
| 10180100-522100 | MEDICARE | 2,261 | 2,235 | 2,239 | 2,239 | 2,317 | 2,317 |
| 10180100-526000 | WORKERS COMPENSATION | 344 | 1,325 | 2,479 | 2,479 | 2,479 | 2,943 |
| | | <u>32,406</u> | <u>39,347</u> | <u>43,849</u> | <u>43,849</u> | <u>66,164</u> | <u>65,714</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10180100-532200 | PROFESSIONAL DEVELOPMENT | 0 | 482 | 1,000 | 1,000 | 1,000 | 1,000 |
| | | <u>0</u> | <u>482</u> | <u>1,000</u> | <u>1,000</u> | <u>1,000</u> | <u>1,000</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10180100-553100 | TELEPHONE | 1,940 | 1,940 | 1,455 | 1,455 | 1,455 | 1,455 |
| 10180100-553500 | POSTAGE | 444 | 510 | 600 | 569 | 600 | 600 |
| 10180100-554000 | ADVERTISING | 141 | 0 | 100 | 131 | 250 | 250 |
| 10180100-555100 | COPYING & REPRODUCTION | 904 | 740 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10180100-558000 | TRAVEL | 0 | 932 | 1,000 | 1,000 | 1,000 | 1,000 |
| | | <u>3,429</u> | <u>4,122</u> | <u>4,155</u> | <u>4,155</u> | <u>4,305</u> | <u>4,305</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10180100-561200 | OFFICE SUPPLIES | 339 | 210 | 400 | 400 | 400 | 400 |
| 10180100-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 0 | 0 | 210 | 210 | 210 | 210 |
| 10180100-564300 | PUBLICATIONS & PERIODICALS | 45 | 0 | 250 | 250 | 250 | 250 |
| | | <u>384</u> | <u>210</u> | <u>860</u> | <u>860</u> | <u>860</u> | <u>860</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10180100-581000 | DUES & FEES & SUBSCRIPTIONS | 1,023 | 1,018 | 1,100 | 1,100 | 1,100 | 1,100 |
| | | <u>1,023</u> | <u>1,018</u> | <u>1,100</u> | <u>1,100</u> | <u>1,100</u> | <u>1,100</u> |
| TOTAL for: ADMINISTRATION | | <u>188,214</u> | <u>203,648</u> | <u>208,813</u> | <u>208,813</u> | <u>233,132</u> | <u>232,682</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1801 FINANCE ADMINISTRATION

| Position Classification | Full Time Equivalents | | | | | |
|--------------------------------|------------------------------|----------------|-------------------|----------------|-----------------|----------------|
| | CURRENT | | DEPARTMENT | | PROPOSED | |
| DIRECTOR OF FINANCE | 1.00 | 116,808 | 1.00 | 116,808 | 1.00 | 116,808 |
| SECRETARY III 35 HRS | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| | 2.00 | 156,703 | 2.00 | 156,703 | 2.00 | 156,703 |

Treasury

Mission: The Treasury Division's mission is to provide accurate financial reporting, handle the payroll and accounts payable functions of the Town and provide financial and grant reporting information and assistance to Town departments.

Description: The Treasury Division of the Finance Department is responsible for the financial reporting functions of the Town. Treasury reconciles the Town's cash and other general ledger accounts to ensure accurate financial reporting. Treasury processes the weekly payroll for approximately 575 Town employees and is also responsible for issuing annual W-2 forms to these employees and submitting quarterly payroll tax forms to the federal and state governments. Additionally, Treasury is responsible for issuing payments averaging \$4.7 million per month to the Town's vendors. Treasury also issues federal and state 1099 information returns to vendors as required. Finally, the division is responsible for billing and customers for police outside services and for monitoring accounts receivable grant reporting, and the Town's investment program.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> • Began paying town vendors using ACH payments. • Began issuing new payroll reporting forms required by the ACA. • Assisted in implementing electronic payment process for building permits. | <ul style="list-style-type: none"> • Increase number of vendor payments made using electronic payments. • Implement credit card payment processes for non tax departments. |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Total paychecks issued | 29,183 | 29,578 | 29,385 | 29,400 |
| Total accounts payable payments issued | 9,395 | 10,486 | 9,600 | 9,600 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|----------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | FINANCE | TREASURY | | | | 1800 - 0010 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10181000-511000 | SALARIES | 275,990 | 291,752 | 293,618 | 278,618 | 296,708 | 280,371 |
| 10181000-514000 | OVERTIME | 1,199 | 1,508 | 1,300 | 1,300 | 1,300 | 1,300 |
| 10181000-516000 | STIPEND | 4,505 | 4,596 | 4,638 | 4,638 | 4,730 | 4,240 |
| | | <u>281,693</u> | <u>297,856</u> | <u>299,556</u> | <u>284,556</u> | <u>302,738</u> | <u>285,911</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10181000-521000 | HEALTH/MEDICAL INSURANCE | 33,148 | 38,631 | 43,642 | 43,642 | 63,054 | 61,916 |
| 10181000-521500 | LIFE INSURANCE | 1,086 | 812 | 765 | 765 | 765 | 765 |
| 10181000-522000 | SOCIAL SECURITY (FICA) | 17,241 | 18,132 | 18,576 | 18,576 | 18,772 | 17,756 |
| 10181000-522100 | MEDICARE | 4,032 | 4,240 | 4,347 | 4,347 | 4,392 | 4,152 |
| 10181000-526000 | WORKERS COMPENSATION | 611 | 2,494 | 4,728 | 4,728 | 4,728 | 5,268 |
| | | <u>56,118</u> | <u>64,309</u> | <u>72,058</u> | <u>72,058</u> | <u>91,711</u> | <u>89,857</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10181000-532200 | PROFESSIONAL DEVELOPMENT | 220 | 498 | 1,200 | 1,200 | 1,200 | 1,200 |
| 10181000-533900 | OTHER PROFESSIONAL SERVICES | 0 | 0 | 0 | 15,000 | 0 | 3,000 |
| 10181000-533950 | IT SERVICES | 0 | 2,750 | 0 | 0 | 0 | 0 |
| | | <u>220</u> | <u>3,248</u> | <u>1,200</u> | <u>16,200</u> | <u>1,200</u> | <u>4,200</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10181000-553100 | TELEPHONE | 2,910 | 2,910 | 2,910 | 2,910 | 2,910 | 2,910 |
| 10181000-553500 | POSTAGE | 4,284 | 4,257 | 5,000 | 5,000 | 5,000 | 5,000 |
| 10181000-555100 | COPYING & REPRODUCTION | 1,933 | 2,098 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10181000-558000 | TRAVEL | 0 | 12 | 200 | 200 | 200 | 200 |
| | | <u>9,127</u> | <u>9,277</u> | <u>10,110</u> | <u>10,110</u> | <u>10,110</u> | <u>10,110</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10181000-561200 | OFFICE SUPPLIES | 2,222 | 1,839 | 4,000 | 4,000 | 4,000 | 4,000 |
| 10181000-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 1,538 | 1,540 | 2,500 | 2,500 | 2,500 | 2,500 |
| 10181000-564300 | PUBLICATIONS & PERIODICALS | 0 | 0 | 150 | 150 | 150 | 150 |
| | | <u>3,760</u> | <u>3,379</u> | <u>6,650</u> | <u>6,650</u> | <u>6,650</u> | <u>6,650</u> |
| 57 | PROPERTY | | | | | | |
| 10181000-573000 | EQUIPMENT NEW | 0 | 0 | 0 | 0 | 500 | 500 |
| | | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>500</u> | <u>500</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10181000-581000 | DUES & FEES & SUBSCRIPTIONS | 243 | 218 | 300 | 300 | 300 | 300 |
| | | <u>243</u> | <u>218</u> | <u>300</u> | <u>300</u> | <u>300</u> | <u>300</u> |
| TOTAL for: TREASURY | | <u>351,161</u> | <u>378,287</u> | <u>389,874</u> | <u>389,874</u> | <u>413,209</u> | <u>397,528</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1810 FINANCE TREASURY

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| DEPUTY DIRECTOR OF FINANCE | | 0 | 1.00 | 98,022 | 0.83 | 81,685 |
| PAYROLL CLERK | 1.00 | 59,626 | 1.00 | 59,626 | 1.00 | 59,626 |
| ACCOUNTANT | 1.00 | 59,270 | 1.00 | 59,270 | 1.00 | 59,270 |
| ACCOUNTS PAYABLE CLERK | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| ACCOUNTING CLERK | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| OVERTIME | | 1,300 | | 1,300 | 0.02 | 1,300 |
| | 4.00 | 199,986 | 5.00 | 298,008 | 9.85 | 281,671 |

Assessor-Tax Collector

Mission: To provide property assessments and collect revenue in an efficient, courteous and timely manner. The Assessor's primary objective is to ensure that all property located within the Town of Enfield is assessed in accordance with applicable State Statutes.

Description: The Collectors staff records all real estate, motor vehicle and business taxes levied by the Town in addition to all fire district taxes as well as certain non-tax revenues, such as our sewer use fees. The Assessors must discover, list and value all property within the Town on Enfield, which creates the annual Grand List. The approval of various forms of property tax relief such as elderly, veteran, disabled and blind are also processed annually for the Grand List.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> •The process of the Tax Sale from April 2015 collected over \$930,000 on delinquent accounts. •We acquired 5 properties that were on the delinquent list. These properties were identified as "open space" parcels which should have been turned over to the Town many years ago. •Inspect, review and updated real estate issued building permits, over 1,500 during the year. •Read and review all land records including death certificates, maps, and trade name certificates. | <ul style="list-style-type: none"> •We will be having the next tax sale in May 2016, this currently has 57 accounts. •Review process of collection of delinquent motor vehicle and business personal property accounts. Investigate having a collection agency locate some of our older/inactive accounts for collection. •Continue to improve taxpayer knowledge of tax and assessment process. •Continue the Town wide, State Statute required revaluation for real estate. The effective date is October 1, 2016. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|-------------------------------------|-------------------|-------------------|---------------------|-------------------|
| Total Tax Collection Rate | 97.98% | 98.00% | 98.00% | 98.00% |
| Collection Rate - Motor Vehicles | 91.81% | 92.36% | 92.30% | 92.20% |
| Collection Rate - Personal Property | 98.43% | 99.06% | 98.80% | 98.80% |
| Collection Rate - Real Estate | 98.66% | 98.59% | 98.60% | 98.70% |
| Average Sales Ratio to Assessment | 72.00% | 73.00% | 73.00% | 70.00% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Process and value motor vehicles accounts | 45,889 | 45,686 | 45,660 | 45,680 |
| Process and value Business Personal Property | 2,204 | 2,202 | 2,241 | 2,230 |
| Process and update Real Estate Accounts | 15,905 | 15,905 | 15,909 | 15,915 |
| Exemptions Applied Number of Accounts | 5,141 | 5,903 | 6,100 | 6,200 |
| Process and update Real Estate Accounts for elderly and disabled abatement applications. | 594 | 635 | 650 | 700 |
| Outstanding Delinquent Tax - Prior to Tax Sale May 2016 (\$) | 8,116,950 | 9,506,759 | 9,000,000 | 9,000,000 |
| Tax Sale Results Collected (\$) | 1,152,047 | \$ 892,663 | 500,000 | 600,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|-------------------------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | FINANCE | ASSESSMENT AND REVENUE COLLEC | | | | 1800 - 0030 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10183000-511000 | SALARIES | 326,884 | 334,035 | 334,287 | 334,287 | 336,410 | 336,410 |
| 10183000-512000 | SALARIES - PART TIME | 0 | 0 | 20,000 | 20,000 | 20,000 | 20,000 |
| 10183000-513000 | SALARIES - TEMP/SEASONAL | 4,914 | 5,670 | 5,600 | 5,600 | 5,200 | 5,200 |
| 10183000-514000 | OVERTIME | 0 | 307 | 0 | 0 | 0 | 0 |
| 10183000-516000 | STIPEND | 3,132 | 4,198 | 7,686 | 7,686 | 7,748 | 7,748 |
| | | <u>334,930</u> | <u>344,210</u> | <u>367,573</u> | <u>367,573</u> | <u>369,358</u> | <u>369,358</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10183000-521000 | HEALTH/MEDICAL INSURANCE | 78,022 | 54,394 | 61,896 | 61,896 | 67,531 | 66,334 |
| 10183000-521500 | LIFE INSURANCE | 1,267 | 903 | 858 | 858 | 858 | 858 |
| 10183000-522000 | SOCIAL SECURITY (FICA) | 19,968 | 21,051 | 22,540 | 22,540 | 22,901 | 22,901 |
| 10183000-522100 | MEDICARE | 4,670 | 4,922 | 5,265 | 5,265 | 5,356 | 5,356 |
| 10183000-526000 | WORKERS COMPENSATION | 735 | 2,856 | 5,770 | 5,770 | 5,770 | 6,807 |
| | | <u>104,662</u> | <u>84,127</u> | <u>96,329</u> | <u>96,329</u> | <u>102,416</u> | <u>102,256</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10183000-530000 | PURCHASED PROF. & TECHNICAL | 0 | 9,534 | 0 | 0 | 0 | 0 |
| 10183000-532200 | PROFESSIONAL DEVELOPMENT | 1,435 | 886 | 2,650 | 2,650 | 2,650 | 2,650 |
| 10183000-533900 | OTHER PROFESSIONAL SERVICES | 0 | 10,000 | 10,000 | 10,000 | 10,000 | 12,500 |
| 10183000-534000 | TECHNICAL SERVICES | 10,715 | 15,080 | 0 | 0 | 0 | 0 |
| | | <u>12,150</u> | <u>35,500</u> | <u>12,650</u> | <u>12,650</u> | <u>12,650</u> | <u>15,150</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10183000-540000 | PURCHASED PROPERTY SRVCS | 0 | 2,000 | 0 | 0 | 0 | 0 |
| 10183000-543200 | EQUIPMENT REPAIR & MAINT | 145 | 0 | 500 | 500 | 500 | 500 |
| | | <u>145</u> | <u>2,000</u> | <u>500</u> | <u>500</u> | <u>500</u> | <u>500</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10183000-553100 | TELEPHONE | 5,335 | 5,335 | 5,335 | 5,335 | 5,335 | 5,335 |
| 10183000-553500 | POSTAGE | 39,603 | 38,932 | 45,500 | 45,500 | 45,500 | 43,000 |
| 10183000-554000 | ADVERTISING | 13,151 | 7,412 | 17,000 | 17,000 | 17,000 | 15,000 |
| 10183000-555000 | PRINTING & REPRODUCTION | 28,886 | 31,016 | 33,900 | 33,900 | 33,900 | 33,900 |
| 10183000-555100 | COPYING & REPRODUCTION | 2,222 | 1,599 | 3,000 | 2,800 | 3,000 | 3,000 |
| 10183000-558000 | TRAVEL | 1,017 | 40 | 1,500 | 1,500 | 1,500 | 1,500 |
| | | <u>90,214</u> | <u>84,334</u> | <u>106,235</u> | <u>106,035</u> | <u>106,235</u> | <u>101,735</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10183000-561200 | OFFICE SUPPLIES | 1,906 | 1,822 | 2,600 | 2,600 | 2,600 | 2,600 |
| 10183000-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 0 | 125 | 1,040 | 1,040 | 1,040 | 1,040 |
| 10183000-562600 | GASOLINE | 0 | 0 | 100 | 100 | 100 | 100 |
| 10183000-564300 | PUBLICATIONS & PERIODICALS | 1,321 | 1,436 | 1,530 | 1,530 | 1,530 | 1,530 |
| | | <u>3,227</u> | <u>3,382</u> | <u>5,270</u> | <u>5,270</u> | <u>5,270</u> | <u>5,270</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10183000-581000 | DUES & FEES & SUBSCRIPTIONS | 1,014 | 1,138 | 1,015 | 1,215 | 1,015 | 2,935 |
| | | <u>1,014</u> | <u>1,138</u> | <u>1,015</u> | <u>1,215</u> | <u>1,015</u> | <u>2,935</u> |
| TOTAL for: ASSESSMENT AND REVENUE COLLEC | | <u>546,342</u> | <u>554,691</u> | <u>589,572</u> | <u>589,572</u> | <u>597,444</u> | <u>597,204</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1830 FINANCE ASSESSMENT AND REVENUE COLLEC

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| SUPVSR OF ASSESSMT & REVENUE | 1.00 | 110,036 | 1.00 | 110,036 | 1.00 | 110,036 |
| ASSISTANT ASSESSOR | 1.00 | 55,695 | 1.00 | 55,695 | 1.00 | 55,695 |
| ASST ASSESSOR/TAX COLL | 1.00 | 52,541 | 1.00 | 52,541 | 1.00 | 52,541 |
| CLRK TYPIST ASSESS. 19.5 HRS | | 33,889 | | 20,000 | 0.59 | 20,000 |
| TAX CLERK I | 1.00 | 38,348 | 1.00 | 38,348 | 1.00 | 38,348 |
| TAX CLERK II | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| ASSESSMENT CLERK | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| TEMP/SEASONAL | | | | | 0.07 | 5,200 |
| | 6.00 | 370,299 | 6.00 | 356,410 | 6.59 | 361,610 |

Finance General Services

Mission: To ensure that all divisions and departments follow the Town's purchasing policies and procedures; to maintain an effective in-house mailing operation; and to provide high quality customer service to all callers and visitors to the Town Hall.

Description: The General Services Division is comprised of a Purchasing Assistant and two part-time Receptionists. The Purchasing Assistant is responsible for the Town's purchasing function and ensures that purchases are made in accordance with the Town Charter and the Town's established purchasing policies and procedures. The Purchasing Assistant converts requisitions to purchase orders and is also responsible for bid, RFP and RFQ reviews, advertisings and openings; the maintenance of bonds and insurance certificates for vendors providing goods/services under a bid/RFP/RFQ; and updates to the fixed asset inventory. The part-time Receptionists are responsible for mail-related services and the customer service desk in the Town Hall and also provide as-needed assistance to various departments.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> •Reviewed numerous State contracts and processed several purchase orders regarding FF&E purchases for the Enfield High School Consolidation project. •Worked with existing staff and new hires to ensure their understanding of Town purchasing policies, procedures and financial software. •Entered motor vehicles and equipment into fixed assets in a timely manner so that Fleet Services could process them and put them into service for the using departments. •Began tracking timeline of Bid/RFP/RFQ process. •Receptionists provided assistance to various Town departments on an as-needed basis. | <ul style="list-style-type: none"> •Continue to work with Town staff toward the finalization of the Enfield High School Consolidation project. •Strive to work with departments to put bids/RFP's/RFQ's out to the public in a timely manner. Will continue to maintain tracking timeline. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|----------------------------|-------------------|-------------------|---------------------|-------------------|
|----------------------------|-------------------|-------------------|---------------------|-------------------|

Review, process, advertise RFP's/RFQ's within 30 days

95%

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Bids/RFP's /RFQ's Processed | 40 | 31 | 36 | 36 |
| Purchase Orders Processed | 5,447 | 6,082 | 6,012 | 5,847 |
| Active Bid/RFP Files to be Maintained (which includes keeping insurance certificates and bonds current). | 85 | 85 | 96 | 89 |
| Pieces of Mail Processed | 61,782 | 58,015 | 52,771 | 57,523 |
| Visitors Assisted at Town Hall Reception | 6,836 | 6,111 | 6,053 | 6,333 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| GENERAL FUND | FINANCE | GENERAL SERVICES | | | | 1800 - 0040 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10184000-511000 | SALARIES | 67,443 | 68,792 | 69,891 | 69,891 | 69,891 | 69,891 |
| 10184000-512000 | SALARIES - PART TIME | 36,598 | 37,166 | 37,762 | 37,762 | 37,762 | 37,762 |
| | | <u>104,040</u> | <u>105,957</u> | <u>107,653</u> | <u>107,653</u> | <u>107,653</u> | <u>107,653</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10184000-521000 | HEALTH/MEDICAL INSURANCE | 15,172 | 15,777 | 17,838 | 17,838 | 21,788 | 21,387 |
| 10184000-521500 | LIFE INSURANCE | 289 | 207 | 193 | 193 | 193 | 193 |
| 10184000-522000 | SOCIAL SECURITY (FICA) | 6,252 | 6,511 | 6,675 | 6,675 | 6,675 | 6,675 |
| 10184000-522100 | MEDICARE | 1,462 | 1,522 | 1,561 | 1,561 | 1,561 | 1,561 |
| 10184000-526000 | WORKERS COMPENSATION | 230 | 588 | 1,725 | 1,725 | 1,725 | 1,984 |
| | | <u>23,405</u> | <u>24,606</u> | <u>27,992</u> | <u>27,992</u> | <u>31,942</u> | <u>31,800</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10184000-543200 | EQUIPMENT REPAIR & MAINT | 1,495 | 1,395 | 1,779 | 1,779 | 1,752 | 1,752 |
| 10184000-544200 | RENTAL - EQUIPMENT/VEHICLES | 693 | 717 | 803 | 803 | 800 | 800 |
| | | <u>2,188</u> | <u>2,112</u> | <u>2,582</u> | <u>2,582</u> | <u>2,552</u> | <u>2,552</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10184000-553100 | TELEPHONE | 2,425 | 2,425 | 2,425 | 2,425 | 2,425 | 2,425 |
| 10184000-553500 | POSTAGE | 72 | 84 | 300 | 300 | 300 | 200 |
| 10184000-554000 | ADVERTISING | 0 | 0 | 200 | 200 | 200 | 100 |
| 10184000-555000 | PRINTING & REPRODUCTION | 16 | 0 | 100 | 100 | 100 | 100 |
| 10184000-555100 | COPYING & REPRODUCTION | 473 | 486 | 500 | 500 | 500 | 500 |
| | | <u>2,987</u> | <u>2,995</u> | <u>3,525</u> | <u>3,525</u> | <u>3,525</u> | <u>3,325</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10184000-561200 | OFFICE SUPPLIES | 948 | 1,149 | 2,946 | 2,946 | 2,715 | 2,715 |
| | | <u>948</u> | <u>1,149</u> | <u>2,946</u> | <u>2,946</u> | <u>2,715</u> | <u>2,715</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10184000-581000 | DUES & FEES & SUBSCRIPTIONS | 1,065 | 1,155 | 1,325 | 1,325 | 1,475 | 1,475 |
| | | <u>1,065</u> | <u>1,155</u> | <u>1,325</u> | <u>1,325</u> | <u>1,475</u> | <u>1,475</u> |
| TOTAL for: GENERAL SERVICES | | <u>134,633</u> | <u>137,974</u> | <u>146,023</u> | <u>146,023</u> | <u>149,862</u> | <u>149,520</u> |
| TOTAL for: FINANCE - GENERAL FUND | | <u>\$1,220,350</u> | <u>\$1,274,600</u> | <u>\$1,334,282</u> | <u>\$1,334,282</u> | <u>\$1,393,647</u> | <u>\$1,376,934</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 1840 FINANCE GENERAL SERVICES

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| PURCHASING ASSISTANT | 1.00 | 69,891 | 1.00 | 69,891 | 1.00 | 69,891 |
| RECEPTIONIST | | 37,762 | | 37,762 | 1.11 | 37,762 |
| | 1.00 | 107,653 | 1.00 | 107,653 | 2.11 | 107,653 |

Public Safety Administration

Mission: To serve the residents of Enfield by providing public safety services with leadership, integrity and professionalism

Description: The Department of Public Safety directs policy and resources, provides managerial oversight, and coordinates the efforts of the Police Department Communication Department, Emergency Medical Services and the Emergency Management Agency to ensure the safety and well-being of all who live, visit, and work in the Town of Enfield.

•The Town Manager is now the Public Safety Director so there is no longer a need for a Public Safety Administration budget.

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: |
|----------------------------------|--|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | PROTECTION OF LIFE & PROPERTY | ADMINISTRATION | | | | 2000 - 0001 |
| | | 2014 | 2015 | 2016 | 2016 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT |
| | | | | | | 2017 |
| | | | | | | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | |
| 10200100-511000 | SALARIES | 115,430 | 117,764 | 86,700 | 86,700 | 115,000 |
| 10200100-516000 | STIPEND | 3,463 | 3,533 | 2,601 | 2,601 | 3,450 |
| | | <u>118,893</u> | <u>121,297</u> | <u>89,301</u> | <u>89,301</u> | <u>118,450</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | |
| 10200100-521000 | HEALTH/MEDICAL INSURANCE | 19,284 | 15,484 | 19,028 | 19,028 | 14,685 |
| 10200100-521500 | LIFE INSURANCE | 289 | 207 | 193 | 193 | 16 |
| 10200100-522000 | SOCIAL SECURITY (FICA) | 7,173 | 7,275 | 7,207 | 7,207 | 7,050 |
| 10200100-522100 | MEDICARE | 1,678 | 1,701 | 1,686 | 1,686 | 1,669 |
| 10200100-526000 | WORKERS COMP | 1,502 | 1,007 | 1,880 | 1,880 | 1,783 |
| | | <u>29,925</u> | <u>25,674</u> | <u>29,994</u> | <u>29,994</u> | <u>25,203</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | |
| 10200100-532200 | PROFESSIONAL DEVELOPMENT | 0 | 60 | 2,000 | 2,000 | 2,000 |
| | | <u>0</u> | <u>60</u> | <u>2,000</u> | <u>2,000</u> | <u>2,000</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | |
| 10200100-558000 | TRAVEL | 0 | 0 | 1,000 | 650 | 1,000 |
| | | <u>0</u> | <u>0</u> | <u>1,000</u> | <u>650</u> | <u>1,000</u> |
| 56 | SUPPLIES/MATERIALS | | | | | |
| 10200100-561200 | OFFICE SUPPLIES | 0 | 0 | 200 | 200 | 200 |
| | | <u>0</u> | <u>0</u> | <u>200</u> | <u>200</u> | <u>200</u> |
| 58 | OTHER OBJECTS | | | | | |
| 10200100-582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 350 | 0 |
| | | <u>0</u> | <u>0</u> | <u>0</u> | <u>350</u> | <u>0</u> |
| TOTAL for: ADMINISTRATION | | <u>148,818</u> | <u>147,031</u> | <u>122,495</u> | <u>122,495</u> | <u>146,853</u> |

Police

Mission: To develop a partnership with the community to provide the highest quality of police service by promoting positive values, by providing a safer environment and encouraging civic responsibility.

Description: The Enfield Police department is a 24/7 full service Law Enforcement agency which provides for the security and to maintain the social order within ethical and constitutional constraints.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> •Implementation of a new Records management system •Continued success with major Drug investigation over past 14 months. approx 50 Drug dealers arrested for Heroin. •Continued success in recruiting 7 certified officers from Connecticut and other states. •Developed a new expanded in house training program to deal with individuals with mental health issues. •Continued focus on active shooter training with Town Buildings as well as private businesses •Establishment and implementation of new regional Drug squad with Towns of Windsor Locks, East Windsor,Suffield. | <ul style="list-style-type: none"> •To obtain our 7th National accreditation from Calea. Enfield is one of 18 Departments with accreditation in State. •Ensure the smooth operation of the new North Central Regional Drug Task force. •Expand on all training programs for all officers that include active shooter programs as well as less lethal use of force. •Continue the police presence with walking patrols throughout the summer in the Thompsonville village. •Continue to find ways to work with social services on youth crime prevention programs. •Continued focus on developing new strategies for the recruitment of minority officer candidates. |

| Strategic Outcome Measures | 2014* Actual | 2014 State Average | FY 2017 Target |
|----------------------------|-----------------|-----------------------|-------------------|
|----------------------------|-----------------|-----------------------|-------------------|

| | | | |
|--|-----|-----|------|
| Nationally accredited Police Department adhering to best police practices nation-wide. | | | YES |
| Clearance rates of UCR Crimes | | | |
| •Robbery | 50% | 31% | 100% |
| •Aggravated Assaults | 89% | 64% | 100% |
| •Larceny | 38% | 23% | 100% |
| •Burglary | 16% | 17% | 100% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|-------------------------------|-------------------|-------------------|---------------------|-------------------|
| Total Calls for Service | 65,595 | 53,732 | 57,850 | 60,000 |
| Total summons and MV warnings | 8619 | 3,979 | 4,500 | 5,000 |
| Total Arrests | 2,280 | 2,488 | 2,600 | 2,750 |
| sworn authorized strength | 101 | 101 | 101 | 101 |

* Most recent data available from State of CT Department of Emergency Services and Public Protection.

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|-------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | PROTECTION OF LIFE & PROPERTY | POLICE SERVICES | | | | 2000 - 0005 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | |
| 10200500-511000 SALARIES | | 6,728,379 | 7,433,211 | 7,872,197 | 7,872,197 | 8,065,729 | 7,609,957 |
| 10200500-512000 SALARIES - PART TIME | | 98,022 | 89,787 | 134,603 | 134,603 | 118,838 | 110,000 |
| 10200500-514000 OVERTIME | | 676,806 | 750,393 | 480,000 | 435,755 | 480,000 | 660,000 |
| 10200500-514100 SALARIES - OVERTIME POS | | 276 | 285 | 0 | 0 | 0 | 0 |
| 10200500-514101 POS OT BOE | | 25,326 | 29,800 | 0 | 0 | 0 | 0 |
| 10200500-514102 POS OT TOWN | | 88,633 | 65,255 | 0 | 0 | 0 | 0 |
| 10200500-515100 SHIFT | | 7,051 | 8,196 | 7,000 | 7,000 | 7,000 | 7,000 |
| 10200500-516000 STIPEND | | 37,954 | 46,456 | 51,900 | 51,900 | 55,903 | 53,903 |
| 10200500-516100 EMT | | 16,200 | 14,400 | 17,100 | 17,100 | 17,100 | 17,100 |
| 10200500-516900 STIPEND - OTHER | | 13,857 | 13,249 | 14,352 | 14,352 | 15,756 | 15,756 |
| 10200500-519000 EMPLOYEE SEPARATION PAY | | 92,946 | 69,779 | 100,000 | 100,000 | 100,000 | 100,000 |
| | | <u>7,785,449</u> | <u>8,520,810</u> | <u>8,677,152</u> | <u>8,632,907</u> | <u>8,860,326</u> | <u>8,573,716</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| 10200500-521000 HEALTH/MEDICAL INSURANCE | | 1,372,264 | 1,217,642 | 1,450,235 | 1,450,235 | 1,694,825 | 1,535,933 |
| 10200500-521200 HEART & HYPERTENSION-POLICE | | 200,898 | 167,920 | 300,000 | 300,000 | 300,000 | 200,000 |
| 10200500-521500 LIFE INSURANCE | | 30,814 | 12,451 | 12,362 | 12,362 | 12,362 | 12,362 |
| 10200500-522000 SOCIAL SECURITY (FICA) | | 19,516 | 19,823 | 12,368 | 12,368 | 13,351 | 13,351 |
| 10200500-522100 MEDICARE | | 97,315 | 114,627 | 96,767 | 96,767 | 128,474 | 128,719 |
| 10200500-526000 WORKERS COMPENSATION | | 347,318 | 155,623 | 438,197 | 438,197 | 390,000 | 463,079 |
| | | <u>2,068,125</u> | <u>1,688,087</u> | <u>2,309,929</u> | <u>2,309,929</u> | <u>2,539,012</u> | <u>2,353,444</u> |
| 53 PURCHASED PROF & TECHNICAL | | | | | | | |
| 10200500-532200 PROFESSIONAL DEVELOPMENT | | 43,807 | 43,561 | 84,010 | 84,010 | 75,475 | 75,475 |
| 10200500-533300 HEALTH SERVICES | | 31,645 | 26,139 | 52,734 | 52,734 | 53,648 | 50,000 |
| 10200500-533400 TECHNOLOGICAL SERVICES | | 0 | 0 | 3,500 | 3,500 | 0 | 0 |
| 10200500-533900 OTHER PROFESSIONAL SERVICES | | 825 | 25,749 | 1,500 | 1,500 | 1,500 | 1,500 |
| | | <u>76,277</u> | <u>95,449</u> | <u>141,744</u> | <u>141,744</u> | <u>130,623</u> | <u>126,975</u> |
| 54 PURCHASED PROPERTY SERVICES | | | | | | | |
| 10200500-543200 EQUIPMENT REPAIR & MAINT | | 14,461 | 30,735 | 42,900 | 42,900 | 42,100 | 40,000 |
| 10200500-543300 VEHICLE REPAIRS & MAINT | | 22,002 | 19,262 | 34,500 | 34,500 | 34,500 | 32,000 |
| 10200500-544200 RENTAL - EQUIPMENT/VEHICLES | | 0 | 0 | 5,000 | 5,000 | 5,000 | 2,500 |
| | | <u>36,463</u> | <u>49,998</u> | <u>82,400</u> | <u>82,400</u> | <u>81,600</u> | <u>74,500</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | |
| 10200500-553100 TELEPHONE | | 62,116 | 63,140 | 19,500 | 19,500 | 20,500 | 20,500 |
| 10200500-553500 POSTAGE | | 3,398 | 3,443 | 4,250 | 4,250 | 4,250 | 4,000 |
| 10200500-554000 ADVERTISING | | 489 | 1,797 | 2,550 | 2,550 | 2,550 | 2,550 |
| 10200500-555000 PRINTING & REPRODUCTION | | 12,948 | 14,206 | 21,000 | 18,500 | 21,000 | 21,000 |
| 10200500-555100 COPYING & REPRODUCTION | | 7,391 | 8,818 | 11,249 | 11,249 | 11,249 | 10,000 |
| 10200500-558000 TRAVEL | | 7,838 | 14,568 | 17,000 | 17,000 | 17,000 | 17,000 |
| 10200500-559000 OTHER PURCHASED SERVICES | | 15,398 | 1,782 | 8,500 | 8,500 | 8,500 | 8,500 |
| | | <u>109,576</u> | <u>107,753</u> | <u>84,049</u> | <u>81,549</u> | <u>85,049</u> | <u>83,550</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | |
| 10200500-561200 OFFICE SUPPLIES | | 10,673 | 9,544 | 11,500 | 11,500 | 11,500 | 11,500 |
| 10200500-561300 TECHNOLOGY SUPPLIE/MATERIAL | | 2,726 | 5,796 | 10,350 | 10,350 | 5,600 | 5,600 |
| 10200500-561500 CUSTODIAL SUPPLIES/MATERIALS | | 188 | 132 | 300 | 300 | 300 | 300 |
| 10200500-561600 SAFETY SUPPLIES/MATERIALS | | 2,581 | 4,348 | 4,370 | 4,370 | 4,370 | 4,370 |
| 10200500-561700 VEHICLE SUPPLIES/MATERIALS | | 1,492 | 679 | 3,500 | 3,500 | 3,500 | 3,500 |
| 10200500-561900 OTHER SUPPLIES AND MATERIALS | | 79,069 | 83,339 | 117,712 | 117,712 | 144,155 | 130,000 |
| 10200500-562600 GASOLINE | | 213,089 | 207,299 | 183,598 | 183,598 | 161,647 | 161,647 |
| 10200500-563000 FOOD/FOOD RELATED | | 7,356 | 10,959 | 16,040 | 16,040 | 16,040 | 15,000 |
| 10200500-564300 PUBLICATIONS & PERIODICALS | | 1,437 | 461 | 2,500 | 2,500 | 3,250 | 3,250 |
| 10200500-565000 UNIFORMS | | 126,157 | 145,130 | 165,060 | 165,060 | 183,144 | 170,000 |
| | | <u>444,769</u> | <u>467,687</u> | <u>514,930</u> | <u>514,930</u> | <u>533,505</u> | <u>505,166</u> |
| 57 PROPERTY | | | | | | | |
| 10200500-573300 FURNITURE & FIXTURES | | 0 | 1,333 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10200500-573400 TECHNOLOGY EQUIPMENT | | 0 | 6,149 | 0 | 0 | 0 | 0 |
| 10200500-573900 OTHER EQUIPMENT | | 24,362 | 31,443 | 44,770 | 44,770 | 47,883 | 44,000 |
| | | <u>24,362</u> | <u>38,926</u> | <u>46,770</u> | <u>46,770</u> | <u>49,883</u> | <u>46,000</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | | | | | Activity: | Code: |
|----------------------------------|-------------------------------|------------|------------|------------|------------|------------|------------|
| GENERAL FUND | PROTECTION OF LIFE & PROPERTY | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| <hr/> | | | | | | | |
| 58 | OTHER OBJECTS | | | | | | |
| 10200500-581000 | DUES & FEES & SUBSCRIPTIONS | 49,644 | 52,710 | 73,041 | 73,041 | 79,697 | 79,697 |
| 10200500-589000 | MISCELLANEOUS EXPENDITURES | 3,043 | 4,496 | 4,500 | 4,500 | 4,500 | 4,500 |
| | | 52,687 | 57,206 | 77,541 | 77,541 | 84,197 | 84,197 |
| <hr/> TOTAL for: POLICE SERVICES | | 10,597,708 | 11,025,916 | 11,934,515 | 11,887,769 | 12,364,195 | 11,847,548 |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 2005 PROTECTION OF LIFE & PROPERTY POLICE SERVICES

| Position Classification | Full Time Equivalents | | | | | |
|-------------------------|-----------------------|------------------|---------------|------------------|---------------|------------------|
| | CURRENT | | DEPARTMENT | | PROPOSED | |
| CHIEF OF POLICE | 1.00 | 124,062 | 1.00 | 126,543 | 1.00 | 126,543 |
| DEPUTY CHIEF OF POLICE | 1.00 | 106,652 | 1.00 | 108,785 | 1.00 | 108,785 |
| POLICE CAPTAIN | 2.00 | 190,894 | 2.00 | 194,712 | 2.00 | 194,712 |
| CLERK TYPIST 35 HRS | 4.00 | 135,556 | 4.00 | 135,556 | 4.00 | 135,556 |
| SECRETARY III 35 HRS | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| POLICE AIDE | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| POLICE OFFICER | 72.00 | 5,116,908 | 73.00 | 5,437,453 | 65.00 | 4,753,795 |
| DETECTIVE | 10.00 | 775,020 | 10.00 | 789,360 | 10.00 | 786,386 |
| SERGEANT | 11.00 | 909,029 | 10.00 | 842,820 | 12.00 | 989,398 |
| LIEUTENANT | 4.00 | 367,164 | 3.00 | 280,863 | 4.00 | 365,145 |
| ANIMAL CONTROL OFFICER | 1.00 | 67,122 | 1.00 | 69,847 | 1.00 | 69,847 |
| OVERTIME | | 480,000 | | 480,000 | 5.50 | 660,000 |
| PART TIME | | 134,603 | | 118,838 | 3.67 | 110,000 |
| | 108.00 | 8,486,800 | 107.00 | 8,664,567 | 111.17 | 8,379,957 |

Public Safety Communications

Mission: To provide expedient and efficient services to the public during emergencies and non-emergencies within the Town of Enfield.

Description: The Communications Division is comprised of three shifts for twenty-four hour coverage. Communications is responsible for call taking, Police, Fire, and EMS. The main responsibility is to provide the necessary function of transferring information pertaining to incidents between the public and appropriate responders.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> • Fully implement the new Records Management System (CTCHIEFS). • Completed the interface between the new CAD and the RMS. • Filled one position in the Communications Division. | <ul style="list-style-type: none"> • Fill another position to bring to full staff. • Continue improving accuracy of imported data into CAD system. • Two dispatchers to remain active with regional incident dispatch team (RID team). |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Answer all calls by third ring (unmeasurable goal) | | | | 100% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--------------------|-------------------|-------------------|---------------------|-------------------|
| Calls for service | | | 62,000 | 6,300 |
| 911 calls | | | 16,500 | 17,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|-------------------------------|------------------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | PROTECTION OF LIFE & PROPERTY | PUBLIC SAFETY COMMUNICATIONS | | | | 2000 - 0025 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | |
| 10200250-511000 SALARIES | | 709,022 | 753,804 | 815,832 | 815,832 | 829,248 | 805,248 |
| 10200250-514000 OVERTIME | | 89,110 | 96,661 | 50,000 | 50,000 | 50,000 | 100,000 |
| 10200250-516000 STIPEND | | 1,723 | 1,692 | 1,751 | 1,751 | 1,787 | 1,787 |
| | | <u>799,855</u> | <u>852,156</u> | <u>867,583</u> | <u>867,583</u> | <u>881,035</u> | <u>907,035</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| 10200250-521000 HEALTH/MEDICAL INSURANCE | | 195,035 | 214,761 | 257,052 | 257,052 | 317,606 | 300,949 |
| 10200250-521500 LIFE INSURANCE | | 2,567 | 1,958 | 1,948 | 1,948 | 1,948 | 1,948 |
| 10200250-522000 SOCIAL SECURITY (FICA) | | 47,936 | 49,707 | 47,750 | 47,750 | 54,624 | 56,236 |
| 10200250-522100 MEDICARE | | 11,211 | 11,889 | 11,171 | 11,171 | 12,775 | 13,152 |
| 10200250-526000 WORKERS COMPENSATION | | 1,767 | 7,444 | 13,882 | 13,882 | 2,229 | 16,714 |
| | | <u>258,516</u> | <u>285,758</u> | <u>331,803</u> | <u>331,803</u> | <u>389,182</u> | <u>388,999</u> |
| 53 PURCHASED PROF & TECHNICAL | | | | | | | |
| 10200250-532200 PROFESSIONAL DEVELOPMENT | | 0 | 1,655 | 3,730 | 3,730 | 4,600 | 4,600 |
| | | <u>0</u> | <u>1,655</u> | <u>3,730</u> | <u>3,730</u> | <u>4,600</u> | <u>4,600</u> |
| 54 PURCHASED PROPERTY SERVICES | | | | | | | |
| 10200250-543200 EQUIPMENT REPAIR & MAINT | | 12,865 | 21,685 | 68,700 | 68,700 | 65,700 | 65,700 |
| | | <u>12,865</u> | <u>21,685</u> | <u>68,700</u> | <u>68,700</u> | <u>65,700</u> | <u>65,700</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | |
| 10200250-553100 TELEPHONE | | 25,803 | 29,476 | 65,400 | 65,400 | 66,500 | 66,500 |
| 10200250-555000 PRINTING & REPRODUCTION | | 0 | 0 | 1,341 | 1,341 | 1,341 | 0 |
| | | <u>25,803</u> | <u>29,476</u> | <u>66,741</u> | <u>66,741</u> | <u>67,841</u> | <u>66,500</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | |
| 10200250-561300 TECHNOLOGY SUPPLIE/MATERIAL | | 0 | 0 | 3,300 | 3,300 | 2,565 | 2,565 |
| 10200250-561900 OTHER SUPPLIES AND MATERIALS | | 0 | 100 | 0 | 0 | 0 | 0 |
| | | <u>0</u> | <u>100</u> | <u>3,300</u> | <u>3,300</u> | <u>2,565</u> | <u>2,565</u> |
| 57 PROPERTY | | | | | | | |
| 10200250-573300 FURNITURE & FIXTURES | | 2,948 | 0 | 0 | 0 | 3,600 | 3,600 |
| 10200250-573900 OTHER EQUIPMENT | | 0 | 4,472 | 6,000 | 6,000 | 6,000 | 4,500 |
| | | <u>2,948</u> | <u>4,472</u> | <u>6,000</u> | <u>6,000</u> | <u>9,600</u> | <u>8,100</u> |
| 58 OTHER OBJECTS | | | | | | | |
| 10200250-581000 DUES & FEES & SUBSCRIPTIONS | | 0 | 1,104 | 25,100 | 25,100 | 25,100 | 25,100 |
| | | <u>0</u> | <u>1,104</u> | <u>25,100</u> | <u>25,100</u> | <u>25,100</u> | <u>25,100</u> |
| TOTAL for: PUBLIC SAFETY COMMUNICATIONS | | <u>1,099,987</u> | <u>1,196,406</u> | <u>1,372,957</u> | <u>1,372,957</u> | <u>1,445,623</u> | <u>1,468,599</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 2025 PROTECTION OF LIFE & PROPERTY PUBLIC SAFETY COMMUNICATIONS

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| CIVILIAN DISPATCH SUPERVISOR | 2.00 | 123,568 | 2.00 | 61,784 | 2.00 | 61,784 |
| CIVILIAN DISPATCHER TIER I | 10.00 | 508,150 | 10.00 | 518,340 | 10.00 | 518,340 |
| CIVILIAN DISPATCHER TIER II | 5.00 | 240,055 | 5.00 | 249,124 | 5.00 | 249,124 |
| OVERTIME | | 50,000 | | 0 | 1.29 | 100,000 |
| | 17.00 | 921,773 | 17.00 | 829,248 | 18.29 | 905,248 |

School Security

Mission: To provide a safe environment for students, staff and visitors at Enfield's Parochial Schools.

Description: School Security Officers (SSO) are stationed at the three parochial schools in Town. The main function of the SSOs is to be a visible, armed presence in the schools. Should a situation arise, the SSO will enlist the assistance of the Enfield Police Department.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| • Provided a total of 4,725 hours of school security. | • Provide officers for 7.5 hours per school day for each of the three parochial schools in Town. |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| GENERAL FUND | PROTECTION OF LIFE & PROPERTY | SCHOOL SECURITY | | | | 2000 - 0027 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10200270-512000 | SALARIES - PART TIME | 518,595 | 585,627 | 125,983 | 125,983 | 119,925 | 116,000 |
| 10200270-514000 | OVERTIME | 2,696 | 457 | 0 | 0 | 1,500 | 500 |
| | | <u>521,291</u> | <u>586,084</u> | <u>125,983</u> | <u>125,983</u> | <u>121,425</u> | <u>116,500</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10200270-522000 | SOCIAL SECURITY (FICA) | 32,302 | 36,332 | 7,811 | 7,811 | 7,528 | 7,316 |
| 10200270-522100 | MEDICARE | 7,559 | 8,499 | 1,827 | 1,827 | 1,761 | 1,711 |
| 10200270-526000 | WORKERS COMP | 0 | 5,045 | 2,122 | 2,122 | 29,760 | 2,147 |
| | | <u>39,861</u> | <u>49,876</u> | <u>11,760</u> | <u>11,760</u> | <u>39,049</u> | <u>11,174</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10200270-532200 | PROFESSIONAL DEVELOPMENT | 0 | 1,300 | 1,100 | 1,100 | 1,500 | 1,500 |
| 10200270-533300 | HEALTH SERVICES | 11,922 | 2,644 | 1,350 | 1,350 | 850 | 850 |
| 10200270-533900 | OTHER PROFESSIONAL SERVICES | 10,837 | 12,080 | 660 | 660 | 1,200 | 1,200 |
| | | <u>22,759</u> | <u>16,024</u> | <u>3,110</u> | <u>3,110</u> | <u>3,550</u> | <u>3,550</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10200270-561900 | OTHER SUPPLIES/MATERIALS | 2,492 | 2,061 | 1,000 | 1,000 | 750 | 750 |
| 10200270-565000 | UNIFORMS | 17,539 | 14,716 | 12,165 | 12,165 | 2,500 | 2,500 |
| | | <u>20,031</u> | <u>16,778</u> | <u>13,165</u> | <u>13,165</u> | <u>3,250</u> | <u>3,250</u> |
| 57 | PROPERTY | | | | | | |
| 10200270-573900 | OTHER EQUIPMENT | 0 | 0 | 250 | 250 | 500 | 500 |
| | | <u>0</u> | <u>0</u> | <u>250</u> | <u>250</u> | <u>500</u> | <u>500</u> |
| TOTAL for: SCHOOL SECURITY | | <u>603,942</u> | <u>668,762</u> | <u>154,268</u> | <u>154,268</u> | <u>167,774</u> | <u>134,974</u> |
| TOTAL for: PROTECTION OF LIFE & PROPERTY - GENERAL FUND | | <u>\$12,450,454</u> | <u>\$13,038,114</u> | <u>\$13,584,235</u> | <u>\$13,537,490</u> | <u>\$14,124,445</u> | <u>\$13,451,121</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 2027 PROTECTION OF LIFE & PROPERTY SCHOOL SECURITY

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | <u>DEPARTMENT</u> | <u>PROPOSED</u> | |
|--------------------------------|-----------------------|-----------------------|-----------------|-----------------------|
| OVERTIME | 0 | 1,500 | 0.01 | 500 |
| PART TIME | 125,983 | 119,925 | 2.14 | 116,000 |
| | <u>125,983</u> | <u>121,425</u> | 2.15 | <u>116,500</u> |

Emergency Management

Mission: To coordinate and assist in the protection and security of the Town during extreme times, whether natural or man-made.

