

**TOWN OF WINDHAM,
CONNECTICUT**



ADOPTED BUDGETS

**FISCAL YEAR
2012-2013**

TOWN OF WINDHAM, CONNECTICUT

ANNUAL BUDGET DOCUMENT FOR THE YEAR ENDED JUNE 30, 2013

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**TOWN OF WINDHAM,
CONNECTICUT**

**GENERAL
GOVERNMENT**

**ADOPTED BUDGET
FISCAL YEAR
2012-2013**

**TOWN OF WINDHAM, CONNECTICUT
GENERAL GOVERNMENT AND BOARD OF EDUCATION
ADOPTED MILL RATE CALCULATION
FISCAL YEAR 2012-2013**

	General Government Budget	Board of Education Budget	Total Combined Town Budgets
Adopted 2012-2013 Expenditure Budget - General Government and Board of Education	\$ 14,339,390	\$ 43,196,706	\$ 57,536,096
Less: ECS Adjustment		-	-
Less: Direct Revenue Estimates	<u>(6,262,799)</u>	<u>(25,230,410)</u>	<u>(31,493,209)</u>
Net Budget	8,076,591	17,966,296	26,042,887
Reappropriation of Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>
	8,076,591	17,966,296	26,042,887
Plus Adjustment *	<u>336,525</u>	<u>748,596</u>	<u>1,085,120</u>
Amount to be Raised	\$ 8,413,116	\$ 18,714,892	\$ 27,128,007
Adopted 2012-2013 Mill Rate	8.88	19.75	28.63
Adopted 2011-2012 Mill Rate	<u>8.63</u>	<u>19.52</u>	<u>28.15</u>
Mill Rate (Decrease) Increase	<u>0.25</u>	<u>0.23</u>	<u>0.48</u>
Mill Rate % (Decrease) Increase	<u>2.88%</u>	<u>1.18%</u>	<u>1.70%</u>

One Mill = \$ 947,573 After Board of Assessment
Appeals (BAA) Hearings

* Adjustment includes reserve for uncollected taxes at 4% and Elderly Freeze adjustment *

** Board of Education budget detail found in separate budget document prepared by BOE **

Town of Windham, Connecticut
Adopted General Government Revenue Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

General Gov't & Board of Education Revenue		2009-2010 Actual Receipts	2010-2011 Actual Receipts	2011-2012 Revised Budget Revenue	2012-2013 Estimated Revenue
41001	Property Taxes				
801	Property taxes - current	\$ 22,814,031	\$ 24,156,106	\$ 25,279,426	\$ 26,042,887
803	Property taxes - MV supplemental	225,963	215,256	200,000	200,000
804	Property taxes - prior years	407,545	329,013	400,000	320,000
807	Property taxes - interest and liens	280,790	257,809	200,000	250,000
	Total Property Taxes	<u>23,728,329</u>	<u>24,958,184</u>	<u>26,079,426</u>	<u>26,812,887</u>
41002	Federal Government				
811	Emergency management	14,995	19,628	10,000	11,000
833	Social service block grant	10,129	17,448	15,000	15,000
976	Payment in lieu of taxes	-	300	200	200
	Total Federal Government	<u>25,124</u>	<u>37,376</u>	<u>25,200</u>	<u>26,200</u>
41003	State of CT - Education				
815	Education cost sharing grant	20,692,570	20,686,677	24,169,717	24,169,717
816	Special ed equity	-	-	-	-
817	School transportation grant	573,716	368,806	336,920	337,133
818	School construction grant	1,187,789	1,145,690	1,187,789	979,075
819	Aid to private schools	40,086	37,227	40,000	36,000
820	Energy assistance	-	-	-	-
	Total State of CT - Education	<u>22,494,161</u>	<u>22,238,400</u>	<u>25,734,426</u>	<u>25,521,925</u>
41004	State of CT - General Government				
826	PILOT - State property ECSU	1,169,596	1,158,250	849,442	848,438
827	PILOT - elderly freeze	3,280	2,460	3,000	3,000
828	PILOT - elderly circuit breaker	46,445	45,647	64,000	64,000
829	PILOT - housing authority	21,990	21,823		
830	PILOT - property tax relief	-	-	-	-
832	PILOT - totally disabled	1,471	1,685	1,500	1,500
834	Library grant	2,268	2,069	2,300	2,300
835	Boat registration fees	683	1,079	-	-
836	Maintenance of State highways	23,844	23,844	23,844	23,844
837	PILOT - machinery & equipment	159,795	151,519	212,500	212,500
839	PILOT - private colleges & hospitals	335,914	313,844	210,721	210,721
842	Supp Municipal Aid (former Pequot)	365,529	361,957	437,265	447,626
844	Distressed municipalities manufacturing	4,871	5,523	9,000	9,000
850	PILOT - veteran's exemption	5,509	5,098	7,500	7,500
854	Other revenues - State of CT	-	55,640	27,820	27,820
920	Connecticard fees	817	721	750	750
	Total State of CT - General Government	<u>2,142,011</u>	<u>2,151,160</u>	<u>1,849,642</u>	<u>1,858,999</u>

Town of Windham, Connecticut
Adopted General Government Revenue Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

General Gov't & Board of Education Revenue		2009-2010 Actual Receipts	2010-2011 Actual Receipts	2011-2012 Revised Budget Revenue	2012-2013 Estimated Revenue
41005	Licenses & Permits				
856	Bingo and raffle permits	\$ 466	\$ 440	\$ 600	\$ 600
857	Building permits	254,018	302,208	175,000	250,000
859	Multi Family permits	-	-	130,000	130,000
866	Dog & kennel license fees	3,336	3,544	3,500	3,500
868	Sporting license fees	4,387	4,376	4,500	4,500
	Total Licenses & Permits	262,207	310,567	313,600	388,600
41006	Fines, Forfeitures & Penalties				
873	Dog redemption & sale	1,635	1,455	1,800	1,800
875	Blight ordinance	1,004	318	7,500	1,000
	Total Fines, Forfeitures & Penalties	2,639	1,773	9,300	2,800
41007	Use of Property				
808	Town property	38,954	33,948	32,000	32,000
875	School property	-	-	-	-
	Total Use of Property	38,954	33,948	32,000	32,000
41008	Charges for Services				
859	Refuse fees	18,401	15,088	25,000	15,000
867	Passport fees	5,484	2,675	5,000	-
869	Misc. fees collected by Town	7,384	8,310	5,500	7,000
874	Shared Services			10,000	10,000
876	Ambulance Fees	-	-	-	950,000
879	Grave openings	12,550	25,175	26,500	26,500
880	Foundations	3,577	100	100	100
882	Town photocopies	17,430	18,831	20,000	17,000
883	Recording fees - Town Clerk	59,948	54,146	75,000	50,000
884	Vital statistics	66,995	73,574	45,000	65,000
888	Fire Marshal plan review	5,650	5,650	3,000	5,000
889	Fire Marshal inspection fee	6,985	8,445	4,000	7,000
890	Fire Marshal temp permit & late fees	-	45	25	25
895	WFTD financial services	-	38,000	38,000	38,000
898	Other charges for services	6,667	6,765	9,000	6,000
899	Engineering fees	3,155	2,095	3,000	3,000
907	Notary fees	2,605	2,881	2,000	2,000
922	BOE tuition charges to other Towns	1,096,594	1,019,692	723,560	723,560
	Total Charges for Services	1,313,424	1,281,472	994,685	1,925,185
41009	Interest				
900	Investment income	3,831	62,325	70,000	65,000
	Total Interest	3,831	62,325	70,000	65,000

Town of Windham, Connecticut
Adopted General Government Revenue Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

General Gov't & Board of Education Revenue		2009-2010 Actual Receipts	2010-2011 Actual Receipts	2011-2012 Revised Budget Revenue	2012-2013 Estimated Revenue
41010	Interfund Transfers In				
905	Interfund transfer in - School Read	\$ 108,750	\$ 49,715	\$ 49,740	\$ 50,000
913	Interfund transfer in - WPCF	89,000	92,000	92,000	92,000
914	Interfund transfer in - WWW	89,000	92,000	92,000	92,000
916	Interfund transfer in - WSD	85,000	85,000	85,000	85,000
933	Interfund transfer in - Small Cities	-	-	-	-
946	Interfund transfer in - Ambulance	18,175	18,175	18,175	-
990	Interfund transfer in - misc	-	-	-	-
	Total Interfund Transfers In	<u>389,925</u>	<u>336,890</u>	<u>336,915</u>	<u>319,000</u>
41011	Sundry & Miscellaneous				
829	PILOT 2 - Willimantic Housing Authority	45,123	-	63,000	63,000
849	Telecommunications	38,050	34,635	42,238	34,000
917	Zoning fees	11,477	10,197	35,000	15,000
920	Eviction fees	670	600	1,500	1,500
921	OTB Tax	-	7,456	50,000	30,000
923	Real estate conveyance tax	227,796	246,544	180,000	240,000
927	Recycling sales	8,142	450	-	-
928	Cemetery leases	-	-	10,000	10,000
934	Insurance reimbursement	3,309	778	-	-
939	Social services individual reimbursement	-	-	-	-
943	PILOT - hydro plant	-	-	-	-
950	Miscellaneous revenue - Town	108,693	204,045	190,000	190,000
960	Sale of Town property	-	-	-	-
975	Miscellaneous revenue - BOE	-	-	-	-
	Total Sundry & Miscellaneous	<u>443,261</u>	<u>504,705</u>	<u>571,738</u>	<u>583,500</u>
	Total General Gov't & Board of Education Revenue	<u>\$ 50,843,866</u>	<u>\$ 51,916,800</u>	<u>\$ 56,016,932</u>	<u>\$ 57,536,096</u>

**ADOPTED TOWN OF WINDHAM, CONNECTICUT
TOWN GENERAL GOVERNMENT EXPENDITURE BUDGET SUMMARY**

		Final	Revised	%	Adopted	%
		Budget	Budget	Increase	Budget	Increase
General Government		2010-2011	2011-2012	(Decrease)	2012-2013	(Decrease)
50101	Board of Finance	\$ 107,760	\$ 91,360	-15.22%	\$ 91,360	0.00%
50102	Town Council	39,700	36,700	-7.56%	29,200	-20.44%
50103	Municipal Administration	382,080	354,020	-7.34%	313,240	-11.52%
50104	Finance/Treasury	379,190	393,555	3.79%	414,519	5.33%
50105	Tax/Revenue Collection	271,795	266,275	-2.03%	281,566	5.74%
50106	Assessor	330,520	333,860	1.01%	342,280	2.52%
50107	Board of Assessment Appeals	200	200	0.00%	200	0.00%
50108	Town Clerk/Recording	221,991	235,605	6.13%	237,060	0.62%
50109	Vital Statistics	1,100	1,100	0.00%	-	-100.00%
50110	Elections	44,120	39,120	-11.33%	41,420	5.88%
50111	Registrar of Voters	36,500	36,500	0.00%	36,500	0.00%
50112	Legal Counsel	79,500	74,000	-6.92%	71,000	-4.05%
50113	Probate Court	39,122	35,762	-8.59%	35,430	-0.93%
50114	Town Hall	168,040	152,300	-9.37%	145,600	-4.40%
50115	Central Services	81,198	103,000	26.85%	92,000	-10.68%
50116	Aid to Private Schools	45,000	40,000	-11.11%	36,000	-10.00%
50117	Data Processing	179,840	191,750	6.62%	182,150	-5.01%
50118	Charter Revision	1	10,001	100.00%	10,000	999900.00%
50120	Personnel	53,990	52,400	-2.94%	95,350	81.97%
	Total General Government	2,461,647	2,447,508	-0.57%	2,454,875	0.30%

		Final	Revised	%	Adopted	%
		Budget	Budget	Increase	Budget	Increase
Public Safety		2010-2011	2011-2012	(Decrease)	2012-2013	(Decrease)
50201	Fire Marshal/Emer Manage	140,030	137,375	-1.90%	140,025	1.93%
50202	Animal Control	131,795	128,525	-2.48%	64,550	-49.78%
	Total Public Safety	271,825	265,900	-2.18%	204,575	-23.06%

**ADOPTED TOWN OF WINDHAM, CONNECTICUT
TOWN GENERAL GOVERNMENT EXPENDITURE BUDGET SUMMARY**

		Final Budget 2010-2011	Revised Budget 2011-2012	% Increase (Decrease)	Adopted Budget 2012-2013	% Increase (Decrease)
Public Works						
50301	Engineering	\$ 175,470	\$ 147,265	-16.07%	\$ 155,965	5.91%
50302	Roads and Drainage	694,030	672,800	-3.06%	682,800	1.49%
50303	Machinery and Equipment	462,870	496,200	7.20%	502,200	1.21%
50304	Snow Removal	114,900	101,000	-12.10%	99,500	-1.49%
50305	Garage Maintenance	36,050	33,850	-6.10%	27,350	-19.20%
50306	Tree Services	7,000	5,000	-28.57%	5,000	0.00%
50307	Traffic Control	41,500	41,500	0.00%	39,000	-6.02%
50308	Public Works Administration	292,700	301,500	3.01%	305,300	1.26%
50309	Street Lighting	262,900	252,500	-3.96%	251,500	-0.40%
50310	Park Maintenance	286,030	280,800	-1.83%	281,000	0.07%
50311	Building	98,150	97,150	-1.02%	99,350	2.26%
50312	Cemeteries	194,900	196,300	0.72%	199,300	1.53%
50313	Solid Waste Disposal	1,267,758	1,298,830	2.45%	1,313,119	1.10%
Total Public Works		<u>3,934,258</u>	<u>3,924,695</u>	<u>-0.24%</u>	<u>3,961,384</u>	<u>0.93%</u>

		Final Budget 2010-2011	Revised Budget 2011-2012	% Increase (Decrease)	Adopted Budget 2012-2013	% Increase (Decrease)
Human Services						
50401	Human Services	172,450	168,950	-2.03%	197,550	16.93%
50403	Outside Agencies	78,855	297,490	277.26%	211,326	-28.96%
50404	Health Services	55,000	-	-100.00%	-	0.00%
50405	Windham Health	95,620	98,967	3.50%	108,121	9.25%
50406	Senior Center	-	-	0.00%	40,460	0.00%
50408	Transportation Services	87,384	-	-100.00%	-	0.00%
50409	Senior Services	57,687	-	-100.00%	-	0.00%
Total Human Services		<u>546,996</u>	<u>565,407</u>	<u>3.37%</u>	<u>557,457</u>	<u>-1.41%</u>

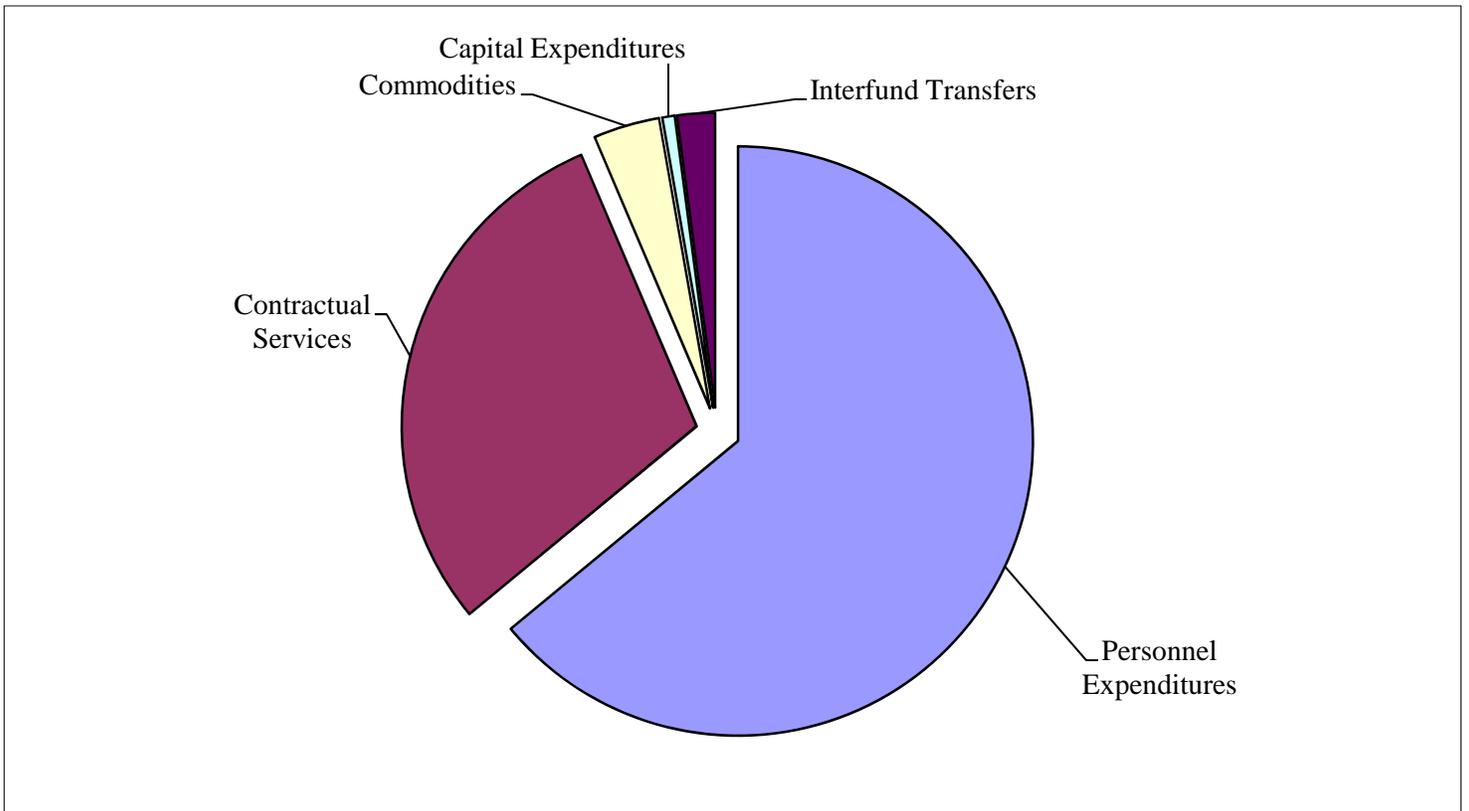
		Final Budget 2010-2011	Revised Budget 2011-2012	% Increase (Decrease)	Adopted Budget 2012-2013	% Increase (Decrease)
Civic and Cultural						
50501	Willimantic Public Library	731,755	721,620	-1.39%	730,920	1.29%
50502	Library Contributions	16,000	-	-100.00%	-	0.00%
50503	Recreation Administration	244,140	251,265	2.92%	249,945	-0.53%
50504	Recreation General Programs	105,050	112,100	6.71%	116,100	3.57%
50506	Recreation Center	84,300	79,700	-5.46%	79,700	0.00%
50507	Civic and Cultural Donations	20,000	16,000	-20.00%	15,000	-6.25%
Total Civic and Cultural		<u>1,201,245</u>	<u>1,180,685</u>	<u>-1.71%</u>	<u>1,191,665</u>	<u>0.93%</u>

**ADOPTED TOWN OF WINDHAM, CONNECTICUT
TOWN GENERAL GOVERNMENT EXPENDITURE BUDGET SUMMARY**

	Final Budget 2010-2011	Revised Budget 2011-2012	% Increase (Decrease)	Adopted Budget 2012-2013	% Increase (Decrease)
Planning and Development					
50601 Land Use Boards	\$ 13,670	\$ 10,400	-23.92%	\$ 18,900	81.73%
50604 Economic Development	13,900	13,900	0.00%	13,900	0.00%
50605 Code Enforcement	162,830	293,300	80.13%	270,144	-7.90%
50606 Town Planner	121,670	125,775	3.37%	128,175	1.91%
50608 Windham Historic District	500	500	0.00%	500	0.00%
50609 Ambulance				1,483,885	
Total Planning and Development	<u>312,570</u>	<u>443,875</u>	<u>42.01%</u>	<u>1,915,504</u>	<u>331.54%</u>
Capital Projects					
50701 Capital Projects	<u>80,877</u>	<u>64,620</u>	<u>-20.10%</u>	<u>64,620</u>	<u>0.00%</u>
Debt Service					
50702 Debt Service	<u>2,843,508</u>	<u>2,809,530</u>	<u>-1.19%</u>	<u>2,803,450</u>	<u>-0.22%</u>
Sundry					
50703 Fringe Benefits	454,510	665,060	46.32%	665,060	0.00%
50704 Risk Management	134,050	145,800	8.77%	150,800	3.43%
50706 Town Contingency	530	130,000	24428.30%	130,000	0.00%
50707 Interfund Transfers Out	983,490	615,997	100.00%	240,000	-61.04%
Total Sundry	<u>1,572,580</u>	<u>1,556,857</u>	<u>-1.00%</u>	<u>1,185,860</u>	<u>-23.83%</u>
Total General Gov't Budget	<u>\$ 13,225,506</u>	<u>\$ 13,259,077</u>	<u>0.25%</u>	<u>\$ 14,339,390</u>	<u>8.15%</u>

Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Organization Detail - Fiscal Year 2012-2013
As of May 8, 2012

Town General Government	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Operating Expenditures				
Personnel Expenditures	\$ 5,644,665	\$ 6,162,945	\$ 7,383,873	19.81%
Contractual Services	2,903,427	3,209,960	3,415,257	6.40%
Commodities	371,480	371,275	418,190	12.64%
Capital Expenditures	115,714	90,370	79,620	-11.90%
Interfund Transfers Out	921,296	615,997	240,000	-61.04%
Total Operating Expenditures	<u>9,956,582</u>	<u>10,450,547</u>	<u>11,536,940</u>	10.40%
Non-Operating Expenditures				
Debt Service	2,832,335	2,808,530	2,802,450	-0.22%
Total Non-Operating Expenditures	<u>2,832,335</u>	<u>2,808,530</u>	<u>2,802,450</u>	-0.22%
Total Town General Government	<u>\$ 12,788,917</u>	<u>\$ 13,259,077</u>	<u>\$ 14,339,390</u>	8.15%
Percentage increase/(decrease)		<u>3.68%</u>	<u>8.15%</u>	



Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Town General Government		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures					
101	Regular payroll	\$ 3,393,789	\$ 3,645,000	\$ 4,302,738	18.04%
102	Part-time payroll	100,130	130,350	182,120	39.72%
103	Overtime	181,668	154,150	158,650	2.92%
104	Longevity	32,200	32,200	38,990	21.09%
105	Temporary wages	78,538	68,780	79,380	15.41%
108	Life insurance	8,988	9,965	11,605	16.46%
109	Workers' compensation	130,456	200,000	265,750	32.88%
110	Medical insurance	1,158,682	1,204,500	1,412,400	17.26%
112	Town pension contribution	245,541	375,000	480,000	28.00%
114	FICA/Medicare	287,705	303,000	317,490	4.78%
115	Retirement benefits	12,000	20,000	45,000	125.00%
116	Bonus payments	14,969	20,000	84,750	323.75%
117	Physicals & inoculations	-	-	5,000	0.00%
119	Educational reimbursements	-	-	-	0.00%
	Total Personnel Expenditures	5,644,665	6,162,945	7,383,873	19.81%
Contractual Services					
201	Surveyor & drafters	1,361	3,000	3,000	0.00%
202	Financial & accounting	84,000	90,600	87,600	-3.31%
203	Legal - Town Attorney	33,529	27,000	27,000	0.00%
203	Legal - Charter Revision	-	10,000	9,000	0.00%
204	Data processing	15,155	16,485	28,916	75.41%
204	Legal - FOI & extra. legal fees	-	1,000	1,000	0.00%
205	Municipal insurance	134,050	145,800	159,490	9.39%
206	Indexing & recording	17,773	21,510	18,810	-12.55%
207	Other professional services	68,628	44,000	210,085	377.47%
207	WRCC - Veteran's Services	44,600	44,600	50,000	12.11%
207	North Central District Health	95,616	98,967	108,121	9.25%
208	Collection costs	-	-	80,970	0.00%
209	Professional affiliations	45,682	40,400	42,400	4.95%
210	Senior citizen programs	1,786	1,500	1,500	0.00%
211	Travel, meetings & training	28,378	16,000	10,300	-35.63%
212	Hauling fees	29,382	36,000	36,000	0.00%
213	Garbage collection contracts	629,124	567,850	658,000	15.88%
214	Telephone	46,949	47,850	51,550	7.73%
215	Telephone - FM	3,477	2,700	3,500	29.63%
215	Postage	40,029	60,000	50,350	-16.08%
217	Electricity	366,884	378,650	377,650	-0.26%
218	Heating fuel	76,821	86,750	84,750	-2.31%
219	Sewer & water charges	3,077	7,900	6,000	-24.05%
220	Windham Free Library	8,000	5,469	5,000	-8.58%
221	Advertising & publications	27,146	40,256	33,550	-16.66%
222	Building rentals	1,000	2,500	3,000	20.00%

Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Town General Government		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Contractual Services (Continued)					
223	Equipment rentals	\$ 7,955	\$ 53,000	\$ 54,000	1.89%
224	Uniform rentals	3,569	3,500	3,000	-14.29%
226	WRTD - ADA compliance	15,000	17,116	9,557	-44.16%
227	Community services	8,333	10,000	9,500	-5.00%
229	Gen assistance - non reimbursable	30	250	250	0.00%
230	Unemployment compensation	26,332	50,000	40,000	-20.00%
232	Bonds - principal	2,190,949	2,063,820	2,205,070	6.84%
233	Bonds - interest	641,386	744,710	597,380	-19.78%
234	Annual report	-	2,000	2,000	0.00%
236	WRTD - Dial-A-Ride	23,922	48,462	49,805	2.77%
237	VNA East, Inc.	-	-	-	0.00%
238	United Services	-	-	-	0.00%
239	Windham Hospital Paramedics	50,000	51,500	-	-100.00%
240	McSweeney Center	43,000	40,850	10,000	-75.52%
241	Community Companion Services	-	5,000	5,000	0.00%
243	WRTD - Fixed Route	87,384	23,922	22,031	-7.90%
245	American Legion - NEW	-	-	-	0.00%
246	Relocation expense	2,781	2,300	2,300	0.00%
247	Moving expense	2,160	2,700	2,700	0.00%
251	Payment to Southeast Project	-	-	-	0.00%
252	Aid to private schools	37,485	40,000	36,000	-10.00%
255	Energy efficiency	-	-	-	0.00%
257	Uniform cleaning	-	-	6,500	0.00%
259	Sexual Assault Crisis Ctr of Eastern CT	5,000	5,000	5,000	0.00%
261	WRCC - Youth Service Bureau	25,000	25,000	25,000	0.00%
264	Permit fees	800	800	1,000	25.00%
266	Service contracts	127,534	124,980	131,860	5.50%
268	Meals	6,405	8,000	7,500	-6.25%
269	Little Angels Program	-	500	500	100.00%
270	Demolition & security	754	-	-	0.00%
271	TVCCA elderly nutrition	14,687	13,896	10,633	-23.48%
272	Blessings in a Backpack	-	-	4,800	0.00%
273	Willimantic Midget Football	-	-	-	0.00%
274	Willimantic Little League	1,000	1,500	1,500	0.00%
275	Bigg Play	1,000	-	-	0.00%
277	Dog damage	-	150	150	0.00%
279	Refunds to State of CT	-	-	25,000	0.00%
279	Windham Arts Collaborative	-	1,000	-	-100.00%
280	Outside contractors	125,670	136,892	137,660	0.56%
281	Guilford Smith Mem. Library	8,000	5,675	5,000	-11.89%
283	Town contingency	-	130,000	130,000	0.00%
285	Windham Textile Museum	-	15,000	15,000	0.00%
286	3rd Thursday	-	-	-	0.00%
287	NECASA	-	3,500	-	0.00%

Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Town General Government		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Contractual Services (Continued)					
288	WRCC - Juvenile Review Board	1,500	2,500	2,500	0.00%
289	Holy Family Shelter	2,755	3,000	3,000	0.00%
290	Legal - labor matters	\$ 20,279	\$ 22,000	\$ 27,000	22.73%
291	Tipping & disposal fees	420,291	525,000	450,000	-14.29%
292	Legal - planning & develop	912	4,000	4,000	0.00%
293	Legal - suits & settlements	-	5,000	5,000	0.00%
294	Windham Region No Freeze Project	-	-	2,000	0.00%
295	Regional household waste ctr	10,672	10,680	10,619	-0.57%
296	Legal - tax matters	17,279	15,000	7,000	-53.33%
299	Miscellaneous	3,492	3,500	3,350	-4.29%
	Total Contractual Services	5,735,762	6,018,490	6,217,707	3.31%
Commodities					
301	Office supplies	28,315	28,075	28,265	0.68%
302	Gas & diesel fuel	89,156	90,125	110,375	22.47%
303	Uniform purchases	-	1,250	2,250	80.00%
304	Custodial supplies	8,899	10,000	10,000	0.00%
305	Safety equipment	7,461	6,850	22,850	233.58%
306	Vehicle repairs	60,091	60,000	66,000	10.00%
307	Hand tools	4,842	4,900	4,600	-6.12%
308	Electrical supplies	928	400	400	0.00%
309	Major equipment repair parts	80,076	80,250	78,150	-2.62%
310	Alarm repairs	2,361	3,000	9,500	216.67%
311	Traffic control signs	9,514	12,000	10,000	-16.67%
313	Sand, salt & paving materials	1,420	-	-	0.00%
314	Office furnishings & equipment	4,306	2,000	1,500	-25.00%
315	Ground supplies	13,586	14,500	10,500	-27.59%
316	Library materials & supplies	6,720	8,000	8,000	0.00%
317	Books & subscriptions	35,861	33,050	33,050	0.00%
318	Photo equipment	-	-	-	0.00%
320	Chemicals	1,437	1,875	2,000	6.67%
322	Miscellaneous supplies	4,973	4,100	11,800	187.80%
323	Team sponsorship	1,630	1,500	1,500	0.00%
327	Conservation & recycling mat.	1,980	-	-	0.00%
329	Building supplies	6,823	6,200	4,700	-24.19%
330	Computer commodities	(476)	2,200	2,250	2.27%
331	Fuel tank supplies	1,580	1,000	500	-50.00%
	Total Commodities	371,480	371,275	418,190	12.64%

Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Town General Government	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Commodities (Continued)				
Capital Expenditures				
401 Buildings & improvements	\$ 596	\$ 750	\$ -	-100.00%
402 Equipment	28,415	25,000	15,000	-40.00%
403 Vehicles	64,620	64,620	64,620	0.00%
413 Improvements other than building	22,083	-	-	0.00%
Total Capital Expenditures	<u>115,714</u>	<u>90,370</u>	<u>79,620</u>	<u>-11.90%</u>
Interfund Transfers Out				
990 Interfund transfer out - Kramer	52,806	115,000	115,000	0.00%
993 Interfund transfer out - Rec. rev.	60,000	20,000	20,000	0.00%
994 Interfund transfer out - Revaluation	50,000	-	-	0.00%
996 Interfund transfer out - WSD	-	-	10,000	100.00%
997 Interfund transfer out - Ambulance	358,490	439,660	-	-100.00%
998 Interfund transfer out - Grant match	50,000	20,000	20,000	0.00%
999 Interfund transfer out - RCIP	350,000	21,337	75,000	100.00%
Total Interfund Transfers Out	<u>921,296</u>	<u>615,997</u>	<u>240,000</u>	<u>-61.04%</u>
Total Town General Government	<u>\$ 12,788,917</u>	<u>\$ 13,259,077</u>	<u>\$ 14,339,390</u>	<u>8.15%</u>
		Percentage increase/(decrease)	3.68%	8.15%

Town of Windham, Connecticut
Adopted General Government Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

General Government		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures					
101	Regular payroll	\$ 1,149,447	\$ 1,189,000	\$ 1,221,344	2.72%
102	Part-time payroll	48,631	47,500	47,500	0.00%
103	Overtime	26,660	23,100	12,100	-47.62%
104	Longevity	9,200	9,800	8,900	-9.18%
105	Temporary wages	18,384	16,880	17,380	2.96%
108	Life insurance	4,002	4,440	4,220	-4.95%
110	Medical insurance	296,053	312,800	330,400	5.63%
114	FICA/Medicare	94,391	97,600	98,900	1.33%
Total Personnel Expenditures		<u>1,646,768</u>	<u>1,701,120</u>	<u>1,740,744</u>	<u>2.33%</u>
Contractual Services					
202	Financial & accounting	84,000	90,600	87,600	-3.31%
203	Legal - Town Attorney	33,529	27,000	27,000	0.00%
203	Legal - Charter Revision	-	10,000	9,000	0.00%
204	Data processing	15,155	16,485	28,916	75.41%
204	Legal - FOI & extra. legal fees	-	1,000	1,000	0.00%
206	Indexing & recording	17,773	21,510	18,810	-12.55%
207	Other professional services	6,324	11,000	13,000	18.18%
208	Collection costs	-	-	-	0.00%
209	Professional affiliations	45,034	40,000	42,000	5.00%
211	Travel, meetings & training	28,131	15,000	7,500	-50.00%
214	Telephone	36,873	40,000	42,500	6.25%
215	Postage	40,029	60,000	50,000	-16.67%
217	Electricity	41,490	38,250	38,250	0.00%
218	Heating fuel	17,390	24,000	24,000	0.00%
219	Sewer & water charges	1,600	2,000	2,000	0.00%
221	Advertising & publications	17,138	28,456	17,250	-39.38%
222	Building rentals	1,000	2,500	3,000	20.00%
223	Equipment rentals	7,414	53,000	51,500	-2.83%
227	Community services	3,196	1,000	500	-50.00%
234	Annual report	-	2,000	2,000	0.00%
247	Moving expense	2,160	2,700	2,700	0.00%
252	Aid to private schools	37,485	40,000	36,000	-10.00%
266	Service contracts	80,641	79,420	76,620	-3.53%
268	Meals	1,199	2,000	2,000	0.00%
280	Outside contractors	30,253	39,542	46,310	17.12%
290	Legal - labor matters	20,279	22,000	27,000	22.73%
292	Legal - planning & develop	912	4,000	4,000	0.00%
293	Legal - suits & settlements	-	5,000	5,000	0.00%
296	Legal - tax matters	17,279	15,000	7,000	-53.33%
299	Miscellaneous	2,811	1,500	1,350	-10.00%
Total Contractual Services		<u>589,095</u>	<u>694,963</u>	<u>673,806</u>	<u>-3.04%</u>

Town of Windham, Connecticut
Adopted General Government Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

General Government		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Commodities					
301	Office supplies	\$ 22,461	\$ 20,775	\$ 20,125	-3.13%
304	Custodial supplies	2,001	1,500	1,500	0.00%
307	Hand tools	-	-	-	0.00%
310	Alarm repairs	-	-	-	0.00%
314	Office furnishings & equipment	4,306	2,000	1,500	-25.00%
317	Books & subscriptions	415	950	950	0.00%
329	Building supplies	192	1,000	1,000	0.00%
330	Computer commodities	(476)	2,200	250	-88.64%
Total Commodities		<u>28,899</u>	<u>28,425</u>	25,325	-10.91%
Capital Expenditures					
401	Buildings & improvements	596	-	-	0.00%
402	Equipment	12,159	25,000	15,000	-40.00%
Total Capital Expenditures		<u>12,755</u>	<u>25,000</u>	15,000	-40.00%
Total General Government		<u>\$ 2,277,517</u>	<u>\$ 2,449,508</u>	\$ 2,454,875	0.22%
Percentage increase/(decrease)			<u>7.55%</u>	<u>0.22%</u>	

