

TOWN OF ENFIELD
ANNUAL BUDGET

21

FUNCTION:	DEPT/AGENCY:	ACTIVITY:	CODE:
General Fund	Executive	Town Manager	1200

PROGRAM SUMMARY	2008-09 ACTUAL	2009-10 BUDGET	2009-10 REVISED	2011-11 PROPOSED	2011-11 ADOPTED
0100 Personal Services - Salaries	322,838	318,503	318,503	289,412	289,412
0200 Personal Svcs. Employee Benef.	92,424	93,893	93,893	77,751	74,954
0300 Purchased Prof. & Technical	414	700	700	700	700
0500 Other Purchased Services	19,590	19,250	16,522	21,570	21,570
0600 Supplies/Materials	2,688	2,100	2,510	3,046	3,046
0700 Property	655		2,200		
0800 Other Objects	5,176	2,130	2,248	2,473	2,473
PROGRAM TOTAL	443,785	436,576	436,576	394,952	392,155

PROGRAM INFORMATION & DATA:

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. The office serves as liaison between the administrative staff and the Town Council for all operations except development of policies for the Town Council and is responsible for implementing those municipal programs.

TOWN OF ENFIELD ANNUAL BUDGET PERSONNEL DETAIL

Function: General Fund
 Dept/Agency: Executive

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED		ADOPTED	

1200 Town Manager

Town Manager	1.00	126,778	1.00	126,778	1.00	126,778
Assistant Town Manager	1.00	104,256	1.00	104,256	1.00	104,256
Executive Secretary	1.00	46,350	-	-	-	-
Administrative Secretary	1.00	35,535	1.00	40,535	1.00	40,535
Part Time Secretary	-	-	0.50	13,500	0.50	13,500
Total	4.00	312,919	3.50	285,069	3.00	285,069