Description: The Town of Enfield Emergency Management Division is part of the Enfield Department of Public Safety. We support the Town in an effort to reduce loss of life and property, improve our capabilities to prepare for, protect against, respond to, recover from, and mitigate all hazards. We provide assistance coordinating resources, expertise, leadership, and advocacy through a comprehensive emergency preparedness program.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> •Conducted two EM workshops. •Participated in Statewide EM exercise. •Provided CERT Team support for 4 Town events. •Conducted Operations level drill at JFK. | <ul style="list-style-type: none"> •Recruit CERT team members. •Conduct two EM workshops. •Participate in Statewide EM exercise. •Coordinate and participate in School Emergency Drill. •Conduct sheltering operations as needed. •Participate in full scale drill at Six-Flags. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--------------------------------------|-------------------|-------------------|---------------------|-------------------|
| Recruit 2 new volunteer team members | | | 50% | 100% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Conduct sheltering operations as needed | | 0 | 0 | 0 |
| CERT Meetings/Training | | 9 | 9 | 9 |
| Provide Severe Weather Notifications | | 56 | 30 | 30 |
| Assist Town w/ Events | | 4 | 4 | 4 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | Code: | | | | | |
|---|----------------------|----------------|----------------|--------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | EMERGENCY MANAGEMENT | ADMINISTRATION | 2500 - 0001 | | | | | |
| | | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | | |
| 10250000-512000 SALARIES - PART TIME | | | 0 | 0 | 2,250 | 2,250 | 3,600 | 3,600 |
| | | | <u>0</u> | <u>0</u> | <u>2,250</u> | <u>2,250</u> | <u>3,600</u> | <u>3,600</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | | |
| 10250000-526000 WORKERS COMPENSATION | | | 7 | 7 | 36 | 36 | 36 | 66 |
| | | | <u>7</u> | <u>7</u> | <u>36</u> | <u>36</u> | <u>36</u> | <u>66</u> |
| 54 PURCHASED PROPERTY SERVICES | | | | | | | | |
| 10250000-543300 VEHICLE REPAIRS & MAINT | | | 0 | 0 | 400 | 400 | 0 | 0 |
| | | | <u>0</u> | <u>0</u> | <u>400</u> | <u>400</u> | <u>0</u> | <u>0</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | | |
| 10250000-550000 OTHER PURCHASED SERVICES | | | 90 | 0 | 600 | 600 | 600 | 600 |
| | | | <u>90</u> | <u>0</u> | <u>600</u> | <u>600</u> | <u>600</u> | <u>600</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | | |
| 10250000-561200 OFFICE SUPPLIES | | | 0 | 0 | 300 | 300 | 300 | 300 |
| 10250000-561900 OTHER SUPPLIES AND MATERIALS | | | 0 | 273 | 830 | 830 | 0 | 0 |
| 10250000-562600 GASOLINE | | | 138 | 45 | 1,920 | 1,920 | 0 | 0 |
| 10250000-563000 FOOD/FOOD RELATED | | | 0 | 213 | 700 | 700 | 700 | 700 |
| 10250000-565000 UNIFORMS | | | 0 | 0 | 300 | 300 | 0 | 0 |
| | | | <u>138</u> | <u>531</u> | <u>4,050</u> | <u>4,050</u> | <u>1,000</u> | <u>1,000</u> |
| 57 PROPERTY | | | | | | | | |
| 10250000-573400 TECHNOLOGY EQUIPMENT | | | 1,085 | 0 | 0 | 0 | 1,000 | 1,000 |
| | | | <u>1,085</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>1,000</u> | <u>1,000</u> |
| TOTAL for: ADMINISTRATION | | | <u>1,320</u> | <u>538</u> | <u>7,336</u> | <u>7,336</u> | <u>6,236</u> | <u>6,266</u> |
| TOTAL for: EMERGENCY MANAGEMENT - GENERAL FUND | | | <u>\$1,320</u> | <u>\$538</u> | <u>\$7,336</u> | <u>\$7,336</u> | <u>\$6,236</u> | <u>\$6,266</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 2501 EMERGENCY MANAGEMENT ADMINISTRATION

Full Time Equivalents

| Position Classification | CURRENT | DEPARTMENT | PROPOSED |
|--------------------------------|----------------|-------------------|-----------------|
| STIPEND | 2,250 | 3,600 | 3,600 |
| | 2,250 | 3,600 | 3,600 |

Public Works Administration

Mission: To provide and preserve our Town's infrastructure, facilities and programs and to promote public health, safety and welfare through courteous and timely customer service and efficient use of available resources.

Description: The Administration Division of Public Works, including Engineering and ROADS staff functions, is responsible for the coordination and oversight of the department's six operational divisions including development and execution of the Town's Capital Improvement Program; Buildings and Grounds Maintenance, Custodial Services, Highway Maintenance, Equipment Repair and Maintenance, Refuse Collection and Disposal and Water Pollution Control.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> • Successful project management and construction contract administration of 7.6 miles of roadway reconstruction and 1.4 miles of sidewalk during calendar year 2015. • Numerous presentations, spreadsheets and hearings related to the WPCA modernization (successfully culminating in referendum in November adopted by wide margin). • Secured \$1,251,600 LOTCIP funding for Freshwater Boulevard pavement rehabilitation project. • Reviewed/processed 230 road opening permits, 193 building permits, 38 planning & zoning applications, 6 IWWA applications. • New training department wide including various safety courses, defensive driving, and customer service. | <ul style="list-style-type: none"> • Management and implementation of a combined \$49M budget (\$26M capital, \$23M operating). • Management and implementation of the WPCF modernization program. • Finalize projects utilizing remaining ROADS 2010 funding (\$600K). • Implement ROADS 2015 program including \$15.1M in design and construction for calendar year 2016 and design for 2017 road construction and pavement preservation projects. • Miscellaneous capital improvement projects at town and school buildings. • Health and Safety Initiatives, including recruitment for project manager. • Workforce management study. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Percentage of 5-year Roads budget spent | | | | 20% |
| Percentage of injuries reported within 48 hours | | | 95 | 95% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---------------------------------------|-------------------|-------------------|---------------------|-------------------|
| Miles of road repaired or rebuilt | 3.5 | 29 | 14.5 | 9.9 |
| Miles of sidewalk repaired or rebuilt | 0.8 | 2 | 2.8 | 0.5 |
| Number of excavation permits issued | 207 | 233 | 200 | 200 |
| Number of OSHA citations | | | 45 | 0 |
| Number of DEEP Violations (NOV) | | | 2 | 0 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | PUBLIC WORKS | ADMINISTRATION | | | | 3000 - 0001 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | |
| | | | | | | 2017 | |
| | | | | | | PROPOSED | |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10300100-511000 | SALARIES | 483,258 | 500,273 | 518,455 | 518,455 | 524,420 | 524,420 |
| 10300100-512000 | SALARIES - PART TIME | 0 | 0 | 0 | 0 | 24,960 | 20,800 |
| 10300100-516000 | STIPEND | 6,805 | 6,463 | 6,435 | 6,435 | 6,564 | 6,564 |
| | | <u>490,383</u> | <u>506,736</u> | <u>524,890</u> | <u>524,890</u> | <u>555,944</u> | <u>551,784</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10300100-521000 | HEALTH/MEDICAL INSURANCE | 71,085 | 73,281 | 91,329 | 91,329 | 111,655 | 109,657 |
| 10300100-521500 | LIFE INSURANCE | 1,469 | 1,067 | 1,058 | 1,058 | 1,058 | 1,058 |
| 10300100-522000 | SOCIAL SECURITY (FICA) | 29,531 | 31,049 | 31,855 | 31,855 | 34,471 | 34,210 |
| 10300100-522100 | MEDICARE | 6,913 | 7,261 | 7,458 | 7,458 | 8,062 | 8,000 |
| 10300100-526000 | WORKERS COMPENSATION | 5,884 | 9,391 | 8,313 | 8,313 | 7,765 | 10,168 |
| | | <u>114,883</u> | <u>122,049</u> | <u>140,013</u> | <u>140,013</u> | <u>163,011</u> | <u>163,093</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10300100-532200 | PROFESSIONAL DEVELOPMENT | 2,458 | 3,000 | 4,800 | 4,800 | 4,800 | 4,800 |
| 10300100-534000 | TECHNICAL SERVICES | 0 | 0 | 1,000 | 1,000 | 1,000 | 0 |
| | | <u>7,208</u> | <u>3,000</u> | <u>5,800</u> | <u>5,800</u> | <u>5,800</u> | <u>4,800</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10300100-543200 | EQUIPMENT REPAIR & MAINT | 77 | 137 | 250 | 250 | 250 | 250 |
| 10300100-544100 | RENTAL - LAND/BUILDINGS | 5,240 | 0 | 5,040 | 4,540 | 5,040 | 5,040 |
| | | <u>5,316</u> | <u>137</u> | <u>5,290</u> | <u>4,790</u> | <u>5,290</u> | <u>5,290</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10300100-553100 | TELEPHONE | 8,697 | 12,638 | 10,162 | 10,162 | 10,162 | 10,162 |
| 10300100-553500 | POSTAGE | 1,063 | 775 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10300100-554000 | ADVERTISING | 1,981 | 991 | 1,500 | 1,500 | 1,500 | 1,500 |
| 10300100-555000 | PRINTING & REPRODUCTION | 166 | 368 | 500 | 500 | 500 | 500 |
| 10300100-555100 | COPYING & REPRODUCTION | 4,633 | 5,761 | 5,812 | 5,812 | 5,812 | 5,812 |
| 10300100-558000 | TRAVEL | 1,530 | 1,028 | 1,800 | 1,800 | 1,800 | 1,800 |
| | | <u>18,069</u> | <u>21,560</u> | <u>20,774</u> | <u>20,774</u> | <u>20,774</u> | <u>20,774</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10300100-561200 | OFFICE SUPPLIES | 1,414 | 975 | 1,600 | 2,100 | 1,600 | 1,600 |
| 10300100-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 356 | 529 | 1,430 | 1,430 | 1,430 | 1,430 |
| 10300100-562600 | GASOLINE | 2,624 | 2,751 | 2,500 | 2,500 | 2,499 | 2,426 |
| 10300100-563000 | FOOD/FOOD RELATED | 205 | 223 | 300 | 300 | 300 | 300 |
| 10300100-564300 | PUBLICATIONS & PERIODICALS | 0 | 247 | 433 | 433 | 433 | 433 |
| | | <u>4,599</u> | <u>4,725</u> | <u>6,263</u> | <u>6,763</u> | <u>6,262</u> | <u>6,189</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10300100-581000 | DUES & FEES & SUBSCRIPTIONS | 1,717 | 1,657 | 1,717 | 1,717 | 1,717 | 1,717 |
| 10300100-581100 | LICENSES & CERTIFICATIONS | 855 | 855 | 900 | 900 | 900 | 900 |
| | | <u>2,572</u> | <u>2,512</u> | <u>2,617</u> | <u>2,617</u> | <u>2,617</u> | <u>2,617</u> |
| TOTAL for: ADMINISTRATION | | <u>643,030</u> | <u>660,720</u> | <u>705,647</u> | <u>705,647</u> | <u>759,698</u> | <u>754,547</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 3001 PUBLIC WORKS ADMINISTRATION

| Position Classification | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| DIRECTOR OF PUBLIC WORKS | 1.00 | 116,447 | 1.00 | 116,447 | 1.00 | 116,447 |
| DEPUTY DIRECTOR OF PUBLIC WORK | 1.00 | 102,327 | 1.00 | 102,327 | 1.00 | 102,327 |
| ASST. DIRECTOR OF PUBLIC WORKS | 1.00 | 93,034 | 1.00 | 93,034 | 1.00 | 93,034 |
| ASST.DIR/BUS OPS MANAGER | 1.00 | 85,480 | 1.00 | 85,480 | 1.00 | 85,480 |
| ASSISTANT TOWN ENGINEER | 1.00 | 88,784 | 1.00 | 88,784 | 1.00 | 88,784 |
| SECRETARY II 35 HRS | 1.00 | 38,348 | 1.00 | 38,348 | 1.00 | 38,348 |
| PART TIME | | 0 | | 24,960 | 0.21 | 20,800 |
| | 6.00 | 524,420 | 6.00 | 549,380 | 6.21 | 545,220 |

Public Works Building and Grounds

Mission: To provide a safe, clean, and attractive environment in and on all Town-owned buildings and properties.

Description: It is the responsibility of the Buildings and Grounds Facilities Management Division to provide and maintain the Town's schools and governmental facilities in a safe, secure, and suitable working/learning environment for elected officials, employees, students, and the community in general by ensuring that all buildings comply with existing local, state, and federal codes, regulations and guidelines that may apply.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> • Snow and ice removal for over 26 winter events. • Modernized stowe school to house the child development center. • Expanded women's locker room at the public safety complex. • Installed new playscape at enfield street school. • Improved employee safety through training and updating policies such as hazard communications, lock out/tag out, asbestos awareness, bloodborne pathogens and emergency action planning. | <ul style="list-style-type: none"> • Renovate DPW administration building. • Replace original windows at Town Hall with energy efficient units. • Increase maintenance efforts on athletic fields, Freshwater Pond and environs. • Support efforts to improve energy conservation, obtain grants and reduce consumption. • Maintain each facility in order to maximize the life cycle of each asset. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Sports fields prepared without customer complaint | 85% | 80% | 80% | 80% |
| Work orders completed within 5 days | 90% | 80% | 80% | 80% |
| Litter cans emptied & litter picked up daily | 90% | 90% | 90% | 90% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Number of sports fields prepared | 2,300 | 2,300 | 2,300 | 2,300 |
| Streetlights repaired within 3 business days | | | 95% | 95% |
| Number of work orders closed | 1,480 | 1,805 | 1,800 | 1,800 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|---------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| GENERAL FUND | PUBLIC WORKS | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | |
| 10300340-511000 SALARIES | | 1,161,444 | 1,115,671 | 1,229,019 | 1,229,019 | 1,248,490 | 1,248,490 |
| 10300340-512000 SALARIES - PART TIME | | 0 | 254 | 0 | 0 | 0 | 0 |
| 10300340-513000 SALARIES - TEMP/SEASONAL | | 22,885 | 27,770 | 30,000 | 30,000 | 30,000 | 30,000 |
| 10300340-514000 OVERTIME | | 170,767 | 235,347 | 147,000 | 147,000 | 147,000 | 147,000 |
| 10300340-515100 SHIFT | | 0 | 0 | 2,983 | 2,983 | 2,983 | 2,983 |
| 10300340-516000 STIPEND | | 352 | 7,181 | 1,000 | 1,000 | 2,000 | 2,000 |
| | | <u>1,355,448</u> | <u>1,386,223</u> | <u>1,410,002</u> | <u>1,410,002</u> | <u>1,430,473</u> | <u>1,430,473</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| 10300340-521000 HEALTH/MEDICAL INSURANCE | | 360,582 | 346,407 | 429,390 | 429,390 | 543,217 | 533,218 |
| 10300340-521500 LIFE INSURANCE | | 3,996 | 2,708 | 2,667 | 2,667 | 2,743 | 2,743 |
| 10300340-522000 SOCIAL SECURITY (FICA) | | 80,229 | 86,935 | 75,954 | 75,954 | 88,689 | 88,689 |
| 10300340-522100 MEDICARE | | 18,763 | 20,212 | 17,794 | 17,794 | 20,742 | 20,742 |
| 10300340-526000 WORKERS COMPENSATION | | 44,273 | 196,998 | 127,545 | 127,545 | 82,615 | 131,360 |
| | | <u>507,843</u> | <u>653,260</u> | <u>653,350</u> | <u>653,350</u> | <u>738,006</u> | <u>776,752</u> |
| 53 PURCHASED PROF & TECHNICAL | | | | | | | |
| 10300340-530000 PURCHASED PROF. & TECHNICAL | | 0 | 0 | 2,000 | 2,000 | 0 | 0 |
| 10300340-532200 PROFESSIONAL DEVELOPMENT | | 1,131 | 2,134 | 10,900 | 10,900 | 5,300 | 5,300 |
| | | <u>1,131</u> | <u>2,134</u> | <u>12,900</u> | <u>12,900</u> | <u>5,300</u> | <u>5,300</u> |
| 54 PURCHASED PROPERTY SERVICES | | | | | | | |
| 10300340-541000 UTILITY SERVICES | | 87,309 | 103,741 | 117,117 | 117,117 | 111,145 | 111,145 |
| 10300340-541100 WATER/SEWERAGE | | 22,171 | 84,741 | 102,300 | 102,300 | 102,300 | 102,300 |
| 10300340-542300 CUSTODIAL SERVICES | | 0 | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10300340-542400 GROUNDS SERVICES | | 14,111 | 31,017 | 36,000 | 36,000 | 36,000 | 36,000 |
| 10300340-543100 BUILDING REPAIRS/MAINTENANCE | | 344,816 | 349,031 | 341,500 | 341,500 | 372,672 | 350,000 |
| 10300340-543200 EQUIPMENT REPAIR & MAINT | | 12,687 | 13,781 | 35,000 | 23,500 | 15,000 | 15,000 |
| 10300340-544100 RENTAL - LAND/BUILDINGS | | 0 | 0 | 400 | 400 | 400 | 400 |
| 10300340-544200 RENTAL - EQUIPMENT/VEHICLES | | 6,561 | 3,249 | 14,200 | 22,700 | 14,200 | 14,200 |
| 10300340-545000 CONSTRUCTION SERVICES | | 8,305 | 9,699 | 15,000 | 15,000 | 15,000 | 15,000 |
| | | <u>495,959</u> | <u>595,259</u> | <u>662,517</u> | <u>659,517</u> | <u>667,717</u> | <u>645,045</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | |
| 10300340-553100 TELEPHONE | | 14,500 | 15,535 | 21,492 | 21,492 | 21,492 | 21,492 |
| 10300340-554000 ADVERTISING | | 813 | 355 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10300340-555100 COPYING & REPRODUCTION | | 630 | 562 | 1,000 | 1,000 | 1,000 | 1,000 |
| | | <u>15,943</u> | <u>16,451</u> | <u>23,492</u> | <u>23,492</u> | <u>23,492</u> | <u>23,492</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | |
| 10300340-561200 OFFICE SUPPLIES | | 938 | 832 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10300340-561300 TECHNOLOGY SUPPLIE/MATERIAL | | 0 | 0 | 500 | 3,500 | 500 | 500 |
| 10300340-561400 MAINTENANCE & BUILDING SUPP | | 323,053 | 289,438 | 281,293 | 281,293 | 284,293 | 284,293 |
| 10300340-561500 CUSTODIAL SUPPLIES/MATERIALS | | 2,579 | 498 | 3,500 | 3,290 | 1,500 | 1,500 |
| 10300340-561600 SAFETY SUPPLIES/MATERIALS | | 4,360 | 3,450 | 4,000 | 4,000 | 8,400 | 8,400 |
| 10300340-561700 VEHICLE SUPPLIES/MATERIALS | | 20,037 | 22,413 | 35,000 | 35,000 | 30,000 | 30,000 |
| 10300340-561800 ATHLETIC SUPPLIES/MATERIALS | | 1,505 | 0 | 2,500 | 2,500 | 2,500 | 2,500 |
| 10300340-562100 NATURAL GAS | | 1,138,030 | 1,163,456 | 1,092,300 | 1,092,300 | 1,092,300 | 892,300 |
| 10300340-562200 ELECTRICITY | | 1,472,881 | 1,483,759 | 1,463,454 | 1,463,454 | 1,463,454 | 1,463,454 |
| 10300340-562300 BOTTLED GAS | | 7,536 | 7,087 | 10,000 | 10,000 | 10,000 | 10,000 |
| 10300340-562400 OIL | | 30,591 | 18,653 | 19,890 | 19,890 | 19,890 | 19,890 |
| 10300340-562600 GASOLINE | | 81,986 | 68,223 | 62,588 | 62,588 | 62,588 | 60,765 |
| 10300340-563000 FOOD/FOOD RELATED | | 6,260 | 5,490 | 3,000 | 3,000 | 3,000 | 3,000 |
| 10300340-564300 PUBLICATIONS & PERIODICALS | | 0 | 0 | 300 | 300 | 300 | 300 |
| 10300340-565000 UNIFORMS | | 3,251 | 5,487 | 4,000 | 4,000 | 6,000 | 6,000 |
| | | <u>3,093,007</u> | <u>3,068,785</u> | <u>2,983,325</u> | <u>2,986,115</u> | <u>2,985,725</u> | <u>2,783,902</u> |
| 57 PROPERTY | | | | | | | |
| 10300340-573100 MACHINERY | | 6,818 | 7,810 | 7,000 | 7,000 | 7,000 | 7,000 |
| 10300340-573300 FURNITURE & FIXTURES | | 605 | 0 | 1,000 | 1,000 | 1,000 | 500 |
| 10300340-573500 ATHLETIC/RECREATION EQUIP | | 7,715 | 13,496 | 14,000 | 14,000 | 14,000 | 14,000 |
| 10300340-573900 OTHER EQUIPMENT | | 2,054 | 9,394 | 3,000 | 3,000 | 3,000 | 3,000 |
| | | <u>17,192</u> | <u>30,700</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>24,500</u> |
| 58 OTHER OBJECTS | | | | | | | |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|-----------------------------|--------------------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | PUBLIC WORKS | BUILDING & GROUNDS MAINTENANCE | | | | 3000 - 0340 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 10300340-581000 | DUES & FEES & SUBSCRIPTIONS | 5,831 | 3,338 | 8,000 | 8,000 | 8,000 | 8,000 |
| 10300340-581100 | LICENSES & CERTIFICATIONS | 480 | 0 | 500 | 500 | 500 | 500 |
| 10300340-582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 210 | 0 | 0 |
| | | <u>6,311</u> | <u>3,338</u> | <u>8,500</u> | <u>8,710</u> | <u>8,500</u> | <u>8,500</u> |
| TOTAL for: BUILDING & GROUNDS MAINTENANCE | | 5,492,834 | 5,756,149 | 5,779,086 | 5,779,086 | 5,884,213 | 5,697,964 |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 3340 PUBLIC WORKS BUILDING & GROUNDS MAINTENANCE

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|------------------|-------------------|------------------|-----------------|------------------|
| FACILITIES MANAGER | 1.00 | 74,852 | 1.00 | 74,852 | 1.00 | 74,852 |
| CLERK TYPIST 35 HRS | 1.00 | 33,889 | 1.00 | 33,889 | 1.00 | 33,889 |
| LABORER TIER I | 11.00 | 541,343 | 11.00 | 552,332 | 11.00 | 552,332 |
| ASBESTOS ABATEMENT /BLD ASST. | 1.00 | 52,874 | 1.00 | 53,914 | 1.00 | 53,914 |
| LABORER TIER II | 1.00 | 47,695 | 1.00 | 50,212 | 1.00 | 50,212 |
| ELECTRICIAN TIER II | 1.00 | 59,655 | 1.00 | 59,655 | 1.00 | 59,655 |
| LEAD CARPENTER TIER I | 1.00 | 58,532 | 1.00 | 59,717 | 1.00 | 59,717 |
| EQUIP. OPERATOR II, TIER I | 1.00 | 58,532 | 1.00 | 59,717 | 1.00 | 59,717 |
| PLUMBER TIER I | 1.00 | 59,655 | 1.00 | 60,861 | 1.00 | 60,861 |
| HVAC MECHANIC TIER I | 1.00 | 59,655 | 1.00 | 60,861 | 1.00 | 60,861 |
| CREW LEADER TIER I | 1.00 | 65,333 | 1.00 | 66,644 | 1.00 | 66,644 |
| BUILDING MECHANIC II TIER I | 1.00 | 53,893 | 1.00 | 54,975 | 1.00 | 54,975 |
| ELECTRICIAN TIER I | 1.00 | 59,655 | 1.00 | 60,861 | 1.00 | 60,861 |
| OVERTIME | | 147,000 | | 147,000 | 1.66 | 147,000 |
| TEMPORARY/SEASONAL | | 30,000 | | 30,000 | 1.44 | 30,000 |
| | 23.00 | 1,402,563 | 23.00 | 1,425,490 | 23.00 | 1,425,490 |

Custodial Services

Mission: To deliver professional custodial service that provides a clean and sanitary environment for Town staff, students, faculty, and visitors to Town-owned buildings.

Description: The Custodial Services Division is responsible for maintaining a high level of cleanliness in all Town and Board of Education buildings. In addition, this Division is responsible for resurfacing gym floors, interior painting, minor repairs, snow clearing, support of special events and meetings, and emergency shelter support services.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> • Improved employee accountability through comprehensive sick time reviews. • Assisted with modernization of stowe school to house the child development center. • Provided support for the enfield high school move into the new stem wing. • Refinished gymnasium floors at fermi high, henry barnard, eli whitney, parkman, and alac. | <ul style="list-style-type: none"> • Evaluate staffing levels and allocation following consolidation of Enfield and Fermi High Schools. • Continue providing support for Owner’s Responsibilities projects related to EHS renovation/ construction. • Decrease employee time lost due to work-related injury. • Conduct satisfaction survey of school principals. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Percentage of days without cleaning complaints | | | 97% | 95% |
| Percentage of gymnasium floors refinished | | | 58% | 50% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Number of uses of buildings by outside organizations | | | 2,845 | 2,800 |
| Cases of paper products used/dispensed | | 1,780 | 2,072 | 2,000 |
| Million building square footage cleaned (annual) | | 256 | 256 | 256 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|-----------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | PUBLIC WORKS | CUSTODIAL/MAINTENANCE | | | | 3000 - 0345 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10300345-511000 | SALARIES | 2,392,704 | 2,441,270 | 2,576,681 | 2,576,681 | 2,637,219 | 2,598,319 |
| 10300345-512000 | SALARIES - PART TIME | 89,316 | 81,407 | 120,000 | 120,000 | 120,000 | 110,000 |
| 10300345-514000 | OVERTIME | 257,136 | 261,999 | 231,000 | 231,000 | 231,000 | 231,000 |
| 10300345-515100 | SHIFT | 74,580 | 76,058 | 75,244 | 75,244 | 82,888 | 82,888 |
| | | <u>2,816,735</u> | <u>2,860,734</u> | <u>3,002,925</u> | <u>3,002,925</u> | <u>3,071,107</u> | <u>3,022,207</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10300345-521000 | HEALTH/MEDICAL INSURANCE | 698,397 | 694,236 | 849,054 | 849,054 | 993,146 | 974,890 |
| 10300345-521500 | LIFE INSURANCE | 9,163 | 6,549 | 6,393 | 6,393 | 6,282 | 6,282 |
| 10300345-522000 | SOCIAL SECURITY (FICA) | 167,016 | 168,158 | 149,984 | 149,984 | 191,866 | 187,377 |
| 10300345-522100 | MEDICARE | 39,060 | 39,329 | 35,097 | 35,097 | 44,872 | 43,822 |
| 10300345-526000 | WORKERS COMPENSATION | 178,263 | 29,540 | 183,445 | 183,445 | 182,567 | 192,190 |
| | | <u>1,091,900</u> | <u>937,812</u> | <u>1,223,973</u> | <u>1,223,973</u> | <u>1,418,733</u> | <u>1,404,561</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10300345-532200 | PROFESSIONAL DEVELOPMENT | 850 | 2,477 | 7,750 | 7,750 | 7,750 | 7,750 |
| | | <u>850</u> | <u>2,477</u> | <u>7,750</u> | <u>7,750</u> | <u>7,750</u> | <u>7,750</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10300345-542300 | CUSTODIAL SERVICES | 1,353 | 13,626 | 23,000 | 22,000 | 19,100 | 19,100 |
| 10300345-543200 | EQUIPMENT REPAIR & MAINT | 4,337 | 1,421 | 4,000 | 4,000 | 4,000 | 4,000 |
| 10300345-544200 | RENTAL - EQUIPMENT/VEHICLES | 0 | 0 | 1,540 | 1,540 | 1,540 | 1,540 |
| | | <u>5,690</u> | <u>15,047</u> | <u>28,540</u> | <u>27,540</u> | <u>24,640</u> | <u>24,640</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10300345-553100 | TELEPHONE | 7,185 | 3,301 | 8,872 | 8,872 | 8,872 | 8,872 |
| 10300345-555000 | PRINTING & REPRODUCTION | 0 | 0 | 100 | 100 | 100 | 100 |
| 10300345-555100 | COPYING & REPRODUCTION | 0 | 0 | 100 | 100 | 100 | 100 |
| | | <u>7,185</u> | <u>3,301</u> | <u>9,072</u> | <u>9,072</u> | <u>9,072</u> | <u>9,072</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10300345-561200 | OFFICE SUPPLIES | 0 | 0 | 100 | 100 | 100 | 100 |
| 10300345-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 0 | 0 | 0 | 1,000 | 0 | 0 |
| 10300345-561500 | CUSTODIAL SUPPLIES/MATERIALS | 218,197 | 202,380 | 202,200 | 202,200 | 202,200 | 202,200 |
| 10300345-561600 | SAFETY SUPPLIES/MATERIALS | 524 | 4,862 | 7,400 | 7,400 | 14,000 | 14,000 |
| 10300345-562600 | GASOLINE | 3,237 | 6,042 | 5,484 | 5,484 | 4,186 | 4,186 |
| 10300345-563000 | FOOD/FOOD RELATED | 30 | 205 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10300345-565000 | UNIFORMS | 2,717 | 1,760 | 5,924 | 5,924 | 5,697 | 5,697 |
| | | <u>224,705</u> | <u>215,249</u> | <u>223,108</u> | <u>224,108</u> | <u>228,183</u> | <u>228,183</u> |
| 57 | PROPERTY | | | | | | |
| 10300345-573100 | MACHINERY | 16,021 | 5,679 | 9,940 | 9,940 | 8,780 | 8,780 |
| 10300345-573300 | FURNITURE & FIXTURES | 0 | 0 | 100 | 100 | 100 | 100 |
| 10300345-573900 | OTHER EQUIPMENT | 0 | 0 | 100 | 100 | 100 | 100 |
| | | <u>16,021</u> | <u>5,679</u> | <u>10,140</u> | <u>10,140</u> | <u>8,980</u> | <u>8,980</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10300345-581000 | DUES & FEES & SUBSCRIPTIONS | 210 | 0 | 1,200 | 1,200 | 1,200 | 600 |
| | | <u>210</u> | <u>0</u> | <u>1,200</u> | <u>1,200</u> | <u>1,200</u> | <u>600</u> |
| TOTAL for: CUSTODIAL/MAINTENANCE | | <u>4,163,297</u> | <u>4,040,299</u> | <u>4,506,708</u> | <u>4,506,708</u> | <u>4,769,665</u> | <u>4,705,993</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 3345 PUBLIC WORKS CUSTODIAL/MAINTENANCE

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|--------------|------------------|--------------|------------------|--------------|------------------|
| | | | | | | |
| CREW LEADER TIER I | 1.00 | 65,333 | 1.00 | 66,644 | 1.00 | 66,644 |
| REGULAR CUST/UTIL PERS TIER I | 18.00 | 809,266 | 18.00 | 824,814 | 18.00 | 824,814 |
| REG CUST/UTIL PERS TIER II | 17.00 | 687,362 | 18.00 | 772,145 | 17.00 | 733,245 |
| ASST HEAD CUST 2ND SCHL TIER I | 3.00 | 147,888 | 3.00 | 150,822 | 3.00 | 150,822 |
| CUST IN CHG BOIL/MID & 2ND TI | 3.00 | 147,888 | 3.00 | 150,822 | 3.00 | 150,822 |
| CUST IN CHG ELEM SCHL TIER I | 10.00 | 495,144 | 10.00 | 510,230 | 10.00 | 510,230 |
| CUST IN CHG 2ND SCHL TIER I | 3.00 | 158,622 | 3.00 | 161,742 | 3.00 | 161,742 |
| OVERTIME | | 231,000 | | 231,000 | 3.14 | 231,000 |
| PART TIME | | 120,000 | | 120,000 | 1.44 | 110,000 |
| | 55.00 | 2,862,503 | 56.00 | 2,988,219 | 59.58 | 2,939,319 |

Highway Maintenance

Mission: To provide the highest quality of public service to the residents, businesses, and visitors of the Town of Enfield, in the most cost-efficient manner. These services include snow and ice removal, storm water drainage, maintenance of public roadways, as well as the maintenance of the Town's public trees.

Description: The Highway Maintenance Division is responsible for the maintenance of Town's transportation infrastructure, including streets, sidewalks, bike paths and bridges. This work entails pavement management; snow removal; cleaning of streets and drainage systems; maintaining street lighting; roadside mowing; and maintenance of traffic control devices including traffic signals, pavement markings and traffic signs.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> • Acquired new Durapatcher (pot hole) equipment, trained staff and utilized extensively this winter. Borrowed "hot box/paver" from Granby and did strip paving (700 tons of asphalt). • Implemented new public relations efforts on snow related to sidewalk clearing clock and parking ban. • Cleaned over 50% of the catch basins. • Snow and ice removal for over 26 winter storms. • Swept all town roads in 14 weeks. • Implemented additional street sweeping program in Thompsonville. • Completed ash tree inventory. | <ul style="list-style-type: none"> • Evaluate, and revise as necessary, the current snowplow routes to maximize efficiency of resources and, where possible, reduce operating costs through use of new GPS system. • Review snowplow contractor RFP and re-issue. • Update winter plan of operations, coordination of efforts with Police Department, transit bus stop snow removal and downtown parking lots. • Install new Durapatcher emulsion tank on site at 40 Moody Rd. • Comply with all MS4 Stormwater Permit requirements including preparing bid for truck wash facility • Acquisition of new vehicles and equipment to improve safety and efficiency of operations. |

| Strategic Outcome Measures | FY 2017 Target |
|---|----------------|
| Graffiti cleaned up within two (2) business days | 95% |
| Five streets swept every 2 weeks for 8 months (T'Ville) | 98% |
| Within 8 hours of snowstorm ending, public safety vehicle access to every street, even if car is parked on street | 85% |

| Operating Measures | CY 2015 Actual | CY 2016 Estimate | CY 2017 Target |
|--|----------------|------------------|----------------|
| Potholes repaired (Hot/Cold/Durapatcher) | 7,850 | 7,850 | 7,850 |
| # Signs installed or repaired in-house | 455 | 455 | 650 |
| Hours lost to worker's comp injury | 1,129 | 1,129 | 500 |
| Overtime hours | 2,804 | 2,804 | 2,804 |
| Roadside litter locations (streets) | 398 | 398 | 398 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---------------------------------------|--|---------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | PUBLIC WORKS | HIGHWAY MAINTENANCE | | | | 3000 - 0370 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10300370-511000 | SALARIES | 573,426 | 593,954 | 601,349 | 601,349 | 612,597 | 612,597 |
| 10300370-513000 | SALARIES - TEMP/SEASONAL | 0 | 0 | 0 | 0 | 10,400 | 10,400 |
| 10300370-514000 | OVERTIME | 255,123 | 351,039 | 200,000 | 200,000 | 200,000 | 200,000 |
| 10300370-515100 | SHIFT | 41 | 726 | 2,000 | 2,000 | 2,000 | 2,000 |
| | | <u>828,590</u> | <u>945,719</u> | <u>803,349</u> | <u>803,349</u> | <u>824,997</u> | <u>824,997</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10300370-521000 | HEALTH/MEDICAL INSURANCE | 162,865 | 203,376 | 191,526 | 191,526 | 242,726 | 238,269 |
| 10300370-521500 | LIFE INSURANCE | 1,851 | 1,637 | 1,263 | 1,263 | 1,263 | 1,263 |
| 10300370-522000 | SOCIAL SECURITY (FICA) | 47,440 | 57,594 | 49,808 | 49,808 | 51,125 | 51,125 |
| 10300370-522100 | MEDICARE | 11,095 | 13,469 | 11,649 | 11,649 | 11,957 | 11,957 |
| 10300370-526000 | WORKERS COMPENSATION | 76,967 | 37,765 | 149,349 | 149,349 | 99,071 | 151,702 |
| | | <u>300,218</u> | <u>313,841</u> | <u>403,595</u> | <u>403,595</u> | <u>406,142</u> | <u>454,316</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10300370-532200 | PROFESSIONAL DEVELOPMENT | 1,275 | 690 | 2,800 | 2,800 | 2,800 | 2,800 |
| 10300370-533400 | TECHNOLOGICAL SERVICES | 2,935 | 2,907 | 3,200 | 3,200 | 3,200 | 3,200 |
| 10300370-533900 | OTHER PROFESSIONAL SERVICES | 0 | 0 | 10,000 | 10,000 | 10,000 | 10,000 |
| | | <u>4,210</u> | <u>3,597</u> | <u>16,000</u> | <u>16,000</u> | <u>16,000</u> | <u>16,000</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10300370-541000 | UTILITY SERVICES | 200 | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10300370-542100 | DISPOSAL SERVICES | 6,887 | 13,969 | 17,200 | 17,200 | 17,200 | 17,200 |
| 10300370-542200 | SNOW PLOWING | 86,445 | 213,386 | 90,000 | 90,000 | 90,000 | 90,000 |
| 10300370-542400 | GROUNDS SERVICES | 117,884 | 122,989 | 151,000 | 143,285 | 136,700 | 136,700 |
| 10300370-543000 | REPAIRS/MAINTENANCE | 17,706 | 10,245 | 19,000 | 19,000 | 19,000 | 19,000 |
| 10300370-544100 | RENTAL - LAND/BUILDINGS | 0 | 6,633 | 6,200 | 6,200 | 7,000 | 7,000 |
| 10300370-544200 | RENTAL - EQUIPMENT/VEHICLES | 4,769 | 0 | 13,100 | 20,570 | 13,100 | 13,100 |
| 10300370-545000 | CONSTRUCTION SERVICES | 20,709 | 19,358 | 25,000 | 25,000 | 25,000 | 25,000 |
| 10300370-549000 | OTHER PROPERTY SERVICES | 6,498 | 780 | 5,950 | 5,950 | 5,950 | 5,950 |
| | | <u>261,098</u> | <u>387,361</u> | <u>328,450</u> | <u>328,205</u> | <u>314,950</u> | <u>314,950</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10300370-553100 | TELEPHONE | 8,277 | 7,303 | 12,800 | 12,800 | 12,800 | 12,800 |
| 10300370-554000 | ADVERTISING | 1,492 | 1,906 | 2,500 | 2,500 | 2,500 | 2,500 |
| 10300370-555000 | PRINTING & REPRODUCTION | 294 | 60 | 300 | 300 | 300 | 300 |
| 10300370-555100 | COPYING & REPRODUCTION | 838 | 674 | 1,200 | 1,200 | 1,200 | 1,200 |
| | | <u>10,901</u> | <u>9,943</u> | <u>16,800</u> | <u>16,800</u> | <u>16,800</u> | <u>16,800</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10300370-561200 | OFFICE SUPPLIES | 822 | 539 | 1,500 | 1,500 | 1,500 | 1,500 |
| 10300370-561400 | MAINTENANCE & BUILDING SUPP | 366,668 | 529,891 | 351,297 | 351,297 | 363,297 | 363,297 |
| 10300370-561600 | SAFETY SUPPLIES/MATERIALS | 6,280 | 4,020 | 7,000 | 7,000 | 8,500 | 8,500 |
| 10300370-561900 | OTHER SUPPLIES AND MATERIALS | 718 | 0 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10300370-562600 | GASOLINE | 69,409 | 83,159 | 43,075 | 43,075 | 43,075 | 38,700 |
| 10300370-563000 | FOOD/FOOD RELATED | 6,430 | 10,233 | 7,500 | 7,500 | 7,500 | 7,500 |
| 10300370-565000 | UNIFORMS | 1,247 | 2,152 | 2,500 | 2,500 | 2,500 | 2,500 |
| | | <u>451,574</u> | <u>629,995</u> | <u>414,872</u> | <u>414,872</u> | <u>428,372</u> | <u>423,997</u> |
| 57 | PROPERTY | | | | | | |
| 10300370-573100 | MACHINERY | 1,953 | 846 | 2,500 | 2,500 | 2,500 | 2,500 |
| 10300370-573300 | FURNITURE & FIXTURES | 0 | 2,000 | 0 | 0 | 0 | 0 |
| 10300370-573900 | OTHER EQUIPMENT | 4,854 | 8,207 | 4,600 | 4,600 | 4,600 | 4,600 |
| | | <u>6,807</u> | <u>11,053</u> | <u>7,100</u> | <u>7,100</u> | <u>7,100</u> | <u>7,100</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10300370-581000 | DUES & FEES & SUBSCRIPTIONS | 690 | 508 | 950 | 950 | 950 | 950 |
| 10300370-582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 245 | 0 | 0 |
| | | <u>690</u> | <u>508</u> | <u>950</u> | <u>1,195</u> | <u>950</u> | <u>950</u> |
| TOTAL for: HIGHWAY MAINTENANCE | | <u>1,864,088</u> | <u>2,302,016</u> | <u>1,991,116</u> | <u>1,991,116</u> | <u>2,015,311</u> | <u>2,059,110</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 3370 PUBLIC WORKS HIGHWAY MAINTENANCE

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|--------------|----------------|--------------|----------------|--------------|----------------|
| | | | | | | |
| SECRETARY II 35 HRS | 1.00 | 38,348 | 1.00 | 38,348 | 1.00 | 38,348 |
| EQUIPMENT OPERATOR I TIER I | 7.00 | 380,604 | 7.00 | 388,171 | 7.00 | 388,171 |
| EQUIP. OPERATOR II, TIER I | 2.00 | 117,064 | 2.00 | 119,434 | 2.00 | 119,434 |
| CREW LEADER TIER I | 1.00 | 65,333 | 1.00 | 66,644 | 1.00 | 66,644 |
| TEMPORARY/SEASONAL | | 0 | | 10,400 | 0.50 | 10,400 |
| OVERTIME | | 200,000 | | 200,000 | 1.55 | 200,000 |
| | 11.00 | 801,349 | 11.00 | 822,997 | 13.05 | 822,997 |

Equipment Maintenance Repair

Mission: To provide vehicles, equipment and services to the officials and employees of the Town of Enfield so that they may provide services that promotes health, safety, wellbeing and quality of life to all residents.

Description: The Fleet Service Division is responsible for maintenance and repair of approximately 270 registered vehicles and approximately 130 other pieces of equipment for the Town and Board of Education. This includes the Magic Carpet bus fleet, EMS, Police and the Dial-A-Ride fleet. The facility is staffed around the clock at times during winter and other emergency operations. In addition, the Fleet Maintenance Division is responsible for Data collection and management of three fueling sites and the fuel billing and breakdown for twenty-three town departments, the Board of Education and ten outside agencies.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> •New shift overlap program to increase communication and productivity. •Acquired 15 vehicles, equipment and trailers for various DPW departments. •Recruitment and training of Part Time Parts position. •Internet auction implementation and over 40 successful on-line auctions •Worked with Police Department to acquire 14 police vehicles. •Installed 60 GPS units in various DPW vehicles. | <ul style="list-style-type: none"> •Continued reduction in parts inventory and improve control of parts and supplies. •Continued efforts to reduce unscheduled downtime. •Spec and procure new vehicles for DPW in addition to a variety of equipment. •Maintain Vehicle replacement plan and internet auction to increase salvage value and minimize environmental impact of obsolete vehicles and equipment. •Develop standard vehicle specifications and purchases for each class which will maximize productivity, increase safety, lower maintenance costs and optimize life cycles. •Develop additional uniform checklists for services on additional vehicle classes. |

| Strategic Outcome Measures | CY 2014 Actual | CY 2015 Actual | CY 2016 Estimate | CY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| % Repair Costs on Unscheduled Maintenance | 11 | 14 | 14 | 12% |
| \$\$ Spent on Preventive Maintenance | \$ 550,825 | \$ 577,968 | \$ 577,968 | \$ 590,000 |

| Operating Measures | | CY 2015 Actual | CY 2016 Estimate | CY 2017 Target |
|------------------------|--|-------------------|---------------------|-------------------|
| Auctions Completed | | 40 | 40 | 40 |
| Gallons of fuel pumped | | 361,000 | 361,000 | 361,000 |
| Departments served | | 34 | 34 | 34 |
| Work orders closed | | 3,100 | 3,100 | 3,100 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|--------------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | PUBLIC WORKS | EQUIPMENT MAINT & REPAIR | | | | 3000 - 0380 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10300380-511000 | SALARIES | 468,247 | 474,372 | 489,598 | 489,598 | 497,544 | 497,544 |
| 10300380-512000 | SALARIES - PART TIME | 0 | 8,602 | 25,350 | 25,350 | 27,034 | 27,034 |
| 10300380-514000 | OVERTIME | 26,297 | 26,773 | 31,000 | 31,000 | 31,000 | 29,000 |
| 10300380-515100 | SHIFT | 8,906 | 9,020 | 9,232 | 9,232 | 9,420 | 9,420 |
| 10300380-516000 | STIPEND | 1,350 | 1,650 | 1,950 | 1,950 | 1,650 | 1,650 |
| | | <u>504,800</u> | <u>520,416</u> | <u>557,130</u> | <u>557,130</u> | <u>566,648</u> | <u>564,648</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10300380-521000 | HEALTH/MEDICAL INSURANCE | 98,533 | 99,193 | 117,714 | 117,714 | 143,928 | 141,289 |
| 10300380-521500 | LIFE INSURANCE | 1,447 | 1,014 | 988 | 988 | 988 | 988 |
| 10300380-522000 | SOCIAL SECURITY (FICA) | 30,111 | 32,195 | 34,523 | 34,523 | 35,132 | 35,008 |
| 10300380-522100 | MEDICARE | 7,042 | 7,529 | 8,074 | 8,074 | 8,216 | 8,187 |
| 10300380-526000 | WORKERS COMPENSATION | 23,622 | 4,967 | 61,253 | 61,253 | 29,104 | 62,904 |
| | | <u>160,755</u> | <u>144,898</u> | <u>222,552</u> | <u>222,552</u> | <u>217,368</u> | <u>248,376</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10300380-532200 | PROFESSIONAL DEVELOPMENT | 1,937 | 3,091 | 5,400 | 5,400 | 5,400 | 5,400 |
| | | <u>1,937</u> | <u>3,091</u> | <u>5,400</u> | <u>5,400</u> | <u>5,400</u> | <u>5,400</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10300380-540000 | PURCHASED PROPERTY SRVCS | 5,570 | 8,433 | 8,900 | 8,900 | 8,900 | 8,900 |
| 10300380-543200 | EQUIPMENT REPAIR & MAINT | 31,200 | 32,358 | 34,000 | 34,000 | 34,000 | 34,000 |
| 10300380-543300 | VEHICLE REPAIRS & MAINT | 125,661 | 109,459 | 143,500 | 123,500 | 130,500 | 130,500 |
| 10300380-543900 | OTHER REPAIRS & MAINTENANCE | 31,563 | 35,829 | 40,500 | 40,500 | 40,500 | 40,500 |
| | | <u>193,994</u> | <u>186,079</u> | <u>226,900</u> | <u>206,900</u> | <u>213,900</u> | <u>213,900</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10300380-553100 | TELEPHONE | 4,270 | 5,118 | 4,872 | 4,872 | 4,872 | 4,872 |
| 10300380-553500 | POSTAGE | 0 | 0 | 200 | 200 | 200 | 200 |
| 10300380-554000 | ADVERTISING | 975 | 443 | 900 | 900 | 700 | 700 |
| 10300380-555000 | PRINTING & REPRODUCTION | 953 | 1,614 | 1,700 | 1,700 | 1,900 | 1,900 |
| 10300380-555100 | COPYING & REPRODUCTION | 908 | 624 | 1,400 | 1,400 | 1,400 | 1,400 |
| | | <u>7,106</u> | <u>7,800</u> | <u>9,072</u> | <u>9,072</u> | <u>9,072</u> | <u>9,072</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10300380-561200 | OFFICE SUPPLIES | 302 | 729 | 1,000 | 1,000 | 1,025 | 1,025 |
| 10300380-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 2,575 | 6,560 | 7,900 | 7,620 | 6,900 | 6,900 |
| 10300380-561400 | MAINTENANCE & BUILDING SUPP | 1,867 | 1,433 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10300380-561600 | SAFETY SUPPLIES/MATERIALS | 2,707 | 3,115 | 3,500 | 3,500 | 4,500 | 4,500 |
| 10300380-561700 | VEHICLE SUPPLIES/MATERIALS | 259,783 | 284,199 | 250,000 | 270,000 | 265,002 | 280,002 |
| 10300380-562600 | GASOLINE | 3,661 | 3,342 | 6,502 | 6,502 | 4,475 | 4,475 |
| 10300380-563000 | FOOD/FOOD RELATED | 180 | 198 | 800 | 800 | 800 | 800 |
| 10300380-565000 | UNIFORMS | 2,620 | 2,349 | 3,460 | 3,460 | 3,460 | 3,460 |
| | | <u>273,693</u> | <u>301,925</u> | <u>275,162</u> | <u>294,882</u> | <u>288,162</u> | <u>303,162</u> |
| 57 | PROPERTY | | | | | | |
| 10300380-573100 | MACHINERY | 7,647 | 8,872 | 9,500 | 9,500 | 9,500 | 9,500 |
| | | <u>7,647</u> | <u>8,872</u> | <u>9,500</u> | <u>9,500</u> | <u>9,500</u> | <u>9,500</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10300380-581000 | DUES & FEES & SUBSCRIPTIONS | 847 | 677 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10300380-581100 | LICENSES & CERTIFICATIONS | 0 | 200 | 500 | 500 | 500 | 500 |
| 10300380-582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 280 | 0 | 0 |
| | | <u>847</u> | <u>877</u> | <u>1,500</u> | <u>1,780</u> | <u>1,500</u> | <u>1,500</u> |
| TOTAL for: EQUIPMENT MAINT & REPAIR | | <u>1,150,780</u> | <u>1,173,957</u> | <u>1,307,216</u> | <u>1,307,216</u> | <u>1,311,549</u> | <u>1,355,557</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 3380 PUBLIC WORKS EQUIPMENT MAINT & REPAIR

| Position Classification | CURRENT | | DEPARTMENT | | PROPOSED | |
|-------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| FLEET MANAGER | 1.00 | 86,423 | 1.00 | 86,423 | 1.00 | 86,423 |
| CLERK TYPIST 35 HRS | 1.00 | 33,889 | 1.00 | 33,889 | 1.00 | 33,889 |
| MECHANIC TIER I | 3.00 | 178,965 | 3.00 | 183,083 | 3.00 | 183,083 |
| MECHANIC TIER II | 1.00 | 59,655 | 1.00 | 60,861 | 1.00 | 60,861 |
| LEAD MECHANIC TIER I | 2.00 | 130,666 | 2.00 | 133,288 | 2.00 | 133,288 |
| OVERTIME | | 31,000 | | 31,000 | 0.31 | 29,000 |
| PART TIME | | 26,506 | | 27,034 | 0.49 | 27,034 |
| | 8.00 | 547,104 | 8.00 | 555,578 | 8.80 | 553,578 |

Refuse and Resource Management

Mission: To provide our residents with exceptional MSW collection, recycling and disposal services that protect, preserve and improve our environment and the quality of life in the community we serve.