Town of Windham, Connecticut
Adopted Public Safety Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Public Safety		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures					
101	Regular payroll	\$ 129,132	\$ 135,000	\$ 730,000	440.74%
102	Part time payroll		29,850	52,350	100.00%
103	Overtime	3,683	7,500	24,000	220.00%
104	Longevity	900	1,275	6,165	383.53%
108	Life insurance	397	450	2,300	411.11%
109	Worker's compensation			65,750	
110	Medical insurance	44,872	47,750	239,650	401.88%
112	Ambulance pension plan contribution			130,000	
114	FICA/Medicare	11,117	13,400	22,500	67.91%
116	Bonus Payments			54,750	
117	Physicals & inoculations			5,000	
	Total Personnel Expenditures	<u>190,101</u>	<u>235,225</u>	<u>1,272,715</u>	<u>441.06%</u>
Contractual Services					
205	Municipal insurance			8,690	
207	Other professional services	8,046	7,000	173,285	2375.50%
208	Collection costs			80,970	
209	Professional affiliatins	-	-	-	0.00%
211	Travel, meetings & training	-	-	1,800	0.00%
214	Telephone - EOC	986	650	650	0.00%
215	Telephone - FM	3,477	2,700	3,500	29.63%
215	Postage			350	
218	Heating fuel	3,851	3,000	3,000	0.00%
221	Advertising & publications	606	1,000	1,000	0.00%
223	Equipment rentals	-	-	2,500	0.00%
257	Uniform cleaning			6,500	
264	Permit fees			200	
277	Dog damage	-	150	150	0.00%
266	Service contracts	469	500	9,800	1860.00%
280	Outside contractors	8,807	6,850	6,850	0.00%
	Total Contractual Services	<u>26,242</u>	<u>21,850</u>	<u>290,555</u>	<u>1229.77%</u>
Commodities					
301	Office supplies	367	1,075	875	-18.60%
302	Gas & diesel fuel	2,866	2,975	10,625	257.14%
303	Uniform purchases	-	150	1,150	666.67%
305	Safety equipment	40	150	17,150	11333.33%
306	Vehicle repairs	-	-	8,000	0.00%
309	Equipment repair	76	250	150	-40.00%
310	Radio & alarm repairs			7,000	

Town of Windham, Connecticut
Adopted Public Safety Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Public Safety		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Commodities (Continued)					
314	Office furnishings & equipment	-	-	-	0.00%
317	Books & subscriptions	1,069	1,100	1,100	0.00%
320	Chemicals	-	375	500	33.33%
322	Miscellaneous supplies	3,548	2,000	10,200	410.00%
	Total Commodities	<u>7,966</u>	<u>8,075</u>	<u>56,750</u>	<u>602.79%</u>
Capital Expenditures					
401	Buildings & improvement	-	750	-	-100.00%
403	Vehicles	-	-	-	
	Total Capital Expenditures	-	750	-	-100.00%
Total Public Safety		<u>\$ 224,309</u>	<u>\$ 265,900</u>	<u>\$ 1,620,020</u>	<u>509.26%</u>
Percentage increase/(decrease)			<u>18.54%</u>	<u>509.26%</u>	

Town of Windham, Connecticut
Adopted Public Works Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Public Works		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures					
101	Regular payroll	\$ 1,269,687	\$ 1,348,000	\$ 1,374,000	1.93%
103	Overtime	150,929	123,000	122,000	-0.81%
104	Longevity	13,400	12,550	13,950	11.16%
105	Temporary wages	3,604	3,000	3,000	0.00%
108	Life insurance	1,161	1,390	1,400	0.72%
110	Medical insurance	494,560	485,900	496,000	2.08%
114	FICA/Medicare	111,504	109,100	109,700	0.55%
Total Personnel Expenditures		<u>2,044,845</u>	<u>2,082,940</u>	<u>2,120,050</u>	<u>1.78%</u>
Contractual Services					
201	Surveyor & drafters	1,361	3,000	3,000	0.00%
207	Other professional services	53,488	23,500	20,500	-12.77%
209	Professional affiliations	-	-	-	0.00%
211	Travel, meetings & training	-	-	-	0.00%
212	Hauling fees	29,382	36,000	36,000	0.00%
213	Garbage collection contracts	629,124	567,850	658,000	15.88%
214	Telephone	5,639	4,700	4,700	0.00%
217	Electricity	291,569	296,000	291,000	-1.69%
218	Heating fuel	17,987	15,000	13,000	-13.33%
219	Sewer & water charges	350	1,750	1,750	0.00%
221	Advertising & publications	1,754	1,550	1,550	0.00%
223	Equipment rentals	541	-	-	0.00%
224	Uniform rentals	3,569	3,500	3,000	-14.29%
251	Payment to Southeast Project	-	-	-	0.00%
255	Energy efficiency	-	-	-	0.00%
264	Permit fees	800	800	800	0.00%
266	Service contracts	6,300	6,000	6,000	0.00%
268	Meals	5,206	6,000	5,500	-8.33%
270	Demolition & security	754	-	-	0.00%
280	Outside contractors	55,621	61,500	59,500	-3.25%
291	Tipping & disposal fees	420,291	525,000	450,000	-14.29%
295	Regional household waste ctr	10,672	10,680	10,619	-0.57%
Total Contractual Services		<u>1,534,407</u>	<u>1,562,830</u>	<u>1,564,919</u>	<u>0.13%</u>
Commodities					
301	Office supplies	1,844	1,325	1,315	-0.75%
302	Gas & diesel fuel	84,920	85,000	97,000	14.12%
304	Custodial supplies	3,378	3,500	3,500	0.00%
305	Safety equipment	6,752	6,000	5,000	-16.67%
306	Vehicle repairs	60,091	60,000	58,000	-3.33%
307	Hand tools	4,753	4,700	4,200	-10.64%
308	Electrical supplies	928	400	400	0.00%

Town of Windham, Connecticut
Adopted Public Works Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Public Works		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Commodities (Continued)					
309	Major equipment repair parts	\$ 80,000	\$ 80,000	\$ 78,000	-2.50%
310	Alarm repairs	2,361	3,000	2,500	-16.67%
311	Traffic control signs	9,514	12,000	10,000	-16.67%
313	Sand, salt & paving materials	1,420	-	-	0.00%
314	Office furnishings & equipment	-	-	-	0.00%
315	Ground supplies	13,586	14,500	10,500	-27.59%
317	Books & subscriptions	99	800	800	0.00%
320	Chemicals	-	-	-	0.00%
322	Miscellaneous supplies	1,091	1,500	1,000	-33.33%
327	Conservation & recycling mat.	1,980	-	-	0.00%
329	Building supplies	6,631	5,200	3,700	-28.85%
331	Fuel tank supplies	1,580	1,000	500	-50.00%
	Total Commodities	<u>280,927</u>	<u>278,925</u>	<u>276,415</u>	<u>-0.90%</u>
Capital Expenditures					
401	Buildings & improvement	-	-	-	0.00%
402	Equipment	2,494	-	-	0.00%
413	Improvements other than building	22,083	-	-	0.00%
	Total Capital Expenditures	<u>24,577</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
	Total Public Works	<u>\$ 3,884,757</u>	<u>\$ 3,924,695</u>	<u>\$ 3,961,384</u>	<u>0.93%</u>
	Percentage increase/(decrease)		<u>1.03%</u>	<u>0.93%</u>	

Town of Windham, Connecticut
Adopted Human Services Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Human Services		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures					
101	Regular payroll	\$ 120,293	\$ 122,000	\$ 125,000	2.46%
102	Part-time payroll	-	-	27,270	0.00%
103	Overtime	18	150	150	0.00%
104	Longevity	1,800	1,800	1,800	0.00%
108	Life insurance	352	400	400	0.00%
110	Medical insurance	30,829	32,400	32,700	0.93%
114	FICA/Medicare	9,127	9,500	11,890	25.16%
Total Personnel Expenditures		<u>162,419</u>	<u>166,250</u>	199,210	19.83%
Contractual Services					
207	WRCC - Veteran's Services	44,600	44,600	50,000	12.11%
207	North Central District Health	95,616	98,967	108,121	9.25%
209	Professional affiliations	-	-	-	0.00%
211	Travel, meetings & training	-	-	-	0.00%
214	Telephone	-	-	1,000	0.00%
217	Electricity	-	-	6,500	0.00%
219	Sewer & water charges	-	-	600	0.00%
220	Windham Free Library	8,000	5,469	5,000	-8.58%
223	Equipment rentals	-	-	-	0.00%
226	WRTD - ADA compliance	15,000	17,116	9,557	-44.16%
229	Gen assistance - non reimbursable	30	250	250	0.00%
236	WRTD - Dial-A-Ride	23,922	48,462	49,805	2.77%
237	VNA East, Inc.	-	-	-	0.00%
238	United Services	-	-	-	0.00%
239	Windham Hospital Paramedics	50,000	51,500	-	-100.00%
240	McSweeney Center	43,000	40,850	10,000	-75.52%
241	Community Companion Services	-	5,000	5,000	0.00%
243	WRTD - Fixed Route	87,384	23,922	22,031	-7.90%
246	Relocation expense	2,781	2,300	2,300	0.00%
259	Sexual Assault Crisis Ctr of Eastern CT	5,000	5,000	5,000	0.00%
261	WRCC - Youth Service Bureau	25,000	25,000	25,000	0.00%
266	Service contracts	-	-	2,000	0.00%
269	Little Angels Program	-	500	500	0.00%
271	TVCCA elderly nutrition	14,687	13,896	10,633	-23.48%
272	Blessings in a Backpack	-	-	4,800	0.00%
274	Willimantic Little League	1,000	1,500	1,500	0.00%
279	Refunds to State of CT	-	-	25,000	0.00%
280	Outside contractors	-	-	-	0.00%

Town of Windham, Connecticut
Adopted Human Services Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Human Services		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Contractual Services (Continued)					
281	Guilford Smith Mem. Library	8,000	5,675	5,000	-11.89%
287	NECASA	-	3,500	-	100.00%
288	WRCC - Juvenile Review Board	1,500	2,500	2,500	0.00%
289	Holy Family Home & Shelter	2,755	3,000	3,000	0.00%
294	Windham No Freeze Project	-	-	2,000	0.00%
	Total Contractual Services	<u>428,275</u>	<u>399,007</u>	357,097	-10.50%
Commodities					
301	Office supplies	\$ 282	\$ 150	\$ 1,150	666.67%
302	Gas & diesel fuel	-	-	-	0.00%
314	Office furnishings & equipment	-	-	-	0.00%
317	Books & subscriptions	-	-	-	0.00%
318	Photo equipment	-	-	-	0.00%
	Total Commodities	<u>282</u>	<u>150</u>	1,150	666.67%
	Total Human Services	<u>\$ 590,976</u>	<u>\$ 565,407</u>	\$ 557,457	-1.41%
	Percentage increase/(decrease)		<u>-4.33%</u>	<u>-1.41%</u>	

Town of Windham, Connecticut
Adopted Civic & Cultural Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Civic & Cultural		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures					
101	Regular payroll	\$ 532,097	\$ 555,000	\$ 564,000	1.62%
102	Part-time payroll	51,499	53,000	55,000	3.77%
103	Overtime	224	400	400	0.00%
104	Longevity	6,000	5,800	7,200	24.14%
105	Temporary wages	52,298	44,900	55,000	22.49%
108	Life insurance	1,621	2,225	2,225	0.00%
110	Medical insurance	219,606	221,000	222,500	0.68%
114	FICA/Medicare	47,440	50,500	52,300	3.56%
	Total Personnel Expenditures	910,784	932,825	958,625	2.77%
Contractual Services					
207	Other professional services	770	2,500	800	-68.00%
209	Professional affiliations	-	-	-	0.00%
210	Senior citizen programs	1,786	1,500	1,500	0.00%
211	Travel, meetings & training	-	-	-	0.00%
214	Telephone	3,451	2,500	2,700	8.00%
217	Electricity	33,825	44,400	41,900	-5.63%
218	Heating fuel	37,593	44,750	44,750	0.00%
219	Sewer & water charges	1,127	4,150	1,650	-60.24%
221	Advertising & publications	780	1,500	-	-100.00%
223	Equipment rentals	-	-	-	0.00%
227	Community Services	5,137	9,000	9,000	0.00%
245	American Legion - NEW	-	-	-	0.00%
266	Service contracts	40,124	39,060	37,440	-4.15%
273	Willimantic Midget Football	-	-	-	0.00%
275	Bigg Play	1,000	-	-	0.00%
279	Windham Arts Collaborative	-	1,000	-	-100.00%
280	Outside contractors	29,130	27,000	23,000	-14.81%
285	Windham Textile Museum	-	15,000	15,000	0.00%
286	3rd Thursday	-	-	-	0.00%
299	Miscellaneous	681	1,000	1,000	0.00%
	Total Contractual Services	155,403	193,360	178,740	-7.56%

Town of Windham, Connecticut
Adopted Civic & Cultural Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Civic & Cultural	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Commodities				
301 Office supplies	\$ 2,985	\$ 4,000	\$ 4,000	0.00%
302 Gas & diesel fuel	292	500	300	-40.00%
303 Uniform purchases	-	700	700	0.00%
304 Custodial supplies	3,520	5,000	5,000	0.00%
305 Safety equipment	669	700	700	0.00%
306 Vehicle repairs	-	-	-	0.00%
314 Office furnishings & equipment	-	-	-	0.00%
316 Library materials & supplies	6,720	8,000	8,000	0.00%
317 Books & subscriptions	34,278	30,000	30,000	0.00%
320 Chemicals	1,437	1,500	1,500	0.00%
322 Miscellaneous supplies	334	600	600	0.00%
323 Team sponsorship	1,630	1,500	1,500	0.00%
329 Building supplies	-	-	-	0.00%
330 Computer commodities	(675)	2,000	2,000	0.00%
Total Commodities	<u>51,863</u>	<u>52,500</u>	<u>54,300</u>	<u>3.43%</u>
Total Civic & Cultural	<u>\$ 1,118,050</u>	<u>\$ 1,178,685</u>	<u>\$ 1,191,665</u>	<u>1.10%</u>
		<u>Percentage increase/(decrease)</u>		<u>5.42%</u>
			<u>1.10%</u>	

Town of Windham, Connecticut
Adopted Planning & Development Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Planning & Development		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures					
101	Regular payroll	\$ 193,133	\$ 296,000	\$ 288,394	-2.57%
103	Overtime	154	-	-	0.00%
104	Longevity	900	975	975	0.00%
105	Temporary wages	4,252	4,000	4,000	0.00%
108	Life insurance	641	1,000	1,000	0.00%
110	Medical insurance	79,212	104,650	91,150	-12.90%
114	FICA/Medicare	14,126	22,900	22,200	-3.06%
Total Personnel Expenditures		<u>292,417</u>	<u>429,525</u>	<u>407,719</u>	<u>-5.08%</u>
Contractual Services					
201	Vehicle Repair			-	0.00%
207	Other professional services	-	-	2,500	0.00%
209	Professional affiliations	648	400	400	0.00%
211	Travel, meetings & training	247	1,000	1,000	0.00%
221	Advertising & publications	6,868	7,750	13,750	77.42%
223	Equipment rentals	-	-	-	0.00%
227	Community services	-	-	-	0.00%
280	Outside Contractors	1,860	2,000	2,000	100.00%
Total Contractual Services		<u>9,623</u>	<u>11,150</u>	<u>19,650</u>	<u>76.23%</u>
Commodities					
301	Office supplies	376	750	800	6.67%
303	Uniform purchases	-	400	400	0.00%
302	Gas & diesel fuel	1,078	1,650	2,450	48.48%
307	Hand tools	89	200	400	100.00%
314	Office furnishings & equipment	-	-	-	0.00%
317	Books & subscriptions	-	200	200	0.00%
322	Miscellaneous supplies	-	-	-	0.00%
Total Commodities		<u>1,542</u>	<u>3,200</u>	<u>4,250</u>	<u>32.81%</u>
Total Planning & Development		<u>\$ 303,582</u>	<u>\$ 443,875</u>	<u>\$ 431,619</u>	<u>-2.76%</u>
Percentage increase/(decrease)			<u><u>46.21%</u></u>	<u><u>-2.76%</u></u>	

Town of Windham, Connecticut
Adopted Sundry Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Sundry	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures				
108 Life insurance	\$ 815	\$ 60	\$ 60	0.00%
109 Workers' compensation	130,456	200,000	200,000	0.00%
110 Medical insurance	(6,450)	-	-	0.00%
112 Town pension contribution	245,541	375,000	350,000	-6.67%
114 FICA/Medicare	-	-	-	0.00%
115 Retirement benefits	12,000	20,000	45,000	125.00%
116 Bonus payments	14,969	20,000	30,000	50.00%
119 Educational reimbursements	-	-	-	0.00%
Total Personnel Expenditures	<u>397,331</u>	<u>615,060</u>	<u>625,060</u>	<u>1.63%</u>
Contractual Services				
205 Municipal insurance	134,050	145,800	150,800	3.43%
230 Unemployment compensation	26,332	50,000	40,000	-20.00%
280 Outside contractors	-	-	-	0.00%
283 Town contingency	-	130,000	130,000	0.00%
Total Contractual Services	<u>160,382</u>	<u>325,800</u>	<u>320,800</u>	<u>-1.53%</u>
Interfund Transfers Out				
990 Interfund transfer out - Kramer	52,806	115,000	115,000	0.00%
993 Interfund transfer out - Rec. rev.	60,000	20,000	20,000	0.00%
994 Interfund transfer out - Revaluation	50,000	-	-	0.00%
996 Interfund transfer out - WSD	-	-	10,000	100.00%
997 Interfund transfer out - Ambulance	358,490	439,660	-	-100.00%
998 Interfund transfer out - Grant match	50,000	20,000	20,000	0.00%
999 Interfund transfer out - RCIP	350,000	21,337	75,000	100.00%
Total Interfund Transfers Out	<u>921,296</u>	<u>615,997</u>	<u>240,000</u>	<u>-61.04%</u>
Total Sundry	<u>\$ 1,479,008</u>	<u>\$ 1,556,857</u>	<u>\$ 1,185,860</u>	<u>-23.83%</u>
	Percentage increase/(decrease)	<u>5.26%</u>	<u>-23.83%</u>	

Department Name:

Board of Finance

Department #: 50101

Mission & Purpose:

The Board of Finance (BOF) Department is not a Town Department but rather an elected, seven (7) member Board that serves as the financial decision making body for the Town of Windham. The BOF is the final ruling authority, before the citizens of Windham, with regard to the annual budget process. This budget includes expenditures incurred for the annual audit, compilation of the Comprehensive Annual Financial Report (CAFR) and the Annual Report of the Town. In addition, this budget covers minor costs incurred with running the BOF throughout the year.

Goals & Objectives:

- Re-design internal controls and procedures to comply with new accounting standards.
- Support level of excellence achieved in receiving Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).

Accomplishments:

- Improved the budget process and documentation involved in this process.

Fiscal Notes:

- Financial & accounting, account # 202, includes the cost of having the Town's Financial Statements audited, accounting for post employment benefits, services to assist in the year end closing process and the development of a consolidated financial software system for the Town and Board of Education.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50101	Board of Finance	Expended	Expended	Budget	Budget
Personnel Expenditures					
105	Temporary wages	\$ 1,346	\$ 374	\$ 960	\$ 960
	Total Personnel Expenditures	<u>1,346</u>	<u>374</u>	<u>960</u>	<u>960</u>
Contractual Services					
202	Financial & accounting	61,813	84,000	87,600	87,600
221	Advertising & publications	314	557	800	800
234	Town annual report	-	-	2,000	2,000
	Total Contractual Services	<u>62,127</u>	<u>84,557</u>	<u>90,400</u>	<u>90,400</u>
50101	Total Board of Finance	<u>\$ 63,473</u>	<u>\$ 84,931</u>	<u>\$ 91,360</u>	<u>\$ 91,360</u>
Percentage increase/(decrease)					<u>0.00%</u>

Mission & Purpose:

The Town Council Department is not a Town Department but rather an elected ten (10) member Board, including the Mayor that serves as the legislative and policymaking body for the Town of Windham. The Town Council is responsible for the oversight of all Town Departments and for maintaining and enforcing the laws of the Town, State and Federal governments. Finally, the Town Council is charged with promoting the highest quality of life in Windham at the lowest possible cost.

Goals & Objectives:

- Provide responsible, open government while increasing the use of current technology to promote higher participation among the residents of the community.
- Promote the economic growth of the Town of Windham.
- Maintain fiscally responsible government.

Accomplishments:

- Improved K-12 Education by creating SIFT and Ad-Hoc Committee to find strategic initiatives to finance teaching.
- Improved the Town's budget situation by keeping taxes low.
- Improved the Town's Quality of Life by enacting a new noise ordinance.
- Incorporated AG-vocate Program into the Open Space and Conservation Commission, which is good for both the environment and economic development.
- FY 11-12 Town budgets passed at first voter referendum.
- Tri-Board created and appointed to explore and help resolve mutual concerns among three boards.
- Developed and carry out the process to strengthen senior and dispatch services.

Fiscal Notes:

- Personnel expenditures cover the annual stipend paid to the ten (10) members of the Town Council and the Mayor. The annual stipend of \$1,000 per member is voluntary however, by Town Ordinance total amount must be budgeted. The Mayor's salary will be \$5,000.
- Advertising and publications, account # 221 decreased due to the reduced number of public hearings and town meetings.
- Community services, account # 227 has decreased since most of the community services request come out of the Recreation budget.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50102	Town Council	Expended	Expended	Budget	Budget
Personnel Expenditures					
102	Part time payroll	\$ 13,575	\$ 16,131	\$ 15,000	\$ 15,000
103	Overtime	3,583	4,718	4,000	6,000
114	FICA/Medicare	1,022	1,376	1,500	1,500
	Total Personnel Expenditures	<u>18,180</u>	<u>22,225</u>	<u>20,500</u>	<u>22,500</u>
Contractual Services					
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	826	-	-
221	Advertising & publications	12,397	12,544	15,000	6,000
227	Community services	3,723	3,196	1,000	500
	Total Contractual Services	<u>16,120</u>	<u>16,566</u>	<u>16,000</u>	<u>6,500</u>
Commodities					
301	Office supplies	164	200	200	200
	Total Commodities	<u>164</u>	<u>200</u>	<u>200</u>	<u>200</u>
50102	Total Board of Selectmen	<u>\$ 34,464</u>	<u>\$ 38,991</u>	<u>\$ 36,700</u>	<u>\$ 29,200</u>
Percentage increase/(decrease)					<u>-20.44%</u>

Department Name: Municipal Administration Department #: 50103

Mission & Purpose:

The Municipal Administration Department comprises the Town Manager's Office, which includes the Town Manager and Executive Administrator/Executive Secretary. Our mission is to address the requests, needs and concerns of all that contact the office. Clerical assistance is provided to the Town Council and other municipal boards, commissions and committees. The Town Manager is responsible for the overall management and administration of the municipal budget and employees.

Goals & Objectives:

- Respond to the needs and concerns of the public and address each issue to some closure.
- Give technical and clerical assistance to the Town Council and any board or commission as necessary to continue the formulation of municipal policies.
- Combine executive administrator/executive secretary function to centralize all compliance around FOIA voting rights, affirmative action, OSHA/safety coordination, risk management and insurance coordination, voting rights CIRMA and FMLA.
- Follow and inform Town residents of Town Ordinances and State Statutes upon request.
- Promote inter-department communication and relations via staff meetings and training.
- Maintain Town Cemetery records.
- Identify and secure funds from outside the municipal tax base to achieve municipal goals.
- Operate Town functions with sound fiscal principles.

Accomplishments:

- Achieved greater levels of regionalization in service delivery.
- Worked with CL&P and the Town Engineer promote green energy.
- Resident newsletter leading to better communication with residents.
- Successfully fielded multiple FOIA requests.

Fiscal Notes:

- With the retirement of the Personnel Director/Executive Administrator, the Town Manager is combining features of the existing Executive Administrator and Executive Secretary positions to create a new job description and recommending a part-time receptionist
- Professional affiliations, account # 209, covers the Town's cost for membership in the Windham Chamber of Commerce (\$860), Windham Region Council of Governments (\$19,333), Thread City Development Corporation (\$250), and the Connecticut Conference of Municipalities (\$14,840). This also covers other affiliations to other state organizations like the Town Clerk, Tax Collector and Building Officials Associations.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50103	Municipal Administration	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 195,034	\$ 218,181	\$ 225,000	\$ 197,000
103	Overtime	-	111	-	-
104	Longevity	950	950	1,150	700
108	Life insurance	710	1,100	1,170	1,040
110	Medical insurance	46,208	50,126	51,900	47,800
114	FICA/Medicare	15,828	16,037	17,300	15,200
	Total Personnel Expenditures	258,730	286,505	296,520	261,740
Contractual Services					
211	Travel, meetings & training	12,012	27,305	15,000	7,500
209	Professional affiliations	34,422	45,034	40,000	42,000
221	Advertising, & publications	-	1,066	-	-
223	Equipment rentals	-	-	-	-
266	Service Contracts	-	-	-	-
	Total Contractual Services	46,434	73,405	55,000	49,500
Commodities					
301	Office supplies	298	296	500	500
314	Office furnishings & equipment	1,417	2,306	2,000	1,500
	Total Commodities	1,715	2,602	2,500	2,000
50103	Total Municipal Administration	\$ 306,879	\$ 362,512	\$ 354,020	\$ 313,240
Percentage increase/(decrease)					-11.52%

Full-time equivalent: 2.5

Department Name: Finance/Treasury **Department #:** 50104

Mission & Purpose:

The Finance/Treasury Department is responsible for maintaining all Town financial records in accordance with “Generally Accepted Accounting Principles” (GAAP). The Department maintains approximately ninety (90) different funds including the Windham Water Works, Water Pollution Control Facility, and Ambulance Department funds. The office processes payroll, accounts payable, cash receipts, investments, maintains the general ledger, pension administration, risk management, financial administration and reporting of grants, rehabilitation loan account maintenance and budget preparation.

Goals & Objectives:

- Long-term goals include the consolidation funds to help improve the annual audit and budget processes as well as increased public access to information.
- Create an accurate and dependable fixed asset database.
- Create a Comprehensive Annual Financial Report (CAFR).
- Create a chart of accounts which consolidates Board of Education and Town records.

Accomplishments:

- Converted from fully insured to self insured dental plan resulting in a savings to the Town and Board of Education without changing plan design.
- Completed actuarial valuation of the Town of Windham’s post-retirement benefits other than pension (OPEB).

Fiscal Notes:

- Personnel expenditures cover four (4) full-time employees, two (2) part-time employee plus 10% of the Town Clerk/Treasurer’s full-time salary shared with the Town Clerk/Recording Department #50108.
- Service contracts, account number 266 pertains to a service contract on the general ledger computer system.
- The Town Manager’s recommendation is to add a part-time position and to promote an existing position to reflect higher level duties. The net increase = .5 Full time equivalent

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50104	Finance/Treasury	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 234,243	\$ 267,175	\$ 275,000	\$ 299,844
103	Overtime	23,556	10,220	8,500	4,000
104	Longevity	1,700	1,700	1,900	1,900
108	Life insurance	795	777	830	850
110	Medical insurance	59,179	62,419	69,300	69,900
114	FICA/Medicare	20,474	22,539	21,900	23,400
	Total Personnel Expenditures	<u>339,947</u>	<u>364,830</u>	<u>377,430</u>	<u>399,894</u>
Contractual Services					
202	Financial & accounting	-	-	3,000	-
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	-	-	-
223	Equipment rentals	-	-	-	-
266	Service contracts	9,825	10,217	10,500	12,000
280	Outside contractors	-	-	-	-
	Total Contractual Services	<u>9,825</u>	<u>10,217</u>	<u>13,500</u>	<u>12,000</u>
Commodities					
301	Office supplies	2,010	2,873	2,375	2,375
314	Office furnishings & equipment	-	-	-	-
317	Books & subscriptions	-	-	250	250
	Total Commodities	<u>2,010</u>	<u>2,873</u>	<u>2,625</u>	<u>2,625</u>
50104	Total Finance/Treasury	<u>\$ 351,782</u>	<u>\$ 377,920</u>	<u>\$ 393,555</u>	<u>\$ 414,519</u>
Percentage increase/(decrease)					<u>5.33%</u>

Full-time equivalent: 5.1

Department Name: Tax/Revenue Collection Department #: 50105

Mission & Purpose

- Municipal Tax Assessors and Tax Collectors are bound by the Connecticut General Statutes .The statutes that apply to tax assessing and collecting can be found in Volume 4, section 12 of the State Statutes.
- The Revenue Office is responsible for generating, mailing and balancing approximately 25,000 water/sewer notices (monthly & quarterly); we mail at least two rounds of shut off notices per calendar year to delinquent accounts, usually in May/June and again in September/October. In fiscal yr. 10/11, we collected 8,699,123.58 in all water-sewer revenue.
- Our office is responsible for collecting all tax revenue for the 1st taxing district. Fiscal Yr. 10/11, we collected, balanced and reported a total of \$649,799.83 in revenue for this portion of the tax levy.
- Our office is responsible for collecting, depositing and balancing all tax revenue for the service district. Fiscal Yr. 10/11, we collected, balanced and reported a total of \$4,902,009.21 in revenue for this portion of the tax levy.
- Our office is responsible for collecting, depositing and balancing all tax revenue for the Town portion of the tax levy. Fiscal Yr. 10/11, we collected, balanced and reported a total of \$24,973,835.06 in revenue.
- Our office is responsible for collecting, balancing and reporting other miscellaneous revenue such as parking tickets, code/blight violations, cemetery fund. Fiscal Yr. 10/11, this revenue totaled \$104,217.02. In fiscal yr. 11/12, we started the billing, collecting, balancing and reporting procedures for the rental permit fee program. As of January 2012 this totaled \$106,627.30 or 84%.
- Our office is responsible for maintaining records and generating financial reports for all ambulance collections made by Holdsworth-Pelton and Associates billing service.

Goals & Objectives:

- Continuously developing office policy & procedures to enhance the collection process and audit trail.
- Maintain and enhance collection portion of the Towns web site.
- Continue cross training of employees.
- Continue to encourage efficient and equitable customer service.
- Expand our office collections beyond tax, water and miscellaneous revenue.
- Continue working towards the 4-year plan to consolidate the water & tax database to one system to include all fees corresponding to each piece of property.

Accomplishments:

- Generated over \$50,330.00 in additional fees FY 10/11 Town ORD. #2438 (motor vehicle delinquency reporting fee)
- Continue to increase the water/sewer procedures generating additional revenue.
- Scheduled a tax sale at the end of FY10/11 ending in FY11/12. This collection period was necessary to generate the revenue in both fiscal years to try to maintain the collection rate.
- We completed the implementation for credit/debit cards taken at the counter and over the phone for the convenience of the taxpayer.
- Continue monthly staff session to go over issues and cross training procedures.
- Fiscal yr 10/11 ended with a collection rate of just under 98% on the active 2009 grand list.

Fiscal Notes:

- The water/sewer departments contribute \$92,000.00 yearly our office. The 1st taxing district & service district also pay for the tax collection service provided; these amounts are NOT reflected in this budget.
- I am very proud of my staff for the wonderful job they do day in and day out. I feel fortunate to be apart of such a dedicated and fiscally responsible team. It is with great happiness for Nancy Elliott (but sadness for my office) we announce her retirement in May 2012 after +34 years of dedicated service to Windham. We wish her the best, she will be missed.

Commodities:

Office Supplies #204: the request indicates an increase of 12,400.00 but if this line item budget is granted the Town will have a DECREASE of at least \$10,000.00 in the general postage account. The increase includes all envelopes and postage for mailing out bills directly from QDS in July and January. The machinery and staff can just not handle this massive volume any longer. #301 this can be decreased by envelope cost only IF #204 if fully funded at 24,316.00.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

50105	Tax/Revenue Collection	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 172,642	\$ 179,963	\$ 184,000	\$ 187,000
102	Part time payroll	-	-		
103	Overtime	69	438	-	-
104	Longevity	1,600	1,600	1,600	1,200
108	Life insurance	628	617	690	550
110	Medical insurance	54,930	37,444	37,000	37,300
114	FICA/Medicare	13,421	13,919	14,200	14,400
	Total Personnel Expenditures	<u>243,290</u>	<u>233,981</u>	<u>237,490</u>	<u>240,450</u>
Contractual Services					
204	Data processing	8,645	11,355	11,885	24,316
209	Professional affiliations	-	-	-	
211	Travel, meetings & training	-	-	-	
221	Advertising & publications	884	981	1,800	1,600
266	Service contracts	3,006	5,151	3,800	3,800
280	Outside contractors	4,397	4,324	4,500	5,800
	Total Contractual Services	<u>16,932</u>	<u>21,811</u>	<u>21,985</u>	<u>35,516</u>
Commodities					
301	Office supplies	5,208	5,663	6,800	5,600
310	Alarm repairs	105	-	-	-
314	Office furnishings & equipment	-	-	-	
	Total Commodities	<u>5,313</u>	<u>5,663</u>	<u>6,800</u>	<u>5,600</u>
50105	Total Tax/Revenue Collection	<u><u>\$ 265,535</u></u>	<u><u>\$ 261,455</u></u>	<u><u>\$ 266,275</u></u>	<u><u>\$ 281,566</u></u>
				Percentage increase/(decrease)	<u><u>5.74%</u></u>

Full-time equivalent: 3.5

Mission & Purpose:

The purpose of the Assessor's office is to discover, list, value, and defend in court, all real estate (7,000 parcels), business personal property (900+ accounts), and motor vehicles (Supplemental and Regular Grand Lists totaling over 19,000 accounts) in a uniform, equitable manner, conforming to State and Federal standards and mandates. The established tax base provides for approximately one-half of the total Town budget; payments in lieu of taxes (PILOT) provide for additional funding. PILOT fund applications are provided largely by the Assessor's office, i.e. values generated and reported for properties owned by the State, Housing Authority, private colleges and hospitals, manufacturing facilities, as well as elderly, veterans and disabled homeowners. The Assessor's office conducts monthly sales ratio analysis reports for the State Office of Policy and Management, while maintaining and updating ownership and mapping records. Assessment information and technical assistance are provided to property owners, attorneys, developers, realtors, other departments and the Board of Assessment Appeals on a frequent and regular basis. Additionally, this office administers several exemption/or tax relief programs, including Elderly/Totally Disabled Homeowners; Veterans & Active Duty Service members; Blind & Totally Disabled property owners; "Freight for Hire" motor vehicles; Farm & Forest Land classifications; Farming Equipment exemptions; Ambulatory Motor Vehicle exemptions; Newly Acquired Manufacturing Equipment; Manufacturing Facility exemptions; Enterprise and Entertainment District exemptions. This office also conducts revaluation projects in accordance with statutory standards and schedules, largely in-house, as opposed to a full contract with a vendor, at very significant savings to the Town.