Description: The responsibilities of the Refuse and Resource Management Division include collection and disposal of refuse and recyclables from town schools, municipal buildings and condominiums as well as curbside from approximately 15,000 residential properties; curbside bulky waste collection by appointment; five-day-per-week operation of the transfer station; periodic events to collect household hazardous waste, automotive batteries, waste oil and textiles (clothes/shoes); and curbside leaf and yard waste collection.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> •New textile recycling program initiated. •New initiative launched to improve recycling at town buildings and schools. Focus on Nathan Hale and Town Hall •Paint recycling day with PaintCare. •Recruitment and training of new Assistant Director •Initial installation of GPS/AVL tracking devices. •Held 14 one day special collection events. | <ul style="list-style-type: none"> •Increase the proportion of the waste stream that is diverted/recycled and reduce costs for disposal by increasing resident compliance and increasing recycling capacity at the transfer station. Explore grant opportunities. •Evaluate and revise the current collection routes from new GPS system. •Enhance public education and outreach efforts, including Earth Day, 2017 by administering the town's recycling committee. •Review DEEP's new Comprehensive Materials Management Study and make recommendations. •Establish state funded mattress recycling program. •Recommendations on contract expirations at Covanta, USA Recycling and CT Mulch. RFPs as necessary. •Replace old cardboard containers with new covered containers. Fix drainage at transfer station. |

| Strategic Outcome Measures | | | FY 2016 Estimate | FY 2017 Target |
|---|--|--|------------------|----------------|
| Delivery of tipper barrel within 7 days from receipt of order (%) | | | | 90% |
| Refuse and recycling loads in compliance at processing facilities (%) | | | | 95% |

| Operating Measures | | CY 2015 | FY 2016 Estimate | FY 2017 Target |
|---|--|---------|------------------|----------------|
| Tons of refuse collected and turned into energy | | 13,186 | 13,400 | 13,400 |
| Tons of recyclables collected curbside | | 3,748 | 3,800 | 3,800 |
| Cubic Yards of brush collected curbside | | 12,788 | 12,788 | 12,788 |
| # Permits issued at transfer station | | 3,320 | 3,320 | 3,320 |
| # Visitors to special one day collections | | 998 | 998 | 998 |
| Hours lost due to workplace injury | | 446 | 446 | 300 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: GENERAL FUND | Dept./Agency: PUBLIC WORKS | Activity: REFUSE COLLECTION & DISPOSAL | | | | Code: 3000 - 0390 | |
|--|--|---|---------------------|---------------------|---------------------|----------------------|---------------------|
| | | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10300390-511000 | SALARIES | 1,061,800 | 1,062,542 | 1,085,176 | 1,085,176 | 1,106,134 | 1,106,134 |
| 10300390-513000 | SALARIES - TEMP/SEASONAL | 640 | 8,615 | 10,000 | 10,000 | 10,400 | 10,400 |
| 10300390-514000 | OVERTIME | 63,823 | 68,332 | 63,000 | 63,000 | 63,000 | 63,000 |
| 10300390-515100 | SHIFT | 32,879 | 33,506 | 51,230 | 51,230 | 51,230 | 51,230 |
| | | <u>1,159,142</u> | <u>1,172,994</u> | <u>1,209,406</u> | <u>1,209,406</u> | <u>1,230,764</u> | <u>1,230,764</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10300390-521000 | HEALTH/MEDICAL INSURANCE | 328,384 | 301,276 | 357,698 | 357,698 | 439,134 | 431,052 |
| 10300390-521500 | LIFE INSURANCE | 3,425 | 2,381 | 2,316 | 2,316 | 2,316 | 2,316 |
| 10300390-522000 | SOCIAL SECURITY (FICA) | 65,832 | 70,362 | 71,259 | 71,259 | 76,617 | 76,307 |
| 10300390-522100 | MEDICARE | 15,397 | 16,455 | 17,627 | 17,627 | 17,919 | 17,846 |
| 10300390-526000 | WORKERS COMPENSATION | 186,831 | 13,352 | 113,070 | 113,070 | 201,828 | 117,180 |
| | | <u>599,869</u> | <u>403,825</u> | <u>561,970</u> | <u>561,970</u> | <u>737,814</u> | <u>644,701</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10300390-532200 | PROFESSIONAL DEVELOPMENT | 464 | 1,160 | 2,800 | 2,800 | 2,800 | 2,800 |
| 10300390-533500 | LAND & BUILDING SERVICES | 30,578 | 39,414 | 33,200 | 33,200 | 34,481 | 34,481 |
| 10300390-533900 | OTHER PROFESSIONAL SERVICES | 8,382 | 13,231 | 10,000 | 10,000 | 12,500 | 12,500 |
| | | <u>39,424</u> | <u>53,805</u> | <u>46,000</u> | <u>46,000</u> | <u>49,781</u> | <u>49,781</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10300390-541000 | UTILITY SERVICES | 1,347 | 2,130 | 2,500 | 2,500 | 2,500 | 2,500 |
| 10300390-542100 | DISPOSAL SERVICES | 1,012,061 | 1,079,189 | 1,157,156 | 1,157,156 | 1,159,275 | 1,139,275 |
| 10300390-544200 | RENTAL - EQUIPMENT/VEHICLES | 21,775 | 20,380 | 41,460 | 41,460 | 29,460 | 29,460 |
| | | <u>1,035,182</u> | <u>1,101,699</u> | <u>1,201,116</u> | <u>1,201,116</u> | <u>1,191,235</u> | <u>1,171,235</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10300390-553100 | TELEPHONE | 11,233 | 8,097 | 18,700 | 18,700 | 18,700 | 18,700 |
| 10300390-553500 | POSTAGE | 2,706 | 4,226 | 5,000 | 5,000 | 5,000 | 5,000 |
| 10300390-554000 | ADVERTISING | 14,907 | 15,669 | 16,000 | 16,000 | 16,000 | 16,000 |
| 10300390-555000 | PRINTING & REPRODUCTION | 8,127 | 8,687 | 10,500 | 10,500 | 10,500 | 10,500 |
| | | <u>36,972</u> | <u>36,679</u> | <u>50,200</u> | <u>50,200</u> | <u>50,200</u> | <u>50,200</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10300390-561200 | OFFICE SUPPLIES | 94 | 99 | 100 | 100 | 100 | 100 |
| 10300390-561400 | MAINTENANCE & BUILDING SUPP | 7,200 | 7,101 | 10,000 | 10,000 | 34,000 | 34,000 |
| 10300390-561600 | SAFETY SUPPLIES/MATERIALS | 8,522 | 9,751 | 10,000 | 10,000 | 12,100 | 12,100 |
| 10300390-561700 | VEHICLE SUPPLIES/MATERIALS | 0 | 7,901 | 500 | 500 | 500 | 500 |
| 10300390-562600 | GASOLINE | 194,892 | 186,895 | 150,806 | 150,806 | 150,806 | 146,408 |
| 10300390-563000 | FOOD/FOOD RELATED | 941 | 480 | 1,500 | 1,500 | 1,500 | 1,500 |
| 10300390-564300 | PUBLICATIONS & PERIODICALS | 0 | 0 | 500 | 500 | 500 | 500 |
| 10300390-565000 | UNIFORMS | 4,352 | 4,743 | 6,000 | 6,000 | 6,000 | 6,000 |
| | | <u>216,001</u> | <u>216,970</u> | <u>179,406</u> | <u>179,406</u> | <u>205,506</u> | <u>201,108</u> |
| 57 | PROPERTY | | | | | | |
| 10300390-573900 | OTHER EQUIPMENT | 90,569 | 53,678 | 45,000 | 45,000 | 45,000 | 45,000 |
| | | <u>90,569</u> | <u>53,678</u> | <u>45,000</u> | <u>45,000</u> | <u>45,000</u> | <u>45,000</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10300390-581000 | DUES & FEES & SUBSCRIPTIONS | 2,853 | 2,422 | 3,000 | 3,000 | 3,000 | 3,000 |
| | | <u>2,853</u> | <u>2,422</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> |
| TOTAL for: REFUSE COLLECTION & DISPOSAL | | <u>3,180,013</u> | <u>3,042,071</u> | <u>3,296,098</u> | <u>3,296,098</u> | <u>3,513,300</u> | <u>3,395,789</u> |
| TOTAL for: PUBLIC WORKS - GENERAL FUND | | <u>\$16,494,041</u> | <u>\$16,975,213</u> | <u>\$17,585,871</u> | <u>\$17,585,871</u> | <u>\$18,253,736</u> | <u>\$17,968,961</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 3390 PUBLIC WORKS REFUSE COLLECTION & DISPOSAL

| <u>Position Classification</u> | Full Time Equivalents | | | | | |
|--------------------------------|------------------------------|------------------|--------------|------------------|--------------|------------------|
| | CURRENT | | DEPARTMENT | | PROPOSED | |
| SECRETARY I 35 HRS | 1.00 | 33,889 | 1.00 | 33,889 | 1.00 | 33,889 |
| SCALE OPERATOR | 1.00 | 59,592 | 1.00 | 60,799 | 1.00 | 60,799 |
| REFUSE COLLECTOR TIER I | 1.00 | 52,250 | 1.00 | 53,290 | 1.00 | 53,290 |
| EQUIPMENT OPERATOR I TIER I | 15.00 | 815,580 | 15.00 | 831,795 | 15.00 | 831,795 |
| EQUIP. OPERATOR II, TIER I | 1.00 | 58,532 | 1.00 | 59,717 | 1.00 | 59,717 |
| CREW LEADER TIER I | 1.00 | 65,333 | 1.00 | 66,644 | 1.00 | 66,644 |
| OVERTIME | | 63,000 | | 63,000 | 0.72 | 63,000 |
| TEMPORARY/SEASONAL | | 10,000 | | 10,400 | 0.50 | 10,400 |
| | 20.00 | 1,158,176 | 20.00 | 1,179,534 | 21.22 | 1,179,534 |

Enfield Public Library

Mission: It is the mission of The Enfield Public Library to provide multiple resources to meet the educational, cultural, recreational, and technological needs of the community. Through excellent customer service, we offer equitable access to all and create a friendly and safe atmosphere of learning.

Description: The Library collects, organizes, preserves and administers its resources and holdings for the use of Enfield residents; adult, young adult and juvenile, regardless of race or ethnic heritage. It promotes the use of library materials and services throughout the community, including schools, other governmental departments, nonprofit organizations and the business community. It cooperates in regional, statewide and national resource sharing activities, such as interlibrary loan and shared eResources. The Library cooperates with other local groups and library agencies to further the interests of the community in any way possible. The Library uses appropriate technologies to maintain and improve operations and services.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> •Continued work on the digitization of the Enfield Press. •Increased emphasis on professional development of staff by increasing attendance at professional conferences. •Successfully transitioned to new Branch Librarian at Pearl St. and new Library Director. •Started successful After School program which allows students from Eli Whitney to receive free enriching activities immediately after the school day is over. Average attendance is over 20 per session. •14% increase in eCirculation last year. Greater availability of best sellers is a big help. High hold ratios remain an issue. | <ul style="list-style-type: none"> •Improve communication with patrons by exploring a regular email newsletter and improved, mobile-friendly, website. •Improve ability to collect meaningful operating measures by routinely collecting survey data from patrons. •Begin researching funding sources and facilitators for a new strategic plan with a particular focus on space utilization. •Continue outreach to community through library programming, Citizen's Academy, Homebound Services, collaborations with local schools, K.I.T.E, First Readers and the Farmer's Market •Expand emphasis on technology by evaluating current eResources, offering new tech classes and increasing emphasis on STEAM programming. •Improve our services to the Spanish speaking population by creating a Spanish Language Collection at Pearl St. and expanding our Bilingual Storytimes. •Make recently digitized Yale Photographic Collection available online. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|---------------------------|---------------------------|-----------------------------|---------------------------|
| Patrons reporting being satisfied or above | NA | NA | NA | 90% |
| Program attendance per capita | 0.47 | 0.42 | 0.42 | 0.43 |
| % increase in eCirculation | NA | 15% | 14% | 14% |
| Percent of population with library card | NA | 35% | 39% | 40% |
| Total Circulation per capita | 7.1 | 6.7 | 6.2 | 6.3 |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|---------------------------|---------------------------|-----------------------------|---------------------------|
| Total Physical Circulation | 309,780 | 290,806 | 264,627 | 270,000 |
| Total eCirculation (eBooks, eAudio, eMagazines) | 8,540 | 9,794 | 11,153 | 12,750 |
| Research Database Uses | 57,574 | 54,367 | 53,233 | 54,000 |
| Program Attendance | 20,958 | 18,813 | 18,773 | 19,250 |
| Research and Technology Assistance | 31,178 | 32,106 | 37,137 | 38,000 |
| In House Computer Users (includes wifi) | 61,128 | 59,568 | 60,701 | 61,000 |
| New Users Registered | NA | 1,691 | 1,852 | 1,900 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|----------------|------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | PUBLIC LIBRARY | ADMINISTRATION | | | | 5000 - 0001 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | |
| 10500100-511000 SALARIES | | 916,245 | 954,869 | 972,352 | 972,352 | 989,619 | 989,619 |
| 10500100-512000 SALARIES - PART TIME | | 84,289 | 85,649 | 88,927 | 88,927 | 90,839 | 89,883 |
| 10500100-514000 OVERTIME | | 9,005 | 8,263 | 9,750 | 9,750 | 9,750 | 9,750 |
| 10500100-515100 SHIFT | | 14,968 | 15,541 | 15,100 | 15,100 | 15,400 | 15,400 |
| 10500100-516000 STIPEND | | 2,811 | 2,869 | 4,929 | 4,929 | 5,000 | 5,000 |
| | | <u>1,027,318</u> | <u>1,067,192</u> | <u>1,091,058</u> | <u>1,091,058</u> | <u>1,110,608</u> | <u>1,109,652</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| 10500100-521000 HEALTH/MEDICAL INSURANCE | | 180,500 | 203,597 | 228,562 | 228,562 | 268,669 | 263,771 |
| 10500100-521500 LIFE INSURANCE | | 3,606 | 2,754 | 2,603 | 2,603 | 2,603 | 2,603 |
| 10500100-522000 SOCIAL SECURITY (FICA) | | 61,136 | 65,325 | 67,946 | 67,946 | 66,247 | 68,798 |
| 10500100-522100 MEDICARE | | 14,298 | 15,277 | 15,891 | 15,891 | 15,504 | 16,090 |
| 10500100-526000 WORKERS COMPENSATION | | 2,237 | 8,962 | 17,250 | 17,250 | 2,745 | 30,948 |
| | | <u>261,778</u> | <u>295,915</u> | <u>332,252</u> | <u>332,252</u> | <u>355,768</u> | <u>382,210</u> |
| 53 PURCHASED PROF & TECHNICAL | | | | | | | |
| 10500102-532000 PROFESSIONAL SRVCS/STUDENTS | | 8,484 | 8,322 | 10,500 | 10,500 | 10,500 | 10,500 |
| 10500100-532200 PROFESSIONAL DEVELOPMENT | | 460 | 820 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10500100-533400 TECHNOLOGICAL SERVICES | | 46,857 | 45,885 | 47,946 | 47,946 | 48,596 | 48,596 |
| | | <u>55,800</u> | <u>55,027</u> | <u>60,446</u> | <u>60,446</u> | <u>61,096</u> | <u>61,096</u> |
| 54 PURCHASED PROPERTY SERVICES | | | | | | | |
| 10500100-543200 EQUIPMENT REPAIR & MAINT | | 867 | 106 | 1,000 | 1,000 | 700 | 700 |
| | | <u>867</u> | <u>106</u> | <u>1,000</u> | <u>1,000</u> | <u>700</u> | <u>700</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | |
| 10500100-551000 STUDENT TRANSPORTATION | | 1,022 | 1,050 | 1,200 | 1,200 | 1,200 | 1,200 |
| 10500100-553100 TELEPHONE | | 17,149 | 17,151 | 17,175 | 17,175 | 17,175 | 17,175 |
| 10500100-553500 POSTAGE | | 3,689 | 2,244 | 4,500 | 4,500 | 4,500 | 3,000 |
| 10500100-555000 PRINTING & REPRODUCTION | | 3,275 | 2,997 | 3,000 | 3,000 | 3,000 | 3,000 |
| 10500100-555100 COPYING & REPRODUCTION | | 2,251 | 3,852 | 5,750 | 5,750 | 5,750 | 5,750 |
| 10500100-558000 TRAVEL | | 893 | 1,176 | 1,750 | 1,750 | 1,750 | 1,750 |
| | | <u>28,280</u> | <u>28,470</u> | <u>33,375</u> | <u>33,375</u> | <u>33,375</u> | <u>31,875</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | |
| 10500102-561100 INSTRUCTIONAL SUPPLIES | | 1,778 | 1,787 | 2,500 | 2,500 | 2,500 | 2,500 |
| 10500100-561200 OFFICE SUPPLIES | | 8,899 | 9,047 | 9,200 | 9,200 | 9,200 | 9,200 |
| 10500100-561300 TECHNOLOGY SUPPLIE/MATERIAL | | 3,043 | 1,412 | 1,400 | 1,400 | 1,400 | 1,400 |
| 10500100-561900 OTHER SUPPLIES AND MATERIALS | | 494 | 485 | 750 | 750 | 700 | 700 |
| 10500100-563000 FOOD/FOOD RELATED | | 497 | 310 | 250 | 250 | 500 | 500 |
| 10500105-564200 LIBRARY BOOKS | | 142,612 | 141,280 | 155,100 | 165,039 | 154,100 | 155,600 |
| 10500100-564300 PUBLICATIONS & PERIODICALS | | 11,632 | 11,171 | 14,700 | 14,700 | 14,700 | 14,700 |
| 10500100-564500 BOOK REBINDING & REPAIRS | | 220 | 233 | 300 | 300 | 350 | 350 |
| | | <u>169,175</u> | <u>165,725</u> | <u>184,200</u> | <u>194,139</u> | <u>183,450</u> | <u>184,950</u> |
| 57 PROPERTY | | | | | | | |
| 10500100-573400 TECHNOLOGY EQUIPMENT | | 275 | 685 | 750 | 750 | 750 | 750 |
| | | <u>275</u> | <u>685</u> | <u>750</u> | <u>750</u> | <u>750</u> | <u>750</u> |
| 58 OTHER OBJECTS | | | | | | | |
| 10500100-581000 DUES & FEES & SUBSCRIPTIONS | | 980 | 840 | 1,000 | 1,000 | 1,400 | 1,400 |
| | | <u>980</u> | <u>840</u> | <u>1,000</u> | <u>1,000</u> | <u>1,400</u> | <u>1,400</u> |
| TOTAL for: ADMINISTRATION | | <u>1,544,472</u> | <u>1,613,960</u> | <u>1,704,081</u> | <u>1,714,019</u> | <u>1,747,147</u> | <u>1,772,633</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 5001 PUBLIC LIBRARY ADMINISTRATION

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|--------------|------------------|--------------|------------------|--------------|------------------|
| | | | | | | |
| LIBRARY DIRECTOR | 1.00 | 95,000 | 1.00 | 95,000 | 1.00 | 95,000 |
| ASSISTANT LIBRARY DIRECTOR | 1.00 | 89,727 | 1.00 | 93,422 | 1.00 | 93,422 |
| LIBRARY ASSISTANT TIER II | 5.00 | 194,925 | 5.00 | 198,745 | 5.00 | 198,745 |
| REFERENCE LIBRARIAN | 1.00 | 67,128 | 1.00 | 67,128 | 1.00 | 67,128 |
| HEAD OF CHILDREN/TEEN SERV LIB | 1.00 | 62,810 | 1.00 | 62,810 | 1.00 | 62,810 |
| PUBLIC SERVICES LIBRARIAN | 1.00 | 62,810 | 1.00 | 62,810 | 1.00 | 62,810 |
| ADMINISTRATIVE ASST LIBRARY | 1.00 | 41,096 | 1.00 | 41,915 | 1.00 | 41,915 |
| REFERENCE ASST TIER I 35 HRS | 1.00 | 41,096 | 1.00 | 41,915 | 1.00 | 41,915 |
| BRANCH LIBRARIAN TIER I | 1.00 | 47,138 | 1.00 | 48,085 | 1.00 | 48,085 |
| CHILDREN'S LIBRARIAN TIER I | 1.00 | 47,138 | 1.00 | 48,085 | 1.00 | 48,085 |
| TECHNICAL PROCESSOR TIER I | 1.00 | 47,138 | 1.00 | 48,085 | 1.00 | 48,085 |
| HEAD OF CIRCULATION TIER I | 1.00 | 47,138 | 1.00 | 48,085 | 1.00 | 48,085 |
| CHILDREN'S COORD TIER I | 1.00 | 52,981 | 1.00 | 54,036 | 1.00 | 54,036 |
| LIBRARY ASSISTANT TIER I | 2.00 | 77,970 | 2.00 | 79,498 | 2.00 | 79,498 |
| OVERTIME | | 9,750 | | 9,750 | 0.16 | 9,750 |
| PART TIME | | 88,927 | | 90,839 | 3.76 | 89,883 |
| | 19.00 | 1,072,772 | 19.00 | 1,090,208 | 22.92 | 1,089,252 |

Development Services

Mission: To make Enfield a healthy, safe, prosperous, sustainable and desirable place to live. To enhance the Town's built environment to attract new residents and businesses.

Description: Our mission is achieved through the administration of laws, regulations and policies which govern development within the community, and by obtaining resources to supplement the Town's general fund.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> • Completion of Freshwater Pond Improvements including bike paths and lighting. • Completion of 10 Trash Recepticals produced by Asnuntuck Community College Machine Tech program. • Installation of on-line permitting system for Building Division . • Completion of 14 week Community & Farmers Market. | <ul style="list-style-type: none"> • Obtain LOTCIP funding to link 190 Bridge bike path to Freshwater Pond area. • Obtain funding to produce bike racks through the Asnuntuck Machine Tech program. • Installation of on-line permitting system for Planning and Code Enforcement. • NEW: Improve overall business attraction and retention rates. • NEW: Implement TIF & TOD Master Plan. • NEW: Implement Village Center growth zones. • Expansion of 14 week seasonal community and farmers market. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---------------------------------------|-------------------|-------------------|---------------------|-------------------|
| Increase in Property Investments (\$) | 134,478,409 | 107,268,375 | 32,000,000 | 40,000,000 |
| Decrease in Business Vacancies (%) | 18% | 17% | 21% | 18% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Number of Business Contacts | 250 | 177 | 200 | 200 |
| Building Vacancies - Offices (Quarterly) | 16% | 15% | 20% | 15% |
| Building Vacancies - Industrial (Quarterly) | 4% | 4% | 5% | 4% |
| Public Forums Held / Attended | 92 | 90 | 50 | 50 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | DEVELOPMENT SERVICES | ADMINISTRATION | | | | 6000 - 0001 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10600100-511000 | SALARIES | 173,115 | 134,166 | 135,248 | 125,693 | 138,348 | 138,348 |
| 10600100-512000 | SALARIES - PART TIME | 135 | 90 | 0 | 0 | 0 | 0 |
| 10600100-516000 | STIPEND | 3,086 | 2,896 | 2,907 | 2,907 | 3,000 | 3,000 |
| | | <u>176,335</u> | <u>137,153</u> | <u>138,155</u> | <u>128,600</u> | <u>141,348</u> | <u>141,348</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10600100-521000 | HEALTH/MEDICAL INSURANCE | 23,200 | 21,449 | 24,565 | 24,565 | 22,039 | 21,679 |
| 10600100-521500 | LIFE INSURANCE | 559 | 315 | 286 | 286 | 286 | 286 |
| 10600100-522000 | SOCIAL SECURITY (FICA) | 10,923 | 8,631 | 8,341 | 8,341 | 8,764 | 8,764 |
| 10600100-522100 | MEDICARE | 2,555 | 2,018 | 1,952 | 1,952 | 2,050 | 2,050 |
| 10600100-526000 | WORKERS COMPENSATION | 1,415 | 1,147 | 2,168 | 2,168 | 351 | 2,604 |
| | | <u>38,652</u> | <u>33,561</u> | <u>37,312</u> | <u>37,312</u> | <u>33,490</u> | <u>35,383</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10600100-532200 | PROFESSIONAL DEVELOPMENT | 2,438 | 2,865 | 4,500 | 4,500 | 285 | 285 |
| | | <u>2,688</u> | <u>2,865</u> | <u>4,500</u> | <u>4,500</u> | <u>285</u> | <u>285</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10600100-553100 | TELEPHONE | 970 | 970 | 970 | 970 | 970 | 970 |
| 10600100-553500 | POSTAGE | 33 | 18 | 200 | 200 | 200 | 200 |
| 10600100-554000 | ADVERTISING | 0 | 793 | 1,200 | 1,200 | 1,000 | 1,000 |
| 10600100-554300 | MARKETING EXPENSES | 1,040 | 4,007 | 0 | 0 | 0 | 0 |
| 10600100-555000 | PRINTING & REPRODUCTION | 0 | 60 | 250 | 250 | 250 | 250 |
| 10600100-555100 | COPYING & REPRODUCTION | 230 | 103 | 250 | 250 | 250 | 250 |
| 10600100-558000 | TRAVEL | 1,065 | 2,399 | 6,100 | 6,100 | 1,000 | 1,000 |
| | | <u>3,338</u> | <u>8,350</u> | <u>8,970</u> | <u>8,970</u> | <u>3,670</u> | <u>3,670</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10600100-561200 | OFFICE SUPPLIES | 349 | 570 | 500 | 500 | 500 | 500 |
| 10600100-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 985 | 134 | 200 | 200 | 200 | 200 |
| 10600100-561900 | OTHER SUPPLIES/MATERIALS | 271 | 213 | 5,000 | 150 | 1,000 | 1,000 |
| 10600100-563000 | FOOD/FOOD RELATED | 795 | 448 | 1,200 | 846 | 1,000 | 1,000 |
| 10600100-564300 | PUBLICATIONS & PERIODICALS | 355 | 39 | 350 | 554 | 142 | 142 |
| | | <u>2,793</u> | <u>1,403</u> | <u>7,250</u> | <u>2,250</u> | <u>2,842</u> | <u>2,842</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10600100-581000 | DUES & FEES & SUBSCRIPTIONS | 965 | 1,569 | 1,600 | 1,600 | 800 | 645 |
| | | <u>965</u> | <u>1,569</u> | <u>1,600</u> | <u>1,600</u> | <u>800</u> | <u>645</u> |
| TOTAL for: ADMINISTRATION | | <u>224,848</u> | <u>184,900</u> | <u>197,787</u> | <u>183,232</u> | <u>182,435</u> | <u>184,173</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 6001 DEVELOPMENT SERVICES ADMINISTRATION

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| DIRECTOR OF DEVELOP. SERVICES | 1.00 | 90,168 | 1.00 | 100,000 | 1.00 | 100,000 |
| ADMINISTRATIVE SECRETARY | 1.00 | 38,348 | 1.00 | 38,348 | 1.00 | 38,348 |
| | 2.00 | 128,516 | 2.00 | 138,348 | 2.00 | 138,348 |

Thompsonville Revitalization

Mission: To improve the social, physical, and natural environment throughout the village to develop Thompsonville as a destination.

Description: Provides a designated funding source to carry out the recommendations outlined in the Thompsonville Revitalization Plan.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> • Installation of 10 Planter Boxes at Freshwater Pond. • Installation of 6 new park benches at freshwater pond. • Installation of 12 new decorative light polls and LED lights at Freshwater Pond. • 10 new trash and recycling recepticals manufactured by Asnuntuck Community College. • 6 new picnic tables placed at Freshwater Pond and painted by Youth Center group. • Reconstruction of 2,200 linear feet of bike path round Freshwater Pond. | <ul style="list-style-type: none"> • 6 additional planter boxes in downtown area. • 6 additional park benches in downtown area. • Installation of additional lights in downtown area. • Disperse trash receptacle throughout village and town . • Work with Asnuntuck to manufacture 10 free standing bike racks. • NEW: Leverage more private investment dollars within the village. • NEW: Institute Main Street-style Merchant Association. • Installation of new Bike Path from Pearl Street to North Main Street (LOTICIP Grant anticipated). |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Increase in Private Funds Invested (\$) | | | 950,000 | 1,200,000 |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|-------------------------------|-------------------|-------------------|---------------------|-------------------|
| Physical Improvement Projects | | 2 | 5 | 5 |
| Public Funds Invested (\$) | | 14,000 | 195,000 | 200,000 |
| Grant Funds Leveraged (\$) | | 0 | 0 | 100,000 |
| Social Engagement Efforts | | 22 | 25 | 25 |
| Business Grants | | 0 | 6 | 0 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|------------------------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | DEVELOPMENT SERVICES | THOMPSONVILLE REVITALIZATION | | | | 6000 - 0055 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10606155-511000 | SALARIES | 0 | 47,121 | 49,213 | 49,213 | 50,212 | 50,212 |
| 10606155-514000 | OVERTIME | 0 | 118,846 | 0 | 60,000 | 50,000 | 80,000 |
| 10606155-516000 | STIPEND | 0 | 0 | 1,000 | 1,000 | 1,250 | 1,250 |
| | | <u>0</u> | <u>165,967</u> | <u>50,213</u> | <u>110,213</u> | <u>101,462</u> | <u>131,462</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10606155-521000 | HEALTH/MEDICAL INSURANCE | 0 | 27,442 | 22,143 | 22,143 | 27,524 | 27,017 |
| 10606155-521500 | LIFE INSURANCE/DISABILITY | 0 | 186 | 117 | 117 | 117 | 117 |
| 10606155-522000 | SOCIAL SECURITY (FICA) | 0 | 3,275 | 2,916 | 2,916 | 2,926 | 3,190 |
| 10606155-522100 | MEDICARE | 0 | 1,982 | 682 | 682 | 685 | 1,906 |
| 10606155-526000 | WORKERS COMP | 0 | 1,401 | 789 | 789 | 789 | 2,422 |
| | | <u>0</u> | <u>34,285</u> | <u>26,647</u> | <u>26,647</u> | <u>32,041</u> | <u>34,652</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10606155-533900 | OTHER PROFESSIONAL SERVICES | 0 | 42,626 | 120,000 | 60,000 | 120,000 | 105,000 |
| | | <u>0</u> | <u>42,626</u> | <u>120,000</u> | <u>60,000</u> | <u>120,000</u> | <u>105,000</u> |
| TOTAL for: THOMPSONVILLE REVITALIZATION | | <u>0</u> | <u>242,879</u> | <u>196,860</u> | <u>196,860</u> | <u>253,503</u> | <u>271,114</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 6055 DEVELOPMENT SERVICES THOMPSONVILLE REVITALIZATION

| Position Classification | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|----------------|----------------|-------------------|---------------|-----------------|----------------|
| LABORER TIER I | 1.00 | 49,213 | 1.00 | 50,212 | 1.00 | 50,212 |
| OVERTIME | | 60,000 | | 50,000 | 0.68 | 80,000 |
| | 1.00 | 109,213 | 1.00 | 50,212 | 1.68 | 130,212 |

Planning & Zoning

Mission: To help ensure the health, safety and welfare of the people of Enfield and to provide a better quality of life through high professional standards of planning.

Description: Provides planning expertise to the Town Council, Planning and Zoning Commission, all Landuse Boards and related advisory committees.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> •Hired new Director of Planning to manage the division and provide leadership to Landuse Boards. •Initiate and craft on-line permitting system for planning purposes. •Provided more educational opportunities to Landuse Agents and Commissioners. | <ul style="list-style-type: none"> •Retain Director position and restructure the planning support staff. •Complete on-line permitting system work and go live by start of the fiscal year. •Continue to assist in providing educational opportunities to Landuse Agents and Commissioners. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|-----------------------------------|-------------------|-------------------|---------------------|-------------------|
| Increase in Application Approvals | 83 | 77 | 52 | 60 |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|-----------------------------------|-------------------|-------------------|---------------------|-------------------|
| Commercial Applications Received | 142 | 105 | 100 | 200 |
| Commercial Applications Approved | 128 | 98 | 100 | 200 |
| Residential Applications Received | 220 | 342 | 350 | 400 |
| Residential Applications Approved | 213 | 339 | 350 | 400 |
| ZBA Applications | 2 | 6 | 2 | 1 |
| Open Land Developed (Acres) | 2198 | 75 | 50 | 25 |
| Fees Collected (\$) | 37,675 | 30,442 | 35,500 | 40,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | Code: | | | | |
|----------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | DEVELOPMENT SERVICES | PLANNING | 6000 - 0061 | | | | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10606100-511000 | SALARIES | 202,400 | 155,832 | 186,315 | 186,315 | 296,315 | 293,315 |
| 10606100-512000 | SALARIES - PART TIME | 180 | 270 | 0 | 0 | 0 | 0 |
| 10606100-514000 | OVERTIME | 0 | 796 | 0 | 0 | 0 | 0 |
| 10606100-516000 | STIPEND | 502 | 0 | 0 | 0 | 3,000 | 3,000 |
| | | <u>203,082</u> | <u>156,898</u> | <u>186,315</u> | <u>186,315</u> | <u>299,315</u> | <u>296,315</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10606100-521000 | HEALTH/MEDICAL INSURANCE | 61,025 | 57,751 | 80,588 | 80,588 | 97,516 | 95,719 |
| 10606100-521500 | LIFE INSURANCE | 870 | 502 | 572 | 572 | 765 | 765 |
| 10606100-522000 | SOCIAL SECURITY (FICA) | 11,948 | 9,319 | 10,728 | 10,728 | 17,333 | 18,371 |
| 10606100-522100 | MEDICARE | 2,794 | 2,179 | 2,511 | 2,511 | 4,055 | 4,296 |
| 10606100-526000 | WORKERS COMPENSATION | 1,679 | 1,339 | 2,987 | 2,987 | 2,987 | 5,460 |
| | | <u>78,317</u> | <u>71,091</u> | <u>97,386</u> | <u>97,386</u> | <u>122,656</u> | <u>124,611</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10606100-532200 | PROFESSIONAL DEVELOPMENT | 1,232 | 435 | 4,000 | 4,000 | 2,000 | 3,000 |
| 10606100-533000 | PROFESSIONAL SRVC NONSTDNT | 0 | 35,705 | 0 | 0 | 0 | 0 |
| 10606100-533200 | LEGAL | 205 | 0 | 200 | 200 | 200 | 200 |
| 10606100-533900 | OTHER PROFESSIONAL SERVICES | 0 | 0 | 0 | 34,555 | 0 | 0 |
| | | <u>1,437</u> | <u>36,140</u> | <u>4,200</u> | <u>38,755</u> | <u>2,200</u> | <u>3,200</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10606100-543200 | EQUIPMENT REPAIR & MAINT | 77 | 79 | 200 | 200 | 200 | 200 |
| | | <u>77</u> | <u>79</u> | <u>200</u> | <u>200</u> | <u>200</u> | <u>200</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10606100-553100 | TELEPHONE | 2,910 | 2,910 | 1,940 | 1,940 | 1,940 | 1,940 |
| 10606100-553500 | POSTAGE | 209 | 217 | 500 | 500 | 500 | 500 |
| 10606100-554000 | ADVERTISING | 0 | 306 | 500 | 500 | 500 | 500 |
| 10606100-555000 | PRINTING & REPRODUCTION | 282 | 82 | 300 | 300 | 300 | 300 |
| 10606100-555100 | COPYING & REPRODUCTION | 928 | 837 | 1,500 | 1,500 | 1,500 | 1,500 |
| 10606100-558000 | TRAVEL | 149 | 230 | 300 | 300 | 300 | 300 |
| | | <u>4,478</u> | <u>4,582</u> | <u>5,040</u> | <u>5,040</u> | <u>5,040</u> | <u>5,040</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10606100-561200 | OFFICE SUPPLIES | 1,000 | 830 | 1,000 | 1,000 | 800 | 800 |
| 10606100-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 0 | 0 | 900 | 900 | 900 | 900 |
| 10606100-562600 | GASOLINE | 173 | 54 | 500 | 500 | 500 | 500 |
| 10606100-564300 | PUBLICATIONS & PERIODICALS | 40 | 159 | 250 | 250 | 250 | 250 |
| | | <u>1,213</u> | <u>1,043</u> | <u>2,650</u> | <u>2,650</u> | <u>2,450</u> | <u>2,450</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10606100-581000 | DUES & FEES & SUBSCRIPTIONS | 413 | 100 | 1,450 | 1,450 | 2,300 | 2,300 |
| | | <u>413</u> | <u>100</u> | <u>1,450</u> | <u>1,450</u> | <u>2,300</u> | <u>2,300</u> |
| TOTAL for: PLANNING | | <u>289,016</u> | <u>269,933</u> | <u>297,241</u> | <u>331,796</u> | <u>434,161</u> | <u>434,116</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 6061 DEVELOPMENT SERVICES PLANNING

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| DIRECTOR OF PLANNING | | 0 | 1.00 | 110,000 | 1.00 | 110,000 |
| ASSISTANT TOWN PLANNER | 2.00 | 118,537 | 2.00 | 118,537 | 2.00 | 118,537 |
| CLERK TYPIST 35 HRS | 1.00 | 33,889 | 1.00 | 33,889 | 1.00 | 33,889 |
| SECRETARY I 35 HRS | 1.00 | 33,889 | 1.00 | 33,889 | 1.00 | 33,889 |
| | 4.00 | 186,315 | 5.00 | 296,315 | 5.00 | 293,315 |

Community Development

Mission: To elevate the socio-economic standing of the community through targeted improvements in housing, business, transit, and public facilities.

Description: Responsible for the administration of the Town's Small Cities CDBG program. These funds are used to meet HUD National Objectives including providing opportunities to low and moderate income families for housing renovations and homeownership. The office also leverages other funding sources for public projects in order to supplement the Town budget.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> • Obtained \$100,000 grant TOD Master Plan for Thompsonville. • Closed out a \$300,000 CDBG Small Cities grant for housing rehabilitation. • Obtained \$200,000 Brownfield Assessment Grant for Transit Center and Prospect Street projects. • Applied for \$700,000 LOTCIP grant to complete Bike Path project between Pearl and North Main Street. | <ul style="list-style-type: none"> • Complete TOD Master Plan project. • Apply for new CDBG Small Cities Grant for public housing rehabilitation. • Obtain Brownfield Remediation grant for Prospect Street project. • Undertake Bike Path project between Pearl and North Main Streets. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Increase in Outside Grant Funding (\$) | 370,000 | 100,000 | 200,000 | 500,000 |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---------------------------------------|-------------------|-------------------|---------------------|-------------------|
| Loan Applications Received | 19 | 21 | 8 | 10 |
| Loan Applications Approved | 12 | 10 | 6 | 10 |
| Housing Rehab Projects in Progress | 9 | 13 | 4 | 10 |
| Housing Rehab Projects Completed | 9 | 13 | 4 | 10 |
| Commercial Rehab Projects in Progress | 2 | 1 | 2 | 2 |
| Commercial Rehab Projects Completed | 2 | 1 | 2 | 2 |
| Outside Grant Funds Acquired (\$) | 370,000 | 100,000 | 200,000 | 500,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|-----------------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | DEVELOPMENT SERVICES | COMMUNITY DEVELOPMENT | | | | 6000 - 0066 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10606600-511000 | SALARIES | 163,133 | 112,347 | 124,895 | 124,895 | 114,895 | 129,895 |
| 10606600-516000 | STIPEND | 1,873 | 2,522 | 2,550 | 2,550 | 2,250 | 2,250 |
| | | <u>204,403</u> | <u>114,869</u> | <u>127,445</u> | <u>127,445</u> | <u>117,145</u> | <u>132,145</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10606600-521000 | HEALTH/MEDICAL INSURANCE | 36,524 | 19,655 | 19,528 | 19,528 | 21,539 | 21,150 |
| 10606600-521500 | LIFE INSURANCE | 654 | 279 | 193 | 193 | 286 | 286 |
| 10606600-522000 | SOCIAL SECURITY (FICA) | 12,311 | 7,490 | 7,675 | 7,675 | 7,155 | 7,262 |
| 10606600-522100 | MEDICARE | 2,879 | 1,752 | 1,796 | 1,796 | 1,674 | 1,699 |
| 10606600-526000 | WORKERS COMPENSATION | 2,212 | 960 | 2,002 | 2,002 | 1,781 | 2,435 |
| | | <u>54,580</u> | <u>30,135</u> | <u>31,194</u> | <u>31,194</u> | <u>32,435</u> | <u>32,832</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10606600-530000 | PURCHASED PROF. & TECHNICAL | 0 | 3,212 | 35,000 | 35,000 | 35,000 | 35,000 |
| 10606600-531000 | OFFICIAL/ADMINISTRATIVE | 6,750 | 6,750 | 5,000 | 5,000 | 6,750 | 6,750 |
| 10606600-532200 | PROFESSIONAL DEVELOPMENT | 250 | 180 | 2,000 | 2,000 | 300 | 300 |
| 10606600-533200 | LEGAL | 252 | 38 | 500 | 500 | 500 | 500 |
| 10606600-533500 | LAND & BUILDING SERVICES | 2,000 | 2,468 | 2,500 | 2,500 | 500 | 500 |
| | | <u>9,252</u> | <u>12,648</u> | <u>45,000</u> | <u>45,000</u> | <u>43,050</u> | <u>43,050</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10606600-553100 | TELEPHONE | 3,002 | 1,940 | 1,455 | 1,455 | 1,455 | 1,455 |
| 10606600-553500 | POSTAGE | 2,996 | 255 | 500 | 500 | 400 | 400 |
| 10606600-554000 | ADVERTISING | 2,036 | 156 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10606600-555100 | COPYING & REPRODUCTION | 2,375 | 2,114 | 2,000 | 2,000 | 2,500 | 2,500 |
| 10606600-558000 | TRAVEL | 0 | 0 | 400 | 400 | 300 | 300 |
| | | <u>10,409</u> | <u>4,465</u> | <u>5,355</u> | <u>5,355</u> | <u>5,655</u> | <u>5,655</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10606600-561200 | OFFICE SUPPLIES | 678 | 443 | 750 | 750 | 750 | 750 |
| 10606600-561600 | SAFETY SUPPLIES/MATERIALS | 0 | 0 | 100 | 100 | 100 | 100 |
| 10606600-563000 | FOOD/FOOD RELATED | 0 | 0 | 200 | 200 | 200 | 200 |
| 10606600-564300 | PUBLICATIONS & PERIODICALS | 234 | 0 | 200 | 200 | 100 | 100 |
| | | <u>3,131</u> | <u>443</u> | <u>1,250</u> | <u>1,250</u> | <u>1,150</u> | <u>1,150</u> |
| 57 | PROPERTY | | | | | | |
| 10606600-573300 | FURNITURE & FIXTURES | 0 | 0 | 500 | 500 | 300 | 0 |
| | | <u>0</u> | <u>0</u> | <u>500</u> | <u>500</u> | <u>300</u> | <u>0</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10606600-581000 | DUES & FEES & SUBSCRIPTIONS | 1,085 | 1,000 | 2,500 | 2,500 | 1,500 | 1,500 |
| | | <u>1,085</u> | <u>1,000</u> | <u>2,500</u> | <u>2,500</u> | <u>1,500</u> | <u>1,500</u> |
| TOTAL for: COMMUNITY DEVELOPMENT | | <u>282,860</u> | <u>163,560</u> | <u>213,244</u> | <u>213,244</u> | <u>201,235</u> | <u>216,332</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 6066 DEVELOPMENT SERVICES COMMUNITY DEVELOPMENT

| Position Classification | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| DIRECTOR OF COMMUNITY DEVEL | 1.00 | 85,000 | 0 | 0 | 1.00 | 90,000 |
| COMM. & ECON. DEVEL. OFFICER | 0 | 0 | 1.00 | 75,000 | | |
| ACCOUNTING CLERK | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| | 2.00 | 124,895 | 2.00 | 114,895 | 2.00 | 129,895 |

Full Time Equivalents

Building Inspection

Mission: To improve the quality of life for the people of Enfield by advancing public health and safety through effective building code enforcement and superior customer service.

Description: The Division of Building Inspection is a public safety agency which is responsible for enforcement of the State Building Code.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> • Instituted an on-line permitting and inspection system which will improve customer service and office efficiency. • Organize and digitize division files. • Increased inspectional service, estimated 5,500 inspections performed. | <ul style="list-style-type: none"> • Continue to support and improve on-line permitting system. • Continue to improve filing system. • Continue to improve inspectional and customer service. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Increase Permits Issued | 2,453 | 2,527 | 2,600 | 2,650 |
| Increase in Value of Permitted Work (\$) | 134,487,409 | 107,268,375 | 32,000,000 | 40,000,000 |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|------------------------------|-------------------|-------------------|---------------------|-------------------|
| Building Inspection | 4,579 | 4,780 | 5,000 | 5,000 |
| Fees Collected (\$) | 971,493 | 807,742 | 540,000 | 540,000 |
| Permits Issued | 2,453 | 2,527 | 2,500 | 2,500 |
| Value of Permitted Work (\$) | 134,478,409 | 107,268,375 | 32,000,000 | 40,000,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---------------------------------------|--|---------------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND | DEVELOPMENT SERVICES | BUILDING INSPECTION | | | | 6000 - 0068 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10606800-511000 | SALARIES | 231,757 | 275,486 | 349,390 | 349,390 | 350,121 | 350,121 |
| 10606800-512000 | SALARIES - PART TIME | 45,206 | 14,121 | 20,000 | 20,000 | 25,459 | 25,459 |
| 10606800-514000 | OVERTIME | 20,701 | 16,483 | 15,000 | 15,000 | 15,000 | 15,000 |
| 10606800-516000 | STIPEND | 1,235 | 1,290 | 1,315 | 1,315 | 1,338 | 1,338 |
| | | <u>298,899</u> | <u>307,380</u> | <u>385,705</u> | <u>385,705</u> | <u>391,918</u> | <u>391,918</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10606800-521000 | HEALTH/MEDICAL INSURANCE | 37,150 | 36,837 | 58,083 | 58,083 | 91,165 | 89,489 |
| 10606800-521500 | LIFE INSURANCE | 870 | 824 | 965 | 965 | 965 | 965 |
| 10606800-522000 | SOCIAL SECURITY (FICA) | 18,082 | 19,047 | 23,833 | 23,833 | 24,299 | 24,299 |
| 10606800-522100 | MEDICARE | 4,229 | 4,454 | 5,316 | 5,316 | 5,683 | 5,683 |
| 10606800-526000 | WORKERS COMPENSATION | 3,333 | 3,206 | 6,162 | 6,162 | 4,558 | 7,222 |
| | | <u>63,664</u> | <u>64,368</u> | <u>94,359</u> | <u>94,359</u> | <u>126,670</u> | <u>127,658</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10606800-532200 | PROFESSIONAL DEVELOPMENT | 549 | 688 | 1,500 | 1,500 | 1,500 | 1,500 |
| 10606800-533400 | TECHNOLOGICAL SERVICES | 0 | 21,200 | 0 | 21,800 | 31,320 | 31,320 |
| 10606800-533500 | LAND & BUILDING SERVICES | 0 | 0 | 1,000 | 1,000 | 1,000 | 500 |
| 10606800-533900 | OTHER PROFESSIONAL SERVICES | 0 | 0 | 3,000 | 3,000 | 3,000 | 2,000 |
| | | <u>549</u> | <u>21,888</u> | <u>5,500</u> | <u>27,300</u> | <u>36,820</u> | <u>35,320</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10606800-543200 | EQUIPMENT REPAIR & MAINT | 77 | 112 | 300 | 300 | 300 | 300 |
| | | <u>77</u> | <u>112</u> | <u>300</u> | <u>300</u> | <u>300</u> | <u>300</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10606800-553100 | TELEPHONE | 3,009 | 3,058 | 3,140 | 3,140 | 4,825 | 4,825 |
| 10606800-553500 | POSTAGE | 1,206 | 1,263 | 1,000 | 1,000 | 1,300 | 1,300 |
| 10606800-555000 | PRINTING & REPRODUCTION | 254 | 573 | 800 | 800 | 800 | 800 |
| 10606800-555100 | COPYING & REPRODUCTION | 1,263 | 1,420 | 2,500 | 2,500 | 2,000 | 2,000 |
| 10606800-558000 | TRAVEL | 233 | 93 | 400 | 400 | 400 | 400 |
| | | <u>5,965</u> | <u>6,406</u> | <u>7,840</u> | <u>7,840</u> | <u>9,325</u> | <u>9,325</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10606800-561200 | OFFICE SUPPLIES | 457 | 500 | 1,200 | 1,200 | 1,200 | 1,200 |
| 10606800-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 0 | 590 | 700 | 700 | 700 | 700 |
| 10606800-561600 | SAFETY SUPPLIES/MATERIALS | 99 | 66 | 200 | 200 | 200 | 200 |
| 10606800-562600 | GASOLINE | 2,391 | 2,362 | 3,000 | 3,000 | 2,500 | 2,500 |
| 10606800-564300 | PUBLICATIONS & PERIODICALS | 0 | 0 | 200 | 200 | 200 | 200 |
| | | <u>2,947</u> | <u>3,518</u> | <u>5,300</u> | <u>5,300</u> | <u>4,800</u> | <u>4,800</u> |
| 57 | PROPERTY | | | | | | |
| 10606800-573300 | FURNITURE & FIXTURES | 0 | 0 | 2,000 | 2,000 | 7,000 | 0 |
| | | <u>0</u> | <u>0</u> | <u>2,000</u> | <u>2,000</u> | <u>7,000</u> | <u>0</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10606800-581000 | DUES & FEES & SUBSCRIPTIONS | 297 | 362 | 700 | 700 | 700 | 700 |
| | | <u>297</u> | <u>362</u> | <u>700</u> | <u>700</u> | <u>700</u> | <u>700</u> |
| TOTAL for: BUILDING INSPECTION | | <u>372,398</u> | <u>404,032</u> | <u>501,704</u> | <u>523,504</u> | <u>577,533</u> | <u>570,021</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 6068 DEVELOPMENT SERVICES BUILDING INSPECTION

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| BUILDING OFFICIAL | 1.00 | 96,341 | 1.00 | 96,341 | 1.00 | 96,341 |
| BUILDING PERMIT TECHNICIAN | 1.00 | 43,697 | 1.00 | 44,571 | 1.00 | 44,571 |
| HOUSING CODE INSPECTOR | 1.00 | 69,891 | 1.00 | 69,891 | 1.00 | 69,891 |
| ASSISTANT BUILDING OFFICIAL | 2.00 | 139,318 | 2.00 | 139,318 | 2.00 | 139,318 |
| OVERTIME | | 15,000 | | 15,000 | 0.32 | 15,000 |
| PART TIME | | 20,000 | | 25,459 | 0.86 | 25,459 |
| | 5.00 | 384,247 | 5.00 | 390,580 | 6.18 | 390,580 |

Code Enforcement

Mission: To ensure the health, safety and welfare of the people of Enfield and to provide a better quality of life through the enforcement of zoning and property maintenance regulations.

Description: Code Enforcement Division was established to provide targeted inspectional services for Property Maintenance and Zoning code violations in order to stabilize neighborhoods and maintain property values.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> •Continue to maintain an electronic records system for code enforcement activities. •Hired 1 part-time Zoning Inspector. •Repond to an estimated 250 complaints. | <ul style="list-style-type: none"> •Work to insitutute and craft on-line inspectional system through ViewEnforce by start of fiscal year. •Work to reduce the number of citizen complaints through proactive enforcement. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Reduction of Code Enforcement complaints | 315 | 384 | 285 | 250 |
| Increase in Proactive Activities | 0 | 19 | 25 | 40 |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---------------------------------|-------------------|-------------------|---------------------|-------------------|
| Blight Complaints Received | 305 | 243 | 250 | 200 |
| Blight Complaints Resolved | 107 | 88 | 100 | 200 |
| Blight Cases to Hearing Officer | 25 | 7 | 16 | 10 |
| Blight Fines Collected (\$) | 600 | 16,698 | 8,400 | 10,000 |
| Zoning Complaints Open | 98 | 85 | 10 | 0 |
| Zoning Complaints Resolved | | | 0 | 0 |
| Zoning Cases to Hearing Officer | | | 2 | 2 |
| Zoning Fines Collected (\$) | | | 0 | 0 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| GENERAL FUND | DEVELOPMENT SERVICES | CODE ENFORCEMENT | | | | 6000 - 0069 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10606900-511000 | SALARIES | 0 | 81,127 | 0 | 0 | 0 | 0 |
| 10606900-512000 | SALARIES - PART TIME | 0 | 36,342 | 80,000 | 60,000 | 81,320 | 60,990 |
| | | <u>0</u> | <u>117,469</u> | <u>80,000</u> | <u>60,000</u> | <u>81,320</u> | <u>60,990</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10606900-521000 | HEALTH/MEDICAL INSURANCE | 0 | 17,092 | 0 | 0 | 0 | 0 |
| 10606900-521500 | LIFE INSURANCE | 0 | 223 | 0 | 0 | 0 | 0 |
| 10606900-522000 | SOCIAL SECURITY (FICA) | 0 | 7,143 | 4,960 | 4,960 | 5,041 | 3,781 |
| 10606900-522100 | MEDICARE | 0 | 1,671 | 1,160 | 1,160 | 1,179 | 885 |
| 10606900-526000 | WORKERS COMPENSATION | 0 | 1,008 | 1,282 | 1,282 | 2,761 | 1,124 |
| | | <u>0</u> | <u>27,137</u> | <u>7,402</u> | <u>7,402</u> | <u>8,981</u> | <u>5,790</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10606900-532200 | PROFESSIONAL DEVELOPMENT | 0 | 0 | 4,000 | 4,000 | 1,000 | 1,000 |
| 10606900-533200 | LEGAL | 0 | 396 | 1,000 | 1,000 | 1,500 | 1,500 |
| | | <u>0</u> | <u>396</u> | <u>5,000</u> | <u>5,000</u> | <u>2,500</u> | <u>2,500</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10606900-553100 | TELEPHONE | 0 | 1,060 | 4,655 | 4,655 | 4,655 | 3,855 |
| 10606900-553500 | POSTAGE | 0 | 2,113 | 2,500 | 2,500 | 2,500 | 2,500 |
| 10606900-554000 | ADVERTISING | 0 | 1,475 | 3,200 | 3,200 | 3,200 | 3,200 |
| 10606900-555100 | COPYING & REPRODUCTION | 0 | 50 | 600 | 600 | 1,200 | 1,200 |
| 10606900-558000 | TRAVEL | 0 | 0 | 300 | 300 | 200 | 200 |
| | | <u>0</u> | <u>4,697</u> | <u>11,255</u> | <u>11,255</u> | <u>11,755</u> | <u>10,955</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10606900-561200 | OFFICE SUPPLIES | 0 | 270 | 400 | 400 | 400 | 400 |
| 10606900-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 0 | 712 | 500 | 500 | 500 | 500 |
| 10606900-561600 | SAFETY SUPPLIES/MATERIALS | 0 | 198 | 250 | 250 | 250 | 250 |
| 10606900-562600 | GASOLINE | 0 | 1,470 | 2,000 | 2,000 | 2,000 | 1,500 |
| 10606900-564300 | PUBLICATIONS & PERIODICALS | 0 | 47 | 200 | 200 | 200 | 200 |
| | | <u>0</u> | <u>2,698</u> | <u>3,350</u> | <u>3,350</u> | <u>3,350</u> | <u>2,850</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10606900-581000 | DUES & FEES & SUBSCRIPTIONS | 0 | 35 | 200 | 200 | 200 | 200 |
| | | <u>0</u> | <u>35</u> | <u>200</u> | <u>200</u> | <u>200</u> | <u>200</u> |
| TOTAL for: CODE ENFORCEMENT | | <u>0</u> | <u>152,432</u> | <u>107,207</u> | <u>87,207</u> | <u>108,106</u> | <u>83,285</u> |
| TOTAL for: DEVELOPMENT SERVICES - GENERAL FUND | | <u>\$1,203,548</u> | <u>\$1,417,735</u> | <u>\$1,514,043</u> | <u>\$1,535,843</u> | <u>\$1,756,973</u> | <u>\$1,759,041</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: GENERAL FUND

Dept./Agency: 6069 DEVELOPMENT SERVICES CODE ENFORCEMENT

Full Time Equivalents

| Position Classification | CURRENT | DEPARTMENT | PROPOSED | |
|--------------------------------|----------------|-------------------|-----------------|---------------|
| PART TIME | 60,000 | 81,320 | 1.67 | 60,990 |
| | 60,000 | 81,320 | 1.67 | 60,990 |

**TOWN OF ENFIELD
ANNUAL BUDGET**

Function:
GENERAL FUND

Dept./Agency:
BOARDS & COMMISSIONS

Code:
1900 - 0905

| | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
|---|-----------------|-----------------|-----------------|-----------------|------------------|-----------------|
| | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 10190905 BOARD OF ASSESSMENT APPEALS | 4,822 | 4,675 | 4,800 | 4,800 | 4,800 | 4,800 |
| 10190922 ENFIELD REVITALIZATION COMM | 759 | 1,318 | 2,000 | 2,000 | 2,000 | 2,000 |
| 10190925 ETHICS COMMITTEE | 80 | 0 | 500 | 500 | 500 | 500 |
| 10190955 BEAUTIFICATION COMMITTEE | 1,544 | 3,183 | 9,500 | 9,500 | 9,500 | 9,500 |
| 10190960 HISTORIC DISTRICT COMMISSION | 1,541 | 2,127 | 3,000 | 3,000 | 30,000 | 3,000 |
| 10190970 FAIR RENT COMMISSION | 0 | 0 | 500 | 500 | 500 | 500 |
| 10190990 CULTURAL ARTS COMMITTEE | 9,000 | 9,000 | 9,000 | 9,000 | 9,000 | 9,000 |
| 10190991 PRISON/TOWN LIASION COMMITTEE | 775 | 0 | 500 | 500 | 500 | 500 |
| 10190993 LOAN REVIEW COMMITTEE | 97 | 484 | 500 | 500 | 500 | 500 |
| 10190995 LAND USE COMMISSION | 194 | 44,899 | 41,892 | 41,892 | 43,892 | 43,126 |
| 10190996 ECONOMIC DEVELOPMENT COMMITTEE | 41 | 0 | 5,000 | 5,000 | 5,000 | 5,000 |
| 10190997 COMMUNITY EMERGENCY RESP TEAM | 1,181 | 0 | 7,125 | 7,125 | 7,125 | 7,125 |
| PROGRAM TOTAL | \$20,033 | \$65,686 | \$84,317 | \$84,317 | \$113,317 | \$85,551 |

**TOWN OF ENFIELD
ANNUAL BUDGET**

Function:
GENERAL FUND

Dept./Agency:
NON-TOWN AGENCIES

Code:
7000 - 0710

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|---|------------------|------------------|------------------|------------------|--------------------|------------------|
| 10700710 CAPITAL REGION COUNCIL OF GOVT | 29,402 | 29,402 | 31,639 | 31,639 | 31,639 | 31,639 |
| 10700712 CAPITAL REGION GROWTH COUNCIL | 8,937 | 8,937 | 8,937 | 8,937 | 9,009 | 9,009 |
| 10700715 ENFIELD CEMETERY ASSOCIATION | 34,286 | 34,286 | 36,000 | 36,000 | 40,800 | 40,800 |
| 10700716 ENFIELD HISTORICAL SOCIETY | 15,086 | 15,086 | 16,358 | 16,358 | 16,182 | 16,182 |
| 10700720 CT CONF OF MUNICIPALITIES | 32,147 | 32,147 | 32,147 | 32,147 | 32,132 | 32,132 |
| 10700725 NATIONAL LEAGUE OF CITIES | 3,813 | 0 | 3,813 | 3,813 | 3,813 | 3,813 |
| 10700730 ENFIELD VETERANS COUNCIL | 38,500 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 10700735 DISTRICT FIRE MARSHALL | 646 | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10700760 NORTH CENTRAL HEALTH DISTRICT | 199,746 | 208,562 | 208,974 | 208,974 | 208,404 | 208,404 |
| 10700770 CLEAN ENERGY COMMITTEE | 0 | 130 | 1,500 | 1,500 | 1,500 | 1,500 |
| 10700780 CELEBRATIONS & SPECIAL EVENTS | 62,722 | 57,837 | 62,000 | 62,000 | 62,000 | 70,000 |
| 10700782 SAFE GRADUATION COMMITTEE | 0 | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| 10700785 GREATER HTFD TRANSIT DISTRICT | 5,805 | 5,805 | 5,805 | 5,805 | 6,252 | 6,252 |
| 10700796 HOUSING ED RESOURCE | 3,500 | 3,500 | 3,750 | 3,750 | 3,750 | 3,750 |
| 10700797 CT RIVER ASSEMBLY | 0 | 0 | 500 | 500 | 0 | 0 |
| 10700798 ATHLETIC HALL OF FAME | 1,400 | 1,400 | 1,400 | 1,400 | 1,500 | 1,500 |
| PROGRAM TOTAL | \$435,990 | \$442,092 | \$459,823 | \$459,823 | \$463,981 | \$471,981 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|---------------------------------------|-------------------------------|------------------|------------------|------------------|------------------|------------------|
| GENERAL FUND | NON-DEPARTMENTAL CHARGES | LIABILITY AND OTHER INSURANCE | | | | 8000 - 0090 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10800090-530000 | PURCHASED PROF. & TECHNICAL | 39,000 | 39,000 | 55,000 | 55,000 | 55,000 | 60,000 |
| | | 39,000 | 39,000 | 55,000 | 55,000 | 55,000 | 60,000 |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 10800090-552100 | GENERAL LIABILITY INSURANCE | 130,810 | 159,647 | 0 | 0 | 0 | 0 |
| 10800090-552200 | PROPERTY INSURANCE | 40,170 | 40,170 | 166,323 | 166,323 | 166,323 | 167,683 |
| 10800090-552300 | FLEET/VEHICLE INSURANCE | 165,830 | 165,830 | 142,057 | 142,057 | 142,057 | 151,008 |
| 10800090-552500 | BONDS | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 10800090-552600 | PROFESSIONAL LIAB. INSURANCE | 97,850 | 97,850 | 130,877 | 130,877 | 130,877 | 130,420 |
| 10800090-552700 | OTHER LIABILITY INSURANCE | 0 | 20,600 | 22,404 | 22,404 | 22,404 | 22,813 |
| 10800090-552800 | DEDUCTIBLES/SMALL CLAIMS | 153,600 | 198,020 | 185,000 | 185,000 | 185,000 | 185,000 |
| | | 593,260 | 687,117 | 651,661 | 651,661 | 651,661 | 661,924 |
| TOTAL for: LIABILITY AND OTHER INSURANCE | | \$632,260 | \$726,117 | \$706,661 | \$706,661 | \$706,661 | \$721,924 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| GENERAL FUND | NON-DEPARTMENTAL CHARGES | PENSION AND RETIREMENT CHARGES | | | | 8000 - 0091 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 10800091-519000 | EMPLOYEE SEPARATION PAY | 141,464 | 20,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| | | 141,464 | 20,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 10800091-521000 | HEALTH/MEDICAL INSURANCE | 257,277 | 356,441 | 276,800 | 276,800 | 266,750 | 401,000 |
| 10800091-521500 | LIFE INSURANCE | 14,167 | 1,956 | 9,100 | 9,100 | 0 | 0 |
| 10800091-522100 | MEDICARE | 1,449 | 290 | 0 | 0 | 0 | 0 |
| 10800091-523000 | PENSION - MUNICIPAL EMPLOYEE | 1,152,960 | 985,238 | 1,297,866 | 1,297,866 | 1,122,675 | 1,497,815 |
| 10800091-523100 | PENSION - POLICE | 1,377,840 | 1,427,464 | 1,600,000 | 1,600,000 | 1,400,000 | 1,970,000 |
| 10800091-526000 | WORKERS COMPENSATION | 0 | 760,957 | 0 | 0 | 0 | 645 |
| | | 2,809,345 | 3,532,346 | 3,183,766 | 3,183,766 | 2,789,425 | 3,869,460 |
| TOTAL for: PENSION AND RETIREMENT CHARGES | | \$2,950,809 | \$3,552,346 | \$3,218,766 | \$3,218,766 | \$2,824,425 | \$3,904,460 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|------------------------------------|--------------------------|---------------------|-------------------------------|---------------------|---------------------|---------------------|
| | | NON-DEPARTMENTAL CHARGES | | TRANSFERS OUT AND CONTINGENCY | | 8000 - 0092 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | | | | | | |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 10800092-541100 | WATER/SEWERAGE | 1,010,353 | 1,051,060 | 1,044,740 | 1,044,740 | 1,109,580 | 1,109,580 |
| | | <u>1,010,353</u> | <u>1,051,060</u> | <u>1,044,740</u> | <u>1,044,740</u> | <u>1,109,580</u> | <u>1,109,580</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 10800092-562200 | ELECTRICITY | 394,308 | 435,201 | 437,300 | 437,300 | 461,000 | 461,000 |
| 10800092-562600 | GASOLINE | 314,886 | 310,283 | 140,000 | 140,000 | 140,000 | 250,000 |
| | | <u>709,193</u> | <u>745,484</u> | <u>577,300</u> | <u>577,300</u> | <u>601,000</u> | <u>711,000</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 10800092-584000 | CONTINGENCY | 0 | 0 | 300,000 | 300,000 | 300,000 | 300,000 |
| | | <u>0</u> | <u>0</u> | <u>300,000</u> | <u>300,000</u> | <u>300,000</u> | <u>300,000</u> |
| 59 | TRANSFERS OUT | | | | | | |
| 10800092-593010 | TRANSFERS TO CAPITAL | 3,518,688 | 2,359,223 | 3,020,620 | 3,020,620 | 3,020,620 | 3,176,186 |
| 10800092-593012 | TRANSFERS TO IT | 2,670,628 | 2,914,552 | 2,026,694 | 2,026,694 | 1,957,166 | 2,703,951 |
| 10800092-593014 | TRANSFERS TO SPEC REV | 47,875 | 40,675 | 0 | 46,746 | 0 | 0 |
| 10800092-593018 | TRANSFERS TO RECREATION | 342,344 | 361,423 | 70,052 | 70,052 | 358,052 | 352,936 |
| 10800092-593020 | TRANSFERS TO SOCIAL SERVICES | 1,913,758 | 1,945,128 | 2,521,385 | 2,521,385 | 2,608,234 | 2,779,198 |
| 10800092-593035 | TRANSFERS TO EMS | 722,435 | 844,435 | 783,418 | 783,418 | 783,418 | 674,209 |
| 10800092-593040 | TRANSFERS TO OPEB | 150,000 | 150,000 | 0 | 0 | 0 | 0 |
| 10800092-593050 | TRANSFERS TO DOG FUND | 11,990 | 11,990 | 11,990 | 11,990 | 11,990 | 11,990 |
| 10800092-593060 | TRANSFERS TO REVAL FUND | 0 | 90,000 | 61,000 | 61,000 | 153,000 | 0 |
| 10800092-593070 | TRANSFERS TO COLLECTIVE BARG | 0 | 0 | 300,000 | 300,000 | 300,000 | 250,000 |
| | | <u>9,377,718</u> | <u>8,717,426</u> | <u>8,795,159</u> | <u>8,841,905</u> | <u>9,192,480</u> | <u>9,948,470</u> |
| TOTAL for: TRANSFERS OUT AND CONTINGENCY | | <u>\$11,097,264</u> | <u>\$10,513,970</u> | <u>\$10,717,199</u> | <u>\$10,763,945</u> | <u>\$11,203,060</u> | <u>\$12,069,050</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | Code: | | |
|---|---------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| GENERAL FUND | NON-DEPARTMENTAL CHARGES | DEBT SERVICE | | | 8000 - 0096 | | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 10800096-533100 | FINANCIAL/AUDIT | 32,155 | 166,366 | 90,000 | 174,334 | 90,000 | 110,000 |
| | | 32,155 | 166,366 | 90,000 | 174,334 | 90,000 | 110,000 |
| 58 | OTHER OBJECTS | | | | | | |
| 10800096-583000 | INTEREST | 930,818 | 844,087 | 1,709,455 | 1,709,455 | 197,000 | 2,511,080 |
| | | 930,818 | 844,087 | 1,709,455 | 1,709,455 | 197,000 | 2,511,080 |
| 59 | TRANSFERS OUT | | | | | | |
| 10800096-591000 | REDEMPTION OF PRINCIPAL | 2,525,000 | 2,860,000 | 2,865,000 | 2,865,000 | 2,865,000 | 3,970,000 |
| 10800096-592000 | LEASE PAYMENTS | 30,808 | 998,130 | 999,392 | 999,392 | 400,900 | 402,199 |
| | | 2,555,808 | 3,858,130 | 3,864,392 | 3,864,392 | 3,265,900 | 4,372,199 |
| TOTAL for: DEBT SERVICE | | \$3,518,781 | \$4,868,583 | \$5,663,847 | \$5,748,181 | \$3,552,900 | \$6,993,279 |
| TOTAL for: NON-DEPARTMENTAL CHARGES - GENERAL FUND | | \$18,199,114 | \$19,661,016 | \$20,306,473 | \$20,437,552 | \$18,287,046 | \$23,688,713 |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**WATER POLLUTION CONTROL
FUND SUMMARY
REVENUE**

**TOWN OF ENFIELD
ANNUAL BUDGET
WATER POLLUTION CONTROL FUND REVENUE SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|-------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| TAXES | 1,346,145 | 142,296 | 0 | 0 | 0 | 0 |
| CHARGES FOR SERVICES | 1,619,852 | 4,189,537 | 5,386,812 | 5,386,812 | 5,386,812 | 5,750,000 |
| MISCELLANEOUS REVENUE | 0 | 13,772 | 15,000 | 15,000 | 15,000 | 5,500 |
| GRANTS / OTHER PROGRAMS | 0 | 263,770 | 0 | 0 | 0 | 0 |
| | <u>\$3,207,333</u> | <u>\$4,609,375</u> | <u>\$5,401,812</u> | <u>\$5,401,812</u> | <u>\$5,401,812</u> | <u>\$5,755,500</u> |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**WATER POLLUTION CONTROL
FUND SUMMARY
EXPENDITURES**

Water Pollution Control

Mission: Our mission is to protect public health and the environment for our communities by providing high-quality wastewater-treatment services in an effective, efficient, and responsive manner.

Description: The Water Pollution Control Division is responsible for the collection and treatment of sewage generated by residents and businesses in Enfield averaging five million gallons per day. This work is done through the operation of a ten-million-gallon-per-day wastewater treatment plant, 250 miles of sewer and sixteen pump stations.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> • Completed \$1.1M facilities plan (55% grant funded from DEEP). Submitted in December, 2015. • Maintained environmental compliance with aging equipment. • Purchased three new vehicles: one heavy duty sewer cleaner, one heavy duty roll-off and one medium duty crane truck. • Purchased medium duty crane and fuel truck. • Replaced pumps at two major pump stations. • Upgraded nutrient analyzers. | <ul style="list-style-type: none"> • Commence implementation of facility plan; selection of consultant; resolution of Clean Water funding issues; commence design; recruit project management staff. • 100% compliance with NPDES permit conditions. • Implement new grease trap inspection program. • Sewer lining project continuation. • Support stormwater monitoring and management efforts. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Percent compliance with monthly BODs removal limit | 98 | 98 | 98 | 98% |
| Percent compliance with monthly total suspended solids removal limit | 98 | 98 | 98 | 98% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Pounds nitrogen removed per day | 229 | 248 | 248 | 248 |
| Gallons treated annually (billions) | 1.10 | 1.85 | 1.85 | 1.85 |
| Biosolids processed and disposed of (tons) | 6,150 | 5,642 | 5,642 | 5,642 |
| Daily peak flow (millions gallons) | 13.4 | 12.7 | 12.7 | 10.0 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|------------------------------|--|-------------------------|----------------|----------------|----------------|----------------|----------------|
| WATER POLLUTION CONTROL FUND | PUBLIC WORKS | WATER POLLUTION CONTROL | | | | 3000 - 0350 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 21003350-511000 | SALARIES | 755,463 | 763,399 | 793,829 | 793,829 | 812,214 | 812,214 |
| 21003350-512000 | SALARIES - PART TIME | 0 | 0 | 19,500 | 19,500 | 44,460 | 44,460 |
| 21003350-514000 | OVERTIME | 110,274 | 123,821 | 102,000 | 102,000 | 102,000 | 102,000 |
| 21003350-515100 | SHIFT | 7,085 | 8,564 | 9,600 | 9,600 | 10,560 | 10,560 |
| 21003350-516000 | STIPEND | 1,300 | 600 | 3,500 | 3,500 | 6,150 | 6,150 |
| 21003350-516200 | WPC CERTIFICATION | 300 | 4,350 | 0 | 0 | 0 | 0 |
| | | <u>874,422</u> | <u>900,734</u> | <u>928,429</u> | <u>928,429</u> | <u>975,384</u> | <u>975,384</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 21003350-521000 | HEALTH/MEDICAL INSURANCE | 158,705 | 158,864 | 186,123 | 186,123 | 213,037 | 209,126 |
| 21003350-521500 | LIFE INSURANCE | 2,219 | 1,688 | 1,649 | 1,649 | 1,649 | 1,649 |
| 21003350-522000 | SOCIAL SECURITY (FICA) | 51,811 | 55,291 | 56,401 | 56,401 | 60,461 | 60,461 |
| 21003350-522100 | MEDICARE | 12,117 | 12,931 | 13,203 | 13,203 | 14,140 | 14,140 |
| 21003350-525000 | TUITION REIMBURSEMENTS | 0 | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| | | <u>224,852</u> | <u>228,774</u> | <u>258,376</u> | <u>258,376</u> | <u>290,287</u> | <u>286,376</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 21003350-532200 | PROFESSIONAL DEVELOPMENT | 10,226 | 10,100 | 10,700 | 10,700 | 10,700 | 10,700 |
| 21003350-533900 | OTHER PROFESSIONAL SERVICES | 1,503 | 305,075 | 282,800 | 282,800 | 282,800 | 282,800 |
| 21003350-534000 | TECHNICAL SERVICES | 84,122 | 78,750 | 97,800 | 97,800 | 97,800 | 97,800 |
| 21003350-535000 | CONSTRUCTION RELATED SRVCS | 26,102 | 40,076 | 45,000 | 45,000 | 50,000 | 50,000 |
| | | <u>121,954</u> | <u>434,000</u> | <u>436,300</u> | <u>436,300</u> | <u>441,300</u> | <u>441,300</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 21003350-541000 | UTILITY SERVICES | 8,086 | 8,548 | 13,700 | 13,700 | 13,700 | 13,700 |
| 21003350-541100 | WATER/SEWERAGE | 338,342 | 323,638 | 358,055 | 358,055 | 354,655 | 354,655 |
| 21003350-543100 | BUILDING REPAIRS/MAINTENANCE | 15,491 | 7,318 | 28,000 | 28,000 | 28,000 | 28,000 |
| 21003350-543200 | EQUIPMENT REPAIR & MAINT | 138,709 | 93,806 | 140,800 | 156,800 | 140,800 | 140,800 |
| 21003350-544200 | RENTAL - EQUIPMENT/VEHICLES | 0 | 0 | 2,880 | 2,880 | 4,320 | 4,320 |
| 21003350-545000 | CONSTRUCTION SERVICES | 97,403 | 37,163 | 68,000 | 68,000 | 48,000 | 48,000 |
| | | <u>598,031</u> | <u>470,473</u> | <u>611,435</u> | <u>627,435</u> | <u>589,475</u> | <u>589,475</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 21003350-553100 | TELEPHONE | 24,726 | 28,163 | 25,976 | 25,976 | 25,976 | 25,976 |
| 21003350-553500 | POSTAGE | 2,974 | 2,891 | 500 | 500 | 500 | 500 |
| 21003350-554000 | ADVERTISING | 4,476 | 1,063 | 2,500 | 2,500 | 2,500 | 2,500 |
| 21003350-555100 | COPYING & REPRODUCTION | 980 | 827 | 600 | 600 | 4,100 | 4,100 |
| 21003350-558000 | TRAVEL | 0 | 0 | 3,000 | 2,160 | 3,000 | 3,000 |
| | | <u>185,711</u> | <u>32,944</u> | <u>32,576</u> | <u>31,736</u> | <u>36,076</u> | <u>36,076</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 21003350-561200 | OFFICE SUPPLIES | 998 | 992 | 1,000 | 1,000 | 1,000 | 1,000 |
| 21003350-561300 | TECHNOLOGY SUPPLIE/MATERIAL | 4,531 | 3,360 | 6,500 | 6,500 | 4,612 | 4,612 |
| 21003350-561400 | MAINTENANCE & BUILDING SUPP | 131,005 | 113,970 | 139,100 | 139,100 | 138,100 | 138,100 |
| 21003350-561500 | CUSTODIAL SUPPLIES/MATERIALS | 1,997 | 1,922 | 2,000 | 2,000 | 2,000 | 2,000 |
| 21003350-561600 | SAFETY SUPPLIES/MATERIALS | 29,992 | 21,188 | 26,600 | 26,600 | 23,700 | 23,700 |
| 21003350-561700 | VEHICLE SUPPLIES/MATERIALS | 2,286 | 2,569 | 4,000 | 4,000 | 4,000 | 4,000 |
| 21003350-561900 | OTHER SUPPLIES AND MATERIALS | 286,390 | 276,615 | 333,950 | 333,950 | 343,950 | 343,950 |
| 21003350-562100 | NATURAL GAS | 5,560 | 1,736 | 12,750 | 12,427 | 12,000 | 12,000 |
| 21003350-562200 | ELECTRICITY | 370,731 | 366,283 | 375,806 | 375,806 | 384,806 | 384,806 |
| 21003350-562300 | BOTTLED GAS | 0 | 2,632 | 8,100 | 8,100 | 7,200 | 7,200 |
| 21003350-562400 | OIL | 25,100 | 23,569 | 23,868 | 23,868 | 23,868 | 23,868 |
| 21003350-562600 | GASOLINE | 39,653 | 41,893 | 32,247 | 32,247 | 33,145 | 33,145 |
| 21003350-563000 | FOOD/FOOD RELATED | 2,304 | 2,136 | 2,500 | 2,500 | 2,500 | 2,500 |
| 21003350-564300 | PUBLICATIONS & PERIODICALS | 793 | 1,726 | 2,900 | 2,900 | 2,900 | 2,900 |
| 21003350-565000 | UNIFORMS | 3,292 | 5,204 | 9,500 | 9,500 | 9,500 | 9,500 |
| | | <u>904,633</u> | <u>865,794</u> | <u>980,821</u> | <u>980,498</u> | <u>993,281</u> | <u>993,281</u> |
| 57 | PROPERTY | | | | | | |
| 21003350-573900 | OTHER EQUIPMENT | 4,365 | 18,802 | 15,000 | 15,000 | 16,000 | 16,000 |
| | | <u>4,365</u> | <u>18,802</u> | <u>15,000</u> | <u>15,000</u> | <u>16,000</u> | <u>16,000</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 21003350-581000 | DUES & FEES & SUBSCRIPTIONS | 1,295 | 855 | 1,788 | 2,111 | 1,788 | 1,788 |
| 21003350-581100 | LICENSES & CERTIFICATIONS | 6,489 | 5,926 | 8,000 | 8,000 | 8,000 | 8,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|----------------------|-------------------------|------------------|------------------|------------------|------------------|------------------|
| WATER POLLUTION CONTROL FUND | PUBLIC WORKS | WATER POLLUTION CONTROL | | | | 3000 - 0350 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 21003350-582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 840 | 0 | 0 |
| | | <u>7,784</u> | <u>6,781</u> | <u>9,788</u> | <u>10,951</u> | <u>9,788</u> | <u>9,788</u> |
| 59 | TRANSFERS OUT | | | | | | |
| 21003350-593000 | FUND TRANSFERS | 78,622 | 377,246 | 690,517 | 690,517 | 690,517 | 690,517 |
| 21003350-593012 | TRANSFERS TO IT | 18,866 | 37,731 | 37,731 | 37,731 | 37,731 | 37,731 |
| | | <u>97,488</u> | <u>414,977</u> | <u>728,248</u> | <u>728,248</u> | <u>728,248</u> | <u>728,248</u> |
| TOTAL for: WATER POLLUTION CONTROL | | <u>3,019,239</u> | <u>3,373,280</u> | <u>4,000,973</u> | <u>4,016,973</u> | <u>4,079,839</u> | <u>4,075,928</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: WATER POLLUTION CONTROL FUND

Dept./Agency: 3350 PUBLIC WORKS WATER POLLUTION CONTROL

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|--------------|----------------|--------------|----------------|--------------|----------------|
| | | | | | | |
| SUPERINTENDENT OF WPC | 1.00 | 96,341 | 1.00 | 96,341 | 1.00 | 96,341 |
| ENGINEERING TECH II, GRADE II | 1.00 | 69,891 | 1.00 | 69,891 | 1.00 | 69,891 |
| ADMINISTRATIVE ASSISTANT | 1.00 | 38,348 | 1.00 | 38,348 | 1.00 | 38,348 |
| LEAD ATTENDANT TIER I | 1.00 | 58,532 | 1.00 | 59,717 | 1.00 | 59,717 |
| MECHANIC (ELECTRICAL) TIER I | 1.00 | 59,655 | 1.00 | 60,861 | 1.00 | 60,861 |
| LEAD ATT II SHIFT OP/LAB TR I | 1.00 | 71,157 | 1.00 | 72,592 | 1.00 | 72,592 |
| WPC ATTENDANT II, TIER I | 1.00 | 58,532 | 1.00 | 59,717 | 1.00 | 59,717 |
| OPERATOR TIER I | 4.00 | 221,232 | 4.00 | 225,724 | 4.00 | 225,724 |
| OPERATOR TIER II | 1.00 | 55,308 | 1.00 | 56,431 | 1.00 | 56,431 |
| LEAD ATT II OPS/MAINT. TIER I | 1.00 | 71,157 | 1.00 | 72,592 | 1.00 | 72,592 |
| PART TIME | | 19,500 | | 44,460 | 0.25 | 44,460 |
| OVERTIME | | | | | 0.98 | 102,000 |
| | 13.00 | 819,653 | 13.00 | 856,674 | 14.23 | 958,674 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|-------------------------------------|---------------------------------------|-------------------|------------------|------------------|------------------|----------------|----------------|
| WATER POLLUTION CONTROL FUND | PUBLIC WORKS | CAPITAL PURCHASES | | | | 3000 - 7500 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 21007500-533900 | OTHER PROFESSIONAL SERVICES | 0 | 768,733 | 0 | 635,553 | 0 | 0 |
| | | 0 | 768,733 | 0 | 635,553 | 0 | 0 |
| 57 | PROPERTY | | | | | | |
| 21007500-573100 | MACHINERY & EQUIPMENT | 0 | 294,262 | 907,000 | 1,951,903 | 0 | 358,000 |
| 21007500-573200 | VEHICLES | 0 | 0 | 0 | 0 | 0 | 45,229 |
| 21007500-574000 | INFRASTRUCTURE | 0 | 84,768 | 200,000 | 315,232 | 200,000 | 490,000 |
| | | 0 | 379,030 | 1,107,000 | 2,267,135 | 200,000 | 893,229 |
| TOTAL for: CAPITAL PURCHASES | | 0 | 1,147,764 | 1,107,000 | 2,902,688 | 200,000 | 893,229 |

**TOWN OF ENFIELD
WPCF CAPITAL IMPROVEMENT PLAN**

| ITEM | Notes | Div./ Dept. | Priority | DPW Prop. FY 16 Cost (\$) | Migr. Prop. FY 16 Cost (\$) | Adopted FY 16 Cost (\$) | DPW Prop. FY 17 Cost (\$) | FY 18 Cost (\$) | FY 19 Cost (\$) | FY 20 Cost (\$) | FY 21 Cost (\$) | FY 22 Cost (\$) |
|--|-------|-------------|----------|---------------------------|-----------------------------|-------------------------|---------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| MISCELLANEOUS | | | | | | | | | | | | |
| Air Flow meters | 3,4 | | 1 | | | 98,000 | | | | | | |
| Ammonia Nitrogen Sensor | 3,4 | | 7 | | | | 110,000 | | | | | |
| Root Cutter | | | 2 | | | 25,000 | | | | | | |
| Vacuum Pressure Tank | | | 3 | | | 75,000 | | | | | | |
| Fuel Pumps | | | 4 | | | 20,000 | | | | | | |
| Bently sewer gems computer program | | | 5 | | | 20,000 | | | | | | |
| Aeration tank dissolved oxygen probes | 3,4 | | 6 | | | 60,000 | | | | | | |
| Portable emergency generator | | | 8 | | | 60,000 | | | | | | |
| Sewer relining program= Infrastructure | 1 | | 9 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| Fiber optic upgrade at wpc via IT | 4 | | 10 | | | 40,000 | | | | | | |
| Major sewer line replacements reserve fund | | | 14 | | | 100,000 | | | 100,000 | 100,000 | 100,000 | 100,000 |
| Bridge Lane lateral replacement | | | | | | 200,000 | | | | | | |
| Fuel Tank replacement fund | | | 15 | | | 100,000 | | | 100,000 | 300,000 | 300,000 | 300,000 |
| | | | | 200,000 | 200,000 | 200,000 | 848,000 | 570,000 | 400,000 | 300,000 | 300,000 | 300,000 |

Grant Funded Requests (Town Share 10% if successful)

| | | | | | | | | | | | | |
|-------------------------------------|---|--|----|---|---|---------|---------|---|---|---|---|---|
| Sewer camera van | | | 11 | | | 70,000 | | | | | | |
| Sewer camera for lateral inspection | | | 12 | | | 130,000 | | | | | | |
| Bobcat for Right-of-Way Clearing | 2 | | 13 | | | 120,000 | | | | | | |
| | | | | 0 | 0 | 0 | 320,000 | 0 | 0 | 0 | 0 | 0 |

Vehicles

| | | | | | | | | | | | | |
|--|--|--|--|-----------|-----------|-----------|-----------|---------|---------|---------|---------|---------|
| | | | | 650,000 | 650,000 | 650,000 | 45,229 | 128,378 | 64,941 | 244,048 | | |
| | | | | 377,000 | 257,000 | 257,000 | | | | | | |
| | | | | 1,227,000 | 1,107,000 | 1,107,000 | 1,213,229 | 570,000 | 528,378 | 364,941 | 544,048 | 300,000 |
| | | | | 0 | 0 | 0 | 320,000 | 0 | 0 | 0 | 0 | 0 |
| | | | | 1,227,000 | 1,107,000 | 1,107,000 | 893,229 | 570,000 | 528,378 | 364,941 | 544,048 | 300,000 |

Reconcile for comparison purposes

Subtotal w/o Referendum

Adjust (grant request)

Total

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|--------------------------------|----------------|----------------|----------------|----------------|----------------|
| WATER POLLUTION CONTROL FUND | PUBLIC WORKS | LIABILITY AND OTHER INSURANCES | | | | 3000 - 9090 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 21009090-526000 | WORKERS COMPENSATION | 46,448 | 9,146 | 67,497 | 67,497 | 50,810 | 70,474 |
| | | <u>46,448</u> | <u>9,146</u> | <u>67,497</u> | <u>67,497</u> | <u>50,810</u> | <u>70,474</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 21009090-552100 | GENERAL LIABILITY INSURANCE | 35,535 | 35,535 | 0 | 0 | 0 | 0 |
| 21009090-552200 | PROPERTY INSURANCE | 11,845 | 74,787 | 122,447 | 122,447 | 122,447 | 123,358 |
| 21009090-552300 | FLEET/VEHICLE INSURANCE | 11,845 | 14,054 | 13,513 | 13,513 | 13,513 | 14,364 |
| | | <u>59,225</u> | <u>124,376</u> | <u>135,960</u> | <u>135,960</u> | <u>135,960</u> | <u>137,722</u> |
| TOTAL for: LIABILITY AND OTHER INSURANCES | | <u>105,673</u> | <u>133,522</u> | <u>203,457</u> | <u>203,457</u> | <u>186,770</u> | <u>208,196</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|------------------------------|--|-----------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| WATER POLLUTION CONTROL FUND | PUBLIC WORKS | PENSION AND RETIREE CHARGES | | | | 3000 - 9091 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 21009091-523000 | PENSION - MUNICIPAL EMPLOYEE | 64,882 | 75,553 | 90,382 | 90,382 | 75,553 | 63,042 |
| | | <u>64,882</u> | <u>75,553</u> | <u>90,382</u> | <u>90,382</u> | <u>75,553</u> | <u>63,042</u> |
| | TOTAL for: PENSION AND RETIREE CHARGES | <u>64,882</u> | <u>75,553</u> | <u>90,382</u> | <u>90,382</u> | <u>75,553</u> | <u>63,042</u> |
| | TOTAL for: PUBLIC WORKS - WATER POLLUTION CONTROL FUND | <u>\$3,189,794</u> | <u>\$4,730,118</u> | <u>\$5,401,812</u> | <u>\$7,213,500</u> | <u>\$4,542,162</u> | <u>\$5,240,395</u> |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**SOCIAL SERVICES
FUND SUMMARY
REVENUE**

**TOWN OF ENFIELD
ANNUAL BUDGET
SOCIAL SERVICES FUND FUND REVENUE SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|-----------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| INTERGOVERNMENTAL REVENUE | 915,066 | 901,515 | 969,690 | 1,031,016 | 991,690 | 991,690 |
| CHARGES FOR SERVICES | 1,475,860 | 1,572,786 | 1,662,333 | 1,662,333 | 1,547,157 | 1,547,677 |
| USE OF MONEY & PROPERTY | 707 | 974 | 1,100 | 1,100 | 1,100 | 1,100 |
| MISCELLANEOUS REVENUE | 228,806 | 172,182 | 265,524 | 210,590 | 190,805 | 190,805 |
| GRANTS / OTHER PROGRAMS | 1,290,146 | 1,094,456 | 1,085,668 | 1,223,968 | 1,033,267 | 1,033,267 |
| OTHER | 61,602 | 213,864 | 131,851 | 131,851 | 132,977 | 132,977 |
| GENERAL FUND TRANSFERS | 1,913,758 | 1,945,128 | 2,521,385 | 2,521,385 | 2,813,367 | 2,779,198 |
| UTILIZATION OF FUND BALANCE | 0 | 0 | 40,000 | 114,100 | 34,000 | 34,000 |
| TOTAL REVENUE | \$5,885,946 | \$5,900,905 | \$6,677,551 | \$6,896,343 | \$6,744,363 | \$6,710,714 |

**TOWN OF ENFIELD
ANNUAL BUDGET
SOCIAL SERVICES FUND REVENUE DEPARTMENTAL SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| ADMINISTRATION | 224,005 | 212,491 | 206,092 | 210,990 | 245,344 | 251,006 |
| ENFIELD TRANSPORTATION SERVICE | 1,110,614 | 780,472 | 1,170,278 | 1,170,278 | 986,283 | 988,462 |
| CONGREGATE LIVING | 96,313 | 92,239 | 97,131 | 97,131 | 95,574 | 90,697 |
| ADULT DAY CARE | 453,043 | 410,538 | 486,805 | 486,805 | 414,780 | 418,036 |
| ENFIELD CHILD DEVELOPMENT CTR | 2,176,166 | 2,285,524 | 2,497,757 | 2,600,929 | 2,598,251 | 2,602,637 |
| SENIOR CENTER | 475,536 | 489,301 | 507,674 | 507,674 | 562,236 | 554,122 |
| YOUTH SERVICES | 646,789 | 730,821 | 749,630 | 752,071 | 797,169 | 792,461 |
| NEIGHBORHOOD SERVICES | 112,989 | 145,626 | 177,510 | 177,510 | 225,419 | 226,074 |
| FAMILY RESOURCE CENTER | 273,137 | 349,893 | 333,367 | 441,648 | 391,623 | 390,596 |
| OUTSIDE AGENCIES | 95,401 | 134,197 | 134,197 | 134,197 | 134,197 | 134,197 |
| LIABILITY AND OTHER INSURANCES | 20,600 | 20,600 | 44,283 | 44,283 | 44,283 | 44,958 |
| PENSION AND RETIREE CHARGES | 201,353 | 249,204 | 272,827 | 272,827 | 249,204 | 217,468 |
| TOTAL REVENUE: | \$5,885,946 | \$5,900,905 | \$6,677,551 | \$6,896,343 | \$6,744,363 | \$6,710,714 |

**TOWN OF ENFIELD
ANNUAL BUDGET
SOCIAL SERVICES FUND REVENUE**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|--|------------------|------------------|------------------|------------------|--------------------|------------------|
| ADMINISTRATION | | | | | | |
| GENERAL FUND TRANSFERS IN | 218,328 | 208,010 | 192,244 | 192,244 | 231,958 | 237,620 |
| UNITED WAY VITA GRANT | 0 | 3,325 | 0 | 0 | 0 | 0 |
| MISC. CONTRIBUTIONS/DONATIONS | 0 | 1,155 | 0 | 0 | 0 | 0 |
| INTEREST ON INVESTMENTS | 1 | 1 | 0 | 0 | 0 | 0 |
| SCHOOL READINESS GRANT | 0 | 0 | 11,488 | 13,386 | 13,386 | 13,386 |
| VITA VILLAGE FOR CHILD/FAM | 3,325 | 0 | 0 | 3,000 | 0 | 0 |
| SALES - ADVERTISING | 2,351 | 0 | 2,360 | 2,360 | 0 | 0 |
| TOTAL for: ADMINISTRATION | 224,005 | 212,491 | 206,092 | 210,990 | 245,344 | 251,006 |
| ENFIELD TRANSPORTATION SERVICE | | | | | | |
| DOT FIXED ROUTE BUS GRANT | 689,030 | 457,001 | 640,733 | 640,733 | 471,151 | 471,151 |
| GENERAL FUND TRANSFERS IN | 128,214 | 128,214 | 163,059 | 163,059 | 159,201 | 160,860 |
| OTHER REVENUE | 98,773 | 72,737 | 127,769 | 127,769 | 96,000 | 96,000 |
| DIAL-A-RIDE STATE GRANT | 66,655 | 48,476 | 48,476 | 48,476 | 48,476 | 48,476 |
| CLIENT FEES | 17,547 | 30,164 | 24,786 | 24,786 | 40,000 | 40,520 |
| CLIENT FEES | 16,715 | 21,056 | 19,125 | 19,125 | 19,125 | 19,125 |
| UMPTA FEDERAL GRANT | 21,041 | 21,056 | 20,430 | 20,430 | 20,430 | 20,430 |
| RENTAL TOWN OWNED PROPERTY | 497 | 813 | 1,100 | 1,100 | 1,100 | 1,100 |
| MISC. CONTRIBUTIONS/DONATIONS | 1,104 | 770 | 0 | 0 | 0 | 0 |
| INTEREST ON INVESTMENTS | 210 | 160 | 0 | 0 | 0 | 0 |
| SALES - CASH | 94 | 26 | 600 | 600 | 600 | 600 |
| MISCELLANEOUS STATE REVENUE | 40,000 | 0 | 84,000 | 84,000 | 96,000 | 96,000 |
| APPROPRIATED FUND BALANCE | 0 | 0 | 40,000 | 40,000 | 34,000 | 34,000 |
| SALE - EQUIPMENT/PROPERTY | 0 | 0 | 200 | 200 | 200 | 200 |
| TOTAL for: ENFIELD TRANSPORTATION SERVICE | 1,110,614 | 780,472 | 1,170,278 | 1,170,278 | 986,283 | 988,462 |
| CONGREGATE LIVING | | | | | | |
| GENERAL FUND TRANSFERS IN | 63,812 | 63,988 | 67,482 | 67,482 | 65,925 | 61,048 |
| ENFIELD HOUSING AUTHORITY CONT | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| CLIENT FEES | 12,501 | 8,251 | 9,649 | 9,649 | 9,649 | 9,649 |
| TOTAL for: CONGREGATE LIVING | 96,313 | 92,239 | 97,131 | 97,131 | 95,574 | 90,697 |
| ADULT DAY CARE | | | | | | |
| CLIENT FEES | 317,342 | 331,213 | 388,938 | 388,938 | 258,048 | 258,048 |
| NCAA SUPPORTIVE SERVICE GRANT | 11,249 | 30,386 | 20,000 | 20,000 | 18,750 | 18,750 |
| GENERAL FUND TRANSFERS IN | 107,141 | 29,967 | 60,516 | 60,516 | 120,005 | 123,261 |
| USDA FEDERAL GRANT | 9,791 | 9,610 | 8,500 | 8,500 | 8,000 | 8,000 |
| NCAA ALZHEIMER'S GRANT | 4,977 | 6,837 | 6,851 | 6,851 | 7,977 | 7,977 |
| MISC. CONTRIBUTIONS/DONATIONS | 2,543 | 2,526 | 2,000 | 2,000 | 2,000 | 2,000 |
| TOTAL for: ADULT DAY CARE | 453,043 | 410,538 | 486,805 | 486,805 | 414,780 | 418,036 |
| ENFIELD CHILD DEVELOPMENT CTR | | | | | | |
| CLIENT FEES | 937,430 | 1,002,958 | 1,050,835 | 1,050,835 | 1,050,835 | 1,050,835 |
| CHILD DAY CARE STATE GRANT | 709,591 | 724,784 | 724,784 | 724,784 | 724,784 | 724,784 |
| SCHOOL READINESS GRANT | 207,152 | 252,081 | 229,755 | 267,720 | 267,720 | 267,720 |
| GENERAL FUND TRANSFERS IN | 227,410 | 201,535 | 385,416 | 385,416 | 422,122 | 426,508 |
| USDA FEDERAL GRANT | 61,989 | 80,007 | 73,000 | 73,000 | 90,000 | 90,000 |
| MISC. CONTRIBUTIONS/DONATIONS | 17,759 | 11,644 | 18,177 | 18,177 | 27,000 | 27,000 |
| FIELD TRIPS FEES | 10,505 | 8,725 | 12,000 | 12,000 | 12,000 | 12,000 |
| SCHOOL READINESS ENHANCEMENT | 4,331 | 3,790 | 3,790 | 7,671 | 3,790 | 3,790 |
| MISCELLANEOUS STATE REVENUE | 0 | 0 | 0 | 61,326 | 0 | 0 |
| TOTAL for: ENFIELD CHILD DEVELOPMENT CTR | 2,176,166 | 2,285,524 | 2,497,757 | 2,600,929 | 2,598,251 | 2,602,637 |
| SENIOR CENTER | | | | | | |
| GENERAL FUND TRANSFERS IN | 277,047 | 290,957 | 331,674 | 331,674 | 386,236 | 378,122 |
| CLIENT FEES | 112,535 | 111,415 | 100,000 | 100,000 | 100,000 | 100,000 |
| RECREATIONAL PROGRAM FEES | 49,951 | 57,146 | 56,000 | 56,000 | 56,000 | 56,000 |
| MISC. CONTRIBUTIONS/DONATIONS | 25,892 | 19,900 | 10,000 | 10,000 | 10,000 | 10,000 |
| SALES - CASH | 10,111 | 9,883 | 10,000 | 10,000 | 10,000 | 10,000 |
| TOTAL for: SENIOR CENTER | 475,536 | 489,301 | 507,674 | 507,674 | 562,236 | 554,122 |