Goals & Objectives:

- Solicit, review, and reconstruct Income and Expense data from commercial property owners.
- Preliminary collection and analysis of residential and commercial sales; delineation of neighborhoods
- Maintain and enhance assessment portion of Town web site.
- Continue 2012-13 revaluation with Assessor serving as Clerk of Works, with much of project conducted in-house.
- Install software, convert data and train staff on valuation software; integrate with GIS program.
- Provide technical assistance to members of Board of Assessment Appeals in preparation for revaluation.
- Continued in-house training of employees for administrative and revaluation duties.

Accomplishments:

- Led area municipalities in Grand List growth.
- Final stage of Town-wide inspection program in preparation of 2012 revaluation.
- Initiated real estate asking price/property data analysis program into ongoing revaluation program.
- Continued sales verification/inspection program for ongoing revaluation effort.
- Assessor's biography and interview as published in "History of CT Assessors" as 1 of 20 Assessors who made significant contributions to the development of the CT Association of Assessing Officers.
- Assisted Economic Development Committee with overview of abatements, assessment deferrals and PILOT programs; compiled 20 year history of Town abatements; assisted with abatements and negotiated assessment plans for Cedarwoods, 560 Main Street and Windham Hospital Medical Office Building; provided technical assistance to Economic Development ombudsman in discussions with potential developers.
- Prepared, presented and defended rationales in legislative initiatives with CCM and State Legislature for successful deferral of 2010 revaluation.
- Adjusted assessment reporting and methodologies for telecommunication companies, qualified manufacturing machinery and equipment and commercial motor vehicles.

Fiscal Notes:

- Personnel expenditures cover four (4) full-time, employees: 1 Assessor, 1 Deputy Assessor, and 2 Assessment Assistants. The strategic revaluation in-house plan requires this level of employees; otherwise, the program would need to be contracted with a private company at much higher funding levels.
- \$2000 addition to account #207 allows for two additional personal property audits.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50106	Assessor	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 194,248	\$ 215,377	\$ 223,000	\$ 228,000
103	Overtime	1,504	27	-	-
104	Longevity	2,300	2,300	2,300	2,700
108	Life insurance	699	686	760	780
110	Medical insurance	47,132	60,719	59,400	60,000
114	FICA/Medicare	15,255	16,469	17,300	17,700
	Total Personnel Expenditures	261,138	295,578	302,760	309,180
Contractual Services					
204	Data processing	3,600	3,800	4,600	4,600
207	Other professional services	6,854	5,939	10,000	12,000
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	-	-	-
221	Advertising & publications	717	433	800	800
266	Service contracts	15,277	16,412	12,000	12,000
280	Outside contractors	-	-	-	-
	Total Contractual Services	26,448	26,584	27,400	29,400
Commodities					
301	Office supplies	2,397	2,914	3,000	3,000
314	Office furnishings & equipment	-	-	-	-
317	Books & subscriptions	316	415	700	700
	Total Commodities	2,713	3,329	3,700	3,700
50106	Total Assessor	\$ 290,299	\$ 325,491	\$ 333,860	\$ 342,280

Percentage increase/(decrease) 2.52%

Full-time equivalent: 4

Department Name: Board of Assessment Appeals Department #:50107

Mission & Purpose:

The Board of Assessment Appeals is an official municipal agency created as the first level of appeal from actions of the Assessor. The Board functions at an intermediary level between the Assessor and the courts. Since members of the Board are generally laymen, the Boards provide taxpayers with the opportunity to be heard by their peers at no expense to themselves. The Board of Assessment Appeals derives its legal authority from the General Statutes, municipal charter or from special acts of the General Assembly.

Goals & Objectives:

- Conduct organizational meetings.
- Review mandated statute and procedural changes.
- Schedule appointments for applicants appealing assessments. Conduct meetings during the month of April in accordance with appointed schedule. Conduct at least one meeting during the month of September for motor vehicle appeals.
- Mail to taxpayer a written or printed notice,
 - a.) Before increasing the taxpayers list or adding to the list the name of any person omitted,
 - b.) After making a supplemental list of any taxable property, which has been omitted by the Assessor.
- File annual reports and minutes of action taken at their meetings.
- Report in writing the final determination of all appeals to each person making an appeal within one week after their determinations have been made.

Accomplishments:

- Conformance to statutory requirements to provide hearing opportunities to aggrieved taxpayers with minimum effect to Grand List totals.

Fiscal Notes:

- Account #105 reinstates Honorarium via Town Charter allowed in previous years.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50107	Board of Assessment Appeals	Expended	Expended	Budget	Budget
Personnel Expenditures					
105	Temporary wages	\$ -	\$ -	\$ -	\$ -
	Total Personnel Expenditures	-	-	-	-
Contractual Services					
211	Travel, training & meetings	-	-	-	-
221	Advertising & publications	64	69	200	200
	Total Contractual Services	64	69	200	200
Commodities					
317	Books & subscriptions	-	-	-	-
	Total Commodities	-	-	-	-
50107	Total Board of Assessment Appeals	\$ 64	\$ 69	\$ 200	\$ 200
Percentage increase/(decrease)					0.00%

Mission & Purpose:

The Town Clerk Department serves as the official records manager for the town while maintaining and distributing all land records, liquor permits, dog licenses, sportsmen licenses, trade names, servicemen discharges, minutes of various boards and commissions, voter records, absentee ballots, notary public records, insurance claim notices, freedom of information request, parking permits. Prepare the election and referendum ballots. Prepare ordinances for codification.

Goals & Objectives:

- Learn to fully utilize the capabilities of our newly acquired records management system
- Transition to a paperless code of ordinances with real time updates on the web
- Ongoing preservation of historic records
- Ongoing management of boards/commissions on website

Accomplishments:

- Participated in a multi-town RFP for a new land record management system
- Acquired a new records management vendor that allowed for a wider range of records management solutions for our: land records, survey maps, flood maps, trade name certificates, military discharges, absentee ballots, vitals index, dog licenses and marriage licenses

Fiscal Notes:

- Personnel expenses cover two (2) full-time Assistant Town Clerks and 90% of the Town Clerk/Treasurer's full-time salary shared with the Finance/Treasury Department #50104
- 50108-103 overtime is needed during elections in November
- 50108-206 reduced by \$2,200 to \$18,810. Aircraft registration no longer handled by outside contractor, but handled by Assessor - (\$2,200 reflects .25% paid to outside contractors, actual savings to Town is \$5,000)
- Organizational Codes 50108 (Town Clerk) and 50109 (Vital Statistics) have been consolidated, thus eliminating 50109
- 50109-301 (vitals-office supplies) consolidated into 50108-301 (town clerk-office supplies)
- 50109-206 (vitals indexing/recording) consolidated into 50108-301 (town clerk indexing/recording)
- 50109-280 (vitals outside contractors) consolidated into 50108-299 (town clerk miscellaneous), pays for vital records sent by other towns to Windham
- 50108-301 (town clerk office supplies) historically - copy paper for municipality purchased from here, has been moved to 50115-301 (central services/office supplies)

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

50108	Town Clerk/Recording	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 125,229	\$ 135,209	\$ 150,000	\$ 152,000
103	Overtime	(160)	617	100	100
104	Longevity	1,600	1,600	1,600	1,600
108	Life insurance	435	428	540	550
110	Medical insurance	37,664	43,697	49,000	49,500
114	FICA/Medicare	9,666	10,365	11,700	11,800
	Total Personnel Expenditures	<u>174,434</u>	<u>191,916</u>	<u>212,940</u>	<u>215,550</u>
Contractual Services					
206	Indexing & recording	16,826	17,387	21,010	18,810
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	-	-	-
221	Advertising & publications	523	155	355	350
223	Equipment rentals	-	-	-	-
266	Service contracts	-	-	-	-
280	Outside contractors	-	-	-	100
299	Miscellaneous	1,983	2,314	500	350
	Total Contractual Services	<u>19,332</u>	<u>19,856</u>	<u>21,865</u>	<u>19,610</u>
Commodities					
301	Office supplies	3,284	4,647	800	1,900
314	Office furnishings & equipment	-	-	-	-
	Total Commodities	<u>3,284</u>	<u>4,647</u>	<u>800</u>	<u>1,900</u>
50108	Total Town Clerk/Recording	<u><u>\$ 197,050</u></u>	<u><u>\$ 216,419</u></u>	<u><u>\$ 235,605</u></u>	<u><u>\$ 237,060</u></u>
				Percentage increase/(decrease)	<u><u>0.62%</u></u>

Full-time equivalent: 2.9

Department Name:

Vital Statistics

Department #: 50109

Mission & Purpose:

The Vital Statistics portion of the Town Clerk's Department maintains all birth, death records as well as marriage licenses, and burial permits for the Town of Windham. We serve both experienced and novice genealogists by providing research, certified copies and direction in their search for ancestors.

Goals & Objectives:

- Continued restoration of old vital record books
- Recovering and rebinding of vital record books
- Putting all vitals into a searchable database, beginning with current year and working back

Accomplishments:

- Our new land record management system has enabled us to create a searchable data base of our birth, marriage, and death indexes

Fiscal Notes:

- Vital Statistics 50109 is being consolidated with 50108

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50109	Vital Statistics	Expended	Expended	Budget	Budget
Contractual Services					
206	Indexing & recording	\$ 105	\$ 386	\$ 500	\$ -
221	Advertising & publications	415	-	-	-
280	Outside contractors	-	-	100	-
	Total Contractual Services	<u>520</u>	<u>386</u>	<u>600</u>	<u>-</u>
Commodities					
301	Office supplies	499	239	500	-
314	Office furnishings & equipment	-	-	-	-
	Total Commodities	<u>499</u>	<u>239</u>	<u>500</u>	<u>-</u>
50109	Total Vital Statistics	<u>\$ 1,019</u>	<u>\$ 625</u>	<u>\$ 1,100</u>	<u>\$ -</u>
Percentage increase/(decrease)					<u><u>-100.00%</u></u>

Mission & Purpose:

The Registrar of Voters and Town Clerk Department's maintain the Elections portion of the budget. Its purpose is to plan, direct, and provide service for all elections. The budget covers the cost associated with running all general elections and referendums in the Town of Windham.

Goals & Objectives:

- Find a solution to the traffic problem at the WCFH and eliminate moving from different locations for elections and referendums.
- Ensure compliance with all laws and regulations to ensure successful election.
- Keep accurate records pertaining to results of all elections.
- Keep informed of the changing legislation concerning voting procedures.
- Continue having successful voting days.

Accomplishments:

- Orchestrated 4 successful voting days.
- Improved signage for the polling places.
- Revised forms used by moderators at the polling places.

Fiscal Notes:

- Budget details the costs for one primary, one election, and one referendum using three polling districts. Should more than one of any of these items be needed, additional costs will be incurred and additional funding will be necessary.

Account #280 Ballots and Memory Cards.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

50110 Elections		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
105	Temporary wages	\$ 7,396	\$ 18,010	\$ 15,920	\$ 15,920
	Total Personnel Expenditures	<u>7,396</u>	<u>18,010</u>	<u>15,920</u>	<u>15,920</u>
Contractual Services					
214	Telephone	1,780	2,028	2,000	2,500
221	Advertising & publications	2,811	642	8,000	6,000
222	Building rentals	2,000	1,000	2,500	3,000
247	Moving expense	1,620	2,160	2,700	2,700
268	Meals	986	1,199	2,000	2,000
280	Outside contractors	6,252	7,277	1,000	8,300
	Total Contractual Services	<u>15,449</u>	<u>14,306</u>	<u>18,200</u>	<u>24,500</u>
Commodities					
301	Office/election supplies	501	4,750	5,000	1,000
	Total Commodities	<u>501</u>	<u>4,750</u>	<u>5,000</u>	<u>1,000</u>
50110	Total Elections	<u>\$ 23,346</u>	<u>\$ 37,066</u>	<u>\$ 39,120</u>	<u>\$ 41,420</u>
Percentage increase/(decrease)					<u>5.88%</u>

Mission & Purpose:

The Registrar of Voters Department maintains the costs associated with all voter registration roles and complies with State and Federal statutes for elections.

Goals & Objectives:

- Use the various list we accumulated to update the voter list through the 2011 Canvas.
- Complete the consolidation of registration cards through 1980; which will complete the project as far back as possible.
- Continue filing registration cards from the 1990s.
- Redistrict and create the new 48th State Representative District.
- .Notify voters in the new 48th of the change in District.
- Redistrict town into 3 polls & notify voters of the changes.

Accomplishments:

- Increased our knowledge of the computer system and began negotiations for the internet.
- Completed the 2010 Canvas.
- Became more involved in the Registrars Association.
- Dispersed voter registration cards to schools, businesses and agencies.

Fiscal Notes:

- 50103 – 209 Conferences – Municipal Administration Budget. The staff is required to attend 10 hours of training each year; the fall and spring conferences count as all or part of the training. With a new Secretary of State it is most important we attend all training offered in order to keep current of any changes that may happen. In order, to receive training from the County meetings we must belong to ROVAC.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50111	Registrar of Voters	Expended	Expended	Budget	Budget
Personnel Expenditures					
102	Part time payroll	\$ 32,500	\$ 32,500	\$ 32,500	\$ 32,500
114	FICA/Medicare	2,486	2,486	2,500	2,500
	Total Personnel Expenditures	<u>34,986</u>	<u>34,986</u>	<u>35,000</u>	<u>35,000</u>
Contractual Services					
207	Other professional services	85	115	500	500
209	Professional affiliations	-	-	-	-
221	Advertising & publications	-	-	-	-
	Total Contractual Services	<u>85</u>	<u>115</u>	<u>500</u>	<u>500</u>
Commodities					
301	Office supplies	335	321	1,000	1,000
314	Office furnishings & equipment	-	-	-	-
	Total Commodities	<u>335</u>	<u>321</u>	<u>1,000</u>	<u>1,000</u>
50111	Total Registrar of Voters	<u>\$ 35,406</u>	<u>\$ 35,422</u>	<u>\$ 36,500</u>	<u>\$ 36,500</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

Department Name:

Legal Counsel

Department #: 50112

Mission & Purpose:

The Legal Counsel Department is not a Town Department but rather an activity or portion of the budget used to show the costs associated with ensuring that the legal interests of the Town are protected and maintained in a variety of areas. The funds are used to represent the Town in legal, judicial and administrative matters which include the interpretation of Local, State and Federal laws, labor matters, civil suits, planning, building, zoning, foreclosures and land use legal matters.

Goals & Objectives:

- Continue to operate in the same manner as prior years while holding the costs to a minimum.

Accomplishments:

- Ongoing labor, building, foreclosures, land user legal matters, and negotiations resolved in a timely fashion.

Fiscal Notes:

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50112	Legal Counsel	Expended	Expended	Budget	Budget
Contractual Services					
203	Legal - Town Attorney	\$ 29,612	\$ 33,529	\$ 27,000	\$ 27,000
204	F.O.I. & extra. legal fees	500	-	1,000	1,000
290	Legal - labor matters	14,290	20,279	22,000	27,000
292	Legal - planning & development	2,234	912	4,000	4,000
293	Legal - suits & settlements	-	-	5,000	5,000
296	Legal - tax matters	17,283	17,279	15,000	7,000
299	Miscellaneous	-	-	-	-
	Total Contractual Services	<u>63,919</u>	<u>71,999</u>	<u>74,000</u>	71,000
50112	Total Legal Counsel	<u>\$ 63,919</u>	<u>\$ 71,999</u>	<u>\$ 74,000</u>	\$ 71,000
Percentage increase/(decrease)					<u>-4.05%</u>

Department Name:

Probate Court

Department #: 50113

Mission & Purpose:

The Probate Court Department is required by the State of Connecticut General Statutes to meet all the expenditures of the Court of Probate and the District of Windham, as the Court deems necessary. Connecticut Probate Courts handle decedent estates and conservatorship, guardianship and other family matters as specified by statute. They are more user friendly than the Superior Courts.

Goals & Objectives:

- To address the needs of all citizens involved in matters of this Court legally, equitably, conscientiously, and expeditiously.

Accomplishments:

- The Court has achieved its goals and objectives in this current fiscal year, at very little expenditure to the taxpayers.

Fiscal Notes:

- Line #266 is for the Town being a pass thru for the Northeast Regional Children's Probate Court.
- Line #280 is for the Town's portion of the Windham-Colchester Probate District. Effective January 1, 2011 the probate court has consolidated to the Windham-Colchester Probate District. Windham will be combined with Scotland, Chaplin, Hampton, Lebanon and Colchester.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50113	Probate Court	Expended	Expended	Budget	Budget
Contractual Services					
206	Indexing & recording	\$ -	\$ -	\$ -	\$ -
214	Telephone	574	281	-	-
215	Postage	70	-	-	-
223	Equipment rentals	-	-	-	-
266	Service contracts	-	31,622	27,820	27,820
280	Outside Contractors	-	-	7,942	7,610
	Total Contractual Services	<u>644</u>	<u>31,903</u>	<u>35,762</u>	<u>35,430</u>
Commodities					
301	Office supplies	467	154	-	-
314	Office furnishings & equipment	-	2,000	-	-
317	Books & subscriptions	-	-	-	-
	Total Commodities	<u>467</u>	<u>2,154</u>	<u>-</u>	<u>-</u>
50113	Total Probate Court	<u>\$ 1,111</u>	<u>\$ 34,057</u>	<u>\$ 35,762</u>	<u>\$ 35,430</u>
Percentage increase/(decrease)					<u><u>-0.93%</u></u>

Mission & Purpose:

The Town Hall Department provides for shared functions needed to operate the Town Hall. These services are not specific to any other department or activity and include general maintenance, janitorial services, floating clerical services, heating and electricity, and day-to-day operational supplies for Town Hall.

Goals & Objectives:

- Maintain a clean and safe environment and when possible improve conditions at various locations that hold public meetings and day-to-day operations for Town Hall administration.

Accomplishments:

- Maintain a safe environment for employees and residents.

Fiscal Notes:

- Personnel expenses cover one (1) full-time Custodian
- Account # 103 reduced due to less overtime in the morning to open Town Building.
- Account #218 increased to cover the cost of oil for the McSweeney Senior Center.
- Account # 266 increased due to service contracts. The account pays for the following:

PJ Sprinklers	\$ 740.00
State of Connecticut Annual Elevator Renewal	240.00
Otis Elevator	3,256.00
Guarantee (HVAC)	3,729.00
Fire Control Services	324.00
- Account #280 covers the cost of plumbers, electricians and any other contractors performing work at Town Hall.

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As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50114	Town Hall	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 39,956	\$ 34,784	\$ 26,000	\$ 26,500
103	Overtime	9,993	10,529	10,500	2,000
104	Longevity	300	300	300	300
108	Life insurance	168	131	150	150
110	Medical insurance	17,725	15,637	17,900	18,100
114	FICA/Medicare	3,234	3,378	2,900	2,300
	Total Personnel Expenditures	<u>71,376</u>	<u>64,759</u>	<u>57,750</u>	<u>49,350</u>
Contractual Services					
217	Electricity	42,401	41,490	38,250	38,250
218	Heating fuel	38,002	17,390	24,000	24,000
219	Sewer & water charges	1,810	1,600	2,000	2,000
266	Service contracts	4,675	5,102	6,800	8,500
280	Outside contractors	13,805	17,633	21,000	21,000
	Total Contractual Services	<u>100,693</u>	<u>83,215</u>	<u>92,050</u>	<u>93,750</u>
Commodities					
304	Custodial supplies	1,389	2,001	1,500	1,500
307	Hand tools	-	-	-	-
314	Office furnishings & equipment	-	-	-	-
329	Building supplies	586	192	1,000	1,000
	Total Commodities	<u>1,975</u>	<u>2,193</u>	<u>2,500</u>	<u>2,500</u>
Capital Expenditures					
401	Buildings & improvements	4,680	596	-	-
	Total Capital Expenditures	<u>4,680</u>	<u>596</u>	<u>-</u>	<u>-</u>
50114	Total Town Hall	<u>\$ 178,724</u>	<u>\$ 150,763</u>	<u>\$ 152,300</u>	<u>\$ 145,600</u>
Percentage increase/(decrease)					<u><u>-4.40%</u></u>

Full-time equivalent: 1

Department Name:

Central Services

Department #:50115

Mission & Purpose:

The Central Services Department provides for the costs of such items as telephone and mail operations as well as other centralized costs shared by numerous Town Departments not allocated at this time directly to those Departments.

Goals & Objectives:

- Continue to operate in a cost-efficient manner in order to provide optimum services to Town residents.

Accomplishments:

- These accounts pay for all the expenses that are centralized.
- Account #301 covers the following:
 - \$4000.00 copy paper for Town of Windham General Government Departments
 - \$1000.00 supplies for McSweeney Senior Center.

Fiscal Notes:

- Equipment rentals, account #223 is for leasing of the postage machine.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50115	Central Services	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ -	\$ -	\$ -	\$ -
104	Longevity	-	-	-	-
108	Life insurance	-	-	-	-
110	Medical insurance	-	-	-	-
114	FICA/Medicare	-	-	-	-
	Total Personnel Expenditures	-	-	-	-
Contractual Services					
208	Collection costs	-	-	-	-
214	Telephone	25,084	25,825	28,000	28,000
215	Postage	58,805	40,029	60,000	50,000
223	Equipment rentals	10,816	7,414	8,000	9,000
266	Service contracts	187	-	6,000	-
299	Miscellaneous	-	497	1,000	1,000
	Total Contractual Services	94,892	73,765	103,000	88,000
Commodities					
301	Office supplies	-	-	-	4,000
	Total Commodities	-	-	-	4,000
50115	Total Central Services	\$ 94,892	\$ 73,765	\$ 103,000	\$ 92,000
Percentage increase/(decrease)					<u>-10.68%</u>

Department Name: **Aid to Private Schools** **Department #:50116**

Mission & Purpose:

The Aid to Private Schools Department captures the costs associated with the Town of Windham's acting as a pass-through agency for funding of health services for private schools within the Town, as mandated by State of Connecticut Statute Sec. 10-217A. The Town exercises neither fiscal nor management oversight for these funds. The Windham Board of Education (BOE), who administers the program, provides this budget. Reimbursement is received from the State of Connecticut for a percentage of the budget and is shown as revenue in account number 41003-819.

Goals & Objectives:

- To provide health services for children attending non-public schools.

Accomplishments:

- Health services for children attending non-public schools have been provided as required by State Statute.

Fiscal Notes:

- Budget is based on a State of CT grant shown in revenue line item #41003-819. Any actual costs higher than the grant amount received by the Town are absorbed into the BOE budget.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50116	Aid to Private Schools	Expended	Expended	Budget	Budget
Contractual Services					
252	Aid to private schools	\$ 40,086	\$ 37,485	\$ 40,000	\$ 36,000
	Total Contractual Services	40,086	37,485	40,000	36,000
50116	Total Aid to Private Schools	<u>\$ 40,086</u>	<u>\$ 37,485</u>	<u>\$ 40,000</u>	<u>\$ 36,000</u>
Percentage increase/(decrease)					<u>-10.00%</u>

Mission & Purpose:

The Data Processing Department is responsible for maintaining and enhancing Town wide computer systems and providing technical support to Departments with their software/hardware problems. In addition, it ensures the proper retention of electronic data and records to facilitate qualitative and quantitative analysis of municipal information.

Goals & Objectives:

- Upgrade channel 13 Hardware and Software
- Continue the upgrade process of hardware and software in all Town Departments
- Upgrade all computers to Windows 7 Professional Operating System
- Add video equipment in the Auditorium
- Upgrade the Town Hall's HVAC computer and software
- Implement CAD Monitoring to the Fire Department through dispatch
- Upgrade Telephone system Town wide
- Continue to expand regional shared services for IT
- Enhance website

Accomplishments:

- Established shared IT services with Chaplin, Hampton and Scotland
- Purchased copiers off lease contract
- Rolled out new antivirus software
- Installed new Rec Trac software in the Recreation Department
- Continued support of all software upgrades and version releases
- Connected the Fire Department's network to the Police Department
- Configured remote access for EMS reporting at Windham Hospital
- Installed Solar panel monitoring at the Library
- Upgraded Public Library's WIFI system

Fiscal Notes:

- Personnel expenses cover one (1) full-time employee.
- Service contracts, account number 266 covers the estimated costs of user and licensing fees required with software purchasing and/or hosting. In addition, any annual maintenance contract costs are included here.
- Outside contractors, account number 280 provides funds for coordinator to out source certain repairs.
- Equipment, account number 402 is for computer and network maintenance and upgrades.

Town of Windham, Connecticut
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As of May 8, 2012

50117	Data Processing	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 55,791	\$ 57,057	\$ 64,000	\$ 66,000
104	Longevity	300	300	500	500
108	Life insurance	134	131	150	150
110	Medical insurance	19,657	21,600	23,700	23,900
114	FICA/Medicare	4,288	4,602	5,000	5,100
	Total Personnel Expenditures	<u>80,170</u>	<u>83,690</u>	<u>93,350</u>	<u>95,650</u>
Contractual Services					
207	Other professional services	-	270	500	500
211	Travel, meetings & training	-	-	-	-
214	Telephone	9,369	8,739	10,000	12,000
221	Advertising & publications	-	-	-	-
223	Equipment rentals	42,344	25,047	45,000	42,500
266	Service contracts	9,526	12,137	12,500	12,500
280	Outside contractors	509	1,019	5,000	3,500
	Total Contractual Services	<u>61,748</u>	<u>47,212</u>	<u>73,000</u>	<u>71,000</u>
Commodities					
301	Office supplies	-	26	200	250
330	Computer commodities	-	199	200	250
	Total Commodities	<u>-</u>	<u>225</u>	<u>400</u>	<u>500</u>
Capital Expenditures					
402	Equipment	17,508	12,159	25,000	15,000
	Total Capital Expenditures	<u>17,508</u>	<u>12,159</u>	<u>25,000</u>	<u>15,000</u>
50117	Total Data Processing	<u>\$ 159,426</u>	<u>\$ 143,286</u>	<u>\$ 191,750</u>	<u>\$ 182,150</u>
Percentage increase/(decrease)					<u><u>-5.01%</u></u>

Full-time equivalent: 1

Department Name: Charter Revision Department #: 50118

Mission & Purpose:

The Charter Revision Department is not a Town Department but rather an appointed Committee, whose charge is to review, update, clarify, and recommend changes, if any, needed to the Town Charter. The Mayor appoints the five (5) member Committee. The Committee must present their findings and recommendations to the Town Council who then vote on adopting any changes and present their recommendations to the Town for final approval.

Goals & Objectives:

- Review the Town Charter and determine if any changes are needed.
- Recommend changes to the Town Council.

Accomplishments:

- New Town Charter adopted November 2007.

Fiscal Notes:

- Budget is a placeholder for expenditure incurred if a new Charter Revision Commission is formed.

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50118 Charter Revision		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
105	Temporary wages	\$ -	\$ -	\$ -	\$ 500
	Total Personnel Expenditures	-	-	-	500
Contractual Services					
203	Legal	-	-	10,000	9,000
221	Advertising & publications	-	-	1	500
	Total Contractual Services	-	-	10,001	9,500
50118	Total Charter Revision	\$ -	\$ -	\$ 10,001	\$ 10,000
Percentage increase/(decrease)					-0.01%

Department Name: Personnel **Department #:** 50120

Mission & Purpose:

It is the purpose of the Personnel Department to implement policies and procedures that result in merit-based hiring and promotion practices; ensure fairness and equitable treatment to applicants and employees; and result in accountability for all employees. The Department is responsible for administering all union contracts, including the handling of grievances, arbitration and negotiations of Town government. All Department and supervisors have a role in the administration of personnel policies and procedures.

Goals & Objectives:

- To conduct labor negotiations with the assistance of the Town Manager and to minimize use of labor counsel.
- To continue to develop written job descriptions for positions within the Town.

Accomplishments:

- Have been working with short contract periods to try to move groups to medical plans that are in line with Federal Health Care reform.
- Worked with the Board of Education on reducing Health care costs through common plan designs and self-insuring when possible.

Fiscal Notes:

- Personnel expenditures cover the cost of the full-time Personnel Director only. The Town Manager will try to recruit a part-time Personnel Director, but we are budgeting for a full-time position with benefits to reflect a conservative approach.

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50120 Personnel	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures				
101 Regular payroll	\$ 38,090	\$ 41,701	\$ 42,000	\$ 65,000
104 Longevity	450	450	450	-
108 Life insurance	133	132	150	150
110 Medical insurance	4,099	4,411	4,600	23,900
114 FICA/Medicare	3,088	3,220	3,300	5,000
Total Personnel Expenditures	<u>45,860</u>	<u>49,914</u>	<u>50,500</u>	<u>94,050</u>
Contractual Services				
209 Professional affiliations	-	-	-	-
211 Travel, meetings & training	-	-	-	-
221 Advertising & publications	640	691	1,500	1,000
223 Equipment rentals	-	-	-	-
280 Outside contractors	1,858	-	-	-
Total Contractual Services	<u>2,498</u>	<u>691</u>	<u>1,500</u>	<u>1,000</u>
Commodities				
301 Office supplies	657	378	400	300
314 Office furniture & equipment	-	-	-	-
317 Books & subscriptions	-	-	-	-
Total Commodities	<u>657</u>	<u>378</u>	<u>400</u>	<u>300</u>
50120 Total Personnel	<u><u>\$ 49,015</u></u>	<u><u>\$ 50,983</u></u>	<u><u>\$ 52,400</u></u>	<u><u>\$ 95,350</u></u>
Percentage increase/(decrease)				<u><u>81.97%</u></u>

Full-time equivalent: 1

Department Name: Fire Marshal/Emergency Mgmt Department #: 50201

Mission & Purpose:

The Fire Marshal/Emergency Management Department ensures the public's well being and safety during civil emergencies, such as storms, hurricanes, natural disasters or acts of terrorism. It also conducts fire safety inspections, issues burning permits and conducts fire investigations on a town-wide basis.

Goals & Objectives:

- Review and update planning documents the process is on-going.
- To develop new plans or annexes to existing plans, respond to the threat of bio-terrorism and weapons of mass destruction through an all-hazards approach.
- Ensure there is sufficient personal protective equipment (PPE) for all local first responders.
- Conduct/coordinate fire investigations, plan reviews and code compliance inspections as required with personnel of the two (2) service districts.

Accomplishments:

- Updated radio antenna equipment for EOC also, WI-FI is now operating along with updating some equipment which will be used for training and during emergencies.
- Continuing the radio equipment project for the Three Windham Fire Departments for better radio coverage within the Town and a base station at ECSU for EOC Communications.
- Participating in a Local Energy Assurance Plan (LEAP) for the Town and involved with a State work group on Energy for the State's EOP (Emergency Operations Plan).
- Will be participating in a Regional Emergency Preparedness Team drill for the State including some table top exercises for our host community duties and sheltering.
- Coordinating fire inspections, investigations and training with all town certified personnel.

Fiscal Notes:

- Personnel expenses cover the stipend paid to the Emergency Management Director. These amounts also include the salary of a full-time, town-wide Fire Marshal, and 25% of the one (1) full-time secretarial salary shared with the Engineering Department #50301, the Building Department #50311, and the Town Planner Department #50606.
- Telephone – Fire Marshal, account #215, relates to the VERIZON phone that the fire Marshal carries for accountability and communications as do all the certified Deputy Fire Marshals.
- Outside contractors, account #280 has been included to permit maintenance of the communications equipment, clothing and to contract out for inspection services or plan reviews as necessary.
- Equipment repairs, account #309, relates to maintenance of Town equipment for the Fire Marshal's office, i.e., computers, tools, camera & electronic gear, etc.
- Books and Subscriptions, account #317, relates to the NFPA codes and standards, ICC codes and standards and any other news bulletins or magazines to keep current with changes.
- Account #266 is for maintenance agreements for the two (2) light towers purchased through Department Emergency Management & Homeland Security (DEMHS).
- Professional Affiliations include memberships in the National Fire Protection Association (NFPA) and International Code Council (ICC), as part of my job description to administer Safety Codes Town wide.

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50201	Fire Marshal/Emer Manage	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 84,390	\$ 83,831	\$ 82,000	\$ 84,000
102	Part time payroll	-	12,300	12,350	12,350
103	Overtime	688	110		
104	Longevity			375	375
108	Life insurance	269	266	300	300
110	Medical insurance	21,929	22,865	24,450	24,650
114	FICA/Medicare	5,672	6,259	7,300	7,400
	Total Personnel Expenditures	<u>112,948</u>	<u>125,631</u>	<u>126,775</u>	<u>129,075</u>
Contractual Services					
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	-	-	-
214	Telephone - EOC	1,731	986	650	650
215	Telephone - FM	3,330	3,477	2,700	3,500
223	Equipment rentals	-	-	-	-
266	Service contracts	470	469	500	500
280	Outside contractors	24,424	4,906	2,850	2,850
	Total Contractual Services	<u>29,955</u>	<u>9,838</u>	<u>6,700</u>	<u>7,500</u>
Commodities					
301	Office supplies	332	367	700	500
302	Gas & diesel	1,481	1,682	1,850	1,700
306	Vehicle repair parts	-	-	-	-
309	Equipment repair	35	76	250	150
314	Office furniture & equipment	-	-	-	-
317	Books & subscription	1,071	1,069	1,100	1,100
399	Miscellaneous commodities	-	-	-	-
	Total Commodities	<u>2,919</u>	<u>3,194</u>	<u>3,900</u>	<u>3,450</u>
50201	Total Fire Marshal/Emer Manage	<u>\$ 145,822</u>	<u>\$ 138,663</u>	<u>\$ 137,375</u>	<u>\$ 140,025</u>

Percentage increase/(decrease) 1.93%

Full-time equivalent: 1.5

Department Name:

Animal Control

Department #: 50202

Mission & Purpose:

The Animal Control Department's purpose is to administer and enforce the laws relating to dogs and other domestic animals.

Goals & Objectives:

- Answer all queries in a timely manner and document calls.
- Search for unlicensed dogs.
- Work with NECTAR to place dogs in good homes and work with Pet Finders.
- Exercise effective procedures to eliminate the community's exposure to rabies.
- Support the State Marshall removing vicious dogs and other animals during evictions, as well as other law enforcement agencies.
- Educate public on appropriate pet care.
- Educate public about cat spay/neuter ordinance.

Accomplishments:

- Answered numerous complaints.
- Returned fifty one (51) animals to their owners.
- Found homes for eighty nine (89) dogs.
- Euthanized nine (9) animals due to injuries, illness and viciousness.
- Responded to twenty seven (27) animal bites, issued twenty one (21) infractions/summons.
- Cat services are assisted by Cats Northeast, Nectar & Windham 4-Paws, also facilitated use of 40 state low income vouchers for sterilizations 5 pit bulls & 27 cats.

Fiscal Notes:

- Personnel expenses cover four (4) part-time employees. The Town Manager anticipates improvements of services provided with decrease in total cost.
- Other professional services, 207, is used for veterinary services (due to increased vet costs).
- Outside contractors, 280, is used for cat services and septic repairs.

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50202	Animal Control	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 47,975	\$ 45,301	\$ 53,000	\$ -
102	Part time payroll	15,285	15,848	17,500	40,000
103	Overtime	3,918	3,683	7,500	-
104	Longevity	900	900	900	-
108	Life insurance	134	131	150	-
110	Medical insurance	20,088	22,007	23,300	-
114	FICA/Medicare	5,152	4,858	6,100	3,100
	Total Personnel Expenditures	<u>93,452</u>	<u>92,728</u>	<u>108,450</u>	<u>43,100</u>
Contractual Services					
207	Other professional services	7,110	8,046	7,000	9,000
218	Heating fuel	2,220	3,851	3,000	3,000
211	Travel, meetings & training	-	-	-	-
221	Advertising & publications	542	606	1,000	1,000
277	Dog damage	-	-	150	150
280	Outside contractors	9,510	3,901	4,000	4,000
	Total Contractual Services	<u>19,382</u>	<u>16,404</u>	<u>15,150</u>	<u>17,150</u>
Commodities					
301	Office supplies	92	-	375	375
302	Gas & diesel fuel	1,520	1,184	1,125	1,125
303	Uniform purchases	-	-	150	150
305	Safety equipment	-	40	150	150
306	Vehicle repair parts	-	-	-	-
320	Chemicals	189	-	375	500
322	Miscellaneous supplies	1,946	3,548	2,000	2,000
	Total Commodities	<u>3,747</u>	<u>4,772</u>	<u>4,175</u>	<u>4,300</u>
Capital Expenditures					
401	Buildings & improvements	600	-	750	-
	Total Capital Expenditures	<u>600</u>	<u>-</u>	<u>750</u>	<u>-</u>
50202	Total Animal Control	<u>\$ 117,181</u>	<u>\$ 113,904</u>	<u>\$ 128,525</u>	<u>\$ 64,550</u>

Percentage increase/(decrease) -49.78%

Full-time equivalent: 1

Mission & Purpose:

The Engineering Department provides and oversees all Town engineering/construction activities and provides services to various Town Departments and Boards.

Goals & Objectives:

- Continue Roadway Paving Program including Mansfield Ave, Quarry Street, Roanoak Ave, Bellevue Street, Hewitt St and Oak Street.
- Replace over 9,000 feet of sidewalks on seven streets.
- Continue to upgrade our parks.
- Increase energy efficiency of town buildings.

Accomplishments:

- Resurfaced 5.5 miles of roads at cost of \$475,000.
- Reconstructed Summit Street at a cost of \$550,000.
- Replaced Guild Field fence with a State Grant at a cost of \$30,000.
- Installed over two miles of guard rails meeting today's safety standards at a cost of \$320,000.
- Painted the Old Willimantic Cemetery fence with a State Grant at a cost of \$76,000.
- Installed solar panels on four schools, the Library and the Safety Complex at no cost to the Town.
- Installed energy efficient lighting with CL&P grants at Public Works Garage and Safety Complex

Fiscal Notes:

- Personnel expenses cover the full-time Town Engineer and 25% of the one (1) full-time secretarial salary shared with the Fire Marshal/Emergency Management Department #50201, the Building Department #50311 and the Town Planner Department #50606.
- Other professional services, account # 207 relates to the required cost of post-closure landfill monitoring.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50301	Engineering	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 97,866	\$ 105,242	\$ 109,000	\$ 111,000
104	Longevity	700	700	775	975
108	Life insurance	353	350	390	400
110	Medical insurance	8,873	9,573	9,900	19,200
114	FICA/Medicare	7,976	8,338	8,400	8,600
	Total Personnel Expenditures	<u>115,768</u>	<u>124,202</u>	<u>128,465</u>	<u>140,175</u>
Contractual Services					
201	Surveyors & drafters	2,100	1,361	3,000	3,000
207	Other professional services	39,578	43,577	15,000	12,000
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	-	-	-
221	Advertising & publications	524	119	550	550
223	Equipment rentals	-	541	-	-
	Total Contractual Services	<u>42,202</u>	<u>45,598</u>	<u>18,550</u>	<u>15,550</u>
Commodities					
301	Office supplies	127	51	250	240
302	Gas & diesel fuel	107	231	-	-
314	Office furnishings & equipment	-	-	-	-
	Total Commodities	<u>234</u>	<u>282</u>	<u>250</u>	<u>240</u>
50301	Total Engineering	<u>\$ 158,204</u>	<u>\$ 170,082</u>	<u>\$ 147,265</u>	<u>\$ 155,965</u>
Percentage increase/(decrease)					<u><u>5.91%</u></u>

Full-time equivalent: 1.25

Department Name:

Roads and Drainage

Department #:50302

Mission & Purpose:

The purpose of the Roads and Drainage Department is to ensure public safety by maintaining approximately ninety (90) miles of roads. This is accomplished through street sweeping, patching, roadside mowing, drainage improvements, cleaning catch basins and leaf collection.

Goals & Objectives:

- Continue to work with enforcement personnel to clean up areas of town
- Assist in the beautification of our streets and neighborhoods
- To replace equipment

Accomplishments:

- Continued standard road maintenance despite loss of three (3) employees

Fiscal Notes:

- Personnel expenses cover ten (10) full-time employees
- Hand tools account pays for rakes for leaf collection and other miscellaneous tools
- Town Road Aid to fund paving materials for fiscal year 2011-2012
- Overtime (103) includes \$2,000 for Third Thursday overtime costs
- The total cost to Public Works for the Third Thursday Street Fest is approximately \$3,790.40.
- Reduce overtime by putting flags out in front of Town Hall, Memorial Park, and in the Cemeteries only on Memorial Day, Independence Day, and Veteran's Day, not on Flag Day, President's Day or Labor Day. Flags will still be on the street light poles.
- Reduce overtime by not putting out barricades for Memorial Day Parade or the Festival of Lights Parade.
- Also reduce overtime costs in other areas.
- Overtime (103) over budget in FY 2011-2012 due to July 26 Microburst (1,400.09) and August 28 Hurricane Irene (1,843.01).
- Should get reimburse for Hurricane Irene overtime.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50302	Roads & Drainage	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 390,233	\$ 423,426	\$ 436,000	\$ 446,000
103	Overtime	39,720	26,667	15,000	15,000
104	Longevity	4,500	4,800	4,300	4,800
108	Life insurance	-	-	-	-
110	Medical insurance	163,349	193,860	179,000	179,000
114	FICA/Medicare	37,684	39,487	36,000	36,000
	Total Personnel Expenditures	<u>635,486</u>	<u>688,239</u>	<u>670,300</u>	680,800
Contractual Services					
221	Advertising & publications	-	-	-	-
266	Service contracts	-	-	-	-
	Total Contractual Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Commodities					
301	Office supplies	-	1,150	-	-
307	Hand tools	3,454	2,355	2,500	2,000
313	Paving materials	37,437	1,420	-	-
	Total Commodities	<u>40,891</u>	<u>4,925</u>	<u>2,500</u>	2,000
Capital Expenditures					
402	Equipment	-	-	-	-
413	Improvements other than building	-	-	-	-
	Total Capital Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
50302	Total Roads & Drainage	<u><u>\$ 676,377</u></u>	<u><u>\$ 693,165</u></u>	<u><u>\$ 672,800</u></u>	<u><u>\$ 682,800</u></u>
Percentage increase/(decrease)					<u><u>1.49%</u></u>

Full-time equivalent: 10

Department Name: Machinery & Equipment Department #: 50303

Mission & Purpose:

The Machinery and Equipment Department maintains and repairs approximately sixty-five (65) pieces of Public Works equipment and approximately twenty-five (25) pieces of Police Department equipment. In addition, the Department maintains vehicles for the Recreation Department, the Animal Control Department and three (3) pickup trucks for the Engineering, Planning and Code Enforcement Departments.

Goals & Objectives:

- Additional training for the three (3) mechanics.

Accomplishments:

- Continued air brake training.

Fiscal Notes:

- Personnel expenses cover two (2) full-time mechanics and one (1) Operator/Mechanic.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50303	Machinery & Equipment	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 129,429	\$ 104,416	\$ 143,000	\$ 142,000
103	Overtime	10,823	5,427	6,000	6,000
104	Longevity	1,400	1,900	1,200	1,200
108	Life insurance	-	-	-	-
110	Medical insurance	47,461	44,254	53,100	53,100
114	FICA/Medicare	12,352	9,449	11,900	11,900
	Total Personnel Expenditures	201,465	165,447	215,200	214,200
Contractual Services					
223	Equipment rentals	-	-	-	-
280	Outside contractors	41,397	47,216	50,000	50,000
	Total Contractual Services	41,397	47,216	50,000	50,000
Commodities					
302	Gas & diesel fuel	80,222	84,689	85,000	97,000
306	Vehicle repair parts	60,046	60,091	60,000	58,000
307	Hand tools	1,125	1,999	2,000	2,000
309	Major equipment repair parts	79,844	80,000	80,000	78,000
310	Radio & alarm repairs	2,663	2,361	3,000	2,500
320	Chemicals	-	-	-	-
329	Building supplies	-	-	-	-
331	Fuel tank supplies	1,426	1,580	1,000	500
	Total Commodities	225,326	230,719	231,000	238,000
Capital Expenditures					
402	Equipment	-	2,494	-	-
	Total Capital Expenditures	-	2,494	-	-
50303	Total Machinery & Equipment	\$ 468,188	\$ 445,876	\$ 496,200	\$ 502,200

Percentage increase/(decrease) **1.21%**

Full-time equivalent: 3

Department Name:

Snow Removal

Department #: 50304

Mission & Purpose:

The Snow Removal Department ensures public safety by plowing, salting and sanding approximately ninety (90) miles of Town roads, clearing sidewalks and all parking lots in the downtown area and clearing the Windham High School parking lot.

Goals & Objectives:

- Continue training on snowplow safety.
- Change from sand/salt mix to treated salt product.

Accomplishments:

- Trained employees on treated salt product.

Fiscal Notes:

- Town Road Aid to fund sand & salt materials for fiscal year 2012-2013.
- Cut down overtime, may not remove snow from downtown area as much. Cost is \$3,627.28 for one removal.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50304	Snow Removal	Expended	Expended	Budget	Budget
Personnel Expenditures					
103	Overtime	\$ 89,240	\$ 108,831	\$ 95,000	\$ 94,000
	Total Personnel Expenditures	<u>89,240</u>	<u>108,831</u>	<u>95,000</u>	<u>94,000</u>
Contractual Services					
268	Meals	3,948	5,206	6,000	5,500
280	Outside contractors	-	-	-	-
	Total Contractual Services	<u>3,948</u>	<u>5,206</u>	<u>6,000</u>	<u>5,500</u>
Commodities					
305	Safety equipment	-	-	-	-
313	Sand & salt materials	75,205	-	-	-
	Total Commodities	<u>75,205</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Expenditures					
402	Equipment	-	-	-	-
	Total Capital Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
50304	Total Snow Removal	<u><u>\$ 168,393</u></u>	<u><u>\$ 114,037</u></u>	<u><u>\$ 101,000</u></u>	<u><u>\$ 99,500</u></u>
Percentage increase/(decrease)					<u><u>-1.49%</u></u>

Department Name:

Garage Maintenance

Department #:50305

Mission & Purpose:

The Garage Maintenance Department maintains buildings and grounds at the Public Works Department facility.

Goals & Objectives:

- Maintain all buildings and grounds at the Public Works Department
- Locate funding to renovate Public Works facility

Accomplishments:

- New lights installed
- Insulated the lower garage
- Painted the lower garage

Fiscal Notes:

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50305	Garage Maintenance	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ -	\$ -	\$ -	\$ -
103	Overtime	-	-	-	-
104	Longevity	-	-	-	-
108	Life insurance	-	-	-	-
110	Medical insurance	-	-	-	-
114	FICA/Medicare	-	-	-	-
Total Personnel Expenditures		-	-	-	-
Contractual Services					
217	Electricity	8,885	8,314	10,000	8,000
218	Heating fuel	13,190	17,987	15,000	13,000
219	Sewer & water charges	-	-	350	350
280	Outside contractors	4,940	4,818	5,000	4,000
Total Contractual Services		27,015	31,119	30,350	25,350
Commodities					
304	Custodial supplies	1,893	1,707	2,000	2,000
307	Hand tools	-	-	-	-
308	Electrical supplies	112	134	-	-
329	Building supplies	1,526	1,500	1,500	-
Total Commodities		3,531	3,341	3,500	2,000
Capital Expenditures					
401	Buildings & improvement	-	-	-	-
Total Capital Expenditures		-	-	-	-
50305	Total Garage Maintenance	\$ 30,546	\$ 34,460	\$ 33,850	\$ 27,350

Percentage increase/(decrease) **-19.20%**

Department Name: Tree Services

Department #: 50306

Mission & Purpose:

The Tree Services Department maintains trees along roadsides, parks, cemeteries, and other Town property.

Goals & Objectives:

- Trim overhanging limbs on Town roads.
- Remove dead branches and trees when necessary.

Accomplishments:

- Trimmed and removed threatening or dead trees and limbs as needed.

Fiscal Notes:

- No trees will be planted.
- Other Professional Services (207) over budget in FY 2011-2012 due to the July 26 microburst, August 28 hurricane and October 20 snowstorm.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50306	Tree Services	Expended	Expended	Budget	Budget
Contractual Services					
207	Other professional services	\$ 7,000	\$ 6,287	\$ 5,000	\$ 5,000
	Total Contractual Services	<u>7,000</u>	<u>6,287</u>	<u>5,000</u>	<u>5,000</u>
Capital Expenditures					
402	Equipment		-	-	-
413	Improvements other than building	-	-	-	-
	Total Capital Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
50306	Total Tree Services	<u>\$ 7,000</u>	<u>\$ 6,287</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

Department Name:

Traffic Control

Department #: 50307

Mission & Purpose:

The Traffic Control Department maintains all signs, paints lines on roads, crosswalks and parking lots, installs new signs and maintains the three (3) Town owned traffic lights.

Goals & Objectives:

- Continue to change over stop signs.
- Continue to change street signs to 6" or 8" letters, depending on locations.

Accomplishments:

- Continue program to change over all stop signs to break away stop signs.

Fiscal Notes:

- \$6,000 for the rail crossing in South Windham, Rt. 32.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50307	Traffic Control	Expended	Expended	Budget	Budget
Contractual Services					
217	Electricity	\$ 21,507	\$ 18,320	\$ 22,000	\$ 22,000
266	Service contracts	6,000	6,300	6,000	6,000
280	Outside contractors	-	-	-	-
	Total Contractual Services	<u>27,507</u>	<u>24,620</u>	<u>28,000</u>	<u>28,000</u>
Commodities					
311	Traffic control signs	9,901	9,514	12,000	10,000
322	Miscellaneous supplies	1,465	1,091	1,500	1,000
	Total Commodities	<u>11,366</u>	<u>10,605</u>	<u>13,500</u>	<u>11,000</u>
Capital Expenditures					
413	Improvements other than building	-	4,000	-	-
	Total Capital Expenditures	<u>-</u>	<u>4,000</u>	<u>-</u>	<u>-</u>
50307	Total Traffic Control	<u>\$ 38,873</u>	<u>\$ 39,225</u>	<u>\$ 41,500</u>	<u>\$ 39,000</u>
Percentage increase/(decrease)					<u><u>-6.02%</u></u>

Department Name: Public Works Administration Department#: 50308

Mission & Purpose:

The Public Works Administration Department details the administration costs of the Public Works Department.

Goals & Objectives:

- Continue training and improve procedures for the department.
- To improve level of services.

Accomplishments:

- Maintained current level of services.

Fiscal Notes:

- Personnel expenses cover the Superintendent, Assistant Superintendent and Administrative Aide.
- Safety equipment covers all safety equipment for Public Works employees.
- Telephone (214) covers cost of cell phones, internet services and telephones.
- Offices Supplies (301) line item added.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50308	Public Works Administration	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 173,010	\$ 187,581	\$ 195,000	\$ 199,000
104	Longevity	1,400	1,400	1,400	1,700
108	Life insurance	568	558	700	700
110	Medical insurance	65,254	70,017	74,100	74,800
114	FICA/Medicare	13,343	14,148	15,100	15,400
	Total Personnel Expenditures	<u>253,575</u>	<u>273,703</u>	<u>286,300</u>	<u>291,600</u>
Contractual Services					
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	-	-	-
214	Telephone	3,597	5,639	4,700	4,700
221	Advertising & publications	100	200	-	-
223	Equipment rentals	-	-	-	-
224	Uniform rentals/purchase	3,387	3,569	3,500	3,000
	Total Contractual Services	<u>7,084</u>	<u>9,408</u>	<u>8,200</u>	<u>7,700</u>
Commodities					
301	Office Supplies	-	-	1,000	1,000
305	Safety equipment	6,438	6,752	6,000	5,000
314	Office furnishings & equipment	-	-	-	-
	Total Commodities	<u>6,438</u>	<u>6,752</u>	<u>7,000</u>	<u>6,000</u>
50308	Total Public Works Administration	<u>\$ 267,097</u>	<u>\$ 289,863</u>	<u>\$ 301,500</u>	<u>\$ 305,300</u>
Percentage increase/(decrease)					<u>1.26%</u>

Full-time equivalent: 3

Department Name:

Street Lighting

Department #: 50309

Mission & Purpose:

The street lighting department maintains lighting for all Town streets and installs new streetlights as needed with the approval of the Town Council.

Goals & Objectives:

- To ensure all streetlights are in working condition.

Accomplishments:

Fiscal Notes:

- Current costs cover approximately 1,100 streetlights and all Town parking lot lighting.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50309	Street Lighting	Expended	Expended	Budget	Budget
Contractual Services					
217	Electricity	\$ 259,665	\$ 255,821	\$ 250,000	\$ 250,000
280	Outside contractors	1,608	526	2,500	1,500
	Total Contractual Services	<u>261,273</u>	<u>256,347</u>	<u>252,500</u>	<u>251,500</u>
Capital Expenditures					
413	Improvements other than building	-	5,664	-	-
	Total Capital Expenditures	<u>-</u>	<u>5,664</u>	<u>-</u>	<u>-</u>
50309	Total Street Lighting	<u>\$ 261,273</u>	<u>\$ 262,011</u>	<u>\$ 252,500</u>	<u>\$ 251,500</u>
Percentage increase/(decrease)					<u><u>-0.40%</u></u>

Mission & Purpose:

The Park Maintenance Department maintains and improves all Town owned parks and walk paths.

Goals & Objectives:

- Install play scape at Shetucket Park.
- Reconstruct the parking lot for the beach area at Lauter Park.
- Pave parking areas for the skate park and basketball courts at Lauter Park.
- Construct a 30 car parking area by the hardball field at Rec. Park.
- Pave roads throughout Rec. Park and Lauter Park.
- Over seed and rest soccer fields at WMS to improve quality of Turf.

Accomplishments:

- Repaired the lights on the softball and hardball fields at Rec. Park.
- Built the Skate Park.
- Started clearing parcel 2B to expand Rec. Park.
- Installed a new fence around Guild Field.

Fiscal Notes:

- Personnel expenses cover four (4) full-time employees.
- Ground supplies (315) – Fertilizer, field paint, herbicide, ball field mix, grass seed, hanging plant baskets on Main Street.
- Building supplies (329) – 1 Porta-potty at Recreation Park, Alex Caisse Park fountain pump repairs.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50310	Park Maintenance	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 151,363	\$ 161,503	\$ 168,000	\$ 172,000
103	Overtime	3,647	1,263	1,000	1,000
104	Longevity	1,800	1,800	1,800	2,000
105	Temporary wages	1,840	3,604	3,000	3,000
108	Life insurance	-	-	-	-
110	Medical insurance	61,859	70,532	70,800	70,800
114	FICA/Medicare	15,349	14,940	13,500	13,500
	Total Personnel Expenditures	<u>235,858</u>	<u>253,642</u>	<u>258,100</u>	<u>262,300</u>
Contractual Services					
219	Sewer & water charges	1,090	152	900	900
280	Outside contractors	6,371	1,972	2,000	2,000
	Total Contractual Services	<u>7,461</u>	<u>2,124</u>	<u>2,900</u>	<u>2,900</u>
Commodities					
304	Custodial supplies	1,859	1,671	1,500	1,500
307	Hand tools	357	400	200	200
308	Electrical supplies	270	794	400	400
315	Ground supplies	13,129	13,586	14,000	10,000
329	Building supplies	1,691	5,131	3,700	3,700
	Total Commodities	<u>17,306</u>	<u>21,582</u>	<u>19,800</u>	<u>15,800</u>
Capital Expenditures					
413	Improvements other than building	-	4,985	-	-
	Total Capital Expenditures	<u>-</u>	<u>4,985</u>	<u>-</u>	<u>-</u>
50310	Total Park Maintenance	<u>\$ 260,625</u>	<u>\$ 282,333</u>	<u>\$ 280,800</u>	<u>\$ 281,000</u>

Percentage increase/(decrease) 0.07%

Full-time equivalent: 4

Department Name:

Building

Department #:50311

Mission & Purpose:

The Building Department is responsible for the administration and enforcement of the Connecticut State Building Code as adopted by the State Legislature. The responsibilities range from providing services to the general public relative to the mode, manner of construction or materials to be used in the construction or alteration of buildings or structures, receiving applications, issuing permits, conducting inspections, enforcing compliance, issuing certificates of use and occupancy and examining unsafe structures.

Goals & Objectives:

- Continue to ensure the health, safety, and welfare of the public as it relates to building occupants.

Accomplishments:

- Administered 1,050 building, demolition, electrical, plumbing, heating, and fire protection permits in fiscal year 2010-2011 representing \$19.4 million in total construction value; generating \$314,000 in permit revenues.

Fiscal Notes:

- Personnel expenses cover the full-time Building Official and 25% of the one (1) full-time secretarial salary shared with the Fire Marshal/Emergency Management Department #50201 and the Engineering Department #50301 and the Town Planner Department #50606.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50311	Building	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 70,036	\$ 75,256	\$ 78,000	\$ 80,000
103	Overtime	-	-	-	-
104	Longevity	700	700	975	975
108	Life insurance	255	253	300	300
110	Medical insurance	10,981	9,573	9,900	10,000
114	FICA/Medicare	5,708	5,954	6,100	6,200
	Total Personnel Expenditures	87,680	91,736	95,275	97,475
Contractual Services					
207	Other professional services	-	-	-	-
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	-	-	-
221	Advertising & publications	-	1,435	1,000	1,000
223	Equipment rentals	-	-	-	-
270	Demolition & security	28,243	754	-	-
	Total Contractual Services	28,243	2,189	1,000	1,000
Commodities					
301	Office supplies	133	329	75	75
302	Gas & diesel fuel	-	-	-	-
314	Office furnishings & equipment	-	-	-	-
317	Books & subscriptions	477	99	800	800
	Total Commodities	610	427	875	875
50311	Total Building	\$ 116,533	\$ 94,352	\$ 97,150	\$ 99,350

Percentage increase/(decrease) **2.26%**

Full-time equivalent: 1.25

Department Name:

Cemeteries

Department #:50312

Mission & Purpose:

The Cemeteries Department maintains four (4) Town of Windham cemeteries; New Willimantic, Old Willimantic, Windham Center and North Windham.

Goals & Objectives:

- Pave several roads in the cemeteries.

Accomplishments:

- Enforce cemetery regulations to assist in keeping the cemetery clean and uniform to make for easier maintenance.
- Painted the fence in from of the Old Willimantic Cemetery.

Fiscal Notes:

- Personnel expenses cover three (3) full-time employees.
- Overtime costs are covered by cemetery fees.
- Ground Supplies (315) Grass seed and tools.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50312	Cemeteries	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 119,044	\$ 122,986	\$ 129,000	\$ 132,000
103	Overtime	2,095	1,959	2,000	2,000
104	Longevity	900	900	900	900
108	Life insurance	-	-	-	-
110	Medical insurance	46,394	52,899	53,100	53,100
114	FICA/Medicare	10,419	11,017	10,300	10,300
	Total Personnel Expenditures	178,852	189,761	195,300	198,300
Contractual Services					
219	Sewer & water charges	256	198	500	500
	Total Contractual Services	256	198	500	500
Commodities					
315	Ground Supplies	-	852	500	500
	Total Commodities		852	500	500
Capital Expenditures					
413	Improvements other than building	-	3,025	-	-
	Total Capital Expenditures	-	3,025	-	-
50312	Total Cemeteries	\$ 179,108	\$ 193,836	\$ 196,300	\$ 199,300
Percentage increase/(decrease)					1.53%

Full-time equivalent: 3

Department Name:

Solid Waste Disposal

Department #:50313

Mission & Purpose:

The Solid Waste Disposal Department has the responsibility of monitoring and enforcing local, state and federal resolutions and ordinances governing safe disposal and recycling of waste generated within Town borders. It is also responsible for the operation of the Recycling Center and monitors the operation of curbside pickup.

Goals & Objectives:

- Continue to update Transfer Station.

Accomplishments:

- Obtained state permit for Transfer Station.

Fiscal Notes:

- Personnel expenses cover two (2) full-time employees. One (1) working leader and one (1) operator.
- 213 garbage collection 2½ % increase.
- Overtime (103) over budget in FY 2011-2012 due to employee illness.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

50313	Solid Waste Disposal	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 76,841	\$ 89,277	\$ 90,000	\$ 92,000
103	Overtime	9,928	6,782	4,000	4,000
104	Longevity	1,200	1,200	1,200	1,400
108	Life insurance	-	-	-	-
110	Medical insurance	38,564	43,853	36,000	36,000
114	FICA/Medicare	7,568	8,171	7,800	7,800
	Total Personnel Expenditures	<u>134,101</u>	<u>149,283</u>	<u>139,000</u>	<u>141,200</u>
Contractual Services					
207	Other professional services	3,597	3,624	3,500	3,500
212	Hauling fees	32,992	29,382	36,000	36,000
213	Garbage collection contracts	577,472	629,124	567,850	658,000
217	Electricity	10,569	9,114	14,000	11,000
221	Advertising & publications	238	-	-	-
251	Payment to Southeast Project	-	-	-	-
264	Permit fees	800	800	800	800
280	Outside contractors	1,951	1,089	2,000	2,000
291	Tipping & disposal fees	482,370	420,291	525,000	450,000
295	Regional household waste ctr	10,688	10,672	10,680	10,619
	Total Contractual Services	<u>1,120,677</u>	<u>1,104,096</u>	<u>1,159,830</u>	<u>1,171,919</u>
Commodities					
301	Office supplies	-	314	-	-
309	Major equipment repair parts	-	-	-	-
327	Conservation & recycling mat.	2,000	1,980	-	-
	Total Commodities	<u>2,000</u>	<u>2,294</u>	<u>-</u>	<u>-</u>
Capital Expenditures					
413	Improvements other than building	-	4,409	-	-
	Total Capital Expenditures	<u>-</u>	<u>4,409</u>	<u>-</u>	<u>-</u>
50313	Total Solid Waste Disposal	<u><u>\$ 1,256,778</u></u>	<u><u>\$ 1,260,083</u></u>	<u><u>\$ 1,298,830</u></u>	<u><u>\$ 1,313,119</u></u>

Percentage increase/(decrease) 1.10%

Full-time equivalent: 2

Mission & Purpose:

To provide assistance in meeting the human service needs of Windham residents in order to promote a maximum quality of life.

Goals & Objectives:

- Administration of the Department of Education School Readiness Grant Program.
- Administration of the Department of Social Services Quality Enhancement Grant Program.
- Delivery of Senior Services including Municipal Agent on Aging and CHOICES counseling.
- Collaboration between Human Services Department, Recreation Department and the McSweeney Senior Center.
- Provision of counseling services, information, referral and advocacy services.
- Emergency response to homeless and displaced persons for shelter, food & clothing services.
- Coordination of town-administered human services with community based organizations.
- Administration of Small Cities Community Development Housing Rehabilitation Program.

Accomplishments:

- 2010 Small Cities Community Development Housing Rehabilitation Program Grant 300,000 - Completed 10 projects.
- Processed Renter's Rebate applications resulting in \$368,635 for approximately 721 Elderly and Disabled renters in our community.
- Completed Medicare Savings Plan applications and redeterminations for 72 Medicare recipients.
- Distribution site for the CT Senior Farmer's Market Nutrition Program.
- Implemented new process for Outside Agency Requests.
- Collaboration with WINCOG- Elderly and Disabled Demand Responsive Transportation Grant.

Fiscal Notes:

- Personnel expenditures cover two (2) full-time employees.
- School Readiness and Child Day Care Grant funds approximately \$1,150,000 for the School Readiness Program and \$13,963 in Quality Enhancement funding, which does not appear in the Human Services Department's budget.
- The School Readiness Program provides approximately \$50,000 in administrative funding to support staff costs.
- The Department of Social Services Social Service Block Grant provides approximately \$13,538 in funding for case management services.
- Small Cities Community Development Housing Rehabilitation Program Grant \$300,000 –does not appear in Human Services budget.
- General Assistance – non reimbursable (line item 229). This covers emergency needs of residents including stillborn burials and emergency heating or housing that doesn't fall under Uniform Relocation Assistance Act.
- Relocation expense (line item 246): Budgeted for residents displaced due to Code Enforcement/Health Department activity.
- Outside contractors line item is going up to reflect additional grant administration and monitoring.

Town of Windham, Connecticut
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As of May 8, 2012

50401 Human Services	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures				
101 Regular payroll	\$ 110,348	\$ 120,293	\$ 122,000	\$ 125,000
102 Part-time payroll	-	-	-	-
103 Overtime	-	18	150	150
104 Longevity	1,800	1,800	1,800	1,800
108 Life insurance	356	352	400	400
110 Medical insurance	28,668	30,829	32,400	32,700
114 FICA/Medicare	8,595	9,127	9,500	9,800
Total Personnel Expenditures	<u>149,767</u>	<u>162,419</u>	<u>166,250</u>	<u>169,850</u>
Contractual Services				
209 Professional affiliations	-	-	-	-
211 Travel, meetings & training	-	-	-	-
223 Equipment rentals	-	-	-	-
228 General assistance	-	-	-	-
229 Gen assistance - non reimbursable	-	30	250	250
246 Relocation expense	(203)	2,781	2,300	2,300
249 Medical assistance	-	-	-	-
266 Service contracts	-	-	-	-
279 Refund to State of Connecticut	-	-	-	-
280 Outside contractors	-	-	-	25,000
Total Contractual Services	<u>(203)</u>	<u>2,811</u>	<u>2,550</u>	<u>27,550</u>
Commodities				
301 Office supplies	308	282	150	150
314 Office furn & equip.	-	-	-	-
Total Commodities	<u>308</u>	<u>282</u>	<u>150</u>	<u>150</u>
50401 Total Human Services	<u>\$ 149,872</u>	<u>\$ 165,512</u>	<u>\$ 168,950</u>	<u>\$ 197,550</u>
Percentage increase/(decrease)				<u><u>16.93%</u></u>

Full-time equivalent: 2.5

Department Name: **Outside Agencies** **Department #: 50403**

Mission & Purpose:

The Outside Agencies Department is not a Town Department but rather an activity or portion of the budget used to detail which agencies receive Town of Windham funding contributions. These agencies provide services to Windham and other local area Town residents the Town of Windham government does not provide itself.

Goals & Objectives:

- To provide outside agencies with a portion of the funds needed to provide Windham and other local area Towns' residents a variety of services not provided by the Town of Windham government.

Accomplishments:

- Two new agencies were funded.

Fiscal Notes:

- 50404-238 (Health Services/United Services) consolidated into 50403-238
- 50404-239 (Health Services/Windham Hospital Paramedics) consolidated into 50403-239
- 50404-241 (Health Services/Community Companion Services) consolidated into 50403-241
- 50408-226 (Transportation Services/WRTD - ADA compliance) consolidated into 50403-226
- 50408-236 (Transportation Services/WRTD - Dial-A-Ride) consolidated into 50403-236
- 50408-243 (Transportation Services/WRTD - Fixed Route) consolidated into 50403-243
- 50409-240 (Senior Services/McSweeney Center) consolidated into 50403-240
- 50409-271 (Senior Services/TVCCA Elderly Nutrition) consolidated into 50403-271
- 50502-220 (Library Contributions/Windham Free Library) consolidated into 50403-220
- 50502-281 (Library Contributions/Guilford Smith Mem. Library) consolidated into 50403-281
- 50507-269 (Civic & Cultural Donations/Little Angels Program) consolidated into 50403-269
- 50507-272 (Civic & Cultural Donations/Blessings in a Backpack) consolidated into 50403-272
- 50507-274 (Civic & Cultural Donations/Willimantic Little League) consolidated into 50403-274

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50403	Outside Agencies	Expended	Expended	Budget	Budget
Contractual Services					
207	WRCC - Veteran's Service	\$ 44,600	\$ 44,600	\$ 44,600	\$ 50,000
220	Windham Free Library	5,000	8,000	5,469	5,000
226	WRTD - ADA compliance	15,000	15,000	17,116	9,557
236	WRTD - Dial-A-Ride	48,462	23,922	48,462	49,805
238	United Services	-	-	-	-
239	Windham Hospital Paramedics	50,000	50,000	51,500	-
240	McSweeney Center	36,765	43,000	40,850	10,000
241	Community Companion Services	-	-	5,000	5,000
243	WRTD - Fixed Route	23,922	87,384	23,922	22,031
259	Sexual Assault Crisis Ctr of East CT	5,000	5,000	5,000	5,000
261	WRCC - Youth Services Bureau	25,000	25,000	25,000	25,000
269	Little Angels Program			500	500
271	TVCCA Elderly Nutrition	8,500	14,687	13,896	10,633
272	Blessings in a Backpack				4,800
274	Willimantic Little League	1,000	1,000	1,500	1,500
281	Guilford Smith Mem. Library	5,000	8,000	5,675	5,000
287	NECASA	-	-	3,500	-
288	WRCC - Juvenile Review Board	1,500	1,500	2,500	2,500
289	Holy Family Home & Shelter	2,755	2,755	3,000	3,000
294	Windham Region No Freeze Project		-	-	2,000
	Total Contractual Services	<u>272,504</u>	<u>329,848</u>	<u>297,490</u>	<u>211,326</u>
50403	Total Outside Agencies	<u>\$ 272,504</u>	<u>\$ 329,848</u>	<u>\$ 297,490</u>	<u>\$ 211,326</u>
Percentage increase/(decrease)					<u>-28.96%</u>

Department Name:

Health Services

Department #: 50404

Mission & Purpose:

The Health Services Department is not a Town Department but rather an activity or portion of the budget used to detail which agencies receive Town of Windham funding contributions. These agencies provide services to Windham and other local area Town residents the Town of Windham government does not provide itself.

Goals & Objectives:

- To provide outside agencies with a portion of the funds needed to provide Windham and other local area Towns' residents a variety of services not provided by the Town of Windham government.

Accomplishments:

Fiscal Notes:

- This budget has been combined with Outside Agencies-#50403

Town of Windham, Connecticut
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As of May 8, 2012

		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
50404	Health Services				
Contractual Services					
237	VNA East, Inc.	\$ -	\$ -	\$ -	\$ -
238	United Services	-	-	-	-
239	Windham Hospital Paramedics	-	-	-	-
241	Community Companion Services	-	-	-	-
	Total Contractual Services	-	-	-	-
50404	Total Health Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Percentage increase/(decrease) **0.00%**

This budget is now combined with Outside Agencies - 50403

Department Name: Windham Health **Department #:** 50405

Mission & Purpose:

The Windham Health Department prevents and suppresses disease; protects, preserves, and enhances the health of the community. The Department coordinates restaurant and septic system inspections, housing code officer and local health planning and health promotion. The Town of Windham, along with six (6) other area Towns, contracts with the North Central District Health Department to administer this Department.