**TOWN OF ENFIELD
ANNUAL BUDGET
SOCIAL SERVICES FUND REVENUE**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| YOUTH SERVICES | | | | | | |
| GENERAL FUND TRANSFERS IN | 432,065 | 436,433 | 575,228 | 575,228 | 623,999 | 619,291 |
| DRUG FREE COMMUNITIES GRANT | 56,625 | 207,027 | 125,000 | 125,000 | 125,000 | 125,000 |
| YOUTH SERVICES GRANT | 34,722 | 34,722 | 34,772 | 34,772 | 32,528 | 32,528 |
| DHMAS PARTNERSHIP FOR SUCCESS | 104,411 | 25,481 | 0 | 0 | 0 | 0 |
| OPM RIGHT RESPONSE GRANT | 0 | 10,668 | 0 | 0 | 0 | 0 |
| ENHANCEMENT GRANT YOUTH SERV | 7,455 | 7,455 | 7,455 | 7,455 | 7,026 | 7,026 |
| ERASE GRANT | 6,675 | 5,675 | 5,675 | 7,116 | 7,116 | 7,116 |
| CLIENT FEES | 1,336 | 1,860 | 1,000 | 1,000 | 1,500 | 1,500 |
| MISC. CONTRIBUTIONS/DONATIONS | 1,000 | 1,500 | 500 | 1,500 | 0 | 0 |
| TOTAL for: YOUTH SERVICES | 646,789 | 730,821 | 749,630 | 752,071 | 797,169 | 792,461 |
| NEIGHBORHOOD SERVICES | | | | | | |
| GENERAL FUND TRANSFERS IN | 101,390 | 128,297 | 163,505 | 163,505 | 217,914 | 218,569 |
| MISCELLANEOUS FEDERAL REV | 0 | 6,914 | 10,500 | 10,500 | 4,000 | 4,000 |
| MISC. CONTRIBUTIONS/DONATIONS | 9,481 | 5,375 | 3,005 | 3,005 | 3,005 | 3,005 |
| ENFIELD FUEL BANK | 2,118 | 5,040 | 500 | 500 | 500 | 500 |
| TOTAL for: NEIGHBORHOOD SERVICES | 112,989 | 145,626 | 177,510 | 177,510 | 225,419 | 226,074 |
| FAMILY RESOURCE CENTER | | | | | | |
| LEGO GRANT | 112,678 | 160,000 | 27,000 | 72,000 | 80,000 | 80,000 |
| FAMILY RESOURCE CENTER GRANT | 104,500 | 109,500 | 104,500 | 109,615 | 109,500 | 109,500 |
| GENERAL FUND TRANSFERS IN | 40,997 | 53,726 | 130,954 | 130,954 | 158,323 | 157,296 |
| MISC. CONTRIBUTIONS/DONATIONS | 8,962 | 26,667 | 70,913 | 14,979 | 22,000 | 22,000 |
| APPROPRIATED FUND BALANCE | 0 | 0 | 0 | 74,100 | 0 | 0 |
| HARTFORD FOUNDATN - FRC GRANT | 0 | 0 | 0 | 40,000 | 21,800 | 21,800 |
| TOTAL for: FAMILY RESOURCE CENTER | 273,137 | 349,893 | 333,367 | 441,648 | 391,623 | 390,596 |
| OUTSIDE AGENCIES | | | | | | |
| GENERAL FUND TRANSFERS IN | 95,401 | 134,197 | 134,197 | 134,197 | 134,197 | 134,197 |
| TOTAL for: NO DIVISION | 95,401 | 134,197 | 134,197 | 134,197 | 134,197 | 134,197 |
| LIABILITY AND OTHER INSURANCES | | | | | | |
| GENERAL FUND TRANSFERS IN | 20,600 | 20,600 | 44,283 | 44,283 | 44,283 | 44,958 |
| TOTAL for: LIABILITY AND OTHER INSURANCES | 20,600 | 20,600 | 44,283 | 44,283 | 44,283 | 44,958 |
| PENSION AND RETIREE CHARGES | | | | | | |
| GENERAL FUND TRANSFERS IN | 201,353 | 249,204 | 272,827 | 272,827 | 249,204 | 217,468 |
| TOTAL for: PENSION AND RETIREE CHARGES | 201,353 | 249,204 | 272,827 | 272,827 | 249,204 | 217,468 |
| TOTAL for: SOCIAL SERVICES FUND | \$5,885,946 | \$5,900,905 | \$6,677,551 | \$6,896,343 | \$6,744,363 | \$6,710,714 |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**SOCIAL SERVICES
FUND SUMMARY
EXPENDITURES**

**TOWN OF ENFIELD
ANNUAL BUDGET**

SOCIAL SERVICES SUMMARY OF EXPENDITURES BY FUNCTION

| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
|---------------------|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 0001 | ADMINISTRATION | 218,542 | 197,171 | 206,092 | 212,185 | 245,343 | 251,006 |
| 0412 | ENFIELD TRANSPORTATION SERVICE | 798,483 | 724,585 | 1,170,279 | 1,293,855 | 986,283 | 988,462 |
| 0413 | CONGREGATE LIVING | 112,781 | 84,789 | 97,131 | 97,131 | 95,573 | 90,697 |
| 0431 | ADULT DAY CARE | 443,514 | 469,622 | 486,805 | 486,805 | 414,780 | 418,036 |
| 0432 | ENFIELD CHILD DEVELOPMENT CTR | 2,414,174 | 2,327,444 | 2,497,757 | 2,590,929 | 2,598,250 | 2,602,637 |
| 0440 | SENIOR CENTER | 456,931 | 472,175 | 507,674 | 507,674 | 562,236 | 554,122 |
| 0450 | YOUTH SERVICES | 681,917 | 682,729 | 749,630 | 808,167 | 797,169 | 792,461 |
| 0460 | NEIGHBORHOOD SERVICES | 121,112 | 138,709 | 177,510 | 177,510 | 225,419 | 226,074 |
| 0470 | FAMILY RESOURCE CENTER | 252,887 | 255,186 | 333,367 | 441,648 | 391,623 | 390,596 |
| 049-599 | OUTSIDE AGENCIES | 92,873 | 132,857 | 134,197 | 134,197 | 134,197 | 134,197 |
| 9090 | LIABILITY AND OTHER INSURANCES | 20,600 | 35,159 | 44,283 | 44,283 | 44,283 | 44,958 |
| 9091 | PENSION AND RETIREE CHARGES | 201,353 | 249,204 | 272,827 | 272,827 | 249,204 | 217,468 |
| TOTAL BUDGET | | \$5,815,166 | \$5,769,629 | \$6,677,552 | \$7,067,211 | \$6,744,361 | \$6,710,714 |

Social Services Administration

Mission: To provide need-based services to the community in order to sustain or improve residents' quality of life, with respect and appreciation for human and cultural differences. Services for Enfield residents of all ages are provided with support from the Town, State and Federal grants and client fees.

Description: Social Services Administration provides leadership and oversight to the eight social services divisions that help to protect the health, safety and welfare of the Enfield community, including the Senior Center, Adult Day Center, Enfield Transit, Neighborhood Services, Youth Services, Mark Twain Congregate Living Meal Program, the Child Development Center and the Family Resource Centers.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> • Established the Stowe Early Learning Center in collaboration with the Enfield Public Schools and KITE. • Initiated a Regional Opioid Addiction Task Force to address heroin addiction and deaths. • Implemented the Strong Families/ Vibrant Communities program. | <ul style="list-style-type: none"> • Increase collaborations within the Stowe Early Learning Center to provide additional support, training and services to families with young children. • Reduce the number of opioid and drug related deaths in the community through regional collaborations that increase effective prevention strategies. • Bring additional services to service hubs at the Stowe Early Learning Center, Youth Services and Neighborhood Services. • Increase the number of at-risk families and individuals served by the Strong Families/Vibrant Communities Program. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|----------------|----------------|------------------|----------------|
| Improve the quality of life for Enfield residents receiving services | | | 95% | 96% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|----------------|----------------|------------------|----------------|
| Grants, fees and donations raised by the Social Services Department | 3,769,524` | 3,900,068 | \$4,161,166 | \$3,930,996 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | ADMINISTRATION | | | | 4000 - 0001 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 511000 | SALARIES | 136,226 | 125,664 | 138,367 | 138,367 | 153,430 | 153,430 |
| 512000 | SALARIES - PART TIME | 0 | 0 | 2,895 | 2,895 | 0 | 0 |
| 516000 | STIPEND | 4,340 | 4,430 | 4,411 | 4,411 | 4,844 | 4,844 |
| | | <u>140,566</u> | <u>130,094</u> | <u>145,673</u> | <u>145,673</u> | <u>158,274</u> | <u>158,274</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 521000 | HEALTH/MEDICAL INSURANCE | 28,080 | 25,042 | 28,125 | 28,125 | 57,144 | 56,150 |
| 521500 | LIFE INSURANCE | 708 | 495 | 479 | 479 | 479 | 479 |
| 522000 | SOCIAL SECURITY (FICA) | 8,464 | 8,583 | 11,235 | 11,235 | 9,328 | 9,328 |
| 522100 | MEDICARE | 1,980 | 2,054 | 2,629 | 2,629 | 2,183 | 2,183 |
| 526000 | WORKERS COMPENSATION | 1,414 | 2,162 | 2,264 | 2,264 | 2,999 | 10,206 |
| | | <u>40,645</u> | <u>38,336</u> | <u>44,732</u> | <u>44,732</u> | <u>72,132</u> | <u>78,345</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 532200 | PROFESSIONAL DEVELOPMENT | 298 | 0 | 250 | 250 | 750 | 750 |
| 533900 | OTHER PROFESSIONAL SERVICES | 27,783 | 15,141 | 2,500 | 5,000 | 2,500 | 2,500 |
| | | <u>28,081</u> | <u>15,141</u> | <u>2,750</u> | <u>5,250</u> | <u>3,250</u> | <u>3,250</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 543200 | EQUIPMENT REPAIR & MAINT | 0 | 0 | 200 | 0 | 200 | 200 |
| | | <u>0</u> | <u>0</u> | <u>200</u> | <u>0</u> | <u>200</u> | <u>200</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 553100 | TELEPHONE | 3,880 | 3,880 | 4,000 | 4,000 | 4,000 | 4,000 |
| 553500 | POSTAGE | 334 | 269 | 400 | 400 | 400 | 400 |
| 555000 | PRINTING & REPRODUCTION | 364 | 1,494 | 400 | 600 | 400 | 400 |
| 555100 | COPYING & REPRODUCTION | 1,287 | 1,275 | 1,000 | 1,300 | 1,000 | 500 |
| 558000 | TRAVEL | 230 | 105 | 687 | 1,387 | 687 | 687 |
| | | <u>6,095</u> | <u>7,023</u> | <u>6,487</u> | <u>7,687</u> | <u>6,487</u> | <u>5,987</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 561200 | OFFICE SUPPLIES | 1,011 | 688 | 700 | 700 | 700 | 700 |
| 561300 | TECHNOLOGY SUPPLIE/MATERIAL | 138 | 0 | 500 | 400 | 500 | 500 |
| 561900 | OTHER SUPPLIES/MATERIALS | 219 | 307 | 200 | 200 | 200 | 200 |
| 563000 | FOOD/FOOD RELATED | 1,621 | 893 | 550 | 1,648 | 550 | 550 |
| 564300 | PUBLICATIONS & PERIODICALS | 0 | 0 | 50 | 50 | 50 | 0 |
| | | <u>2,989</u> | <u>1,889</u> | <u>2,000</u> | <u>2,998</u> | <u>2,000</u> | <u>1,950</u> |
| 57 | PROPERTY | | | | | | |
| 573300 | FURNITURE & FIXTURES | 0 | 4,688 | 4,050 | 4,845 | 2,800 | 2,800 |
| 573400 | TECHNOLOGY EQUIPMENT | 0 | 0 | 0 | 800 | 0 | 0 |
| | | <u>0</u> | <u>4,688</u> | <u>4,050</u> | <u>5,645</u> | <u>2,800</u> | <u>2,800</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 581000 | DUES & FEES & SUBSCRIPTIONS | 165 | 0 | 200 | 200 | 200 | 200 |
| | | <u>165</u> | <u>0</u> | <u>200</u> | <u>200</u> | <u>200</u> | <u>200</u> |
| TOTAL for: ADMINISTRATION | | <u>218,542</u> | <u>197,171</u> | <u>206,092</u> | <u>212,185</u> | <u>245,343</u> | <u>251,006</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4001 SOCIAL SERVICES ADMINISTRATION

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| DIRECTOR OF SOCIAL SERVICES | 1.00 | 101,910 | 1.00 | 58,089 | 0.58 | 58,089 |
| ASSIST. DIR. OF SS/GRANT MGR. | 1.00 | 61,452 | 1.00 | 61,452 | 1.00 | 61,452 |
| SECRETARY I 35 HRS | 1.00 | 33,889 | 1.00 | 33,889 | 1.00 | 33,889 |
| | 3.00 | 197,251 | 3.00 | 153,430 | 2.58 | 153,430 |

Enfield Transportation

Mission: To provide daily, safe and reliable rides for Enfield residents to promote a healthy, productive and independent lifestyle and give residents access to work, education and vital services.

Description: The Enfield Transportation Services provides Dial-a-Ride Services and the Fixed Route Bus Service including ADA transportation. The Dial-a-Ride program provides in town bus transportation to Enfield residents over the age of 60 and persons with disabilities. Volunteers provide rides to out-of-town medical appointments, shopping or visiting, Monday through Friday from 8:00 a.m. until 5:00 p.m. This service allows frail elders and people who are otherwise homebound to live productive and independent lifestyles. The fixed route bus service, Magic Carpet, provides transportation six days per week. The Blue Route runs Monday through Friday from 7:00 a.m. until 11 p.m. and on Saturdays from 7:00 a.m. until 9:00 p.m. The Blue Route is a circular route that runs clockwise through the business and medical district of Town sixteen times per day, linking the residents of Thompsonville, Hazardville and adjacent neighborhoods to jobs, medical services and shopping. The Yellow Route travels from Scitico on the eastern side of Enfield to Thompsonville on the west, via Hazard Avenue. ADA services are provided to qualified individuals within three quarters of a mile from the fixed bus route.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> • Magic Carpet completed its third year of service averaging 132 rides daily. • Magic Carprt installed Wi-fi on buses. • Dial-a-Ride provided 22,055 rides. • Increased Dial-a-Ride service to 5:00 p.m. Allowing for greater flexibility in scheduling medical appointments. • Increase Asnuntuck Community College student ridership. <p>Magic Carpet will provide its 100,000 ride in the Spring of 2016.</p> | <ul style="list-style-type: none"> • Provide 140 rides daily on Magic Carpet. • Increase Dial-a-Ride membership by 5%. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Dial-a-Ride Riders reporting improved quality of life | | | 90% | 92% |
| On-Time (monthly avg) | 91% | 89% | 90% | 91% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|------------------------------|-------------------|-------------------|---------------------|-------------------|
| Dial-a-Ride Total Riders | 21,050 | 22,055 | 22,500 | 22,750 |
| Magic Carpet | 33,662 | 37,810 | 45,360 | 49,500 |
| Riders- Blue Route | 23,652 | 24,836 | 28,836 | 31,836 |
| Riders-Yellow Route | 10,010 | 12,974 | 16,524 | 17,664 |
| Riders-Senior/Handicap | 9,718 | 10,670 | 11,500 | 12,000 |
| Riders-Asnuntuck CC Students | 3,920 | 4,791 | 7,500 | 7,750 |
| Riders - Children | 1,701 | 2,299 | 2,500 | 2,750 |
| Riders - Youth | 2,191 | 2,740 | 3,500 | 4,000 |
| Riders - Transfers | 1,937 | 2,207 | 2,500 | 2,700 |
| Riders - Other Adults | 14,123 | 15,094 | 17,860 | 20,300 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | | Dept./Agency: | | Activity: | | | | Code: | |
|--|--|-----------------|----------------|--------------------------------|------------------|----------------|----------------|-------------|--|
| SOCIAL SERVICES FUND | | SOCIAL SERVICES | | ENFIELD TRANSPORTATION SERVICE | | | | 4000 - 0412 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 | | |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED | | |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | | | |
| 511000 | SALARIES | 328,471 | 329,233 | 336,751 | 336,751 | 317,798 | 317,798 | | |
| 512000 | SALARIES - PART TIME | 35,930 | 53,263 | 110,174 | 110,174 | 148,642 | 148,642 | | |
| 513200 | SUBSTITUTES | 19,301 | 5,531 | 39,625 | 39,625 | 34,852 | 34,852 | | |
| 514000 | OVERTIME | 23,891 | 19,577 | 9,948 | 9,948 | 19,386 | 19,386 | | |
| 516000 | STIPEND | 8,056 | 8,415 | 9,000 | 9,000 | 0 | 0 | | |
| | | <u>415,649</u> | <u>416,018</u> | <u>505,498</u> | <u>505,498</u> | <u>520,678</u> | <u>520,678</u> | | |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | | | |
| 521000 | HEALTH/MEDICAL INSURANCE | 112,063 | 125,401 | 146,377 | 146,377 | 144,001 | 141,535 | | |
| 521500 | LIFE INSURANCE/DISABILITY | 2,372 | 1,667 | 1,569 | 1,569 | 1,737 | 1,737 | | |
| 522000 | SOCIAL SECURITY (FICA) | 25,487 | 25,667 | 28,589 | 28,589 | 29,913 | 32,318 | | |
| 522100 | MEDICARE | 5,960 | 5,860 | 6,685 | 6,685 | 6,996 | 7,558 | | |
| 526000 | WORKERS COMPENSATION | 41,291 | 8,396 | 7,958 | 7,958 | 7,917 | 9,594 | | |
| | | <u>187,174</u> | <u>166,991</u> | <u>191,178</u> | <u>191,178</u> | <u>190,564</u> | <u>192,742</u> | | |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | | | |
| 532200 | PROFESSIONAL DEVELOPMENT | 0 | 0 | 700 | 700 | 700 | 700 | | |
| 532400 | FIELD TRIPS | 0 | 0 | 400 | 400 | 400 | 400 | | |
| 533900 | OTHER PROFESSIONAL SERVICES | 3,483 | 4,940 | 8,000 | 8,000 | 7,000 | 7,000 | | |
| | | <u>3,483</u> | <u>4,940</u> | <u>9,100</u> | <u>9,100</u> | <u>8,100</u> | <u>8,100</u> | | |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | | | |
| 543200 | EQUIPMENT REPAIR & MAINT | 11,027 | 20,375 | 11,750 | 11,750 | 12,595 | 12,595 | | |
| | | <u>11,027</u> | <u>20,375</u> | <u>11,750</u> | <u>11,750</u> | <u>12,595</u> | <u>12,595</u> | | |
| 55 | OTHER PURCHASED SERVICES | | | | | | | | |
| 553100 | TELEPHONE | 4,916 | 6,991 | 8,250 | 11,250 | 11,250 | 11,250 | | |
| 553500 | POSTAGE | 368 | 332 | 845 | 845 | 845 | 845 | | |
| 554000 | ADVERTISING | 433 | 712 | 3,000 | 3,000 | 1,500 | 1,500 | | |
| 555000 | PRINTING & REPRODUCTION | 2,254 | 1,113 | 5,100 | 5,100 | 2,100 | 2,100 | | |
| 555100 | COPYING & REPRODUCTION | 216 | 143 | 750 | 750 | 750 | 750 | | |
| 558000 | TRAVEL | 159 | 0 | 500 | 500 | 500 | 500 | | |
| | | <u>8,347</u> | <u>9,291</u> | <u>18,445</u> | <u>21,445</u> | <u>16,945</u> | <u>16,945</u> | | |
| 56 | SUPPLIES/MATERIALS | | | | | | | | |
| 561200 | OFFICE SUPPLIES | 985 | 574 | 650 | 650 | 650 | 650 | | |
| 561300 | TECHNOLOGY SUPPLIE/MATERIAL | 1,401 | 390 | 500 | 500 | 500 | 500 | | |
| 561700 | VEHICLE SUPPLIES/MATERIALS | 553 | 469 | 1,146 | 1,146 | 1,146 | 1,146 | | |
| 561900 | OTHER SUPPLIES/MATERIALS | 472 | 109 | 2,000 | 2,000 | 1,680 | 1,680 | | |
| 562600 | GASOLINE | 108,235 | 103,572 | 151,962 | 148,962 | 100,575 | 100,575 | | |
| 565000 | UNIFORMS | 1,970 | 1,482 | 1,000 | 1,000 | 1,000 | 1,000 | | |
| | | <u>113,616</u> | <u>106,595</u> | <u>157,258</u> | <u>154,258</u> | <u>105,551</u> | <u>105,551</u> | | |
| 57 | PROPERTY | | | | | | | | |
| 573200 | VEHICLES | 58,964 | 0 | 274,000 | 397,576 | 130,000 | 130,000 | | |
| 573300 | FURNITURE & FIXTURES | 0 | 261 | 2,500 | 2,500 | 1,500 | 1,500 | | |
| 573400 | TECHNOLOGY EQUIPMENT | 222 | 0 | 400 | 400 | 200 | 200 | | |
| | | <u>59,186</u> | <u>261</u> | <u>276,900</u> | <u>400,476</u> | <u>131,700</u> | <u>131,700</u> | | |
| 58 | OTHER OBJECTS | | | | | | | | |
| 581000 | DUES & FEES & SUBSCRIPTIONS | 0 | 115 | 150 | 150 | 150 | 150 | | |
| | | <u>0</u> | <u>115</u> | <u>150</u> | <u>150</u> | <u>150</u> | <u>150</u> | | |
| TOTAL for: ENFIELD TRANSPORTATION SERVICE | | <u>798,483</u> | <u>724,585</u> | <u>1,170,279</u> | <u>1,293,855</u> | <u>986,283</u> | <u>988,462</u> | | |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4412 SOCIAL SERVICES ENFIELD TRANSPORTATION SERVICE

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| TRANSPORTATION DISPATCHER FT | 1.00 | 30,467 | 1.00 | 31,068 | 1.00 | 31,068 |
| FIXED BUS RT DRIVER FT | 3.00 | 80,754 | 3.00 | 82,392 | 3.00 | 82,392 |
| DIAL-A-RIDE DRIVER | 4.00 | 107,672 | 4.00 | 109,856 | 4.00 | 109,856 |
| BUS TRANSPORTATION ASSISTANT | 1.00 | 31,505 | 1.00 | 32,142 | 1.00 | 32,142 |
| BUS TRANSPORTATION DIRECTOR | 1.00 | 62,339 | 2.00 | 62,340 | 1.00 | 62,340 |
| OVERTIME | | 9,948 | | 19,386 | 0.25 | 10,480 |
| PART TIME | | 110,174 | | 148,642 | 5.41 | 148,642 |
| SUBSTITUTE | | 0 | | 34,852 | 1.27 | 34,852 |
| | 10.00 | 432,859 | 11.00 | 520,678 | 16.93 | 511,772 |

Congregate Living

Mission: To promote the health and well being of frail seniors residing at Mark Twain Congregate Living and within the community through the provision of a daily nutritious meal.

Description: A mid-day meal is provided seven days a week in the Mark Twain Congregate Living dining room for residents of Enfield Age 60 and over. On weekdays the meals are catered by the Community Renewal Team from Hartford and served by our staff. weekend and holiday meals are home-cooked meals prepared on-site. This program provides nutritious meals, a sense of community and enables frail eldersto live independently

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> • Provided a nutritious warm meal 365 days per year to frail seniors living at Mark Twain Congregate Living and in the community. | <ul style="list-style-type: none"> • Increase participation through enhanced menu planning. • Hold four special events annually. • Recruit volunteers to assist in meal services and entertainment. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|----------------------------|-------------------|-------------------|---------------------|-------------------|
|----------------------------|-------------------|-------------------|---------------------|-------------------|

| | | |
|--|-----|-----|
| Percentage of participants reporting improved health as a result of meal program | 80% | 85% |
|--|-----|-----|

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|------------------------|-------------------|-------------------|---------------------|-------------------|
| Number of meals served | 11,327 | 11,425 | 11,500 | 12,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | | Dept./Agency: | | Activity: | | | Code: | |
|-------------------------------------|--|-----------------|---------------|-------------------|---------------|---------------|---------------|--|
| SOCIAL SERVICES FUND | | SOCIAL SERVICES | | CONGREGATE LIVING | | | 4000 - 0413 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 | |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED | |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | | |
| | 512000 SALARIES - PART TIME | 73,356 | 58,883 | 59,868 | 59,868 | 59,430 | 59,430 | |
| | 513200 SUBSTITUTES | 1,834 | 2,127 | 3,004 | 3,004 | 3,004 | 2,000 | |
| | 516000 STIPEND | 525 | 0 | 1,000 | 1,000 | 0 | 0 | |
| | | <u>75,715</u> | <u>61,010</u> | <u>63,872</u> | <u>63,872</u> | <u>62,434</u> | <u>61,430</u> | |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| | 521000 HEALTH/MEDICAL INSURANCE | 8,629 | 39 | 0 | 0 | 0 | 0 | |
| | 521500 LIFE INSURANCE | 146 | 0 | 285 | 285 | 280 | 280 | |
| | 522000 SOCIAL SECURITY (FICA) | 4,686 | 3,782 | 3,898 | 3,898 | 3,871 | 3,808 | |
| | 522100 MEDICARE | 1,096 | 885 | 911 | 911 | 905 | 890 | |
| | 526000 WORKERS COMPENSATION | 978 | 522 | 1,008 | 1,008 | 926 | 1,132 | |
| | | <u>15,536</u> | <u>5,228</u> | <u>6,102</u> | <u>6,102</u> | <u>5,982</u> | <u>6,110</u> | |
| 55 | OTHER PURCHASED SERVICES | | | | | | | |
| | 553100 TELEPHONE | 485 | 485 | 1,000 | 1,000 | 1,000 | 1,000 | |
| | 555100 COPYING & REPRODUCTION | 0 | 0 | 300 | 300 | 300 | 300 | |
| | 558000 TRAVEL | 15 | 23 | 0 | 0 | 0 | 0 | |
| | | <u>500</u> | <u>508</u> | <u>1,300</u> | <u>1,300</u> | <u>1,300</u> | <u>1,300</u> | |
| 56 | SUPPLIES/MATERIALS | | | | | | | |
| | 561200 OFFICE SUPPLIES | 0 | 0 | 100 | 100 | 100 | 100 | |
| | 561900 OTHER SUPPLIES AND MATERIALS | 318 | 0 | 318 | 318 | 318 | 318 | |
| | 563000 FOOD/FOOD RELATED | 20,713 | 18,043 | 25,439 | 25,439 | 25,439 | 21,439 | |
| | | <u>21,031</u> | <u>18,043</u> | <u>25,857</u> | <u>25,857</u> | <u>25,857</u> | <u>21,857</u> | |
| TOTAL for: CONGREGATE LIVING | | <u>112,781</u> | <u>84,789</u> | <u>97,131</u> | <u>97,131</u> | <u>95,573</u> | <u>90,697</u> | |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4413 SOCIAL SERVICES CONGREGATE LIVING

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | <u>DEPARTMENT</u> | <u>PROPOSED</u> | |
|--------------------------------|----------------|-------------------|-----------------|---------------|
| PART TIME | 59,868 | 59,430 | 1.61 | 59,430 |
| SUBSTITUTE | 0 | 0 | 0.07 | 2,000 |
| | <u>59,868</u> | <u>59,430</u> | <u>1.68</u> | <u>61,430</u> |

Adult Day Center

Mission: The Enfield Adult Day Program is directed towards those elderly individuals whose physical and/or emotional disability renders them ineligible for participation in other senior programs available in the community. As a medical model, the mission of the Enfield Adult Day Center is to provide comprehensive health, social and related support services for dependent adults in a safe, structured community-based group setting and to provide respite and support for caregivers.

Description: To provide an alternative to institutionalization and support for families with the responsibility of caring for elderly members at home. To provide a safe environment where individualized preventative health maintenance functions are provided, including:

1. Personal care service
2. Medical and nursing services
3. Nutritional needs: therapeutic diets and counseling
4. Physical rehabilitation, occupational therapy and speech therapy services as needed through outpatient services
5. Interactive liaison between clients, their families, and their physicians
6. Transportation to and from the facility as needed via Dial-A-Ride within the Town of Enfield
7. Family counseling and referrals as needed
8. Maintain dignity and encourage development of self-esteem through directed activities.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> • Received a 100% on accreditation from CT Association for Adult Day Services for a 3 year period (highest awarded). • Updated the center to make a more home like atmosphere by purchasing new recliners, tables and chairs. Also had the floor refinished so that it shines. • Client's portrayed their art at Enfield Public Library and Alzheimers Association annual conference, and at our annual art show at the EADC which is open to the public | <ul style="list-style-type: none"> • Utilize the abilities of the social worker to assist clients/families in finding funding resources to attend the ADC. • Expand public knowledge of the EADC by working collaboratively with other agencies and rehab facilities, hospital and the like. Also current clients to make monthly "cheer" visits to ADC clients that are in local rehab facilities. • Continue to increase outreach through regular press releases, open houses, personal contact with medical providers, social media, E-TV, fundraisers, and advertising. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Continued certification at 100% | | 100% | | |
| % of clients with reduced hospitalizations d/t EADC interventions | new ques. | new ques. | 70 | 70% |
| % of clients with delayed Long term care admissions d/t EADC attendance | new ques. | new ques. | 80 | 80% |
| % of families/clients that would recommend EADC | 100 | 100 | 100 | 100% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|-----------------------------|-------------------|-------------------|---------------------|-------------------|
| Number of days open | 248 | 246 | 248 | 247 |
| Total number of client days | 5155 | 4,882 | 4056 | 4600 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | Code: | | | | |
|----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | ADULT DAY CARE | 4000 - 0431 | | | | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 511000 | SALARIES | 250,811 | 266,929 | 273,785 | 273,785 | 240,033 | 240,033 |
| 512000 | SALARIES - PART TIME | 18,885 | 19,818 | 10,000 | 10,000 | 15,110 | 15,110 |
| 513200 | SUBSTITUTES | 21,492 | 20,785 | 15,851 | 15,851 | 6,000 | 6,000 |
| 516000 | STIPEND | 2,108 | 2,152 | 2,143 | 2,143 | 2,186 | 2,186 |
| | | <u>293,297</u> | <u>309,684</u> | <u>301,779</u> | <u>301,779</u> | <u>263,329</u> | <u>263,329</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 521000 | HEALTH/MEDICAL INSURANCE | 85,144 | 79,583 | 90,992 | 90,992 | 76,890 | 75,543 |
| 521500 | LIFE INSURANCE | 1,862 | 1,339 | 1,251 | 1,251 | 982 | 982 |
| 522000 | SOCIAL SECURITY (FICA) | 17,165 | 17,751 | 18,577 | 18,577 | 16,191 | 16,191 |
| 522100 | MEDICARE | 4,014 | 4,152 | 4,345 | 4,345 | 3,787 | 3,787 |
| 526000 | WORKERS COMPENSATION | 5,160 | 21,305 | 15,194 | 15,194 | 5,184 | 15,352 |
| | | <u>113,345</u> | <u>124,129</u> | <u>130,359</u> | <u>130,359</u> | <u>103,034</u> | <u>111,855</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 532200 | PROFESSIONAL DEVELOPMENT | 35 | 0 | 300 | 300 | 300 | 300 |
| 533900 | OTHER PROFESSIONAL SERVICES | 1,499 | 1,787 | 2,000 | 2,000 | 3,000 | 3,000 |
| | | <u>1,534</u> | <u>1,787</u> | <u>2,300</u> | <u>2,300</u> | <u>3,300</u> | <u>3,300</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 541000 | UTILITY SERVICES | 300 | 349 | 300 | 300 | 300 | 300 |
| 543200 | EQUIPMENT REPAIR & MAINT | 0 | 0 | 200 | 200 | 200 | 200 |
| 544400 | RENTAL - OTHER | 0 | 0 | 850 | 850 | 850 | 0 |
| | | <u>300</u> | <u>349</u> | <u>1,350</u> | <u>1,350</u> | <u>1,350</u> | <u>500</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 553100 | TELEPHONE | 5,820 | 5,820 | 5,000 | 5,000 | 5,000 | 5,000 |
| 553500 | POSTAGE | 502 | 492 | 900 | 900 | 700 | 700 |
| 554000 | ADVERTISING | 175 | 667 | 1,250 | 1,250 | 1,250 | 1,250 |
| 555000 | PRINTING & REPRODUCTION | 1,163 | 239 | 400 | 400 | 400 | 400 |
| 555100 | COPYING & REPRODUCTION | 456 | 529 | 600 | 600 | 600 | 600 |
| 558000 | TRAVEL | 0 | 0 | 300 | 300 | 300 | 300 |
| | | <u>8,116</u> | <u>7,747</u> | <u>8,450</u> | <u>8,450</u> | <u>8,250</u> | <u>8,250</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 561200 | OFFICE SUPPLIES | 418 | 356 | 500 | 500 | 500 | 500 |
| 561300 | TECHNOLOGY SUPPLIE/MATERIAL | 77 | 54 | 350 | 350 | 350 | 350 |
| 561600 | SAFETY SUPPLIES/MATERIALS | 147 | 497 | 500 | 500 | 500 | 500 |
| 561900 | OTHER SUPPLIES AND MATERIALS | 1,353 | 1,265 | 1,800 | 1,800 | 1,800 | 1,800 |
| 563000 | FOOD/FOOD RELATED | 23,659 | 21,944 | 33,615 | 29,215 | 29,615 | 25,000 |
| 564300 | PUBLICATIONS & PERIODICALS | 212 | 32 | 282 | 282 | 282 | 282 |
| 565000 | UNIFORMS | 100 | 189 | 400 | 400 | 300 | 200 |
| | | <u>25,965</u> | <u>24,338</u> | <u>37,447</u> | <u>33,047</u> | <u>33,347</u> | <u>28,632</u> |
| 57 | PROPERTY | | | | | | |
| 573000 | EQUIPMENT NEW | 0 | 451 | 3,000 | 7,400 | 0 | 0 |
| | | <u>0</u> | <u>451</u> | <u>3,000</u> | <u>7,400</u> | <u>0</u> | <u>0</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 581000 | DUES & FEES & SUBSCRIPTIONS | 530 | 319 | 692 | 892 | 692 | 692 |
| 581100 | LICENSES & CERTIFICATIONS | 426 | 818 | 1,428 | 1,228 | 1,478 | 1,478 |
| | | <u>956</u> | <u>1,137</u> | <u>2,120</u> | <u>2,120</u> | <u>2,170</u> | <u>2,170</u> |
| TOTAL for: ADULT DAY CARE | | <u>443,514</u> | <u>469,622</u> | <u>486,805</u> | <u>486,805</u> | <u>414,780</u> | <u>418,036</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4431 SOCIAL SERVICES ADULT DAY CARE

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| DIRECTOR OF ADULT DAY CARE | 1.00 | 62,810 | 1.00 | 62,810 | 1.00 | 62,810 |
| NURSE-ADULT DAY CENTER | 1.00 | 35,496 | 1.00 | 35,496 | 0.71 | 35,496 |
| THERAPEUTIC RECREATION DIR. | 1.00 | 37,355 | 1.00 | 37,355 | 1.00 | 37,355 |
| HEALTH AIDE II | 3.00 | 110,506 | 2.00 | 75,324 | 2.00 | 75,324 |
| CLERK TYPIST 30 HRS | 1.00 | 29,048 | 1.00 | 29,048 | 0.86 | 29,048 |
| PART TIME | | 10,000 | | 15,110 | 0.27 | 15,110 |
| SUBSTITUTE | | 1,581 | | 6,000 | 0.21 | 6,000 |
| | 7.00 | 286,796 | 6.00 | 261,143 | 6.05 | 261,143 |

Child Development Center

Mission: Our mission is to develop and reinforce school readiness skills, cognitive skills, self esteem and respect for others in a warm, nurturing and secure environment for Enfield's children ages eight weeks through age twelve. The child care needs of all economic levels are served, enabling families to obtain employment or to further their education.

Description: We are accredited by the National Association for the Education of Young Children (NAEYC), which recognizes the Enfield Child Development Center as a quality program. We offer before and after care for school age children, and a full school readiness preschool curriculum. We provide information on resources available concerning services for residents and/or their children, including referrals for early intervention when needed. During vacation weeks we offer field trips for the children. The children are provided nutritious breakfasts, lunches and snacks to eat.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> • Moved both of the Child Development Centers into the Stowe Early Learning Center. • Increased collaboration with the Enfield Public Schools, KITE and the Family Resource Centers by being housed in the same location. • Utilized the Stowe Early Learning Center's Social Worker and Parent Educator to provide assistance to children, families and staff. • Continued ongoing training and coaching with Executive Function strategies. | <ul style="list-style-type: none"> • To help develop the Creative Play Center for the ECDC children and other members of the community to use. • To re-develop a Parent Involvement Group to help plan activities, fundraisers and to provide opportunities for families to connect. • To facilitate the Early Learning Center to be the location where professional development opportunities take place. • To continue to provide critical preschool education to children so that the children entering kindergarten are prepared. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Retain accreditation by the National Association for the Education of Young Children | yes | yes | yes | yes |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| # of lunches served | 20,189 | 18,447 | 12,720 | 25,000 |
| # of children served | 298 | 302 | 315 | 325 |
| # of developmental screenings provided | 101 | 102 | 100 | 100 |
| # of sliding fee children served | | 221 | 227 | 232 |
| # of over-income (full fee) children served | | 76 | 85 | 90 |
| # of DCF children served | | 5 | 3 | 3 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | Code: | | | | |
|----------------------|--|-------------------------------|------------------|------------------|------------------|------------------|------------------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | ENFIELD CHILD DEVELOPMENT CTR | 4000 - 0432 | | | | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 511000 | SALARIES | 1,112,289 | 1,105,114 | 1,132,169 | 1,109,869 | 1,113,983 | 1,113,983 |
| 511100 | CERTIFIED SALARIES | 102,075 | 81,536 | 81,227 | 81,227 | 81,227 | 81,227 |
| 511200 | NON-CERTIFIED SALARIES | 93,736 | 93,392 | 70,089 | 103,429 | 99,320 | 99,320 |
| 512000 | SALARIES - PART TIME | 126,672 | 123,545 | 150,470 | 150,470 | 150,470 | 140,470 |
| 513000 | SALARIES - TEMP/SEASONAL | 41,973 | 50,762 | 40,000 | 40,000 | 40,000 | 40,000 |
| 513200 | SUBSTITUTES | 1,716 | 0 | 500 | 500 | 500 | 500 |
| 514000 | OVERTIME | 7,060 | 5,551 | 0 | 0 | 0 | 10,000 |
| 516000 | STIPEND | 10,779 | 11,744 | 14,169 | 14,169 | 12,193 | 12,193 |
| | | <u>1,496,300</u> | <u>1,471,644</u> | <u>1,488,624</u> | <u>1,499,664</u> | <u>1,497,693</u> | <u>1,497,693</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 521000 | HEALTH/MEDICAL INSURANCE | 533,293 | 505,199 | 595,234 | 595,234 | 680,187 | 667,846 |
| 521500 | LIFE INSURANCE/DISABILITY | 10,164 | 7,032 | 7,027 | 7,027 | 6,648 | 6,648 |
| 522000 | SOCIAL SECURITY (FICA) | 88,509 | 88,175 | 92,876 | 93,866 | 88,551 | 89,307 |
| 522100 | MEDICARE | 20,700 | 20,621 | 21,445 | 21,983 | 20,711 | 20,887 |
| 526000 | WORKERS COMPENSATION | 26,468 | 12,373 | 46,825 | 46,825 | 28,755 | 45,270 |
| | | <u>679,133</u> | <u>633,399</u> | <u>763,407</u> | <u>764,935</u> | <u>824,852</u> | <u>829,958</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 532200 | PROFESSIONAL DEVELOPMENT | 1,785 | 1,010 | 3,300 | 7,181 | 6,090 | 6,090 |
| 532400 | FIELD TRIPS | 12,052 | 12,730 | 13,600 | 14,200 | 13,600 | 13,600 |
| 532500 | PARENT ACTIVITIES | 1,000 | 500 | 1,000 | 2,000 | 1,500 | 1,500 |
| 533000 | PROFESSIONAL SRVC NONSTDNT | 1,818 | 3,130 | 3,000 | 3,000 | 3,000 | 3,000 |
| 533300 | HEALTH SERVICES | 3,553 | 2,175 | 5,000 | 5,000 | 5,000 | 5,000 |
| 533900 | OTHER PROFESSIONAL SERVICES | 4,331 | 3,790 | 0 | 0 | 0 | 0 |
| | | <u>24,539</u> | <u>23,335</u> | <u>25,900</u> | <u>31,381</u> | <u>29,190</u> | <u>29,190</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 542000 | CLEANING SERVICES | 1,201 | 1,584 | 1,530 | 1,530 | 969 | 500 |
| 543100 | BUILDING REPAIRS/MAINTENANCE | 100 | 0 | 200 | 200 | 200 | 200 |
| 543200 | EQUIPMENT REPAIR & MAINT | 0 | 27 | 100 | 230 | 100 | 100 |
| 544400 | RENTAL - OTHER | 2,793 | 3,674 | 0 | 0 | 0 | 0 |
| | | <u>26,886</u> | <u>5,285</u> | <u>1,830</u> | <u>1,960</u> | <u>1,269</u> | <u>800</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 551000 | STUDENT TRANSPORTATION | 90,338 | 94,767 | 98,880 | 96,905 | 98,880 | 98,880 |
| 553100 | TELEPHONE | 13,503 | 13,168 | 14,000 | 14,000 | 14,000 | 14,000 |
| 553500 | POSTAGE | 351 | 401 | 420 | 420 | 420 | 420 |
| 554000 | ADVERTISING | 0 | 0 | 450 | 450 | 450 | 200 |
| 555000 | PRINTING & REPRODUCTION | 93 | 462 | 700 | 700 | 700 | 700 |
| 555100 | COPYING & REPRODUCTION | 812 | 897 | 960 | 960 | 960 | 960 |
| 558000 | TRAVEL | 319 | 502 | 700 | 1,500 | 700 | 700 |
| | | <u>105,416</u> | <u>110,197</u> | <u>116,110</u> | <u>114,935</u> | <u>116,110</u> | <u>115,860</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 560000 | SUPPLIES/MATERIALS | 6,256 | 5,611 | 5,004 | 7,504 | 5,004 | 5,004 |
| 561100 | INSTRUCTIONAL SUPPLIES | 13,659 | 12,217 | 17,615 | 18,212 | 18,963 | 18,963 |
| 561200 | OFFICE SUPPLIES | 1,752 | 1,618 | 1,800 | 1,800 | 1,800 | 1,800 |
| 561600 | SAFETY SUPPLIES/MATERIALS | 106 | 91 | 150 | 210 | 150 | 150 |
| 561900 | OTHER SUPPLIES AND MATERIALS | 2 | 0 | 50 | 50 | 50 | 50 |
| 563000 | FOOD/FOOD RELATED | 57,468 | 61,504 | 73,998 | 82,708 | 99,900 | 99,900 |
| 564300 | PUBLICATIONS & PERIODICALS | 770 | 49 | 200 | 200 | 200 | 200 |
| 565000 | UNIFORMS | 0 | 0 | 75 | 75 | 75 | 75 |
| | | <u>80,013</u> | <u>81,090</u> | <u>98,892</u> | <u>110,759</u> | <u>126,142</u> | <u>126,142</u> |
| 57 | PROPERTY | | | | | | |
| 573300 | FURNITURE & FIXTURES | 626 | 1,137 | 1,200 | 2,060 | 1,200 | 1,200 |
| 573500 | ATHLETIC/RECREATION EQUIP | 0 | 0 | 0 | 63,301 | 0 | 0 |
| | | <u>626</u> | <u>1,137</u> | <u>1,200</u> | <u>65,361</u> | <u>1,200</u> | <u>1,200</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|-----------------------------|-------------------------------|------------------|------------------|------------------|------------------|------------------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | ENFIELD CHILD DEVELOPMENT CTR | | | | 4000 - 0432 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 58 | OTHER OBJECTS | | | | | | |
| 581000 | DUES & FEES & SUBSCRIPTIONS | 1,261 | 1,311 | 800 | 800 | 800 | 800 |
| 581100 | LICENSES & CERTIFICATIONS | 0 | 47 | 994 | 994 | 994 | 994 |
| 582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 140 | 0 | 0 |
| | | <u>1,261</u> | <u>1,358</u> | <u>1,794</u> | <u>1,934</u> | <u>1,794</u> | <u>1,794</u> |
| TOTAL for: ENFIELD CHILD DEVELOPMENT CTR | | <u>2,414,174</u> | <u>2,327,444</u> | <u>2,497,757</u> | <u>2,590,929</u> | <u>2,598,250</u> | <u>2,602,637</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4432 SOCIAL SERVICES ENFIELD CHILD DEVELOPMENT CTR

| Position Classification | Full Time Equivalents | | | | | |
|-------------------------------|-----------------------|------------------|--------------|------------------|--------------|------------------|
| | CURRENT | | DEPARTMENT | | PROPOSED | |
| DIRECTOR OF CHILD DEVELOPMENT | 1.00 | 75,560 | 1.00 | 75,560 | 1.00 | 75,560 |
| HEAD TEACHER | 4.00 | 198,585 | 4.00 | 198,585 | 4.00 | 198,585 |
| TEACHER AIDE, FULL TIME | 12.00 | 289,445 | 12.00 | 289,960 | 12.00 | 289,960 |
| COOK, DAY CARE 40 HRS | 1.00 | 39,734 | 1.00 | 39,734 | 1.00 | 39,734 |
| COOK, DAY CARE 35 HRS | 1.00 | 33,317 | 1.00 | 33,317 | 1.00 | 33,317 |
| TEACHER ASSISTANT, DAY CARE | 2.00 | 68,002 | 2.00 | 68,002 | 2.00 | 68,002 |
| TEACHER, DAY CARE | 7.00 | 290,908 | 9.00 | 374,024 | 9.00 | 374,024 |
| TEACHER ASSISTANT, DAY CARE | 1.00 | 32,587 | 1.00 | 32,587 | 1.00 | 32,587 |
| TEACHER, DAY CARE TIER I | | 0 | 1.00 | 39,669 | 1.00 | 39,669 |
| TEACHER ASST, DAY CARE TIER I | 1.00 | 35,419 | 1.00 | 35,419 | 1.00 | 35,419 |
| SECRETARY I 35 HRS | 2.00 | 67,778 | 2.00 | 67,778 | 2.00 | 67,778 |
| ACCOUNTING CLERK | 1.00 | 39,895 | 1.00 | 39,895 | 1.00 | 39,895 |
| OVERTIME | | 0 | | 0 | 0.28 | 10,000 |
| PART TIME | | 150,470 | | 150,470 | 6.02 | 140,470 |
| TEMPORARY/SEASONAL | | 40,000 | | 40,000 | 2.25 | 40,000 |
| | 33.00 | 1,361,700 | 36.00 | 1,485,000 | 44.55 | 1,485,000 |

Senior Center

Mission: As a focal point for aging services, the Enfield Senior Center provides social, educational, and recreational opportunities to enrich the mind, body and spirit of older adults in an open and accepting atmosphere.

Description: The nationally-accredited Enfield Senior Center offers older adults a wide range of opportunities for wellness, recreation, learning and supportive services. Groups have been established around interests and supportive needs. Day trips, overnight trips and longer trips are offered on a regular basis. For those who may not know where to turn, information and referral services are offered. A noon meal, safe driving classes, Medicare assistance, tax assistance, foot care, hearing, blood pressure and dental screenings, as well as many other services are available at the Senior Center.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> •Promoted community wellness through the addition of new programs including: Boxing with Parkinson's Disease, Ageless Grace, Coloring for Stress Relief, Men's Strength Training and others. •Offered 50+ Employment Expo, 50+ Job Search Workshop and AARP Fraud Watch to promote financial security. •Enhanced technology training including drop-in assistance, classes in Streaming, Uber, iPad, Digital Camera and more. •Increased support services by offering an addictions counselor, bone density screenings, and home safety workshops. | <ul style="list-style-type: none"> •Accomplish National Senior Center Re-accreditation for the third time. •Complete a strategic plan for the next three to five years. •Focus on providing means to economic security for all Enfield older adults •Increase intergenerational programs through Enfield Intergenerational Alliance partnership with Enfield High School. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Self-reported scores on health | not tracked | 74.25% | 77% | 77% |
| Self-reported scores on social connections | not tracked | 87.50% | 90% | 90% |
| Self-reported scores on knowledge of resources | not tracked | 77.50% | 80% | 80% |
| Maintaining accreditation | yes | yes | yes | yes |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---------------------------------|-------------------|-------------------|---------------------|-------------------|
| Number of Visitors | 86783 | 83,065 | 85000 | 90000 |
| Total Programs | 1499 | 1,533 | 1540 | 1545 |
| Meals Served | 19026 | 16,733 | 16000 | 16000 |
| Referral & Information Requests | not tracked | 4,242 | 5000 | 5000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | Code: | | | | |
|---------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | SENIOR CENTER | 4000 - 0440 | | | | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 511000 | SALARIES | 165,820 | 169,127 | 169,802 | 169,802 | 170,402 | 170,402 |
| 512000 | SALARIES - PART TIME | 72,034 | 73,140 | 89,584 | 89,584 | 132,525 | 112,505 |
| 514000 | OVERTIME | 0 | 132 | 0 | 0 | 0 | 0 |
| 516000 | STIPEND | 1,010 | 1,010 | 1,000 | 1,000 | 1,000 | 1,000 |
| | | <u>238,864</u> | <u>243,410</u> | <u>260,386</u> | <u>260,386</u> | <u>303,927</u> | <u>283,907</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 521000 | HEALTH/MEDICAL INSURANCE | 59,800 | 59,435 | 70,042 | 70,042 | 80,646 | 79,190 |
| 521500 | LIFE INSURANCE | 838 | 600 | 572 | 572 | 572 | 572 |
| 522000 | SOCIAL SECURITY (FICA) | 14,352 | 14,722 | 16,082 | 16,082 | 18,781 | 17,603 |
| 522100 | MEDICARE | 3,356 | 3,443 | 3,761 | 3,761 | 4,392 | 4,117 |
| 526000 | WORKERS COMPENSATION | 1,581 | 3,882 | 4,158 | 4,158 | 1,745 | 5,231 |
| | | <u>79,926</u> | <u>82,082</u> | <u>94,615</u> | <u>94,615</u> | <u>106,136</u> | <u>106,713</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 532200 | PROFESSIONAL DEVELOPMENT | 730 | 80 | 2,100 | 2,100 | 1,645 | 1,645 |
| 533400 | TECHNOLOGICAL SERVICES | 0 | 0 | 1,500 | 1,500 | 0 | 0 |
| 533900 | OTHER PROFESSIONAL SERVICES | 72,632 | 74,957 | 80,154 | 80,154 | 80,154 | 89,913 |
| | | <u>73,362</u> | <u>75,037</u> | <u>83,754</u> | <u>83,754</u> | <u>81,799</u> | <u>91,558</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 543200 | EQUIPMENT REPAIR & MAINT | 515 | 2,002 | 2,000 | 2,000 | 2,000 | 2,000 |
| | | <u>515</u> | <u>2,002</u> | <u>2,000</u> | <u>2,000</u> | <u>2,000</u> | <u>2,000</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 553100 | TELEPHONE | 10,670 | 10,670 | 9,000 | 9,000 | 9,000 | 10,670 |
| 553500 | POSTAGE | 4,047 | 1,808 | 2,000 | 2,000 | 2,000 | 2,000 |
| 554000 | ADVERTISING | 0 | 264 | 500 | 500 | 500 | 500 |
| 555000 | PRINTING & REPRODUCTION | 0 | 0 | 500 | 500 | 500 | 500 |
| 555100 | COPYING & REPRODUCTION | 3,158 | 3,664 | 4,550 | 4,550 | 5,410 | 5,410 |
| 558000 | TRAVEL | 205 | 187 | 1,000 | 1,000 | 1,655 | 1,655 |
| | | <u>18,080</u> | <u>16,592</u> | <u>17,550</u> | <u>17,550</u> | <u>19,065</u> | <u>20,735</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 561100 | INSTRUCTIONAL SUPPLIES | 1,742 | 4,073 | 4,500 | 4,500 | 4,300 | 4,300 |
| 561200 | OFFICE SUPPLIES | 2,549 | 2,721 | 2,800 | 2,800 | 2,800 | 2,800 |
| 561300 | TECHNOLOGY SUPPLIE/MATERIAL | 243 | 1,062 | 1,500 | 1,360 | 1,500 | 1,400 |
| 561900 | OTHER SUPPLIES AND MATERIALS | 461 | 859 | 1,000 | 1,000 | 1,000 | 1,000 |
| 563000 | FOOD/FOOD RELATED | 39,058 | 33,402 | 38,509 | 38,509 | 38,509 | 38,509 |
| 564300 | PUBLICATIONS & PERIODICALS | 581 | 580 | 600 | 600 | 700 | 700 |
| | | <u>44,635</u> | <u>42,697</u> | <u>48,909</u> | <u>48,769</u> | <u>48,809</u> | <u>48,709</u> |
| 57 | PROPERTY | | | | | | |
| 573500 | ATHLETIC/RECREATION EQUIP | 0 | 10,000 | 0 | 0 | 0 | 0 |
| | | <u>1,150</u> | <u>10,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 581000 | DUES & FEES & SUBSCRIPTIONS | 250 | 195 | 300 | 300 | 300 | 300 |
| 581100 | LICENSES & CERTIFICATIONS | 150 | 159 | 160 | 160 | 200 | 200 |
| 582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 140 | 0 | 0 |
| | | <u>400</u> | <u>354</u> | <u>460</u> | <u>600</u> | <u>500</u> | <u>500</u> |
| TOTAL for: SENIOR CENTER | | <u>456,931</u> | <u>472,175</u> | <u>507,674</u> | <u>507,674</u> | <u>562,236</u> | <u>554,122</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4440 SOCIAL SERVICES SENIOR CENTER

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| DIRECTOR OF SENIOR CENTER | 1.00 | 67,534 | 1.00 | 67,534 | 1.00 | 67,534 |
| CRAFTS COORDINATOR | 1.00 | 30,631 | 1.00 | 30,631 | 1.00 | 30,631 |
| SECRETARY I 35 HRS | 1.00 | 33,889 | 1.00 | 33,889 | 1.00 | 33,889 |
| ADMINISTRATIVE ASSISTANT | 1.00 | 38,348 | 1.00 | 38,348 | 1.00 | 38,348 |
| PART TIME | | 89,584 | | 132,525 | 4.15 | 112,505 |
| | 4.00 | 259,986 | 4.00 | 302,927 | 8.15 | 282,907 |

Youth Services

Mission: The mission of Youth Services is to enhance positive youth development where youth, families, and community can grow together

Description: Youth Services is a fully accredited Youth Service Bureau having met all the core requirements and is in good standing with the State Department of Education. Youth Services employs prevention and early intervention initiatives and evidence based practices, positive youth development programs, and increasing collaborations to promote and improve the safety and well-being of youth and families.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> •Administered 150 universal screens to assess, intervene, and monitor youth with a heightened risk for suicide, depression, and substance use. •Youth Advisory Council formed a cooperative relationship with Asnuntuck as measured by 50 PSA's featuring local events and substance use prevention messages •Enfield continues to be recognized as a model community in responding to traumatic events by training 4 new communities in CT. •Maintain high level of program satisfaction and targeted services to the Enfield Community as measured by the youth service survey May 2017. •Provided 25 trainings to Enfield Public Schools, Enfield Police Department, and Town of Enfield to enhance awareness of behavioral health and substance use prevention and intervention. | <ul style="list-style-type: none"> •Increase number of at-risk youth referred by Enfield Public Schools to Youth Service Social Workers from 75 in 2016 to 125 in 2017 as measured by # of referrals in 2017. •Increase average daily attendance of youth center members from 38 in 2016 to 45 in 2017 as measured by the attendance counts in the kid trax system. •Create more parental involvement and positive connections to the Youth Center as measured by a parent questionnaire by June 2017. •Increase youth (grades 6-12) perception of harm of marijuana by 2% from 2015 to 2017 as measured by the student survey. •Implement and oversee the North Central Opioid Task Force as measured by the number of meetings, activities, and events by June 2017. •Maintain Youth Services involvement in supporting, monitoring, and implementing best practice strategies for the Suicide Prevention Steering Committee as measured by 3 core steering committee meetings, 6 training and resource development meetings, 5 crisis response team meetings, 10 behavioral health co-management meetings, and financial administration for Rachel's Challenge by June 2017. |

Youth Services

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Maintain 97% of youth reporting Youth Service Programs were a great experience as measured by the Youth Service Survey | 97% | 97% | 97% | 97% |
| % of youth reporting increased sense of well-being in the Youth Service Survey | 75% | 83% | 85% | 87% |
| % of youth reporting an increase in self esteem in the Youth Services Survey | 75% | 84% | 85% | 87% |
| % of youth who reported gaining new skills and knowledge in the Youth Services Survey | 81% | 87.00% | 88% | 90% |
| Past 30 day alcohol use by 9 - 12th grade as measured by the bi-annual Student Survey | 28% | * | 26% | * |
| Past 30 day marijuana use by 9-12th graders as measured by the bi-annual Student Survey | 29% | * | 35% | * |
| Past 30 day prescription drug use by 9 - 12 graders as measured by the student survey | 12.10% | * | 12.10% | * |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---------------------------------------|-------------------|-------------------|---------------------|-------------------|
| Youth Center Members | 190 | 192 | 175 | 175 |
| Youth Center Daily Average Attendance | 39 | 38 | 40 | 42 |
| Counseling/Case Management | 60 | 53 | 75 | 125 |
| Youth Service Programs | 38 | 30 | 35 | 40 |
| Youth Service Program Participants | 3276 | 2,843 | 3,000 | 3500 |
| Prevention Activities/Committees | 30 | 28 | 38 | 45 |

*Bi-annual survey

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | YOUTH SERVICES | | | | 4000 - 0450 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 511000 | SALARIES | 157,688 | 171,161 | 280,661 | 279,164 | 294,882 | 294,882 |
| 511100 | CERTIFIED SALARIES | 34,722 | 34,722 | 34,722 | 34,722 | 32,528 | 32,528 |
| 512000 | SALARIES - PART TIME | 134,476 | 141,776 | 135,779 | 138,151 | 138,440 | 138,440 |
| 513200 | SUBSTITUTES | 0 | 0 | 573 | 573 | 0 | 0 |
| 514000 | OVERTIME | 13,681 | 13,188 | 5,200 | 5,538 | 5,200 | 5,200 |
| 516000 | STIPEND | 3,399 | 3,455 | 3,531 | 3,870 | 6,938 | 6,938 |
| | | <u>343,966</u> | <u>364,303</u> | <u>460,466</u> | <u>462,018</u> | <u>477,988</u> | <u>477,988</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 521000 | HEALTH/MEDICAL INSURANCE | 96,096 | 97,701 | 121,577 | 122,327 | 139,190 | 136,631 |
| 521500 | LIFE INSURANCE/DISABILITY | 1,480 | 1,120 | 1,141 | 1,352 | 1,432 | 1,432 |
| 522000 | SOCIAL SECURITY (FICA) | 19,515 | 21,237 | 24,779 | 25,316 | 28,530 | 29,508 |
| 522100 | MEDICARE | 4,604 | 4,978 | 5,795 | 6,015 | 6,672 | 6,900 |
| 526000 | WORKERS COMPENSATION | 8,688 | 3,056 | 5,185 | 5,185 | 10,334 | 6,979 |
| | | <u>130,383</u> | <u>128,091</u> | <u>158,477</u> | <u>160,194</u> | <u>186,158</u> | <u>181,450</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 532200 | PROFESSIONAL DEVELOPMENT | 3,524 | 5,633 | 2,500 | 4,792 | 3,600 | 3,600 |
| 532400 | FIELD TRIPS | 5,220 | 4,320 | 3,125 | 3,125 | 2,866 | 2,866 |
| 533900 | OTHER PROFESSIONAL SERVICES | 77,582 | 88,407 | 59,015 | 87,115 | 61,562 | 61,562 |
| | | <u>86,326</u> | <u>98,360</u> | <u>64,640</u> | <u>95,032</u> | <u>68,028</u> | <u>68,028</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 541000 | UTILITY SERVICES | 97 | 0 | 800 | 800 | 800 | 800 |
| 543200 | EQUIPMENT REPAIR & MAINT | 0 | 0 | 200 | 200 | 200 | 200 |
| 544400 | RENTAL - OTHER | 1,406 | 1,711 | 1,800 | 1,801 | 1,800 | 1,800 |
| | | <u>1,503</u> | <u>1,711</u> | <u>2,800</u> | <u>2,801</u> | <u>2,800</u> | <u>2,800</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 553100 | TELEPHONE | 7,278 | 7,284 | 7,000 | 7,000 | 7,000 | 7,000 |
| 553500 | POSTAGE | 94 | 117 | 2,050 | 2,050 | 300 | 300 |
| 554000 | ADVERTISING | 500 | 950 | 1,000 | 1,000 | 1,000 | 1,000 |
| 555000 | PRINTING & REPRODUCTION | 1,619 | 900 | 1,137 | 1,295 | 3,800 | 3,800 |
| 555100 | COPYING & REPRODUCTION | 466 | 482 | 700 | 490 | 700 | 700 |
| 558000 | TRAVEL | 27,115 | 34,567 | 20,474 | 35,794 | 24,269 | 24,269 |
| | | <u>37,072</u> | <u>44,299</u> | <u>32,361</u> | <u>47,629</u> | <u>37,069</u> | <u>37,069</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 561100 | INSTRUCTIONAL SUPPLIES | 1,218 | 319 | 1,700 | 500 | 1,500 | 1,500 |
| 561200 | OFFICE SUPPLIES | 1,356 | 844 | 954 | 929 | 950 | 950 |
| 561300 | TECHNOLOGY SUPPLIE/MATERIAL | 1,400 | 33 | 600 | 601 | 600 | 600 |
| 561600 | SAFETY SUPPLIES/MATERIALS | 164 | 0 | 200 | 200 | 200 | 200 |
| 561800 | ATHLETIC SUPPLIES/MATERIALS | 500 | 500 | 500 | 500 | 500 | 500 |
| 561900 | OTHER SUPPLIES/MATERIALS | 53,558 | 19,377 | 14,132 | 21,929 | 9,875 | 9,875 |
| 563000 | FOOD/FOOD RELATED | 19,616 | 15,062 | 10,850 | 13,650 | 9,476 | 9,476 |
| 564300 | PUBLICATIONS & PERIODICALS | 226 | 165 | 250 | 250 | 250 | 250 |
| | | <u>78,038</u> | <u>36,300</u> | <u>29,186</u> | <u>38,559</u> | <u>23,351</u> | <u>23,351</u> |
| 57 | PROPERTY | | | | | | |
| 573300 | FURNITURE & FIXTURES | 700 | 2,280 | 200 | 200 | 200 | 200 |
| 573400 | TECHNOLOGY EQUIPMENT | 3,254 | 6,511 | 500 | 500 | 500 | 500 |
| | | <u>3,954</u> | <u>8,791</u> | <u>700</u> | <u>700</u> | <u>700</u> | <u>700</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 581000 | DUES & FEES & SUBSCRIPTIONS | 675 | 875 | 1,000 | 1,025 | 1,075 | 1,075 |
| 582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 210 | 0 | 0 |
| | | <u>675</u> | <u>875</u> | <u>1,000</u> | <u>1,235</u> | <u>1,075</u> | <u>1,075</u> |
| TOTAL for: YOUTH SERVICES | | 681,917 | 682,729 | 749,630 | 808,167 | 797,169 | 792,461 |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4450 SOCIAL SERVICES YOUTH SERVICES

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|--------------|----------------|
| | | | | | | |
| DIRECTOR OF YOUTH SERVICES | 2.00 | 137,812 | 1.50 | 68,661 | 1.00 | 68,661 |
| YOUTH SERVICES COORDINATOR | 1.00 | 53,820 | 1.00 | 53,820 | 0.86 | 53,820 |
| PREVENTION COORDINATOR | 1.00 | 51,615 | 1.00 | 52,647 | 1.00 | 52,647 |
| SOCIAL WORKER | 2.00 | 110,000 | 2.00 | 110,000 | 2.00 | 110,000 |
| YOUTH COUNSELOR I | 1.00 | 44,629 | 0.50 | 48,639 | 1.00 | 48,639 |
| YOUTH COUNSELOR II | 1.00 | 47,463 | 2.00 | 47,463 | 1.00 | 47,463 |
| SECRETARY I 28 HRS | | 25,175 | | 22,606 | 0.74 | 22,606 |
| PART TIME | | 138,151 | | 62,014 | 2.67 | 62,014 |
| | 7.00 | 608,665 | 7.00 | 465,850 | 10.27 | 465,850 |

Neighborhood Services

Mission: The mission of Neighborhood Services is to preserve, support, strengthen and increase the well-being of residents of The Town of Enfield by providing information, referral and access to programs and services.

Description: Neighborhood Services provides residents with convenient access to information, programs and services which address a wide variety of basic and emergency needs. Neighborhood Services works cooperatively with other organizations to offer valuable services to Enfield residents such as: Energy Assistance, Renter's Rebate, Homeowner's Tax Relief, Operation Fuel and Volunteer Income Tax Assistance (VITA). Our services are accessible by telephone, appointment, walk-in, and by visits to homes and senior housing sites when needed.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> •Hired an extremely well qualified Social Worker and increased ability to provide comprehensive case management services. •Implemented new standards for record keeping and case management. •Provided over 3000 intakes to various programs and services. •Implemented weekly services from Greater Hartford Legal Aide. •Increased assistance to homeless individuals and families through regular contact through the community warming center. | <ul style="list-style-type: none"> •Fully implement more electronic storage of documentation. •Fully implement CT Money School services. •Increase staff competency in programs and services through additional trainings. •Reduce numbers of chronically homeless in Enfield. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|----------------------------|-------------------|-------------------|---------------------|-------------------|
|----------------------------|-------------------|-------------------|---------------------|-------------------|

Self reported improvements in quality of life (starting mid year FY2016)

85% 95%

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--------------------|-------------------|-------------------|---------------------|-------------------|
|--------------------|-------------------|-------------------|---------------------|-------------------|

| | | | | |
|--|------|-------|------|------|
| Total Info/Referral (Office, Calls, Emails, Home visits) | 2642 | 5,580 | 6000 | 6250 |
| Total Energy Assistance - Other | 178 | 345 | 325 | 350 |
| Total Energy Assistance - CRT | 840 | 2,259 | 2500 | 2500 |
| Total other (Homeless, VITA, Tax Relief, etc) | 2111 | 2,721 | 2800 | 3000 |
| Police, EMS and Other Referrals | 26 | 24 | 31 | 30 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|-----------------------|----------------|----------------|----------------|----------------|----------------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | NEIGHBORHOOD SERVICES | | | | 4000 - 0460 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 511000 | SALARIES | 82,235 | 84,182 | 112,043 | 112,043 | 139,543 | 139,543 |
| 513000 | SALARIES - TEMP/SEASONAL | 0 | 0 | 1,000 | 1,000 | 1,000 | 500 |
| 516000 | STIPEND | 0 | 0 | 0 | 0 | 1,650 | 1,650 |
| | | <u>82,235</u> | <u>84,182</u> | <u>113,043</u> | <u>113,043</u> | <u>142,193</u> | <u>141,693</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 521000 | HEALTH/MEDICAL INSURANCE | 20,636 | 20,843 | 33,663 | 33,663 | 52,179 | 51,265 |
| 521500 | LIFE INSURANCE | 419 | 304 | 475 | 475 | 479 | 479 |
| 522000 | SOCIAL SECURITY (FICA) | 4,915 | 5,165 | 8,446 | 8,446 | 8,714 | 8,714 |
| 522100 | MEDICARE | 1,149 | 1,208 | 1,977 | 1,977 | 2,038 | 2,038 |
| 526000 | WORKERS COMPENSATION | 1,070 | 720 | 1,371 | 1,371 | 1,281 | 2,610 |
| | | <u>28,189</u> | <u>28,240</u> | <u>45,932</u> | <u>45,932</u> | <u>64,691</u> | <u>65,106</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 532200 | PROFESSIONAL DEVELOPMENT | 65 | 0 | 100 | 100 | 900 | 900 |
| | | <u>65</u> | <u>0</u> | <u>100</u> | <u>100</u> | <u>900</u> | <u>900</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 553100 | TELEPHONE | 4,365 | 4,365 | 3,500 | 3,500 | 3,500 | 4,365 |
| 553500 | POSTAGE | 435 | 368 | 500 | 500 | 500 | 500 |
| 555100 | COPYING & REPRODUCTION | 410 | 214 | 1,000 | 1,000 | 200 | 200 |
| 558000 | TRAVEL | 150 | 41 | 150 | 150 | 150 | 310 |
| | | <u>5,360</u> | <u>4,988</u> | <u>5,150</u> | <u>5,150</u> | <u>4,350</u> | <u>5,375</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 561200 | OFFICE SUPPLIES | 278 | 484 | 960 | 960 | 960 | 800 |
| 561300 | TECHNOLOGY SUPPLIE/MATERIAL | 72 | 260 | 0 | 0 | 0 | 0 |
| 564300 | PUBLICATIONS & PERIODICALS | 80 | 0 | 125 | 125 | 125 | 0 |
| | | <u>430</u> | <u>744</u> | <u>1,085</u> | <u>1,085</u> | <u>1,085</u> | <u>800</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 581000 | DUES & FEES & SUBSCRIPTIONS | 120 | 160 | 200 | 200 | 200 | 200 |
| 589000 | MISCELLANEOUS EXPENDITURES | 4,713 | 20,395 | 12,000 | 12,000 | 12,000 | 12,000 |
| | | <u>4,833</u> | <u>20,555</u> | <u>12,200</u> | <u>12,200</u> | <u>12,200</u> | <u>12,200</u> |
| TOTAL for: NEIGHBORHOOD SERVICES | | <u>121,112</u> | <u>138,709</u> | <u>177,510</u> | <u>177,510</u> | <u>225,419</u> | <u>226,074</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4460 SOCIAL SERVICES NEIGHBORHOOD SERVICES

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| SOCIAL WORKER | 1.00 | 55,000 | 1.00 | 55,000 | 1.00 | 55,000 |
| CASEWORKER | 1.00 | 50,654 | 1.00 | 50,654 | 1.00 | 50,654 |
| SECRETARY I 35 HRS | 1.00 | 33,889 | 1.00 | 33,889 | 1.00 | 33,889 |
| TEMPORARY/SEASONAL | | 1,000 | | 1,000 | 0.03 | 500 |
| | 3.00 | 140,543 | 3.00 | 140,543 | 3.03 | 140,043 |

Family Resource Center

Mission: The mission of the Family Resource Center is to ensure that children enter school ready to learn and to provide education and support to strengthen parents in their role as their child's first and most important teacher.

Description: The Enfield Family Resource Center is in its 17th year serving children and families in the Town of Enfield. This site operates out of Enfield Street School and receives a grant from the State Department of Education. The FRC provides services in seven areas, either through direct service or collaboration: Parent Education and Support including early learning groups and a home visiting program for families with children under age five; outreach to family day care providers; positive youth development; resource and referral services; adult education and family literacy; full day, quality preschool; and school-age child care (offered at Enfield Child Development Center). The Stowe Family Resource Center is located in Enfield's new Early Learning Center and is funded by private funds with LEGO as the main sponsor and other local businesses also contributing. The Stowe FRC offers an array of parent education support services for families with children under age five, outreach to family day care provider, resource and referral services, and health initiatives.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|--|
| <ul style="list-style-type: none"> •A Social Worker was hired to coordinate supports and services for families with young children. •An additional Parent Educator has been hired to increase our capacity to provide services to more families with young children including a home visiting program and parent education. •A grant was awarded from the Hartford Foundation for Public Giving to create a Creative Play Center in the Early Learning Center that will provide expanded opportunities for play and be coordinated by the FRC. •The evidence-based Circle of Security Parenting Series was provided twice to 32 parents. •The number of individuals registered in ongoing programs has increased by 58% compared to last year at this time. | <ul style="list-style-type: none"> •Continue to work with Enfield's most vulnerable families. •Increase participation in Parents as Teachers home visiting program. •Coordinate Creative Play Center in the Stowe Early Learning Center for young children attending the Enfield Child Development Center and Enfield Public Schools preschool programs as well as Family Resource Center families. |

Family Resource Center

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| % clients reporting improved quality of life | n/a | n/a | 85% | 90% |
| % clients reporting increase in knowledge of parenting skills | n/a | n/a | 90% | 95% |
| % clients reporting increase in knowledge of child development | n/a | n/a | 85% | 90% |
| % clients reporting increased connection with at least one new person | n/a | n/a | 85% | 90% |
| % clients reporting increased knowledge of community resources | n/a | n/a | 85% | 90 |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| # of information/ referrals provided | 293 | 314 | 350 | 375 |
| # of people registered in ongoing programs | 326 | 629 | 700 | 725 |
| # of home visits provided | 191 | 110 | 150 | 175 |
| # of developmental screenings provided | 55 | 98 | 115 | 130 |
| # of programs offered | 310 | 334 | 350 | 375 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | | Dept./Agency: | | Activity: | | | Code: | |
|--|--|-----------------|----------------|------------------------|----------------|----------------|----------------|--|
| SOCIAL SERVICES FUND | | SOCIAL SERVICES | | FAMILY RESOURCE CENTER | | | 4000 - 0470 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 | |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED | |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | | |
| | 511000 SALARIES | 62,442 | 60,089 | 95,789 | 103,340 | 55,000 | 55,000 | |
| | 511100 CERTIFIED SALARIES | 99,516 | 100,453 | 101,612 | 101,612 | 103,644 | 103,644 | |
| | 512000 SALARIES - PART TIME | 6,632 | 4,758 | 36,159 | 40,094 | 118,062 | 118,062 | |
| | 513000 SALARIES - TEMP/SEASONAL | 43 | 359 | 2,200 | 2,200 | 2,200 | 2,200 | |
| | 516000 STIPEND | 3,000 | 2,780 | 3,049 | 3,049 | 4,761 | 4,761 | |
| | | <u>171,633</u> | <u>168,439</u> | <u>238,809</u> | <u>250,295</u> | <u>283,667</u> | <u>283,667</u> | |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| | 521000 HEALTH/MEDICAL INSURANCE | 27,516 | 13,747 | 35,332 | 35,332 | 30,713 | 30,151 | |
| | 521500 LIFE INSURANCE/DISABILITY | 587 | 350 | 580 | 580 | 580 | 580 | |
| | 522000 SOCIAL SECURITY (FICA) | 10,499 | 10,212 | 16,186 | 17,048 | 17,209 | 17,587 | |
| | 522100 MEDICARE | 2,456 | 2,388 | 3,785 | 3,987 | 4,049 | 4,113 | |
| | 526000 WORKERS COMPENSATION | 2,193 | 3,045 | 1,237 | 1,237 | 4,000 | 3,093 | |
| | | <u>43,252</u> | <u>29,742</u> | <u>57,120</u> | <u>58,184</u> | <u>56,551</u> | <u>55,524</u> | |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | | |
| | 532200 PROFESSIONAL DEVELOPMENT | 1,215 | 1,180 | 700 | 2,700 | 2,000 | 2,000 | |
| | 532500 PARENT ACTIVITIES | 1,832 | 676 | 250 | 2,250 | 1,250 | 1,250 | |
| | 533900 OTHER PROFESSIONAL SERVICES | 21,682 | 33,208 | 20,838 | 45,504 | 24,933 | 24,933 | |
| | | <u>24,729</u> | <u>35,064</u> | <u>21,788</u> | <u>50,454</u> | <u>28,183</u> | <u>28,183</u> | |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | | |
| | 542400 GROUNDS SERVICES | 0 | 0 | 0 | 7,500 | 0 | 0 | |
| | 543100 BUILDING REPAIRS/MAINTENANCE | 0 | 0 | 0 | 5,000 | 0 | 0 | |
| | | <u>0</u> | <u>0</u> | <u>0</u> | <u>12,500</u> | <u>0</u> | <u>0</u> | |
| 55 | OTHER PURCHASED SERVICES | | | | | | | |
| | 553100 TELEPHONE | 4,365 | 4,365 | 3,000 | 3,000 | 3,000 | 3,000 | |
| | 553500 POSTAGE | 473 | 568 | 550 | 550 | 600 | 600 | |
| | 555000 PRINTING & REPRODUCTION | 747 | 634 | 500 | 3,500 | 1,550 | 1,550 | |
| | 555100 COPYING & REPRODUCTION | 0 | 0 | 500 | 0 | 0 | 0 | |
| | 558000 TRAVEL | 1,123 | 979 | 1,100 | 1,300 | 1,500 | 1,500 | |
| | | <u>6,707</u> | <u>6,546</u> | <u>5,650</u> | <u>8,350</u> | <u>6,650</u> | <u>6,650</u> | |
| 56 | SUPPLIES/MATERIALS | | | | | | | |
| | 561100 INSTRUCTIONAL SUPPLIES | 1,145 | 5,735 | 3,000 | 30,805 | 4,887 | 4,887 | |
| | 561200 OFFICE SUPPLIES | 606 | 996 | 600 | 600 | 600 | 600 | |
| | 561300 TECHNOLOGY SUPPLIE/MATERIAL | 336 | 266 | 800 | 800 | 300 | 300 | |
| | 561900 OTHER SUPPLIES/MATERIALS | 145 | 201 | 100 | 100 | 100 | 100 | |
| | 563000 FOOD/FOOD RELATED | 1,070 | 1,375 | 2,750 | 4,750 | 2,850 | 2,850 | |
| | | <u>3,301</u> | <u>8,574</u> | <u>7,250</u> | <u>37,055</u> | <u>8,737</u> | <u>8,737</u> | |
| 57 | PROPERTY | | | | | | | |
| | 573300 FURNITURE & FIXTURES | 1,410 | 4,767 | 1,000 | 18,060 | 4,000 | 4,000 | |
| | 573400 TECHNOLOGY EQUIPMENT | 0 | 130 | 0 | 4,500 | 1,600 | 1,600 | |
| | | <u>1,410</u> | <u>4,897</u> | <u>1,000</u> | <u>22,560</u> | <u>5,600</u> | <u>5,600</u> | |
| 58 | OTHER OBJECTS | | | | | | | |
| | 581000 DUES & FEES & SUBSCRIPTIONS | 1,854 | 1,924 | 1,750 | 2,250 | 2,235 | 2,235 | |
| | | <u>1,854</u> | <u>1,924</u> | <u>1,750</u> | <u>2,250</u> | <u>2,235</u> | <u>2,235</u> | |
| TOTAL for: FAMILY RESOURCE CENTER | | <u>252,887</u> | <u>255,186</u> | <u>333,367</u> | <u>441,648</u> | <u>391,623</u> | <u>390,596</u> | |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: SOCIAL SERVICES FUND

Dept./Agency: 4470 SOCIAL SERVICES FAMILY RESOURCE CENTER

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|-------------|----------------|-------------|----------------|-------------|----------------|
| | | | | | | |
| PARENT EDUCATOR | 1.00 | 43,403 | 1.00 | 43,403 | 1.00 | 43,403 |
| FAMILY RES. CENTER COORDINATOR | 1.00 | 60,241 | 1.00 | 60,241 | 1.00 | 60,241 |
| SOCIAL WORKER | 1.00 | 55,000 | 1.00 | 55,000 | 1.00 | 55,000 |
| PART TIME | | 40,094 | | 118,062 | 2.64 | 118,062 |
| TEMPORARY/SEASONAL | | 2,200 | | 2,200 | 0.02 | 2,200 |
| | 3.00 | 200,938 | 3.00 | 278,906 | 5.66 | 278,906 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|---------------------------------|--------------------------------|--------|--------|---------|-------------|----------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | LIABILITY AND OTHER INSURANCES | | | | 4000 - 9090 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 552100 | GENERAL LIABILITY INSURANCE | 9,475 | 24,034 | 0 | 0 | 0 | 0 |
| 552200 | PROPERTY INSURANCE | 2,370 | 2,370 | 35,528 | 35,528 | 35,528 | 37,786 |
| 552300 | FLEET/VEHICLE INSURANCE | 8,755 | 8,755 | 8,755 | 8,755 | 8,755 | 7,172 |
| | | 20,600 | 35,159 | 44,283 | 44,283 | 44,283 | 44,958 |
| TOTAL for: LIABILITY AND OTHER INSURANCES | | 20,600 | 35,159 | 44,283 | 44,283 | 44,283 | 44,958 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|----------------------|--|-----------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| SOCIAL SERVICES FUND | SOCIAL SERVICES | PENSION AND RETIREE CHARGES | | | | 4000 - 9091 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 523000 | PENSION - MUNICIPAL EMPLOYEE | 201,353 | 249,204 | 272,827 | 272,827 | 249,204 | 217,468 |
| | | <u>201,353</u> | <u>249,204</u> | <u>272,827</u> | <u>272,827</u> | <u>249,204</u> | <u>217,468</u> |
| | TOTAL for: PENSION AND RETIREE CHARGES | <u>201,353</u> | <u>249,204</u> | <u>272,827</u> | <u>272,827</u> | <u>249,204</u> | <u>217,468</u> |
| | TOTAL for: SOCIAL SERVICES - SOCIAL SERVICES FUND | <u>\$5,722,293</u> | <u>\$5,636,771</u> | <u>\$6,543,355</u> | <u>\$6,933,014</u> | <u>\$6,610,164</u> | <u>\$6,576,517</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET**

Function:
SOCIAL SERVICES FUND

Dept./Agency:
SOCIAL SERVICES BOARDS & COMM

Code:
4900 - 0490

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|---|-----------------|------------------|------------------|------------------|--------------------|------------------|
| 22049490 COMMISSION ON AGING | 7,472 | 7,160 | 10,000 | 10,000 | 10,000 | 10,000 |
| 22049492 NETWORK AGAINST DOMESTIC ABUSE | 16,100 | 16,100 | 16,100 | 16,100 | 16,100 | 16,100 |
| 22049496 NORTH CENTRAL MENTAL HEALTH | 497 | 497 | 497 | 497 | 497 | 497 |
| 22049498 THE AFTER SCHOOL PROGRAM | 8,456 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| 22049501 ENFIELD FOOD SHELF | 17,400 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 22049502 EMERGENCY LOAN FUND OF ENFIELD | 2,100 | 2,100 | 2,100 | 2,100 | 2,100 | 2,100 |
| 22049503 KITE | 2,100 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| 22049505 LOAVES AND FISHES | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 22049504 UNALLOCATED BOARDS | 33,748 | 49,500 | 48,000 | 48,000 | 48,000 | 48,000 |
| PROGRAM TOTAL | \$92,873 | \$132,857 | \$134,197 | \$134,197 | \$134,197 | \$134,197 |



**TOWN OF ENFIELD
ANNUAL BUDGET**

INSURANCE FUND

**TOWN OF ENFIELD
ANNUAL BUDGET
INSURANCE RESERVE REVENUE SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|-----------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| USE OF MONEY & PROPERTY | 5,969 | 3,813 | 0 | 0 | 0 | 0 |
| GENERAL FUND TRANSFERS | 632,260 | 726,117 | 706,661 | 706,661 | 706,661 | 721,924 |
| INTRAGOVERNMENTAL TRANSFERS | 462,618 | 542,328 | 625,000 | 625,000 | 625,000 | 627,970 |
| | <u>\$1,100,847</u> | <u>\$1,272,258</u> | <u>\$1,331,661</u> | <u>\$1,331,661</u> | <u>\$1,331,661</u> | <u>\$1,349,894</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | Code: | | | |
|-------------------------------------|---------------------------------|-------------------|---------------|---------------|---------------|---------------|---------------|
| INSURANCE RESERVE | PROTECTION OF LIFE & PROPERTY | EMERGENCY MEDICAL | | 2000 - 0022 | | | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 23500022-552100 | GENERAL LIABILITY INSURANCE | 7,787 | 1,761 | 0 | 0 | 0 | 0 |
| 23500022-552200 | PROPERTY INSURANCE | 2,596 | 0 | 1,872 | 1,872 | 1,872 | 1,887 |
| 23500022-552300 | FLEET/VEHICLE INSURANCE | 12,329 | 12,445 | 13,067 | 13,067 | 13,067 | 13,890 |
| 23500022-552800 | DEDUCTIBLES/SMALL CLAIMS | 16,822 | 6,386 | 18,000 | 18,000 | 18,000 | 18,000 |
| TOTAL for: EMERGENCY MEDICAL | | 39,534 | 20,592 | 32,939 | 32,939 | 32,939 | 33,777 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|---------------------------------|-------------------------|----------------|----------------|----------------|----------------|----------------|
| INSURANCE RESERVE | PUBLIC WORKS | WATER POLLUTION CONTROL | | | | 3000 - 0350 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 23500350-552100 | GENERAL LIABILITY INSURANCE | 27,658 | 89,910 | 0 | 0 | 0 | 0 |
| 23500350-552200 | PROPERTY INSURANCE | 2,163 | 0 | 89,187 | 89,187 | 89,187 | 89,916 |
| 23500350-552300 | FLEET/VEHICLE INSURANCE | 10,274 | 12,869 | 13,513 | 13,513 | 13,513 | 14,364 |
| 23500350-552700 | OTHER LIABILITY INSURANCE | 0 | 0 | 6,260 | 6,260 | 6,260 | 6,442 |
| 23500350-552800 | DEDUCTIBLES/SMALL CLAIMS | 27,160 | 41,596 | 27,000 | 27,000 | 27,000 | 27,000 |
| TOTAL for: WATER POLLUTION CONTROL | | 68,120 | 144,375 | 135,960 | 135,960 | 135,960 | 137,722 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | Code: | | |
|----------------------------|---------------------------------|-----------------|----------|----------|-------------|------------|----------|
| INSURANCE RESERVE | NON-DEPARTMENTAL CHARGES | SOCIAL SERVICES | | | 8000 - 0400 | | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 23500400-552100 | GENERAL LIABILITY INSURANCE | 5,191 | 28,734 | 0 | 0 | 0 | 0 |
| 23500400-552200 | PROPERTY INSURANCE | 1,730 | 0 | 30,528 | 30,528 | 30,528 | 30,778 |
| 23500400-552300 | FLEET/VEHICLE INSURANCE | 8,219 | 6,118 | 6,747 | 6,747 | 6,747 | 7,172 |
| 23500400-552800 | DEDUCTIBLES/SMALL CLAIMS | 4,254 | 0 | 7,008 | 7,008 | 7,008 | 7,008 |
| | | 19,610 | 34,852 | 44,283 | 44,283 | 44,283 | 44,958 |
| TOTAL for: SOCIAL SERVICES | | \$19,610 | \$34,852 | \$44,283 | \$44,283 | \$44,283 | \$44,958 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|-------------------------------|---------------------------------|--------------------|-----------|-----------|-----------|-------------|-----------|
| INSURANCE RESERVE | NON-DEPARTMENTAL CHARGES | BOARD OF EDUCATION | | | | 8000 - 1000 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 23501000-552100 | GENERAL LIABILITY INSURANCE | 142,513 | 352,541 | 0 | 0 | 0 | 0 |
| 23501000-552200 | PROPERTY INSURANCE | 129,256 | 0 | 337,274 | 337,274 | 337,274 | 340,032 |
| 23501000-552300 | FLEET/VEHICLE INSURANCE | 33,143 | 461 | 484 | 484 | 484 | 514 |
| 23501000-552600 | PROFESSIONAL LIAB. INSURANCE | 9,943 | 0 | 34,060 | 34,060 | 34,060 | 30,967 |
| 23501000-552800 | DEDUCTIBLES/SMALL CLAIMS | 38,822 | 26,249 | 40,000 | 40,000 | 40,000 | 40,000 |
| | | 370,248 | 379,251 | 411,818 | 411,818 | 411,818 | 411,513 |
| TOTAL for: BOARD OF EDUCATION | | \$370,248 | \$379,251 | \$411,818 | \$411,818 | \$411,818 | \$411,513 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|---------------------------------------|---------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| INSURANCE RESERVE | NON-DEPARTMENTAL CHARGES | TOWN - GENERAL GOVT | | | | 8000 - 1001 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 23501001-533900 | OTHER PROFESSIONAL SERVICES | 37,781 | 37,500 | 55,000 | 55,000 | 55,000 | 60,000 |
| | | 37,781 | 37,500 | 55,000 | 55,000 | 55,000 | 60,000 |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 23501001-552100 | GENERAL LIABILITY INSURANCE | 149,218 | 305,623 | 0 | 0 | 0 | 0 |
| 23501001-552200 | PROPERTY INSURANCE | 36,771 | 0 | 166,323 | 166,323 | 166,323 | 167,683 |
| 23501001-552300 | FLEET/VEHICLE INSURANCE | 174,661 | 135,289 | 142,057 | 142,057 | 142,057 | 151,008 |
| 23501001-552500 | BONDS | 6,222 | 6,205 | 5,000 | 5,000 | 5,000 | 5,000 |
| 23501001-552600 | PROFESSIONAL LIAB. INSURANCE | 102,742 | 0 | 130,877 | 130,877 | 130,877 | 130,420 |
| 23501001-552700 | OTHER LIABILITY INSURANCE | 0 | 340 | 22,404 | 22,404 | 22,404 | 22,813 |
| 23501001-552800 | DEDUCTIBLES/SMALL CLAIMS | 101,343 | 204,365 | 185,000 | 185,000 | 185,000 | 185,000 |
| | | 580,690 | 651,822 | 651,661 | 651,661 | 651,661 | 661,924 |
| TOTAL for: TOWN - GENERAL GOVT | | \$618,472 | \$689,322 | \$706,661 | \$706,661 | \$706,661 | \$721,924 |
| TOTAL for: NON-DEPARTMENTAL CHARGES - INSURANCE RESERVE | | \$1,008,330 | \$1,103,424 | \$1,162,762 | \$1,162,762 | \$1,162,762 | \$1,178,395 |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**INFORMATION TECHNOLOGY
FUND SUMMARY
REVENUE**

**TOWN OF ENFIELD
ANNUAL BUDGET
INFORMATION TECHNOLOGY FUND REVENUE SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| INTERGOVERNMENTAL REVENUE | 0 | 6,084 | 0 | 0 | 0 | 0 |
| CHARGES FOR SERVICES | 87,036 | 64,942 | 99,000 | 99,000 | 99,000 | 99,000 |
| MISCELLANEOUS REVENUE | 188,585 | 188,585 | 0 | 0 | 0 | 0 |
| GRANTS / OTHER PROGRAMS | 0 | 32,700 | 0 | 0 | 0 | 0 |
| GENERAL FUND TRANSFERS | 2,670,628 | 2,914,552 | 2,026,694 | 2,026,115 | 1,957,166 | 2,703,951 |
| INTRAGOVERNMENTAL TRANSFERS - WPC | 18,866 | 37,731 | 37,731 | 37,731 | 37,731 | 37,731 |
| INTRAGOVERNMENTAL TRANSFERS - EPS | 895,713 | 454,930 | 1,828,614 | 1,045,295 | 2,003,614 | 765,442 |
| | <u>\$3,860,828</u> | <u>\$3,699,524</u> | <u>\$3,992,039</u> | <u>\$3,208,141</u> | <u>\$4,097,511</u> | <u>\$3,606,124</u> |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**INFORMATION TECHNOLOGY
FUND SUMMARY
EXPENDITURES**

Information Technology

Mission: The mission of the Information Technology Department is to deliver high-quality, reliable, secure information services and to provide forward-looking, comprehensive solutions that increase efficiency and make government and education more accessible for the Town of Enfield.