Goals & Objectives:

- Review and evaluate current health systems within the municipality.
- Secure State and Federal funding to assist in supporting the activities of a municipal health department.
- Develop an optimal local health unit that ensures the protection and enhancement of the communities' health.

Accomplishments:

- Evaluation and implementation of restaurant permit fee schedule.
- Secured grant funding for immunization program.

Fiscal Notes:

- Increase pertains to the Town's participation in the North Central District Health Department, whose fees are based on population.

Town of Windham, Connecticut
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As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50405	Windham Health	Expended	Expended	Budget	Budget
Contractual Services					
207	North Central District Health	\$ 94,002	\$ 95,616	\$ 98,967	\$ 108,121
	Total Contractual Services	94,002	95,616	98,967	108,121
50405	Total Windham Health	<u>\$ 94,002</u>	<u>\$ 95,616</u>	<u>\$ 98,967</u>	<u>\$ 108,121</u>
Percentage increase/(decrease)					<u><u>9.25%</u></u>

Department Name:

Senior Center

#50406

Mission & Purpose:

To meet the needs of Windham's older adults by providing access to social nutritional, wellness and recreational opportunities in a supportive and accessible environment.

Goals & Objectives:

- Successful transition of building operation from the Windham Regional Federated Services for Older Americans, Inc. to Town of Windham.
- Coordinate Human Services, Recreation Services and other activities for Seniors in Windham.
- Co-location of Municipal Agent on Aging and CHOICES counselor to McSweeney Senior Center.
- Expand to 5 days per week (currently open 4 days per week)
- Continue meal program (Cafe' Program and Meals on Wheels) in collaboration with TVCCA (Thames Valley Council for Community Action)
- Coordination with community based organizations.
- Distribution site for the CT Senior Farmer's Market Nutrition Program.
- Additional site for Renter Rebate Applications.

Accomplishments:

- Cooperation between Town Staff and McSweeney Board of Directors to acquire financial/operational information of Center.

Fiscal Notes:

- Personnel expenditures (FICA/Medicare) two (2 part-time employees: Social Service coordinator (20 hrs per week and custodian 10 hrs per week).
- Insurance moved to Town Municipal Insurance line item #50704-205.
- Heating fuel expenses moved to Town Hall line item # 50114-218.
- Electricity costs will decrease in 24 months after upgrade in lighting when building is reverted back to Town ownership.
- Service Contracts: Elevator/2 Fire Alarms/Heating System.
- Fundraising will continue to generate income for Senior Center.

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As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50406	Senior Center	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ -	\$ -	\$ -	\$ 27,270
114	FICA/Medicare	-	-	-	2,090
	Total Personnel Expenditures	-	-	-	29,360
Contractual Services					
214	Telephone	-	-	-	1,000
217	Electricity	-	-	-	6,500
219	Sewer & water charges	-	-	-	600
266	Service contracts	-	-	-	2,000
	Total Contractual Services	-	-	-	10,100
Commodities					
301	Office supplies	-	-	-	1,000
	Total Commodities	-	-	-	1,000
50406	Total Senior Cnter	\$ -	\$ -	\$ -	\$ 40,460
Percentage increase/(decrease)					100.00%

Department Name: Transportation Services Department #: 50408

Mission & Purpose:

The Transportation Services Department is not a Town Department but rather an activity or portion of the budget used to detail which agencies receive Town of Windham funding contributions. These agencies provide services to Windham and other local area Town residents the Town of Windham government does not provide itself.

Goals & Objectives:

- To provide outside agencies with a portion of the funds needed to provide Windham and other local area Towns' residents a variety of services not provided by the Town of Windham government.

Accomplishments:

Fiscal Notes:

- This budget has been combined with Outside Agencies #50403.

Town of Windham, Connecticut
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As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50408	Transportation Services	Expended	Expended	Budget	Budget
Contractual Services					
226	WRTD - ADA compliance	\$ -	\$ -	\$ -	\$ -
236	WRTD - Dial-A-Ride	-	-	-	-
243	WRTD - Fixed Route	-	-	-	-
	Total Contractual Services	-	-	-	-
50408	Total Transportation Services	\$ -	\$ -	\$ -	\$ -

Percentage increase/(decrease) **0.00%**

*****This budget is now combined with Outside Agencies - 50403*****

Department Name:

Senior Services

Department #: 50409

Mission & Purpose:

The Senior Services Department is not a Town Department but rather an activity or portion of the budget used to detail which agencies receive Town of Windham funding contributions. These agencies provide services to Windham and other local area Town residents the Town of Windham government does not provide itself.

Goals & Objectives:

- To provide outside agencies with a portion of the funds needed to provide Windham and other local area Town's residents a variety of services not provided by the Town of Windham.

Accomplishments:

Fiscal Notes:

- This budget has been combined with Outside Agencies #50403

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50409	Senior Services	Expended	Expended	Budget	Budget
Contractual Services					
240	McSweeney Center	-	-	-	-
271	TVCCA Elderly Nutrition	-	-	-	-
	Total Contractual Services	-	-	-	-
50409	Total Senior Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Percentage increase/(decrease)					<u><u>100.00%</u></u>

This budget is now combined with Outside Agencies - 50403

Mission & Purpose:

Since its founding in 1854, the Willimantic Public Library continues to provide a wide range of multi-format education and informational resources to the community. With 11,000 registered borrowers, the Library staff manages a collection of 57,000 individual items available for home borrowing and individual research. Last year 57,000 items were circulated and the Library hosted 120 programs. On-line resources, including downloadable audio and e-books are available to the community via our website www.willimanticlibrary.org. The library is a member of Bibliomation, Inc., the largest on-line network in Connecticut; linking the catalogs of 60 public and 24 school districts making 4.5 million items available for borrowing to the community. The library currently has 15 public access terminals linked to the Internet and offers free wireless Wi-Fi access.

Accomplishments:

- The library was awarded a \$19,000 grant from the Praxair Corporation of Danbury which enabled the Library to replace its inventory of computers, networking equipment and other technology.
- Building security system was installed and is now operational. The system comprises alarm detection, six cameras and silent remote dispatch link.
- A photovoltaic solar array has been installed on the library roof and is operational. We do expect some energy savings to accrue into the future. The Town engineer is in charge of the project.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

50501 Willimantic Public Library	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures				
101 Regular payroll	\$ 302,612	\$ 357,918	\$ 375,000	\$ 381,000
102 Part time payroll	69,873	51,499	53,000	55,000
104 Longevity	4,000	4,500	4,500	5,200
108 Life insurance	1,160	1,027	1,500	1,500
110 Medical insurance	115,563	131,368	127,800	129,100
114 FICA/Medicare	28,932	30,828	33,100	33,800
Total Personnel Expenditures	<u>522,140</u>	<u>577,140</u>	<u>594,900</u>	<u>605,600</u>
Contractual Services				
209 Professional affiliations	-	-	-	-
211 Travel, meetings & training	-	-	-	-
214 Telephone	1,061	1,071	1,200	1,200
217 Electricity	25,992	18,178	22,400	21,000
218 Heating fuel	6,092	3,614	9,750	9,750
219 Sewer & water charges	603	550	650	650
266 Service contracts	36,863	38,000	36,720	36,720
280 Outside contractors	8,005	14,529	8,000	8,000
Total Contractual Services	<u>78,616</u>	<u>75,942</u>	<u>78,720</u>	<u>77,320</u>
Commodities				
301 Office supplies	2,949	2,985	4,000	4,000
304 Custodial supplies	4,860	2,972	4,000	4,000
314 Office furnishings & equipment	-	-	-	-
316 Library materials & supplies	7,835	6,720	8,000	8,000
317 Books	22,927	34,278	30,000	30,000
330 Computer	811	(675)	2,000	2,000
Total Commodities	<u>39,382</u>	<u>46,280</u>	<u>48,000</u>	<u>48,000</u>
50501 Total Willimantic Public Library	<u>\$ 640,138</u>	<u>\$ 699,362</u>	<u>\$ 721,620</u>	<u>\$ 730,920</u>
			Percentage increase/(decrease)	<u>1.29%</u>

Full-time equivalent: 11

Department Name: **Library Contributions** **Department #:** **50502**

Mission & Purpose:

The Library Contributions Department is not a Town Department but rather an activity or portion of the budget used to detail which agencies receive Town of Windham funding contributions. These agencies provide services to Windham and other local area Town residents the Town of Windham government does not provide itself.

Goals & Objectives:

- To provide Town residents from all areas of Windham and other local area Towns with the opportunity to educate themselves through services provided by these libraries.

Accomplishments:

Fiscal Notes:

- This budget has been combined with Outside Agencies - #50403.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50502	Library Contributions	Expended	Expended	Budget	Budget
Contractual Services					
220	Windham Free Library	\$ -	\$ -	\$ -	\$ -
281	Guilford Smith Mem. Library	-	-	-	-
	Total Contractual Services	-	-	-	-
50502	Total Library Contributions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

This budget is now combined with Outside Agencies - 50403

Mission & Purpose:

The Recreation Administration Department provides necessary financial support to meet the needs of administering the recreation programs, providing support to committees and commissions, maintaining an efficient office, providing an automated registration process, producing flyers, brochures, and advertising and web page maintenance.

Goals & Objectives:

- Continue to generate revenue to run programs.
- Market and advertise programs to increase awareness through print tv, radio and internet.
- Increase recreational opportunities for all residents.
- Provide quality, diverse benefits based leisure opportunities to all of our citizens.

Accomplishments:

- Contributed \$20,000 of recreation revenue to support Windham Middle School Sports.
- Collaboration with Windham Public Schools, sharing equipment and staff
- Collaboration with Public Works Department to schedule and oversee parks including creating a park signage system for all parks to have the same signs
- Collaboration with Town Engineer and Public Works to use LoCIP funds for park improvements including creation of the skatepark.
- Staff the Open Space Conservation and Agriculture Commission.
- Staff the Ad-hoc Committee for the skatepark.
- Updated recreation software.
- Coordinate Town Special Events such as Cupid, Boombox Parade, Concert Series, Halloween and other holiday events.
- Became part of a Regional Recreation group that meets quarterly to discuss possible ways to collaborate regionally.
- Participated in a UCONN Capstone project with Mansfield Recreation.

Fiscal Notes:

- **Personnel:** 101-114, cover three (3) full-time employees. Director, Assistant Director and Bi-lingual Administrative Aide.
- **Contractual:** 217: electricity at town parks
266: website quarterly maintenance, \$180x4= \$720

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

50503 Recreation Administration	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures				
101 Regular payroll	\$ 128,615	\$ 136,804	\$ 141,000	\$ 143,000
102 Part time payroll	909	-		
103 Overtime	28	224	400	400
104 Longevity	800	1,000	800	1,500
108 Life insurance	431	463	525	525
110 Medical insurance	61,354	66,128	69,900	69,900
114 FICA/Medicare	9,509	9,745	10,900	11,100
Total Personnel Expenditures	<u>201,646</u>	<u>214,364</u>	<u>223,525</u>	<u>226,425</u>
Contractual Services				
209 Professional affiliations	-	-	-	-
211 Travel, meetings & training	-	-	-	-
214 Telephone	2,211	2,380	1,300	1,500
217 Electricity	25,558	15,647	22,000	20,900
221 Advertising & publications	1,423	780	1,500	-
223 Equipment rentals	-	-	-	-
266 Service contracts	400	2,124	2,340	720
Total Contractual Services	<u>29,592</u>	<u>20,931</u>	<u>27,140</u>	<u>23,120</u>
Commodities				
301 Office supplies	-	-	-	-
302 Gas & diesel fuel	309	292	500	300
306 Vehicle repair parts	-	-	-	-
314 Office furnishings & equipment	-	-	-	-
317 Books & subscriptions	-	-	-	-
322 Miscellaneous supplies	88	80	100	100
Total Commodities	<u>397</u>	<u>372</u>	<u>600</u>	<u>400</u>
50503 Total Recreation Administration	<u>\$ 231,635</u>	<u>\$ 235,667</u>	<u>\$ 251,265</u>	<u>\$ 249,945</u>

Percentage increase/(decrease) -0.53%

Full-time equivalent: 3

Department Name: Recreation General Programs Department #: 50504

Mission & Purpose:

The Recreation General Programs Department's mission is to provide "*quality, diverse benefits based leisure opportunities to all our citizens*". These programs are geared toward community enhancement, focusing on youth and senior citizens. This Department provides community special events; youth and adult sport leagues, general recreation programs, trips for summer camps and Lauter Park waterfront.

Goals & Objectives:

- Continue to collaborate with outside agencies, non-profit organizations and town department to increase the number of program offerings for youth.
- Continue and expand the partnership with the Windham Public School System.
- Review and evaluate current programs, deleting programs that have run their course.
- Find innovative solutions to continue providing programs in today's difficult economic times.

Accomplishments:

- We have over **3,100** households who participate in recreation activities. Estimate is that we service over 5,200 individuals.
- Collaborated with Windham Public Schools District Wide PTO to create Family Fun Day.
- Program Revenues at end of 2010-2011 fiscal year was \$95,690.68 which is an increase of \$4,692.28.

Fiscal Notes:

- **Personnel: 101-114:** Covers one (1) full-time Program Coordinator who oversees all operations at the Kramer Building and approximately ten (10) to twenty (20) part time/seasonal employees, including splash park and waterfront staff.
- **Contractual: 207:** Lifeguard, First Aid and CPR Training (\$600), 210: senior picnic (\$600), senior prom (\$600) and events at Ashton Towers (\$300), 227: advertising and operating expenses for: Cupid (\$500), Chocolate Fest (\$50) Family Fun Day (\$300), Trick or Treat on Main Street and Trunk or Treat (\$1000) Holiday Youth Party (\$1000) Holiday Decoration Contest (\$400) Three Kings Day paper goods (\$150) Boom-box Parade (\$1150) Walking Weekend (\$250) Veterans Day/Memorial Day Wreaths (\$700) Easter Egg Hunt and Road Race (\$1000) Youth Day DJ & rentals (\$2000) Magic In The Park (\$250) 280: Bus Trips (\$5000)
- **Commodities:** 303: coaches shirts, ref uniforms, lifeguard uniforms, staff shirts
305 lifeguard and waterfront safety equipment, first aid supplies
323 youth basketball, biddy-basketball, indoor soccer, trophies and shirts.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50504	Recreation General Programs	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 35,594	\$ 37,375	\$ 39,000	\$ 40,000
104	Longevity	300	500	500	500
105	Temporary wages	19,254	22,472	21,500	26,500
108	Life insurance	134	131	200	200
110	Medical insurance	20,088	22,110	23,300	23,500
114	FICA/Medicare	4,261	4,529	4,700	5,200
	Total Personnel Expenditures	<u>79,631</u>	<u>87,116</u>	<u>89,200</u>	<u>95,900</u>
Contractual Services					
207	Other professional services	2,002	770	2,500	800
210	Senior citizens programs	1,948	1,786	1,500	1,500
227	Community Services		5,137	9,000	9,000
280	Outside contractors	6,138	1,370	6,000	5,000
299	Miscellaneous	1,085	681	1,000	1,000
	Total Contractual Services	<u>11,173</u>	<u>9,743</u>	<u>20,000</u>	<u>17,300</u>
Commodities					
303	Uniform purchases	723	-	700	700
304	Custodial supplies	290	-	-	-
305	Safety equipment	544	669	700	700
323	Team sponsorship	1,767	1,630	1,500	1,500
329	Building supplies	-	-	-	-
	Total Commodities	<u>3,324</u>	<u>2,298</u>	<u>2,900</u>	<u>2,900</u>
50504	Total Recreation General Programs	<u>\$ 94,128</u>	<u>\$ 99,157</u>	<u>\$ 112,100</u>	<u>\$ 116,100</u>

Percentage increase/(decrease) 3.57%

Full-time equivalent: 1

Department Name: **Recreation Center** **Department #: 50506**

Mission & Purpose:

The Recreation Center provides a safe haven for the community to participate in recreational events and programs including use of the gym, pool, exercise and craft rooms at the Kramer Building.

Goals & Objectives:

- To increase program offerings in all areas
- Increase efficiency of pool operation
- Continue to upgrade facility and maintain building - our only community center.
- To create a new agreement with the Board of Education regarding Kramer Building usage.

Accomplishments:

- Completed agreement with Silverback Wrestling Club to lease and refurbish the former boxing club as a wrestling club.
- Worked with two movie companies to have major motion pictures filmed at Kramer Building.
- Maintained spin, aerobic yoga, open gym, aquatic programs, youth and adult basketball.

Fiscal Notes:

- **Personnel: 105 & 114:** Covers cost of part-time custodian and part-time gym/pool staff.
- **Contractual: 280:** annual gym floor maintenance (\$4000), pool and building repairs as needed. Building is aging and has antiquated equipment thus requiring more attention.
- **Commodities: 304:** having our own custodian is requiring us to purchase more supplies and the result is a healthier and cleaner facility (bathroom, locker room and general cleaning).

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50506	Recreation Center	Expended	Expended	Budget	Budget
Personnel Expenditures					
105	Temporary wages	\$ 20,328	\$ 29,826	\$ 23,400	\$ 28,500
114	FICA/Medicare	1,684	2,338	1,800	2,200
	Total Personnel Expenditures	<u>22,012</u>	<u>32,164</u>	<u>25,200</u>	<u>30,700</u>
Contractual Services					
218	Heating fuel	67,061	33,979	35,000	35,000
219	Sewer & water charges	892	577	3,500	1,000
280	Outside contractors	10,470	13,231	13,000	10,000
	Total Contractual Services	<u>78,423</u>	<u>47,787</u>	<u>51,500</u>	<u>46,000</u>
Commodities					
304	Custodial supplies	466	548	1,000	1,000
320	Chemicals	1,606	1,437	1,500	1,500
322	Miscellaneous supplies	369	254	500	500
	Total Commodities	<u>2,441</u>	<u>2,238</u>	<u>3,000</u>	<u>3,000</u>
50506	Total Recreation Center	<u>\$ 102,876</u>	<u>\$ 82,189</u>	<u>\$ 79,700</u>	<u>\$ 79,700</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

Department Name: Civic and Cultural Donations Department #: 50507

Mission & Purpose:

The Civic and Cultural Donations Department is not a Town Department but rather an activity or portion of the budget used to detail which agencies receive Town of Windham funding contributions. These agencies provide services to Windham and other local area Town residents the Town of Windham government does not provide itself.

Goals & Objectives:

- To provide outside agencies with a portion of the funds needed to provide Windham and other local area Towns' residents a variety of services not provided by the Town of Windham government.

Accomplishments:

Fiscal Notes:

- Little Angels Program, Blessings in a Backpack and Willimantic Little league have been moved to Outside Agencies #50403.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50507	Civic & Cultural Donations	Expended	Expended	Budget	Budget
Contractual Services					
245	American Legion - NEW	\$ -	\$ -	\$ -	\$ -
269	Little Angels Program			-	-
272	Blessings in a Backpack	-	-	-	-
273	Willimantic Midget Football	1,000	-	-	-
274	Willimantic Little League	-	-	-	-
275	Bigg Play	1,000	1,000	-	-
279	Windham Arts Collaborative	1,000	-	1,000	-
285	Windham Textile Museum	-	-	15,000	15,000
286	3rd Thursday	-	-	-	-
	Total Contractual Services	<u>3,000</u>	<u>1,000</u>	<u>16,000</u>	<u>15,000</u>
50507	Total Civic & Cultural Donations	<u><u>\$ 3,000</u></u>	<u><u>\$ 1,000</u></u>	<u><u>\$ 16,000</u></u>	<u><u>\$ 15,000</u></u>
Percentage increase/(decrease)					<u><u>-6.25%</u></u>

Mission & Purpose:

This budget covers three Land Use Boards: Planning & Zoning Commission, the Zoning Board of Appeals and the Inland Wetlands & Watercourses Commission. These boards are responsible for adopting regulations governing the use of bulk, density of land; the subdivision of property and the protection of property from flood damage, protecting inland wetlands and watercourses, to consider appeals from the zoning officer or variances from the regulations. The budget is for taking minutes, advertising legal notices and processing applications.

Goals & Objectives:

1. The Planning & Zoning Commission is working on revising the Subdivision and Zoning Regulations to be consistent with the recommendations of the Towns' *Plan of Conservation and Development*.
2. To guide applicants and property owners through the development process.
3. To uphold the regulations to ensure health, safety and well being of the Town's residents.

Accomplishments:

- The Planning & Zoning Commission considered numerous changes to the Town's Subdivision and Zoning regulations-creating a new **Health Care District** around the Hospital, and made changes affecting the **Downtown Area**, along with changes to the **parking regulations** to provide flexibility in determining parking requirements needed to meet demand; established a **new zoning district** for the North Windham area along Northridge Road up to and including the Tractor Supply to encourage and permit general retail/commercial development with flexibility allowing the zone to be responsive to market trends. In addition, they have revised the **Subdivision Regulations for Commercial** Subdivisions; made changes to **miscellaneous provisions** in the Windham Zoning Regulations on non-conforming properties, flood plain rules, Performance Standards, Home Occupations, Administrative and Enforcement on violations, and deleting provisions that were inconsistent with State Law.
- During the year, the Commission considered and approved the following: a commercial subdivision for **Windham Hospital** with a private roadway network and **Willimantic Waste** involving zoning changes and Special permits for them to acquire abutting property to expand their operations to establish a truck maintenance facility. Also, reviewed the new **Magnet School** site plan. In addition, the commission approved gravel renewal plans for **Windham Materials** on Plains Road; **DeSiato Sand and Gravel** for North Windham and **Miller Brothers** in South Windham along with a plan to build 3 self storage buildings. They also approved plans for **Gates GMC** for a **new Buick Dealership** with a new building; also approved a one lot subdivision for **Keeper Corporation** on Industrial Park Road in North Windham and considered a preliminary proposal for a retail use for the property.
- **Upcoming items include:** revisions to regulations on businesses that sell alcoholic beverages, signage and lighting, and revisions to various business and commercial districts. Also, working with WINCOG on an Incentive Housing Zone Grant Project.
- The Zoning Board of Appeals considered 2 special exceptions, 4 variances, one Motor Vehicle License. One variance was denied for 455 Main St. to re-establish a liquor license.

Fiscal Notes:

The various regulation changes require advertising the hearings in the local newspaper at least three times. This must be paid out of the Town's budget, and is reflected in the increased costs. After changes are made, we anticipate that our advertising costs will be lower for all applicants and this will aid in promoting economic development. Personnel expenses cover two outside secretaries who take minutes as needed.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50601	Land Use Boards	Expended	Expended	Budget	Budget
Personnel Expenditures					
105	Temporary wages	\$ 2,788	\$ 4,252	\$ 4,000	\$ 4,000
	Total Personnel Expenditures	<u>2,788</u>	<u>4,252</u>	<u>4,000</u>	<u>4,000</u>
Contractual Services					
207	Other professional services	-	-	-	2,500
211	Travel, meetings & training	-	-	-	-
221	Advertising & publications	3,914	9,267	6,000	12,000
	Total Contractual Services	<u>3,914</u>	<u>9,267</u>	<u>6,000</u>	<u>14,500</u>
Commodities					
301	Office supplies	153	-	250	250
317	Books & subscriptions	-	-	150	150
	Total Commodities	<u>153</u>	<u>-</u>	<u>400</u>	<u>400</u>
50601	Total Land Use Boards	<u>\$ 6,855</u>	<u>\$ 13,519</u>	<u>\$ 10,400</u>	<u>\$ 18,900</u>
Percentage increase/(decrease)					<u><u>81.73%</u></u>

Department Name: **Economic Development** **Department #:** **50604**

The Town Planner provides staff support to the Economic Development, and they have a secretary to take minutes.

The Commission has tried to promote the various services available to the community that can provide assistance to individuals or businesses. These are: The Northeast Alliance which provides loans and counseling to local businesses, the Small Business Development Center through the Central Connecticut University System with a local office at Beckert Hall that provides counseling to people interest in starting a business, and they provide education and training but no funding. Also, the local representative for the Eastern Connecticut Work Force Board, who provides help for businesses in securing subsidies for hiring and training new employees, or upgrade training for current employees. Finally, the US Small Business Administration provides assistant to larger small businesses and loan guarantees.

The Commission has been focused on examining the Town’s property improvement and business incentive policies in order to advise the Town Council on any revisions that might be in order. To accomplish this, the Commission and staff have been attending various workshops and seminars to learn of the array of State programs to assist businesses. These include the Enterprise Zone, the Entertainment Zone, and targeted Job Tax credit; all of which the Town of Windham enjoys.

During the past year, the Commission and staff have made contact with several property owners, and businesses in Town to arrange for visitation to learn of their concerns, and to identify any policy changes that may be in order to promote the local economy.

The Commission recently entertained a request for a tax abatement/deferral from the 699 Main St. LLC related to their planned rehabilitation of the former Hurley’s men store building into 26 apartments, and two retail store fronts. The Commission recommended approval to grant this request consistent with the Town’s local option on improvements in the Entertainment District. In addition, the Commission made a number of recommendations to the Town Manager and Council on strategies to enhance economic development by way of improved wayfaring signage to find businesses off side streets, and to enhance pedestrian access across Main St. in the Downtown area. Most recently, the Commission considered the prospect of applying for funds through the State Office of Policy and Management for a ‘Main Street Investment Fund’ that could be used to enhance municipal properties, sidewalks, street lighting or streetscapes. In addition, the legislation for this fund would permit the Town to use a portion of its funds to reimburse private developers for substantial renovations to buildings on a 1:1 match for qualified investments – but not maintenance).

Fiscal Notes

Medical insurance costs are included based on early retirement approved by Board of Selectmen in FY 09-10 budget. This will continue for next four budget cycles.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50604	Economic Development	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 21,409	\$ -	\$ -	\$ -
104	Longevity	-	-	-	-
105	Temporary wages	-	-	-	-
108	Life insurance	94	-	-	-
110	Medical insurance	11,811	8,764	10,000	10,000
114	FICA/Medicare	2,766	-	-	-
	Total Personnel Expenditures	36,080	8,764	10,000	10,000
Contractual Services					
209	Professional affiliations	-	648	400	400
211	Travel, meetings & training	-	247	1,000	1,000
221	Advertising & publications	-	-	500	500
223	Equipment rentals	-	-	-	-
227	Community services	-	-	-	-
280	Outside Contractors-Secretary	-	1,860	2,000	2,000
	Total Contractual Services	-	2,755	3,900	3,900
Commodities					
301	Office supplies	-	-	-	-
314	Office furnishings & equipment	-	-	-	-
317	Books & subscriptions	-	-	-	-
	Total Commodities	-	-	-	-
50604	Total Economic Development	\$ 36,080	\$ 11,519	\$ 13,900	\$ 13,900
Percentage increase/(decrease)					0.00%

Department Name: **Code Enforcement** **Department #:** **50605**

Mission & Purpose:

To provide a high quality of community life through the enforcement of town and state laws, ordinances, regulations and policies. This activity involves enforcing and upholding the anti-blight ordinance, the housing code and zoning regulations of the Town of Windham. Code Enforcement officials report directly to the Town Manager.

Goals & Objectives:

- Ensure proper planned development consistent with the Town's Zoning, Wetland, and Historic District Regulations.
- Monitor compliance with the anti-blight ordinance and recycling ordinance, issuing warning, notices and citations as deemed necessary.
- Work proactively with residence, landlords, University and civic groups to resolve issues.
- Inspect and document housing inspections on rental property to ensure safety of residence.
- Write and enact regulations and codes to streamline and update.

Accomplishments:

- Successfully implemented anti-blight ordinance.
- Initiated housing code inspections if multi-family homes, documented and followed up to resolve issues.
- Organized Town wide clean up with several area groups.
- Supervised community service workers in town, resolving long term issues of litter and other proactive projects.
- Hired and trained full time secretary and two part time inspectors.

Fiscal Notes:

- Personnel expenditures cover three (3) full-time employees and two (2) part-time employees. As stated during the 2011-2012 budget all expenses (\$96,494) of two part time housing officers and full time secretary are covered by 41005-859 (Landlord license fees). Revenue budgeted is \$110,000. Secretary is shared with Human Services for Renters Rebate Program and as a floating bi-lingual Assistant for Town Hall.
- 2012 inspections on rental property to reflect 3 year cycle of inspections. Additional proactive town wide programs to be developed to raise awareness of safety issues in apartments.
- Increases reflect additional employees and work load.
- 2011-2012 budget was under spent by \$53,000 due to holding off on new hires and calculation of insurance cost. Revenue budgeted was \$30,000 short due to 90% collection rate of license fees. The net gain in 2011-2012 budget is approximately 23,000.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50605	Code Enforcement	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 94,956	\$ 104,551	\$ 204,000	\$ 194,394
103	Overtime	112	154	-	-
104	Longevity	-	-	-	-
108	Life insurance	336	345	600	600
110	Medical insurance	47,869	47,583	70,200	56,500
114	FICA/Medicare	7,132	7,538	15,700	14,900
	Total Personnel Expenditures	150,405	160,170	290,500	266,394
Contractual Services					
201	Vehicle Repair	-	-	-	-
209	Professional affiliations	-	-	-	-
211	Travel, meetings & training	-	-	-	-
221	Advertising & Publications	-	460	250	250
223	Equipment rentals	-	-	-	-
	Total Contractual Services	-	460	250	250
Commodities					
301	Office supplies	14	326	450	500
302	Gas & diesel fuel	476	752	1,500	2,200
303	Uniform purchases	138	-	400	400
307	Hand tools	-	89	200	400
314	Office furnishings & equipment	-	-	-	-
322	Miscellaneous supplies	-	-	-	-
	Total Commodities	628	1,167	2,550	3,500
50605	Total Code Enforcement	\$ 151,033	\$ 161,797	\$ 293,300	\$ 270,144
Percentage increase/(decrease)					-7.90%

Full-time equivalent: 4

Department Name:

Town Planner

Department #: 50606

Mission & Purpose:

The Planning Department works with other departments in reviewing plans, and provides the staff support for the Zoning Board of Appeals, Planning and Zoning Commission and the Inland Wetlands Commission who are responsible for administration of the Town's regulation that have been adopted to protect property values, by the control of land use in the Town. In addition, the Planner assists the Windham Center Historic District Commission in guiding applicants through the review process, and advertising the public hearings. Also, during the past year, the Planner has been assigned the responsibility of working with the Economic Development Commission, and assisting with grant programs. The work with the various Commissions involves:

- Provide staff support to the Planning & Zoning Commission, Zoning Board of Appeals, Wetlands Commission, Historic District, Economic Development Commission and serve as Business Liaison.
- Meeting with applicants to review regulations as they relate to the developers' project.
- Advise developers of review process.
- Preparation of agendas for various Boards & Commissions.
- Conferring with other departments for comments on plans.
- Prepare legal notices for public hearings.
- Contact applicants for additional information when needed.
- Making recommendations to the Boards & Commissions.
- Processing and coordinating implementation of conditions that may be imposed.
- Reviewing regulations and administrative policy and implement revisions.
- Serving as the Town's Inland Wetland Agent/Officer.
- Serve as the Town's representative to the Central Corridor Rail Line Collaborative to re-establish passenger rail service.

Goals & Objectives:

- Provide staff support to various Boards & Commissions-assisting in revising regulations and responding to public inquires.
- Assisting the Windham Historic District with applications and design guidelines.
- Assist Town Manager's office on Grants or as otherwise assigned.

Accomplishments:

- The Planner has worked with the Economic Development Commission in examining the Town's property and business incentive polices and in examining opportunities for Grants. Past Grants included a 30K Grant for a Historic Survey-now completed; two companion Grants totaling \$15,000 for Windham Textile and History Museum; and 22K, open space Grant for property next to Rec park. In addition, the Planner has coordinated staff review of plans and meetings with developers.

Fiscal Notes:

- Personnel expenses cover the full-time Town Planner and 1/4 of the secretarial support shared with the Engineering Department #50301, the Building Department #50311, and the Fire Marshal.

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50606 Town Planner	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures				
101 Regular payroll	\$ 82,377	\$ 88,582	\$ 92,000	\$ 94,000
103 Overtime	-	-	-	-
104 Longevity	900	900	975	975
108 Life insurance	299	296	400	400
110 Medical insurance	21,929	22,865	24,450	24,650
114 FICA/Medicare	6,416	6,588	7,200	7,300
Total Personnel Expenditures	<u>111,921</u>	<u>119,230</u>	<u>125,025</u>	<u>127,325</u>
Contractual Services				
209 Professional affiliations	-	-	-	-
211 Travel, meetings & training	-	-	-	-
221 Advertising & publications	216	-	500	500
223 Equipment rentals	-	-	-	-
Total Contractual Services	<u>216</u>	<u>-</u>	<u>500</u>	<u>500</u>
Commodities				
301 Office supplies	30	50	50	50
302 Gas & diesel fuel	21	326	150	250
314 Office furnishings & equipment	-	-	-	-
317 Books & subscriptions	-	-	50	50
322 Miscellaneous supplies	-	-	-	-
Total Commodities	<u>51</u>	<u>376</u>	<u>250</u>	<u>350</u>
50606 Total Town Planning & Development	<u><u>\$ 112,188</u></u>	<u><u>\$ 119,606</u></u>	<u><u>\$ 125,775</u></u>	<u><u>\$ 128,175</u></u>
			Percentage increase/(decrease)	<u><u>1.91%</u></u>

Full-time equivalent: 1.25

Department Name: Windham Historic District Department #: 50608

Mission & Purpose:

The Windham Historic District Commission is in charged with the responsibilities to preserve and protect the unique historic appearance and character of Windham Center.

In June 1994, with the overwhelming support of the property owners, the Board of Selectmen adopted an ordinance establishing the Windham Historic District Commission and the first Historic District in Town. The Commission's authority is outlined under the Connecticut General Statutes Section 7-147.

The Commission reviews each proposal for constructing, demolishing or alteration exterior architectural features of buildings, structures, and signs in the Historic District. The State law requires the commission to hold a public hearing on any application before they grant approval of a Certificate of Appropriateness for the proposed work.

Goals & Objectives:

- To promote the awareness of the Town's historic resources in Windham Center and monitor changes to properties in the Historic District.
- The Commission has been working on Design Guidelines and a handbook to assist property owners in anticipation of planned improvements that would be consistent with the Districts regulations and mission.

Accomplishments:

- During 2011 fiscal year the Windham Historic District Commission received 4 applications for Certificates of Appropriateness. After review the Commission approved all 4. They also had a number of preliminary meetings with other property owners –or interested parties regarding application procedures and requirements for possible changes under consideration.
- The Commission has generally held regular monthly meetings and public hearings when necessary from its establishment in August 1994.
- The Commissioners have been working with property owners to ensure that their plans for improving their property will be consistent with the overall appearance of the District.