Description: The Information Technology Department for the Town of Enfield provides technology solutions and services to the municipality, public safety and public education sectors of local government. The key to our solutions and services revolve around three strategies for success - Ease of Use, High Availability and Secure Access.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> •Implemented Cloud Based Services for Microsoft Office 365 for email and file storage for Schools, Town, and Fire Departments. •Refreshed educational technology for teachers with leased equipment, adding greater mobility and security options. •Migrated local Sharepoint Services to Cloud for EPS and Municipal Sites. •Successfully transitioned Public Safety System to New Dispatch and Records Management solution. •Implemented State of the Art network solution for Enfield High School renovations •Completed School Security Project. •Migration of Local Applications to Hosted Services (EZ-Care, Tyler Content Manager, View Permit, etc.). | <ul style="list-style-type: none"> •Complete Enfield High School/Fermi High School Consolidation Project. •Refresh Educational Technology for School Leadership and Support Staff. •Implement Communications System with State of the Art Security and Video features. •Establish Performance Metrics based upon ITIL protocols. •Improve percentage of projects completed on time to 75% through improved efficiencies and Lean Project Management initiatives. |

Information Technology

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|--|--|--|
| Percentage of domain machines centrally managed | 80% | 85% | 90% | 95% |
| Percentage of work orders closed within established service level agreements | N/A | Critical: 50% Urgent: 81% Basic: 52% New: 68% | Critical:100% Urgent:100% Basic:60% New:40% | Critical:100% Urgent:100% Basic:70% New:40% |
| Percentage of workstations with compliant operating systems | 100% | 100% | 100% | 100% |
| Percentage of requests resolved with first call resolution | N/A | 33% | 30% | 35% |
| Percentage of projects completed on time | 84% | 78% | 64% | 75% |
| Percentage of servers with compliant operating systems | N/A | 67% | 90% | 95% |
| Percentage of servers hosted or virtual | N/A | 49% | 75% | 90% |
| Percentage of devices delivered without defect/return | 95% | 98% | 98% | 98% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---------------------------------------|-------------------|-------------------|---------------------|-------------------|
| Work Orders Closed | 6,854 | 4,882 | 5,868 | 5,700 |
| Managed Devices | 1,996 | 2,149 | 2,073 | 2,073 |
| Number of projects completed | 19 | 18 | 22 | 22 |
| Guest Wireless Users Annually | N/A | 100,075 | 122,820 | 125,000 |
| Number of servers - local | N/A | 82 | 60 | 50 |
| Number of servers - hosted or virtual | N/A | N/A | 39 | 45 |
| Number of printers on server | N/A | N/A | 227 | 230 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|------------------------|------------------------|------------------|------------------|------------------|------------------|------------------|
| INFORMATION TECHNOLOGY FUND | INFORMATION TECHNOLOGY | INFORMATION TECHNOLOGY | | | | 1210 - 0000 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | |
| 24012100-511000 SALARIES | | 979,398 | 877,979 | 837,934 | 784,924 | 755,674 | 755,674 |
| 24012100-512000 SALARIES - PART TIME | | 0 | 4,680 | 0 | 0 | 0 | 0 |
| 24012100-516000 STIPEND | | 18,618 | 16,737 | 16,667 | 15,016 | 15,376 | 15,376 |
| | | <u>998,016</u> | <u>899,397</u> | <u>854,601</u> | <u>799,940</u> | <u>771,050</u> | <u>771,050</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| 24012100-521000 HEALTH/MEDICAL INSURANCE | | 206,805 | 168,157 | 190,996 | 183,962 | 203,691 | 200,087 |
| 24012100-521500 LIFE INSURANCE | | 4,167 | 2,507 | 2,316 | 2,123 | 1,930 | 1,930 |
| 24012100-522000 SOCIAL SECURITY (FICA) | | 59,475 | 53,823 | 51,953 | 48,542 | 43,351 | 43,351 |
| 24012100-522100 MEDICARE | | 13,910 | 12,587 | 12,151 | 11,353 | 10,142 | 10,142 |
| | | <u>284,357</u> | <u>237,075</u> | <u>257,416</u> | <u>245,980</u> | <u>259,114</u> | <u>255,510</u> |
| 53 PURCHASED PROF & TECHNICAL | | | | | | | |
| 24012100-532200 PROFESSIONAL DEVELOPMENT | | 12,873 | 15,883 | 33,500 | 26,000 | 38,500 | 38,500 |
| 24012100-533400 TECHNOLOGICAL SERVICES | | 1,020,547 | 1,243,602 | 1,307,133 | 880,055 | 1,083,988 | 1,080,000 |
| | | <u>1,033,420</u> | <u>1,259,486</u> | <u>1,340,633</u> | <u>906,055</u> | <u>1,122,488</u> | <u>1,118,500</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | |
| 24012100-553100 TELEPHONE | | 390,277 | 421,650 | 417,240 | 242,040 | 227,400 | 227,400 |
| 24012100-553500 POSTAGE | | 91 | 22 | 150 | 150 | 150 | 150 |
| 24012100-554000 ADVERTISING | | 0 | 360 | 1,000 | 1,000 | 1,000 | 1,000 |
| 24012100-555100 COPYING & REPRODUCTION | | 488 | 455 | 900 | 900 | 900 | 900 |
| 24012100-558000 TRAVEL | | 3,647 | 1,573 | 8,000 | 4,000 | 8,000 | 8,000 |
| | | <u>394,502</u> | <u>424,059</u> | <u>427,290</u> | <u>248,090</u> | <u>237,450</u> | <u>237,450</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | |
| 24012100-561200 OFFICE SUPPLIES | | 371 | 66 | 1,400 | 1,400 | 1,400 | 1,400 |
| 24012100-561300 TECHNOLOGY SUPPLIE/MATERIAL | | 338 | 4,808 | 7,600 | 7,600 | 7,600 | 7,600 |
| 24012100-562600 GASOLINE | | 1,388 | 1,219 | 5,040 | 5,040 | 5,040 | 2,000 |
| 24012100-563000 FOOD/FOOD RELATED | | 0 | 44 | 0 | 0 | 1,000 | 1,000 |
| | | <u>2,098</u> | <u>6,136</u> | <u>14,040</u> | <u>14,040</u> | <u>15,040</u> | <u>12,000</u> |
| 57 PROPERTY | | | | | | | |
| 24012100-573400 TECHNOLOGY EQUIPMENT | | 1,025,569 | 830,143 | 988,869 | 884,846 | 906,596 | 906,596 |
| | | <u>1,025,569</u> | <u>830,143</u> | <u>988,869</u> | <u>884,846</u> | <u>906,596</u> | <u>906,596</u> |
| 58 OTHER OBJECTS | | | | | | | |
| 24012100-581000 DUES & FEES & SUBSCRIPTIONS | | 350 | 395 | 350 | 350 | 480 | 480 |
| | | <u>350</u> | <u>395</u> | <u>350</u> | <u>350</u> | <u>480</u> | <u>480</u> |
| TOTAL for: INFORMATION TECHNOLOGY ADMINISTRATION | | <u>3,738,312</u> | <u>3,656,689</u> | <u>3,883,199</u> | <u>3,099,301</u> | <u>3,312,218</u> | <u>3,301,586</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: INFORMATION TECHNOLOGY FUND

Dept./Agency: 1200 INFORMATION TECHNOLOGY

| <u>Position Classification</u> | CURRENT | | DEPARTMENT | | PROPOSED | |
|--------------------------------|--------------|----------------|--------------|----------------|--------------|----------------|
| | | | | | | |
| CHIEF TECHNOLOGY OFFICER | 1.00 | 117,653 | 1.00 | 117,653 | 1.00 | 117,653 |
| SYSTEMS DEVELOPMENT MANAGER | 1.00 | 89,119 | 1.00 | 92,000 | 1.00 | 92,000 |
| SYSTEMS ANALYST | 1.00 | 89,398 | 1.00 | 89,398 | 1.00 | 89,398 |
| SYSTEMS NETWORK MANAGER | 1.00 | 79,597 | 1.00 | 85,000 | 1.00 | 85,000 |
| PROJECT MANAGER | 1.00 | 71,722 | 1.00 | 74,000 | 1.00 | 74,000 |
| NETWORK ADMINISTRATOR | 1.00 | 65,000 | | 0 | | 0 |
| TECHNICAL PROJECT COORDINATOR | 1.00 | 58,091 | 1.00 | 63,000 | 1.00 | 63,000 |
| INFORMATION SYSTEMS TECHNICIAN | 2.00 | 103,307 | 2.00 | 103,307 | 2.00 | 103,307 |
| LEAD TECHNICIAN - IT | 1.00 | 59,270 | 1.00 | 59,270 | 0.00 | 0 |
| HELP DESK COORDINATOR | 1.00 | 61,866 | 1.00 | 61,866 | 1.00 | 61,866 |
| DESKTOP ENGINEER | | 0 | | 0 | 1.00 | 69,450 |
| | 11.00 | 795,023 | 10.00 | 745,494 | 10.00 | 755,674 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|-------------------------------------|------------------------|-------------------|----------|----------|----------|-------------|----------------|
| INFORMATION TECHNOLOGY FUND | INFORMATION TECHNOLOGY | CAPITAL PURCHASES | | | | 1210 - 7500 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 57 | PROPERTY | | | | | | |
| 24007500-573400 | TECHNOLOGY EQUIPMENT | 0 | 0 | 0 | 0 | 0 | 130,000 |
| 24007500-573600 | SOFTWARE | 0 | 0 | 0 | 0 | 0 | 101,676 |
| | | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>231,676</u> |
| TOTAL for: CAPITAL PURCHASES | | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>231,676</u> |

Information Technologies
10 YR Projections

| | FY2017 | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | 10 Year total |
|--|--------------|--------------|------------|------------|--------------|--------------|------------|------------|--------------|------------|---------------|
| Infrastructure | | | | | | | | | | | |
| Fiber | | | | | | | | | | | |
| - Eli Whitney | | \$ 10,000 | | | | | | | | | |
| - WPC | | \$ 25,000 | | | | | | | | | |
| - Enfield Street School/Headstart | | \$ 10,000 | | | | | | | | | |
| - EMS | | \$ 20,000 | | | | | | | | | |
| - Transfer Station | | \$ 10,000 | | | | | | | | | |
| - ALAC | | \$ 5,000 | | | | | | | | | |
| - SR CENTER | | \$ 5,000 | | | | | | | | | |
| - Social Services (High Street)/FRC | | \$ 5,000 | | | | | | | | | |
| - S/C | | \$ 85,000 | | | | | | | | | |
| Fiber Total | | \$ 85,000 | | | | | | | | | \$ 85,000 |
| Network | | | | | | | | | | | |
| - Switches, Routers, Wi-Fi, etc. | | | | | | | | | | | |
| - Appliances | \$ 33,400 | \$ 33,400 | | \$ 33,400 | \$ 33,400 | \$ 33,400 | | \$ 33,400 | | \$ 33,400 | \$ 33,400 |
| - Applications | \$ 32,276 | \$ 32,276 | | \$ 32,276 | \$ 32,276 | \$ 32,276 | | \$ 32,276 | | \$ 32,276 | \$ 32,276 |
| Network Total | \$ 65,676 | \$ - | \$ - | \$ 65,676 | \$ - | \$ 65,676 | \$ - | \$ 65,676 | \$ - | \$ 65,676 | \$ 328,381 |
| Telephone (Upgrades) | \$ 75,000 | \$ - | \$ 75,000 | \$ - | \$ 75,000 | \$ - | \$ 75,000 | \$ 0 | \$ 75,000 | \$ 0 | \$ 375,000 |
| Other (TC, BOE, EPD, EMS, etc.) | \$ 91,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 271,000 |
| Total CIP Funding | \$ 231,676 | \$ 105,000 | \$ 95,000 | \$ 85,676 | \$ 95,000 | \$ 85,676 | \$ 95,000 | \$ 85,676 | \$ 95,000 | \$ 85,676 | \$ 1,059,381 |
| Technology Refresh Lease Programs | | | | | | | | | | | |
| Tech Refresh (3yr Operational Lease) | | | | | | | | | | | |
| - Town | \$ 100,000 | Refresh | | | Refresh | | | Refresh | | | |
| - Teachers | \$ 100,000 | | | | | | | | | | |
| - EPS Admin | \$ 100,000 | | | | | | | | | | |
| Equipment Lease cost | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 3,000,000 |
| Equipment Purchase Value | \$ 1,000,000 | \$ - | \$ - | \$ - | \$ 1,000,000 | \$ - | \$ - | \$ - | \$ 1,000,000 | \$ - | \$ 3,000,000 |
| Network Refresh (5yr Operational Lease) | | | | | | | | | | | |
| Equipment Lease cost | \$ - | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 2,475,000 |
| Equipment Purchase Value | \$ - | \$ 1,200,000 | \$ - | \$ - | \$ - | \$ 1,200,000 | \$ - | \$ - | \$ - | \$ - | \$ 2,400,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|--------------------------------|--------------|---------------|---------------|--------------|---------------|
| INFORMATION TECHNOLOGY FUND | INFORMATION TECHNOLOGY | LIABILITY AND OTHER INSURANCES | | | | 1210 - 9090 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 24009090-526000 | WORKERS COMPENSATION | 2,169 | 7,549 | 13,436 | 13,436 | 2,357 | 14,208 |
| | | <u>2,169</u> | <u>7,549</u> | <u>13,436</u> | <u>13,436</u> | <u>2,357</u> | <u>14,208</u> |
| TOTAL for: LIABILITY AND OTHER INSURANCES | | 2,169 | 7,549 | 13,436 | 13,436 | 2,357 | 14,208 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|-----------------------------|---|-----------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| INFORMATION TECHNOLOGY FUND | INFORMATION TECHNOLOGY | PENSION AND RETIREE CHARGES | | | | 1210 - 9091 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 24009091-523000 | PENSION - MUNICIPAL EMPLOYEE | 88,069 | 87,201 | 95,404 | 95,404 | 87,201 | 58,654 |
| | | <u>88,069</u> | <u>87,201</u> | <u>95,404</u> | <u>95,404</u> | <u>87,201</u> | <u>58,654</u> |
| | TOTAL for: PENSION AND RETIREE CHARGES | <u>88,069</u> | <u>87,201</u> | <u>95,404</u> | <u>95,404</u> | <u>87,201</u> | <u>58,654</u> |
| | TOTAL for: INFORMATION TECHNOLOGY - INFORMATION TECHNOLOGY FUND | <u>\$3,828,550</u> | <u>\$3,751,439</u> | <u>\$3,992,039</u> | <u>\$3,208,141</u> | <u>\$3,401,776</u> | <u>\$3,606,124</u> |



**TOWN OF ENFIELD
ANNUAL BUDGET**

DOG FUND

**TOWN OF ENFIELD
ANNUAL BUDGET
DOG FUND REVENUE SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|------------------------|-----------------|-----------------|-----------------|-----------------|--------------------|------------------|
| LICENSES & PERMITS | 19,171 | 16,970 | 26,000 | 26,000 | 26,000 | 26,000 |
| CHARGES FOR SERVICES | 3,069 | 4,814 | 6,000 | 6,000 | 6,000 | 6,000 |
| MISCELLANEOUS REVENUE | 610 | 3,952 | 0 | 0 | 0 | 0 |
| GENERAL FUND TRANSFERS | 11,990 | 11,990 | 11,990 | 11,990 | 11,990 | 11,990 |
| | \$34,841 | \$37,726 | \$43,990 | \$43,990 | \$43,990 | \$43,990 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | Code: | |
|--|-------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| DOG FUND | PROTECTION OF LIFE & PROPERTY | ANIMAL CONTROL | | | 2000 - 0075 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT |
| | | | | | | PROPOSED |
| 51 PERSONAL SERVICES - SALARIES | | | | | | |
| 25120075-512000 SALARIES - PART TIME | | 30,305 | 40,270 | 29,781 | 29,781 | 32,060 |
| 25120075-514000 OVERTIME | | 1,373 | 153 | 0 | 0 | 0 |
| | | <u>31,678</u> | <u>40,423</u> | <u>29,781</u> | <u>29,781</u> | <u>32,060</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 25120075-522000 SOCIAL SECURITY (FICA) | | 1,931 | 2,541 | 1,847 | 1,847 | 0 |
| 25120075-522100 MEDICARE | | 451 | 594 | 432 | 432 | 0 |
| | | <u>2,382</u> | <u>3,136</u> | <u>2,279</u> | <u>2,279</u> | <u>0</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | |
| 25120075-553100 TELEPHONE | | 485 | 485 | 500 | 500 | 500 |
| 25120075-553500 POSTAGE | | 1,318 | 1,288 | 2,000 | 2,000 | 2,000 |
| 25120075-554000 ADVERTISING | | 773 | 628 | 1,000 | 1,000 | 1,000 |
| | | <u>2,576</u> | <u>2,400</u> | <u>3,500</u> | <u>3,500</u> | <u>3,500</u> |
| 56 SUPPLIES/MATERIALS | | | | | | |
| 25120075-561900 OTHER SUPPLIES AND MATERIALS | | 2,134 | 1,814 | 3,000 | 3,000 | 3,000 |
| | | <u>2,134</u> | <u>1,814</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> |
| 58 OTHER OBJECTS | | | | | | |
| 25120075-589000 MISCELLANEOUS EXPENDITURES | | 887 | 2,279 | 5,430 | 5,430 | 5,430 |
| | | <u>887</u> | <u>2,279</u> | <u>5,430</u> | <u>5,430</u> | <u>5,430</u> |
| TOTAL for: PROTECTION OF LIFE & PROPERTY - DOG FUND | | <u><u>\$39,658</u></u> | <u><u>\$50,051</u></u> | <u><u>\$43,990</u></u> | <u><u>\$43,990</u></u> | <u><u>\$43,990</u></u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: Dog Fund

Dept./Agency: Animal Control

Full Time Equivalents

| Position Classification | CURRENT | DEPARTMENT | PROPOSED | |
|--------------------------------|----------------|-------------------|-----------------|---------------|
| PART TIME | 37,798 | 42,805 | 0.91 | 42,805 |
| | 37,798 | 42,805 | 0.91 | 42,805 |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**EMERGENCY MEDICAL SERVICES
FUND SUMMARY
REVENUE**

**TOWN OF ENFIELD
ANNUAL BUDGET
EMERGENCY MEDICAL SERVICES REVENUE SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|-----------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| CHARGES FOR SERVICES | 2,271,187 | 2,114,794 | 2,200,000 | 2,200,000 | 2,200,000 | 2,400,000 |
| MISCELLANEOUS REVENUE | 2,508 | 1,530 | 0 | 0 | 0 | 500 |
| GENERAL FUND TRANSFERS | 722,435 | 844,435 | 783,418 | 783,418 | 783,418 | 674,209 |
| INTRAGOVERNMENTAL TRANSFERS | 0 | 180,385 | 0 | 0 | 0 | 0 |
| | <u>\$2,996,131</u> | <u>\$3,141,144</u> | <u>\$2,983,418</u> | <u>\$2,983,418</u> | <u>\$2,983,418</u> | <u>\$3,074,709</u> |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**EMERGENCY MEDICAL SERVICES
FUND SUMMARY
EXPENDITURES**

EMS

Mission: To provide the residents and visitors of the Town of Enfield the highest quality emergency prehospital medical care, delivered in a compassionate, timely manner, while being fiscally responsible.

Description: Enfield Emergency Medical Services (EMS) provides 24/7/365 emergency care to the Town of Enfield as well as providing mutual aid to surrounding communities. 9-1-1 responses for the Town include Advanced Life Support Paramedics and Emergency Medical Technicians whose focus is on stabilization of ill or injured persons and safe transportation to appropriate emergency medical facilities.

| 2015-16 Accomplishments | 2016-17 Objectives |
|--|---|
| <ul style="list-style-type: none"> • Educated and trained over 100 residents in CPR and the proper use of an AED. • Continued to train and educate local businesses on improving their own focused emergency medical response. • Successful on-going training of Town staff in emergency response, CPR, and use of public access AEDs. • Received "Silver" award from the American Heart Association and Mission Lifeline for excellence in emergency cardiac care. • Submitted to the State DPH/OEMS and North Central EMS Regional Council an updated comprehensive EMS Plan. • Implemented new electronic patient care documentation and vital sign monitoring system. • Promoted 8 new FTOs and one new Lieutenant. | <ul style="list-style-type: none"> • Maintain HeartSafe Community designation. • Achieve "Gold" level recognition for quality prehospital cardiac care. • Continue Town staff training as well as being a training resource for the community. • Advanced training for EMS Leadership and Supervisors. • Add additional mechanical CPR devices to front-line ambulances. • Increase collaborative activity with the State DPH/OEMS as well as with the EMS Regional Council. • Continue with high quality provider education to produce high quality patient outcomes. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|---|-------------------|-------------------|---------------------|-------------------|
| appropriate care. | 0 | 0 | 92% | 90% |
| symptoms and assure correct and appropriate care. | 0 | 0 | 90% | 90% |
| the time the call is received until EMS is at the patient's | 0 | 0 | 95% | 85% |
| initial ePCR. | 0 | 0 | 89% | 85% |

| Operating Measures | FY 2014 Actual | CY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|-----------------------------------|-------------------|-------------------|---------------------|-------------------|
| Total number of 9-1-1 calls | 6619 | 6,827 | 6900 | 7020 |
| Number of stand-bys / postings | | 238 | 240 | 250 |
| Number of cardiac events | 512 | 519 | 525 | 550 |
| Number of traumas | 1587 | 1,689 | 1690 | 1710 |
| Mutual aid (incoming) | 109 | 392 | 325 | 325 |
| Mutual aid (out going) | 148 | 189 | 200 | 250 |
| Average response Dispatch to Door | 7:12 | 7:04 | 7:00 | 7:00 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|----------------------------|-------------------|------------------|------------------|------------------|------------------|------------------|
| EMERGENCY MEDICAL SERVICES | EMERGENCY MEDICAL SERVICES | EMERGENCY MEDICAL | | | | 2200 - 0022 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | |
| | | | | | | PROPOSED | |
| 51 PERSONAL SERVICES - SALARIES | | | | | | | |
| 25222000-511000 SALARIES | | 1,081,811 | 1,148,682 | 1,252,726 | 1,252,726 | 1,255,913 | 1,269,724 |
| 25222000-512000 SALARIES - PART TIME | | 100,861 | 120,245 | 83,000 | 83,000 | 83,000 | 120,000 |
| 25222000-514000 OVERTIME | | 272,925 | 280,257 | 200,000 | 200,000 | 200,000 | 275,000 |
| 25222000-516000 STIPEND | | 10,459 | 9,791 | 13,062 | 13,062 | 13,259 | 13,259 |
| | | <u>1,466,056</u> | <u>1,558,975</u> | <u>1,548,788</u> | <u>1,548,788</u> | <u>1,552,172</u> | <u>1,677,983</u> |
| 52 PERSONAL SERVICES - EMPL BENEFITS | | | | | | | |
| 25222000-521000 HEALTH/MEDICAL INSURANCE | | 336,830 | 321,048 | 421,376 | 421,376 | 510,336 | 501,087 |
| 25222000-521500 LIFE INSURANCE | | 4,257 | 2,918 | 3,094 | 3,094 | 3,094 | 3,094 |
| 25222000-522000 SOCIAL SECURITY (FICA) | | 87,080 | 91,312 | 91,026 | 91,026 | 90,574 | 104,035 |
| 25222000-522100 MEDICARE | | 20,365 | 21,355 | 21,299 | 21,299 | 21,194 | 24,331 |
| | | <u>448,533</u> | <u>436,632</u> | <u>536,794</u> | <u>536,794</u> | <u>625,198</u> | <u>632,547</u> |
| 53 PURCHASED PROF & TECHNICAL | | | | | | | |
| 25222000-532200 PROFESSIONAL DEVELOPMENT | | 5,912 | 4,509 | 18,200 | 18,200 | 18,200 | 18,200 |
| 25222000-533300 HEALTH SERVICES | | 0 | 0 | 11,815 | 9,715 | 10,895 | 9,725 |
| 25222000-533400 TECHNOLOGICAL SERVICES | | 7,156 | 7,379 | 14,000 | 16,100 | 23,000 | 23,000 |
| 25222000-533900 OTHER PROFESSIONAL SERVICES | | 122,716 | 93,076 | 97,200 | 97,200 | 97,200 | 108,000 |
| | | <u>135,784</u> | <u>104,964</u> | <u>141,215</u> | <u>141,215</u> | <u>149,295</u> | <u>158,925</u> |
| 54 PURCHASED PROPERTY SERVICES | | | | | | | |
| 25222000-542100 DISPOSAL SERVICES | | 675 | 915 | 1,800 | 1,800 | 1,800 | 1,800 |
| 25222000-544200 RENTAL - EQUIPMENT/VEHICLES | | 117,344 | 117,344 | 120,276 | 120,276 | 33,341 | 33,341 |
| | | <u>118,019</u> | <u>118,259</u> | <u>122,076</u> | <u>122,076</u> | <u>35,141</u> | <u>35,141</u> |
| 55 OTHER PURCHASED SERVICES | | | | | | | |
| 25222000-550000 OTHER PURCHASED SERVICES | | 12,020 | 30,835 | 20,006 | 32,006 | 30,960 | 30,960 |
| 25222000-553100 TELEPHONE | | 8,905 | 8,274 | 10,820 | 10,820 | 10,820 | 10,820 |
| 25222000-553500 POSTAGE | | 521 | 547 | 700 | 700 | 700 | 700 |
| 25222000-554000 ADVERTISING | | 3,195 | 484 | 750 | 750 | 750 | 750 |
| 25226056-555000 PRINTING & REPRODUCTION | | 0 | 209 | 1,000 | 1,000 | 1,000 | 1,000 |
| 25222000-555100 COPYING & REPRODUCTION | | 0 | 0 | 750 | 750 | 750 | 750 |
| 25222000-558000 TRAVEL | | 125 | 158 | 1,500 | 1,500 | 1,500 | 1,500 |
| | | <u>24,766</u> | <u>40,508</u> | <u>35,526</u> | <u>47,526</u> | <u>46,480</u> | <u>46,480</u> |
| 56 SUPPLIES/MATERIALS | | | | | | | |
| 25222000-561200 OFFICE SUPPLIES | | 1,263 | 1,635 | 2,250 | 2,250 | 2,250 | 2,250 |
| 25222000-561500 CUSTODIAL SUPPLIES/MATERIALS | | 0 | 0 | 1,350 | 1,350 | 1,350 | 1,350 |
| 25222000-561600 SAFETY SUPPLIES/MATERIALS | | 1,474 | 23,824 | 4,720 | 4,720 | 5,000 | 5,000 |
| 25226056-561900 OTHER SUPPLIES AND MATERIALS | | 122,210 | 126,498 | 150,000 | 138,000 | 138,000 | 138,000 |
| 25222000-562600 GASOLINE | | 57,891 | 61,577 | 72,000 | 72,000 | 72,000 | 50,000 |
| 25222000-565000 UNIFORMS | | 15,331 | 17,992 | 18,000 | 18,000 | 18,000 | 18,000 |
| | | <u>198,169</u> | <u>231,526</u> | <u>248,320</u> | <u>236,320</u> | <u>236,600</u> | <u>214,600</u> |
| 57 PROPERTY | | | | | | | |
| 25222000-573200 VEHICLES | | 0 | 180,385 | 0 | 227,456 | 0 | 0 |
| 25222000-573300 FURNITURE & FIXTURES | | 109 | 263 | 485 | 3,085 | 485 | 485 |
| 25222000-573900 OTHER EQUIPMENT | | 31,693 | 42,639 | 33,960 | 49,564 | 29,240 | 29,240 |
| | | <u>31,802</u> | <u>223,286</u> | <u>34,445</u> | <u>280,105</u> | <u>29,725</u> | <u>29,725</u> |
| 58 OTHER OBJECTS | | | | | | | |
| 25222000-581000 DUES & FEES & SUBSCRIPTIONS | | 4,347 | 5,508 | 11,059 | 11,059 | 11,059 | 11,059 |
| | | <u>4,347</u> | <u>5,508</u> | <u>11,059</u> | <u>11,059</u> | <u>11,059</u> | <u>11,059</u> |
| TOTAL for: EMERGENCY MEDICAL | | <u>2,427,476</u> | <u>2,719,660</u> | <u>2,678,223</u> | <u>2,923,883</u> | <u>2,685,670</u> | <u>2,806,460</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|--------------------------------|----------------|----------------|----------------|----------------|----------------|
| EMERGENCY MEDICAL SERVICES | EMERGENCY MEDICAL SERVICES | LIABILITY AND OTHER INSURANCES | | | | 2200 - 9090 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 25209090-526000 | WORKERS COMPENSATION | 178,844 | 266,570 | 129,624 | 129,624 | 182,543 | 135,919 |
| | | <u>178,844</u> | <u>266,570</u> | <u>129,624</u> | <u>129,624</u> | <u>182,543</u> | <u>135,919</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 25209090-552100 | GENERAL LIABILITY INSURANCE | 17,176 | 17,176 | 19,872 | 19,872 | 19,872 | 19,887 |
| 25209090-552300 | FLEET/VEHICLE INSURANCE | 17,417 | 17,417 | 13,067 | 13,067 | 13,067 | 13,890 |
| | | <u>34,593</u> | <u>34,593</u> | <u>32,939</u> | <u>32,939</u> | <u>32,939</u> | <u>33,777</u> |
| TOTAL for: LIABILITY AND OTHER INSURANCES | | <u>213,437</u> | <u>301,163</u> | <u>162,563</u> | <u>162,563</u> | <u>215,482</u> | <u>169,696</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|----------------------------|--|-----------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| EMERGENCY MEDICAL SERVICES | EMERGENCY MEDICAL SERVICES | PENSION AND RETIREE CHARGES | | | | 2200 - 9091 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 25209091-523000 | PENSION - MUNICIPAL EMPLOYEE | 104,162 | 126,059 | 142,631 | 142,631 | 126,059 | 98,553 |
| | | <u>104,162</u> | <u>126,059</u> | <u>142,631</u> | <u>142,631</u> | <u>126,059</u> | <u>98,553</u> |
| | TOTAL for: PENSION AND RETIREE CHARGES | <u>104,162</u> | <u>126,059</u> | <u>142,631</u> | <u>142,631</u> | <u>126,059</u> | <u>98,553</u> |
| | TOTAL for: EMERGENCY MEDICAL SERVICES - | <u>\$2,745,075</u> | <u>\$3,146,882</u> | <u>\$2,983,417</u> | <u>\$3,229,077</u> | <u>\$3,027,211</u> | <u>\$3,074,709</u> |
| | EMERGENCY MEDICAL SERVICES | | | | | | |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: EMERGENCY MEDICAL SERVICES

Dept./Agency: 2222 EMERGENCY MEDICAL SERVICES EMERGENCY MEDICAL

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|------------------|-------------------|------------------|-----------------|------------------|
| DIRECTOR OF EMS | 1.00 | 90,257 | 1.00 | 90,257 | 1.00 | 90,257 |
| EMS CAPTAIN | 1.00 | 71,101 | 1.00 | 71,101 | 1.00 | 71,101 |
| EMS SUPERVISOR | 4.00 | 227,161 | 4.00 | 227,161 | 4.00 | 227,161 |
| EMT TIER I | 3.00 | 105,396 | 3.00 | 105,396 | 2.00 | 70,264 |
| PARAMEDIC TIER I | 2.00 | 97,886 | 2.00 | 97,886 | 2.00 | 146,829 |
| EMT TIER II | 9.00 | 301,107 | 9.00 | 301,107 | 9.00 | 301,107 |
| PARAMEDIC TIER II | 8.00 | 363,005 | 8.00 | 363,005 | 9.00 | 363,005 |
| OVERTIME | | 200,000 | | 200,000 | 4.40 | 275,000 |
| PART TIME | | 83,000 | | 83,000 | 2.90 | 120,000 |
| | 28.00 | 1,538,913 | 28.00 | 1,538,913 | 35.30 | 1,664,724 |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**RECREATION
FUND SUMMARY
REVENUE**

**TOWN OF ENFIELD
ANNUAL BUDGET
RECREATION REVENUE SUMMARY**

| | 2014 ACTUAL | 2015 ACTUAL | 2016 BUDGET | 2016 REVISED | 2017 DEPARTMENT | 2017 PROPOSED |
|-----------------------------|------------------|------------------|------------------|------------------|--------------------|------------------|
| CHARGES FOR SERVICES | 201,190 | 188,179 | 230,622 | 230,622 | 237,925 | 237,925 |
| CHARGES FOR SERVICES | 2,258 | 1,426 | 2,000 | 2,000 | 2,000 | 2,000 |
| GENERAL FUND TRANSFERS | 44,047 | 0 | 41,639 | 41,639 | 47,051 | 47,030 |
| GENERAL FUND TRANSFERS | 298,297 | 361,423 | 28,413 | 28,413 | 347,767 | 305,906 |
| UTILIZATION OF FUND BALANCE | 0 | 0 | 320,000 | 320,000 | 0 | 30,000 |
| | <u>\$545,792</u> | <u>\$551,028</u> | <u>\$622,674</u> | <u>\$622,674</u> | <u>\$634,743</u> | <u>\$622,861</u> |



**TOWN OF ENFIELD
ANNUAL BUDGET**

**RECREATION
FUND SUMMARY
EXPENDITURES**

Recreation Administration

Mission: To provide quality leisure opportunities, which contribute to the environment, needs and interests of the people of Enfield. Recreation is recognized as a necessary service to the community and an integral part of Enfield's health and welfare. Our purpose is to provide participants with a fun and satisfying experience in a safe environment.

Description: The Recreation Administration Division is responsible for the operation of the Town's recreation programs. The division provides for the development of new programs to meet the needs of Enfield residents.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> • Worked with Public Works to maintain and upgrade facilities which include: new playscape and swing set at Enfield Street School; new swing set at Hazardville Memorial School; new outdoor basketball and sand volleyball courts at Brainard Park. • Ordered new playscape and swing set to be installed at Eli Whitney School. • Hired a firm to design and build a new concrete skate park at Green Manor Park. • Worked with the Town Manager's office to create a Parks page on the Town's website. • Offered two new special events: Summer Splash Party; Back to School Splash Party in conjunction with the Police Department. • Sponsored the Elks Hoop Shoot in conjunction with the Elks Club. | <ul style="list-style-type: none"> • Set goals for future programming at the Community Center. • Continue building improvements to the Angelo Lamagna Activity Center. • Continue to collaborate on parks projects and to promote the parks. • Increase Special Events. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|----------------------------|-------------------|-------------------|---------------------|-------------------|
|----------------------------|-------------------|-------------------|---------------------|-------------------|

| | | | | |
|---|--|--|--------|-----|
| Overall Customer Service Satisfaction (March 2015 - February 2016) | | | 87.30% | 85% |
|---|--|--|--------|-----|

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--------------------|-------------------|-------------------|---------------------|-------------------|
|--------------------|-------------------|-------------------|---------------------|-------------------|

| | | | | |
|--------------------------|--|----|----|----|
| Number of Special Events | | 13 | 14 | 16 |
|--------------------------|--|----|----|----|

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | Code: | | |
|----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| RECREATION | RECREATION | ADMINISTRATION | | | 3600 - 0001 | | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 26136001-511000 | SALARIES | 145,133 | 172,934 | 177,248 | 177,248 | 177,898 | 206,716 |
| 26136001-512000 | SALARIES - PART TIME | 0 | 0 | 18,881 | 18,881 | 18,881 | 0 |
| 26136001-513000 | SALARIES - TEMP/SEASONAL | 10,998 | 7,471 | 10,875 | 10,875 | 10,140 | 3,380 |
| | | <u>156,131</u> | <u>180,404</u> | <u>207,004</u> | <u>207,004</u> | <u>206,919</u> | <u>210,096</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 26136001-521000 | HEALTH/MEDICAL INSURANCE | 24,747 | 22,974 | 49,087 | 49,087 | 48,477 | 42,124 |
| 26136001-521500 | LIFE INSURANCE | 587 | 478 | 579 | 579 | 579 | 579 |
| 26136001-522000 | SOCIAL SECURITY (FICA) | 9,314 | 11,135 | 12,875 | 12,875 | 12,933 | 13,025 |
| 26136001-522100 | MEDICARE | 2,178 | 2,604 | 3,010 | 3,010 | 3,001 | 3,046 |
| | | <u>36,826</u> | <u>37,191</u> | <u>65,551</u> | <u>65,551</u> | <u>64,990</u> | <u>58,774</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 26136001-532200 | PROFESSIONAL DEVELOPMENT | 523 | 842 | 1,300 | 1,300 | 1,300 | 1,300 |
| 26136001-533900 | OTHER PROFESSIONAL SERVICES | 7,814 | 3,800 | 5,600 | 5,600 | 5,600 | 5,600 |
| | | <u>8,337</u> | <u>4,642</u> | <u>6,900</u> | <u>6,900</u> | <u>6,900</u> | <u>6,900</u> |
| 54 | PURCHASED PROPERTY SERVICES | | | | | | |
| 26136001-544400 | RENTAL - OTHER | 1,320 | 1,946 | 3,000 | 3,000 | 3,000 | 3,000 |
| | | <u>1,320</u> | <u>1,946</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 26136001-553100 | TELEPHONE | 5,053 | 5,426 | 5,580 | 5,580 | 5,580 | 5,580 |
| 26136001-553500 | POSTAGE | 800 | 813 | 900 | 900 | 900 | 900 |
| 26136001-555000 | PRINTING & REPRODUCTION | 49 | 108 | 350 | 350 | 350 | 350 |
| 26136001-555100 | COPYING & REPRODUCTION | 1,408 | 1,217 | 1,850 | 1,850 | 1,850 | 1,850 |
| 26136001-558000 | TRAVEL | 344 | 228 | 250 | 250 | 200 | 200 |
| | | <u>7,653</u> | <u>7,792</u> | <u>8,930</u> | <u>8,930</u> | <u>8,880</u> | <u>8,880</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 26136001-561200 | OFFICE SUPPLIES | 841 | 904 | 1,200 | 1,200 | 1,200 | 1,200 |
| 26136001-561800 | ATHLETIC SUPPLIES/MATERIALS | 459 | 451 | 500 | 500 | 500 | 500 |
| 26136001-561900 | OTHER SUPPLIES AND MATERIALS | 591 | 1,370 | 4,000 | 4,000 | 4,000 | 4,000 |
| 26136001-562600 | GASOLINE | 216 | 0 | 500 | 500 | 200 | 200 |
| 26136001-564300 | PUBLICATIONS & PERIODICALS | 269 | 271 | 300 | 300 | 350 | 350 |
| 26136001-565000 | UNIFORMS | 0 | 263 | 300 | 300 | 300 | 300 |
| | | <u>2,375</u> | <u>3,260</u> | <u>6,800</u> | <u>6,800</u> | <u>6,550</u> | <u>6,550</u> |
| 57 | PROPERTY | | | | | | |
| 26136001-573300 | FURNITURE & FIXTURES | 318 | 99 | 750 | 430 | 700 | 700 |
| | | <u>318</u> | <u>99</u> | <u>750</u> | <u>430</u> | <u>700</u> | <u>700</u> |
| 58 | OTHER OBJECTS | | | | | | |
| 26136001-581000 | DUES & FEES & SUBSCRIPTIONS | 373 | 512 | 400 | 400 | 750 | 750 |
| 26136001-582100 | FINES/VIOLATIONS | 0 | 0 | 0 | 320 | 0 | 0 |
| | | <u>373</u> | <u>512</u> | <u>400</u> | <u>720</u> | <u>750</u> | <u>750</u> |
| TOTAL for: ADMINISTRATION | | 213,333 | 235,846 | 299,335 | 299,335 | 298,689 | 295,650 |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: RECREATION

Dept./Agency: 3601 RECREATION ADMINISTRATION

Full Time Equivalents

| <u>Position Classification</u> | <u>CURRENT</u> | | <u>DEPARTMENT</u> | | <u>PROPOSED</u> | |
|--------------------------------|----------------|----------------|-------------------|----------------|-----------------|----------------|
| RECREATION SUPERVISOR | 1.00 | 88,784 | 1.00 | 88,784 | 1.00 | 88,784 |
| REC PROGRAM COORDINATOR | 1.00 | 33,150 | 1.00 | 33,150 | | 0 |
| PT SEC I RECREATION | | 18,881 | | 18,881 | | 0 |
| ASSISTANT RECREATION SUPERVISO | 1.00 | 55,964 | 1.00 | 55,964 | 1.00 | 55,964 |
| SECRETARY I 35 HRS | | 0 | | 0 | 1.00 | 33,888 |
| PART TIME PROGRAMM COORDINATOR | | 18,881 | | 0 | 0.86 | 28,080 |
| TEMPORARY/SEASONAL | | 10,875 | | 10,140 | 0.14 | 3,380 |
| | 3.00 | 226,535 | 3.00 | 206,919 | 4.00 | 210,096 |

Recreation Programs

Mission: To provide quality leisure opportunities, which contribute to the environment, needs and interests of the people of Enfield. Recreation is recognized as a necessary service to the community and an integral part of Enfield's health and welfare. Our purpose is to provide participants with a fun and satisfying experience in a safe environment.

Description: Recreation Programs - Under the direction of Recreation Administration, the responsibility of this division is to develop, implement and operate a variety of recreation programs appealing to the residents of Enfield.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|--|
| <ul style="list-style-type: none"> •Had a surplus revenue of \$50,000 in the Recreation program account for FY 14/15. •Added in new programming such as youth field hockey and monthly craft classes. •Extended adult sports programs seasons to run longer based on citizen requests. •Added before and after care hours to Summer Camp programming. •Created a Program Satisfaction Survey which is sent out each month through Activenet and is also available on the Recreation web page. •Updated existing seasonal pay scale based on State of CT minimum wage rate increases through January 2017. •Created a new Recreation Instructor job description to recruit and attract new Program Instructors. | <ul style="list-style-type: none"> •Continue to reevaluate programming needs and phase out outdated programs. •Increase programming. •Coordinate with other recreation based groups to avoid duplication. •Recruit new program instructors. •Develop new partnerships/sponsorships to create new programs and increase community awareness of Recreation offerings. |

| Strategic Outcome Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Overall Program Satisfaction (March 2015 - February 2016) | | | 85.50% | 85% |
| Cost Recovery Ratio | 129% | 129% | 133% | 135% |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate | FY 2017 Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Programs Offered | | 367 | 375 | 400 |
| Program Participants - Pre-school Age | | 2,955 | 3,000 | 3,100 |
| Program Participants - School Age | | 46,088 | 47,000 | 48,000 |
| Program Participants - Adult | | 8,091 | 9,000 | 9,500 |
| Program Participants - Total | | 57,841 | 59,000 | 60,600 |
| Program Participants - Total Non-Residents | | 7,746 | 8,000 | 8,250 |
| Summer Programs- Participants | | 13,667 | 14,000 | 14,500 |
| Summer Programs - Non-Residents | | 643 | 700 | 750 |
| School Year Programs - Participants | | 44,174 | 45,000 | 46,100 |
| School Year Programs - Non-Residents | | 7,103 | 7,300 | 7,500 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---------------------------------------|--|---------------------|----------------|----------------|----------------|----------------|----------------|
| RECREATION | RECREATION | RECREATION PROGRAMS | | | | 3600 - 0362 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 26136200-512000 | SALARIES - PART TIME | 925 | 1,104 | 0 | 0 | 0 | 0 |
| 26136200-513000 | SALARIES - TEMP/SEASONAL | 86,240 | 88,637 | 141,074 | 141,074 | 150,641 | 150,641 |
| | | <u>87,165</u> | <u>89,741</u> | <u>141,074</u> | <u>141,074</u> | <u>150,641</u> | <u>150,641</u> |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 26136200-522000 | SOCIAL SECURITY (FICA) | 5,443 | 5,669 | 8,747 | 8,747 | 9,415 | 9,340 |
| 26136200-522100 | MEDICARE | 1,273 | 1,326 | 2,046 | 2,046 | 2,184 | 2,184 |
| | | <u>6,716</u> | <u>6,995</u> | <u>10,793</u> | <u>10,793</u> | <u>11,599</u> | <u>11,524</u> |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 26136200-532200 | PROFESSIONAL DEVELOPMENT | 863 | 686 | 945 | 945 | 1,020 | 1,020 |
| 26136200-532400 | FIELD TRIPS | 14,509 | 11,530 | 26,410 | 26,410 | 26,540 | 22,540 |
| 26136200-533900 | OTHER PROFESSIONAL SERVICES | 27,411 | 23,086 | 20,000 | 20,000 | 20,000 | 20,000 |
| | | <u>42,783</u> | <u>35,302</u> | <u>47,355</u> | <u>47,355</u> | <u>47,560</u> | <u>43,560</u> |
| 55 | OTHER PURCHASED SERVICES | | | | | | |
| 26136200-551000 | STUDENT TRANSPORTATION | 9,451 | 6,283 | 15,900 | 15,900 | 12,900 | 12,900 |
| 26136200-555000 | PRINTING & REPRODUCTION | 0 | 50 | 300 | 300 | 300 | 300 |
| 26136200-558000 | TRAVEL | 250 | 233 | 400 | 400 | 400 | 400 |
| | | <u>9,701</u> | <u>6,566</u> | <u>16,600</u> | <u>16,600</u> | <u>13,600</u> | <u>13,600</u> |
| 56 | SUPPLIES/MATERIALS | | | | | | |
| 26136200-561600 | SAFETY SUPPLIES/MATERIALS | 293 | 122 | 450 | 450 | 450 | 450 |
| 26136200-561800 | ATHLETIC SUPPLIES/MATERIALS | 1,928 | 751 | 2,550 | 2,550 | 2,400 | 2,400 |
| 26136200-561900 | OTHER SUPPLIES AND MATERIALS | 2,605 | 2,188 | 6,000 | 6,000 | 6,150 | 6,000 |
| 26136200-563000 | FOOD/FOOD RELATED | 954 | 673 | 1,200 | 1,200 | 1,200 | 1,200 |
| 26136200-565000 | UNIFORMS | 3,942 | 3,018 | 4,600 | 4,600 | 4,325 | 4,325 |
| | | <u>9,722</u> | <u>6,752</u> | <u>14,800</u> | <u>14,800</u> | <u>14,525</u> | <u>14,375</u> |
| TOTAL for: RECREATION PROGRAMS | | <u>156,086</u> | <u>145,356</u> | <u>230,622</u> | <u>230,622</u> | <u>237,925</u> | <u>233,700</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: RECREATION

Dept./Agency: 3662 RECREATION RECREATION PROGRAMS

| Position Classification | CURRENT | DEPARTMENT | PROPOSED | |
|--------------------------------|----------------|----------------|----------|----------------|
| TEMPORARY/SEASONAL | 141,074 | 150,641 | 5.60 | 150,641 |
| | 141,074 | 150,641 | 5.60 | 150,641 |

Recreation Swimming

Mission: To provide quality leisure opportunities, which contribute to the environment, needs and interests of the people of Enfield. Recreation is recognized as a necessary service to the community and an integral part of Enfield's health and welfare. Our purpose is to provide participants with a fun and satisfying experience in a safe environment.

Description: Recreation Swimming Program - The responsibility of this division is to operate, staff and oversee the use of the Town's swimming pools.

| 2015-16 Accomplishments | 2016-17 Objectives |
|---|---|
| <ul style="list-style-type: none"> •Hired an Aquatics Director. •Offered Fall and Spring swim lessons at JFK. •Offered Spring open swim hours at JFK. •Offered lifeguard training courses in the summer and spring. •Sponsored weekly events at the Angelo Lamagna Activity Center pool during the summer. | <ul style="list-style-type: none"> •Continue to recruit and retain aquatic staff throughout the school year. •Continue to increase aquatics offerings throughout the school year. |

| Operating Measures | FY 2014 Actual | FY 2015 Actual | FY 2016 Actual | FY 2017 Target |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| Summer ALAC Daily Pool Attendance | 2,904 | 3,183 | 2,114 | 3,000 |
| Number of days ALAC pool was open | 54 | 57 | 50 | 51 |
| Total Revenue Collected (\$) | 1,438 | 1,503 | 989 | 2,000 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|------------------------------|--------|--------|---------|-------------|----------|
| RECREATION | RECREATION | RECREATION SWIMMING PROGRAMS | | | | 3600 - 0363 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 51 | PERSONAL SERVICES - SALARIES | | | | | | |
| 26136300-513000 | SALARIES - TEMP/SEASONAL | 34,771 | 35,795 | 37,798 | 37,798 | 42,805 | 42,805 |
| | | 34,771 | 35,795 | 37,798 | 37,798 | 42,805 | 42,805 |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 26136300-522000 | SOCIAL SECURITY (FICA) | 2,199 | 2,189 | 2,343 | 2,343 | 2,675 | 2,654 |
| 26136300-522100 | MEDICARE | 514 | 512 | 548 | 548 | 621 | 621 |
| | | 2,713 | 2,701 | 2,891 | 2,891 | 3,296 | 3,275 |
| 53 | PURCHASED PROF & TECHNICAL | | | | | | |
| 26136300-532200 | PROFESSIONAL DEVELOPMENT | 74 | 746 | 750 | 750 | 750 | 750 |
| | | 74 | 746 | 750 | 750 | 750 | 750 |
| 56 | SUPLIES/MATERIALS | | | | | | |
| 26136300-561400 | MAINTENANCE & BUILDING SUPP | 166 | 21 | 200 | 200 | 200 | 200 |
| 26136300-561600 | SAFETY SUPPLIES/MATERIALS | 890 | 639 | 1,000 | 1,000 | 1,000 | 1,000 |
| 26136300-565000 | UNIFORMS | 880 | 907 | 1,000 | 1,000 | 1,000 | 1,000 |
| | | 1,936 | 1,568 | 2,200 | 2,200 | 2,200 | 2,200 |
| TOTAL for: RECREATION SWIMMING PROGRAMS | | 41,517 | 40,811 | 43,639 | 43,639 | 49,051 | 49,030 |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|--|--|--------------------------------|--------------|---------------|---------------|---------------|---------------|
| RECREATION | RECREATION | LIABILITY AND OTHER INSURANCES | | | | 3600 - 9090 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 26109090-526000 | WORKERS COMPENSATION | 11,446 | 2,583 | 26,673 | 26,673 | 26,673 | 28,436 |
| | | <u>11,446</u> | <u>2,583</u> | <u>26,673</u> | <u>26,673</u> | <u>26,673</u> | <u>28,436</u> |
| TOTAL for: LIABILITY AND OTHER INSURANCES | | <u>11,446</u> | <u>2,583</u> | <u>26,673</u> | <u>26,673</u> | <u>26,673</u> | <u>28,436</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET DETAIL**

| Function: | Dept./Agency: | Activity: | | | | Code: | |
|---|--|-----------------------------|------------------|------------------|------------------|------------------|------------------|
| RECREATION | RECREATION | PENSION AND RETIREE CHARGES | | | | 3600 - 9091 | |
| | | 2014 | 2015 | 2016 | 2016 | 2017 | 2017 |
| | | ACTUAL | ACTUAL | BUDGET | REVISED | DEPARTMENT | PROPOSED |
| 52 | PERSONAL SERVICES - EMPL BENEFITS | | | | | | |
| 26109091-523000 | PENSION - MUNICIPAL EMPLOYEE | 14,505 | 18,759 | 22,405 | 22,405 | 22,405 | 16,045 |
| | | <u>14,505</u> | <u>18,759</u> | <u>22,405</u> | <u>22,405</u> | <u>22,405</u> | <u>16,045</u> |
| TOTAL for: PENSION AND RETIREE CHARGES | | <u>14,505</u> | <u>18,759</u> | <u>22,405</u> | <u>22,405</u> | <u>22,405</u> | <u>16,045</u> |
| TOTAL for: RECREATION - RECREATION | | <u>\$436,887</u> | <u>\$443,355</u> | <u>\$622,674</u> | <u>\$622,674</u> | <u>\$634,743</u> | <u>\$622,861</u> |

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: RECREATION

Dept./Agency: 3663 RECREATION RECREATION SWIMMING PROGRAMS

| Position Classification | CURRENT | DEPARTMENT | PROPOSED | |
|--------------------------------|----------------|-------------------|-----------------|---------------|
| TEMPORARY/SEASONAL | 37,798 | 42,805 | 1.65 | 42,805 |
| | 37,798 | 42,805 | 1.65 | 42,805 |



**TOWN OF ENFIELD
ANNUAL BUDGET**

CAPITAL IMPROVEMENT

**TOWN OF ENFIELD
FY 17 CAPITAL IMPROVEMENT PLAN**

| ITEM | Notes | Div./ Dept. | DPW Prop. | | Mgr. Prop. | | Adopted | | Dept. Prop. | | CIP Town Manager | | FY 22 Cost (\$) | FY 21 Cost (\$) | FY 20 Cost (\$) | FY 19 Cost (\$) | FY 18 Cost (\$) | FY 17 Cost (\$) | Funding Source | | | | |
|--|-------|-------------|------------------|------------------|------------------|------------------|-----------------|-----------------|-------------|--|------------------|--|-----------------|-----------------|-----------------|-----------------|-------------------|------------------|------------------|------------------|------------------|------------------|----------|
| | | | FY 16 Cost (\$) | FY 16 Cost (\$) | FY 16 Cost (\$) | FY 17 Cost (\$) | FY 17 Cost (\$) | FY 17 Cost (\$) | | | | | | | | | | | | | | | |
| VEHICLES(from VRP, does not incl. trade-in value) | | | | | | | | | | | | | | | | | | | | | | | |
| Autos (non-PD) | | | 58,000 | 58,000 | 58,000 | 32,307 | | | | | 32,307 | | | | | | 67,884 | 89,151 | 96,162 | 99,719 | 37,220 | Gen Fund | |
| Autos- PD | | | 458,585 | 458,585 | 458,585 | 494,874 | | | | | 494,874 | | | | | | 483,677 | 225,850 | 949,136 | 879,702 | 570,133 | Gen Fund | |
| Buses/Vans | | PD | 265,500 | 265,500 | 265,500 | 110,381 | | | | | 110,381 | | | | | | 118,798 | 155,718 | 116,144 | 115,464 | 0 | Gen Fund | |
| Light/Medium Trucks | | | 441,840 | 441,840 | 441,840 | 430,756 | | | | | 430,756 | | | | | | 818,574 | 454,078 | 345,311 | 512,370 | 144,744 | Gen Fund | |
| Heavy Duty Trucks | | | 425,000 | 425,000 | 425,000 | 1,061,814 | | | | | 841,590 | | | | | | 994,508 | 803,552 | 969,118 | 834,487 | 545,890 | Gen Fund | |
| Subtotal | | | 1,648,925 | 1,648,925 | 1,648,925 | 2,130,133 | | | | | 1,909,909 | | | | | | 2,483,441 | 1,728,349 | 2,475,871 | 2,441,741 | 1,297,987 | | |
| Adjust VRP for designated revenues | | | | | | | | | | | | | | | | | | | | | | | |
| NET VEHICLES | | | | | | | | | | | | | | | | | | | | | | | |
| EQUIPMENT | | | | | | | | | | | | | | | | | | | | | | | |
| Public Works Equipment | | DPW | 318,700 | 216,700 | 176,700 | 358,562 | | | | | 170,184 | | | | | | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | Gen Fund |
| Subtotal | | | 318,700 | 216,700 | 176,700 | 358,562 | | | | | 170,184 | | | | | | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | |
| FACILITIES PLAN (see report) | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| ENERGY PERFORMANCE CONTRACT (see report) | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | Lib | 600,000 | 0 | 0 | 595,515 | | | | | 4,000,000 | | | | | | 8,000,000 | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| Subtotal | | | 600,000 | 0 | 0 | 595,515 | | | | | 4,000,000 | | | | | | 15,000,000 | 7,600,000 | 7,600,000 | 7,600,000 | 7,600,000 | 7,600,000 | |

**TOWN OF ENFIELD
FY 17 CAPITAL IMPROVEMENT PLAN**

| ITEM | Notes | Div./ Dept. | DPW Prop. FY 16 Cost (\$) | Migr. Prop. FY 16 Cost (\$) | Adopted FY 16 Cost (\$) | Dept. Prop. FY 17 Cost (\$) | CIP Town Manager | | FY 20 Cost (\$) | FY 21 Cost (\$) | FY 22 Cost (\$) | Funding Source |
|--|-------|----------------|---------------------------------|-----------------------------------|-------------------------------|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-------------------|
| | | | | | | | FY 17 Cost (\$) | FY 18 Cost (\$) | | | | |
| GRANT FUNDED REQUESTS (Town Share X% if successful) | | | | | | | | | | | | |
| Mobile propane bottle recycler | | RRM | 0 | 0 | 0 | 72,150 | 72,151 | 72,151 | 0 | 0 | 0 | Grants |
| Subtotal | | | | | | | | | | | | |
| SCHOOLS | | | | | | | | | | | | |
| Oil tank removal (12) | 3 | BOE | 0 | 0 | 0 | | | | 600,000 | | | Gen Fund |
| School facilities | 1 | BOE | 125,000 | | | 125,000 | 75,000 | 75,000 | 125,000 | 125,000 | 125,000 | Gen Fund |
| School facility security improvements | | BOE | 0 | 200,000 | 200,000 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | | | Bonding |
| Roof repairs system-wide | 1 | BOE | 312,000 | | | 312,000 | 106,000 | 106,000 | 3,000 | 10,000 | 10,000 | Gen Fund |
| Boiler replacement reserve fund system-wide | 1 | BOE | 100,000 | | | 100,000 | 0 | 0 | 100,000 | 100,000 | 100,000 | Gen Fund |
| Fermi | 6 | BOE | | | | | | | | | | |
| JFK | 6 | BOE | | | | | | | | | | |
| Enfield High School | | BOE | 30,654,742 | 30,654,742 | 30,654,742 | 2,855,424 | 2,855,424 | | | | | |
| School Parking Lots | | BOE | | | | | | | | | | |
| Stowe Air Conditioning | | BOE | 0 | 0 | 0 | 186,800 | | | | | | Gen Fund |
| Subtotal | | | | | | | | | | | | |
| | | | 31,191,742 | 30,854,742 | 30,854,742 | 5,579,224 | 5,036,424 | 5,036,424 | 2,835,000 | 235,000 | 235,000 | |
| RECREATION | | | | | | | | | | | | |
| Replace playscapes | 1 | B&G | 125,000 | 50,000 | 50,000 | 125,000 | 125,000 | 125,000 | 125,000 | 25,000 | 25,000 | Gen Fund |
| Splash Pad | | Rec | 0 | 0 | 0 | 150,000 | 0 | 0 | 150,000 | | | Gen Fund |
| Brainerd Park improvements | | B&G | 0 | 0 | 0 | | | | | | | Gen Fund |
| Subtotal | | | | | | | | | | | | |
| | | | 125,000 | 50,000 | 50,000 | 275,000 | 125,000 | 125,000 | 125,000 | 25,000 | 25,000 | |

**TOWN OF ENFIELD
FY 17 CAPITAL IMPROVEMENT PLAN**

| ITEM | Notes | Div./ Dept. | DPW Prop. FY 16 Cost (\$) | Mgr. Prop. FY 16 Cost (\$) | Adopted FY 16 Cost (\$) | Dept. Prop. FY 17 Cost (\$) | CIP Town Manager | | Funding Source | |
|---|-------|----------------|---------------------------------|----------------------------------|-------------------------------|-----------------------------------|--------------------|--------------------|-------------------|-----------|
| | | | | | | | FY 17 Cost (\$) | FY 17 Cost (\$) | | |
| REFUSE AND RESOURCE MANAGEMENT | | | | | | | | | | |
| Collection routes routing study | 2 | RRM | 30,000 | 0 | 0 | 0 | | | Gen Fund | |
| Transfer Station & Dog Park - 2" water service, no fire protection | 2 | RRM | 21,000 | 0 | 0 | 0 | | 30,000 | Gen Fund | |
| Transfer station planning & design | | RRM | 0 | 0 | 0 | 0 | | 30,000 | Gen Fund | |
| Repair of Leachate Brake/Landfill Cover | | RRM | 0 | 0 | 0 | 20,000 | | 20,000 | Gen Fund | |
| Catch basin cleanings and street sweeping pads & containment ³ | | RRM | 0 | 0 | 0 | 0 | 40,000 | 20,000 | Gen Fund | |
| Subtotal | | | 51,000 | 0 | 0 | 20,000 | 0 | 135,000 | 20,000 | 0 |
| TOWN BUILDINGS | | | | | | | | | | |
| Lamagna Center - front entrance floor replacement | 2 | B&G | 25,000 | | | 20,000 | | 20,000 | | Gen Fund |
| Senior Center - rug replacement | | B&G | 40,000 | | | 30,000 | | 30,000 | | Gen Fund |
| Senior Center - exterior painting | 1 | B&G | 25,000 | | | 35,000 | | 35,000 | | Gen Fund |
| Town Hall - paint cupola | 1 | B&G | 15,000 | | | | | 20,000 | | Gen Fund |
| Municipal facilities (incl. Moody Road) | 2 | B&G | 75,000 | | | 125,000 | | 125,000 | | Gen Fund |
| Roof repairs - various Town buildings | 1 | B&G | 14,000 | | | 14,000 | | 14,000 | | Gen Fund |
| Adult Day Care hot water heater | | SS | 14,000 | 0 | 0 | 14,000 | | 14,000 | | Gen Fund |
| Adult Day Center improvements | | SS | 16,000 | 0 | 0 | 50,000 | | 50,000 | | Gen Fund |
| Police Building Renovations | | PD | 0 | 0 | 0 | 4,542,631 | | 0 | | Bonding |
| Subtotal | | | 224,000 | 0 | 0 | 4,830,631 | 178,000 | 244,000 | 189,000 | 5,000,000 |
| | | | | | | | | 189,000 | 189,000 | 5,189,000 |

**TOWN OF ENFIELD
FY 17 CAPITAL IMPROVEMENT PLAN**

| ITEM | Notes | Div./ Dept. | DPW Prop. FY 16 Cost (\$) | Migr. Prop. FY 16 Cost (\$) | Adopted FY 16 Cost (\$) | Dept. Prop. FY 17 Cost (\$) | CIP Town Manager | | | | Funding Source | | | |
|---|-------|----------------|---------------------------------|-----------------------------------|-------------------------------|-----------------------------------|--------------------|--------------------|--------------------|--------------------|-------------------|--------------------|--------------------|----------|
| | | | | | | | FY 17 Cost (\$) | FY 18 Cost (\$) | FY 19 Cost (\$) | FY 20 Cost (\$) | | FY 21 Cost (\$) | FY 22 Cost (\$) | |
| OTHER DPW | | | | | | | | | | | | | | |
| Management Study | 2 | Admin | 42,000 | | | 45,000 | | | | | | | Gen Fund | |
| Freshwater Pond forebay dredging | 3 | B&G | 0 | | | 165,000 | 79,000 | | | | | | Gen Fund | |
| Town road paving (partially from LoCIP) | | Eng | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | LOCLP |
| Misc. town road projects | | Eng | 0 | | | 500,000 | | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | Gen Fund |
| PSC underground storage tank replacement | 3 | Fleet | 0 | | | | | 67,500 | | | | | Gen Fund | |
| Drainage and slope stabilization (Clear St, Old Depot Hill Rd, etc) | 2 | Hwy | 305,000 | | | | 478,489 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | Gen Fund |
| Various sidewalks (Not included in Roads Referendum) | 1 | Hwy | 100,000 | | | 100,000 | 100,000 | 100,000 | 100,000 | | | | Gen Fund | |
| Traffic signals (4 controllers plus 2 battery backups per year) | 1 | Hwy | 52,000 | | | | 52,000 | | | | | | Gen Fund | |
| Truck Wash | 3 | DPW | 0 | | | 200,000 | 200,000 | | | | | | Gen Fund | |
| Compliance w/ OSHA safety regs and CT DEEP environmental | 3 | DPW | 0 | | | 65,000 | 65,000 | | | | | | Gen Fund | |
| | | | 999,000 | 500,000 | 500,000 | 1,575,000 | 865,602 | 1,417,500 | 1,350,000 | 1,250,000 | 1,250,000 | 1,250,000 | Gen Fund | |
| | | | Subtotal | | | | | | | | | | | |
| | | | 12,423,500 | 12,423,500 | 12,423,500 | 12,393,200 | 12,393,200 | 12,462,200 | 12,047,900 | 7,988,300 | | | Bonding | |

ROADS 2015

**TOWN OF ENFIELD
FY 17 CAPITAL IMPROVEMENT PLAN**

| ITEM | Notes | Div./ Dept. | DPW Prop. | | Mgr. Prop. | | Adopted | | Dept. Prop. | | CIP Town Manager | | Funding Source | | |
|--|-------|----------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-------------------|--------------------|------------|
| | | | FY 16 Cost (\$) | FY 16 Cost (\$) | FY 16 Cost (\$) | FY 16 Cost (\$) | FY 17 Cost (\$) | FY 17 Cost (\$) | FY 18 Cost (\$) | FY 19 Cost (\$) | FY 20 Cost (\$) | FY 21 Cost (\$) | | FY 22 Cost (\$) | |
| OTHER | | | | | | | | | | | | | | | |
| Senior Center Ergonomic Task Chairs | | SS | | 0 | 0 | 0 | 0 | 0 | 5,000 | | 5,000 | | Gen Fund | | |
| Police Motorcycles | | PD | | 1,240,300 | 1,340,300 | | | 62,000 | | | 31,000 | 31,000 | Gen Fund | | |
| Police Tasers | | PD | | | | | | 25,000 | | | 5,000 | 5,000 | Gen Fund | | |
| Police Bodycams | | PD | | | | | | 50,000 | | | 50,000 | 50,000 | Gen Fund | | |
| Police Stop sticks | | PD | | | | | | 8,600 | | | 8,600 | 8,600 | Gen Fund | | |
| EMS Lucas 2 Device (to operating) | | EMS | | | | | | 36,790 | | | | | Gen Fund | | |
| EMS Life-Pak (LP-15) Upgrade (to operating) | | EMS | | | | | | 88,392 | | | | | Gen Fund | | |
| EMS Ferno IN/X Stretcher | | EMS | | | | | | 35,000 | | | 35,000 | | Gen Fund | | |
| Misc. Architectural & Engineering Services (08153) | | All | | | | | | 100,000 | | | 50,000 | 50,000 | Gen Fund | | |
| New Aerial GIS Mapping | | All | | | | | | 50,000 | | | 50,000 | 50,000 | Gen Fund | | |
| | | | | 0 | 0 | 0 | 0 | 460,782 | | | 144,600 | 81,000 | 50,000 | 50,000 | |
| Subtotal | | | | 3,249,696 | 1,240,300 | 1,340,300 | | | | | 35,483,730 | 26,303,749 | 20,226,171 | 12,010,741 | 15,846,987 |
| Reconcile for comparison purposes | | | | 50,831,563 | 46,934,167 | 46,994,167 | 28,290,197 | | 24,818,868 | | | | | | |
| GRAND TOTAL | | | | 43,078,242 | 43,278,242 | 43,278,242 | 21,791,255 | | 17,248,624 | | 21,462,200 | 21,647,900 | 15,588,300 | 7,600,000 | 12,600,000 |
| Adjust (Bonding) | | | | 0 | 0 | 0 | 0 | | 4,000,000 | | 8,000,000 | 0 | 0 | 0 | 0 |
| Adjust (Lease/Purchase) | | | | 500,000 | 500,000 | 500,000 | 500,000 | | 321,907 | | 350,499 | 350,499 | 350,499 | 350,499 | 350,499 |
| Adjust (LOCIP) | | | | 0 | 0 | 0 | 0 | | 72,151 | | 0 | 0 | 0 | 0 | 0 |
| Adjust (grant request) | | | | 0 | 0 | 0 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| Balance (General Fund) | | | | 7,253,321 | 3,155,925 | 3,215,925 | 5,926,792 | | 3,176,186 | | 5,671,031 | 4,305,350 | 4,287,372 | 4,060,242 | 2,896,488 |

- <<<Notes
- 1 Project is carried over from last year; no price increase
 - 2 Project is carried over from last year; price increased
 - 3 Required for Environmental Compliance
 - 4 \$40,000 added to FY16 Adopted for a total of \$216,700
 - 5 FY 16 Grand Totals include projects proposed or funded in FY 16 but not proposed in future years
 - 6 Further discussions anticipated after BOE decision in March

Vehicle Replacement Plan

| | |
|---------------------------------|------------------|
| VEHICLE REPLACEMENT PLAN | 1,779,909 |
|---------------------------------|------------------|

Description: To fund Town's Vehicle Replacement Plan

Future Operating Budget Impact: None

| Recurring Project | FY 2017 | 5 year Future Cost Projection |
|--------------------------------------|------------------|----------------------------------|
| Autos - Non-Police Department | 32,307 | 390,136 |
| Autos- Police Department | 494,875 | 3,108,498 |
| Buses/Vans | 110,381 | 506,124 |
| Light/Medium Trucks | 430,756 | 2,275,077 |
| Heavy Duty Trucks | 841,590 | 4,147,555 |
| Subtotal | 1,909,909 | 10,427,390 |
| Adjusted VRP for designated revenues | -130,000 | |
| Net Vehicles | 1,779,909 | |
| Funding: General Fund | 1,779,909 | |

Department of Public Works Equipment

| | |
|---------------------|--------------|
| VEHICLE LIFT | 6,000 |
|---------------------|--------------|

Description: Additional lift will provide more opportunities to take on longer and multiple projects. Estimated useful life is 20+ years.

Future Operating Budget Impact: Provide more efficient operations. Could reduce turnaround time on vehicles and allow mechanics to work on projects that might otherwise be contracted out.

| | |
|--|---------------|
| REPLACEMENT SCRUBBERS FOR 3 SCHOOLS | 15,000 |
|--|---------------|

Description: New scrubbers are more efficient, safer, and use fewer chemicals and provide a better finish. Machines will be replaced at Whitney, Barnard and Hale. Current machines are at least 8 years old and showing considerable wear. Useful life is 5-10 years.

Future Operating Budget Impact: Could free up custodial staff for additional cleaning.

| | |
|---|---------------|
| ENFIELD HIGH SCHOOL CLEANING EQUIPMENT | 25,000 |
|---|---------------|

Description: Required to clean new high school effectively each day. Current square footage is 186,000. Post construction will be 302,000 therefore the equipment is needed for day to day cleaning operations. Purchase will include 2 riding auto scrubbers, 1 riding burnishing machine, 3 upright vacuums and 1 cordless vacuum. Estimated useful life is 10 years.

Future Operating Budget Impact: None

| | |
|--|--------------|
| JOHN DEERE 72" ROTARY CUTTER ATTACHMENT | 6,301 |
|--|--------------|

Description: Needed to replace 26 year old brush hog that is not salvageable. Alternate equipment being used is not efficient or appropriate. Useful life is 15-20 years.

Future Operating Budget Impact: Could free up personnel for additional customer assistance or other tasks.

| | |
|---|---------------|
| HUSTLER SUPER Z HYPERDRIVE MOWER | 12,883 |
|---|---------------|

Description: Needed to replace 22 year old mower, which is in disrepair. New mower may allow more frequent mowings, improving public safety. Useful life is 15 years.

Future Operating Budget Impact: Reduced maintenance costs and possible reduction of (over)time.

| | |
|--|---------------|
| 8 YARD DUMPSTERS FOR TOWN BUILDINGS | 12,000 |
|--|---------------|

Description: To replace 12 current dumpster that are old and rusted out, and pose a safety hazard. Useful life is 15-20 years.

Future Operating Budget Impact: Could reduce personal injury/property damage.

| | |
|-------------------------|---------------|
| ZERO TURN MOWERS | 34,000 |
|-------------------------|---------------|

Description: To replace 10-year old mowers, that are 2 years past their running hours useful life.

Future Operating Budget Impact: Reduced maintenance costs.

| | |
|-------------------------------|---------------|
| 2 HIGH DISCHARGE PLOWS | 22,000 |
|-------------------------------|---------------|

Description: High discharge plows allow operators to send snow further out when plowing to reduce high banks and improve sight lines at intersections, increasing safety. Also, these plows can be used when snow banks are at a height that our current plows cannot discharge over, to prevent snow from accumulating in front of the plow and emptying into residents' driveways.

Future Operating Budget Impact: None

| | |
|-------------------------------|---------------|
| REFUSE TRUCK RETRO FIT | 12,500 |
|-------------------------------|---------------|

Description: This retrofit will add manual cart tipper and controls to the left-side, as well as an outside control for the existing right side automated tipper. The purpose is to allow an operator to safely service both sides of a one-way street. Useful life is 10 years.

Future Operating Budget Impact: possible reduction in workers compensation costs as this item corrects a safety issue.

| | |
|---------------------|---------------|
| SIGN MACHINE | 12,000 |
|---------------------|---------------|

Description: The machine we have is obsolete and parts are no longer available to repair it. The replacement machine can do many more things such as banners and other graphics which we presently have printed by outside vendors. If not replaced, all sign making activities will have to be subcontracted. Useful life is 15+ years.

Future Operating Budget Impact: None

| | |
|---|---------------|
| BACKUP GENERATOR FOR SALT SHED & EMULSION TANK | 12,500 |
|---|---------------|

Description: Generator is needed to run emergency power for the salt shed and the heating unit on the emulsion tank. Emulsions tank provides on-demand supply of emulsion to patch roads, rather than driving to Farmington when emulsion is needed. Generator will ensure emulsion does not solidify during a power outage. Expected useful life is 20 years.

Future Operating Budget Impact: None

| Nonrecurring Project | FY 2017 | 5 year Future Cost Projection |
|--|----------------|----------------------------------|
| Vehicle Lift | 6,000 | |
| Scrubbers for 3 Schools | 15,000 | |
| Enfield High School Cleaning Equipment | 25,000 | |
| John Deere 72" Rotary Cutter Attachment | 6,301 | |
| Hustler Super Z Hyperdrive Mower | 12,883 | |
| 8 Yard Dumpsters for Town Buildings | 12,000 | |
| Zero Turn Mowers | 34,000 | |
| 2 High Discharge plows | 22,000 | |
| Refuse Truck Retro Fit | 12,500 | |
| Sign Machine | 12,000 | |
| Backup Generator for salt shed and emulsion tank | 12,500 | |
| | <hr/> | |
| | 170,184 | 1,000,000 |
| Funding: General Fund | 170,184 | |

School Facilities

| | |
|---------------------------------------|---------------|
| MISC. SCHOOL FACILITY PROJECTS | 75,000 |
|---------------------------------------|---------------|

Description: These funds are used for projects that are not included in the operating budget. Examples include Stowe School renovations, AC installations, computer lab construction, other school renovations, etc. Due to long-term unavailability of staff tradespersons, we need to outsource trade work which increases the cost.

Future Operating Budget Impact: None

| | |
|---------------------------------|----------------|
| ROOF REPAIRS SYSTEM WIDE | 106,000 |
|---------------------------------|----------------|

Description: This project begins with a comprehensive inspection of all School roofs, except Enfield and Fermi High Schools to determine condition, needed repairs and costs. Schools known to need complete roof replacement or work that exceeds the approved budget (e.g. Hazardville Memorial, Eli Whitney, Nathan Hale) would also be excluded from the inspection. Based on the results of the inspection, needed work will be prioritized according to urgency and cost-effectiveness.

Future Operating Budget Impact: Little or none; the school roofs that are unaffected by these repairs continue to deteriorate; to the extent that they go without replacement or repair, on-going emergency repair costs will continue to increase.

| Nonrecurring Project | FY 2017 | 5 year Future Cost Projection |
|--------------------------|---------|-------------------------------|
| Roof Repairs System Wide | 106,000 | 151,000 |

| Recurring Project | FY 2017 | 5 year Future Cost Projection |
|--------------------------------|----------------|-------------------------------|
| Misc. School Facility Projects | 75,000 | 625,000 |
| | 181,000 | |

| | | |
|------------------------------|----------------|--|
| Funding: General Fund | 181,000 | |
|------------------------------|----------------|--|

Recreation

REPLACE PLAYSCAPE

125,000

Description: The playscape at Prudence Crandall School is approximately 20 years old and is becoming a safety hazard. \$100,000 will be used for a new playscape at Prudence Crandall and \$25,000 will be used for maintenance of other Town playscapes.

Future Operating Budget Impact: None

| Nonrecurring Project | FY 2017 | 5 year Future Cost Projection |
|------------------------------|----------------|----------------------------------|
| Replace Playscape | 125,000 | 425,000 |
| Funding: General Fund | 125,000 | |

Town Building Repairs

LAMAGNA CENTER

20,000

Description: Front entrance tile is worn and cracked and needs to be replaced. Project involves abatement of asbestos containing materials.

Future Operating Budget Impact: None

SENIOR CENTER

30,000

Description: Carpeting throughout the building is shredded, bubbling and has become a tripping hazard. The duct tape patches currently used to prevent falls look terrible and could also pose a tripping hazard. The useful life of new carpet should be 10-20 years.

Future Operating Budget Impact: None

MUNICIPAL FACILITIES

75,000

Description: Projects include DPW administration of renovations, Social Services relocation/renovations to High Street; renovating the police substation at the Lamagna Center, Town Hall window replacements. Most of the work will be done in-house, but, due to long-term unavailability of staff tradespersons, we may need to outsource trade work.

Future Operating Budget Impact: None

ROOF REPAIR - VARIOUS TOWN BUILDINGS

14,000

Description: Projects include various minor repairs to Town building roofs to prevent premature replacement. Buildings in need of minor roof repairs include Alcorn School, Enfield Street School, Stowe School, Central Library, Senior Center, ALAC, DPW Garage, Buildings and Grounds Garage and Office.

Future Operating Budget Impact: Minor repairs undertaken soon will delay expensive replacement and reduce interior water damage to buildings.

ADULT DAY CENTER HOT WATER HEATER

14,000

Description: Hot water heater is oil-fired, 24 years old, is rusted and leaking, and needs to be replaced immediately. Failure could result in significant water damage to the building. Useful life is 10 years.

Future Operating Budget Impact: Little or none. Water use is limited to washing dishes, hand washing and some showering.

ADULT DAY CENTER IMPROVEMENTS

25,000

Description: A capital needs assessment of the building in 2014 identified roof replacement as a project of highest "urgency of need". The existing roof is over 25 years old.

Future Operating Budget Impact: None

| Nonrecurring Project | FY 2017 | 5 year Future Cost Projection |
|-------------------------------|---------|----------------------------------|
| Lamagna Center | 20,000 | 0 |
| Senior Center | 30,000 | 0 |
| Adult Day Center Water Heater | 14,000 | 0 |

| Recurring Project | FY 2017 | 5 year Future Cost Projection |
|-------------------------------|----------------|----------------------------------|
| Municipal Facilities | 75,000 | 625,000 |
| Roof Repairs | 14,000 | 70,000 |
| Adult Day Center Improvements | 25,000 | 250,000 |
| | 178,000 | 945,000 |

Funding: General Fund **178,000**

Department of Public Works - Other

FRESHWATER POND FOREBAY DREDGING **79,000**

Description: This project is required to meet State requirements. Dredging is necessary every 7 years.

Future Operating Budget Impact: None

VARIOUS SIDEWALKS **50,000**

Description: Sidewalk projects not included in Road's Referendum.

Future Operating Budget Impact: None

TRUCK WASH **200,000**

Description: In order to be in compliance with DEEP stormwater regulations for truck washing, the Town needs to install a permitted truck wash facility at Moody Road. To comply with the regulations, DPW must use commercial car wash facilities and third party portable truck washes, which are costly, inefficient and result in additional employee overtime. Useful life is estimated at 20 years. In 2011 the project went out to bid with the low bid at \$600,000. This estimate assumes in-house design, build and permit.

Future Operating Budget Impact: Reduction in overtime and truck-wash fees.

COMPLIANCE W/OSHA SAFETY & CT DEEP ENVIRONMENTAL REGS **36,602**

Description: Current Stormwater Pollution Prevention Plans will expire this year and need revision/updating. Environment requirements, set forth in the recent environmental compliance study done by Fuss & O'Neill, include air emissions, SPCC (oil storage) Plan, Underground Storage Tank Systems, Tier II (chemical Inventory) reporting and various Waste Management Practices. In addition, CT DEEP will be adopting revised MS4 stormwater regulations which will require compliance in 2017-2018, for which DPW is developing a number of safety programs.

Future Operating Budget Impact: None

| Nonrecurring Project | FY 2017 | 5 year Future Cost Projection |
|----------------------------------|---------|----------------------------------|
| Freshwater Pond forebay dredging | 79,000 | 411,000 |
| Truck Wash | 200,000 | 65,000 |
| Compliance w/OSHA... | 36,602 | 250,000 |

| Recurring Project | FY 2017 | 5 year Future Cost Projection |
|-------------------|----------------|----------------------------------|
| Various Sidewalks | 50,000 | 300,000 |
| | 365,602 | 1,026,000 |

Funding: General Fund **365,602**

Town Road Paving

| | |
|-------------------------|----------------|
| TOWN ROAD PAVING | 500,000 |
|-------------------------|----------------|

Description: Road projects listed in Referendum.

Future Operating Budget Impact: None

| Recurring Project | FY 2017 | 5 year Future Cost Projection |
|---|----------------|----------------------------------|
| Town Road Paving (partially LOCIP funded) | 500,000 | 2,500,000 |
| Funding: LOCIP grant | 321,907 | |
| General Fund | 178,093 | |
| | 500,000 | |

Other Projects

| | |
|--|--------------|
| SENIOR CENTER ERGONOMIC TASK CHAIRS | 5,000 |
|--|--------------|

Description: The current office chairs are 12 years old and have cracked arm rests and frayed seats. They are not ergonomically designed and do not have lumbar support, which is important for the health of the office worker. Request is for 10 chairs. Estimated useful life is 20 years.

Future Operating Budget Impact: None

| | |
|----------------------|---------------|
| POLICE TASERS | 20,000 |
|----------------------|---------------|

Description: The department plan is to issue a taser to each uniformed officer/supervisor over the next 3 years. This request is for 20 units.

Future Operating Budget Impact: None

| | |
|---------------------------------|---------------|
| EMS FERNO IN/X STRETCHER | 35,000 |
|---------------------------------|---------------|

Description: New federal mandates as of July 2015 require a new securing mechanism for all new ambulances. There are 2 options to meet this requirement; this request is for the less expense option, the Ferno IN/X stretcher. The plan is to purchase one stretcher each year as the department acquires new ambulances. Useful life of a stretcher is 7 years.

Future Operating Budget Impact: None

| | |
|---|---------------|
| MISC. ARCHITECTUAL & ENGINEER SERVICES | 50,000 |
|---|---------------|

Description: This account has been used for a number of years to fund miscellaneous consulting and engineering services. The scope of these projects is not predictable but in the past few years the funds have been used for environmental, health and safety, appraisals and building renovations.

Future Operating Budget Impact: None

| | |
|-------------------------------|---------------|
| NEW AERIAL GIS MAPPING | 88,398 |
|-------------------------------|---------------|

Description: Current town wide mapping is over 25 years old and does not reflect current conditions. Updating this data will provide more information for emergency management, public safety and dispatching, assessing, building permit applications, research and reviews. CRCOG has awarded a contract for aerial photography and topographic data covering the entire state of Connecticut. Municipalities are allowed to purchase buy-up options under this contract.

Future Operating Budget Impact: None

| Nonrecurring Project | FY 2017 | 5 year Future Cost Projection |
|--|----------------|----------------------------------|
| Senior Center Ergonomic Task Chairs | 5,000 | |
| Police Tasers | 20,000 | 50,000 |
| EMS Ferno IN/X Stretcher | 35,000 | 175,000 |
| Misc. Architectual & Engineer Services | 50,000 | 250,000 |
| New Aerial GIS Mapping | 88,398 | |
| | 198,398 | 475,000 |
| Funding: General Fund | 198,398 | |



ORIGINAL APPROP

TRANSFRS/ADJUSTMTS

REVISED BUDGET

YTD EXPENDED

ENC/REQ

AVAILABLE BUDGET

PCT USED

| | ORIGINAL APPROP | TRANSFRS/ADJUSTMTS | REVISED BUDGET | YTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | PCT USED |
|--------------------------------------|-----------------|--------------------|----------------|--------------|-----------|------------------|----------|
| 310 CAPITAL & NON RECURRING FUND | | | | | | | |
| 00000 NULL | 5,000 | 1,311,517 | 1,316,517 | 1,525,966.90 | .00 | -209,449.90 | 115.9% |
| 08109 EMS FACILITY UPGRADES | 80,000 | 68,587 | 148,587 | 129,914.89 | 1,980.00 | 16,692.44 | 88.8% |
| 08110 MUNICIPAL FACILITIES | 349,556 | 100,535 | 450,091 | 406,967.10 | 12,806.10 | 30,317.46 | 93.3% |
| 08111 OLD TOWN HALL RENOVATIONS | 20,716 | 15,259 | 35,974 | 35,974.23 | .00 | .00 | 100.0% |
| 08114 TOWN WIDE ROOF IMPROVEMENTS | 14,000 | 0 | 14,000 | 13,864.96 | 135.04 | .00 | 100.0% |
| 08115 ENFIELD FIRE HOUSE | 4,823 | 0 | 4,823 | .00 | .00 | 4,822.56 | .0% |
| 08116 RECORDS STORAGE | 52,584 | 4,700 | 57,284 | 6,980.00 | .00 | 50,304.40 | 12.2% |
| 08119 LIBRARY IMPROVEMENTS | 99,121 | -97,383 | 1,739 | 1,738.80 | .00 | .00 | 100.0% |
| 08121 LIBRARY HVAC | 61,280 | -30,000 | 31,280 | 15,000.13 | 360.70 | 15,918.81 | 49.1% |
| 08122 INDUSTRIAL PARK DEV | 100,000 | 50,000 | 150,000 | 150,000.00 | .00 | .00 | 100.0% |
| 08123 SCIENCE LABORATORY IMPROVEMENT | 235,000 | -235,000 | 0 | 364,375.00 | .00 | .00 | 100.0% |
| 08128 JABLONSKI EXPANSION/IMPROVEME | 616,310 | -251,935 | 364,375 | 138,295.34 | .00 | 1,025.81 | 99.3% |
| 08129 ALAC IMPROVEMENT/RENOVATION | 134,761 | 4,560 | 139,321 | .00 | .00 | .00 | .0% |
| 08137 SCHOOLS ELECTRIC SWITCH GEAR | 450,000 | -450,000 | 0 | 448,795.30 | 1,956.25 | 24,590.89 | 94.8% |
| 08138 ANNEX REFURBISH | 139,150 | 336,192 | 475,342 | 7,000.00 | .00 | .00 | 100.0% |
| 08144 TOWN HALL HVAC | 57,296 | -50,296 | 7,000 | 2,000.00 | .00 | .00 | 100.0% |
| 08148 SCHOOLS WINDOW REPLACEMENT | 30,000 | -28,000 | 2,000 | 622,944.44 | .00 | .00 | 100.0% |
| 08153 ARCHITECTURAL & ENGINEERING S | 536,817 | 185,000 | 721,817 | 79,086.14 | 79,086.14 | 19,786.21 | 97.3% |
| 08155 SCHOOL ROOF REPLACEMENT | 20,000 | 0 | 20,000 | 20,000.00 | .00 | .00 | 100.0% |
| 08157 RAIL STATION | 220,971 | 120,000 | 340,971 | 183,554.98 | 1,948.73 | 155,467.07 | 54.4% |
| 08161 CONSERVATION & DEVELOP PLAN | 39,617 | -1,018 | 38,599 | 38,599.00 | .00 | .00 | 100.0% |
| 08163 DPW TRUCK WASH | 285,000 | -221,816 | 63,184 | 63,183.18 | .00 | .82 | 100.0% |
| 08165 ADA COMPLIANCE SCHOOLS | 20,000 | -11,805 | 8,195 | 8,194.80 | .00 | .20 | 100.0% |
| 08166 TOWN HALL GAZEBO | 30,000 | -18,147 | 11,853 | 11,853.11 | .00 | .00 | 100.0% |
| 08167 SCHOOL FACILITIES | 600,000 | 225,000 | 825,000 | 807,169.86 | 10,541.27 | 7,288.87 | 99.1% |
| 08168 THOMPSONVILLE HOUSING INCENTI | 45,000 | -15,000 | 30,000 | 40,000.00 | .00 | 30,000.00 | 100.0% |
| 08169 EMULSION TANK | 40,000 | 0 | 40,000 | 40,000.00 | .00 | .00 | 100.0% |
| 08170 TOWN PARKING LOT REPAIR | 50,000 | 0 | 50,000 | .00 | .00 | 50,000.00 | .0% |
| 08171 SENIOR CENTER RUG REPLACEMENT | 40,000 | 0 | 40,000 | .00 | .00 | 40,000.00 | .0% |
| 08306 SUN ST - DRAINAGE | 5,770 | -5,769 | 1 | .00 | .00 | .97 | .0% |
| 08307 VARIOUS DRAINAGE | 558,039 | 0 | 558,039 | 413,179.83 | 1,000.00 | 143,859.21 | 74.2% |
| 08308 VARIOUS BROOKS | 48,236 | -48,236 | 0 | 1,001,402.30 | .00 | .00 | 100.0% |
| 08310 SOUTH MAPLE ST BRIDGE | 1,136,795 | -135,392 | 1,001,403 | 197,263.82 | .00 | .48 | 100.0% |
| 08315 FRESHWATER POND PHASE II | 100,000 | 97,264 | 197,264 | 197,263.82 | .00 | .00 | 100.0% |
| 08324 DRAINAGE DITCH EMIP MAINT. | 5,460 | -5,460 | 0 | 43,365.00 | .00 | .00 | 100.0% |
| 08328 BRIDGE/CULVERT INSPECTION | 48,636 | 0 | 48,636 | 124,942.42 | 2,900.00 | 2,371.44 | 95.1% |
| 08331 DRAINAGE/EROSION CONTROL | 539,250 | 0 | 539,250 | 12,041.00 | 43,000.00 | 371,307.58 | 31.1% |
| 08332 JAG CAMERA GRANT | 14,769 | -10,120 | 4,649 | 1,624.00 | .00 | .00 | 100.0% |
| 08499 STORM WATER MANAGEMENT | 83,739 | 0 | 83,739 | 22,447.12 | 3,152.88 | 3,024.85 | 34.9% |
| 08501 SCHOOL PAVING | | | | | | 58,138.62 | 30.6% |



JOURNAL DETAIL 2016 1 TO 2016 13

FOR 2016 13

| | ORIGINAL APPROP | TRANSFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | PCT USED |
|-------------------------------------|--------------------|-----------------------|-------------------|--------------|------------|---------------------|-------------|
| 08505 TOWN RD PAVING | 800,000 | 281,642 | 1,081,642 | 1,081,642.31 | .00 | .00 | 100.0% |
| 08506 GREEN MANOR SIDEWALKS | 225,000 | 0 | 225,000 | 212,654.97 | .00 | 12,345.03 | 94.5% |
| 08507 POST OFFICE / TOWN FARM RD DE | 30,520 | -740 | 29,780 | 28,091.53 | 1,688.77 | - | 100.0% |
| 08508 POST OFFICE/TOWN FARM CONSTR. | 106,507 | -2,051 | 104,456 | 104,456.23 | .00 | .47 | 100.0% |
| 08509 VARIOUS SIDEWALKS | 50,000 | 98,467 | 148,467 | 80,034.28 | .00 | 68,432.57 | 53.9% |
| 08510 LANDFILL CLOSURE | 33,985 | 0 | 33,985 | .00 | .00 | 33,985.12 | .0% |
| 08516 NORTHGATE STREET SCOPE | 60,093 | -60,093 | 0 | .00 | .00 | .00 | .0% |
| 08519 THOMPSONVILLE REVITILLIZATION | 350,000 | 12,856 | 362,856 | 220,758.09 | 77,851.24 | 64,246.85 | 82.3% |
| 08530 PAVING POST ROAD BOND PROJ. | 115,132 | 1,089,995 | 1,205,127 | 1,029,173.54 | 12,685.32 | 163,267.97 | 86.5% |
| 08531 N MAIN STREET WALKWAYS | 140,000 | 0 | 140,000 | .00 | .00 | 140,000.00 | .0% |
| 08532 GUIDE RAIL INSTALLMENTS | 37,953 | 0 | 37,953 | 28,502.50 | 1,790.00 | 7,660.12 | 79.8% |
| 08533 INTERSECTION IMPROVEMENTS | 328,779 | 0 | 328,779 | 260,877.60 | 36,800.00 | 31,101.75 | 90.5% |
| 08534 WEYMOUTH ROAD SIDEWALKS | 100,000 | 0 | 100,000 | .00 | .00 | .00 | .0% |
| 08542 FRESHWATER/CRANBROOK INTERS | 200,000 | -100,000 | 100,000 | 185,514.13 | 1,632.56 | .31 | 100.0% |
| 08544 SENIOR CNTR WALKING TRAIL GRN | 30,000 | -3,814 | 26,186 | 26,186.17 | .00 | .00 | 100.0% |
| 08701 BOILERS SCHOOLS | 496,147 | -218,462 | 277,685 | 135,396.98 | 30,131.90 | 112,155.81 | 59.6% |
| 08704 HEATING SYSTEMS SCHOOLS | 840,446 | -840,446 | 0 | .00 | .00 | .00 | .0% |
| 08706 SCHOOL TECHNOLOGY | 112,786 | 0 | 112,786 | 112,786.00 | .00 | .00 | 100.0% |
| 08707 EDP UPGRADE | 94,045 | 0 | 94,045 | 94,044.92 | .00 | .00 | 100.0% |
| 08708 PW EQUIPMENT | 5,000 | 1,112,411 | 1,117,411 | 1,056,305.08 | 12,325.00 | 48,780.92 | 95.6% |
| 08709 SOLID WASTE EQUIPMENT | 16,781 | 764,898 | 781,679 | 763,845.31 | .00 | 1,147.54 | 99.8% |
| 08710 GIS | 22,457 | 0 | 22,457 | 16,780.00 | .00 | 94 | 100.0% |
| 08712 POLICE MOBILE DATA UNITS | 118,052 | 24,000 | 142,052 | 46,300.00 | .00 | 157.01 | 99.7% |
| 08717 BLDG/GRDS EQUIPMENT | 137,034 | 60,000 | 197,034 | 58,508.68 | .00 | 1,491.32 | 97.5% |
| 08721 SCHOOL COMPUTERS/TEXTBOOKS | 6,510 | 101,000 | 107,510 | 216,928.89 | .00 | 2,123.14 | 99.0% |
| 08722 STREET LIGHTS | 38,096 | -91,080 | 45,954 | 26,034.00 | 6,399.66 | 13,520.34 | 70.6% |
| 08723 TRANSFER STATION EQUIPMENT | 44,873 | 0 | 44,873 | 1,181.96 | .00 | 5,327.93 | 18.2% |
| 08724 FLEET EQUIPMENT | 52,268 | 0 | 52,268 | 28,095.75 | .00 | 10,000.00 | 73.8% |
| 08725 TRAFFIC SIGNALS | 4,034 | 0 | 4,034 | 26,527.60 | 13,576.40 | 4,769.24 | 89.4% |
| 08726 PUBLIC SAFETY COMMUNICATIONS | 51,587 | 2,001,104 | 2,052,691 | 2,002,402.20 | 25,449.18 | 25,520.83 | 100.0% |
| 08730 PUBLIC SAFETY VEHICLES | 452 | 0 | 452 | 51,587.07 | .00 | .00 | 100.0% |
| 08731 COMMUNICATION SYSTEM TOWN WID | 12,591 | 20,000 | 32,591 | 20,409.63 | .00 | 42.27 | 99.8% |
| 08732 CABLE TV STATION | 64,318 | 0 | 64,318 | 11,744.81 | 800.00 | 46.64 | 99.6% |
| 08733 ATHLETIC FIELD EQUIPMENT | 28,738 | 1,140,712 | 1,169,450 | 849,214.03 | 193,378.62 | 162,437.23 | 86.5% |
| 08734 SCHOOL SECURITY EQUIPMENT | 325,000 | 0 | 325,000 | 28,580.56 | .00 | 157.44 | 99.5% |
| 08736 INFRASTRUCTURE TECHNOLOGY | 150,000 | 90,000 | 240,000 | 384,416.45 | .00 | 30,583.55 | 92.6% |
| 08737 HIGHWAY EQUIPMENT | 32,728 | 0 | 32,728 | 150,000.00 | .00 | .00 | 100.0% |
| 08738 SCHOOL MEDIA | 20,000 | 0 | 20,000 | 18,543.90 | .00 | 4,183.81 | 87.2% |
| 08739 SCHOOL ARTS & MUSIC | 80,000 | 0 | 80,000 | 13,220.00 | .00 | 6,780.00 | 66.1% |
| 08740 SCHOOL ATHLETICS | 80,000 | 0 | 80,000 | 13,849.61 | .00 | 62,381.79 | 22.0% |
| 08741 FHS POOL REHAB | 125,000 | 0 | 125,000 | 50,000.00 | 3,768.60 | .00 | 100.0% |
| 08742 AIR CONDITIONING UNITS | 70,734 | 28,000 | 98,734 | 151,656.05 | .00 | 1,343.95 | 99.1% |
| 08743 EHS EXPANSION | 70,734 | 0 | 70,734 | 30,649.00 | .00 | 40,085.30 | 43.3% |
| 08801 TENNIS COURTS | | | | | | | |

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| | ORIGINAL APPROP | TRANSFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | PCT USED |
|--------------------------------------|--------------------|-----------------------|-------------------|--------------|-----------|---------------------|-------------|
| 08802 SCHOOL PLAYGROUNDS | 25,121 | 248,631 | 273,752 | 123,882.47 | 90,070.00 | 59,799.84 | 78.2% |
| 08808 UPGRADE BALLFIELDS | 8,534 | 40,000 | 48,534 | 27,591.46 | 5,765.00 | 15,177.24 | 68.7% |
| 08814 TOWN PLAYGROUND IMPROVEMENTS | 9,755 | 50,000 | 59,755 | 56,159.00 | | 59,193.87 | .9% |
| 08816 RECREATION STUDY | 17,718 | -17,718 | 0 | | | .11 | .0% |
| 08818 WWII MONUMENT | 408 | 0 | 408 | | | 408.31 | .0% |
| 08820 BRAINERD PARK IMPROVEMENTS | 33,239 | 42,495 | 75,734 | 72,469.03 | 3,232.44 | 32.04 | 100.0% |
| 08821 RECREATIONAL ACCESS - DAM | 101,072 | 200,000 | 301,072 | 79,620.70 | | 221,451.49 | 26.4% |
| 08822 COMMUNITY GARDEN | 5,877 | 0 | 5,877 | 771.00 | | 5,105.50 | 13.1% |
| 08824 THOMAS ABBEY MONUMENT REPAIRS | 7,500 | 0 | 7,500 | 2,500.00 | | 5,000.00 | 33.3% |
| 08826 PD ENFIELD STREET TOWER | 250,000 | 99,000 | 349,000 | 348,991.09 | | 8.91 | 100.0% |
| 08827 MUNICIPAL RADIO REPLACEMENT | 30,000 | 314,539 | 344,539 | 344,538.52 | | .48 | 100.0% |
| 08828 MUNICIPAL FUELING SYS REPLCMNT | 60,000 | 0 | 60,000 | 60,074.35 | | -74.35 | 100.1% |
| 08829 DEVELOPMENT SERVICE VEHICLES | 20,000 | 0 | 20,000 | 19,543.00 | | 457.00 | 97.7% |
| 08830 CAD REPLACEMENT | 200,000 | 30,000 | 230,000 | 199,788.22 | 6,027.04 | 24,184.74 | 89.5% |
| 08831 NORTH MAIN STR LIGHTING | 0 | 204,000 | 204,000 | 201,993.99 | | 2,006.01 | 99.0% |
| 08832 VETERANS MONUMENT | 50,000 | 27,454 | 77,454 | 77,453.25 | | .45 | 100.0% |
| 08833 PD TOWER CONSTRUCTION | 500,000 | 500,000 | 1,000,000 | 1,000,000.00 | | .00 | 100.0% |
| 08834 HAZZARDVILLE VILL PARKING IMP | 157,476 | 0 | 157,476 | 116,280.84 | | 41,195.00 | 73.8% |
| 08837 POLICE SECURITY UPGRADES | 0 | 38,000 | 38,000 | 35,957.56 | | 2,042.44 | 94.6% |
| 08838 ROADS 2010 CONTRIBUTIONS | 0 | 2,000,000 | 2,000,000 | 1,500,000.00 | | 500,000.00 | 75.0% |
| 08839 RADIO REFORMING | 0 | 691,539 | 691,539 | 691,539.35 | | .00 | 100.0% |
| 08840 RADIO LEASE REPAYMENT | 0 | 1,196,982 | 1,196,982 | 1,196,982.00 | | .00 | 100.0% |
| 08841 2013 SOLID WASTE TRUCK LEASE | 238,310 | 346,823 | 585,133 | 346,822.58 | | .42 | 100.0% |
| 08842 STILL MEADOW NEIGHBR STUDY | 211,167 | 215,000 | 426,167 | 157,545.47 | 80,674.67 | 89.86 | 100.0% |
| 08844 SCHOOL SECURITY EQUIPMENT | 55,700 | 14,364 | 70,064 | 419,265.70 | | 6,901.30 | 98.4% |
| 08845 POLICE VIDEO EQUIP TECH GRNT | 41,353 | 0 | 41,353 | 69,802.59 | | 261.41 | 99.6% |
| 08846 THOMPSONVILLE PUBLIC PARKING | 15,000 | 0 | 15,000 | 40,592.85 | | 759.65 | 98.2% |
| 08847 CHAPEL STREET DEMOLITION | 65,000 | -5,670 | 59,330 | 15,000.00 | | .01 | 100.0% |
| 08848 BROWNFIELD REDEVELOPMENT | 550,000 | 0 | 550,000 | 260,471.88 | 45,900.00 | 243,628.12 | 55.7% |
| 08849 CUSTODIAL SERVICES EQUIPMENT | 56,700 | 700 | 57,400 | 57,012.44 | | 387.56 | 99.3% |
| 08850 BUILDINGS & GROUNDS EQUIP | 93,300 | -700 | 92,600 | 71,288.50 | 5,935.34 | 15,376.16 | 83.4% |
| 08851 GREEN MANOR PARK IMPROVEMENTS | 50,000 | 67,000 | 117,000 | 103,536.00 | 11,504.00 | 61,337.00 | 65.2% |
| 08852 TOWN WIDE FACILITIES PLAN | 176,377 | 0 | 176,377 | 16,815.00 | | 23,185.00 | 42.0% |
| 08854 POLICE DEPARTMENT EQUIPMENT | 40,000 | 0 | 40,000 | 171,426.00 | | 25,000.00 | 0% |
| 08855 FARMLAND PRESERVATION | 25,000 | 0 | 25,000 | 236,040.00 | | 34,374.00 | 92.2% |
| 08856 LIGHT/MEDIUM VEHICLE | 441,840 | 0 | 441,840 | 424,752.52 | | 247.48 | 99.9% |
| 08857 HEAVY DUTY VEHICLES | 425,000 | 0 | 425,000 | 212,296.00 | 43,310.00 | 9,894.00 | 96.3% |
| 08858 BUSES/VANS | 265,500 | 0 | 265,500 | 51,635.00 | | 6,365.00 | 89.0% |
| 08859 AUTOS-NON PUBLIC SAFETY | 58,000 | 0 | 58,000 | | | 5,300.00 | .0% |
| 08860 ELI WHITNEY SECURITY IMPROV | 5,300 | 0 | 5,300 | | | 7,000.00 | .0% |
| 08861 LAMAGNA CTR POOL FILTER | 7,000 | 0 | 7,000 | | | 7,000.00 | .0% |
| 08862 POLICE DEPT CARPET REPLACEMENT | 7,000 | 0 | 7,000 | 3,283.26 | | 3,716.74 | 46.9% |
| 08863 B&G OVERHEAD DOOR REPLACEMENT | 15,000 | 0 | 15,000 | | | 15,000.00 | .0% |



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|-------------------------------------|--------------------|-----------------------|-------------------|---------------|--------------|---------------------|-------------|
| 08864 T'VILLE VILLAGE CENTER PAINTI | 200,000 | 0 | 200,000 | 27,052.20 | 72,229.80 | 100,718.00 | 49.6% |
| 08865 PARKING LOT ALAC & HAZARDVILL | 200,000 | 0 | 200,000 | .00 | 22,320.00 | 177,680.00 | 11.2% |
| 08866 ADULT DAY RECLINERS | 42,000 | 0 | 42,000 | 36,039.69 | .00 | 5,960.31 | 85.8% |
| 08867 HAZARDVILLE INST REHAB | 300,000 | 0 | 300,000 | .00 | .00 | 300,000.00 | .0% |
| TOTAL CAPITAL & NON RECURRING FUND | 17,598,724 | 12,701,223 | 30,299,946 | 24,709,324.91 | 1,624,905.17 | 3,965,716.08 | 86.9% |
| GRAND TOTAL | 17,598,724 | 12,701,223 | 30,299,946 | 24,709,324.91 | 1,624,905.17 | 3,965,716.08 | 86.9% |

** END OF REPORT - Generated by DEBRA MCCARTHY **