Fiscal Notes:

- A \$30.00 application fee is charged and we now must collect \$100.00 to cover the advertising cost. The Commission has objected to raising the fee any higher as it could discourage property owners from complying with the ordinance as this would harm their mission.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50608	Windham Historic District	Expended	Expended	Budget	Budget
Contractual Services					
221	Advertising & publications	\$ (69)	\$ (2,859)	\$ 500	\$ 500
	Total Contractual Services	<u>(69)</u>	<u>(2,859)</u>	<u>500</u>	<u>500</u>
50608	Total Windham Historic District	<u>\$ (69)</u>	<u>\$ (2,859)</u>	<u>\$ 500</u>	<u>\$ 500</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

Department Name: Ambulance

Department # 50609

Mission & Purpose:

The Ambulance Department line item reflects the total expenses of operating the Town of Windham ambulance service within the Willimantic Fire Department.

Goals & Objectives:

- Purchase new unit to replace 2002 model
- Develop efficiencies and streamline processes
- Continue to develop “true cost” of the ambulance service in Windham
- Implement continuous quality improvement.

Accomplishments:

- 3432 responses in CY 2011

Fiscal Notes:

- Personnel expenses reflect the cost of ten full-time positions plus a portion of the salaries of the Chief, Deputy Chief, and Administrative Secretary.
- Line 52901 – 103 “Overtime” is paid at straight time and includes personnel costs for vehicle maintenance, EMT refreshers, Special-Duty assignments (some reimbursable), shift overruns, and callbacks generated as a result of multiple simultaneous EMS emergencies.
- Most other line items, other than contractual obligations, have remained the same or been reduced due to considerable budget constraints and an emphasis on streamlining.

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50609	Ambulance	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 617,667	\$ 610,201	\$ 623,000	\$ 646,000
103	Overtime	23,994	38,525	24,000	24,000
104	Longevity	4,800	4,900	5,490	5,790
108	Life insurance	1,554	1,671	2,000	2,000
109	Workers' compensation	60,156	52,760	65,750	65,750
110	Medical insurance	153,662	178,511	213,000	215,000
112	Ambulance pension plan contribution		100,000	130,000	130,000
114	FICA/Medicare	9,781	12,700	12,000	12,000
116	Bonus payments	41,963	43,236	54,750	54,750
117	Physicals & inoculations	-	375	5,000	5,000
	Total Personnel Expenditures	<u>913,577</u>	<u>1,042,879</u>	<u>1,134,990</u>	<u>1,160,290</u>
Contractual Services					
205	Municipal insurance	-	-	8,690	8,690
207	Professional services - dispatch	164,185	164,351	118,185	164,285
208	Collection costs	94,509	93,710	80,970	80,970
211	Travel, meetings, & training	1,788	1,010	1,800	1,800
215	Postage			350	350
223	Equipment Rentals	1,285	1,943	2,500	2,500
257	Uniform cleaning		7,924	6,500	6,500
264	Permit fees	140	100	200	200
266	Service contracts	2,195	7,875	9,300	9,300
	Total Contractual Services	<u>264,102</u>	<u>276,913</u>	<u>228,495</u>	<u>274,595</u>
Commodities					
302	Gas & diesel fuel	6,805	6,639	7,800	7,800
303	Uniform purchases	-	-	1,000	1,000
305	Safety equipment	16,068	16,952	17,000	17,000
306	Vehicle repair parts	16,015	8,029	8,000	8,000
310	Radio & alarm repairs	1,000	1,022	1,000	7,000
322	Oxygen & supplies	4,949	2,355	8,200	8,200
	Total Commodities	<u>44,837</u>	<u>34,997</u>	<u>43,000</u>	<u>49,000</u>
Capital Expenditures					
403	Vehicles	-	-	20,000	-
	Total Capital Expenditures	<u>-</u>	<u>-</u>	<u>20,000</u>	<u>-</u>
50609	Total Ambulance	<u>\$ 1,222,516</u>	<u>\$ 1,354,789</u>	<u>\$ 1,426,485</u>	<u>\$ 1,483,885</u>

Percentage increase/(decrease) 4.02%

Full-time equivalent: 10

Department Name:

Capital Projects

Department #: 50701

Mission & Purpose:

The Capital Projects Department is not a Town Department but rather an activity or portion of the budget used to detail the cost of Town capital expenditures as authorized by the Capital Improvement Plan Committee (CIP) with funding provided through general revenues. Projects authorized by the Committee but funded through other revenue sources are not incorporated into this activity.

Goals & Objectives:

- Funding of capital projects as recommended by the CIP Committee.

Accomplishments:

- Numerous sidewalk repairs.

Fiscal Notes:

- Vehicles, account number 403:

Estimated annual lease payment for Sweeper – Public Works	\$ 38,943
Estimated annual lease payment for dump truck – Public Works	25,677
	<u>\$ 64,620</u>

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50701	Capital Projects	Expended	Expended	Budget	Budget
Capital Expenditures					
402	Equipment	\$ 16,256	\$ 16,256	\$ -	\$ -
403	Vehicles	65,120	64,620	64,620	64,620
413	Improvements other than buildings	-	-	-	-
	Total Capital Expenditures	<u>81,376</u>	<u>80,876</u>	<u>64,620</u>	<u>64,620</u>
50701	Total Capital Projects	<u><u>\$ 81,376</u></u>	<u><u>\$ 80,876</u></u>	<u><u>\$ 64,620</u></u>	<u><u>\$ 64,620</u></u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

Department Name:

Debt Service

Department #: 50702

Mission & Purpose:

The Debt Service Department is not a Town Department but rather an activity or portion of the budget used to detail the cost of all General Fund bond principal and interest payments payable during the fiscal year as well as miscellaneous bank charges associated with these issues.

Goals & Objectives:

- To fund required capital projects paid through bond offerings while maintaining level funding from the general budget.

Accomplishments:

- Made all bond principal and interest payments in a timely fashion.
- Refunded (refinanced) higher rate debt in the fall of 2010 resulting in a savings

Fiscal Notes:

- Detail of all General Fund principal and interest debt payments by offering is as follows. BOE related debt is reimbursed by the State of CT to a varying percentage with the “budgeted amount” shown on the revenue detail budget account number 41003-818 School Construction Grant.

	Account Number 232 Principal	Account Number 233 Interest
❖ 2010 Refunded 1999 GENOB Town \$2.6M and 2002 GENOB Town \$6.4M Offering	\$ 460,000	\$ 120,738
❖ 2004 Refunded 1995 GENOB BOE \$4.795M Offering	480,000	95,750
❖ 2004 Refunded 1996 GENOB Town \$1.128M Offering	113,969	22,149
❖ 2004 Refunded 1996 GENOB BOE \$7.645M Offering	763,095	151,576
❖ 2006 GENOB \$3.2M Offering	163,000	94,435
❖ 2010 GENOB Town (Roads) \$3.0M and BOE \$1.0M Offering	225,000	112,725
	<u>\$ 2,205,064</u>	<u>\$ 597,373</u>
	Account Number 299	
❖ Miscellaneous (bank fees)	<u>\$ 1,000</u>	

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50702	Debt Service	Expended	Expended	Budget	Budget
Contractual Services					
232	Bonds - principal	\$ 2,085,949	\$ 2,190,949	\$ 2,063,820	\$ 2,205,070
233	Bonds - interest	856,484	641,386	744,710	597,380
299	Miscellaneous	-	-	1,000	1,000
	Total Contractual Services	<u>2,942,433</u>	<u>2,832,335</u>	<u>2,809,530</u>	<u>2,803,450</u>
50702	Total Debt Service	<u><u>\$ 2,942,433</u></u>	<u><u>\$ 2,832,335</u></u>	<u><u>\$ 2,809,530</u></u>	<u><u>\$ 2,803,450</u></u>
Percentage increase/(decrease)					<u><u>-0.22%</u></u>

Department Name:

Fringe Benefits

Department #: 50703

Mission & Purpose:

The Fringe Benefits Department is not a Town Department but rather an activity or portion of the budget used to detail the cost of all Town employees' fringe benefits, not specifically allocated to an individual Department, as provided by union contracts and/or personnel manual.

Goals & Objectives:

- To provide fringe benefits as required by union contract for Town employees.

Accomplishments:

- Provided for health and welfare of all Town employees and their dependents.

Fiscal Notes:

- Workers' compensation, account number 109 has been budgeted to increase based on information from our carrier.
- Retirement benefits, account number 115 is the annual allocation amount used to fund a retirement liability account for Town employees who retire and are paid any accrued time owed to them.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50703	Fringe Benefits	Expended	Expended	Budget	Budget
Personnel Expenditures					
108	Life insurance	\$ 60	\$ 815	\$ 60	\$ 60
109	Workers' compensation	131,326	130,456	200,000	200,000
110	Medical insurance	(60,451)	(6,450)	-	-
112	Town pension contribution	274,933	245,541	375,000	350,000
114	FICA/Medicare	-	-	-	-
115	Retirement benefits	7,554	12,000	20,000	45,000
116	Bonus payments	15,978	14,969	20,000	30,000
119	Educational reimbursements	-	-	-	-
	Total Personnel Expenditures	<u>369,400</u>	<u>397,331</u>	<u>615,060</u>	<u>625,060</u>
Contractual Services					
230	Unemployment compensation	42,158	26,332	50,000	40,000
	Total Contractual Services	<u>42,158</u>	<u>26,332</u>	<u>50,000</u>	<u>40,000</u>
50703	Total Fringe Benefits	<u>\$ 411,558</u>	<u>\$ 423,662</u>	<u>\$ 665,060</u>	<u>\$ 665,060</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

Department Name:

Risk Management

Department #:50704

Mission & Purpose:

The Risk Management Department provides for various types of insurance including general liability, automobile, express umbrella, law enforcement, professional, public employees' blanket, bond, property, and boilers/machinery.

Goals & Objectives:

- Continue to seek out possible savings in areas of duplicate and excessive insurance coverage.
- Continue to act on recommendations of employee safety and health committee.

Accomplishments:

Fiscal Notes:

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50704	Risk Management	Expended	Expended	Budget	Budget
Contractual Services					
205	Municipal insurance	\$ 128,629	\$ 134,050	\$ 145,800	\$ 150,800
280	Outside contractors	-	-	-	-
	Total Contractual Services	128,629	134,050	145,800	150,800
50704	Total Risk Management	\$ 128,629	\$ 134,050	\$ 145,800	\$ 150,800
Percentage increase/(decrease)					3.43%

Department Name: **Town Contingency** **Department #: 50706**

Mission & Purpose:

The Town Contingency Department is not a Town Department but rather an activity or portion of the budget used to detail the cost of unanticipated expenditures not budgeted for that could occur during the fiscal year regarding the Town of Windham General Government budget.

Goals & Objectives:

- To provide a “cushion” for extraordinary occurrences and unanticipated obligations during the budget year.

Accomplishments:

Fiscal Notes:

- Any amounts not used or transferred to other Town General Government accounts at year-end return to the Town General Government Fund Balance, which will be used for future needs.

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50706	Town Contingency	Expended	Expended	Budget	Budget
Contractual Services					
283	Town contingency	\$ -	\$ -	\$ 130,000	\$ 130,000
	Total Contractual Services	-	-	130,000	130,000
50706	Total Town Contingency	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 130,000</u>	<u>\$ 130,000</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

Mission & Purpose:

The Interfund Transfers Out Department is not a Town Department but rather an activity or portion of the budget used to detail the cost of interfund transfers out of the Town General Fund to other non-budgetary funds of the Town that require Town funding.

Goals & Objectives:

- To provide a non-operating revenue source for the Kramer Building Fund.
- To provide a non-operating revenue source for the Recreation Revolving Fund.
- To provide a non-operating revenue source for the Revaluation Fund.
- To provide a non-operating revenue source for the Ambulance Fund.
- To provide a non-operating revenue source for any Town grants requiring varying percentage “cash” match.
- To provide a revenue stream to fund future capital improvement leases/purchases for the Reserve for Capital Improvement Fund – Town (RCIP).
- To provide enough support for these funds so future year transfers out can decrease or stop entirely as the funds will be “self-sufficient”.

Accomplishments:

- Activity shows the transfers out to the Kramer Building Fund, the Recreation Revolving Fund, the Revaluation Fund, the Ambulance Fund, the grant match fund, and the RCIP to comply with Generally Accepted Accounting Principles (GAAP).

Fiscal Notes:

Town of Windham, Connecticut
Adopted General Government Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50707	Interfund Transfers Out	Expended	Expended	Budget	Budget
Interfund Transfers Out					
990	Interfund transfer out - Kramer	\$ 150,382	\$ 52,806	\$ 115,000	\$ 115,000
993	Interfund transfer out - Rec. rev.	100,000	60,000	20,000	20,000
994	Interfund transfer out - Revaluation	-	50,000	-	-
995	Interfund transfer out - Misc	-	-	-	-
996	Interfund transfer out - WSD	-	-	-	10,000
997	Interfund transfer out - Ambulance	113,285	358,490	439,660	-
998	Interfund transfer out - Grant match	10,000	50,000	20,000	20,000
999	Interfund xfer out - RCIP	50,000	350,000	21,337	75,000
Total Interfund Transfers Out		<u>423,667</u>	<u>921,296</u>	<u>615,997</u>	<u>240,000</u>
50707	Total Interfund Transfers Out	<u>\$ 423,667</u>	<u>\$ 921,296</u>	<u>\$ 615,997</u>	<u>\$ 240,000</u>
Percentage increase/(decrease)					<u>-61.04%</u>

**TOWN OF WINDHAM,
CONNECTICUT**

**WILLIMANTIC SERVICE
DISTRICT**

**ADOPTED BUDGET
FISCAL YEAR
2012-2013**

**TOWN OF WINDHAM, CONNECTICUT
WILLIMANTIC SERVICE DISTRICT
ADOPTED MILL RATE CALCULATION
FISCAL YEAR 2012-2013**

Adopted 2012-2013 Expenditure Budget - Willimantic Service District	\$	8,853,230
Less: Direct Revenue Estimates		(3,954,935)
Net Budget		4,898,295
Reappropriation of Fund Balance		4,898,295
Plus Adjustment *		204,096
Amount to be Raised	\$	5,102,390
Adopted 2012-2013 Mill Rate		10.04
Adopted 2011-2012 Mill Rate		9.81
Mill Rate (Decrease) Increase		0.23
Mill Rate % (Decrease) Increase		2.38%

One Mill = \$ 508,034 Before Board of Assessment
Appeals (BAA) Hearings

* Adjustment includes reserve for uncollected taxes at 4% and Elderly Freeze adjustment *

Town of Windham, Connecticut
Adopted Willimantic Service District Revenue Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Willimantic Service District Revenue		2009-2010 Actual Receipts	2010-2011 Actual Receipts	2011-2012 Revised Budget Revenue	2012-2013 Estimated Revenue
41501 Property Taxes					
801	Property taxes - current	\$ 4,774,675	\$ 4,728,190	\$ 4,702,103	\$ 4,908,295
803	Property taxes - MV supplemental	55,014	44,442	50,000	50,000
804	Property taxes - prior years	91,916	80,383	100,000	80,000
807	Property taxes - interest and liens	57,719	46,697	60,000	50,000
	Total Property Taxes	<u>4,979,323</u>	<u>4,899,712</u>	<u>4,912,103</u>	5,088,295
41502 Federal Government					
854	FEMA grant	-	-	-	-
	Total Federal Government	<u>-</u>	<u>-</u>	<u>-</u>	-
41504 State of CT - General Government					
826	PILOT - State property ECSU	1,683,077	1,666,750	1,982,030	1,979,689
827	PILOT - elderly freeze	4,720	3,540	3,000	3,000
828	PILOT - elderly circuit breaker	66,835	65,687	64,000	64,000
829	PILOT - housing authority	31,644	31,405	-	-
830	PILOT - property tax relief	-	-	-	-
832	PILOT - totally disabled	2,116	2,425	1,500	1,500
837	PILOT - machinery & equipment	229,948	218,040	212,500	212,500
839	PILOT - private colleges & hospitals	483,389	451,630	491,683	491,683
841	Fines to Towns	8,062	8,173	2,000	5,000
842	Supp Municipal Aid (former Pequot)	526,005	520,865	437,265	447,626
844	Distressed municipalities manufacturing	7,563	8,575	9,000	9,000
850	PILOT - veteran's exemption	7,927	7,336	7,500	7,500
854	Other revenues - State of CT	-	43	-	-
	Total State of CT - General Government	<u>3,051,287</u>	<u>2,984,467</u>	<u>3,210,478</u>	3,221,497
41505 Licenses & Permits					
861	Parking permits - Police	15,196	13,112	-	10,000
862	Miscellaneous Police & Fire permits	6,215	6,345	2,500	5,000
	Total Licenses & Permits	<u>21,411</u>	<u>19,457</u>	<u>2,500</u>	15,000
41506 Fines, Forfeitures & Penalties					
872	Parking fines	20,895	35,655	15,000	20,000
	Total Fines, Forfeitures & Penalties	<u>20,895</u>	<u>35,655</u>	<u>15,000</u>	20,000
41508 Charges for Services					
886	Private Police duty	172,950	208,264	230,000	210,000
887	Private Fire duty	4,502	4,243	5,000	5,000
888	Fire Marshal plan review	-	-	-	-
889	Fire Marshal inspection fee	-	-	-	-
890	Fire Marshal temp permit & late fees	-	-	-	-
	Total Charges for Services	<u>177,452</u>	<u>212,507</u>	<u>235,000</u>	215,000

Town of Windham, Connecticut
Adopted Willimantic Service District Revenue Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

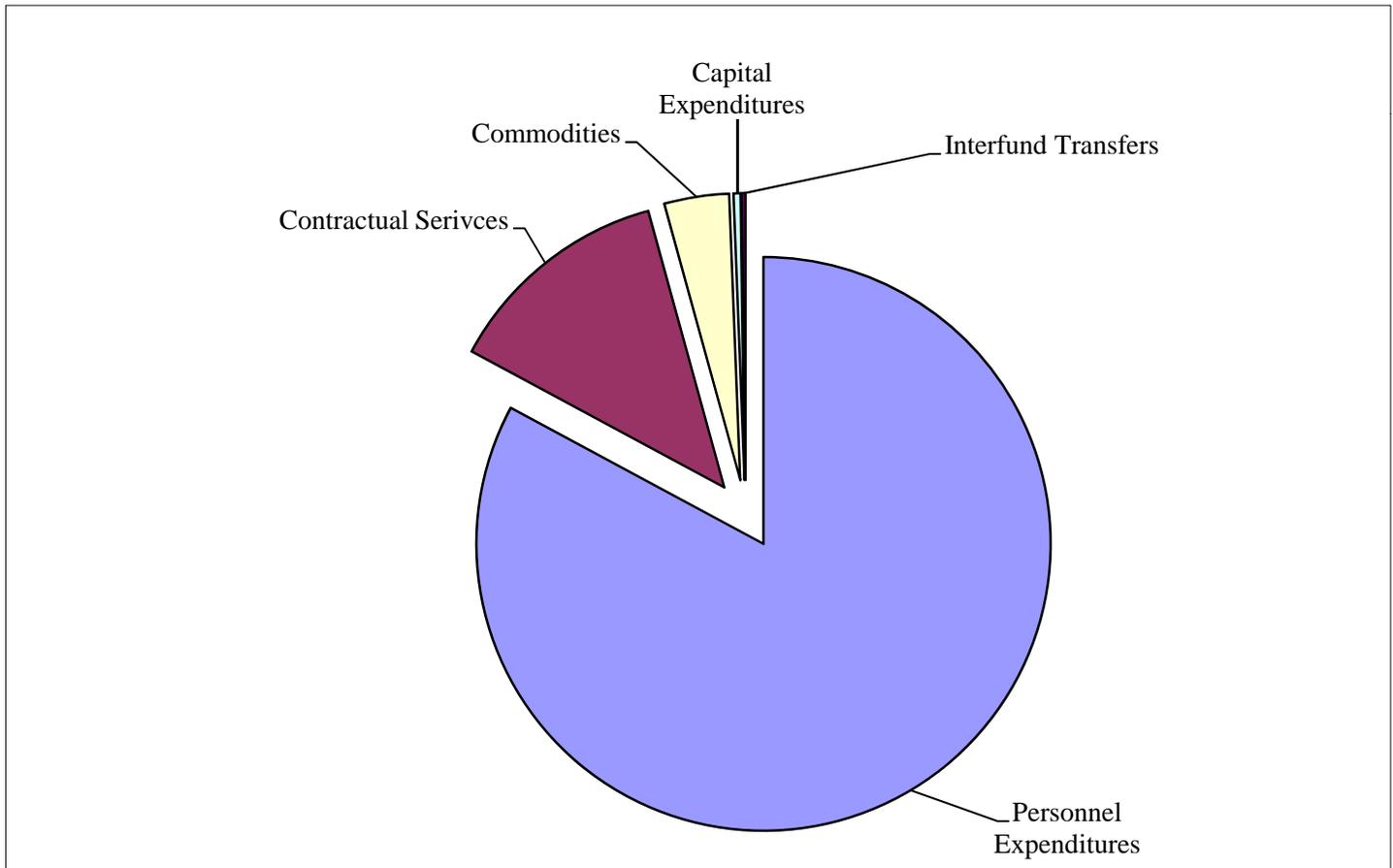
Willimantic Service District Revenue		2009-2010 Actual Receipts	2010-2011 Actual Receipts	2011-2012 Revised Budget Revenue	2012-2013 Estimated Revenue
41509 Interest					
900	Investment income	\$ 78,710	\$ 22,517	\$ 55,000	\$ 30,000
	Total Interest	<u>78,710</u>	<u>22,517</u>	<u>55,000</u>	<u>30,000</u>
41510 Interfund Transfers In					
916	Interfund transfer in - WSD				10,000
	Total Interfund Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
41511 Miscellaneous					
829	PILOT 2 - Willimantic Housing Authority	64,933	-	27,000	27,000
849	Telecommunications	54,755	49,840	42,238	42,238
929	BOE youth service officer reimb.	-	-	-	50,000
930	False alarms	2,205	735	1,000	1,000
931	Fire recruitment fees	-	4,060	2,000	2,000
932	Police, Fire, & Ambulance reports	974	1,139	1,200	1,200
934	Insurance reimbursement	1,000	-	-	-
950	Miscellaneous revenue	143,342	131,768	160,000	140,000
	Total Miscellaneous	<u>267,209</u>	<u>187,542</u>	<u>233,438</u>	<u>263,438</u>
Total Willimantic Service District Revenue		<u>\$ 8,596,287</u>	<u>\$ 8,361,857</u>	<u>\$ 8,663,519</u>	<u>\$ 8,863,230</u>

**ADOPTED TOWN OF WINDHAM, CONNECTICUT
WILLIMANTIC SERVICE DISTRICT
EXPENDITURE BUDGET SUMMARY**

		Final	Revised	%	Adopted	%
		Budget	Budget	Increase	Budget	Increase
		2010-2011	2011-2012	(Decrease)	2012-2013	(Decrease)
Police						
50801	Administration	\$ 714,174	\$ 707,220	-0.97%	\$ 736,520	4.14%
50802	Patrol Services	3,033,720	3,293,420	8.56%	3,294,920	0.05%
50803	Parking Control	2,530	1,000	-60.47%	11,800	0.00%
50804	Support Services	319,670	335,500	4.95%	339,100	1.07%
50805	Capital Purchases	49,000	12,000	-75.51%	33,000	175.00%
50806	Fringe Benefits	905,360	978,320	8.06%	1,029,220	5.20%
50807	Detective/Youth/Ident.	300,370	277,020	-7.77%	321,160	15.93%
50808	Special Services	-	-	0.00%	-	0.00%
	Total Police	<u>5,324,824</u>	<u>5,604,480</u>	<u>5.25%</u>	<u>5,765,720</u>	<u>2.88%</u>
Fire						
		Final	Revised	%	Adopted	%
		Budget	Budget	Increase	Budget	Increase
		2010-2011	2011-2012	(Decrease)	2012-2013	(Decrease)
50901	Administration	204,216	189,610	-7.15%	177,510	-6.38%
50902	Fire Marshal	-	-		-	100.00%
50903	Fire Prevention	1,000	55,000	5400.00%	55,000	0.00%
50905	Oper. & Maint.	1,592,424	1,632,500	2.52%	1,584,100	-2.96%
50906	Central Services	9,000	8,200	-8.89%	8,200	0.00%
50907	Capital Purchases	32,000	-	-100.00%	-	0.00%
50908	Fringe Benefits	548,800	584,000	6.41%	630,700	8.00%
	Total Fire	<u>2,387,440</u>	<u>2,469,310</u>	<u>3.43%</u>	<u>2,455,510</u>	<u>-0.56%</u>
Other						
		Final	Revised	%	Adopted	%
		Budget	Budget	Increase	Budget	Increase
		2010-2011	2011-2012	(Decrease)	2012-2013	(Decrease)
50900	Safety Complex	576,799	481,099	-16.59%	562,000	16.82%
50909	WSD Contingency	-	85,000	0.00%	50,000	-41.18%
50910	Interfund Transfers Out	295,000	20,000	-93.22%	20,000	0.00%
	Total Other	<u>871,799</u>	<u>586,099</u>	<u>-32.77%</u>	<u>632,000</u>	<u>7.83%</u>
	Total WSD Budget	<u>\$ 8,584,063</u>	<u>\$ 8,659,889</u>	<u>0.88%</u>	<u>\$ 8,853,230</u>	<u>2.23%</u>

Town of Windham, Connecticut
Adopted Willimantic Service District Expenditure Budget Organization Detail - Fiscal Year 2012-2013
As of May 8, 2012

Willimantic Service District	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Operating Expenditures				
Personnel Expenditures	\$ 6,662,126	\$ 7,264,570	\$ 7,335,710	0.98%
Contractual Services	1,011,769	1,065,119	1,139,020	6.94%
Commodities	264,708	295,700	323,000	9.23%
Capital Expenditures	55,901	14,500	35,500	144.83%
Interfund Transfers Out	295,000	20,000	20,000	0.00%
Total Operating Expenditures	<u>8,289,504</u>	<u>8,659,889</u>	<u>8,853,230</u>	<u>2.23%</u>
Total Willimantic Service District	<u>\$ 8,289,504</u>	<u>\$ 8,659,889</u>	<u>\$ 8,853,230</u>	<u>2.23%</u>
Percentage increase/(decrease)		<u>4.47%</u>	<u>2.23%</u>	



Town of Windham, Connecticut
Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Willimantic Service District		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures					
101	Regular payroll	\$ 3,323,852	\$ 3,775,600	\$ 3,844,600	1.83%
102	Part-time payroll	11,944	13,000	13,000	0.00%
103	Overtime	794,266	608,000	618,000	1.64%
104	Longevity	24,900	28,610	29,010	1.40%
106	Special duty	159,323	200,000	200,000	0.00%
108	Life insurance	11,277	11,520	13,460	16.84%
109	Workers' compensation	185,592	268,500	268,500	0.00%
110	Medical insurance	967,969	1,069,720	964,920	-9.80%
112	Pension plan contributions	1,066,805	1,142,520	1,214,920	6.34%
113	Heart & hypertension	-	11,000	11,000	0.00%
114	FICA/Medicare	64,580	72,800	76,000	4.40%
115	Retirement benefits	-	15,000	15,000	0.00%
116	Bonus payments	23,576	16,500	26,500	60.61%
117	Physicals & inoculations	8,641	10,800	10,800	0.00%
119	Educational reimbursements	2,250	5,000	10,000	100.00%
120	Recruitment	17,153	16,000	20,000	25.00%
	Total Personnel Expenditures	6,662,126	7,264,570	7,335,710	0.98%
Contractual Services					
200	NCIC collection costs	5,505	12,000	12,000	0.00%
202	Financial & accounting	85,000	85,000	85,000	0.00%
203	Legal	17,653	23,500	30,000	27.66%
205	Municipal insurance	143,618	157,000	157,000	0.00%
207	Dispatch services	383,266	304,099	385,000	26.60%
208	Collection costs	-	-	-	0.00%
209	Professional affiliations	14,257	15,600	17,500	12.18%
211	Travel, meetings & training	24,152	34,800	44,800	28.74%
214	Telephone	17,881	21,000	21,000	0.00%
215	Postage	3,268	3,250	3,350	3.08%
217	Electricity	76,213	70,000	70,000	0.00%
218	Heating fuel	29,191	25,000	25,000	0.00%
219	Sewer & water charges	2,844	3,000	3,000	0.00%
221	Advertising & publications	6,521	5,000	5,000	0.00%
223	Equipment rentals	5,043	5,500	5,500	0.00%
230	Unemployment compensation	7,332	10,000	10,000	0.00%
256	Informants	5,000	10,000	10,000	0.00%
257	Uniform cleaning	34,195	48,600	48,600	0.00%
266	Service contracts	84,918	57,370	57,370	0.00%
268	Meals	28,034	18,900	28,400	50.26%
280	Outside contractors	35,874	66,500	66,500	0.00%

Town of Windham, Connecticut
Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Willimantic Service District		2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Contractual Services (Continued)					
283	WSD contingency	\$ -	\$ 85,000	\$ 50,000	-41.18%
299	Prisoner custody meals	1,815	3,500	3,500	0.00%
299	Miscellaneous	190	500	500	0.00%
	Total Contractual Services	1,011,769	1,065,119	1,139,020	6.94%
Commodities					
301	Office supplies	13,473	15,700	15,700	0.00%
302	Gas & diesel fuel	82,257	89,000	89,000	0.00%
303	Uniform purchases	27,362	36,400	41,700	14.56%
304	Custodial supplies	8,342	10,000	10,000	0.00%
305	Safety equipment	16,439	20,000	29,000	45.00%
306	Vehicle repairs	69,640	72,500	72,500	0.00%
307	Hand tools	176	300	300	0.00%
310	Radio & alarm repairs	6,965	7,700	7,700	0.00%
311	Traffic control signs	-	-	-	0.00%
312	Radio, batteries & pagers	4,500	4,500	13,500	200.00%
314	Office furnishings & equipment	500	2,000	2,000	0.00%
317	Books & subscriptions	332	1,150	1,150	0.00%
318	Photo equipment	3,457	3,000	3,000	0.00%
319	Guns & ammunition	23,795	25,000	29,000	16.00%
322	Miscellaneous supplies	4,638	4,450	4,450	0.00%
325	Evidence supplies	1,977	2,000	2,000	0.00%
329	Building supplies	856	2,000	2,000	0.00%
	Total Commodities	264,708	295,700	323,000	9.23%
Capital Expenditures					
401	Buildings & improvements	-	4,000	-	-100.00%
402	Equipment	32,484	6,500	2,500	-61.54%
403	Vehicles	23,417	-	33,000	0.00%
413	Improvements other than building	-	4,000	-	-100.00%
	Total Capital Expenditures	55,901	14,500	35,500	144.83%
Interfund Transfers Out					
990	Interfund transfer out - Grant match	45,000	20,000	20,000	0.00%
998	Interfund transfer out - RCIP	250,000	-	-	0.00%
	Total Interfund Transfers Out	295,000	20,000	20,000	0.00%
Total Willimantic Service District		\$ 8,289,504	\$ 8,659,889	\$ 8,853,230	2.23%
Percentage increase/(decrease)			4.47%	2.23%	

Town of Windham, Connecticut
Adopted Police Department Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Police Department	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures				
101 Regular payroll	\$ 2,480,081	\$ 2,746,600	\$ 2,856,600	4.00%
102 Part-time payroll	11,944	13,000	13,000	0.00%
103 Overtime	397,035	293,000	303,000	3.41%
104 Longevity	19,400	22,400	23,600	5.36%
106 Special duty	159,323	200,000	200,000	0.00%
108 Life insurance	7,873	8,220	9,960	21.17%
109 Workers' compensation	94,860	154,500	154,500	0.00%
110 Medical insurance	636,466	717,020	645,920	-9.92%
112 Police pension plan contribution	713,932	777,520	803,220	3.31%
113 Heart & hypertension	-	1,000	1,000	0.00%
114 FICA/Medicare	47,767	52,300	56,200	7.46%
116 Bonus payments	19,650	10,000	20,000	100.00%
117 Physicals & inoculations	400	800	800	0.00%
119 Educational reimbursements	2,250	5,000	10,000	100.00%
120 Recruitment	11,685	8,000	12,000	50.00%
Total Personnel Expenditures	<u>4,602,666</u>	<u>5,009,360</u>	<u>5,109,800</u>	<u>2.01%</u>
Contractual Services				
200 NCIC collection costs	5,505	12,000	12,000	0.00%
202 Financial & accounting	50,000	50,000	50,000	0.00%
203 Legal	5,849	20,000	20,000	0.00%
205 Municipal insurance	99,665	107,000	107,000	0.00%
208 Collection costs	-	-	-	0.00%
209 Professional affiliations	13,912	15,100	17,000	12.58%
211 Travel, meetings & training	12,424	19,200	29,200	52.08%
214 Telephone	13,259	15,000	15,000	0.00%
215 Postage	2,698	3,000	3,100	3.33%
221 Advertising & publications	6,326	4,300	4,300	0.00%
223 Equipment rentals	3,325	2,500	2,500	0.00%
230 Unemployment compensation	7,332	10,000	10,000	0.00%
256 Informants	5,000	10,000	10,000	0.00%
257 Uniform cleaning	22,382	31,500	31,500	0.00%
266 Service contracts	24,033	31,170	31,170	0.00%
268 Meals	27,966	18,500	28,000	51.35%
280 Outside contractors	13,627	17,000	17,000	0.00%
299 Prisoner custody meals	1,815	3,500	3,500	0.00%
299 Miscellaneous	190	500	500	0.00%
Total Contractual Services	<u>315,307</u>	<u>370,270</u>	<u>391,770</u>	<u>5.81%</u>

Town of Windham, Connecticut
Adopted Police Department Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Police Department	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Commodities				
301 Office supplies	\$ 11,602	\$ 13,600	\$ 13,600	0.00%
302 Gas & diesel fuel	70,732	76,000	76,000	0.00%
303 Uniform purchases	22,304	31,000	36,300	17.10%
305 Safety equipment	1,762	2,000	11,000	450.00%
306 Vehicle repairs	42,911	45,000	45,000	0.00%
307 Hand tools	176	300	300	0.00%
310 Radio & alarm repairs	5,665	5,700	5,700	0.00%
311 Traffic control signs	-	-	-	0.00%
314 Office furnishings & equipment	250	1,500	1,500	0.00%
317 Books & subscriptions	233	1,000	1,000	0.00%
318 Photo equipment	3,457	3,000	3,000	0.00%
319 Guns & ammunition	23,795	25,000	29,000	16.00%
322 Miscellaneous supplies	3,346	3,250	3,250	0.00%
325 Evidence supplies	1,977	2,000	2,000	0.00%
329 Building supplies	499	1,000	1,000	0.00%
Total Commodities	<u>188,708</u>	<u>210,350</u>	<u>228,650</u>	<u>8.70%</u>
Capital Expenditures				
401 Buildings & improvements	-	4,000	-	-100.00%
402 Equipment	700	6,500	2,500	-61.54%
403 Vehicles	23,417	-	33,000	0.00%
413 Improvements other than building	-	4,000	-	-100.00%
Total Capital Expenditures	<u>24,117</u>	<u>14,500</u>	<u>35,500</u>	<u>144.83%</u>
Total Police Department	<u>\$ 5,130,798</u>	<u>\$ 5,604,480</u>	<u>\$ 5,765,720</u>	<u>2.88%</u>
		Percentage increase/(decrease)	<u><u>9.23%</u></u>	<u><u>2.88%</u></u>

Town of Windham, Connecticut
Adopted Fire Department Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Fire Department	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures				
101 Regular payroll	\$ 843,771	\$ 1,029,000	\$ 988,000	-3.98%
103 Overtime	397,231	315,000	315,000	0.00%
104 Longevity	5,500	6,210	5,410	-12.88%
108 Life insurance	3,404	3,300	3,500	6.06%
109 Workers' compensation	90,732	114,000	114,000	0.00%
110 Medical insurance	331,503	352,700	319,000	-9.55%
112 Fire pension plan contribution	352,873	365,000	411,700	12.79%
113 Heart & hypertension	-	10,000	10,000	0.00%
114 FICA/Medicare	16,813	20,500	19,800	-3.41%
116 Bonus payments	3,926	6,500	6,500	0.00%
117 Physicals & inoculations	8,241	10,000	10,000	0.00%
120 Recruitment	5,468	8,000	8,000	0.00%
Total Personnel Expenditures	<u>2,059,460</u>	<u>2,240,210</u>	2,210,910	-1.31%
Contractual Services				
202 Financial & accounting	35,000	35,000	35,000	0.00%
203 Legal	11,804	3,500	10,000	185.71%
205 Municipal insurance	43,953	50,000	50,000	0.00%
209 Professional affiliations	345	500	500	0.00%
211 Travel, meetings & training	11,728	15,600	15,600	0.00%
214 Telephone	4,622	6,000	6,000	0.00%
215 Postage	570	250	250	0.00%
221 Advertising & publications	195	700	700	0.00%
223 Equipment rentals	1,718	3,000	3,000	0.00%
257 Uniform cleaning	11,813	17,100	17,100	0.00%
266 Service contracts	13,857	15,200	15,200	0.00%
268 Meals	68	400	400	0.00%
280 Outside contractors	5,041	6,500	6,500	0.00%
Total Contractual Services	<u>140,714</u>	<u>153,750</u>	160,250	4.23%
Commodities				
301 Office supplies	1,871	2,100	2,100	0.00%
302 Gas & diesel fuel	11,525	13,000	13,000	0.00%
303 Uniform purchases	5,058	5,400	5,400	0.00%
305 Safety equipment	14,677	18,000	18,000	0.00%
306 Vehicle repairs	26,729	27,500	27,500	0.00%

Town of Windham, Connecticut
Adopted Fire Department Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Fire Department	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Commodities (Continued)				
310 Radio & alarm repairs	\$ 1,300	\$ 2,000	\$ 2,000	0.00%
312 Radio, batteries & pagers	4,500	4,500	13,500	200.00%
314 Office furnishings & equipment	250	500	500	0.00%
317 Books & subscriptions	99	150	150	0.00%
322 Miscellaneous supplies	1,292	1,200	1,200	0.00%
329 Building supplies	357	1,000	1,000	0.00%
Total Commodities	<u>67,658</u>	<u>75,350</u>	<u>84,350</u>	<u>11.94%</u>
Capital Expenditures				
402 Equipment	31,784	-	-	0.00%
403 Vehicles	-	-	-	0.00%
Total Capital Expenditures	<u>31,784</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
Total Fire Department	<u>\$ 2,299,616</u>	<u>\$ 2,469,310</u>	<u>\$ 2,455,510</u>	<u>-0.56%</u>
		<u>7.38%</u>	<u>-0.56%</u>	

Town of Windham, Connecticut
Adopted Other WSD Function Expenditure Detail - Fiscal Year 2012-2013
As of May 8, 2012

Other WSD	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget	% Increase Decrease
Personnel Expenditures				
115 Retirement benefits	\$ -	\$ 15,000	\$ 15,000	0.00%
Total Personnel Expenditures	<u>-</u>	<u>15,000</u>	<u>15,000</u>	<u>0.00%</u>
Contractual Services				
207 Dispatch services	383,266	304,099	385,000	26.60%
217 Electricity	76,213	70,000	70,000	0.00%
218 Heating fuel	29,191	25,000	25,000	0.00%
219 Sewer & water charges	2,844	3,000	3,000	0.00%
266 Service contracts	47,028	11,000	11,000	0.00%
280 Outside contractors	17,206	43,000	43,000	0.00%
283 WSD contingency	-	85,000	50,000	-41.18%
Total Contractual Services	<u>555,748</u>	<u>541,099</u>	<u>587,000</u>	<u>8.48%</u>
Commodities				
304 Custodial supplies	8,342	10,000	10,000	0.00%
Total Commodities	<u>8,342</u>	<u>10,000</u>	<u>10,000</u>	<u>0.00%</u>
Interfund Transfers Out				
990 Interfund transfer out - Grant match	45,000	20,000	20,000	0.00%
998 Interfund transfer out - RCIP	250,000	-	-	0.00%
Total Interfund Transfers Out	<u>295,000</u>	<u>20,000</u>	<u>20,000</u>	<u>0.00%</u>
Total Other WSD	<u>\$ 859,090</u>	<u>\$ 586,099</u>	<u>\$ 632,000</u>	<u>7.83%</u>
		Percentage increase/(decrease)	<u>-31.78%</u>	<u>7.83%</u>

Department Name: Police Administration Department #: 50801

Mission & Purpose:

Police Administration shows the administrative expenses of the Willimantic Police Department. Our mission is to protect and serve the public through law enforcement action. In carrying out this mission, the administration provides policies, procedures, supervision, and guidance so that the citizens of Willimantic are afforded the best protection and service.

Goals & Objectives:

- The movement of computerization and networking with Federal and State agencies (NBRIS) through the in-house computer system must continue for future compliance needs.
- Ensure the application of basic organization principles of good general management and administration, which involves the development and utilization of limited personnel, equipment and resources in ways that favorably affect public welfare.
- The repair or purchase of long-term storage of Records Management System
- Implement a School Resource Office Program

Accomplishments:

- Maintained a seasonal community-policing unit with bicycle patrols.
- The Department has continued development of word processing capabilities for the record keeping of criminal complaints and accident reports.
- We have established a canine program, Rotary donations have purchased a second dog, and Federal grants will provide a canine vehicle.

Fiscal Notes:

- Personnel expenses cover the full-time positions of the Police Chief, Police Captain, two (2) Police Lieutenants, an Administrative Assistant, an Administrative Aide and two (2) Secretaries. A large portion of the increase in personnel is due to contract settlement, which was +3 years expired.
- Overtime, account number 103, has remained the same despite the increased need for command personnel at major criminal incidents
- Recruitment, account number 120, is the cost of polygraphs and psychological exams. The Department has already experienced the retirement of one officer in the current fiscal year.
- Professional affiliations, account number 209, reflect associations with the Law Enforcement Council, the International Associations of Chiefs of Police (IACP), the Federal Bureau of Investigation (FBI), the Connecticut Chiefs of Police Association (CCPA), and the New England State Police Intelligence Network (NESPIN). These organizations contribute to training command staff at minimal costs, and the use of high tech equipment that the department would otherwise not have access to. LEC provides 35 hours of the State Mandated 60 hours training
- Most line items, other than contractual obligations, have remained the same.

Town of Windham, Connecticut
Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

50801	Police Administration	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 471,345	\$ 484,636	\$ 500,000	\$ 523,000
103	Overtime	15,806	5,276	22,000	22,000
104	Longevity	4,400	4,600	6,400	6,600
108	Life insurance	1,219	1,309	1,500	1,500
110	Medical insurance	105,343	112,595	99,300	98,600
114	FICA/Medicare	10,595	11,128	12,000	13,000
120	Recruitment	4,061	11,685	8,000	12,000
	Total Personnel Expenditures	<u>612,769</u>	<u>631,229</u>	<u>649,200</u>	<u>676,700</u>
Contractual Services					
209	Professional affiliations	12,018	12,359	13,600	15,000
211	Travel, meetings & training	6,464	3,210	8,000	8,000
215	Postage	2,606	2,698	3,000	3,100
221	Advertising & publications	1,487	1,850	1,300	1,300
223	Equipment rentals	5,613	3,325	2,500	2,500
257	Uniform cleaning	4,141	3,481	4,500	4,500
266	Service contracts	8,529	7,651	8,470	8,470
	Total Contractual Services	<u>40,858</u>	<u>34,573</u>	<u>41,370</u>	<u>42,870</u>
Commodities					
301	Office supplies	8,320	7,225	8,400	8,400
303	Uniform purchases	2,021	2,500	3,000	3,300
314	Office furnishings & equipment	503	250	1,500	1,500
317	Books & subscriptions	1,033	233	1,000	1,000
322	Miscellaneous supplies	150	-	250	250
	Total Commodities	<u>12,027</u>	<u>10,207</u>	<u>14,150</u>	<u>14,450</u>
Capital Expenditures					
402	Equipment	121	700	2,500	2,500
	Total Capital Expenditures	<u>121</u>	<u>700</u>	<u>2,500</u>	<u>2,500</u>
50801	Total Police Administration	<u>\$ 665,774</u>	<u>\$ 676,709</u>	<u>\$ 707,220</u>	<u>\$ 736,520</u>

Percentage increase/(decrease) 4.14%

Full-time equivalent: 8

Department Name:

Patrol Services

Department #: 50802

Mission & Purpose:

Patrol Services is the Willimantic Police Department's largest division. This division covers the cost of the rank and file patrol and supervisory officers with their associated contract mandates. The division's mission is to provide preventive patrol and security services, respond to calls for assistance, and conduct investigations of criminal incidents. Patrol services provide response and police assistance on calls for service seven (7) days a week, twenty-four (24) hours per day.

Goals & Objectives:

- Continue our efforts towards community policing, seasonal bicycle patrol.
- Provide adequate, effective and efficient police service.
- Maintain a highly trained critical response team.

Accomplishments:

- The division conducts routine activities including but not limited to: twenty-four (24) hour motorized patrols, enforcement of all state and local laws, preservation of peace and order, the prevention and suppression of crime, as well as the apprehension of offenders.

Fiscal Notes:

- Personnel expenses cover the cost of four (4) Sergeants, thirty (30) officers. Two additional officers are funded separately under a COPS Grant. Total department complement is 44 sworn.
- Overtime, account number 103, is used to meet patrol staffing mandates, officer follow up, mandated arrest reporting requirements in domestic violence, SOG, narcotics, special events, court appearance and major criminal investigations. There was a 30% reduction in overtime with full staffing in 2011.
- Travel, meetings and training, account number 211, represents a continued commitment to additional training for officers and increased due to the State of CT re-certification hours increasing to sixty (60). Line item reduced by 2,000 during Service District meetings prior fiscal year.
- Prisoner custody meals, account number 299, represent the cost of prisoner meals.
- Outside Contractors, account number 280, has increased due to renovation to Patrol Room and Photographic Room door.
- Uniform purchases, account number 303, have remained the same. These costs also cover the purchase of body armor now required by Contract and only partially funded through federal grants. Most other line items, other than contractual obligations, have remained the same or increased slightly due to increased costs.
- 50805-402 (Capital Purchases/Equipment) was consolidated into 50802-319 for the completion of transition to tasers.

Town of Windham, Connecticut
Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

50802	Patrol Services	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 1,776,907	\$ 1,764,322	\$ 2,002,000	\$ 2,073,000
103	Overtime	240,676	331,933	225,000	235,000
104	Longevity	11,800	11,800	12,600	14,000
106	Special duty	164,605	159,323	200,000	200,000
108	Life insurance	3,328	5,233	6,000	7,000
110	Medical insurance	519,252	471,253	583,720	472,820
114	FICA/Medicare	31,429	31,181	36,000	37,000
	Total Personnel Expenditures	<u>2,747,997</u>	<u>2,775,045</u>	3,065,320	3,038,820
Contractual Services					
211	Travel, meetings & training	7,774	8,581	10,000	20,000
221	Advertising & publications	1,434	1,949	2,000	2,000
257	Uniform cleaning	19,514	13,919	22,000	22,000
280	Outside contractors	4,460	3,189	5,000	5,000
299	Prisoner custody meals	2,048	1,815	3,500	3,500
	Total Contractual Services	<u>35,229</u>	<u>29,453</u>	42,500	52,500
Commodities					
301	Office supplies	3,837	3,869	4,600	4,600
302	Gas & diesel fuel	64,452	70,732	76,000	76,000
303	Uniform purchases	21,627	17,704	25,000	30,000
305	Safety equipment	1,945	1,762	2,000	11,000
306	Vehicle repair parts	33,118	42,911	45,000	45,000
307	Hand tools	13	176	300	300
310	Radio & alarm repairs	4,132	5,665	5,700	5,700
319	Guns & ammunition	14,426	23,795	25,000	29,000
322	Miscellaneous supplies	2,217	2,335	2,000	2,000
	Total Commodities	<u>145,767</u>	<u>168,949</u>	185,600	203,600
50802	Total Patrol Services	<u><u>\$ 2,928,992</u></u>	<u><u>\$ 2,973,447</u></u>	<u><u>\$ 3,293,420</u></u>	<u><u>\$ 3,294,920</u></u>

Percentage increase/(decrease) 0.05%

Full-time equivalent: 34

Department Name: Parking Control Department #: 50803

Mission & Purpose:

Parking Control Department incorporates the cost of monitoring the parking lots in the Willimantic Service District. One (1) parking monitor is employed to oversee the service district.

Goals & Objectives:

- To enforce all the parking regulations of the Willimantic Service District, especially in the downtown service area. This includes the detection and citation of parking violations.

Accomplishments:

- The primary challenge of the Parking Control is the collection of past due parking tickets. In an effort to assist in resolving this problem this budget has addressed the need for a “parking scofflaw boot” to reduce the number of repeat offenders.

Fiscal Notes:

- Account number 221 is for the purchase of parking tickets. The cost is offset by revenue generated from collection of parking tickets.
- This department was eliminated in the Town Manager’s budget.
 - ❖ A small salary stipend had been added to employ a 15 hour week parking attendant with no benefits.

Town of Windham, Connecticut
Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50803	Parking Control	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Part time payroll	\$ 25,134	\$ -	\$ -	\$ 10,000
104	Longevity	300	-	-	-
108	Life insurance	134	-	-	-
110	Medical insurance	19,814	-	-	-
114	FICA/Medicare	1,723	-	-	800
	Total Personnel Expenditures	<u>47,105</u>	<u>-</u>	<u>-</u>	<u>10,800</u>
Contractual Services					
208	Collection costs	-	-	-	-
217	Electricity	-	-	-	-
221	Advertising & publications	-	2,527	1,000	1,000
	Total Contractual Services	<u>-</u>	<u>2,527</u>	<u>1,000</u>	<u>1,000</u>
Commodities					
303	Uniform purchases	-	-	-	-
311	Traffic control signs	-	-	-	-
	Total Commodities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
50803	Total Parking Control	<u>\$ 47,105</u>	<u>\$ 2,527</u>	<u>\$ 1,000</u>	<u>\$ 11,800</u>

Percentage increase/(decrease) **1080.00%**

Full-time equivalent: 0.50

Department Name: **Support Services** **Department #:** **50804**

Mission & Purpose:

Support Services Department details the Willimantic Police Department's support cost including the Evidence Officer, evidence supplies, photo equipment and supplies, legal services, the Department's share of Town insurance and accounting costs, and the Department's share of the Safety Complex maintenance costs.

Goals & Objectives:

- Maintain service contracts for most of our costly, heavy equipment including the elevator, heating and cooling system and boilers.

Accomplishments:

- Obtained service contracts for most of the above listed items.

Fiscal Notes:

- Personnel expenses cover one (1) full-time Evidence Officer and one (1) part-time janitor.
- Most other line items, other than contractual obligations, have remained the same or have increase slightly due to increased costs.

Town of Windham, Connecticut
Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50804	Support Services	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 56,237	\$ 57,493	\$ 60,600	\$ 62,600
102	Part time payroll	11,755	11,944	13,000	13,000
103	Overtime	12,134	11,011	10,000	10,000
104	Longevity	800	1,000	1,000	1,000
108	Life insurance	109	164	200	200
110	Medical insurance	3,000	3,000	3,000	3,000
114	FICA/Medicare	2,041	2,002	1,000	2,100
	Total Personnel Expenditures	<u>86,076</u>	<u>86,614</u>	88,800	91,900
Contractual Services					
200	NCIC collection costs	11,685	5,505	12,000	12,000
202	Financial services - Town	50,000	50,000	50,000	50,000
203	Legal	4,507	5,849	20,000	20,000
205	Municipal insurance	96,550	99,665	107,000	107,000
209	Professional affiliations	1,481	1,553	1,500	2,000
214	Telephone	9,490	13,259	15,000	15,000
257	Uniform cleaning	500	715	1,000	1,000
266	Service contracts	15,648	16,382	22,700	22,700
280	Outside contractors	12,808	10,438	11,000	11,000
299	Miscellaneous	(85)	190	500	500
	Total Contractual Services	<u>202,584</u>	<u>203,556</u>	240,700	241,200
Commodities					
318	Photo equipment	84	3,457	3,000	3,000
325	Evidence supplies	1,990	1,977	2,000	2,000
329	Building supplies	807	499	1,000	1,000
	Total Commodities	<u>2,881</u>	<u>5,933</u>	6,000	6,000
50804	Total Support Services	<u>\$ 291,540</u>	<u>\$ 296,103</u>	\$ 335,500	\$ 339,100

Percentage increase/(decrease) 1.07%

Full-time equivalent: 1.50

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50805	Capital Purchases - Police	Expended	Expended	Budget	Budget
Capital Expenditures					
401	Buildings & improvements	\$ 2,200	\$ -	\$ 4,000	\$ -
402	Equipment	\$ 4,669	\$ 5,265	4,000	-
403	Vehicles	49,552	23,417	-	33,000
413	Improvements other than buildings	3,956	-	4,000	-
	Total Capital Expenditures	<u>60,377</u>	<u>28,682</u>	<u>12,000</u>	<u>33,000</u>
50805	Total Capital Purchases - Police	<u>\$ 60,377</u>	<u>\$ 28,682</u>	<u>\$ 12,000</u>	<u>\$ 33,000</u>

Percentage increase/(decrease) 175.00%

Department Name:

Fringe Benefits

Department #:50806

Mission & Purpose:

Fringe Benefits – Police Department is not a Town Department but rather an activity or portion of the budget used to detail the cost of all Police Department employees' fringe benefits, not specifically allocated to an individual Department, as provided by union contracts and/or personnel manual.

Goals & Objectives:

- To provide fringe benefits as required by union contract for Police Department employees.

Accomplishments:

- Provided for health and welfare of all Police Department employees and their dependents.

Fiscal Notes:

- Bonus payments, account number 116 is a contractual obligation owed to Police union employees for not taking sick time.
- Educational reimbursement, account number 119, is a contractual obligation owed to Police union employees who go back to school, earning a degree in the field they are presently working in. It also includes the cost of prior degrees earned.
- Most other line items, other than contractual obligations, have remained the same or have increase slightly due to increased costs.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50806	Fringe Benefits - Police	Expended	Expended	Budget	Budget
Personnel Expenditures					
108	Life Insurance	\$ -	\$ 675	\$ -	\$ 700
109	Workers' compensation	108,156	94,860	154,500	154,500
110	Medical insurance	(760)	3,151	1,000	1,000
112	Police pension plan contribution	645,648	713,932	777,520	803,220
114	FICA/Medicare		165	-	-
113	Heart & hypertension	-	-	1,000	1,000
116	Bonus payments	15,476	19,650	10,000	20,000
117	Physicals & inoculations	576	400	800	800
119	Educational reimbursement	2,192	2,250	5,000	10,000
	Total Personnel Expenditures	<u>771,288</u>	<u>835,083</u>	<u>949,820</u>	<u>991,220</u>
Contractual Services					
230	Unemployment compensation	104	7,332	10,000	10,000
268	Meals	23,502	27,966	18,500	28,000
	Total Contractual Services	<u>23,606</u>	<u>35,298</u>	<u>28,500</u>	<u>38,000</u>
50806	Total Fringe Benefits - Police	<u>\$ 794,894</u>	<u>\$ 870,381</u>	<u>\$ 978,320</u>	<u>\$ 1,029,220</u>
Percentage increase/(decrease)					<u><u>5.20%</u></u>

Department Name: Detective/Youth/Identification Dept #: 50807

Mission & Purpose:

Detective/Youth/Identification Department covers the Detective and Youth Divisions of the Willimantic Police Department.

Goals & Objectives:

- The major crimes, usually felonies, will be investigated by a detective specifically trained to handle the nature of the offense. Specialized skills relative to case assignments will increase the crime solving ability of the Police Department.

Accomplishments:

- The Police Department, in conjunction with the Windham Youth Services Bureau, has actively participated in the highly successful Juvenile Review Board. This program has diverted many youths from the Juvenile Court and back into the community. The Juvenile Review Board is a critical element in the prevention and reduction of crime and delinquency in our community.
- The Detective Division provides a wide range of educational services to the community. These programs have included: Seatbelt Safety and Personnel Safety Programs. We have expanded our Bicycle Safety Program to include neighborhoods and public housing projects.

Fiscal Notes:

- Personnel expenses cover three (3) full-time officers.
- Most line items, other than contractual obligations, have remained the same or been reduced due to considerable budget constraints.

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50807	Detective/Youth/Identification	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 171,446	\$ 173,630	\$ 184,000	\$ 188,000
103	Overtime	38,100	48,815	36,000	36,000
104	Longevity	2,000	2,000	2,400	2,000
108	Life insurance	328	492	520	560
110	Medical insurance	24,879	46,467	30,000	70,500
114	Medicare	3,585	3,456	3,300	3,300
	Total Personnel Expenditures	<u>240,338</u>	<u>274,860</u>	256,220	300,360
Contractual Services					
211	Travel, meetings & training	806	633	1,200	1,200
256	Informants	4,500	5,000	10,000	10,000
257	Uniform cleaning	3,986	4,267	4,000	4,000
280	Outside contractors	-	-	1,000	1,000
	Total Contractual Services	<u>9,292</u>	<u>9,900</u>	16,200	16,200
Commodities					
301	Office supplies	24	508	600	600
303	Uniform purchases	2,718	2,100	3,000	3,000
322	Miscellaneous supplies	9	1,011	1,000	1,000
	Total Commodities	<u>2,751</u>	<u>3,619</u>	4,600	4,600
50807	Total Detective/Youth/Identification	<u><u>\$ 252,380</u></u>	<u><u>\$ 288,379</u></u>	<u><u>\$ 277,020</u></u>	<u><u>\$ 321,160</u></u>

Percentage increase/(decrease) 15.93%

Full-time equivalent: 3

Department Name: Fire Administration Department #: 50901

Mission & Purpose:

The Fire Administration line item reflects the non-ambulance administrative expenses of the Willimantic Fire Department.

Goals & Objectives:

- Finish records management system upgrade.
- Implement mobile data terminals in the fire apparatus.
- Aggressive grant seeking. The Department has received nearly ¾ million dollars in Grants, over the last 10 years.

Accomplishments:

- Maintained continuity of operations with Acting Fire Chief since April 1, 2010.
- Administered extensive rescue training under a FEMA Grant.
- Migrated data storage to server shared with Police Department and Dispatch, eliminated the need for separate servers.
- Community Life Improvement Project at ECSU.

Fiscal Notes:

- Some administrator costs are split with the Ambulance Department.
- Line #50901-120 represents costs for promotional processes. Chief and/or Deputy Chief; Captain.
- Line 50901-266 “Service Contracts” reflect partial annual renewal cost for the records management system (“Firehouse Software”) and technical support for the same, web-based fire training, implementation costs for the Mobile Data Terminals (reoccurring fees located in 50900-280).
- Most other line items, other than contractual obligations, have remained the same or been reduced due to considerable budget constraints and an emphasis on streamlining.
- The Town Manager’s recommended budget proposes that the Acting Fire Chief be promoted to Fire Chief, and that the Deputy Fire Chief position be eliminated.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50901	Fire Administration	Expended	Expended	Budget	Budget
Personnel Expenditures					
101	Regular payroll	\$ 242,120	\$ 109,697	\$ 113,000	\$ 104,000
104	Longevity	1,400	1,400	810	810
108	Life insurance	491	262	300	500
110	Medical insurance	56,801	46,749	38,900	28,800
114	FICA/Medicare	4,035	3,735	2,500	2,800
120	Recruitment	3,000	5,468	8,000	8,000
	Total Personnel Expenditures	307,846	167,311	163,510	144,910
Contractual Services					
203	Legal	5,262	11,804	3,500	10,000
209	Professional affiliations	460	345	500	500
211	Travel, meetings & training	655	971	600	600
214	Telephone	5,573	4,622	6,000	6,000
215	Postage	596	570	250	250
221	Advertising & publications	681	195	700	700
223	Equipment rentals	1,322	988	1,500	1,500
257	Uniform cleaning	749	936	600	600
266	Service contracts	1,714	6,380	6,500	6,500
	Total Contractual Services	17,011	26,811	20,150	26,650
Commodities					
301	Office supplies	1,576	1,371	1,600	1,600
303	Uniform purchases	729	1,165	1,200	1,200
306	Vehicle repair parts	1,059	2,514	2,500	2,500
314	Office furnishings & equipment	461	250	500	500
317	Books & subscriptions	-	99	150	150
	Total Commodities	3,825	5,399	5,950	5,950
50901	Total Fire Administration	\$ 328,682	\$ 199,521	\$ 189,610	\$ 177,510

Percentage increase/(decrease) **-6.38%**

Full-time equivalent: 2

Department Name:

Fire Marshal

Department #:50902

This has been removed from our department and its financial burden shifted to the Town of Windham General Government budget under the Fire Marshal account.

Town of Windham, Connecticut
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As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50902	Fire Marshal	Expended	Expended	Budget	Budget
Personnel Expenditures					
103	Overtime	\$ -	\$ -	\$ -	\$ -
114	Medicare	-	-	-	-
	Total Personnel Expenditures	-	-	-	-
Commodities					
221	Travel, meetings & training	100	-	-	-
322	Miscellaneous supplies	-	-	-	-
	Total Commodities	100	-	-	-
50902	Total Fire Marshal	\$ 100	\$ -	\$ -	\$ -

Percentage increase/(decrease) **100.00%**

Department Name: Fire Prevention and Training Depart #:50903

Mission & Purpose:

This account funds activities in two functional areas: The Willimantic Fire Department Prevention, Life Safety Program and an internal firefighter training program.

The fire prevention program field firefighters trained as Public Fire and Life Safety Educators to deliver educational programs, often with training aids such as the mobile fire safety house or the Sparky animatronics character.

Training program includes continuing education at the Connecticut Fire Academy, internally delivered in-service educational programs, and OSHA mandated training.

Goals & Objectives:

- Continuously improve and expand life safety education programs targeting the populations with the highest risk.
- Decrease actual emergency responses through prevention and education.
- Change the behavior of at-risk youth through the Fire Hawk process.
- Maintain OSHA compliance with mandated training.
- Field highly trained and prepared firefighters who are prepared to survive in high-risk environments.

Accomplishments:

- Firefighters received 3118 hours of training in CY 2011.
- 120 hours of Fire Prevention Delivery.

Fiscal Notes:

- Fire Prevention and Training “Overtime” is straight time.
- We will attempt to conduct four, 4 hour OSHA mandated training sessions annually. This represents about \$15,000 in line item# 50903-103.
- Captains are required to attend 24 of continuing education annually, representing a cost of approximately \$3,000.00 in line item # 50903-103.
- The newest firefighters are required to complete several 48-56 hour training programs at the Connecticut Fire Academy during their first four years.
- We will attempt to send four personnel to grant funded Hazardous Materials Technician program, representing a reimbursable outlay of approximately \$17,000.00.
- Line item #50903-301 and 322 are used primarily to purchase fire prevention supporting materials and give-aways.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50903	Fire Prevention & Training	Expended	Expended	Budget	Budget
Personnel Expenditures					
103	Overtime	\$ -	\$ -	\$ 50,000	\$ 50,000
	Total Personnel Expenditures	-	-	50,000	50,000
Contractual Services					
211	Travel, meetings, & training	-	-	4,000	4,000
	Total Contractual Services	-	-	4,000	4,000
Commodities					
301	Office supplies	500	500	500	500
322	Miscellaneous supplies	473	500	500	500
	Total Commodities	973	1,000	1,000	1,000
50903	Total Fire Prevention	\$ 973	\$ 1,000	\$ 55,000	\$ 55,000
Percentage increase/(decrease)					0.00%

Department Name: Operations and Maintenance Department #50905

Mission & Purpose:

The Operations and Maintenance line item reflects the core business of the Willimantic Fire Department. The organizational mission reflects fire response, life safety, property conservation and environmental preservation from hazardous materials accidents. This organization continues to strive to meet all present and future challenges thrust upon it, reflecting a status as one of the most progressive fire service organizations within the State of Connecticut.

Goals & Objectives:

- Identify cost centers (i.e. overtime, turnover) and apply management controls.
- Identify and anticipate required infrastructure changes/upgrades.
- Reduce work-related accidents and injuries; promote wellness.
- A diverse, educated and experienced firefighter workforce.

Accomplishments:

- Average response time in CY 2011 was 4:17 (mins/secs).
- Hired and trained four new firefighters.
- Tower-ladder repaired and returned to service, after damage at the Clark Street fire.

Fiscal Notes:

- Personnel expenses cover four (4) captains and 14 Firefighters, all of which are full-time positions.
- An additional ten (10) full-time firefighters are paid through the Ambulance Fund regular payroll account number 52901-101.
- Line item #50905-211 represents tuition for Recruit School for two current openings. additional turnover may be incurred.
- Line item #50905-266 represents 29% of the annual renewal costs for the records management software, diesel exhaust system maintenance, employee assistance program (mental health), pump and ladder testing and other contractual expenses.
- Line item #50905-305 represents replacement and/or maintenance of all non-fire apparatus equipment, including saws, gas meters, nozzles, ladders, fire extinguisher maintenance, hose, firefighting foam, etc.

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As of May 8, 2012

50905	Operations & Maintenance	2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Personnel Expenditures					
101	Regular payroll	\$ 856,359	\$ 734,074	\$ 916,000	\$ 884,000
103	Overtime	287,390	397,231	265,000	265,000
104	Longevity	5,700	4,100	5,400	4,600
108	Life insurance	2,898	2,863	3,000	3,000
110	Medical insurance	263,086	282,923	313,800	290,200
114	Medicare	14,001	13,078	18,000	17,000
116	Bonus payments	3,550	3,926	6,500	6,500
	Total Personnel Expenditures	<u>1,432,984</u>	<u>1,438,195</u>	1,527,700	1,470,300
Contractual Services					
211	Travel, meetings & training	3,935	10,757	11,000	11,000
223	Equipment rentals	1,500	730	1,500	1,500
257	Uniform cleaning	20,322	10,877	16,500	16,500
266	Service contracts	5,586	5,841	8,000	8,000
268	Meals	-	68	400	400
	Total Contractual Services	<u>31,343</u>	<u>28,273</u>	37,400	37,400
Commodities					
302	Gas & diesel fuel	12,223	11,525	13,000	13,000
303	Uniform purchases	1,755	3,893	4,200	4,200
305	Safety equipment	17,790	14,677	18,000	18,000
306	Vehicle repair parts	22,599	24,215	25,000	25,000
310	Radio and alarm repairs	328	1,300	2,000	2,000
312	Radio, batteries & pagers	4,500	4,500	4,500	13,500
322	Miscellaneous supplies	599	792	700	700
	Total Commodities	<u>59,793</u>	<u>60,902</u>	67,400	76,400
50905	Total Operation & Maintenance	<u><u>\$ 1,524,120</u></u>	<u><u>\$ 1,527,369</u></u>	<u><u>\$ 1,632,500</u></u>	<u><u>\$ 1,584,100</u></u>

Percentage increase/(decrease) -2.96%

Full-time equivalent: 18

Department Name: **Central Services** **Department #:** **50906**

Mission & Purpose:

The Central Services line item provides the Willimantic Fire Department with a budget to maintain the structure and equipment of the Fire Department.

Goals & Objectives:

- To continue maintaining the Fire Departments physical plant and related equipment in a clean, effective manner according to OSHA and NFPA standards.
- Identify and anticipate revolving infrastructure upgrade requirements; implement proactive measures to reduce long-term costs.

Accomplishments:

- Provide the specific needs and requirements pertaining to the operation of structural devices.
- Diesel exhaust from apparatus is collected and filtered through a “Plymovent” source capture system to provide healthy workspace in the Public Safety Complex and to reduce carbon emissions.

Fiscal Notes:

- All line items have remained the same

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50906	Central Services	Expended	Expended	Budget	Budget
Contractual Services					
266	Service contracts	\$ 628	\$ 1,636	\$ 700	\$ 700
280	Outside contractors	6,216	5,041	6,500	6,500
	Total Contractual Services	6,844	6,677	7,200	7,200
Commodities					
329	Building supplies	799	357	1,000	1,000
	Total Commodities	799	357	1,000	1,000
50906	Total Central Services	\$ 7,643	\$ 7,034	\$ 8,200	\$ 8,200
Percentage increase/(decrease)					0.00%

Department Name: Capital Purchase Fire Department #: 50907

Mission & Purpose:

The Capital Purchases line item is intended to detail the cost of Fire Department capital expenses as authorized by the Capital Improvement Plan Committee (CIP) with funding provided through general revenues. Projects authorized by the Committee but funded through other revenue sources are not incorporated into this activity.

Goals & Objectives:

- To provide for safe operations of fire service equipment and national standards meeting State and Federal requirements as recommended by the CIP Committee.
- To anticipate, project, and budget for future capital expenses thereby reducing the impact of large expenses.

Accomplishments:

- Firefighter turnout gear (firefighting ensembles) was purchased and augmented with Federal grant monies from the FIRE Act grant.

Fiscal Notes:

- Account # 50907-402, This account has been moved to the Reserve for Capital Improvement-WSD fund.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50907	Capital Purchases - Fire	Expended	Expended	Budget	Budget
Capital Expenditures					
402	Equipment	\$ 16,564	\$ 31,784	\$ -	\$ -
403	Vehicles	-	-	-	-
	Total Capital Expenditures	<u>16,564</u>	<u>31,784</u>	-	-
50907	Total Capital Purchases - Fire	<u>\$ 16,564</u>	<u>\$ 31,784</u>	<u>\$ -</u>	<u>\$ -</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

Department Name: Fringe Benefits Fire Department #: 50908

Mission & Purpose:

The Fringe Benefits line item is used to detail the cost of all Fire Department employees' fringe benefits as delineated by union contracts and/or personnel manual.

Goals & Objectives:

- Provide for health and welfare of all firefighters and their dependents.

Fiscal Notes:

- Fire pension plan contribution, account number 112 was reduced in FY 2011/12 by transferring \$130,000 liability to the Ambulance Department.
- Physicals & inoculations, account number 117, are budgeted for firefighters according to Connecticut OSHA requirements and NFPA standards (1500, 1581, 1582, and 1583) will remain unchanged here, but additional monies have been requested in the Ambulance budget.

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		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50908	Fringe Benefits - Fire	Expended	Expended	Budget	Budget
Personnel Expenditures					
108	Life Insurance	\$ -	\$ 279	\$ -	\$ -
109	Workers' compensation	58,806	90,732	114,000	114,000
110	Medical insurance	-	1,831	-	-
112	Fire pension plan contribution	374,143	352,873	365,000	411,700
113	Heart & hypertension	-	-	10,000	10,000
114	FICA/Medicare	-	89	-	-
117	Physicals & inoculations	7,854	8,241	10,000	10,000
	Total Personnel Expenditures	<u>440,803</u>	<u>454,044</u>	499,000	545,700
Contractual Services					
202	Financial & accounting	35,000	35,000	35,000	35,000
205	Municipal insurance	42,482	43,953	50,000	50,000
	Total Contractual Services	<u>77,482</u>	<u>78,953</u>	85,000	85,000
50908	Total Fringe Benefits - Fire	<u>\$ 518,285</u>	<u>\$ 532,997</u>	\$ 584,000	\$ 630,700
Percentage increase/(decrease)					<u>8.00%</u>

Department Name:

Safety Complex

Department #:50900

Mission & Purpose:

This activity provides for costs shared by both the Fire and Police Departments for operations within the complex. Costs include such items as dispatching services, utilities (lights, water and sewer) HVAC and testing and treatment procedures as required by DEP.

Goals & Objectives:

- To maintain the complex at its present level and satisfy all OSHA, DEP, and EPA requirements. To ensure the safety & health of ALL employees.
- We are going to have the fire department interior duct work inspected to see if there is a need for them to be cleaned next year.

Fiscal Notes:

- Equipment covers the cost of the lease payment for the telephone system.
- Dispatch services will be increasing because we are back to full funding.
- Both, Service Contracts & Outside Contractors line items have increased due to added cost and services.
- Custodial Supplies has increased due to added manpower for both departments.

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Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50900	Safety Complex	Expended	Expended	Budget	Budget
Personnel Expenditures					
115	Retirement benefits	\$ -	\$ -	# \$ 15,000	\$ 15,000
	Total Personnel Expenditures	-	-	# 15,000	15,000
Contractual Services					
207	Dispatch services	383,099	383,266	# 304,099	385,000
217	Electricity	82,018	76,213	# 70,000	70,000
218	Heating fuel	23,573	29,191	# 25,000	25,000
219	Sewer & water charges	2,528	2,844	# 3,000	3,000
266	Service contracts	8,662	47,028	# 11,000	11,000
280	Outside contractors	63,807	17,206	# 43,000	43,000
	Total Contractual Services	563,687	555,748	# 456,099	537,000
Commodities					
304	Custodial supplies	11,517	8,342	# 10,000	10,000
	Total Commodities	11,517	8,342	# 10,000	10,000
50900	Total Safety Complex	\$ 575,204	\$ 564,090	# \$ 481,099	\$ 562,000
Percentage increase/(decrease)					16.82%

Mission & Purpose:

The WSD Contingency Department is not a Town Department but rather an activity or portion of the budget used to detail the cost of unanticipated expenditures not budgeted for that could occur during the fiscal year regarding the Police and Fire Department budgets.

Goals & Objectives:

- To provide a “cushion” for extraordinary occurrences and unanticipated obligations during the budget year.

Accomplishments:

Fiscal Notes:

- Any amounts not used or transferred to other WSD accounts at year-end return to the WSD Fund Balance, which will be used for future needs.

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Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50909	WSD Contingency	Expended	Expended	Budget	Budget
Contractual Services					
283	WSD contingency	\$ -	\$ -	\$ 85,000	\$ 50,000
	Total Contractual Services	-	-	85,000	50,000
50909	Total WSD Contingency	\$ -	\$ -	\$ 85,000	\$ 50,000
Percentage increase/(decrease)					<u>-41.18%</u>

Department Name: Interfund Transfers Out Department #: 50910

Mission & Purpose:

The Interfund Transfers Out Department is not a Town Department but rather an activity or portion of the budget used to detail the cost of Interfund transfers out of the WSD General Fund to other non-budgetary funds of the Town that require Town funding.

Goals & Objectives:

- To provide a non-operating revenue source for any WSD grants requiring varying percentage “cash” match.
- To provide a revenue stream to fund future capital improvement purchases from the Reserve for Capital Improvement Fund – WSD (RCIP)

Accomplishments:

- Activity shows the transfers out to the grant match fund and the RCIP to comply with Generally Accepted Accounting Principles (GAAP).

Fiscal Notes:

- Interfund transfer out – RCIP, account number 998 is a new account created to fund future capital improvement purchases.

Town of Windham, Connecticut
Adopted Willimantic Service District Expenditure Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Revised	Adopted
50910	Interfund Transfers Out	Expended	Expended	Budget	Budget
Interfund Transfers Out					
990	Interfund transfer out - grant match	\$ 10,000	\$ 45,000	\$ 20,000	\$ 20,000
998	Interfund transfer out - RCIP	70,000	250,000	-	-
	Total Interfund Transfers Out	<u>80,000</u>	<u>295,000</u>	<u>20,000</u>	<u>20,000</u>
50910	Total Interfund Transfers Out	<u>\$ 80,000</u>	<u>\$ 295,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>
Percentage increase/(decrease)					<u><u>0.00%</u></u>

**TOWN OF WINDHAM,
CONNECTICUT**

ENTERPRISE FUNDS

WINDHAM WATER WORKS

**WATER POLLUTION CONTROL
FACILITY**

**ADOPTED BUDGETS
FISCAL YEAR
2012-2013**

Town of Windham, Connecticut
Windham Water Works Revenue Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Windham Water Works		2009-2010 Actual Receipts	2010-2011 Actual Revenue	2011-2012 Budgeted Revenue	2012-2013 Approved Revenue
Revenue					
46104 State of Connecticut					
854	Other revenue - State of CT	\$ -	\$ -	\$ -	\$ -
	Total State of Connecticut	-	-	-	-
46108 Charges for Services					
891	Water charges	2,589,231	2,630,205	2,696,261	2,696,261
892	Miscellaneous water charges	70,745	80,681	60,000	60,000
	Total Charges for Services	<u>2,659,976</u>	<u>2,710,886</u>	<u>2,756,261</u>	2,756,261
46109 Interest					
900	Investment income	84,736	43,345	50,000	50,000
902	Water charges interest	52,029	55,699	36,091	36,091
	Total Interest	<u>136,765</u>	<u>99,044</u>	<u>86,091</u>	86,091
46111 Sundry & Miscellaneous					
934	Insurance reimbursement	-	2,300	-	-
937	Caveat	-	-	-	-
940	Cell tower	24,641	22,812	20,630	20,630
950	Miscellaneous revenue	26,174	22,205	30,000	30,000
	Bond proceeds/Use of proceeds	-	-		
	Total Sundry & Miscellaneous	<u>50,815</u>	<u>47,317</u>	<u>50,630</u>	50,630
Total WWW Revenue		<u>\$ 2,847,556</u>	<u>\$ 2,857,247</u>	<u>\$ 2,892,982</u>	\$ 2,892,982

Town of Windham, Connecticut
Windham Water Works Expense Budget Detail - Fiscal Year 2010-2011
As of May 8, 2012

Windham Water Works		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Approved Budget
Expenses					
51901 Personnel Service					
101	Regular payroll	\$ 623,702	\$ 618,910	\$ 632,000	\$ 638,168
103	Overtime	71,180	76,723	62,542	76,000
104	Longevity	6,450	6,850	8,200	7,900
108	Life insurance	1,957	2,100	2,250	2,318
109	Workers' compensation	42,064	36,896	44,200	44,200
110	Medical insurance	175,848	194,028	211,500	228,420
112	Town pension contribution	60,926	56,501	65,100	65,100
114	FICA/Medicare	50,642	52,839	54,000	55,315
115	Retirement Benefits	-	5,565	11,700	11,700
116	Bonus payments	2,072	1,983	3,000	2,000
117	Physical exams	605	974	1,500	1,500
211	Travel, meetings & training	1,990	1,913	5,000	5,000
230	Unemployment compensation	-	-	-	-
268	Meals	267	190	750	500
	Total Personnel Service	<u>1,037,703</u>	<u>1,055,472</u>	<u>1,101,742</u>	<u>1,138,121</u>
51903 Repairs & Maintenance					
280	Outside contractors	30,364	36,586	25,000	25,000
309	Major equipment repair parts	64,625	58,461	70,000	70,000
403	Vehicle lease	-	-	-	-
	Total Repairs & Maintenance	<u>94,989</u>	<u>95,047</u>	<u>95,000</u>	<u>95,000</u>
51904 Utilities					
214	Telephone	8,766	8,705	12,000	12,000
217	Electricity	138,700	147,038	188,000	188,000
218	Heating fuel	46,919	43,184	55,750	55,750
219	Sewer & water charges	7,850	8,099	10,000	10,000
	Total Utilities	<u>202,235</u>	<u>207,026</u>	<u>265,750</u>	<u>265,750</u>
51905 Outside Services					
202	Financial & accounting	10,000	10,000	10,000	10,000
203	Legal	809	1,058	4,000	4,000
206	Indexing & recording	-	-	200	200
207	Other professional services - Town	89,000	92,000	92,000	92,000
208	Collection costs - Town	-	-	-	-
209	Professional affiliations	2,377	2,167	2,500	2,500
216	Water testing & treatment	18,487	11,248	19,000	20,000
221	Advertising & publications	4,723	4,180	5,000	5,000
		-190-			

Town of Windham, Connecticut
Windham Water Works Expense Budget Detail - Fiscal Year 2010-2011
As of May 8, 2012

Windham Water Works		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Approved Budget
Expenses (Continued)					
51905 Outside Services (Continued)					
224	Uniform rentals	\$ 5,243	\$ 4,625	\$ 6,000	\$ 6,000
266	Service contracts	2,822	2,876	4,000	5,000
276	Bulky waste disposal	1,104	1,104	1,500	1,500
285	Consulting	11,395	11,092	25,000	25,000
	Total Outside Services	<u>145,960</u>	<u>140,350</u>	<u>169,200</u>	<u>171,200</u>
51906 Materials & Supplies					
215	Postage	3,867	1,029	3,000	3,000
301	Office supplies	2,855	2,215	3,500	3,500
302	Gas & diesel fuel	13,936	13,815	24,000	25,000
304	Custodial supplies	2,086	1,513	3,500	3,500
305	Safety equipment	2,439	4,105	7,000	7,000
306	Vehicle repair parts	9,695	9,561	9,000	9,000
307	Hand tools	692	1,397	2,000	2,000
313	Paving materials	8,088	6,799	7,000	7,000
314	Office furniture & equipment	2,355	5,838	3,000	3,000
320	Chemicals	209,079	235,976	212,000	221,000
321	Lab supplies	10,585	10,600	8,000	10,000
324	Inventoried supplies	74,586	50,660	40,000	40,000
399	Miscellaneous supplies	17,895	18,466	18,000	20,000
	Total Materials & Supplies	<u>358,158</u>	<u>361,976</u>	<u>340,000</u>	<u>354,000</u>
51908 Administration					
205	Municipal insurance	57,930	60,230	63,900	63,900
231	Property taxes & assessments	530	530	1,000	1,000
263	Depreciation expense	306,639	-	-	-
264	Permit fees	7,713	1,263	7,200	7,200
283	Contingency	-	-	10,000	10,000
299	Bad debt expense	-	-	-	-
	Total Administration	<u>372,812</u>	<u>62,023</u>	<u>82,100</u>	<u>82,100</u>
51910 Debt Service					
232	Bonds - principal	0	-	310,384	289,937
233	Bonds - interest	127,855	112,035	96,220	81,316
	Total Debt Service	<u>127,855</u>	<u>112,035</u>	<u>406,604</u>	<u>371,253</u>

Town of Windham, Connecticut
Windham Water Works Expense Budget Detail - Fiscal Year 2010-2011
As of May 8, 2012

Windham Water Works		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Approved Budget
Expenses (Continued)					
51914 Operational Capital Budget					
207	Other professional services	\$ -	\$ -	\$ -	\$ -
208	Security	-	-	-	-
299	Miscellaneous				25,000
402	Equipment	-	149,312	18,000	-
403	Vehicles	-	-	-	115,000
413	Facility Upgrades	-	80,051	27,000	225,000
	Total Operational Capital Budget	<u>-</u>	<u>229,363</u>	<u>45,000</u>	<u>365,000</u>
51915 Solar Project					
201	Architects & Engineers	-	-		
299	Miscellaneous	-	-	131,000	-
413	Contract	-	-	-	-
	Total Valley St Relining Budget	<u>-</u>	<u>-</u>	<u>131,000</u>	<u>-</u>
51916 Bond Projects					
201	Architects & engineers	-	-	-	-
207	Bond costs	-	-	-	-
299	Miscellaneous	-	-	-	-
401	Residual basin	-	-	-	-
402	Pemberton tank repair	-	-	-	-
403	Ash Street	-	-	-	-
404	Hayden Street	-	-	-	-
405	McDermott Avenue	-	-	-	-
406	Lead services	-	-	-	-
	Total Bond Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
51917 Hosmer Mountain Tank Repairs					
299	Miscellaneous			200,000	-
413	Contract		-	-	-
	Total		<u>-</u>	<u>200,000</u>	<u>-</u>
51919					
299	Intake Trash Racks & Repairs		-	-	
	Total		<u>-</u>	<u>-</u>	
51924					
299	Cement Lining Ash Ave.Summit St		84,550	-	
			<u>84,550</u>	<u>-</u>	
Total WWW Expenses		<u><u>\$ 2,339,712</u></u>	<u><u>\$ 2,347,842</u></u>	<u><u>\$ 2,836,396</u></u>	<u><u>\$ 2,842,424</u></u>

Town of Windham, Connecticut
Water Pollution Control Facility Revenue Budget Detail - Fiscal Year 2012-2013
As of May 8, 2012

Water Pollution Control Facility		2009-2010 Actual Revenue	2010-2011 Actual Revenue	2011-2012 Revised Est Revenue	2012-2013 Estimated Revenue
Revenue					
46204 State of Connecticut					
950	Other revenue - State of CT	\$ 1,472,775	\$ 279,493	\$ -	\$ -
	Total State of Connecticut	<u>1,472,775</u>	<u>279,493</u>	<u>-</u>	<u>-</u>
46208 Charges for Services					
894	Sewer charges	1,887,851	1,875,956	2,025,000	2,025,000
895	Septic charges	776,137	911,675	850,000	875,000
896	Contractual Mansfield	116,746	82,864	90,000	200,000
	Total Charges for Services	<u>2,780,735</u>	<u>2,870,494</u>	<u>2,965,000</u>	3,100,000
46209 Interest					
900	Investment income	634,028	430,527	400,000	310,000
902	Sewer charges interest	44,455	46,275	30,000	30,000
	Total Interest	<u>678,483</u>	<u>476,802</u>	<u>430,000</u>	340,000
46211 Sundry & Miscellaneous					
934	Insurance reimbursement	-	-	-	-
950	Miscellaneous revenue	12,490	92,024	5,000	5,000
	Total Sundry & Miscellaneous	<u>12,490</u>	<u>92,024</u>	<u>5,000</u>	5,000
Total WPCF Revenue		<u><u>\$ 4,944,484</u></u>	<u><u>\$ 3,718,814</u></u>	<u><u>\$ 3,400,000</u></u>	<u><u>\$ 3,445,000</u></u>

Town of Windham, Connecticut
Water Pollution Control Facility Expense Budget Detail - Fiscal Year 2010-2011
As of May 8, 2012

Water Pollution Control Facility		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Expenses					
52801 Personnel Service					
101	Regular payroll	\$ 523,516	\$ 543,718	\$ 548,000	\$ 650,000
102	Meter reading payroll	24,463	21,179	26,000	26,600
103	Overtime	48,957	45,021	65,000	60,000
104	Longevity	4,750	4,750	5,000	6,000
116	Bonus payments	1,621	985	2,000	3,000
211	Travel, meetings & training	10,762	5,404	8,500	8,500
230	Unemployment compensatin	112	-	-	-
	Total Personnel Service	<u>614,181</u>	<u>621,057</u>	<u>654,500</u>	<u>754,100</u>
52803 Repairs & Maintenance					
266	Service contracts	1,857	1,082	5,000	10,000
	Total Repairs & Maintenance	<u>1,857</u>	<u>1,082</u>	<u>5,000</u>	<u>10,000</u>
52804 Utilities					
214	Telephone	6,736	3,241	9,000	8,000
217	Electricity	209,831	130,045	220,000	225,000
218	Heating fuel	9,988	13,052	20,000	15,000
219	Sewer & water charges	1,928	2,289	3,000	3,000
220	Telecommunications	2,729	3,992	-	-
	Total Utilities	<u>231,212</u>	<u>152,619</u>	<u>252,000</u>	<u>251,000</u>
52805 Outside Services					
205	NPDES permit renewal	-	2,682	3,000	3,000
206	Stormwater poll prevent (SWPPP)	-	-	-	-
207	Other professional services	35,540	28,434	30,000	30,000
223	Equipment rentals	1,336	460	2,500	2,500
224	Uniform rentals	4,224	5,221	6,000	6,000
258	Emergency line work	-	1,800	10,000	10,000
262	Sludge & grease removal	421,415	372,695	450,000	450,000
	Total Outside Services	<u>462,515</u>	<u>411,292</u>	<u>501,500</u>	<u>501,500</u>
52806 Materials & Supplies					
301	Office supplies	2,075	8,321	3,000	3,000
302	Gas & diesel fuel	6,810	6,857	9,000	9,000
303	Uniform purchases	1,254	1,314	2,000	4,500
304	Custodial supplies	3,085	2,544	3,000	3,000

Town of Windham, Connecticut
Water Pollution Control Facility Expense Budget Detail - Fiscal Year 2010-2011
As of May 8, 2012

Water Pollution Control Facility		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Expenses (Continued)					
52806 Mat. & Sup. (Continued)					
305	Safety equipment	\$ 1,526	\$ 1,738	\$ 5,000	\$ 5,000
306	Vehicle repair parts	6,829	14,906	10,000	10,000
307	Meter billing upgrades	12,000	11,000	10,000	9,000
308	Postage & freight	967	1,214	1,000	1,000
309	Major equip repair parts	49,476	99,280	40,000	40,000
320	Chemicals	44,709	53,862	45,000	55,000
321	Lab supplies	3,777	1,461	5,000	3,000
322	Miscellaneous supplies	927	914	4,500	3,000
	Total Materials & Supplies	<u>133,434</u>	<u>203,411</u>	<u>137,500</u>	<u>145,500</u>
52808 Administrative					
202	Financial & accounting	99,000	102,000	102,000	102,000
203	Legal	28,069	29,568	10,000	15,000
205	Municipal insurance	61,792	63,786	70,000	70,000
209	Professional affiliations	665	1,243	1,000	1,000
221	Advertising & publications	148	611	1,000	1,000
263	Depreciation	185,119	-	-	-
265	DEP - nitrogen credits	53,690	49,507	50,000	30,000
297	Loss on sale of asset	-	-	-	-
	Total Administrative	<u>428,483</u>	<u>246,715</u>	<u>234,000</u>	<u>219,000</u>
52810 Debt Service					
232	Bonds - principal	-	-	10,800	-
233	Bonds - interest	2,376	1,458	300	-
234	Bonds - Clean Water Fund D- Principal	29,175	29,763	30,500	30,500
235	Bonds - Clean Water Fund D - Interest	164,420	253,553	10,750	10,750
241	Bonds - Clean Water Fund C - Principal	-	-	-	770,425
242	Bonds - Clean Water Fund C - Interest	-	-	-	295,975
	Total Debt Service	<u>195,971</u>	<u>284,774</u>	<u>52,350</u>	<u>1,107,650</u>
52812 Fringe Benefits					
108	Life insurance	633	679	1,500	2,000
109	Workers' compensation	19,168	16,812	27,000	30,000
110	Medical insurance	143,202	159,746	155,000	170,500
112	Town pension contribution	38,108	37,123	65,000	71,500
114	FICA/Medicare	46,538	49,099	49,500	54,500
115	Retirement Benefits	4,680	7,555	7,800	9,100
	Total Fringe Benefits	<u>252,329</u>	<u>271,014</u>	<u>305,800</u>	<u>337,600</u>

Town of Windham, Connecticut
Water Pollution Control Facility Expense Budget Detail - Fiscal Year 2010-2011
As of May 8, 2012

Water Pollution Control Facility		2009-2010 Actual Expended	2010-2011 Actual Expended	2011-2012 Revised Budget	2012-2013 Adopted Budget
Expenses (Continued)					
52814 Capital Budget					
207	Professional services	\$ -	\$ -	\$ 10,000	\$ 10,000
401	Building & improvements	-	-	10,000	5,000
402	Equipment	-	26,665	10,000	5,000
403	Vehicles	-	47,428	-	-
404	Construction	-	2,892,165	-	-
407	Reserve for capital improve.	-	-	807,350	33,650
413	Improve. other than build.	-	63,237	10,000	5,000
414	Interim grease handling imprv	-	-	-	-
Total Capital Budget		<u>-</u>	<u>3,029,495</u>	<u>847,350</u>	<u>58,650</u>
52816 Septic Receiving Station					
258	Emergency Line Work	12,531	80,623	50,000	50,000
299	Miscellaneous	468	984	350,000	5,000
413	Improve. other than build.	-	82,020	10,000	5,000
Total Septic Receiving Station		<u>12,999</u>	<u>163,627</u>	<u>410,000</u>	<u>60,000</u>
Total WPCF Expenses		<u>\$ 2,332,981</u>	<u>\$ 5,385,087</u>	<u>\$ 3,400,000</u>	<u>\$ 3,445,000</u>

**TOWN OF WINDHAM,
CONNECTICUT**

**CAPITAL
IMPROVEMENT
PLAN**

**FISCAL YEAR
2012-2013**

TOWN OF WINDHAM
Capital Improvement Plan
Fiscal Year Ending June 30, 2013

Source of Funding

	Budget 2012-2013	State School Facility Unit	General Fund	LOCIP	RCIP	Town Garage Fund	Bonding	Cemetery Fund	Fed & State Grants
Board of Education									
High School									
Reaeal/repaint tennis courts	23,550				23550				
Reseal/repaint track	43,275				43275				
Middle School									
Reseal/repaint tennis courts	16,750				16750				
Reseal/repaint track	41,275				41275				
Natchaug School									
Playground for PK	30,000				30000				
North Windham School									
Drill 2 new well systems	125,000	97,500					27,500		
Sweeney School									
Playground for PK	30,000				30000				
Windham Center School									
Drill 2 new well systems	125,000	97,500					27,500		
Total Board of Education	434,850	195,000	0	0	184,850	0	55,000	0	0

**TOWN OF WINDHAM
Capital Improvement Plan
Fiscal Year Ending June 30, 2013**

Source of Funding

	Budget 2012-2013	State School Facility Unit	General Fund	LOCIP	RCIP	Town Garage Fund	Bonding	Cemetery Fund	Fed & State Grants
Fire Department									
30 minute SCBA Cylinderse	8,000				8,000				
Turnout Gear	11,000				11,000				
4" diameter supply hose	11,000				11,000				
Narrow Banding	10,000				10,000				
Total Fire Department	40,000	0	0	0	40,000	0	0	0	0
Police Department									
Cruiser Replacement	60,000				60,000				
Cell Block Repairs and Improvements	15,000				15,000				
Total Police Department	75,000	0	0	0	75,000	0	0	0	0
Ambulance Department									
Narrow Banding	15,000				15,000				
Total Ambulance Department	15,000	0	0	0	15,000	0	0	0	0
Public Works									
Equipment Replacement	160,000				160,000				
Pavillion at Lauter Park	90,000			90,000					
Lauter Park - Pave Parking Areas	90,000			90,000					
Recreation Park Improvements - paving	85,000			85,000					
Pave Cemetery Roads	90,000						90,000		
Municipal Skate Park	10,000			10,000					
Shetucket Plains Playscape	35,000			35,000					
Park Signage	10,000			10,000					
Total Public Works	570,000	0	0	320,000	160,000	0	0	90,000	0
Historic Downtown Willimantic									
Downtown Façade Improvements	325,000								325,000
Total Historic Downtown Willimantic	325,000	0	0	0	0	0	0	0	325,000
Municipal Infrastructure									
Sidewalk Replacement Pogram	300,000 *						300,000		
Roadway Paving Program	760,000 *						760,000		
Energy Efficiency of Town Buildings	160,000 *				160,000				
Parking Garage/deck	430,400 *								430,400
Bridge Street Bike Path	129,194 *						129,194		
Town Hall Renovations	750,000								750,000
Kramer Renovations	500,000								500,000
Total Municipal Infrastructure	3,029,594	0	0	0	160,000	0	1,189,194	0	1,680,400
TOTAL CAPITAL IMPROVEMENTS	4,489,444	195,000	0	320,000	634,850	0	1,244,194	90,000	2,005,400

* Previously Authorized

*** Note ***

The RCIP balance as of June 30, 2011 for the Town is \$1,224,310.

The RCIP balance as of June 30, 2011 for the Willimantic Service District is \$478,657.

TOWN OF WINDHAM
Five Year Capital Improvement Plan
FY2013

										FUNDING SOURCE										
DEPT	CAT	PRIORITY	TITLE	TOTAL COST	FY2013	FY2014	FY2015	FY 2016	FY2017+	School	GENERAL			Town Garage			Ambulance	Cemetery	Fed & St	
										Facility Unit	FUND	LOCIP	RCIP	Fund	HISTORIC	BONDING	Fund	Fund	GRANTS	
BOE-General																				
	6	5	Architectural/Engineering study for elementary schools	120,000			120,000													
	5	3	All driveways & parking lots resealed & repaired	TBD																
Totals				120,000	0	0	120,000	0	0	0	0	0	0	0	0	0	0	0	120,000	
High School																				
	2	1	Reseal/repaint tennis courts	23,550	23,550									23,550						
	2	1	Reseal/repaint track	43,275	43,275									43,275						
	4	2	Repair & Paint Parking Lot	40,000		40,000										40,000				
	4	3	Replace Stage floor	48,675			48,675									48,675				
	4	4	New Roof	1,800,000				1,800,000		1,404,000						396,000				
	4	4	Repair/replace block throughout steel overhangs	TBD																
	4	4	Repair deteriorating bricks in pool area	TBD																
	4	3	Installation of exterior cameras - with taping capabilities	TBD																
	4	3	Installation of power bleachers in gym	TBD																
Totals				1,955,500	66,825	40,000	48,675	1,800,000	0	1,404,000	0	0	66,825	0	0	484,675	0	0		

CATEGORIES

LEGEND

PRIORITIES

Ranking is based on the following guidelines:

* Previously Authorized

1. Project is legally mandated by the State (copy of mandate must be attached),
2. Project is legally required to correct a safety and/or health code violation (copy of code violated must be attached),
3. Project delivers cost savings or generates additional revenues for the Town (estimated savings, or revenues should be provided),
4. Projects that are needed to replace unsatisfactory conditions or deficiencies in services,
5. Projects that improve or expand services but could be delayed based on fund availability,
6. Projects that would be ideal, but cannot be reasonably recommended.

1. Project should be done within current budget cycle.
2. Project should be scheduled as soon as funding identified.
3. Project should be scheduled within a reasonable time.
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TOWN OF WINDHAM
Five Year Capital Improvement Plan
FY2013

										FUNDING SOURCE												
DEPT	CAT	PRIORITY	TITLE	TOTAL COST	FY2013	FY2014	FY2015	FY 2016	FY2017+	School	GENERAL			Town Garage			Ambulance	Cemetery	Fed & St			
										Facility Unit	FUND	LOCIP	RCIP	Fund	HISTORIC	BONDING	Fund	Fund	GRANTS			
Middle School																						
	2	1	Reseal/repaint tennis courts	16,750	16,750										16,750							
	4	2	Reseal/repaint track	41,275	41,275												41,275					
	5	4	Replace Stage Curtains	35,000			35,000										35,000					
	6	5	Sprinkler for fields/field house bathrooms	145,000				145,000									145,000					
	4	3	Repairs to retaining wall on backside of tennis court	TBD																		
	4	3	Repair/replacement of shingles - TO BE STUDIED																			
Totals				238,025	58,025	0	35,000	145,000	0	0	0	0	0	16,750	0	0	221,275	0		0		
Natchaug School																						
	4	3	New Roof & Engineering Study	1,140,000				1,140,000									1,140,000					
	4	1	Playground for PK	30,000	30,000									30,000								
Totals				1,170,000	30,000	0	0	1,140,000	0	0	0	0	30,000	0	0	1,140,000	0	0		0		

LEGEND

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										Facility Unit	FUND	LOCIP	RCIP	Fund	HISTORIC	BONDING	Fund	Fund	GRANTS	
North Windham School																				
	1	1	Drill 2nd new well systems (MANDATED BY STATE)	125,000	125,000						97,500							27,500		
	2	1	Septic repairs due to wate leak into septic system	TBD																
	4	4	Fence repaired/replaced along parking lot	TBD																
Totals				125,000	125,000	0	0	0	0	0	97,500	0	0	0	0	0	0	27,500	0	0
Sweeney School																				
	6	5	Café/Media Center Classroom addition Arch/Eng study Café/Media Center & room addition LONG TERM STUDY	2,000,000			2,000,000											2,000,000		
	4	1	Playground for PK	30,000	30,000									30,000						
	2	3	Sidewalk repair/replacement	TBD																
Totals				2,030,000	30,000	0	2,000,000	0	0	0	0	0	0	0	30,000	0	0	2,000,000	0	0
Windham Center School																				
	1	1	Drill 2 new well systems (MANDATED BY STATE)	125,000	125,000						97,500							27,500		
	2	1	Upgrade/install parking lot lights - Historical Society	15,988		15,988												15,988		
Totals				140,988	125,000	15,988	0	0	0	0	97,500	0	0	0	0	0	0	43,488	0	0
GRAND TOTAL		SCHOOL DEPARTMENT		5,779,513	434,850	55,988	2,203,675	3,085,000	0	1,599,000	0	0	143,575	0	0	3,916,938	0	0	120,000	

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										Facility Unit	FUND	LOCIP	RCIP	Fund	HISTORIC	BONDING	Fund	Fund	GRANTS		
Fire Department																					
	1	1	30 minute SCBA Cylinders Discarded after 15 years of services	40,000	8,000	8,000	12,000	12,000													
	1	1	Turnout Gear Discarded after 10 years of service	48,000	11,000	11,000	13,000	13,000													
	4	3	Thermal Imaging Cameras	20,000		20,000															
	4	1	4" diameter supply hose	22,000	11,000	11,000															
	4	4	Service Vehicle	65,000			65,000														
	4	5	Front Ramp Pavement in front of apparatus bays. Sinking	20,000			20,000														
	3	4	Rescue Truck	300,000					300,000							300,000				TBD	
	4	4	Fire Engine Keep fire engines for 30 years through a rotation plan	600,000					600,000							600,000				TBD	
	1	1	2 large air cylinders for Tower Truck 101	TBD																	
Totals				1,115,000	30,000	50,000	110,000	25,000	900,000	0	0	0	215,000	0	0	900,000	0				0
Police Dept																					
	4	1	Cruiser Replacement Recommend replacing on 6 year cycle	180,000	60,000	30,000	30,000	30,000	30,000												
	4	1	Cell Block Repairs and Improvements	15,000	15,000																
Totals				195,000	75,000	30,000	30,000	30,000	30,000	0	0	0	195,000	0	0	0	0	0			0

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										Facility Unit	FUND	LOCIP	RCIP	Fund	HISTORIC	BONDING	Fund	Fund	GRANTS	
Ambulance Dept																				
	4	2	New Ambulance Recommend replacing on 6 year cycle	200,000				200,000						200,000						
Totals				200,000	0	0	0	200,000	0	0	0	0	200,000	0	0	0	0	0	0	

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										Facility Unit	FUND	LOCIP	RCIP	Fund	HISTORIC	BONDING	Fund	Fund	GRANTS			
Public Works																						
4	1		Equipment Replacement	760,000	160,000	150,000	150,000	150,000	150,000				760,000									
4	1		Recreation Park Improvements - paving	85,000	85,000								85,000									
4	1		Municipal Skate Park Lauter Park location, in progress	10,000	10,000								10,000									
4	2		Renovate public works garage wash bay, sewer connection, other improvements	2,000,000		100,000	100,000	100,000	1,700,000					300,000		1,700,000						
4	1		Lauter Park Improvements Pavillion	90,000	90,000								90,000									
4	1		Lauter Park Improvements Pave parking areas	90,000	90,000								90,000									
4	1		Pave Cemetery Roads	290,000	90,000	100,000	100,000											290,000				
4	1		Shetucket Plains Playscape	35,000	35,000								35,000									
5	4		Municipal Dog Park	50,000			50,000						50,000									
4	1		Park Signage	10,000	10,000								10,000									
6	5		New Park Windham Center	10,000,000					10,000,000							5,000,000				5,000,000		
Totals				13,420,000	570,000	350,000	400,000	250,000	11,850,000	0	0	370,000	760,000	300,000	0	6,700,000	0	290,000	5,000,000			

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										Facility Unit	FUND	LOCIP	RCIP	Fund	HISTORIC	BONDING	Fund	Fund	GRANTS
Historic																			
Downtown	6	5	Mill Museum Renovation	1,000,000					1,000,000										1,000,000
Willimantic																			
	5	1	Downtown Facade Improvements	650,000	325,000	325,000													650,000
Totals				1,650,000	325,000	325,000	0	0	1,000,000	0	0	0	0	0	0	0	0	0	1,650,000

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										Facility Unit	FUND	LOCIP	RCIP	Fund	HISTORIC	BONDING	Fund	Fund	GRANTS	
Municipal Infrastructure																				
	4	1	Sidewalk Replacement Program Part of Bond	600,000	300,000 *	300,000										600,000				
	4	1	Roadway Paving Program Part of Bond	1,140,000	760,000 *	380,000										1,140,000				
	3	1	Energy Efficiency of Town Buildings	470,000	160,000 *	160,000	150,000						470,000							
	5	2	Parking Garage/deck DOT final design this fiscal year	6,930,400	430,400 *	6,500,000										1,386,080			5,544,320	
	5	2	Bridge Street Bike Path	129,194	129,194 *														129,194	
	4	3	Town Hall Renovations	3,000,000	750,000	2,250,000										1,500,000			1,500,000	
	4	4	Culvert replacement Old Brooklyn Turnpik	100,000				100,000								100,000				
	5	3	Kramer Renovations and parking lot	1,500,000	500,000	1,000,000						175,000				1,325,000				
	5	5	Mill River Walkway	200,000				200,000											200,000	
	5	5	AT & T Parking Lot	200,000		200,000						200,000								
Totals				14,269,594	3,029,594	10,790,000	150,000	300,000	0	0	0	375,000	470,000	0	0	6,051,080	0	0	7,373,514	

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Municipal & Community Wide Needs	6	3	Willimantic Whitewater Park	12,000,000					12,000,000										12,000,000	
Totals				12,000,000	0	0	0	0	12,000,000	0	0	0	0	0	0	0	0	0	0	12,000,000
GRAND TOTAL				48,629,107	4,464,444	11,600,988	2,893,675	3,890,000	25,780,000	1,599,000	0	745,000	1,983,575	300,000	0	17,568,018	0	290,000	26,143,514	

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